

OFFICE OF THE COUNCIL

COUNCIL MEMBERS

BRANDON McCULLOUGH, President
MARTHA PTASHNIK, Vice President
CARRIE BUDZINSKI
ROB GJONAJ DONOVIC
JIM JOLLY
SCOTT MORGAN
LAURA M. TOY



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2250
citycouncil@livonia.gov

OFFICE OF THE COUNCIL

**ELECTRONIC AGENDA PACKET FOR
THE REGULAR MEETING OF
MONDAY, SEPTEMBER 23, 2024
7:00 P.M.**

**The electronic agenda is compiled, produced and
distributed by the City Council Staff.**

(734) 466-2250

2001st Regular Meeting Agenda of the Council of the City of Livonia
Monday, September 23, 2024

7:00 p.m. - City Hall Auditorium
33000 Civic Center Drive, Livonia, Michigan

CALL TO ORDER

INVOCATION/PLEDGE OF ALLEGIANCE

ROLL CALL

PRESENTATION OF MINUTES – Regular Meeting Minutes of September 9, 2024

AUDIENCE COMMUNICATION

REPORTS FROM THE MAYOR AND OTHER CITY OFFICIALS

CONSENT AGENDA

1. [BLOCK PARTY: Sam Plymale, re: to be held Saturday, October 5, 2024, from 12:00 p.m. to 9:00 p.m. on Sherwood Street, between Woodside and Westbrook Streets, with a rain date of Sunday, October 6, 2024.](#)
2. [BLOCK PARTY: Stephanie Estereicher, re: to be held Sunday, October 20, 2024, from 12:00 p.m. until 5:00 p.m., on Bretton Drive between Norwich and Pollyanna Streets.](#)
3. [REQUEST TO APPROVE AND RECOGNIZE THE CLARENCEVILLE HIGH SCHOOL HOMECOMING PARADE, PARADE ROUTE, THE CLOSING OF CERTAIN CITY STREETS AND REQUEST TO DESIGNATE AND AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE WAYNE COUNTY ROAD COMMISSION PERMIT ON BEHALF OF THE CITY TO CLOSE A PORTION OF MIDDLEBELT ROAD, WITH THE CITY TO ASSUME LIABILITY FOR ANY DAMAGE CLAIMS WHICH MAY ARISE AS A RESULT OF THE ROAD CLOSURE: Kevin Murphy, Athletic Director, re: to be held on Friday, October 11, 2024, beginning at 6:00 p.m.](#)
4. [SITE PLAN PETITION: Planning Commission, re: Petition 2024-07-08-04, submitted by Wine Palace, to construct an addition to the existing retail building at 13971 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast ¼ of Section 23.](#)
5. [WAIVER PETITION: Planning Commission, re: Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28.](#)
6. [APPOINTMENT OF DAVID VESELENAK TO THE PLYMOUTH ROAD DEVELOPMENT AUTHORITY: Office of the Mayor, re: for a three-year term, which will expire on May 16, 2027.](#)
7. [REQUEST TO APPROVE THE REVISED FEE WAIVER POLICY GRID: Office of the Mayor, re: in order to make it more user-friendly and less susceptible to Constitutional challenges.](#)

8. REQUEST TO AMEND COUNCIL RESOLUTION 72-21: Division of Police, re: to reflect the approved amount of the agreement with Hegira Health as an annual spending limit and amend the account that will be utilized, from budgeted funds.
9. REQUEST TO ACCEPT FY2023 FEMA ASSISTANCE TO FIREFIGHTER GRANT (AFG) AND AUTHORIZE THE PURCHASE OF THERMAL IMAGER EQUIPMENT: Livonia Fire and Rescue, re: in order to enhance emergency response capabilities, from grant and budgeted funds.
10. REQUEST TO ACCEPT MI LEO FY 2024 FIRE GEAR GRANT AND AUTHORIZE THE PURCHASE OF TURNOUT GEAR AND BOOTS: Livonia Fire and Rescue, re: in order to enhance firefighter safety, from grant and budgeted funds.
11. REQUEST TO WAIVE THE SEALED BID PROCESS AND APPROVE AN AGREEMENT WITH TYLER TECHNOLOGIES (TYLER PAYMENTS): Finance Department, re: for credit card and eCheck payment software, hardware, and support, from budgeted funds.
12. REQUEST TO ACCEPT A GRANT FROM THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA): Planning and Economic Development Department, re: Proposal by McKenna to update the Livonia Vision 21 Master Plan utilizing MSHDA Housing Readiness Incentive Grant.
13. REQUEST FOR AUTHORIZATION TO PURCHASE ONE ORION ZOOM CAMERA AND TRACTOR THROUGH THE SOURCEWELL CONTRACT: Department of Public Works, re: for use by the Sewer Department, from budgeted funds.
14. REQUEST TO PURCHASE TWO QUICKVIEW AIR HD CAMERAS WITH TELESCOPIC POLES AND TABLETS FROM SOLE SOURCE SUPPLIER: Department of Public Works, re: for use by the Sewer Department, from budgeted funds.
15. AWARD OF BID: Department of Public Works, re: for a Manual Transfer Switch and installation at the Newburgh Pump Station, from budgeted funds.
16. REQUEST TO AUTHORIZE APPROPRIATION AND EXPENDITURE: Department of Public Works; Water & Sewer Division, re: for the emergency sewer repair on Farmington Road, from the Unexpended Fund Balance of the Water and Sewer Fund.

UNFINISHED BUSINESS – MEETINGS OF THE COMMITTEES

17. SENIOR CITIZENS, FAMILIES AND ENVIRONMENT COMMITTEE MEETING OF SEPTEMBER 4, 2024
 - a. The subject matter of mass transit. (CR 74-15)
 - b. The subject matter of Livonia Community Transportation Services. (CR 76-18)
 - c. The subject matter of transportation issues for seniors, families, and other community residents. (CR 34-23)
18. CAPITAL OUTLAY AND INFRASTRUCTURE COMMITTEE MEETING OF SEPTEMBER 11, 2024.
 - a. The subject matter of the solid waste/recycling contract. (CR 57-15 and 932-98)

UNFINISHED BUSINESS

19. REQUEST FOR COUNCIL APPROVAL ON PROPOSED LOT SPLIT: Department of Assessment, re: for the property located on the NE corner of Schoolcraft Road and Richfield Ave., West of Newburgh Rd., in the Southeast 1/4 of Section 19; 37500 Schoolcraft Road (Petition 2024-07-LS-07) and to waive the deficiency in lot area for both Parcels "A" and "B".

20. REQUEST TO ESTABLISH NEW CLASSIFICATION: Civil Service Department, re: for the position of a Budget & Fiscal Services Manager.

NEW BUSINESS

AUDIENCE COMMUNICATION

NOTICE(S)

In accordance with Title II of the American with Disabilities Act as it pertains to access to Public Meetings, the City Clerk's Office of the City of Livonia, upon adequate notice, will make reasonable accommodations for persons with disabilities. Please call (734) 466-2236 or email clerk@livonia.gov as soon as possible if you need assistance. Council agendas are available on the City's website www.livonia.gov - under Your Government, City Council, Agendas & Minutes.

LORI L. MILLER, CITY CLERK

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

1. BLOCK PARTY: Sam Plymale, re: to be held Saturday, October 5, 2024, from 12:00 p.m. to 9:00 p.m. on Sherwood Street, between Woodside and Westbrook Streets, with a rain date of Sunday, October 6, 2024.

Jake Vargo, 15613 Woodside Street, presented the request to Council.

Councilmember Toy offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

1.

Clerk
August 30, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

AGENDA ITEM

BLOCK PARTY: Sam Plymale, re: to be held Saturday, October 5, 2024, from 12:00 p.m. to 9:00 p.m. on Sherwood Street, between Woodside and Westbrook Streets, with a rain date of Sunday, October 6, 2024.

BACKGROUND DETAILS

Request to host a block party on Sherwood, between Woodside and Westbrook. The event will include a potluck, bounce house, music, and games.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve as submitted.

ATTACHMENTS

1. S090924 Block Party Sam Plymale Sherwood St

APPROVED BY

Doris DeMarco, Deputy Clerk

Date: August 30, 2024

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

PLEASE PRINT

Date of Application: 8/26/2024 Date to appear at a Council Meeting: 9/23/2024 9/9/2024

Name of Neighborhood Representative: SAM PLYMALE

Address (please include zip code): 15645 ~~WOODSIDE ST~~ WOODSIDE ST

Telephone Number with area code: Home: 734 634 3726 Office: _____

Email: SAMBPLYMALE@GMAIL.COM

Please circle what is being requested – “BLOCK PARTY” and/or “STREET BARRICADING”

10/5/2024 10/6/2024 Noon-9pm
Date of Block Party Rain Date Start/end time of Block Party and/or Barricading
and/or Barricading Spoke w/Sam End time is no later than 10:00 p.m.
For more info - 2019 DeLora

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

SHERWOOD ST BETWEEN WOODSIDE AND WESTBROOK

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.)

POT LUCK, BOUNCE HOUSE, MUSIC, KIDS GAMES

How many barricades are you requesting (max. 10)? 6

Approximate Number Attending: 60

Date of Council Approval/Denial: _____

Council Resolution Number: _____

RECEIVED
OFFICE OF THE CITY CLERK
2024 AUG 30 AM 9:16

Petitioner is on Plymouth DDA and has
7pm mtg on 9/9 but will try to attend

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

2. BLOCK PARTY: Stephanie Estereicher, re: to be held Sunday, October 20, 2024, from 12:00 p.m. until 5:00 p.m., on Bretton Drive between Norwich and Pollyanna Streets.

Stephanie Estereicher, petitioner, presented the request to Council.

Councilmember Morgan offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

2.

Clerk
August 22, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

AGENDA ITEM

BLOCK PARTY: Stephanie Estereicher, re: to be held Sunday, October 20, 2024, from 12:00 p.m. until 5:00 p.m., on Bretton Drive between Norwich and Pollyanna Streets.

BACKGROUND DETAILS

Stephanie Estereicher is requesting permission to barricade Bretton Drive between Norwich and Pollyanna, impacting approximately 12 homes. The purpose is to host the 12th Annual Windridge Village Halloween event with approximately 150 people attending. This event is family-oriented and will include a family parade to her home for games and refreshments.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve as submitted.

ATTACHMENTS

1. S090924 Block Party Stephanie Estereicher Bretton Dr

APPROVED BY

Doris DeMarco, Deputy Clerk

Date: August 22, 2024

**REQUEST FOR NOISE WAIVER BLOCK PARTY and/or
BARRICADING OF CITY STREETS**

Send to: Livonia City Council, c/o City Clerk, 33000 Civic Center Drive, Livonia, MI 48154-3097
or hand deliver to the City Clerk's Office at least 8 weeks prior to the planned event

PLEASE PRINT

Date of Application: 8/21/24 Date to appear at a Council Meeting: _____

Name of Neighborhood Representative: Stephanie Estereicher

Address (please include zip code): 34067 Bretton Drive, Livonia 48152

Telephone Number with area code: ^{cell} Home: (734) 564-7727 Office: _____

Email: babyjuly84@gmail.com

Please circle what is being requested – “BLOCK PARTY” and/or “STREET BARRICADING”

<u>10/20/24</u>	<u>N/A</u>	<u>12pm - 5pm</u>
Date of Block Party and/or Barricading	Rain Date	Start/end time of Block Party and/or Barricading End time is no later than 10:00 p.m.

Location of Block Party and/or Barricading: (Be specific. Indicate which streets and between which boundaries).

Corner of Norwich + Bretton Drive to
Bretton Drive + Pollyanna. There are other
ways through our sub without this section
of road being used.

Type of Event: Briefly (Describe activities planned. Music, barbecue, games, etc.) _____
12th Annual Windridge Village - Halloween
Parade / event for residents of the sub.

How many barricades are you requesting (max. 10)? 4

Approximate Number Attending: 150 people

Date of Council Approval/Denial: _____

Council Resolution Number: _____

RECEIVED
OFFICE OF THE CITY CLERK
2024 AUG 22 AM 11:14

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

3. REQUEST TO APPROVE AND RECOGNIZE THE CLARENCEVILLE HIGH SCHOOL HOMECOMING PARADE, PARADE ROUTE, THE CLOSING OF CERTAIN CITY STREETS AND REQUEST TO DESIGNATE AND AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE WAYNE COUNTY ROAD COMMISSION PERMIT ON BEHALF OF THE CITY TO CLOSE A PORTION OF MIDDLEBELT ROAD, WITH THE CITY TO ASSUME LIABILITY FOR ANY DAMAGE CLAIMS WHICH MAY ARISE AS A RESULT OF THE ROAD CLOSURE: Kevin Murphy, Athletic Director, re: to be held on Friday, October 11, 2024, beginning at 6:00 p.m.

Megan Fitzgerald, Clarenceville High School teacher, presented the request to Council.

Councilmember Donovic offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

3.

Clerk
August 19, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

AGENDA ITEM

REQUEST TO APPROVE AND RECOGNIZE THE CLARENCEVILLE HIGH SCHOOL HOMECOMING PARADE, PARADE ROUTE, THE CLOSING OF CERTAIN CITY STREETS AND REQUEST TO DESIGNATE AND AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE WAYNE COUNTY ROAD COMMISSION PERMIT ON BEHALF OF THE CITY TO CLOSE A PORTION OF MIDDLEBELT ROAD, WITH THE CITY TO ASSUME LIABILITY FOR ANY DAMAGE CLAIMS WHICH MAY ARISE AS A RESULT OF THE ROAD CLOSURE: Kevin Murphy, Athletic Director, re: to be held on Friday, October 11, 2024, beginning at 6:00 p.m.

BACKGROUND DETAILS

REQUEST TO APPROVE AND RECOGNIZE THE CLARENCEVILLE HIGH SCHOOL HOMECOMING PARADE, PARADE ROUTE, THE CLOSING OF CERTAIN CITY STREETS AND REQUEST TO DESIGNATE AND AUTHORIZE SENIOR POLICE OFFICER MICHAEL ARAKELIAN TO SIGN THE WAYNE COUNTY ROAD COMMISSION PERMIT ON BEHALF OF THE CITY TO CLOSE A PORTION OF MIDDLEBELT ROAD, WITH THE CITY TO ASSUME LIABILITY FOR ANY DAMAGE CLAIMS WHICH MAY ARISE AS A RESULT OF THE ROAD CLOSURE: Kevin Murphy, Athletic Director, re: to be held on Friday, October 11, 2024, beginning at 6:00 p.m.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve as submitted:

Exit the west driveway of Botsford Elementary and travel north on Brentwood to Pembroke, west on Pembroke to Weyher, south on Weyher to St. Martins, west on St. Martins to Parkville, north on Parkville to Bretton, west on Bretton to Middlebelt; and north on Middlebelt to the Clarenceville Middle School parking lot.

ATTACHMENTS

1. Clarenceville City Council Parade Route Approval_2024 (1)
2. Clarenceville PARADE ROUTE 10-11-2024
3. Clarenceville Parade Resolution Clarenceville Board Approved (1)2024
4. ClarencevilleParade Application_2024 (1)

APPROVED BY

Doris DeMarco, Deputy Clerk

Date: August 20, 2024

Clarenceville Senior High School

20155 Middlebelt Road
Livonia, Michigan 48152
(248) 919-0408
Fax (248) 919-0438

Terrence Blevins
Principal

August 15, 2024

Dear Honorable Members of Livonia City Council,

Todd Noonan
Principal

Clarenceville High School will be holding its annual Homecoming Parade on Friday October 11, 2024. As in the past, we need to have approval for our parade route on the following streets (please see attached map). The parade will start at 6:00 P.M. at Botsford Elementary, and we will need Livonia Police to shut down traffic on Middlebelt Road from Bretton to the entrance on the north side of Clarenceville Middle School (first entrance North of Clarenceville Middle School).

Kevin B. Murphy
Athletic Director

Officer Mike Arakelian, of the Livonia Police Department, has approved the parade route. Officer Arakelian has instructed me to get an Approval Resolution from the City Council so that he can get approval from Wayne County to shut down Middlebelt Road for the parade. If Clarenceville could be placed on the City Council Agenda for a August/September mtg to discuss any questions concerning this matter, it would be greatly appreciated.

Joelle M. Troszak
Counselor

The Clarenceville Board of Education approved a Resolution at the May meeting. I have attached a signed copy of the resolution.

TBD
Counselor

Any questions don't hesitate to call me at the number below.

Thanks for your help.

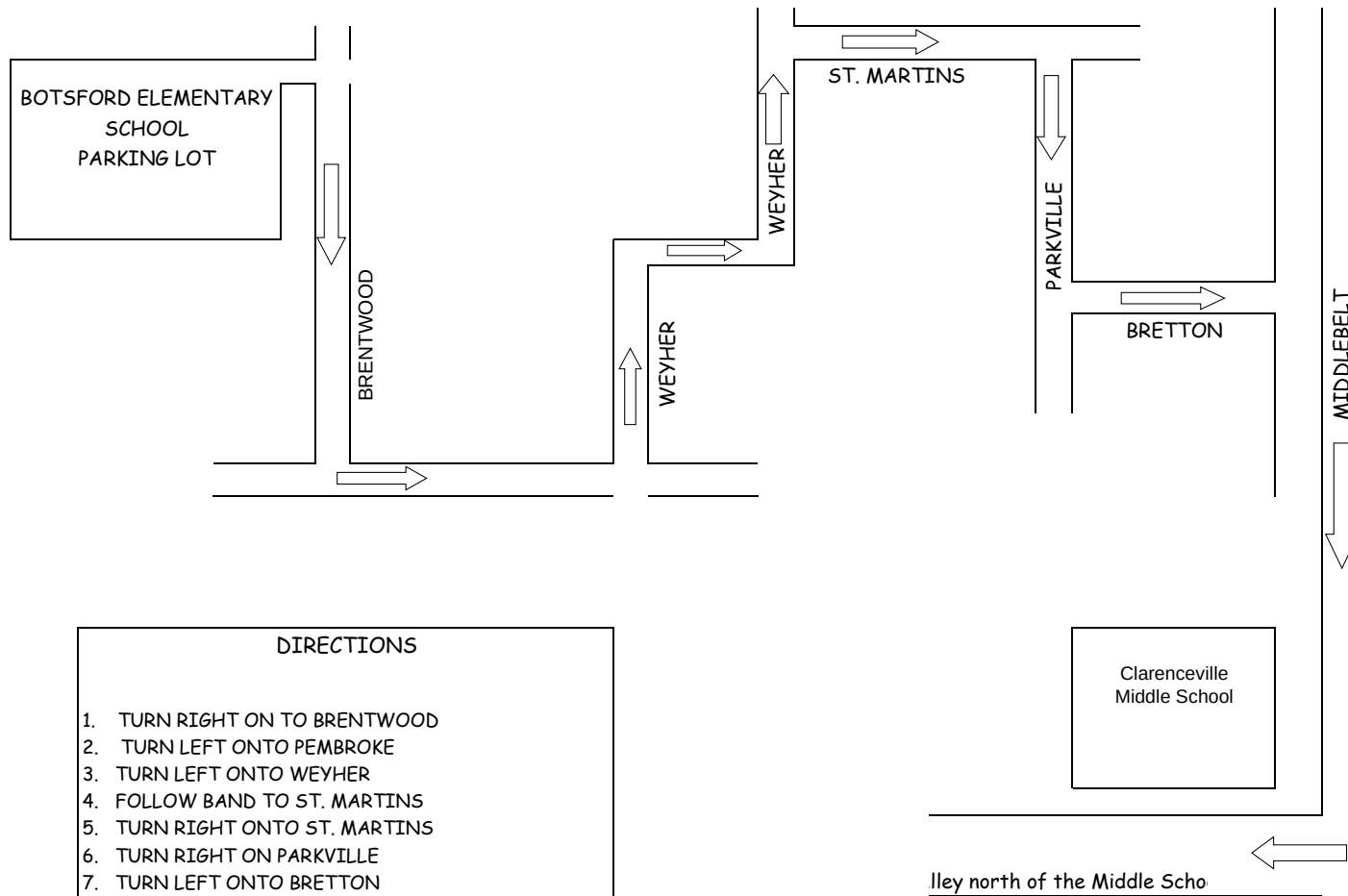
Hannah Reed
Principal's Secretary

Kevin Murphy
Athletic Director
248-919-0217 Office
248-388-1360 cell

TBD
Attendance/AD Secretary

HOMECOMING PARADE ROUTE 2024

FRIDAY, October 11, 2024 6:00 p.m.



DIRECTIONS

1. TURN RIGHT ON TO BRENTWOOD
2. TURN LEFT ONTO PEMBROKE
3. TURN LEFT ONTO WEYHER
4. FOLLOW BAND TO ST. MARTINS
5. TURN RIGHT ONTO ST. MARTINS
6. TURN RIGHT ON PARKVILLE
7. TURN LEFT ONTO BRETTON
8. TURN RIGHT ONTO MIDDLEBELT RD.
9. TURN RIGHT INTO MIDDLE SCHOOL PARKING LOT
Turn into the Alley north of the Middle School

RESOLUTION

BE IT FURTHER RESOLVED that the Superintendent and/or his designee are authorized to execute any documents required to accomplish the same.

Homecoming Parade Resolution

May 09, 2024

Page 2 of 2

AYES: Members: D. Myers, J. Bunker, A. Watt, P. Marietti, C. Immonen,
K. Arnet, P. Shourd

NAYS: Members: None

ABSTAINING OR
NOT PRESENT: Members: None

RESOLUTION DECLARED ADOPTED.


Secretary, Clarenceville Board of Education

I hereby certify that the foregoing constitutes a true and complete copy of a resolution duly adopted by the Board of Education of Clarenceville School District, Counties of Oakland and Wayne, Michigan, at a regular meeting held on the 11th day of May, 2024, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be or have been made available as required by said Act.


Secretary, Clarenceville Board of Education



LIVONIA POLICE DEPARTMENT
PARADE APPLICATION



Applicant Organization: _____ Clarenceville School District _____ Date: ____ 8/15/24 ____

Name of Applicant: _____ Kevin Murphy _____

Address: ____ 20155 Middlebelt Rd ____ Livonia, MI 48152 _____ Phone: ____ 248-388-1360 ____

PARADE INFORMATION

Date of Parade: ____ 10/11/24 ____ Starting Time: ____ 6:00 pm ____ Finish Time: ____ 6:45pm ____

List the entire parade route on this form in the space below:

Turn right out of Botsford Elementary onto Brentwood, turn left onto Pembroke, turn left onto Weyher, turn right onto St. Martins, turn right onto Parkville, turn left onto Bretton, turn right onto Middlebelt, turn right into the first driveway into Clarenceville Middle School.

* If the route passes over any Wayne County road, the Applicant Organization will assume liability for any damage claims which may arise as a result of the road closure as to Wayne County and the City of Livonia only. A resolution of the Organization's governing body to that effect must be **submitted with this application**.

Total number of participants on foot: ____ 300 ____ Number of vehicles: ____ 12 ____ Total number of floats: ____ 4 ____

This request must be submitted to the Traffic Bureau of the Livonia Police Department no later than **30 days prior** to the parade date.

REQUIRED CONDUCT OF THE PARADE UNITS:

1. No one will hand out or give away any material from a **motor vehicle or float** in the parade (handouts only to occur by participants on foot and away from parade vehicles).
2. No unit will be decorated in such a manner as to obstruct the driver's vision.
3. No riders allowed outside the passenger compartment of a vehicle.
4. Drivers will not violate any traffic law except at the direction of a Police Officer.
5. Each marching unit shall be accompanied and controlled by at least one responsible person over the age of 18 that has been designated by the Applicant.

I agree to the required conduct of the parade units and **will ensure all participants adhere**.

I understand that the Community Service Bureau will determine the number of Police Officers required to assist the parade and the Applicant Organization will pay for the cost of Police Officers assigned to the parade.

SIGNATURE OF APPLICANT _____ *Kevin Murphy* _____

For information regarding the cost and assignment of Police Officers, contact the Community Service Bureau: Mon. – Fri. 8 a.m. – 4 p.m. at 734-466-2369.

For other application questions, contact the Traffic Bureau Mon. – Fri. 8 a.m. – 3 p.m. at 734-466-2107.

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

4. WAIVER PETITION: Planning Commission, re: Petition 2024-07-08-04, submitted by Wine Palace, to construct an addition to the existing retail building at 13971 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast $\frac{1}{4}$ of Section 23.

Mark Taormina, Planning and Economic Development Director, presented the request to Council.

Clifton Denha, owner, was present to answer questions.

Councilmember Donovic verified the exterior façade will match the current façade.

Councilmember Toy said it is nice to see a family-owned business expanding in Livonia.

Vice President Ptashnik asked if the digital sign would be relocated and if there would be a change to the driveway entrance from Middlebelt.

Mr. Denha said the sign and driveway will remain the same. The parking lot will eventually be enlarged.

Councilmember Donovic offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

4.

Planning
August 26, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

AGENDA ITEM

WAIVER PETITION: Planning Commission, re: Petition 2024-07-08-04, submitted by Wine Palace, to construct an addition to the existing retail building at 13971 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast ¼ of Section 23.

BACKGROUND DETAILS

August 26, 2024

Honorable Members of the City Council
City of Livonia, Michigan

Re: Petition 2024-07-08-04 - Wine Palace

Dear Council Members:

At the 1,218th Public Hearing and Regular Meeting held by the City Planning Commission on August 20, 2024, the following resolution was adopted:

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

#08-42-2024 RESOLVED, That the City Planning Commission does hereby recommend to the City Council that Petition 2024-07-08-04 submitted by Wine Palace requesting approval of all plans required by Sections 3.10 and 13.13 of the Livonia Zoning Ordinance, as amended, in connection with a proposal to construct an addition to the existing retail building at 13971 and 13973 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast ¼ of Section 23., be approved for the following reasons or subject to the following conditions:

1. The Site Plan identified as SP-100, dated June 17, 2024, as amended, prepared by Gumma Group, is hereby approved and shall be adhered to.
2. All parking spaces, except the required handicapped spaces, shall be doubled striped at ten feet (10') wide by twenty feet (20') in length as required.

3. That the Petitioner shall make an effort to save the trees along the south property line that are being displaced by the addition and replant them elsewhere on the site.
4. The Elevations Plan, identified as A-500, dated June 17, 2024, as amended, prepared by Gumma Group, is hereby approved and shall be adhered to.
5. Any new exterior light fixtures shall not exceed twenty feet (20') in height and shall be aimed and shielded so as to minimize stray light trespassing across property lines and glaring into adjacent roadways.
6. That the three walls of the trash dumpster area shall be constructed out of building materials that shall complement that of the building. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass and when not in use, closed at all times.
7. That only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.
8. No unshielded LED light band or neon shall be permitted on this site, including the building or around the windows.
9. Unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers, or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
10. The specific plans referenced in this approving resolution shall be submitted to the Inspection Department at the time the building permits are applied for, and
11. Pursuant to Section 13.13 of the Livonia Zoning Ordinance, as amended, this approval is valid for a period of one year only from the date of approval by City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

ATTACHMENTS

1. 2024-07-08-04_E-COUNCIL Pkt

APPROVED BY



Mark Taormina, Planning and Economic Development Director

Date: August 26, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024

Petition 2024-07-08-04 submitted by Wine Palace requesting approval of all plans required by Sections 3.10 and 13.13 of the Livonia Zoning Ordinance, as amended, in connection with a proposal to construct an addition to the existing retail building at 13971 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast $\frac{1}{4}$ of Section 23.

**CITY OF LIVONIA, MICHIGAN
APPLICATION FOR SITE PLAN REVIEW & APPROVAL**

All petitions for Site Plan Approval shall be filed with the City Planning Commission,
33000 Civic Center Drive, Livonia, MI 48154-3097.

For filing fee see computation below

Date Filed: _____ Petition _____
Site Address: 13971 & 13973 Middlebelt Rd Sidwell 092-0100-10-002
Requesting Approval to Addition to an existing retail building
Applicant: Kelly Denha Business/Company: Wine Palace
Applicant's Address: 13971 Middlebelt Rd City: Livonia State: MI Zip Code: 48154
Applicant's Phone # (248) 880-0009 Applicant's Email kdenha@comcast.net
Contact Person: Kelly Denha Business/Company: Wine Palace
Contact's Address: 13971 Middlebelt Rd City: Livonia State: MI Zip Code: 48154
Contact's Phone # (248) 880-0009 Contact's Email kdenha@comcast.net

Please provide the following information:

- 1) **Site Plan** showing:
 - property dimensions, including road right-of-way & building setback lines
 - foot print of building(s), including dimensions & square footage
 - all easements, protective walls, sidewalks & existing trees
 - any significant topographic features (existing or proposed)
 - parking layout, including type of surface material, sizes of spaces & aisles
 - method used in calculating parking requirement
 - location of light standards servicing parking lot & cutout showing type & height
 - location of trash receptacle, including description of screening
 - location of signs (if proposed must submit separate sign application)
- 2) **Detailed Landscape Plan** including:
 - listing or labeling of all planted materials as to type and size
 - areas to be fully irrigated
 - percentage of landscaping provided (15% of total site required)
- 3) **Building Elevation Plan** depicting:
 - architectural quality
 - wall section & detail plan - exterior building materials must be labeled (i.e. brick, thin brick, E.F.I.S.)
 - all visible rooftop mechanical equipment and how they will be screened
- 4) **General Floor Plan** showing:
 - floor layout
 - entrances & exits
 - restaurants are required to illustrate seating arrangement & capacity
- 5) **One (1) set of reduced plans** (i.e. site, landscape, elevation, floor), **a maximum 11" x 17" in size, or digital file in a .pdf format either on CD or emailed to: planning@livonia.gov**
- 6) **Legal Description** of the property to be considered (Clearly Printed)
- 7) One (1) completed application form & **three (3)** sets of full-size drawings

You are invited and encouraged to review your proposal with the Planning Department staff. Only one set of preliminary drawings will be necessary for this analysis.

<u>FEE COMPUTATION</u>	\$600.00
<u>2,456</u> sq. ft. of new construction x \$20.00 per 1,000 sq. ft.	
(NOTE: Round off to nearest 1,000) + \$60	
Total Amount Due \$	<u>660.00</u>

Owner of Property: CKI Partnership
Owner's Address: 13971 Middlebelt Rd City: Livonia State: MI Zip Code: 48154
Owner's Phone # (248) 880-0009 Owner's Email kdenha@comcast.net
Signature of Owner:  Print Name: Kelly Denha

RECEIVED
JUL 10 2024
CITY OF LIVONIA
PLANNING COMMISSION

UNAPPROVED MINUTES

1

MINUTES OF THE 1,218th PUBLIC HEARINGS AND REGULAR MEETING HELD BY THE CITY PLANNING COMMISSION OF THE CITY OF LIVONIA

On Tuesday, August 20, 2024, the City Planning Commission of the City of Livonia held its 1,218th Public Hearing and Regular Meetings in the Livonia City Hall, 33000 Civic Center Drive, Livonia, Michigan.

Mr. Ian Wilshaw, Chairman, called the meeting to order at 7 p.m.

Members present:	Patrick Droze	David Bongero	Sam Caramagno
	Glen Long	Peter Ventura	Ian Wilshaw

Members absent: Wafa Dinaro

Mr. Jacob Uhazie, Planning Director, and Stephanie Reece, Program Supervisor, were also present.

Chairman Wilshaw informed the audience that if a petition on tonight's agenda involves a rezoning request, this Commission makes a recommendation to the City Council who, in turn, will hold its own public hearing and make the final determination as to whether a petition is approved or denied. The Planning Commission holds the only public hearing on a request for preliminary plat and/or vacating petition. The Commission's recommendation is forwarded to the City Council for the final determination as to whether a plat is accepted or rejected. If a petition requesting a waiver of use or site plan approval is denied tonight, the petitioner has ten days in which to appeal the decision, in writing, to the City Council. Resolutions adopted by the City Planning Commission become effective seven (7) days after the date of adoption. The Planning Commission and the professional staff have reviewed each of these petitions upon their filing. The staff has furnished the Commission with both approving and denying resolutions, which the Commission may, or may not, use depending on the outcome of the proceedings tonight.

ITEM #1 PETITION 2024-07-08-04

Wine Palace

Mr. Caramagno, Secretary, announced the first item on the agenda, Petition 2024-07-08-04 submitted by Wine Palace requesting approval of all plans required by Sections 3.10 and 13.13 of the Livonia Zoning Ordinance, as amended, in connection with a proposal to construct an addition to the existing retail building at 13971 and 13973 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast ¼ of Section 23.

Mr. Uhazie: This site is 0.78 acres in size, with 250 feet of frontage on Middle Belt Road and 135.60 feet deep. The property is currently zoned C-1 (Local business). The properties to the north are also zoned C-1, while parcels to the south and east across Middle Belt are zoned C-2 (General business). Behind the property to the west is zoned N1 (Neighborhood district). The existing Wine Palace is a one story in height building measuring approximately 7,536 square feet. The parking is located to the north and east of the property. The proposed addition measures 2,456 square feet and would be built on the south side of the building. The addition would be utilized as a retail area, an office, a conference room and enable additional front counter sales as shown on their floor plan. The new building would have a gross floor area of 9,992 square feet. Setbacks for the building for C-1 district is 15 feet. The current building is 84 feet and seven inches from middle belt, and the addition would align with the existing building. The ordinance allows zero-foot setbacks when C-1 is adjacent to C-2. The addition would have a zero-lot line with the Bob Evans property to the south, a 20-foot rear setback is required when adjacent to residential residence. The existing building and addition would be 44 feet and nine inches from the rear lot line. The addition complies with all required yard setbacks. The exterior of the addition will match the building materials and design of the existing building. Awnings over the windows and gooseneck light fixtures also match the existing building. The one-story addition height would match the existing building as well. Parking is based on one space per 150 square feet of floor area. The expanded building requires 53 parking spots, and the plan only identifies 37. The parking spaces also appear to be striped at nine feet. The ordinance requires parking spaces at 10 feet. When we did some examining of the parking and striping, we looked at 10 feet. If the parking was striped at 10 feet, we'd estimate 34 parking spaces would be available. Section 9.03 of the zoning ordinance allows Council and the Planning Commission to modify parking requirements based on other information of sources and the Institute of Transportation Engineers Parking Generation Manual. Under this manual for liquor stores, it would require only 18 parking spaces. So, it would comply with the ITE Parking Generation Manual. And that's all I have for staff notes, but I also have correspondence.

Mr. Wilshaw: If you want to read that out to us.

Mr. Uhazie: The first item is from the Engineering Division, dated July 12, 2024, which reads as follows: *"In accordance with your request, the Engineering Division has reviewed the above referenced petition. We have no objections to the proposed project at this time. The subject parcel is assigned the address of #13971 Middlebelt Road. The legal description included with the submitted drawings appears to be correct, and should be used should the project be approved. The existing parcel is currently served by public water main, sanitary sewer and storm sewer. The submittal does not indicate any changes to the existing utility leads, so we do not believe there will be any additional impacts to the public utilities with this proposal. Please be advised that the project will be required to conform to the latest version of the Wayne County Storm Water Ordinance . Storm water pre-treatment and/or detention may be required for any additional impervious areas added to the site. A full review of the permitting requirements will be done when construction drawings are submitted to this Department. Also, should any work be required within the Middlebelt Road right-of-way, the owner need to obtains permits from the Wayne County Department of Public Service."* The letter is signed by David W. Lear, P.E., Assistant City Engineer. The next letter is from the Livonia Fire & Rescue Division, dated July 22, 2024, which reads as follows: *"This office has reviewed the site plan submitted in connection with a request to construct a commercial building on property located at the above referenced address. We have no objections to this proposal. Please ensure on formal plan submission that directional arrow is accurate on all pages. A further detailed plan review will take place when this division receives an official plan set."* The letter is signed by Brian Kukla, Fire Marshal. The next letter is from the Division of Police, dated July 11, 2024, which reads as follows: *"I have reviewed the plans in connection with the petition. I have no objections to the proposal."* The letter is signed by Paul Walters, Sergeant, Traffic Bureau. The next letter is from the Inspection Department, dated August 20, 2024, which reads as follows: *"Pursuant to your request, the above-referenced Petition has been reviewed. 1. A variance from the Zoning Board of Appeals would be required for the deficient front yard setback. This Department has no further objections to this Petition."* The letter is signed by Jerome Hanna, Director of Inspection. The next letter is from the Finance Department, dated July 12, 2024, which reads as follows: *"I have reviewed the addresses connected with the above noted petition. As there are no outstanding amounts receivable, general or water and*

UNAPPROVED MINUTES

4

sewer, I have no objections to the proposal.” The letter is signed by Connie Kumpula, Chief Accountant. The next letter is from the Treasurer’s Department, dated August 20, 2024, which reads as follows: *“In accordance with your request, the Treasurer’s Office has reviewed the address connected with the above noted petition. At this time, there are no outstanding amounts receivable for taxes. Therefore, I have no objections to the proposal.”* The letter is signed by Susie Nash, Treasurer. That is the extent of the correspondence.

- Mr. Ventura: I'm a little puzzled. Could you go back over...I don't have a copy of a letter from Jerome Hannah in my package.
- Mr. Uhazie: We just received it today. It was a late addition.
- Mr. Ventura: He talks about a deficient...from the from the middle belt road?
- Mr. Uhazie: Yeah, I believe the setbacks. I'm not exactly sure what he's referring to, to be honest...
- Mr. Ventura: Well, in our write up, it says that we're 84 feet away.
- Mr. Uhazie: and I think the setback is about 20,
- Mr. Ventura: And it is allowed at zero.
- Mr. Uhazie: That's the lot that's to the south. So that's adjoining the property to the south.
- Mr. Ventura: What's the required setback?
- Mr. Uhazie: It is 15 feet.
- Mr. Ventura: So, we have 84?
- Mr. Uhazie: Yes, that's why I have not had a chance to review Jerome's letter. I can look at it.
- Mr. Ventura: I would like it clarified so that we don't have the petitioner go through bunch of steps that are not necessary. Okay? Thank you, Mr. Chairman.
- Mr. Wilshaw: All right. Thank you. Mr. Ventura. Any other questions for our planning staff?

UNAPPROVED MINUTES

5

Mr. Droze: Just a question on the use of different methodology for parking requirements. ITE's recommendation seems a little more appropriate based on the nature of this use. Is this a common source that the city uses?

Mr. Uhazie: I would say we do use that pretty regularly now, since the zoning ordinance update.

Mr. Droze: Great, and I think related to the setback, there's, we mentioned, there's a, I think a slight jog in the right-of-way that it looks like it's pretty minor encroachment into that setback on the south corner of the building. It looks very minor. It's almost a function of the jog in the Middle Belt Road right-of-way. I think that might be what they're referring to.

Mr. Uhazie: That could be, I would say, I was just confirming that for C-1 the setback is 15 feet from the main road, so I'll have to follow up with Jerome as to what he's referring to.

Mr. Wilshaw: Alright, thank you. Did that answer all your questions, Mr. Droze?

Mr. Droze: Yes.

Mr. Wilshaw: Excellent. Any other questions for our planning staff? If not, our petitioner is in the audience, feel free to come forward.

Mr. Wilshaw: Good evening, gentlemen. We're going to ask that you start with your name and address for our record.

Robert Kerma, Guma Group and representing Wine Palace.

Kelly Denha, owner of the Wine Palace along with my brother Cliff.

Mr. Wilshaw: All right. Thank you, gentlemen. And what would you like to tell us about your proposal you're going to be looking to add on to your building?

Mr. Denha: I so much appreciate letting me submit our plans. We've been Wine Palace over 37 years and if you know what's going on, is a lot of changes in our business. Every day we get new items. Ten items. Well, where do you put it and I always tell these suppliers, I go, what do you do at 7-11? I mean, you know, how do you put... we don't. Well to stay relevant in our line of business, there's new stores coming to Michigan that are much bigger, and they have a lot of variety, and we have to stay

relevant. And we've been wanting to do this for a while. We had an issue with DTE, but we fixed it, and we're going to move two poles at our cost. And so, this will make the store more convenient to move a cart around. It makes the aisles wider. We can bring new items. Also, we're going to bring some new features. For example, a potential chiller machine, where if, if you have five doors of chilled wine, if you don't have that bottle of wine, that we have 1000 different kinds, but you want that one chilled, we'll put it into the chiller. Two minutes, you're out of there free of charge. You have chilled wine. It gives us an advantage toward you know, some of these other stores, like Meijer's and Costco, and that's a service that we would offer. Considering the parking, which I appreciate, I want to let you know that we eliminated the deli, and the deli was a very, very profitable, very great business for us. But as time went on, all these restaurants that are approved on Middle Belt, I was... the running joke in Livonia was the best restaurant In Livonia was the liquor store down the street because we had a great deli, but after 40 years, the demographics changed, where all the Chick fil A and Chipotle and Jersey Mike's and Chili's and all these restaurants came in, we noticed it wasn't our best department, and we started scaling it back down. So, in our store, our customers are going to come in and out, you're not going to see a traffic jam. So, the parking I knew was an issue also, what I also did, I eliminated...I was going to put a upstairs, where I was going to have, not a lounge area where customers could come in and have private wine tastings and things like that. I limited that because I knew, standing here, the parking would not meet it, because that's different. Customers would be lingering in the store. You'd have 20 or 30 cars in the parking lot besides your regulars, so I eliminated that, but I would appreciate, if you approve it, because I don't think it would be an issue. Holiday times it is an issue. But we, we have good arrangements with our neighbors at Bob Evans and the insurance company next door. And our employees park there, and I think it'll be a really big asset to the City of Livonia. It'll be very nice, and I welcome you guys to stop by when it's done. If you approve it.

Mr. Wilshaw: Sounds good. Thank you, Mr Denha. Let me see if there's any questions for you about your proposal. Is there any questions for our petitioner?

Mr. Bongero: One question, What's your intention with the existing dumpster enclosure?

Mr. Denha: I'm keeping it.

- Mr. Bongero: It needs repairs.
- Mr. Denha: Oh, absolutely.
- Mr. Bongero: The gates are in bad shape, and the block looks like it needs to be tuck pointed.
- Mr. Denha: Done.
- Mr. Bongero: Okay, just, I'd like to just address that.,
- Mr. Denha: You know, I think we never close it and the reason is, you know. And I tell you, I think it's always open. So, I think we, we have so much, so many boxes that we break up. The garbage there is three days a week, yeah, so I will, I'll fix that immediately.
- Mr. Bongero: Okay, appreciate it. Thank you. Thank you, Mr. Chair.
- Mr. Wilshaw: Thank you, Mr. Bongero, any other questions for our petitioner?
- Mr. Caramagno: Not so much a question, but a comment. All the questions that I have for you, Kelly, were how long had you been there, 37 years, and why did you need the extra space? And you, you spelled that out very well, so you took care of my questions in advance. So, thank you.
- Mr. Denha: Thank you.
- Mr. Wilshaw: Very good. Thank you. Any other questions or comments for our petitioner? If there's no other questions, is there anyone in the audience wishing to speak for or against this item? Don't see anybody coming forward.
- Mr. Denha: I was going to invite a lot of customers to say yes, but they said, Kelly we'll save that for the City Council if need be.
- Mr. Wilshaw: That sounds good.
- Mr. Denha: Thank you so much.
- Mr. Wilshaw: You're welcome. Let's go to the commission and see if there's a motion. A motion would be in order.

On a motion by Ventura, seconded by Bongero, and unanimously adopted, it was

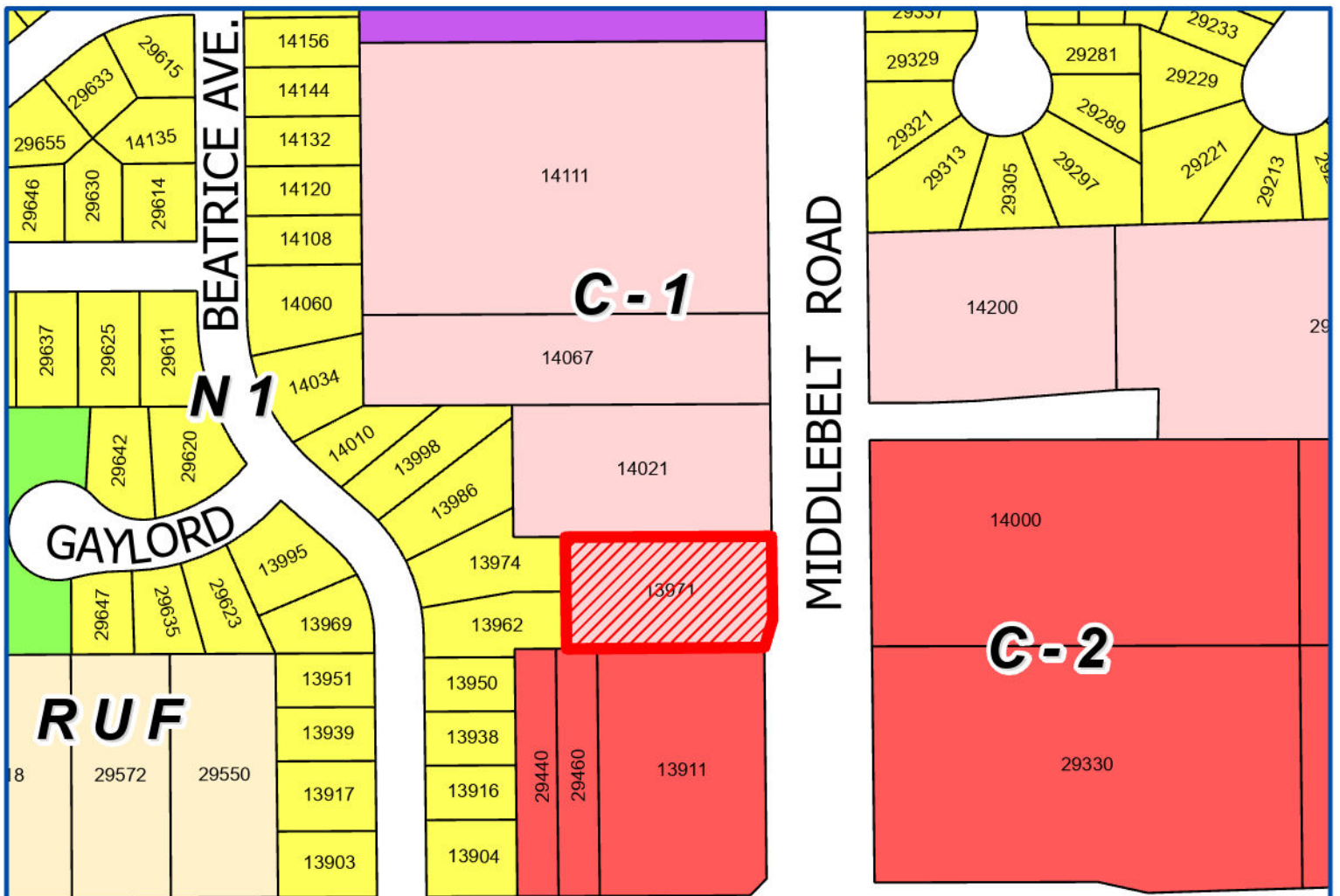
#08-42-2024 **RESOLVED**, That the City Planning Commission does hereby recommend to the City Council that Petition 2024-07-08-04 submitted by Wine Palace requesting approval of all plans required by Sections 3.10 and 13.13 of the Livonia Zoning Ordinance, as amended, in connection with a proposal to construct an addition to the existing retail building at 13971 and 13973 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast ¼ of Section 23., be approved for the following reasons or subject to the following conditions:

1. The Site Plan identified as SP-100, dated June 17, 2024, as amended, prepared by Gumma Group, is hereby approved and shall be adhered to.
2. All parking spaces, except the required handicapped spaces, shall be doubled striped at ten feet (10') wide by twenty feet (20') in length as required.
3. That the Petitioner shall make an effort to save the trees along the south property line that are being displaced by the addition and replant them elsewhere on the site.
4. The Elevations Plan, identified as A-500, dated June 17, 2024, as amended, prepared by Gumma Group, is hereby approved and shall be adhered to.
5. Any new exterior light fixtures shall not exceed twenty feet (20') in height and shall be aimed and shielded so as to minimize stray light trespassing across property lines and glaring into adjacent roadways.
6. That the three walls of the trash dumpster area shall be constructed out of building materials that shall complement that of the building. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass and when not in use, closed at all times.
7. That only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.
8. No unshielded LED light band or neon shall be permitted on this site, including the building or around the windows.

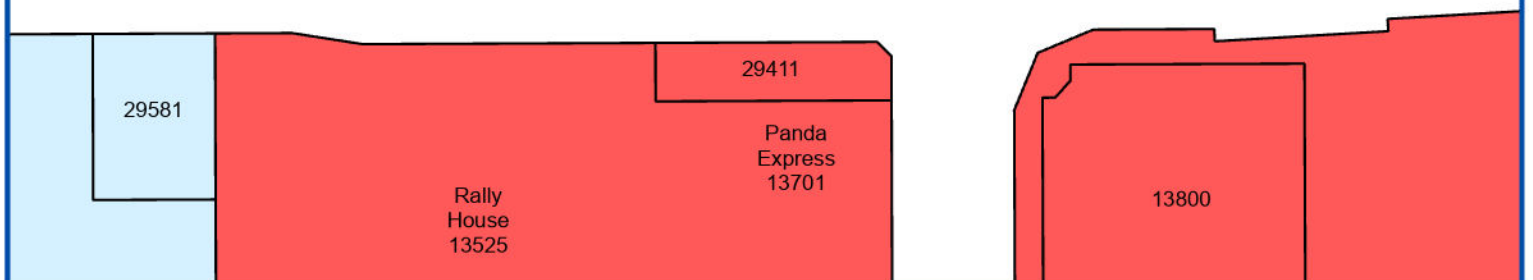
9. Unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers, or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
10. The specific plans referenced in this approving resolution shall be submitted to the Inspection Department at the time the building permits are applied for, and
11. Pursuant to Section 13.13 of the Livonia Zoning Ordinance, as amended, this approval is valid for a period of one year only from the date of approval by City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

Mr. Wilshaw: Is there any discussion?

Mr. Wilshaw, Chairman, declared the motion is carried and the foregoing resolution adopted. It will go on to the City Council with an approving resolution.



SCHOOLCRAFT ROAD
I-96 EXPRESSWAY



Address & Zoning Map

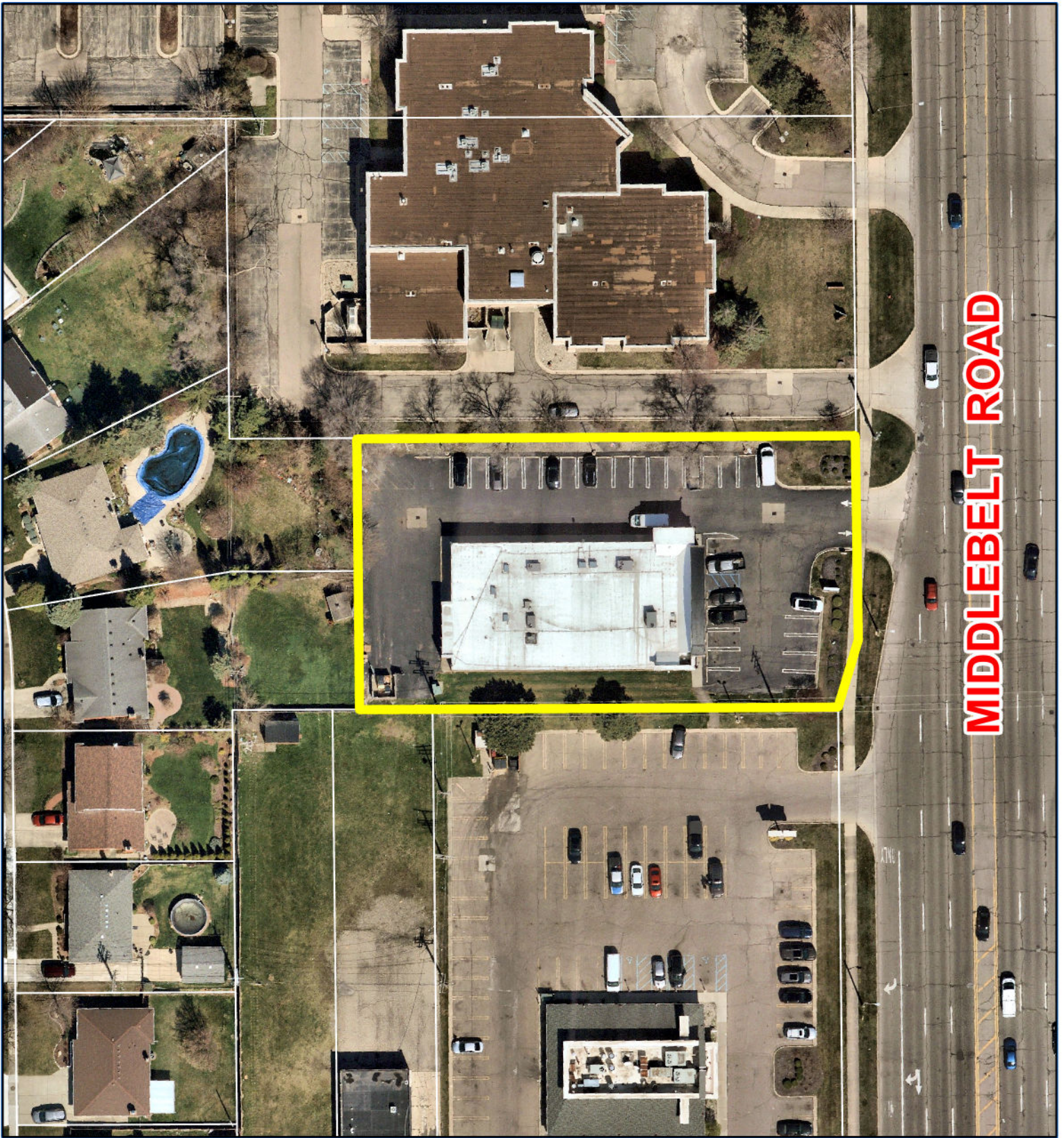
Petition 2024-07-08-04
Wine Palace
13971 Middlebelt Road



Not to Scale



City of Livonia
Planning Department



MIDDLEBELT ROAD



Aerial Map

Petition 2024-07-08-04
Wine Palace
13971 Middlebelt Road



Not to Scale



City of Livonia
Planning Department

PLANNING COMMISSION STAFF NOTES

MISCELLANEOUS

ITEM 1

Petition 2024-07-08-04 submitted by Wine Palace requesting approval of all plans required by Sections 3.10 and 13.13 of the Livonia Zoning Ordinance, as amended, in connection with a proposal to construct an addition to the existing retail building at 13971 Middlebelt Road, located on the west side of Middlebelt Road between Schoolcraft Road and Lyndon Avenue in the Southeast ¼ of Section 23.

August 13, 2024, Study Meeting:

This request involves the expansion of an existing party store (Wine Palace) located on Middlebelt Road, north of Schoolcraft Road. The site consists of a single parcel that measures 250 feet in width by 135.60 feet in depth, for a total area of 33,900 square feet, or 0.78 acre. The site is zoned C-1, Local Business. The existing one-story building, is 7,536 square feet in size, is positioned in the middle of the site near the south property line and available parking is located on the east and north sides of the building.

The proposed one-story addition measures 2,456 square-feet (18'-8" x 120'-8") and would be built to the south side of the building. According to the floor plan, the addition would be utilized as retail area, an office, a conference room and would allow the front sales counter to be extended. Upon completion, the enlarged building would have a gross floor area of 9,992 square feet.

The required front yard setback for a building in a C-1 district is fifteen feet (15'). The existing building is located eighty-four feet seven inches (84'-7") from the right-of-way of Middlebelt Road. The front of the proposed addition would line up with the existing building. Where the property abuts C-2 zoning to the south, the Ordinance allows for a zero-setback subject to applicable building and fire codes. To the south of this property is a Bob Evans restaurant. The proposed addition would butt up to the south property line at a zero setback. When a commercial building's rear lot line coincides with a side/rear lot line of a residential district, the rear yard shall not be less than twenty feet (20'). The existing building is forty-four feet nine inches (44'-9") from the rear lot line and the proposed addition would line up with the existing building. The proposed addition complies with all required yard setbacks.

The façade of the existing building is mostly fluted block along the bottom of the building and EIFS across the top. Other than an arched feature over the main entrance the building has a flat roofline. The exterior of the addition would match the building materials and design of the existing building. Other decorative elements, such as awnings over the windows and gooseneck light fixtures, would also coordinate with the existing building. The finished one-story addition would be approximately twenty feet seven inches (20'-7") in height, matching the height of the existing building.

Required parking for retail sales is based on a ratio of one (1) space for each 150 square feet of floor area. Based on the floor area of the building with the proposed addition (9,992 x 80% ÷ 150), this expanded commercial building would require fifty-three (53)

MISCELLANEOUS

ITEM 1 Petition 2024-07-08-04 – Wine Palace

Page 2

parking spaces. The site currently has thirty-one (31) available parking spaces. The submitted site plan shows that six (6) additional parking spaces would be added to the parking layout. Three (3) parking spaces at the northwest corner of the site, one (1) parking space near the northeast corner, and two (2) parking spaces between the rear of the building and the existing trash dumpster. Even with the additional parking spaces, the site would be deficient sixteen (16) parking spaces. It also appears, measuring off the submitted site plan, that the existing and proposed parking spaces would only be striped at nine feet (9') wide. The Zoning Ordinance requires parking spaces to be ten feet (10') wide.

Along the west (rear) property line, where the property abuts residential, the zoning ordinance requires a masonry screen wall. There is an existing masonry screen wall along the entire length of the west property line.

Other than the proposed addition and the additional parking spaces, no other site improvements are planned with this proposal.

August 20, 2022: Regular Meeting:

At the Study session, the Planning Commission informed the Petitioner that ten foot (10') wide parking spaces would be required. By measuring off the site plan, striping the parking spaces at ten feet (10') wide would net Wine Palace a total of thirty-four (34) available spaces. Section 9.03 allows City Council to modify the numerical requirements for off-street parking based on evidence that another standard would be more reasonable. Per the Institute of Transportation Engineers (ITE) Parking Generation Manual liquor store peak period parking demands an average of 1.72 spaces per 1,000 square feet of Gross Floor Area. The ITE Manual recommends eighteen (18) spaces ($9,992/1000 \times 1.72$) for a liquor store of this size.

Approving Resolution: That the request to construct an addition to the existing retail building at 13971 Middlebelt Road, is hereby approved, subject to City Council approval and the following conditions:

1. The Site Plan identified as SP-100, dated June 17, 2024, as amended, prepared by Gumma Group, is hereby approved and shall be adhered to.
2. All parking spaces, except the required handicapped spaces, shall be doubled striped at ten feet (10') wide by twenty feet (20') in length as required.
3. That the Petitioner shall make an effort to save the trees along the south property line that are being displaced by the addition and replant them elsewhere on the site.
4. The Elevations Plan, identified as A-500, dated June 17, 2024, as amended, prepared by Gumma Group, is hereby approved and shall be adhered to.

MISCELLANEOUS

ITEM 1 Petition 2024-07-08-04 – Wine Palace

Page 3

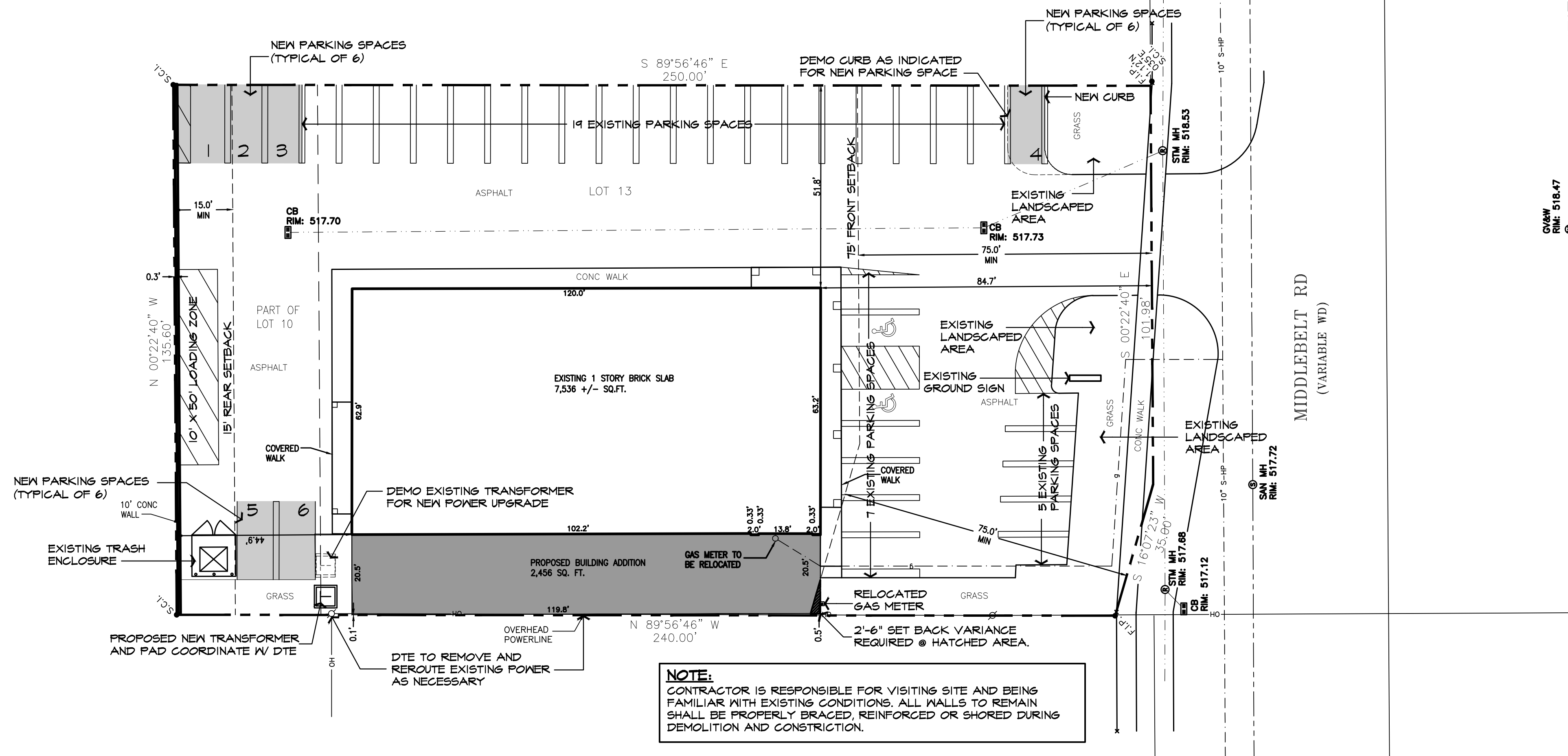
5. Any new exterior light fixtures shall not exceed twenty feet (20') in height and shall be aimed and shielded so as to minimize stray light trespassing across property lines and glaring into adjacent roadways.
6. That the three walls of the trash dumpster area shall be constructed out of building materials that shall complement that of the building. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass.
7. That only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.
8. No unshielded LED light band or neon shall be permitted on this site, including the building or around the windows.
9. Unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers, or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
10. The specific plans referenced in this approving resolution shall be submitted to the Inspection Department at the time the building permits are applied for, and
11. Pursuant to Section 13.13 of the Livonia Zoning Ordinance, as amended, this approval is valid for a period of one year only from the date of approval by City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

[illegible]

DESIGNERS • BUILDERS

www.GUMMAGROUP.net

7419 Middlebelt Road, Suite 4 West Bloomfield, MI 48322 (248) 865 5555 FAX (248) 865 5015



ARCHITECTURAL SITE PLAN

SCALE: 1" = 20'-0"



LEGAL DESCRIPTION:
LOT 10 EXCEPT THE SOUTH 300 FEET ALSO EXCEPT THE WEST 63.121 FEET OF THE NORTH 195.60 FEET OF LOT 10, ALSO LOT 13 EXCEPT THE PART DESCRIBED AS BEGINNING AT THE SOUTHEAST CORNER OF LOT 13; THENCE WEST 10 FEET; THENCE N 16°07'23" E 35 FEET; THENCE S 00°28'31" E 33.62 FEET TO THE POINT OF BEGINNING OF WOLFRAM ESTATES A SUBDIVISION OF PART OF THE SOUTHEAST 1/4 OF SECTION 23, T.15., R.4E., LIVONIA TOWNSHIP (NOW CITY OF LIVONIA), WAYNE COUNTY, MICHIGAN, AS RECORDED IN UBER 69 OF PLATS, PAGE 14 WAYNE COUNTY RECORDS.

ZONING & SETBACKS:
ZONED: C-1 LOCAL BUSINESS

SETBACK REQUIREMENTS:
FRONT: 75 FEET MINIMUM
REAR: 15 FEET MINIMUM
SIDES: 0 FEET MINIMUM

DATA:
EXISTING BUILDING AREA: 7,536 +/- SQ.FT.
NEW PROPOSED ADDITION: 2,456 SQ.FT.
TOTAL: 9,992 +/- SQ.FT.

PARKING:
EXISTING PARKING SPACES: 31
NEW PARKING SPACES: 0
TOTAL: 31 PARKING SPACES (INCLUDING 2 ACCESSIBLE)
(1) 10' x 50' LOADING ZONE



www.GUMMAGROUP.net

7419 Middlebelt Road, Suite 4
West Bloomfield, MI 48322
(248) 865-5555 Fax (248) 865-5015

Project:

WINE
PALACE
ADDITION

13971 & 13973 MIDDLEBELT RD
LIVONIA, MI 48154

Designed R. K.

Drawn R. K.

Approved S. S. P.E.

Scale AS NOTED

Notes

All drawings and written material appearing herein constitute original and unpublished work of Gumma Group and may not be duplicated, used or disclosed without the written consent of Gumma Group.

Do not scale drawings. Use given dimensions only. If not shown, verify correct dimensions with Gumma Group. Contractor shall check and verify all dimensions and conditions at job site.

Project No.

JOB#: 24-020

Issued

OWNER REVIEW 9/4/2023

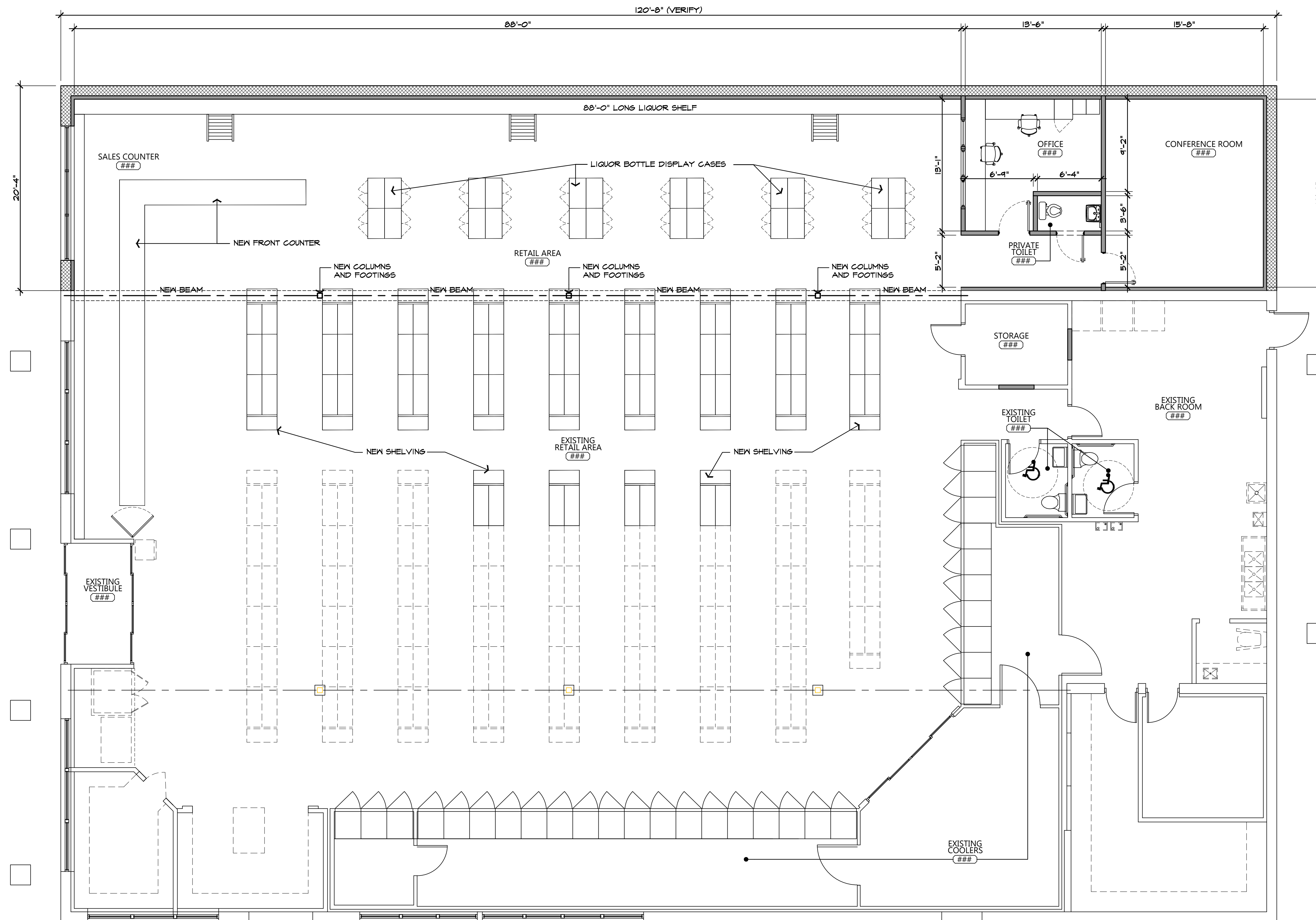
OWNER REVIEW 4/22/2024

SFA 06/17/2024

Sheet Title
and Number

ARCHITECTURAL
SITE PLAN

SP-100



FLOOR PLAN
 SCALE: 3/16" = 1'-0"



www.GUMMAGROUP.net

7419 Middlebelt Road, Suite 4
 West Bloomfield, MI 48322
 (248) 865-5555 Fax (248) 865-5015

Project:

WINE PALACE ADDITION

13971 & 13973 MIDDLEBELT RD
 LIVONIA, MI 48154

Designed R. K.

Drawn R. K.

Approved S. S. P.E.

Scale AS NOTED

Notes

All drawings and written material appearing herein constitute original and unpublished work of Gumma Group and may not be duplicated, used or disclosed without the written consent of Gumma Group.

Do not scale drawings. Use given dimensions only. If not shown, verify correct dimensions with Gumma Group. Contractor shall check and verify all dimensions and conditions at job site.

Project No. JOB#: 24-020

Issued

OWNER REVIEW 9/4/2023
 OWNER REVIEW 4/22/2024
 SFA 06/17/2024

Sheet Title
and Number

FLOOR
PLAN

A-100

Project:

**WINE
PALACE
ADDITION**

13971 & 13973 MIDDLEBELT RD
LIVONIA, MI 48154

Designed R. K.

Drawn R. K.

Approved S. S. P.E.

Scale AS NOTED

Notes

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Project No.

JOB#: 24-020

Issued

OWNER REVIEW 9/4/2023

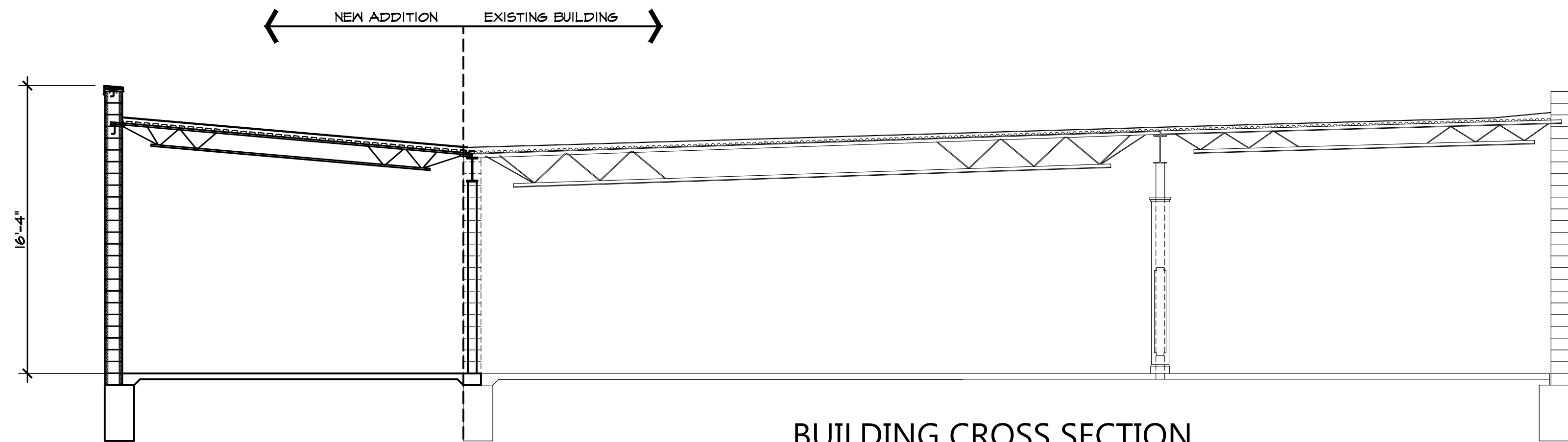
OWNER REVIEW 4/22/2024

SFA 06/17/2024

Sheet Title
and Number

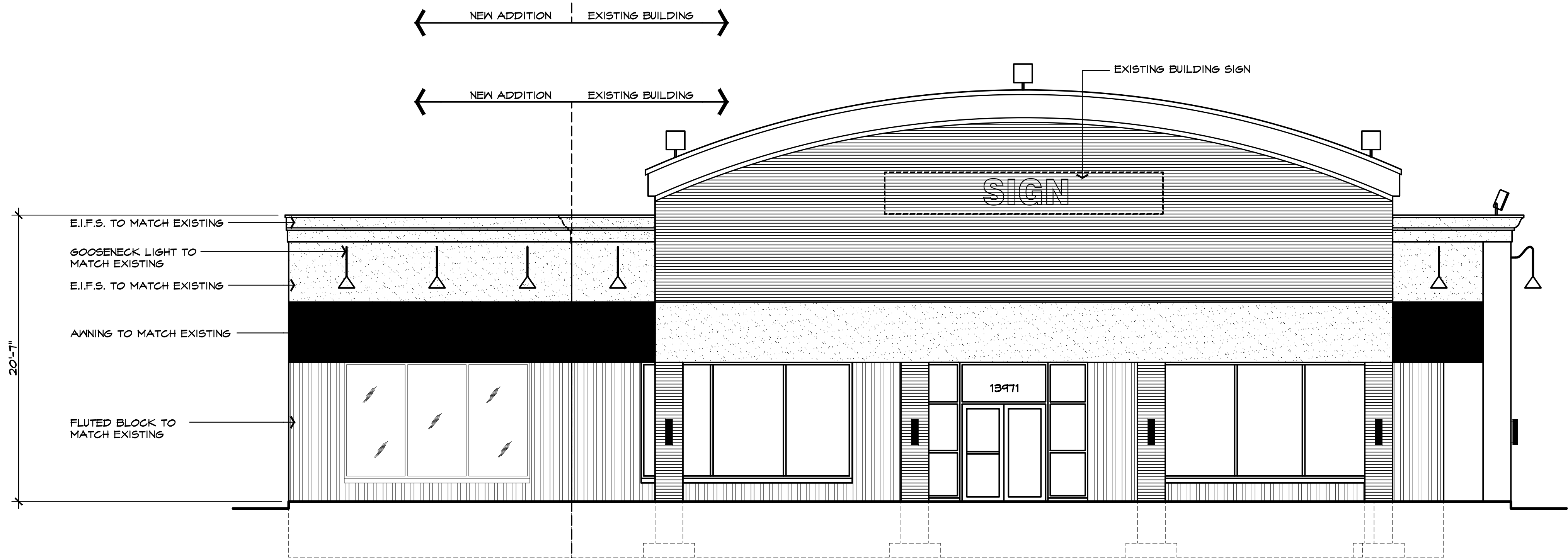
ELEVATIONS

A-500



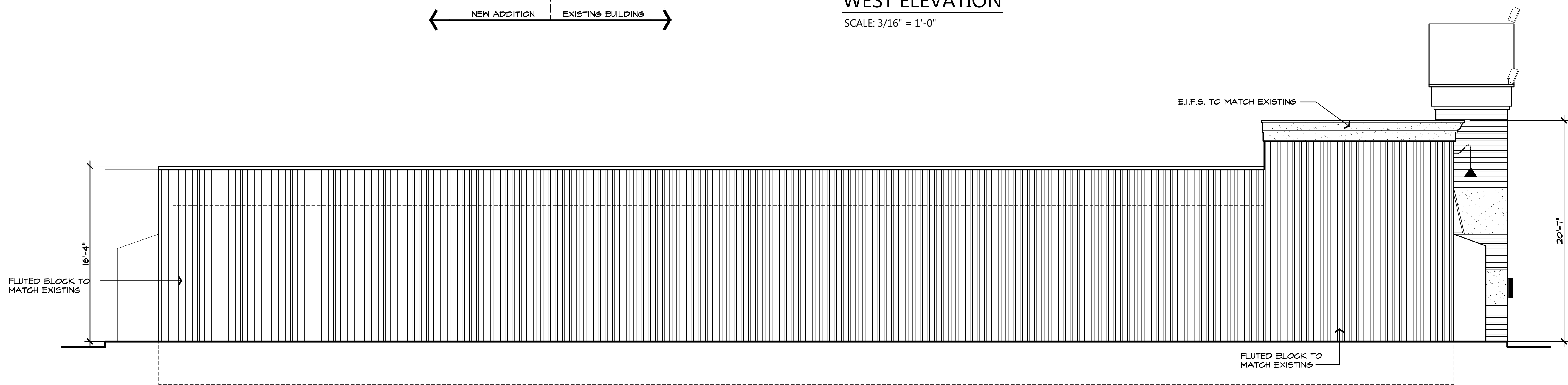
BUILDING CROSS SECTION

SCALE: 3/16" = 1'-0"



WEST ELEVATION

SCALE: 3/16" = 1'-0"



NORTH ELEVATION

SCALE: 3/16" = 1'-0"



Google

CORRESPONDENCE

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

TODD J. ZILINCIK, P.E.
CITY ENGINEER

DAVID W. LEAR, P.E.
ASST. CITY ENGINEER



MAUREEN MILLER BROSNAN
MAYOR

DONALD R ROHRAFF
DIRECTOR OF PUBLIC WORKS

12973 FARMINGTON ROAD
LIVONIA, MICHIGAN 48150
(734) 466-2571
FAX: (734) 466-2195

July 12, 2024

Mr. Scott Miller
Planner IV
City of Livonia

Re: Petition 2024-07-08-04 – #13971 Middlebelt Road

Dear Mr. Miller:

In accordance with your request, the Engineering Division has reviewed the above referenced petition. We have no objections to the proposed project at this time. The subject parcel is assigned the address of **#13971 Middlebelt Road**. The legal description included with the submitted drawings appears to be correct, and should be used should the project be approved.

The existing parcel is currently served by public water main, sanitary sewer and storm sewer. The submittal does not indicate any changes to the existing utility leads, so we do not believe there will be any additional impacts to the public utilities with this proposal.

Please be advised that the project will be required to conform to the latest version of the Wayne County Storm Water Ordinance. Storm water pre-treatment and/or detention may be required for any additional impervious areas added to the site. A full review of the permitting requirements will be done when construction drawings are submitted to this Department.

Also, should any work be required within the Middlebelt Road right-of-way, the owner need to obtains permits from the Wayne County Department of Public Service.

Should you have any additional questions on this matter, please feel free to contact myself at (734) 466-2608, or the City Engineer, Mr. Todd Zilincik at (734) 466-2561. If you would prefer, you can e-mail either of us at dlear@livonia.gov or tzilincik@livonia.gov.

Sincerely,

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

David W. Lear, P.E.
Assistant City Engineer

cc: 2024 Petition File

DEPARTMENT OF PUBLIC SAFETY
LIVONIA FIRE & RESCUE

ROBERT JENNISON
FIRE CHIEF



MAUREEN MILLER BROSNAN
MAYOR

14910 FARMINGTON ROAD
LIVONIA, MICHIGAN 48154-5419
734-466-2444
734-466-2082 fax

DATE: 7/22/2024
TO: Scott O. Miller, Planner IV
FROM: Livonia Fire Prevention Division
SUBJECT: Petition # 2024-07-08-04, 13971 & 13973 Middlebelt Rd. Wine Palace

This office has reviewed the site plan submitted in connection with a request to construct a commercial building on property located at the above referenced address.

We have no objections to this proposal.

Please ensure on formal plan submission that directional arrow is accurate on all pages.

A further detailed plan review will take place when this division receives an official plan set.

Sincerely,

Brian R. Kukla

Brian R. Kukla
Fire Marshal

**DEPARTMENT OF PUBLIC SAFETY
DIVISION OF POLICE**

THOMAS GORALSKI
CHIEF OF POLICE



MAUREEN MILLER BROSNAN
MAYOR

15050 Farmington Road
Livonia, Michigan 48154-5499
(734) 466-2470
FAX: (734) 261-2265

July 11th 2024

Mr. Scott Miller
City of Livonia Planning Dept
33000 Civic Center Drive
Livonia, MI 48154

Re: Petition 2024-07-08-04 – 13971 and 13973 Middlebelt Road

Mr. Miller,

I have reviewed the plans in connection with the petition. I have no objections to the proposals.

Please feel free to contact me, should you have any questions.

Sincerely,

FOR THE CHIEF OF POLICE,



Paul Walters, Sergeant
Traffic Bureau
(734) 466-2107

INSPECTION DEPARTMENT

BUILDING
HEATING
PLUMBING
ELECTRICAL
ZONING
ENVIRONMENTAL PROTECTION
ORDINANCE ENFORCEMENT



MAUREEN MILLER BROSNAN
MAYOR

JEROME A. HANNA
DIRECTOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2580
FAX: (734) 466-2095

Date: August 22, 2024

To: Scott O. Miller

From: Jerome Hanna

RE: Petition 2024-07-08-04 - 13971 and 13973 Middlebelt Road

Pursuant to your request, the above-referenced Petition has been reviewed.

This Department has no objections to this Petition.

I trust this provides the requested information.

Jerome Hanna

Jerome Hanna
Director of Inspection

DEPARTMENT OF FINANCE

Debra Peck Lichtenberg, CPA
DIRECTOR OF FINANCE

Connie Kumpula
CHIEF ACCOUNTANT



MAUREEN MILLER BROSNAN
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2260
FAX: (734) 421-1807

July 12, 2024

Mr. Scott Miller
Planning Commission
33000 Civic Center Drive
Livonia, MI 48154



Petition 2024-07-08-04 - 13971 and 13973 Middlebelt Road

Dear Mr. Miller,

I have reviewed the address connected with the above noted petition. As there are no outstanding amounts receivable (general or water and sewer), I have no objections to the proposal.

Please contact me if you have any further questions.

Very truly yours,


Connie Kumpula
Chief Accountant

CK: jw

OFFICE OF THE TREASURER

SUSAN M. NASH
CITY TREASURER



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3060
(734) 466-2245
FAX: (734) 421-7230

August 20, 2024

Mr. Scott Miller – Planner IV
Planning Commission
City of Livonia

Re: Petition 2024-07-08-04 13971 and 13973 Middlebelt

Dear Mr. Miller,

In accordance with your request, the Treasurer's Office has reviewed the name and addresses connected with the above noted petition. At this time, there are taxes due on this property, however they are not delinquent, therefore, I do not have any objections to this proposal.

Sincerely,

Susan M. Nash
Treasurer, City of Livonia

**OTHER ITEMS
RELATED TO THE
PETITION**

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

5. WAIVER PETITION: Planning Commission, re: Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest $\frac{1}{4}$ of Section 28.

Mark Taormina, Planning and Economic Development Director, presented the request to Council.

Councilmember Jolly is in support of this project.

Vice President Ptashnik asked about the tree in front, the driveways, and walkability.

Joe Caine, Fieldstone Architecture, indicated the tree on Plymouth Road will remain for now. They plan to petition MDOT and the City of Livonia for removal of the landscape island. He said the existing driveways will stay and there will be walkability in front of the building.

Councilmember Donovic indicated he hopes they will remove the weeds and asked about removing the landscaping bed. He confirmed the PRDA will be involved in the front landscape plan.

Councilmember Budzinski verified there will be bike racks.

Councilmember Donovic asked if the Engineering Department could assist them with MDOT.

David Lear, Assistant City Engineer, indicated they will.

Mr. Kane said they need MDOT and City approval to remove the landscaping bed.

Councilmember Toy offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT

From: [Matt Peters](#)
To: [Kasprowicz, Sara](#); [Joe Caine](#)
Subject: Re: City Council Study Meeting, Sept. 9 - Must attend
Date: Wednesday, September 4, 2024 1:21:44 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[image006.png](#)
[Outlook-Logo, comp.png](#)
[2024_09_04_Wendys_Livonia_MI_Site_Plans_Delta_2.pdf](#)

Good afternoon, Sara,

Please see attached documents for your use.

The following PC Comments from the meeting have been included:

1. Rotate trash enclosure to 90 degrees.
2. New pedestrian walkway near the center of site with more direct access to customer entry side of building.
3. No required pedestrian access from Stark road sidewalk connected to the striped pedestrian walkway.

Please let us know if you have any questions or need any additional information.



MATTHEW G. PETERS

Assistant Client Manager
FIELDSTONE ARCHITECTURE & ENGINEERING
D: (248) 622-4035 x296
C: (248) 819-8245
FieldstoneAE.com
[FB](#) | [IG](#) | [Twitter](#) | [YouTube](#) | [Pinterest](#) | [LinkedIn](#)

From: Kasprowicz, Sara <skasprowicz@livonia.gov>
Sent: Wednesday, September 4, 2024 9:14 AM
To: Joe Caine <jcaine@fieldstoneae.com>
Cc: Matt Peters <mpeters@fieldstoneae.com>
Subject: RE: City Council Study Meeting, Sept. 9 - Must attend

You don't often get email from skasprowicz@livonia.gov. [Learn why this is important](#)

EXTERNAL:

Hi Joe,
If you are able to submit the revised drawings to me via email, that would be great!
Thank you,

Sara

Sara Kasprowicz

Program Supervisor
City of Livonia | City Council Office
(734) 466-2250
skasprowicz@livonia.gov
www.livonia.gov

From: Joe Caine <jcaine@fieldstoneae.com>
Sent: Wednesday, September 4, 2024 9:07 AM
To: Kasprowicz, Sara <skasprowicz@livonia.gov>
Cc: Matt Peters <mpeters@fieldstoneae.com>
Subject: Fw: City Council Study Meeting, Sept. 9 - Must attend

Good morning and thank you Sara,

There were a couple of requests from the Planning Commission that were part of their approval:

1. Rotate the Trash Enclosure so gates are facing Stark Rd.
2. New sidewalk from the Wendy's site out to Plymouth Road sidewalk for Pedestrian access to be located more in the center of the site (East side of access drive)

Would you like for us to submit revised drawings that reflect the above requested revisions?

If so do you want all new sets or just the revised sheets?

And how many copies do we need to submit?

Thank you Sara.



JOE CAINE

Senior Client Manager
FIELDSTONE ARCHITECTURE & ENGINEERING
D: (810) 243-1196
C: (810) 730-6775
FieldstoneAE.com

From: Kasprowicz, Sara <skasprowicz@livonia.gov>
Sent: Wednesday, September 4, 2024 8:34 AM
Subject: City Council Study Meeting, Sept. 9 - Must attend

You don't often get email from skasprowicz@livonia.gov. [Learn why this is important](#)

EXTERNAL:

Good Morning,

The City Council Study agenda of **Monday, September 9, 2024** is attached.

It is highly recommended that you or a representative attend this meeting to answer any questions City Councilmembers might have.

The meeting is held in the City Hall Auditorium and will begin at 8:00pm, unless the meeting held prior is still in session. In that event, the Study meeting will begin shortly after the first meeting is adjourned.

Thank you,

Sara



Sara Kasprovicz

Program Supervisor

City of Livonia | City Council Office

(734) 466-2250

skasprowicz@livonia.gov

www.livonia.gov



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GENERAL NOTES:

REMOVAL OF ANY TYPE OF STRUCTURE SHALL REQUIRE A PERMIT.

A DEMOLITION PERMIT MUST BE APPLIED FOR AND OBTAINED FROM THE CITY OF LANSING BUILDING DEPARTMENT PRIOR TO STARTING OF WORK

THE APPLICANT FOR DEMOLITION PERMIT MUST INCLUDE PROOF OF DISCONNECTION OF ALL UTILITIES, PROOF OF OWNERSHIP AND AUTHORIZATION BY OWNER FOR THE DEMOLITION AND THE NAME AND LICENSE NUMBER OF THE DEMOLITION CONTRACTOR.

WORK SHALL BE IN COMPLIANCE WITH ALL APPLICABLE SECTIONS OF THE STATE AND CITY, OF SOUTHFIELD LAWS, CODES AND ORDINANCES.

PROVIDE PROPER CONTROL, OF PEDESTRIAN AND VEHICULAR TRAFFIC, INCLUDING PROPER BARRICADES AND FLASHING BUNKER LIGHTS.

COMPLETE REMOVAL OF ALL FLOORS, WALLS, FOOTINGS, FOUNDATIONS AND ANY OTHER BELOW GRADE STRUCTURES.

BACKFILLING OF THE AREA AND ALL AREAS BELOW GRADE MUST OBTAIN 95% COMPACTION ON DEEP FOOTING HOLES RESULTING FROM THE DEMOLITION WITH CLEAN FILL WITH A MINIMUM 4" OF TOP SOIL. REMOVAL AND DISPOSAL OF DEMOLISHED AND/OR DISASSEMBLED MATERIALS SHALL BE COMPLETED. THIS INCLUDES ALL DEBRIS ON THE SITE EVEN THOUGH IT IS NOT PART OF THE STRUCTURE OR THEIR CONTENTS.

COMPLETE RESTORATION OR REPLACEMENT OF DAMAGED PRIVATE AND PUBLIC PROPERTY.

ALL ADJACENT BUILDING, STRUCTURES OR PROPERTY AND ALL PUBLIC PROPERTY ARE TO BE ADEQUATELY PROTECTED AGAINST DAMAGE FROM ANY CAUSE.

THE APPLICANT SHALL BE LIABLE FOR ANY DAMAGES OR MOVEMENT OF BUILDING ON ADJACENT PROPERTY RESULTING FROM THE DEMOLITION OF THE BUILDING OR REMOVAL OF EQUIPMENT OR DEBRIS FROM SITE. PRECAUTIONS ARE NECESSARY TO PREVENT MOVEMENT OF SETTLEMENT OF ADJACENT BUILDINGS. WHEN NECESSARY, THIS MAY INCLUDE BRACING, SHORING, FENCING, UNDERPINNING IF NECESSARY, OR OTHER PROTECTION.

THE APPLICANT SHALL BE RESPONSIBLE FOR DAMAGE TO CITY OR PRIVATE PROPERTY RESULTING FROM THE DEMOLITION OF THE BUILDING OR REMOVAL OF EQUIPMENT OR DEBRIS FROM SITE. APPLICANT SHALL BE RESPONSIBLE FOR REPLACING DAMAGED SIDEWALKS, STREETS, ECT.

APPLICANT IS TO REMOVE ALL APPROACHES AND INSTALL CURBS. CURBS ARE TO BE INSTALLED PER ALL REQUIREMENTS OF TWP. ENGINEERING DEPARTMENT. APPLICANT MUST OBTAIN ALL NECESSARY PERMITS AND INSPECTIONS.

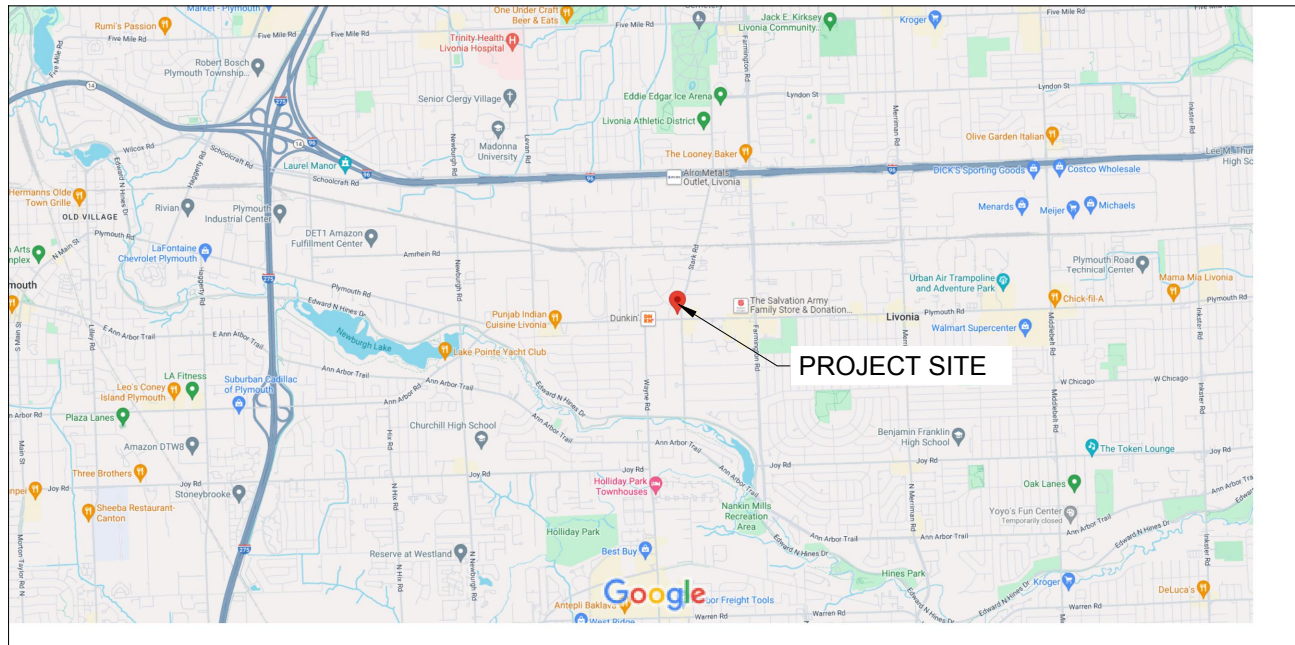
WORK SHALL BE CARRIED OUT IN STRICT ACCORDANCE WITH THE CITY OF LANSING BUILDING CODE AND TRAFFIC ORDINANCE. TRAFFIC ON PUBLIC STREETS, ALLEYS AND SIDEWALKS SHALL NOT BE OBSTRUCTED UNLESS LEGALLY PERMITTED, IN WHICH CASE OPERATIONS SHALL BE CONDUCTED WITH A MINIMUM OF INTERFERENCE AS DIRECTED BY THE DEPARTMENT OF PUBLIC WORKS.

WHEN NECESSARY, KEEP WORK WETTED TO PREVENT EXCESSIVE DUST, AND RESULTING NUISANCE. PROVIDE WATER AND HOSES WHERE REQUIRED.

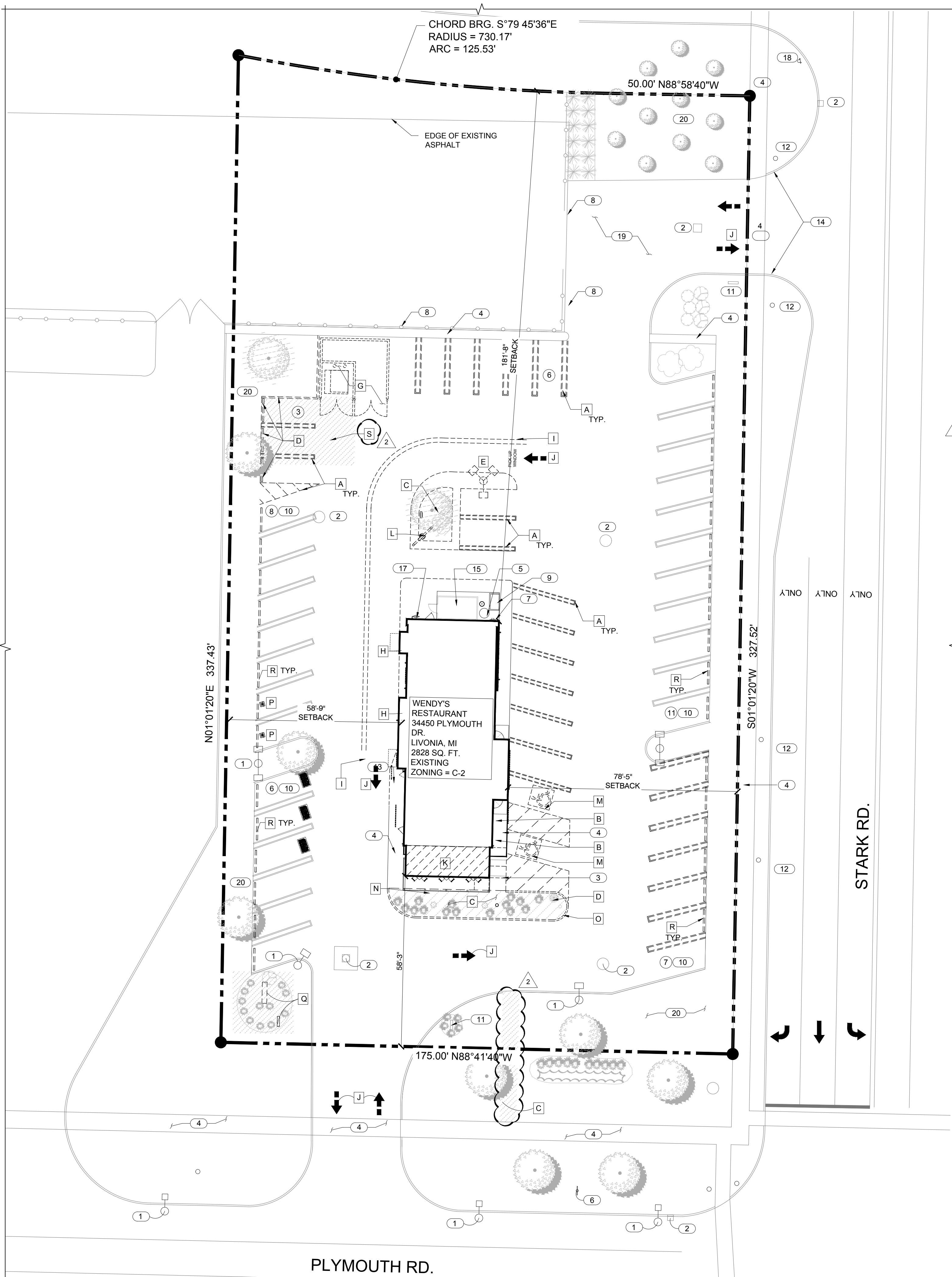
THE APPLICANT SHALL PROCEED WITH THE DEMOLITION IN A SYSTEMATIC MANNER, FROM THE TOP OF THE STRUCTURE TO THE GROUND. DEMOLITION WORK SHALL BE COMPLETED ABOVE EACH FLOOR BEFORE DISTURBING SUPPORTING MEMBERS ON THE LOWER LEVELS.

DEMOLITION NOTES:

- ALL DEMOLITION WORK SHALL CONFORM TO ALL LOCAL CODES AND ORDINANCES. ALL DEMOLITION OPERATIONS SHALL COMPLY WITH "MIOSHA" REGULATIONS INSOFAR AS THEY APPLY TO THE REQUIRED WORK. A SOIL EROSION CONTROL PLAN WILL BE REQUIRED PRIOR TO DEMOLITION.
- THE CONTRACTOR SHALL REMOVE AND CLEAR ALL TREES, BUSHES, FENCES, BUILDINGS, CURBS AND ASPHALT AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
- ALL DEMOLITION MATERIAL SHALL BE PROPERLY REMOVED FROM THE SITE AND DISPOSED OF IN A LEGALLY DESIGNATED DISPOSAL AREA. NO ON-SITE BURNING WILL BE PERMITTED. PERMITS AND FEES FOR DISPOSAL OF DEMOLITION MATERIAL SHALL BE OBTAINED AND PAID FOR BY THE CONTRACTOR.
- THE CONTRACTOR SHALL DEMOLISH AND REMOVE ANY ITEMS REMAINING FROM THE EXISTING BUILDING IN ITS ENTIRETY INCLUDING WALLS, FOUNDATIONS AND FOOTINGS. ALL BUILDING DRAINS AND UTILITY LEADS SHALL BE LOCATED AND PLUGGED. UTILITY LEAD WORK SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANIES.
- BACK FILL EXCAVATED AREAS WITH CLEAN GRANULAR FILL COMPACTED TO 95% DENSITY IN 9" LIFTS.
- OWNER TO HIRE AND HAVE ON SITE DURING BACK FILLING A SOILS AND MATERIALS TESTING ENGINEER TO VERIFY COMPACTION OF EACH 9" LIFT.
- THE CONTRACTOR SHALL DISCONNECT THE EXISTING WATER SERVICE LEAD AT THE CURB LINE SHUTOFF VALVE ON THE LOT SIDE OF THE VALVE. NOTIFY OAKLAND COUNTY DRAIN DEPT. PRIOR TO BEGINNING THIS WORK.
- AT THE CONCLUSION OF THE DEMOLITION OPERATIONS, THE ENTIRE WORK AREA SHALL BE LEFT IN A CLEAN CONDITION WITH ANY PROTECTIVE DEVICES AND BARRIERS REMOVED. ALL EXPOSED AREAS SHALL BE SUITABLY TOP SOILED.



LOCATION MAP
SCALE: N.T.S.



01 EXISTING / DEMO SITE PLAN
SCALE: 1" = 20'-0"



DEMOLITION SITE PLAN KEY NOTES

- A REMOVE EXISTING PARKING STRIPING
- B REMOVE BARRIER FREE WALL SIGN
- C REMOVE LAWN AREA - REFER TO LANDSCAPE PLANS
- D REMOVE CONCRETE CURB AND PARKING BLOCKS
- E REMOVE LIGHT POLE
- F REMOVE EXISTING SITE AS REQUIRED FOR NEW CURB CUT
- G REMOVE TRASH ENCLOSURE
- H REMOVE PICK UP AND PAY WINDOW
- I REMOVE CONCRETE DRIVE THRU LANE AND STRIPING
- J REMOVE DIRECTIONAL ARROW
- K REMOVE EXISTING SOLARIUM
- L REMOVE EXISTING MENU BOARD AND ORDER POINT LOCATION
- M REMOVE EXISTING B.F. PAVEMENT MARKINGS
- N REMOVE CONCRETE SIDEWALK
- O REMOVE FLAGPOLE - RELOCATED - REFER TO SITE PLAN
- P REMOVE "MOBILE ORDER" SIGNS
- Q REMOVE MONUMENT AND DIRECTION SIGNAGE
- R REMOVE PARKING BLOCKS
- S REMOVE EXISTING ASPHALT FOR NEW DUMPSTER CONCRETE PAD - REF. TO SITE PLAN

LEGEND

- # NUMBER OF PARKING SPACES

EXISTING SITE DATA

BUILDING USE GROUP	A2 (ASSEMBLY)
BUILDING CONSTRUCTION TYPE	2A (UNPROTECTED)
PRESENT ZONING	C-2 (URBAN FLEX)
SITE AREA	1.05 ACRES (45,738 S.F.)
WENDY'S BUILDING AREA	2,828 SQ. FT. GROSS FLR. AREA
BUILDING PLACEMENT REQUIREMENTS (SETBACKS AND LOT COVERAGE)	
MINIMUM FRONT YARD SETBACK	= 15 FT.
MINIMUM SIDE YARD SETBACK	= 8 FT.
MINIMUM REAR YARD SETBACK	= 8 FT.
MAXIMUM BUILDING HEIGHT	= 35 FT.
MINIMUM LOT AREA	= NO LOT SHALL BE LESS THAN 4,000 S.F.
MINIMUM SIZE OF COMMERCIAL BUILDING	= NO LESS THAN 400 S.F.
PARKING REQD. _____	
DRIVE-IN RESTAURANTS AND RESTAURANTS WITH EITHER DRIVE-THRU OR DRIVE-UP WINDOW FACILITIES	
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, PLUS (1) PARKING SPACE FOR EACH THREE (3) OUTSIDE PATIO SEATING SPACES, PLUS (1) PARKING SPACE FOR EACH EMPLOYEE.	
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, 2,828 / 125 = 22.6 = 23 PARKING SPACES	
6 EMPLOYEES = 6 PARKING SPACES	
TOTAL PARKING REQUIRED = 29 SPACES (2 SPACES REQUIRED FOR BARRIER FREE PARKING).	
TOTAL PARKING PROVIDED = 45 SPACES (INCLUDING 2 BARRIER FREE)	

LEGAL DISCRIPTION

28B1A PT OF SW 1/4 OF SEC 28 T1S R9E BEG N 01D 01M 20S E 86.0 FT TH N 88D 41M 40S W 50 FT FROM S 1/4 SEC 28 TH PROC N 88D 41M 40S W 175.0 FT TH N 01D 01M 20S E 337.43 FT TO S LINE BOSTON POST TH 125.62 FT ALONG THE S LINE BOSTON POST RD ON THE ARC OF 730.17 FT RAD CURV TO LEFT WHOSE CH BEARS S 84D 02M 57S E 125.46 FT TH S 88D 58M 40S E 50.0 FT TH S 01D 01M 20S W 327.52 FT TO POB 1.3243 AC

EXISTING SITE PLAN KEY NOTES

- 1 EXIST LIGHT POLE
- 2 EXIST STORM DRAIN
- 3 EXIST BARRIER FREE RAMP
- 4 EXIST SIDEWALK
- 5 EXIST GREASE INTERCEPTOR
- 6 EXIST WATER SHUT OFF AND SUPPLY
- 7 EXIST ELEC METER, CT CABINET & GAS
- 8 EXISTING CHAIN LINK FENCE
- 9 EXIST ELECTRICAL TRANSFORMER AND CONCRETE PAD
- 10 EXIST PARKING SPACES
- 11 EXISTING DIRECTIONAL SIGNAGE
- 12 EXISTING POWER POLE
- 13 EXISTING GUARDRAIL RAILING
- 14 EXISTING CONCRETE CURB
- 15 EXISTING COOLER / FREEZER BOX
- 16 NOT USED
- 17 EXISTING GAS METER AND SUPPLY
- 18 EXISTING FIRE HYDRANT
- 19 EXISTING ASPHALT DRIVE
- 20 EXISTING LANDSCAPED AREA - REFER TO LANDSCAPE PLAN

FIELDSTONE



ARCHITECTURE & ENGINEERING

Michigan: 3400 Auburn Rd. - Ste 200 - Auburn Hills, MI 48326

Florida: 19000 Tampa Oaks Blvd. - Ste 150 - Tampa, FL 33687

248.622.4035 FieldstoneAE.com 813.466.3310

Wendy's

33450 Plymouth RD, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

--	07/18/24 Client / Corp Review
--	07/19/24 City SPR Submittal
1	08/15/24 PC STUDY REV
--	08/28/24 Corporate Review
2	09/04/24 PC Comments
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Job No.

2439102.100

Project Title

Wendy's Restaurant
GNG 40

Sheet Title

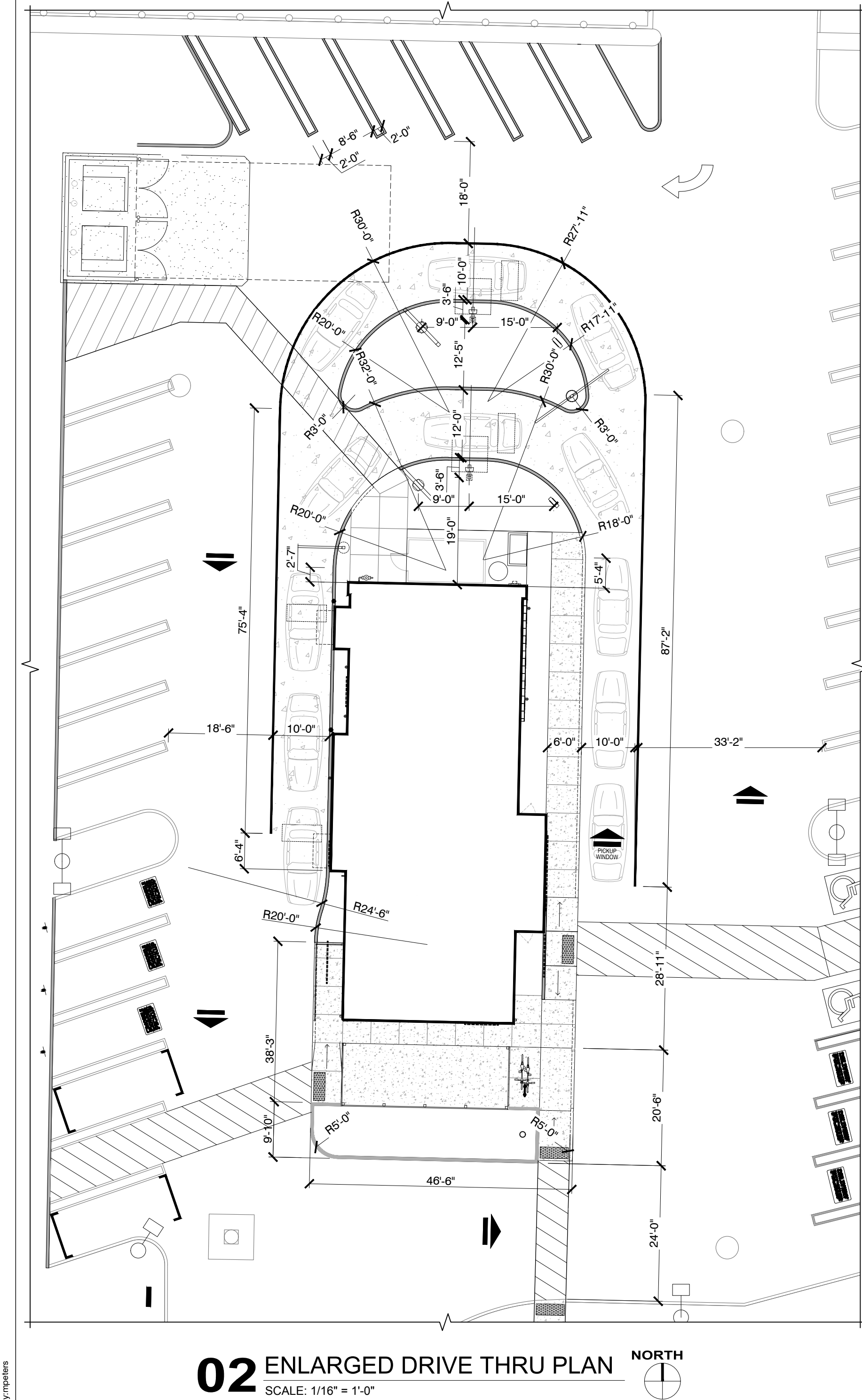
EXISTING / DEMO
SITE PLAN

© Fieldstone A&E, LLC

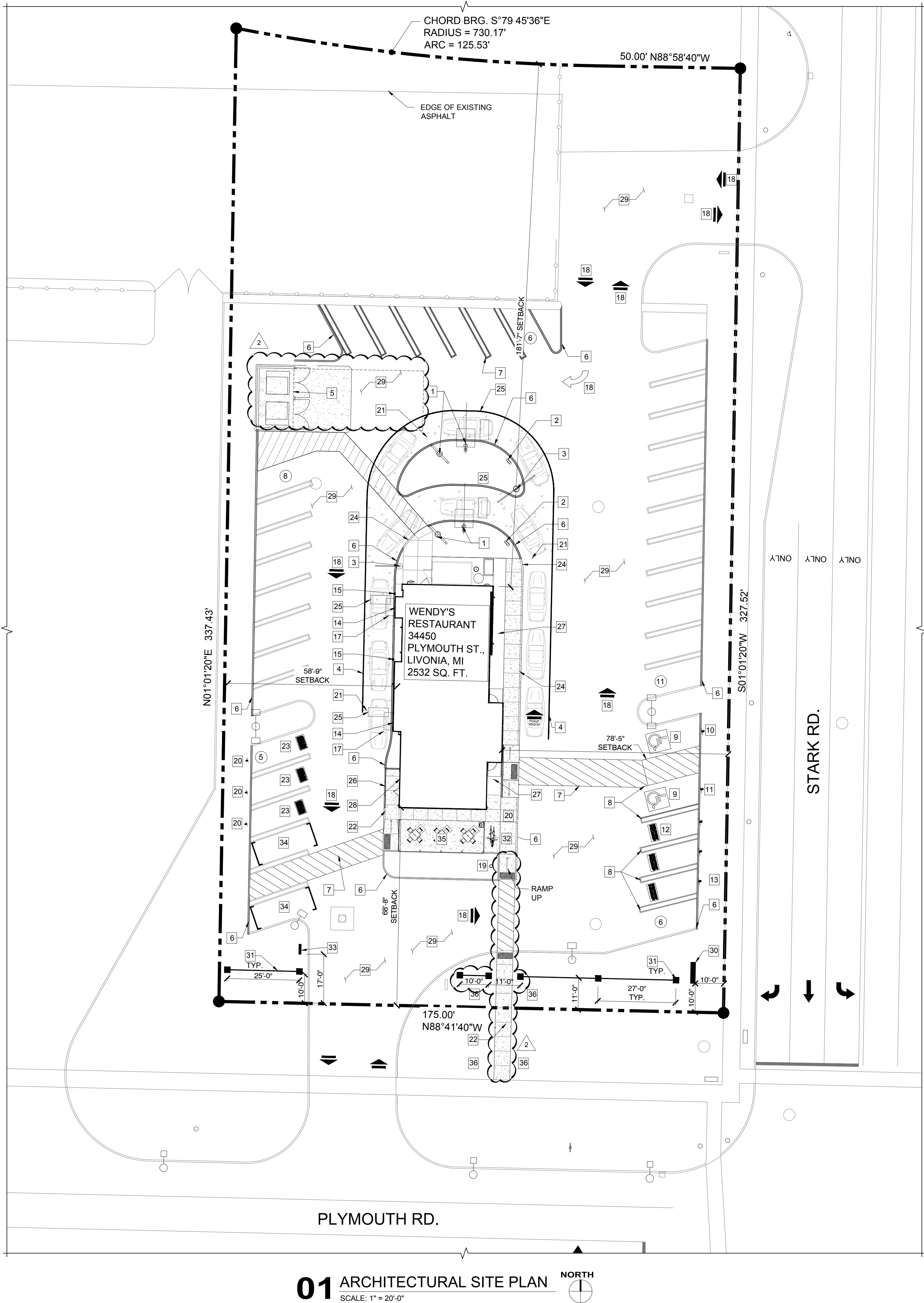
Sheet No.

SP1.0

C:\Users\jreiner\appdata\local\temp\AutoCAD_08_23_Wendys_Livonia_MI_SitePlan.dwg Plot Date: Wednesday, September 04, 2024 11:35 AM, Plotter: B7.rvt.plt



SITE DATA	
BUILDING USE GROUP	A2 (ASSEMBLY)
BUILDING CONSTRUCTION TYPE	2A (UNPROTECTED)
PRESENT ZONING	C-2 (URBAN FLEX)
SITE AREA	1.05 ACRES (45,738 S.F.)
WENDY'S BUILDING AREA	2,532 SQ. FT. GROSS FLR. AREA (EXISTING - NO ADDITIONS PROPOSED)
BUILDING PLACEMENT REQUIREMENTS (SETBACKS AND LOT COVERAGE)	
MINIMUM FRONT YARD SETBACK = 15 FT.	FRONT YARD SETBACK PROVIDED = 68'-8"
MINIMUM SIDE YARD SETBACK = 8 FT.	SIDE YARD SETBACKS = 58'-9" AND 78'-9"
MINIMUM REAR YARD SETBACK = 8 FT.	REAR YARD SETBACK = 181'-7"
MAXIMUM BUILDING HEIGHT = 35 FT.	BUILDING HEIGHT = 19'-0"
MINIMUM LOT AREA = NO LOT SHALL BE LESS THAN 4,000 S.F.	
MINIMUM SIZE OF COMMERCIAL BUILDING = NO LESS THAN 400 S.F.	
PARKING REQ'D.	
DRIVE-IN RESTAURANTS AND RESTAURANTS WITH EITHER DRIVE-THRU OR DRIVE-UP WINDOW FACILITIES	
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, PLUS (1) PARKING SPACE FOR EACH THREE (3), PLUS (1) PARKING SPACE FOR EACH EMPLOYEE.	
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, 2,532 / 125 = 20.2 = 21 PARKING SPACES	
6 EMPLOYEES = 6 PARKING SPACES	
TOTAL PARKING REQUIRED = 27 SPACES (2 SPACES REQUIRED FOR BARRIER FREE PARKING).	
TOTAL PARKING PROVIDED = 36 SPACES (INCLUDING 2 BARRIER FREE)	



ARCHITECTURAL SITE PLAN KEY NOTES	
1	ORDER STATION CANOPY AND MENU BOARD - REFER TO CANOPY DETAIL 3 / C5.2
2	PRE-SELL MENU BOARD - REFER TO DETAIL 8 / C5.2
3	CANOPY PROTECTION BAR REFER TO DETAIL ON 5 & 7 / C5.2
4	4" YELLOW STRIPE LINE ALONG EDGE OF CONCRETE DRIVE THRU LANE - REFER TO DETAILS ON 2 / C5.0 AND C5.1
5	DUMPSTER PAD AND ENCLOSURE - REFER TO DETAILS ON 2 / C5.0 AND C5.1
6	STANDARD OR ROLLED CURB AND GUTTER - REFER TO DETAILS 9 AND 4 / C5.0
7	4" YELLOW PAINTED STRIPING (TYP.)
8	4" PAINTED BLUE H.C. STIPING
9	PAINTED HANDICAP SYMBOL . COLOR TO MATCH MUNICIPAL REQUIREMENTS. PAINT AT BOTTOM OF PARKING SPACE
10	BARRIER FREE w/ VAN ACCESSIBLE SIGN PLACED BEHIND PARKING BLOCK
11	BARRIER FREE SIGN PLACED BEHIND PARKING BLOCK
12	(3) DELIVERY PICK UP PAVEMENT MARKINGS - REFER TO DETAIL ON 9 / C5.3
13	"DELIVERY AGGREGATOR PARKING" SIGN ON BOLLARD (TYP. OF 3)
14	DRIVE-THRU PAY / PICK-UP WINDOW
15	BOLLARD - REFER TO DETAIL ON 8 / C5.3
16	INTEGRAL CURB - REFER TO SITE DETAILS
17	PRE-MANUFACTURED CANOPY
18	DIRECTIONAL ARROWS PAINTED YELLOW - REFER TO 6 & 7 / C5.3 (TYP.)
19	FLAGPOLE - REFER DETAIL 3 ON C5.3
20	(3) "MOBILE AGGREGATOR PARKING" SIGN ON BOLLARD IN FRONT OF CURB
21	CONCRETE PAD FOR DRIVE THRU - REFER TO DETAIL 6 AND 8 / C5.0
22	PROPOSED NEW CONCRETE SIDEWALK - REFER SITE DETAILS 1 AND 3 AND 8 / C5.0
23	(3) MOBILE ORDER PICK UP LOT MARKINGS - REFER TO DETAIL ON 9 / C5.3
24	THICKENED EDGE OF SIDEWALK, - REFER TO DETAIL ON 10 / C5.0
25	DETECTOR LOOP SENSOR, REFER TO DETAIL ON C5.2
26	GUARDRAIL - REFER TO DETAIL 10 / C5.3
27	EXISTING CONCRETE SIDEWALK TO REMAIN
28	DELIVERY PICK UP WINDOW
29	PATCH AND REPAIR ASPHALT AS REQUIRED - REFER TO DETAIL 5 / C5.0
30	NEW MONUMENT SIGN LOCATION REFER TO LANDSCAPE PLAN .
31	NEW MASONRY PIER AND ALUM. FENCE - REFER TO DETAIL 11, 12, 13, 14 / C5.0
32	NEW BIKE RACK - REFER TO DETAIL 1 & 2 / C5.3
33	NEW DIRECTION SIGNAGE
34	PULL AHEAD SPACES - REFER TO 5 / C5.3
35	PROPOSED OUTDOOR PATIO - 12 SEATS ON CONCRETE SLAB
36	REGRADE AS REQ'D EXISTING BERM AND LANDSCAPE

SYMBOL LEGEND	
	EXISTING CONCRETE PAVEMENT / SIDEWALK
	NEW CONCRETE PAVEMENT / SIDEWALK
	NEW A.D.A. TACTILE SURFACE
	LANDSCAPE AREA
	STANDARD CURB
	THICKENED EDGE SIDEWALK
	PAVEMENT MARKING (PAINTED)
	PAVEMENT MARKING DIRECTION ARROWS (PAINTED)
	PARKING SPACE COUNT
	LIGHT POLE

FIELDSTONE

ARCHITECTURE & ENGINEERING

Michigan: 3400 Auburn Rd. · Ste. 200 · Auburn Hills, MI 48326
Florida: 13900 Tampa Oaks Blvd. · Ste. 150 · Tampa, FL 33627
248.622.4035 · fieldstoneaecom · 613.466.3310

Wendy's

33450 Plymouth RD, Livonia, MI
Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date	Issued for:
	07/18/24 Client / Corp Review
	07/19/24 City SPR Submittal
	08/15/24 PC STUDY REV
	08/28/24 Corporate Review
	09/04/24 PC Comments
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Job No.

2439102.100

Project Title

Wendy's Restaurant
GNG 40

Sheet Title

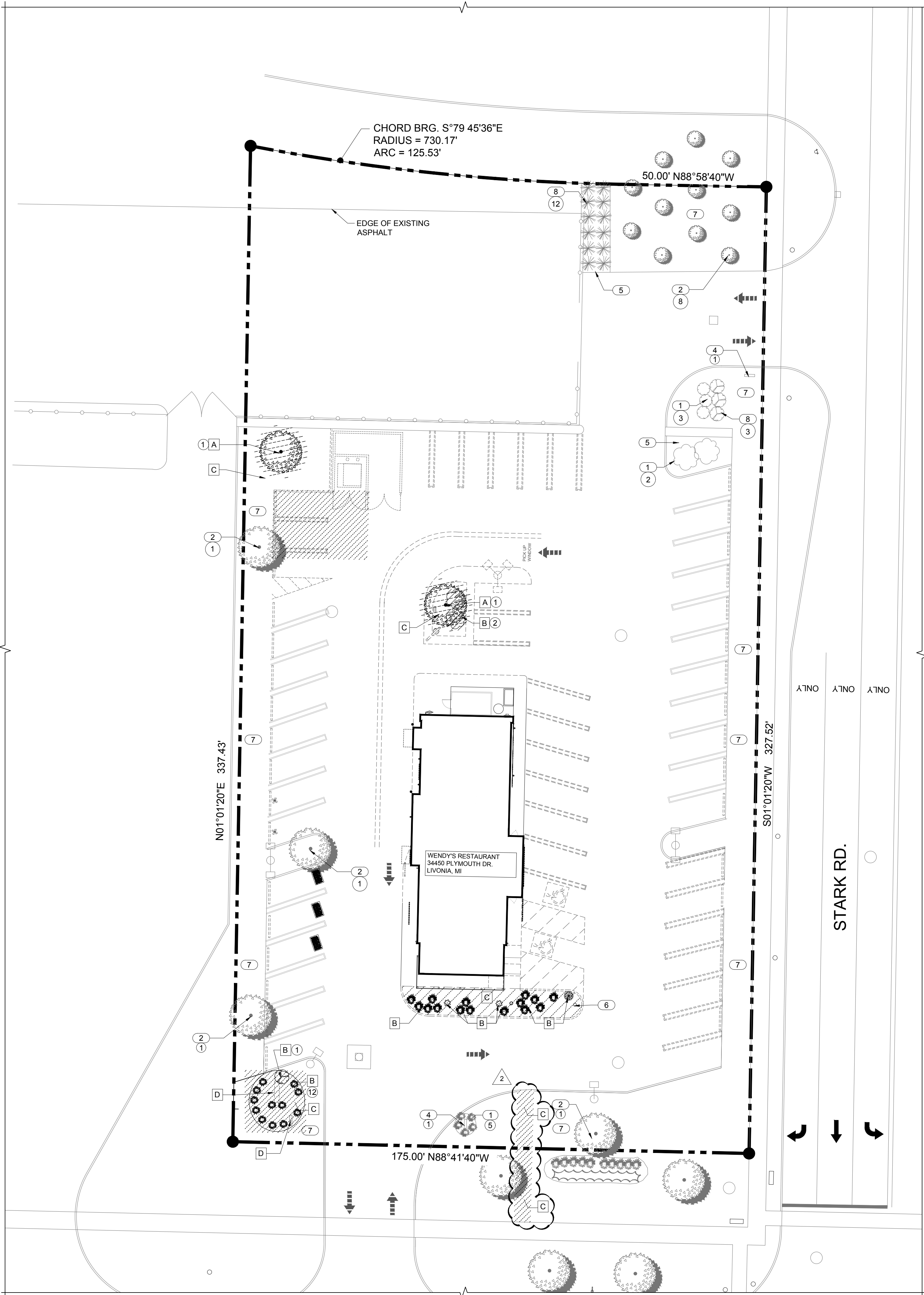
ARCHITECTURAL
SITE PLAN
©Fieldstone A&E, LLC

Sheet No.

SP1.1

DEMOLITION NOTES:

- 1) ALL DEMOLITION WORK SHALL CONFORM TO ALL LOCAL CODES AND ORDINANCES. ALL DEMOLITION OPERATIONS SHALL COMPLY WITH "MIOSHA" REGULATIONS INSOFAR AS THEY APPLY TO THE REQUIRED WORK. A SOIL EROSION CONTROL PLAN WILL BE REQUIRED PRIOR TO DEMOLITION.
- 2) THE CONTRACTOR SHALL REMOVE AND CLEAR ALL TREES, BUSHES, FENCES, BUILDINGS, CURBS AND ASPHALT AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
- 3) ALL DEMOLITION MATERIAL SHALL BE PROPERLY REMOVED FROM THE SITE AND DISPOSED OF IN A LEGALLY DESIGNATED DISPOSAL AREA. NO ON-SITE BURNING WILL BE PERMITTED. PERMITS AND FEES FOR DISPOSAL OF DEMOLITION MATERIAL SHALL BE OBTAINED AND PAID FOR BY THE CONTRACTOR.
- 4) THE CONTRACTOR SHALL DEMOLISH AND REMOVE ANY ITEMS REMAINING FROM THE EXISTING BUILDING IN ITS ENTIRETY INCLUDING WALLS, FOUNDATIONS AND FOOTINGS. ALL BUILDING DRAINS AND UTILITY LEADS SHALL BE LOCATED AND PLUGGED. UTILITY LEAD WORK SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANIES.
- 5) BACK FILL EXCAVATED AREAS WITH CLEAN GRANULAR FILL COMPACTED TO 95% DENSITY IN 9" LIFTS.
- 6) OWNER TO HIRE AND HAVE ON SITE DURING BACK FILLING A SOILS AND MATERIALS TESTING ENGINEER TO VERIFY COMPACTION OF EACH 9" LIFT.
- 7) THE CONTRACTOR SHALL DISCONNECT THE EXISTING WATER SERVICE LEAD AT THE CURB LINE SHUTOFF VALVE ON THE LOT SIDE OF THE VALVE. NOTIFY OAKLAND COUNTY DRAIN DEPT. PRIOR TO BEGINNING THIS WORK.
- 8) AT THE CONCLUSION OF THE DEMOLITION OPERATIONS, THE ENTIRE WORK AREA SHALL BE LEFT IN A CLEAN CONDITION WITH ANY PROTECTIVE DEVICES AND BARRIERS REMOVED. ALL EXPOSED AREAS SHALL BE SUITABLY TOP SOILED.

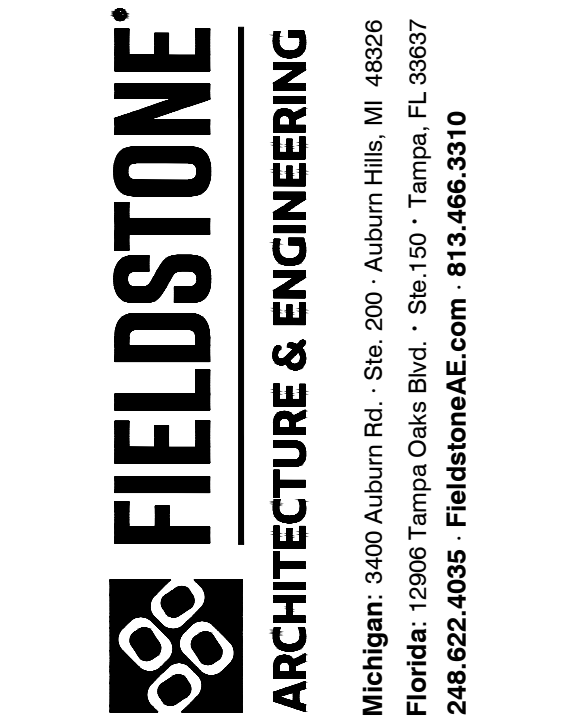


- LANDSCAPE DEMOLITION KEY NOTES
- A REMOVE EXISTING DECIDUOUS TREE
 - B REMOVE EXISTING SHRUBS
 - C REMOVE MULCH / GROUND COVER / LAWN AREA - REFER TO PROPOSED SITE AND LANDSCAPE PLAN
 - D REMOVE MONUMENT SIGN & 'EXIST' DIRECTION SIGNS

- LANDSCAPE PLAN LEGEND
- REMOVE EXISTING TREE, LAWN AREA, LANDSCAPE PLANTS, STONE AND MULCH BEDS AS REQUIRED - REFER TO LANDSCAPE PLAN FOR NEW WORK

- LEGEND
- # QUANTITY OF PLANTS / TREES / SHRUBS

- LANDSCAPE KEY NOTES (EXISTING)
- 1 EXIST. SHRUB
 - 2 EXIST. DECIDUOUS TREES
 - 3 NOT USED
 - 4 EXIST. DIRECTIONAL SIGN
 - 5 EXIST. MULCH BED
 - 6 EXISTING FLAG POLE TO BE RELOCATED - REFER TO ARCHITECTURAL SITE PLAN -SHEET SP1.1
 - 7 EXIST. TURF / SOD / LAWN
 - 8 EXIST. CONIFEROUS SHRUBS



Wendy's

33450 Plymouth RD, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date	Issued for:
--	07/18/24 Client / Corp Review
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Job No.
2439102.100

Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
**EXISTING / DEMO
LANDSCAPE PLAN**
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Sheet No.
LP1.0

GENERAL NOTES

ALL LANDSCAPE AREAS ADJACENT TO DRIVES OR PARKING AREAS ARE TO BE CURBED WITH CONCRETE CURBING.

ALL PLANTING BEDS ARE TO BE EDGED, IF NOT IN CURBED AREAS

ALL LANDSCAPING IS TO BE CONTINUOUSLY MAINTAINED.

ALL SITE IMPROVEMENTS DETAILED ON THIS PLAN ARE TO BE COMPLETED PRIOR TO THE ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY.

ALL RIGHT OF WAY AREAS ARE TO BE SEEDED OR SODDED.

ALL LANDSCAPE AREAS ARE TO BE IRRIGATED WITH AN UNDERGROUND IRRIGATION

LANDSCAPE NOTES

ALL PLANT MATERIAL SHALL BE TRUE TO NAME, FREE FROM PHYSICAL DAMAGE AND WIND BURN. PLANTS SHALL BE FULL, WELL-BRANCHED, AND IN HEALTHY VIGOROUS GROWING

PLANTS SHALL BE WATERED BEFORE AND AFTER PLANTING IS COMPLETE.

ALL TREES MUST BE STAKED, FERTILIZED AND MULCHED AND SHALL BE GUARANTEED TO EXHIBIT A NORMAL GROWTH CYCLE FOR AT LEAST ONE (1) FULL YEAR FOLLOWING PLANTING.

ALL MATERIAL SHALL CONFORM TO THE GUIDELINES ESTABLISHED IN THE MOST RECENT EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK.

PROVIDE CLEAN BACK FILL SOIL, USING MATERIAL STOCKPILED ON SITE. SOIL SHALL BE SCREENED AND FREE OF ANY DEBRIS, FOREIGN MATERIAL, AND STONE. 'AGRIFORM' TABS OR SIMILAR SLOW-RELEASE FERTILIZER SHALL BE ADDED TO THE PLANTING PITS BEFORE BEING

ALL PLANTINGS SHALL BE MULCHED WITH DOUBLE SHREDDED HARDWOOD BARK, SPREAD TO A MINIMUM DEPTH OF 4". MULCH IS TO BE FREE FROM DEBRIS AND FOREIGN MATERIAL, AND SHALL CONTAIN NO PIECES OF INCONSISTENT SIZE.

THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK SHOWN ON THE LANDSCAPE DRAWINGS AND SPECIFICATIONS.

NO SUBSTITUTIONS OR CHANGES OF LOCATION, OR PLANT TYPES SHALL BE MADE WITHOUT THE APPROVAL OF THE LANDSCAPE ARCHITECT. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN THE PLANS AND FIELD CONDITIONS PRIOR TO INSTALLATION.

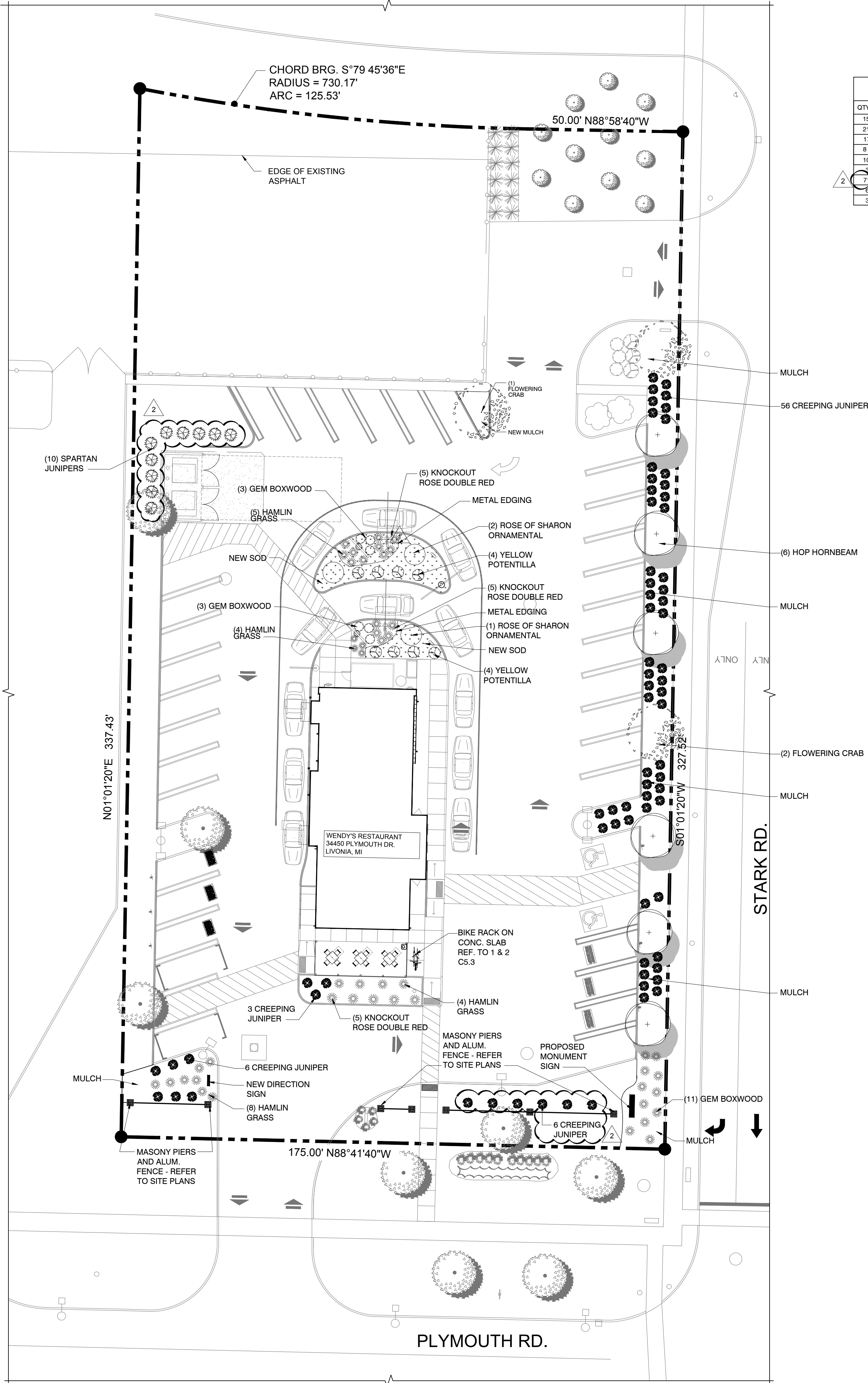
THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL PLANT MATERIAL IN A VERTICAL CONDITION THROUGHOUT THE GUARANTEED PERIOD.

THE LANDSCAPE ARCHITECT SHALL HAVE THE RIGHT, AT ANY STAGE OF THE INSTALLATION, TO REJECT ANY WORK OR MATERIAL THAT DOES NOT MEET THE REQUIREMENTS OF THE PLANS AND SPECIFICATIONS, IF REQUESTED BY OWNER.

CONTRACTOR SHALL BE RESPONSIBLE FOR CHECKING PLANT QUANTITIES TO ENSURE QUANTITIES ON DRAWINGS AND PLANT LIST ARE THE SAME. IN THE EVENT OF A DISCREPANCY, THE QUANTITIES ON THE PLANS SHALL PREVAIL.

THE LANDSCAPE CONTRACTOR SHALL SEED AND MULCH ALL AREAS DISTURBED DURING CONSTRUCTION, THROUGHOUT THE DEVELOPMENT.

A PRE-EMERGENT WEED CONTROL AGENT, 'PREEN' OR EQUAL, SHALL BE APPLIED UNIFORMLY TO ALL PLANTING BEDS PRIOR TO MULCHING.



LANDSCAPE LEGEND				
QTY.	PLANT TYPE - COMMON NAME	PLANT TYPE - BOTANICAL NAME	SIZE (MIN.)	ROOT
15	KNOCKOUT ROSE DOUBLE RED	ROSA X 'RADTKO'	18"-24" SPREAD	CONTAINER
21	HAMLIN GRASS	PENNISETUM ALOPECUROIDES	2 GALLON	CONTAINER
17	GEM BOXWOOD	BUXUS MICROPHYLLA	2 GALLON	CONTAINER
8	YELLOW POTENTILLA	POTENTILLA FRUTICOSA	18"-24" SPREAD	CONTAINER
10	SPARTAN JUNIPERS	JUNIPERUS CHAMENSIS	4'-6' HEIGHT	B&B
2	ROSE OF SHARON ORNAMENTAL TREE	HIBISCUS SYRIACUS	8'-12' HEIGHT	B&B
7	CREeping JUNIPER	JUNIPERUS HORIZONTALIS	6' WIDE	CONTAINER
6	HOP HORNBEAM	OSTRYA VIRGINIANA	15 FT. WIDE	B&B
3	FLOWERING CRAB	MALUS ROSACEAE	15'-25' HEIGHT	B&B



ARCHITECTURE & ENGINEERING
Michigan: 3400 Auburn Rd. • Ste. 200 • Auburn Hills, MI 48326
Florida: 13900 Tampa Cade Blvd. • Ste. 150 • Tampa, FL 33627
248.622.4035 • FieldstoneA&E.com • 613.463.3310



33450 Plymouth Rd, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

--	07/18/24 Client / Corp Review
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Job No.
2439102.100

Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
LANDSCAPE PLAN

© Fieldstone A&E, LLC

Sheet No.

LP1.1



LETTER TO THE LIVONIA CITY COUNCIL

5.

Planning
August 26, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

AGENDA ITEM

WAIVER PETITION: Planning Commission, re: Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28.

BACKGROUND DETAILS

August 26, 2024

Honorable Members of the City Council
City of Livonia, Michigan

Re: Petition 2024-07-08-05 - Wendy's

Dear Council Members:

At the 1,218th Public Hearing and Regular Meeting held by the City Planning Commission on August 20, 2024, the following resolution was adopted:

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

#08-43-2024 RESOLVED, That the City Planning Commission does hereby recommend to City Council that Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting approval of all plans required by Sections 3.11 and 13.13 of the Livonia Zoning Ordinance, as amended, to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28, be approved subject to the following conditions:

1. The Architectural Site Plan identified as Sheet No. SP1.1, dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, is approved and shall be adhered to.
2. The parking lot shall be repaired, resealed, and restriped as necessary to the satisfaction of the Inspection Department. Parking spaces shall be appropriately sized and marked, including any barrier-free space(s) as may be required by the State of Michigan.

3. The Landscape Plan identified as Sheet No. LP1.1, dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, is approved and shall be adhered to.
4. That underground sprinklers are to be provided for all landscaped and sodded areas, and all planted materials shall be installed to the satisfaction of the Inspection Department and, after that, permanently maintained in a healthy condition.
5. All disturbed lawn areas, including road rights-of-way, shall be sodded instead of hydroseeding.
6. The Plymouth Road Development Authority (PRDA) streetscape improvements (i.e., brick piers and fencing) shall be installed along Plymouth Road to the satisfaction of the Planning Director.
7. The Exterior Elevations plans identified as Sheet No. A2.3 and A2.4, both dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, are approved and shall be adhered to.
8. The Petitioner shall work with planning staff to relocate sidewalks, to the extent possible, that provides a direct access route via Plymouth Road to the front of the restaurant to the satisfaction of the Planning Director, Engineering Department and Inspection Department.
9. All rooftop mechanical equipment shall be concealed from public view on all sides by screening compatible with other building exterior materials.
10. That the three walls of the trash dumpster area shall be constructed out of building materials that shall complement that of the building. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass.
11. The Petitioner shall rotate the dumpster enclosure so that the enclosure doors face east toward Stark Road.
12. All light fixtures shall not exceed twenty feet (20') in height and shall be shielded to minimize glare trespassing on adjacent properties and roadways.
13. Only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.
14. No unshielded LED light band or neon shall be permitted on this site, including the building or around the windows.
15. Unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers, or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
16. That the plans referenced in this approving resolution shall be submitted to the Inspection Department at the time of application for the Certificate of Occupancy; and,
17. Pursuant to Section 13.13 of the Livonia Zoning Ordinance, as amended, this approval is valid

for a period of one year only from the date of approval by the City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

ATTACHMENTS

1. 2024-07-08-05_E-COUNCIL Pkt

APPROVED BY



Mark Taormina, Planning and Economic Development Director

Date: August 26, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024

Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting approval of all plans required by Sections 3.11 and 13.13 of the Livonia Zoning Ordinance, as amended, to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28.

2024-07-08-05

**CITY OF LIVONIA, MICHIGAN
APPLICATION FOR SITE PLAN REVIEW & APPROVAL**

All petitions for Site Plan Approval shall be filed with the City Planning Commission,
33000 Civic Center Drive, Livonia, MI 48154-3097.

For filing fee see computation below

Date Filed: _____ Petition _____

Site Address: 34450 Plymouth Rd Sidwell 111 01 0001 002

Requesting Approval to Site Modification for new Double Drive Thru & Exterior Facade Renovation

Applicant: Rick Sefton Business/Company: Impact Ventures Corp.

Applicant's Address: 5500 Fenton Rd. City: Flint State: MI Zip Code: 48507

Applicant's Phone # (231) 342-2741 Applicant's Email A1impactVentures@gmail.com

Contact Person: Joe Caine Business/Company: Fieldstone A&E

Contact's Address: 3400 Auburn Rd. City: Auburn Hills State: MI Zip Code: 48326

Contact's Phone # (810) 730-6775 Contact's Email jcaine@fieldstoneae.com

Please provide the following information:

- 1) **Site Plan** showing:
 - property dimensions, including road right-of-way & building setback lines
 - foot print of building(s), including dimensions & square footage
 - all easements, protective walls, sidewalks & existing trees
 - any significant topographic features (existing or proposed)
 - parking layout, including type of surface material, sizes of spaces & aisles
 - method used in calculating parking requirement
 - location of light standards servicing parking lot & cutout showing type & height
 - location of trash receptacle, including description of screening
 - location of signs (if proposed must submit separate sign application)
- 2) **Detailed Landscape Plan** including:
 - listing or labeling of all planted materials as to type and size
 - areas to be fully irrigated
 - percentage of landscaping provided (15% of total site required)
- 3) **Building Elevation Plan** depicting:
 - architectural quality
 - wall section & detail plan - exterior building materials must be labeled (i.e. brick, thin brick, E.F.I.S.)
 - all visible rooftop mechanical equipment and how they will be screened
- 4) **General Floor Plan** showing:
 - floor layout
 - entrances & exits
 - restaurants are required to illustrate seating arrangement & capacity
- 5) One (1) set of reduced plans (i.e. site, landscape, elevation, floor), a maximum 11" x 17" in size, or digital file in a .pdf format either on CD or emailed to: planning@livonia.gov
- 6) **Legal Description** of the property to be considered (Clearly Printed)
- 7) One (1) completed application form & three (3) sets of full-size drawings

RECEIVED
JUL 23 2024
CITY OF LIVONIA
PLANNING COMMISSION

You are invited and encouraged to review your proposal with the Planning Department staff. Only one set of preliminary drawings will be necessary for this analysis.

FEE COMPUTATION	\$600.00
_____ sq. ft. of new construction x \$20.00 per 1,000 sq. ft.	
(NOTE: Round off to nearest 1,000) + _____	
Total Amount Due \$ _____	

Owner of Property: Wend - Tree Investments, LLC

Owner's Address: 714 N. Main Street City: Jackson State: MI Zip Code: 49201

Owner's Phone # (248) 224-8527 Owner's Email Kathleen.Hoy-Obata@wendi.com

Signature of Owner: [Signature] Print Name: David J. Stanton, Manager

UNAPPROVED MINUTES

1

MINUTES OF THE 1,218th PUBLIC HEARINGS AND REGULAR MEETING HELD BY THE CITY PLANNING COMMISSION OF THE CITY OF LIVONIA

On Tuesday, August 20, 2024, the City Planning Commission of the City of Livonia held its 1,218th Public Hearing and Regular Meetings in the Livonia City Hall, 33000 Civic Center Drive, Livonia, Michigan.

Mr. Ian Wilshaw, Chairman, called the meeting to order at 7 p.m.

Members present:	Patrick Droze	David Bongero	Sam Caramagno
	Glen Long	Peter Ventura	Ian Wilshaw

Members absent: Wafa Dinaro

Mr. Jacob Uhazie, Planning Director, and Stephanie Reece, Program Supervisor, were also present.

Chairman Wilshaw informed the audience that if a petition on tonight's agenda involves a rezoning request, this Commission makes a recommendation to the City Council who, in turn, will hold its own public hearing and make the final determination as to whether a petition is approved or denied. The Planning Commission holds the only public hearing on a request for preliminary plat and/or vacating petition. The Commission's recommendation is forwarded to the City Council for the final determination as to whether a plat is accepted or rejected. If a petition requesting a waiver of use or site plan approval is denied tonight, the petitioner has ten days in which to appeal the decision, in writing, to the City Council. Resolutions adopted by the City Planning Commission become effective seven (7) days after the date of adoption. The Planning Commission and the professional staff have reviewed each of these petitions upon their filing. The staff has furnished the Commission with both approving and denying resolutions, which the Commission may, or may not, use depending on the outcome of the proceedings tonight.

ITEM #2 PETITION 2024-07-08-05

Wendy's

Mr. Caramagno, Secretary, announced the next item on the agenda, Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting approval of all plans required by Sections 3.11 and 13.13 of the Livonia Zoning Ordinance, as amended, to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28.

UNAPPROVED MINUTES

2

Mr. Uhazie: This site is currently zoned C-2, and the site is 1.32 acres with 175 feet of frontage on Plymouth Road and 327.52 feet on Stark Road. The existing restaurant is one story in height and 2,828 square feet in size. The restaurant currently has seating for 48. the proposed new building would be set back 85 feet from Plymouth Road and 15 feet from Stark, totaling 2,532 square feet. The new restaurant would be roughly 30% smaller. Proposed renovations would reduce seating capacity to 29 individuals. The interior would be completely remodeled. The Solarium and existing front landscaping would be removed and replaced by a concrete outdoor patio. The patio area would contain three tables with seating for 12. Also shown on the patio is a bike rack. Landscaping has been added to the protect the seating area, and two pedestrian access points have also been added from both Stark and Plymouth Road. Revisions to the exterior elevation also show aluminum composite panels. The landscape plan shows a full-size deciduous tree, no ornamental trees, and approximately 28 shrubs along Plymouth Road. Along Stark Road, the landscape plan shows no full-size deciduous trees, eight ornamental trees, including hornbeam, flowering crab and approximately 59 shrubs, juniper and existing. There are four existing trees within the Plymouth Road right-of-way. Plans show the addition of PRDA District streetscape consisting of brick piers and fencing. The new dumpster enclosure would house two dumpsters, six feet high, of brick to match the building, or eight-inch split face CMU. Enclosure gates would be solid composite material. and as I mentioned, the new exterior renovations would be aluminum composite panels. And I'll let the petitioner go through how they changed the...if they changed any of the color schemes. That's all I have for staff report.

Mr. Wilshaw: Okay, and you have correspondence.

Mr. Uhazie: The first item is from the Engineering Division, dated July 25, 2024, which reads as follows: *"In accordance with your request, the Engineering Division has reviewed the above referenced petition. We have no objections to the proposed project at this time. The subject parcel is assigned the address of #34450 Plymouth Road. The legal description included with the submitted drawings appears to be correct, and should be used should the project be approved. The existing parcel is currently served by public water main, sanitary sewer and storm sewer. The submittal does not indicate any changes to the existing utility leads, so we do not believe there will be any additional impacts to the public utilities with this proposal. Please be*

advised that the project will be required to conform to the latest version of the Wayne County Storm Water Ordinance. Storm water pre-treatment and/or detention may be required for any additional impervious areas added to the site. Also, should any work be required within the Plymouth Road right-of-way, the owner need to obtains permits from the Michigan Department of Transportation.” The letter is signed by David W. Lear, P.E., Assistant City Engineer. The next letter is from the Livonia Fire & Rescue Division, dated July 31, 2024, which reads as follows: “ This office has reviewed the site plan submitted in connection with a request to modify a commercial building on property located at the above referenced address. We have no objections to this proposal with the following stipulations: A fire access road shall be provided with not less than 20 feet of unobstructed width and have a minimum of 13 feet 6 inches of vertical clearance in accordance to 18.2.3.4.1.1 and 18.2.3.4.1.2 of NFPA 1, 2015. Currently plans state approx. 18 ft between a travel lane and parking spaces to the north and the east sides of the building. This cited code distance is to allow appropriate fire truck access around the entire building without the potential for obstruction of firefighting/suppression operations. A further detailed plan review will take place when this division receives an official plan set.” The letter is signed by Brian Kukla, Fire Marshal. The next letter is from the Division of Police, dated July 25, 2024, which reads as follows: “I have reviewed the plans in connection with the petition. I have no objections to the proposal.” The letter is signed by Paul Walters, Sergeant, Traffic Bureau. The next letter is from the Inspection Department, dated August 20, 2024, which reads as follows: “ Pursuant to your request, the above-referenced Petition has been reviewed. 1. The parking lot shall be repaired or replaced as necessary. 2. The parking spaces shall be 10’ by 20’ and double striped. 3. The proposed signage shall conform with the sign ordinance, or a variance would be required from the Zoning Board of Appeals to maintain excess size or number of signs. This Department has no further objections to this Petition.” The letter is signed by Jerome Hanna, Director of Inspection. The next letter is from the Finance Department, dated July 29, 2024, which reads as follows: “I have reviewed the addresses connected with the above noted petition. As there are no outstanding amounts receivable, general or water and sewer, I have no objections to the proposal.” The letter is signed by Connie Kumpula, Chief Accountant. The next letter is from the Treasurer’s Department, dated July 25, 2024, which reads as follows: All taxes and water payments are current with this property.” The letter is signed by

UNAPPROVED MINUTES

4

Susie Nash, Treasurer. That is the extent of the correspondence.

Mr. Wilshaw: Okay, I was going to make you read those NFPA codes to us again, but I figured that was mean. All right, is there any questions for our planning staff? I do have one question for you, though, Mr. Uhazie, in regard to the outdoor dining area. Is there any requirement within our ordinance that that be surrounded by any sort of a barrier?

Mr. Uhazie: As long as there's no alcohol service, it does not have to be surrounded.

Mr. Wilshaw: Okay, all right. Very good. Thank you. If there's no other questions for our planning staff, I'll go to the petitioner who's in our audience. Good evening. Feel free to come forward to our one of our podiums. Introduce yourself.

Rick Sefton, owner of Wendy's, 34450 Plymouth Road, Livonia, MI. I'm looking forward to putting up this new Wendy's. It's called a global next generation. It has all the new bells and whistles of a flagship Wendy's that, apparently, it'll be one of the first three that I'll be doing in Michigan. And I'm an operator of six Wendy's. I just took over four from Wendy's and we run first class operations, not like what you may have seen in the past around here for example. In our service industry of restaurants, it's not unheard of to have 300% turnover. You know, 100% is very good. I've always run under 100%. When it comes to...like some people think Chick fil A is the standard. I beat them in every number. Always have. I've been doing this for 35 years and when Wendy's wants people trained, they send them to my restaurants, and we do an outstanding job. And I look forward to taking this, this old store that's been neglected, and doing the right thing, and hopefully you'll be proud to have me in your community.

Mr. Wilshaw: We appreciate that, Mr. Sefton. Is there anything else that you'd like to tell us about your upgrade to the building itself in terms of the design or materials or anything?

Mr. Sefton: Well, this is Joe Caine. He's the architect. He's got all the information on the panels and all the things that we need.

Mr. Wilshaw: We appreciate it. Hello, Mr. Caine.

UNAPPROVED MINUTES

5

Joe Caine, Fieldstone Architecture, 3400 Auburn Road, Auburn Hills, MI. Jacob, I'm not sure if you've got the color elevations. I did bring a couple copies.

Mr. Uhazie: The only ones I have is one that was presented at the last meeting. If you had updated ones...

Mr. Wilshaw: So, you can give those to Ms. Reece right next to you there, and she will pass them down.

Mr. Caine: This is the revised elevation with the different material shown from the study session where we decreased the amount of the wood-look siding, and we added the gray panels on the back side. Okay, if you want to pass these out too. These are material samples. This is the wood.

Mr. Wilshaw: That's the before and after, basically, of what we've seen.

Mr. Wilshaw: Thank you for having those. We will keep looking at them as we discuss them here. Is there anything else you'd like to tell us in the meantime?

Mr. Caine: I don't think so. Just open it up if there are any questions or...

Mr. Wilshaw: Okay, very good. Thank you. Let's see if there's any questions from any of the commissioners. Does anyone have any questions for our petitioner?

Mr. Ventura: I'm going to pass these down so everybody can see them. Are these actual samples of the materials that'll be on it?

Mr. Caine: That is correct?

Mr. Ventura: Well, okay, substantial panels.

Mr. Caine: Yes.

Mr. Ventura: Nothing like aluminum siding.

Mr. Caine: No.

Mr. Ventura: Okay. Thank you. Thank you very much and thank you for going through the effort for this.

UNAPPROVED MINUTES

6

- Mr. Wilshaw: Yeah, there was some discussion at the study meeting about these materials, and you weren't sure if you're going to be able to get them and pull it off. So, we appreciate that.
- Mr. Caine: It was some work, but we did it.
- Mr. Wilshaw: Very good. Any other questions for our petitioner?
- Mr. Droze: First, I want to thank you for the amount of progress you made on the plan over the span of a week. I think the improvements that you adopted with the changes to the site plan, both with access and improving kind of the frontage along Plymouth Road are beneficial. I will see the materials when they get down here, but it looked like they did make the changes to that, which I think based on what we're seeing, I think this is kind of what we were hinting at last week. On the access, we had a discussion about the Stark Road pedestrian access point, and we talked about the elevation difference, and it is significant. Do you have an idea what that slope is going to be? Because it looks like it's not even going to be close to ADA compliant. I'd almost be, at least from my perspective, in favor of just eliminating that.
- Mr. Caine: We can eliminate it, but you also have the access off of Plymouth Road, which would be accessible, right? So even though, mean, that is, you know, a crosswalk pedestrian access point, but they could use the Plymouth Road.
- Mr. Droze: I think, relative to that access point, you know, if it's not going to be ADA, I would just assume, at least, from my perspective, probably not to put it in. Do you know the relative slope of what that is going to be?
- Mr. Caine: I think it's at least 30 inches of drop, if not more over six or seven feet, over about eight to nine feet.
- Mr. Droze: Okay, so, yeah, it's more than ADA compliant, right? And then, was there any consideration given to centering the main pedestrian access point more on the Plymouth road frontage? If you were to eliminate the Stark one and just have that one.
- Mr. Caine: We have. There's an existing berm and the trees that are out on Plymouth Road that are out in the right of way. Okay, so those would have to be in...correct me, Matt, I don't know if that would be able to work or not. What with the existing conditions.

UNAPPROVED MINUTES

7

Matt Peters, Fieldstone Architects, 3400 Auburn Road, Auburn Hills, MI. Yeah, I don't think it would work very well. It'd be a tough, tough get through to...I mean, I have to agree with Joe that trying to get that path to work on the straight more shot down the center of Plymouth, from Plymouth, you know, that's what you're talking about, right?

Mr. Droze: Yeah.

Mr. Peters: The other thing is that we had the opportunity once we moved those mobile parking spaces over to the side, you know, we had to provide the striping for pedestrian as well to get to the building. So, it just kind of became a great opportunity just to connect those two anyways. So, we're kind of killing two birds with one stone at that, at that opportunity,

Mr. Droze: Okay, if relative to the I guess...I do look at the plan and look like, if you try to line it up, it would get into that existing tree in the right of way. So, I don't know if that's...is that a deal killer? Could you, you know, replace it and provide a different tree, or...

Mr. Peters: If we're looking at the plan, are you talking about the tree that's in the right of way to the left there?

Mr. Droze: Just south of the meets and bounds.

Mr. Caine That's the tree in the right of way we can, yeah. I mean, I'm sure Mr. Sefton would like to remove that tree, or like to remove all the trees for visibility, but I think with it being in the right of way, I don't think we can eliminate it.

Mr. Sefton: Let me ask you this, there's a nice big slope there. I mean, how do you go around that? I mean, if you want to make an ADA complaint, correct?

Mr. Droze: Yes.

Mr. Sefton: How do you get rid of the slope? I mean, you want us to get rid of the slope?

Mr. Droze: I mean, I'm looking at it from a practicality standpoint. Where are people going to walk? And you know if somebody's going to walk all the way to that point, they're probably just going to walk in the driveway.

UNAPPROVED MINUTES

8

- Mr. Sefton: There is a slope there, so I don't know how you work around that, unless you want us to remove that. And okay, so where would you like to see that? I mean, I guess we could do anything. I'm just trying to understand what your vision might be.
- Mr. Droze: Basically, I think in line with the vestibule on the east side of the building, running a sidewalk straight, and you would have to take that one tree out, but it would again, just relative to access that's a more direct route, and that's...and it would require some regrading.
- Mr. Sefton: Okay, if we took the tree out and regraded that, that would be okay?
- Mr. Droze: That would be my, I guess, question.
- Mr. Sefton: I'm happy to do it. I'm just...
- Mr. Droze: I guess. I don't know if other commissioners have any opinion on it, but that's...other than that, I really don't have any other comments on the plan.
- Mr. Peters: I mean, can you point to, can you circle the arrow around the tree there for a second? So, okay, so you run a sidewalk, basically, somewhere around there, you change the grade, and you remove a tree. You are kind of doing me a favor. I'm happy to do it.
- Mr. Droze: Yeah, and I think, you know, there would be a gap in the in the decorative fencing, and then you could probably eliminate the sidewalk on the west side of the property. It's just more central. That's the only suggestion.
- Mr. Peters: I know, these guys could do anything. Is there electrical, sewer, plumbing, or anything that we got to worry about?
- Mr. Caine: We would have to check.
- Mr. Wilshaw: As this goes forward, we'll see how the approving resolution comes out. But if there's some changes that you can make that would accommodate that between now and when you go to City Council, you can work on that during that time. I think would be appropriate. If there's any other suggestions that we can give you along the way today, we'll try to do that for you. All right. Anything else Mr. Droze?

UNAPPROVED MINUTES

9

Mr. Droze: Nothing further, thank you.

Mr. Wilshaw: All right. Any other questions from any other commissioners?

Mr. Caramagno: I do have a question. Your dumpster enclosure, what is the distance between the dumpsters and what would be the island behind the store? I noticed that...That's one question. I noticed, to pick up the dumpsters, you'll be driving against traffic, against typical traffic on the property when you come to dump those which is potentially a problem. So, your traffic for your angle parking is coming out, yet your garbage truck will have to come in that same direction, that opposite direction, to get to those containers. Have you thought about that at all?

Mr. Caine: Yeah, that's the way it exists today.

Mr. Caramagno: Is there an opportunity to fix that and clock that dumpster enclosure 90 degrees to come in off of Stark Road? We can do that. Seems to make more sense that way. You're at least traveling with traffic, not against traffic, if you're coming during business hours.

Mr. Caine: Yeah, we can make that change,

Mr. Caramagno: You might have more...you might have more space to back out of there if you're backing east and west versus north and south.

Mr. Caine: You guys know, just off the top of your head, if there's a setback with regards to that dumpster on the sideline?

Mr. Caramagno: The truck's probably 35 to 38 feet long.

Mr. Caine: The setback from the property line to where the dumpster would be, is there, as far as the ordinance goes, off the top of your head?

Mr. Uhazie: You know, off top my head. I don't believe so it would be, probably with inspection. We can discuss that after the meeting, but I don't think any changes...it's still right there against the lot line anyway, so I don't think it would change any...the number of feet from the lot line. I don't you know, just the number, how close the side is versus the corner.

Mr. Wilshaw: All right, fair enough. Anything else. Mr. Caramagno?

Mr. Caramagno: No, that's fine.

Mr. Wilshaw: Thank you. All right. Good suggestions. Any other comments from any of the commissioners?

Mr. Wilshaw: Anyone in our audience wishing to speak for or against? I don't see anyone else. One last chance for any other comments or questions from the commissioners, anything else that our petitioner would like to add before we make our decision? I think we've covered everything. Then, if there's nothing else to discuss, a motion would be in order,

On a motion by Bongero, seconded by Long, and unanimously adopted, it was

#08-43-2024 **RESOLVED**, That the City Planning Commission does hereby recommend to City Council that Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting approval of all plans required by Sections 3.11 and 13.13 of the Livonia Zoning Ordinance, as amended, to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28, be approved subject to the following conditions:

1. The Architectural Site Plan identified as Sheet No. SP1.1, dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, is approved and shall be adhered to.
2. The parking lot shall be repaired, resealed, and restriped as necessary to the satisfaction of the Inspection Department. Parking spaces shall be appropriately sized and marked, including any barrier-free space(s) as may be required by the State of Michigan.
3. The Landscape Plan identified as Sheet No. LP1.1, dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, is approved and shall be adhered to.
4. That underground sprinklers are to be provided for all landscaped and sodded areas, and all planted materials shall be installed to the satisfaction of the Inspection

Department and, after that, permanently maintained in a healthy condition.

5. All disturbed lawn areas, including road rights-of-way, shall be sodded instead of hydroseeding.
6. The Plymouth Road Development Authority (PRDA) streetscape improvements (i.e., brick piers and fencing) shall be installed along Plymouth Road to the satisfaction of the Planning Director.
7. The Exterior Elevations plans identified as Sheet No. A2.3 and A2.4, both dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, are approved and shall be adhered to.
8. The Petitioner shall work with planning staff to relocate sidewalks, to the extent possible, that provides a direct access route via Plymouth Road to the front of the restaurant to the satisfaction of the Planning Director, Engineering Department and Inspection Department.
9. All rooftop mechanical equipment shall be concealed from public view on all sides by screening compatible with other building exterior materials.
10. That the three walls of the trash dumpster area shall be constructed out of building materials that shall complement that of the building. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass.
11. The Petitioner shall rotate the dumpster enclosure so that the enclosure doors face east toward Stark Road.
12. All light fixtures shall not exceed twenty feet (20') in height and shall be shielded to minimize glare trespassing on adjacent properties and roadways.
13. Only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.
14. No unshielded LED light band or neon shall be permitted on this site, including the building or around the windows.

15. Unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers, or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
16. That the plans referenced in this approving resolution shall be submitted to the Inspection Department at the time of application for the Certificate of Occupancy; and,
17. Pursuant to Section 13.13 of the Livonia Zoning Ordinance, as amended, this approval is valid for a period of one year only from the date of approval by the City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

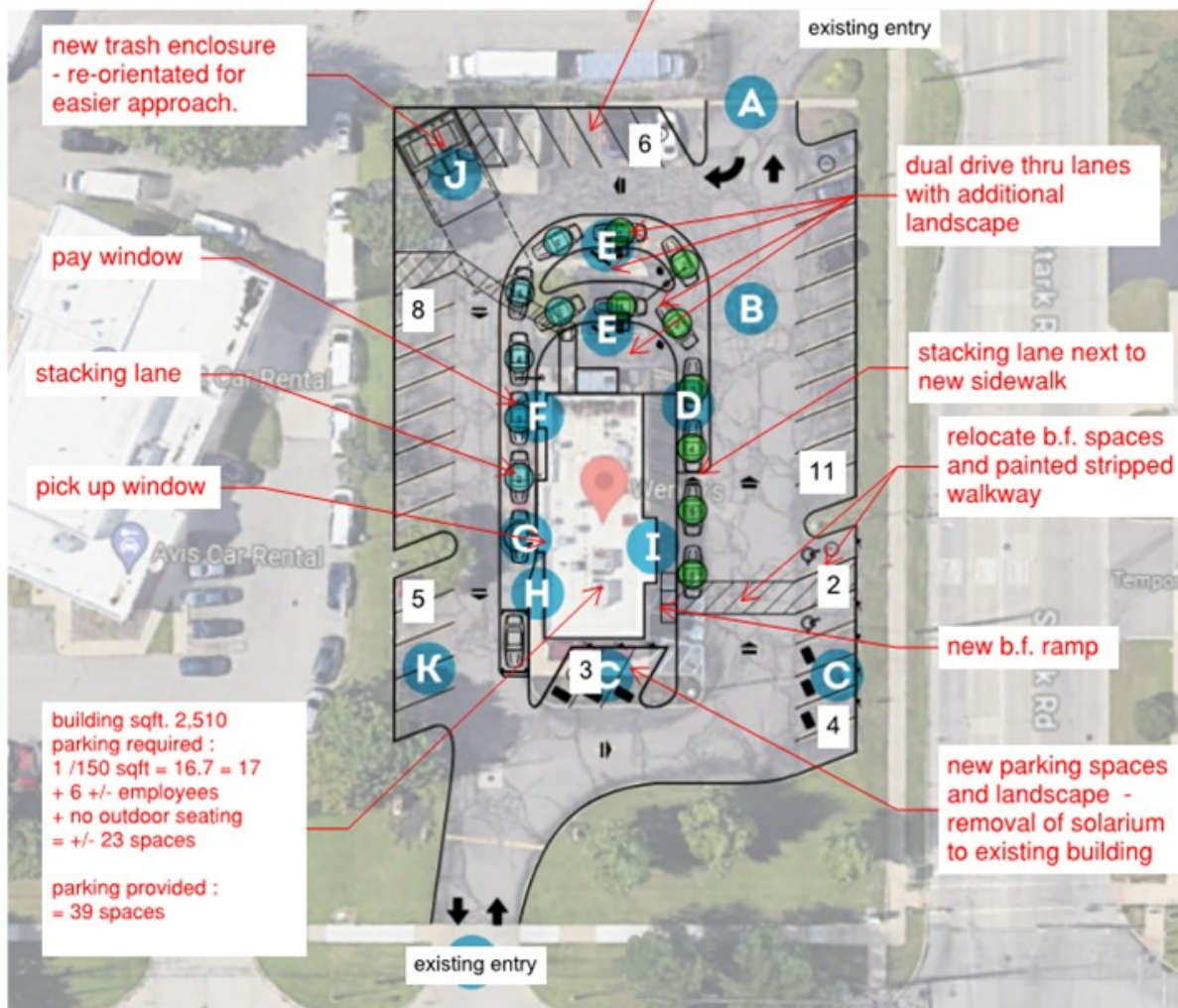
Mr. Wilshaw: Is there any discussion?

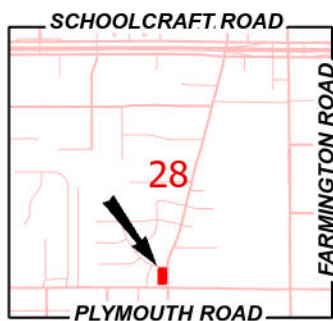
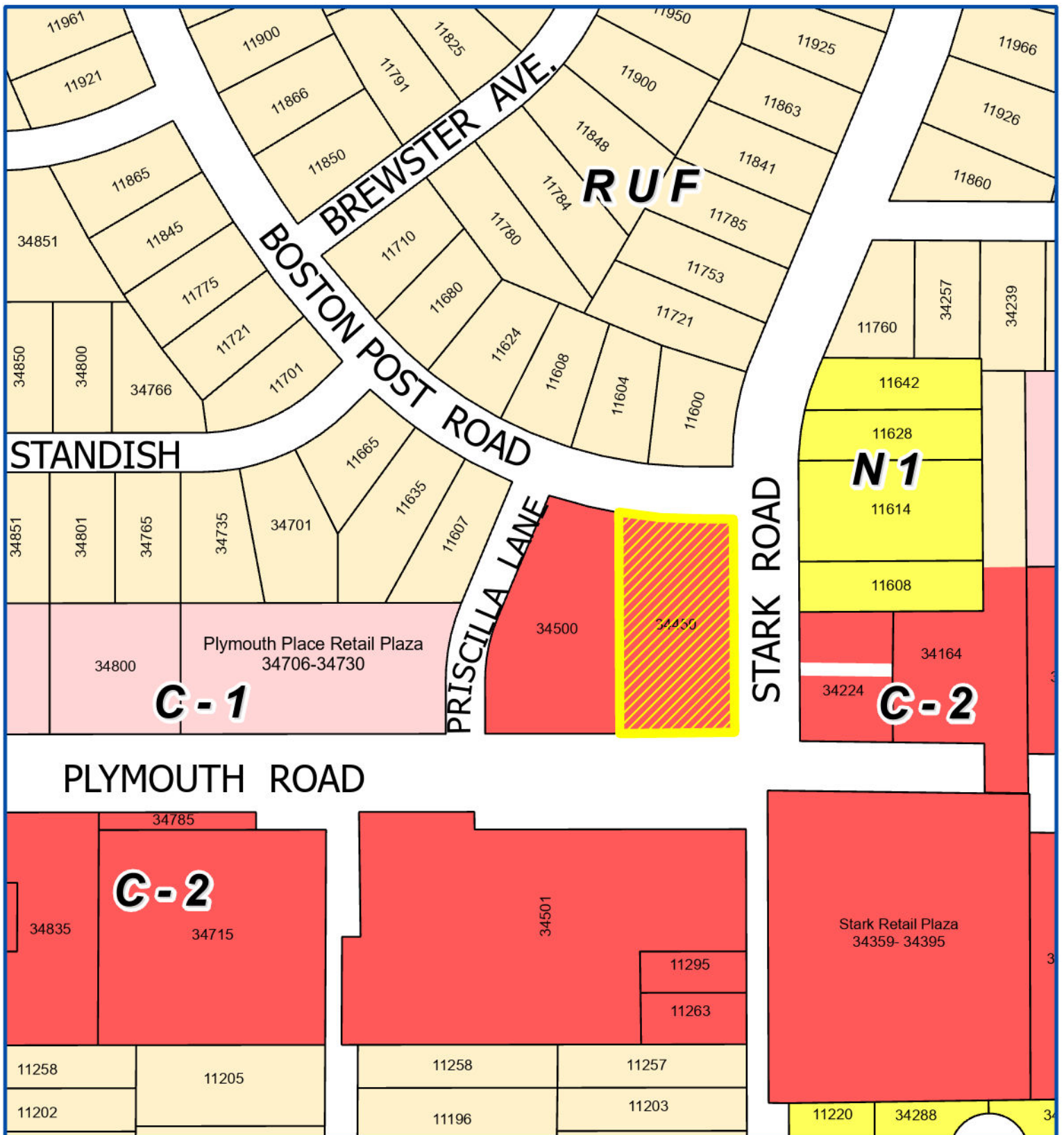
Mr. Wilshaw, Chairman, declared the motion is carried and the foregoing resolution adopted. It will go on to City Council with an approving resolution.

CONCEPTUAL SITE LAYOUT

re-stripe parking spaces to angle approach

APPROXIMATE EXISTING SITE AREA = ~1.05 ACRES





Address & Zoning Map

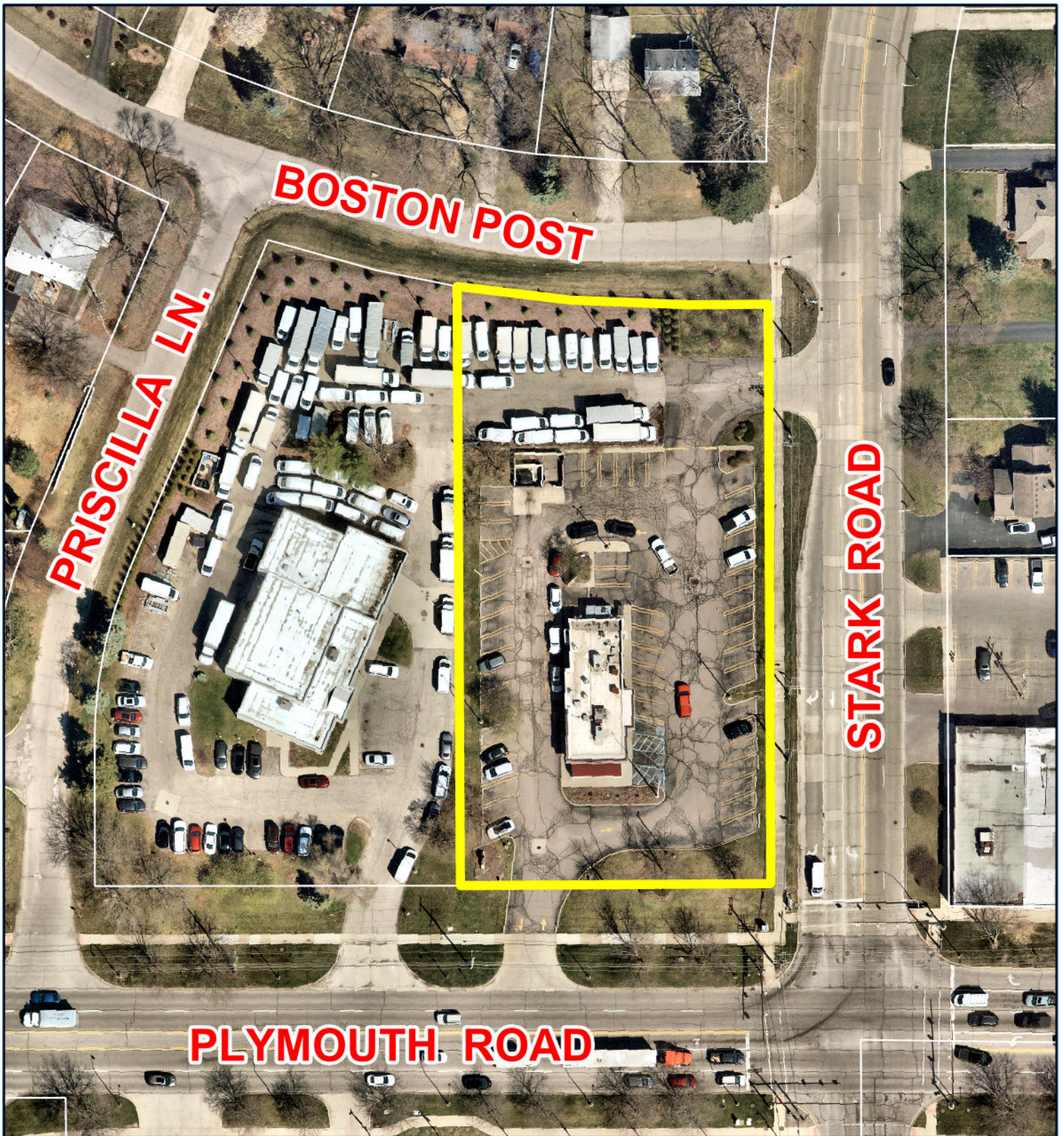
Petition 2024-07-08-05
Wendy's
34450 Plymouth Road



Not to Scale



City of Livonia
Planning Department



Aerial Map

Petition 2024-07-08-05
Wendy's
34450 Plymouth Road



Not to Scale



City of Livonia
Planning Department

PLANNING COMMISSION STAFF NOTES

MISCELLANEOUS

ITEM 2

Petition 2024-07-08-05 submitted by Impact Ventures Corp., on behalf of Wendy's, requesting approval of all plans required by Sections 3.11 and 13.13 of the Livonia Zoning Ordinance, as amended, to reconfigure the parking lot and drive-thru facilities and remodel the interior and exterior of the restaurant, at 34450 Plymouth Road, located on the northwest corner of Plymouth and Stark Roads in the Southwest ¼ of Section 28.

August 13, 2024, Study Meeting:

This petition involves a proposal to renovate the Wendy's restaurant on the northwest corner of Plymouth and Stark Roads. The proposal includes changes to the parking lot, drive-thru facilities, and the remodeling of both the interior and exterior of the building. Wendy's received waiver use approval (CR #261-85) to construct the restaurant in 1985.

The entire site is 1.32 acres in size and is zoned C-2, General Business. The property has 175 feet of frontage along Plymouth Road by a depth of 327.52 feet along Stark Road. Abutting to the west of the property is a Budget Truck Rental business. The northwest corner of Wendy's property, approximately 110' x 85', is fenced off and utilized as a parking lot for Budget.

The existing restaurant is one-story in height and 2,828 square feet in size. Parking is available on the east and west sides of the building, with a drive-up window on the west side of the building. A two-way drive off Plymouth Road and a two-way driveway off Stark Road provide access to the site. Currently the restaurant has forty-eight (48) customer seats, thirty-two (32) in the main dining area and sixteen (16) in the solarium located at the front of the building. The proposed interior renovations would reduce the total seating count to twenty-nine (29) seats. This restaurant does not currently have outdoor patio seating, and the petition does not propose any.

The entire interior of the restaurant would be completely remodeled. The prep area at the rear of the restaurant would include a service area for the drive-thru, kitchen, receiving area, a large freezer and cooler. The front dining area would have a number of tables and chairs and restrooms. The walk-in freezer unit attached to the rear of the building would be painted dark bronze to match the building.

One of the changes to the site is the configuration of the drive-thru service lane. Currently, a single service lane commences on the north side of the building and continues to wrap around to the drive-up window on the west side. The proposed change would have the same general arrangement, but an additional ordering lane would be added to offer a dual configuration. Once a customer has placed an order they would proceed and merge into a single lane and progress to the drive-up window on the west side of the building. To accommodate this change, the area directly behind the building would be reconfigured. Two (2) existing parking spaces and a small landscape area would be removed and in their place two (2) landscape islands would be created to help manage traffic flow. As

required for drive-thru facilities, the parking lot aisleway outside the edge of the service lanes would provide a bypass lane.

Along with the dual service lane arrangement, the existing parking lot would be slightly reconfigured. The solarium on the front of the building would be removed and the existing landscape area along the front of the building would be replaced with three (3) handicap parking spaces. The parking spaces to the north of the dual service lane would be readjusted from horizontal to angle parking. The rest of the parking spaces would remain in their current configuration with some slight restriping modifications. Parking for restaurants is based on one (1) space for every 125 square feet of floor area, plus one (1) space for each three (3) outside patio seats, plus one (1) space for each employee. Wendy’s, with a net usable floor area of 2,828 square feet, no patio seats, and six (6) employees, requires a total of twenty-nine (29) parking spaces. The plans show that there would be forty-five (45) parking spaces available.

For landscaping along Plymouth Road, the ordinance requires at least four (4) full-size trees, two (2) ornamental trees, and twenty-eight (28) shrubs. The submitted landscape plan shows one (1) existing full-size deciduous tree, no ornamental tree, and approximately twenty-eight (28) shrubs (Juniper & Hamlin Grass). It should be noted that there are four (4) existing trees within the right-of-way of Plymouth Road that would remain. The plans also show that the PRDA district streetscape elements, consisting of brick piers and fencing, would be introduced along the street frontage of Plymouth Road. Along Stark Road, the ordinance requires eight (8) full-size trees, three (3) ornamental trees, and fifty-nine (59) shrubs. The submitted landscape plan shows no full-size deciduous trees, eight (8) ornamental trees (Hornbeam, Flowering Crab), and approximately fifty-nine (59) shrubs (Juniper, existing).

The existing trash dumpster enclosure would also be repositioned. Currently its enclosure gates face Plymouth Road. The enclosure would be turned to a slanted position matching the newly striped northern parking spaces with the enclosure gates facing the building. The new enclosure would house two (2) dumpsters. Its walls would be six-foot (6’) in height and constructed out of brick to match the building or eight-inch (8”) split-face CMU. The enclosure gates would be a solid composite material.

The existing building is constructed out of brick on all four sides. The proposed façade changes would include covering sections of the building with prefinished aluminum siding (Light Oak in color) and aluminum composite panels (Red or Stormy Gray in color). As mentioned, the solarium would be removed from the front of the building and the new architectural look of the front elevation would consist of large dark bronze windows and aluminum siding. The drive-thru window would be relocated closer to the front of the building and a new pick-up window would be installed near the east entrance. To add character to the building, intermittent sections of the roof’s parapet walls would be extended upward, and a metal canopy would wrap around the front portion of the building.

Per Section 11.08 of the Zoning Ordinance, this restaurant, because it is located on a corner, is permitted forty-five (45) square feet of wall signage. They are also allowed one

(1) ground sign no larger than thirty (30) square feet in area and six feet (6') in height. The elevation plans show a number of wall signs on the front and side elevations. The plans also show a proposed monument sign near the southeast corner of the site. No information as to the dimensions of the signage is supplied. Any signage over what is permitted by the sign ordinance would require a variance from the Zoning Board of Appeals.

A photometric plan has not been provided. It appears that the existing exterior site lighting would remain as is and not be modified.

August 20, 2024, Regular Meeting:

On August 16, 2024, revised plans were submitted. The “*Pick-Up*” parking spaces along the front of the building have been relocated and replaced with a concrete outdoor patio. This patio area would be occupied with three (3) tables and twelve (12) seats. Shown next to the patio is a bike rack on a concrete pad. Landscaping, adjacent to the patio, has been added to help buffer and protect the outdoor seating area from the adjacent parking lot. Pedestrian access points have been added from both Plymouth and Stark Roads. Revisions to the exterior elevations include sections of aluminum siding being replaced with aluminum composite panels.

Approving Resolution: That the request to redevelop the site, including reconfiguring the parking lot and drive-thru facilities, and remodel the interior and exterior of the restaurant at 34450 Plymouth Road is hereby approved, subject to City Council approval and the following conditions:

1. The Architectural Site Plan identified as Sheet No. SP1.1, dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, is approved and shall be adhered to.
2. The parking lot shall be repaired, resealed, and restriped as necessary to the satisfaction of the Inspection Department. Parking spaces shall be appropriately sized and marked, including any barrier-free space(s) as may be required by the State of Michigan.
3. The Landscape Plan identified as Sheet No. LP1.1, dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, is approved and shall be adhered to.
4. That underground sprinklers are to be provided for all landscaped and sodded areas, and all planted materials shall be installed to the satisfaction of the Inspection Department and, after that, permanently maintained in a healthy condition.

MISCELLANEOUS

ITEM 2 Petition 2024-07-08-05 – Wendy's

Page 4

5. All disturbed lawn areas, including road rights-of-way, shall be sodded instead of hydroseeding.
6. The Plymouth Road Development Authority (PRDA) streetscape improvements (i.e., brick piers and fencing) shall be installed along Plymouth Road to the satisfaction of the Planning Director.
7. The Exterior Elevations plans identified as Sheet No. A2.3 and A2.4, both dated August 15, 2024, as revised, prepared by Fieldstone Architecture & Engineering, are approved and shall be adhered to.
8. All rooftop mechanical equipment shall be concealed from public view on all sides by screening compatible with other building exterior materials.
9. That the three walls of the trash dumpster area shall be constructed out of building materials that shall complement that of the building. The enclosure gates shall be of solid panel steel construction or durable, long-lasting solid panel fiberglass.
10. All light fixtures shall not exceed twenty feet (20') in height and shall be shielded to minimize glare trespassing on adjacent properties and roadways.
11. Only conforming signage is approved with this petition, and any additional signage shall be separately submitted for review and approval by the Zoning Board of Appeals.
12. No unshielded LED light band or neon shall be permitted on this site, including the building or around the windows.
13. Unless approved by the proper local authority, any type of exterior advertising, such as promotional flags, streamers, or sponsor vehicles designed to attract the attention of passing motorists, shall be prohibited.
14. That the plans referenced in this approving resolution shall be submitted to the Inspection Department at the time of application for the Certificate of Occupancy; and,
15. Pursuant to Section 13.13 of the Livonia Zoning Ordinance, as amended, this approval is valid for a period of one year only from the date of approval by the City Council, and unless a building permit is obtained, this approval shall be null and void at the expiration of said period.

33450 Plymouth Rd. Livonia, MI 48150

33450 Plymouth Rd. Livonia, MI 48150

	 FIELDSTONE[®] ARCHITECTURE & ENGINEERING
	Michigan: 3400 Auburn Rd., Ste. 200 Auburn Hills, MI 48326 Florida: 12808 Tampa Oaks Blvd., Ste. 150 - Tampa, FL 33637 248.622.4035 FieldstoneAE.com 813.466.3310

Wendy's

33450 Plymouth RD. Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

	Date	Issued for:
	07/18/24	Client / Corp Review
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Job No.
2439102.100

Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
COVER SHEET

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Sheet No.
G1.1

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY DANIEL LANGFELLS, P.A., ON BEHALF OF FIELDSTONE A&E, LLC ON THE DATE NOTED ON THIS SHEET FOR THE EXPRESSED PURPOSE OF SUBMISSION TO THE LOCAL AUTHORITY HAVING JURISDICTION FOR THEIR REVIEW AND APPROVAL.



DATE
08/15/2024

GENERAL NOTES:

REMOVAL OF ANY TYPE OF STRUCTURE SHALL REQUIRE A PERMIT.

A DEMOLITION PERMIT MUST BE APPLIED FOR AND OBTAINED FROM THE CITY OF LANSING BUILDING DEPARTMENT PRIOR TO STARTING OF WORK

THE APPLICANT FOR DEMOLITION PERMIT MUST INCLUDE PROOF OF DISCONNECTION OF ALL UTILITIES, PROOF OF OWNERSHIP AND AUTHORIZATION BY OWNER FOR THE DEMOLITION AND THE NAME AND LICENSE NUMBER OF THE DEMOLITION CONTRACTOR.

WORK SHALL BE IN COMPLIANCE WITH ALL APPLICABLE SECTIONS OF THE STATE AND CITY. OF SOUTHFIELD LAWS, CODES AND ORDINANCES.

PROVIDE PROPER CONTROL OF PEDESTRIAN AND VEHICULAR TRAFFIC, INCLUDING PROPER BARRICADES AND FLASHING BUNKER LIGHTS.

COMPLETE REMOVAL OF ALL FLOORS, WALLS, FOOTINGS, FOUNDATIONS AND ANY OTHER BELOW GRADE STRUCTURES.

BACKFILLING OF THE AREA AND ALL AREAS BELOW GRADE MUST OBTAIN 95% COMPACTION ON DEEP FOOTING HOLES RESULTING FROM THE DEMOLITION WITH CLEAN FILL WITH A MINIMUM 4" OF TOP SOIL.

REMOVAL AND DISPOSAL OF DEMOLISHED AND/OR DISASSEMBLED MATERIALS SHALL BE COMPLETED. THIS INCLUDES ALL DEBRIS ON THE SITE EVEN THOUGH IT IS NOT PART OF THE STRUCTURE OR THEIR CONTENTS.

COMPLETE RESTORATION OR REPLACEMENT OF DAMAGED PRIVATE AND PUBLIC PROPERTY.

ALL ADJACENT BUILDING, STRUCTURES OR PROPERTY AND ALL PUBLIC PROPERTY ARE TO BE ADEQUATELY PROTECTED AGAINST DAMAGE FROM ANY CAUSE.

THE APPLICANT SHALL BE LIABLE FOR ANY DAMAGES OR MOVEMENT OF BUILDING ON ADJACENT PROPERTY RESULTING FROM THE DEMOLITION OF THE BUILDING OR REMOVAL OF EQUIPMENT OR DEBRIS FROM SITE. PRECAUTIONS ARE NECESSARY TO PREVENT MOVEMENT OF SETTLEMENT OF ADJACENT BUILDINGS. WHEN NECESSARY, THIS MAY INCLUDE BRACING, SHORING, FENCING, UNDERPINNING IF NECESSARY, OR OTHER PROTECTION.

THE APPLICANT SHALL BE RESPONSIBLE FOR DAMAGE TO CITY OR PRIVATE PROPERTY RESULTING FROM THE DEMOLITION OF THE BUILDING OR REMOVAL OF EQUIPMENT OR DEBRIS FROM SITE. APPLICANT SHALL BE RESPONSIBLE FOR REPLACING DAMAGED SIDEWALKS, STREETS, ECT.

APPLICANT IS TO REMOVE ALL APPROACHES AND INSTALL CURBS. CURBS ARE TO BE INSTALLED PER ALL REQUIREMENTS OF TWP. ENGINEERING DEPARTMENT. APPLICANT MUST OBTAIN ALL NECESSARY PERMITS AND INSPECTIONS.

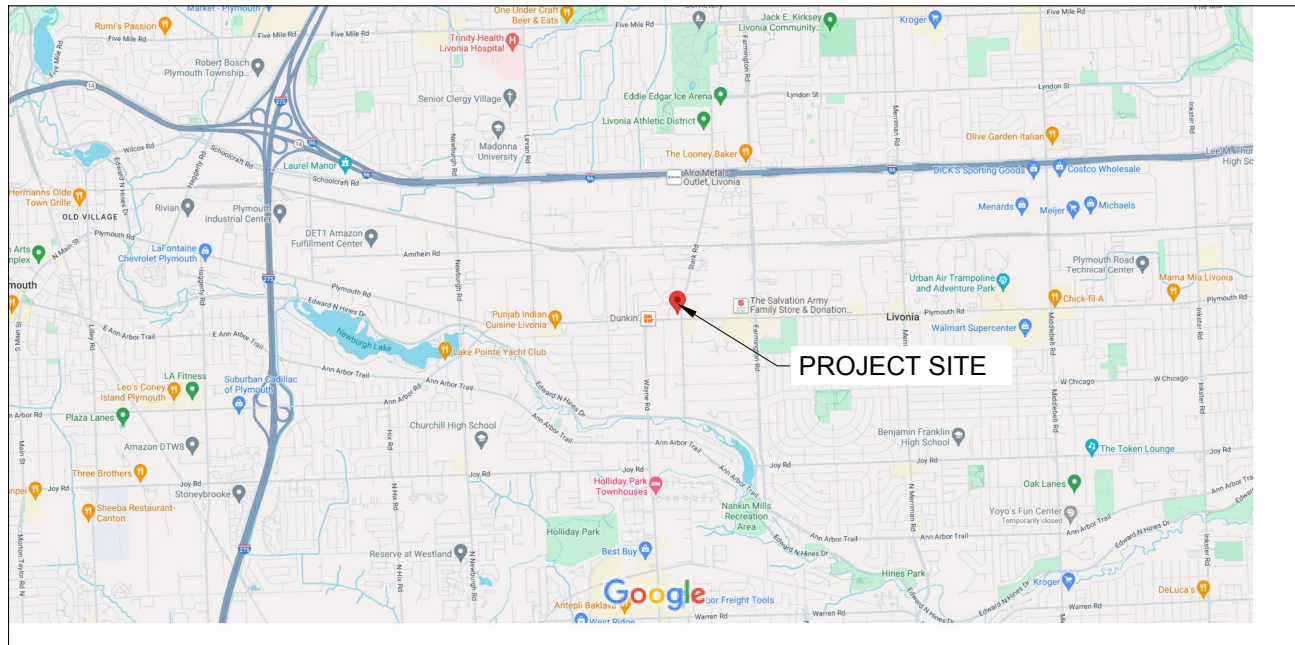
WORK SHALL BE CARRIED OUT IN STRICT ACCORDANCE WITH THE CITY OF LANSING BUILDING CODE AND TRAFFIC ORDINANCE. TRAFFIC ON PUBLIC STREETS, ALLEYS AND SIDEWALKS SHALL NOT BE OBSTRUCTED UNLESS LEGALLY PERMITTED, IN WHICH CASE OPERATIONS SHALL BE CONDUCTED WITH A MINIMUM OF INTERFERENCE AS DIRECTED BY THE DEPARTMENT OF PUBLIC WORKS.

WHEN NECESSARY, KEEP WORK WETTED TO PREVENT EXCESSIVE DUST, AND RESULTING NUISANCE. PROVIDE WATER AND HOSES WHERE REQUIRED.

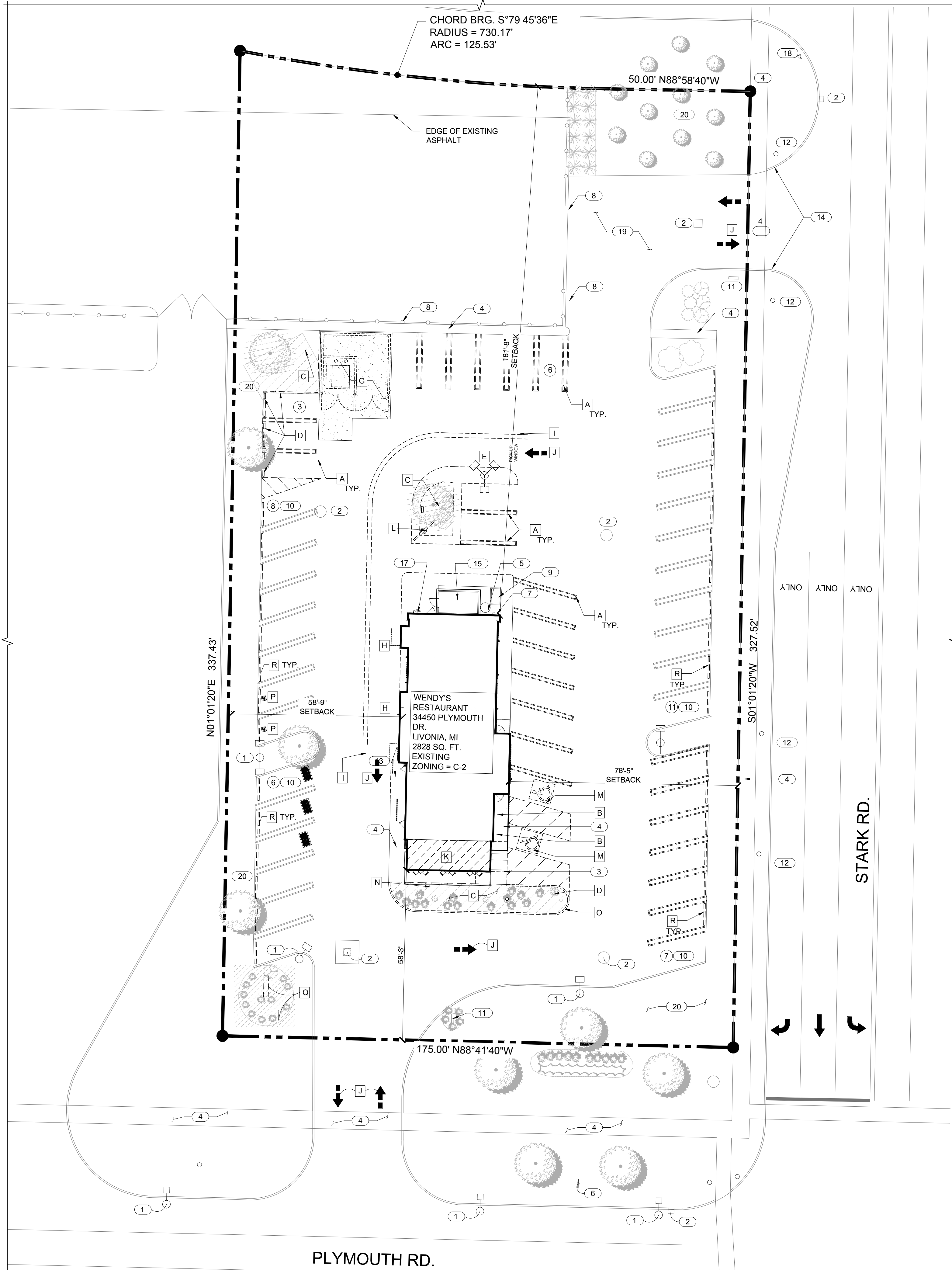
THE APPLICANT SHALL PROCEED WITH THE DEMOLITION IN A SYSTEMATIC MANNER, FROM THE TOP OF THE STRUCTURE TO THE GROUND. DEMOLITION WORK SHALL BE COMPLETED ABOVE EACH FLOOR BEFORE DISTURBING SUPPORTING MEMBERS ON THE LOWER LEVELS.

DEMOLITION NOTES:

- 1) ALL DEMOLITION WORK SHALL CONFORM TO ALL LOCAL CODES AND ORDINANCES. ALL DEMOLITION OPERATIONS SHALL COMPLY WITH "MIOSHA" REGULATIONS INSOFAR AS THEY APPLY TO THE REQUIRED WORK. A SOIL EROSION CONTROL PLAN WILL BE REQUIRED PRIOR TO DEMOLITION.
- 2) THE CONTRACTOR SHALL REMOVE AND CLEAR ALL TREES, BUSHES, FENCES, BUILDINGS, CURBS AND ASPHALT AS SHOWN ON THE PLANS OR AS DIRECTED BY THE ENGINEER.
- 3) ALL DEMOLITION MATERIAL SHALL BE PROPERLY REMOVED FROM THE SITE AND DISPOSED OF IN A LEGALLY DESIGNATED DISPOSAL AREA. NO ON-SITE BURNING WILL BE PERMITTED. PERMITS AND FEES FOR DISPOSAL OF DEMOLITION MATERIAL SHALL BE OBTAINED AND PAID FOR BY THE CONTRACTOR.
- 4) THE CONTRACTOR SHALL DEMOLISH AND REMOVE ANY ITEMS REMAINING FROM THE EXISTING BUILDING IN ITS ENTIRETY INCLUDING WALLS, FOUNDATIONS AND FOOTINGS. ALL BUILDING DRAINS AND UTILITY LEADS SHALL BE LOCATED AND PLUGGED. UTILITY LEAD WORK SHALL BE COORDINATED WITH THE APPROPRIATE UTILITY COMPANIES.
- 5) BACK FILL EXCAVATED AREAS WITH CLEAN GRANULAR FILL COMPACTED TO 95% DENSITY IN 9" LIFTS.
- 6) OWNER TO HIRE AND HAVE ON SITE DURING BACK FILLING A SOILS AND MATERIALS TESTING ENGINEER TO VERIFY COMPACTION OF EACH 9" LIFT.
- 7) THE CONTRACTOR SHALL DISCONNECT THE EXISTING WATER SERVICE LEAD AT THE CURB LINE SHUTOFF VALVE ON THE LOT SIDE OF THE VALVE. NOTIFY OAKLAND COUNTY DRAIN DEPT. PRIOR TO BEGINNING THIS WORK.
- 8) AT THE CONCLUSION OF THE DEMOLITION OPERATIONS, THE ENTIRE WORK AREA SHALL BE LEFT IN A CLEAN CONDITION WITH ANY PROTECTIVE DEVICES AND BARRIERS REMOVED. ALL EXPOSED AREAS SHALL BE SUITABLY TOP SOILED.



LOCATION MAP
SCALE: N.T.S.



01 EXISTING / DEMO SITE PLAN
SCALE: 1" = 20'-0"



DEMOLITION SITE PLAN KEY NOTES

- | | |
|---|---|
| A | REMOVE EXISTING PARKING STRIPING |
| B | REMOVE BARRIER FREE WALL SIGN |
| C | REMOVE LAWN AREA - REFER TO LANDSCAPE PLANS |
| D | REMOVE CONCRETE CURB AND PARKING BLOCKS |
| E | REMOVE LIGHT POLE |
| F | REMOVE EXISTING SITE AS REQUIRED FOR NEW CURB CUT |
| G | REMOVE TRASH ENCLOSURE |
| H | REMOVE PICK UP AND PAY WINDOW |
| I | REMOVE CONCRETE DRIVE THRU LANE AND STRIPING |
| J | REMOVE DIRECTIONAL ARROW |
| K | REMOVE EXISTING SOLARIUM |
| L | REMOVE EXISTING MENU BOARD AND ORDER POINT LOCATION |
| M | REMOVE EXISTING B.F. PAVEMENT MARKINGS |
| N | REMOVE CONCRETE SIDEWALK |
| O | REMOVE FLAGPOLE - RELOCATED - REFER TO SITE PLAN |
| P | REMOVE "MOBILE ORDER" SIGNS |
| Q | REMOVE MONUMENT AND DIRECTION SIGNAGE |
| R | REMOVE PARKING BLOCKS |

LEGEND

- # NUMBER OF PARKING SPACES

EXISTING SITE PLAN KEY NOTES

- | | |
|----|--|
| 1 | EXIST. LIGHT POLE |
| 2 | EXIST. STORM DRAIN |
| 3 | EXIST. BARRIER FREE RAMP |
| 4 | EXIST. SIDEWALK |
| 5 | EXIST. GREASE INTERCEPTOR |
| 6 | EXIST. WATER SHUT OFF AND SUPPLY |
| 7 | EXIST. ELEC. METER, CT CABINET & GAS |
| 8 | EXISTING CHAIN LINK FENCE |
| 9 | EXIST. ELECTRICAL TRANSFORMER AND CONCRETE PAD |
| 10 | EXIST. PARKING SPACES |
| 11 | EXISTING DIRECTIONAL SIGNAGE |
| 12 | EXISTING POWER POLE |
| 13 | EXISTING GUARDRAIL RAILING |
| 14 | EXISTING CONCRETE CURB |
| 15 | EXISTING COOLER / FREEZER BOX |
| 16 | NOT USED |
| 17 | EXISTING GAS METER AND SUPPLY |
| 18 | EXISTING FIRE HYDRANT |
| 19 | EXISTING ASPHALT DRIVE |
| 20 | EXISTING LANDSCAPED AREA - REFER TO LANDSCAPE PLAN |

EXISTING SITE DATA

BUILDING USE GROUP A2 (ASSEMBLY)
BUILDING CONSTRUCTION TYPE 2A (UNPROTECTED)
PRESENT ZONING C-2 (URBAN FLEX)
SITE AREA 1.05 ACRES (45,738 S.F.)
WENDY'S BUILDING AREA 2,828 SQ. FT. GROSS FLR. AREA
BUILDING PLACEMENT REQUIREMENTS (SETBACKS AND LOT COVERAGE)
MINIMUM FRONT YARD SETBACK = 15 FT.
MINIMUM SIDE YARD SETBACK = 8 FT.
MINIMUM REAR YARD SETBACK = 8 FT.
MAXIMUM BUILDING HEIGHT = 35 FT.
MINIMUM LOT AREA = NO LOT SHALL BE LESS THAN 4,000 S.F.
MINIMUM SIZE OF COMMERCIAL BUILDING = NO LESS THAN 400 S.F.
PARKING REQ'D.
DRIVE-IN RESTAURANTS AND RESTAURANTS WITH EITHER DRIVE-THRU OR DRIVE-UP WINDOW FACILITIES
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, PLUS (1) PARKING SPACE FOR EACH THREE (3) OUTSIDE PATIO SEATING SPACES, PLUS (1) PARKING SPACE FOR EACH EMPLOYEE.
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, 2,828 / 125 = 22.6 = 23 PARKING SPACES
6 EMPLOYEES = 6 PARKING SPACES
TOTAL PARKING REQUIRED = 29 SPACES (2 SPACES REQUIRED FOR BARRIER FREE PARKING).
TOTAL PARKING PROVIDED = 45 SPACES (INCLUDING 2 BARRIER FREE)

LEGAL DISCRIPTION

28B1A PT OF SW 1/4 OF SEC 28 T1S R9E BEG N 01D 01M 20S E 86.0 FT TH N 88D 41M 40S W 50 FT FROM S 1/4 SEC 28 TH PROC N 88D 41M 40S W 175.0 FT TH N 01D 01M 20S E 337.43 FT TO S LINE BOSTON POST TH 125.62 FT ALONG THE S LINE BOSTON POST RD ON THE ARC OF 730.17 FT RAD CURV TO LEFT WHOSE CH BEARS S 84D 02M 57S E 125.46 FT TH S 88D 58M 40S E 50.0 FT TH S 01D 01M 20S W 327.52 FT TO POB 1.3243 AC



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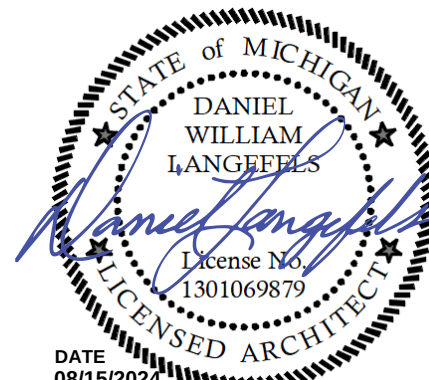
Job No.
2439102.100

Project Title
Wendy's Restaurant
GNG 40

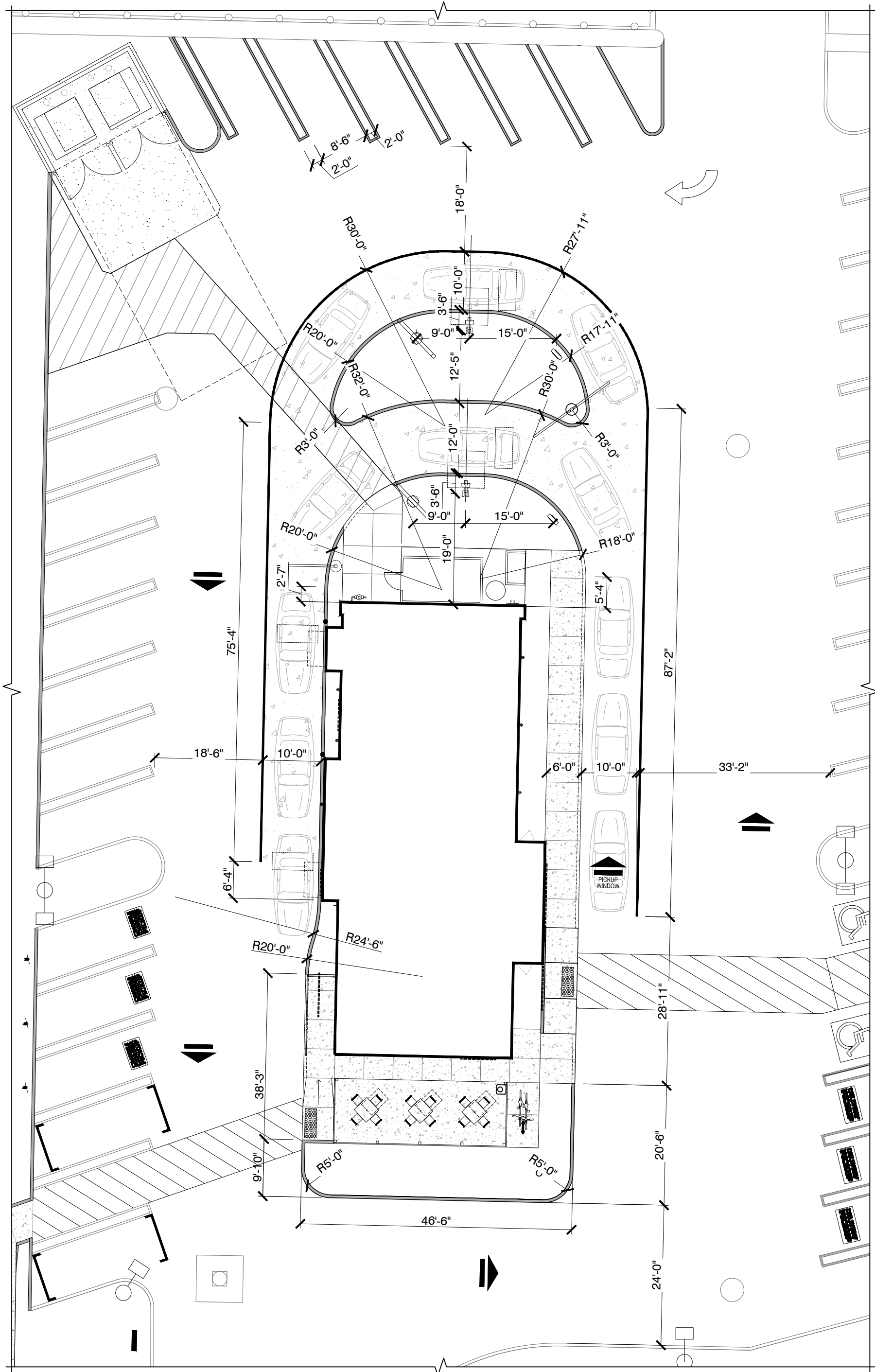
Sheet Title
EXISTING / DEMO
SITE PLAN
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Sheet No.
SP1.0

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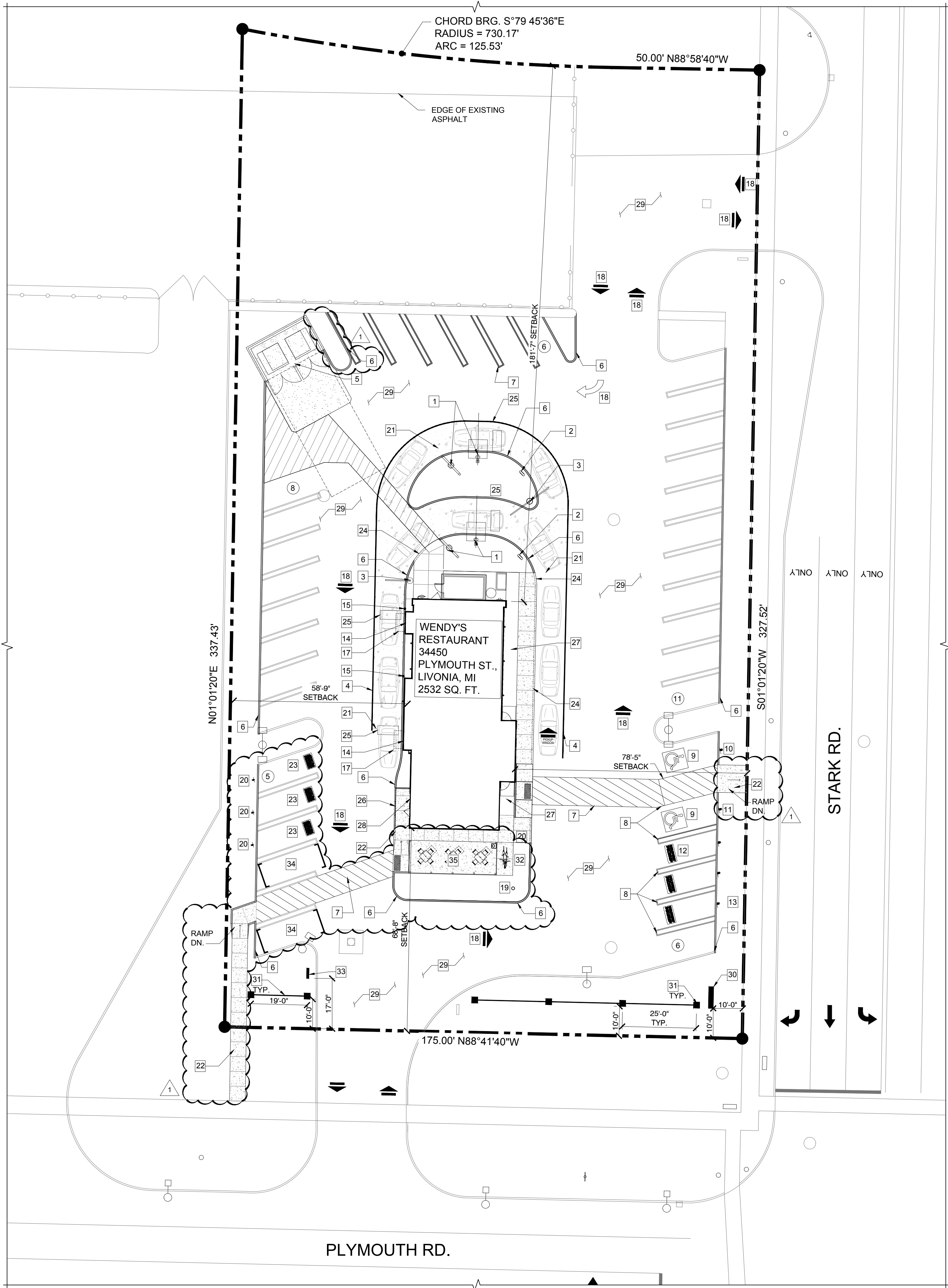


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02 ENLARGED DRIVE THRU PLAN
SCALE: 1/16" = 1'-0"

SITE DATA	
BUILDING USE GROUP	A2 (ASSEMBLY)
BUILDING CONSTRUCTION TYPE	2A (UNPROTECTED)
PRESENT ZONING	C-2 (URBAN FLEX)
SITE AREA	1.05 ACRES (45,738 S.F.)
WENDY'S BUILDING AREA	2,532 SQ. FT. GROSS FLR. AREA (EXISTING - NO ADDITIONS PROPOSED)
BUILDING PLACEMENT REQUIREMENTS (SETBACKS AND LOT COVERAGE)	
MINIMUM FRONT YARD SETBACK = 15 FT.	FRONT YARD SETBACK PROVIDED = 68'-8"
MINIMUM SIDE YARD SETBACK = 8 FT.	SIDE YARD SETBACKS = 58'-9" AND 78'-9"
MINIMUM REAR YARD SETBACK = 8 FT.	REAR YARD SETBACK = 181'-7"
MAXIMUM BUILDING HEIGHT = 35 FT.	BUILDING HEIGHT = 19'-0"
MINIMUM LOT AREA = NO LOT SHALL BE LESS THAN 4,000 S.F.	
MINIMUM SIZE OF COMMERCIAL BUILDING = NO LESS THAN 400 S.F.	
PARKING REQ'D.	
DRIVE-IN RESTAURANTS AND RESTAURANTS WITH EITHER DRIVE-THRU OR DRIVE-UP WINDOW FACILITIES	
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, PLUS (1) PARKING SPACE FOR EACH THREE (3), PLUS (1) PARKING SPACE FOR EACH EMPLOYEE.	
- ONE (1) PARKING SPACE FOR EACH ONE HUNDRED TWENTY-FIVE (125) SQUARE FEET OF FLOOR AREA, 2,532 / 125 = 20.2 = 21 PARKING SPACES	
6 EMPLOYEES = 6 PARKING SPACES	
TOTAL PARKING REQUIRED = 27 SPACES (2 SPACES REQUIRED FOR BARRIER FREE PARKING).	
TOTAL PARKING PROVIDED = 36 SPACES (INCLUDING 2 BARRIER FREE)	



01 ARCHITECTURAL SITE PLAN
SCALE: 1" = 20'-0"

ARCHITECTURAL SITE PLAN KEY NOTES	
1	ORDER STATION CANOPY AND MENU BOARD - REFER TO CANOPY DETAIL 3 / C5.2
2	PRE-SELL MENU BOARD - REFER TO DETAIL 8 / C5.2
3	CANOPY PROTECTION BAR REFER TO DETAIL ON 5 & 7 / C5.2
4	4" YELLOW STRIPE LINE ALONG EDGE OF CONCRETE DRIVE THRU LANE - REFER TO DETAILS ON 2 / C5.0 AND C5.1
5	DUMPSTER PAD AND ENCLOSURE - REFER TO DETAILS ON 9 AND 4 / C5.0
6	STANDARD OR ROLLED CURB AND GUTTER - REFER TO DETAILS 9 AND 4 / C5.0
7	4" YELLOW PAINTED STRIPING (TYP.)
8	4" PAINTED BLUE H.C. STIPING
9	PAINTED HANDICAP SYMBOL . COLOR TO MATCH MUNICIPAL REQUIREMENTS. PAINT AT BOTTOM OF PARKING SPACE
10	BARRIER FREE w/ VAN ACCESSIBLE SIGN PLACED BEHIND PARKING BLOCK
11	BARRIER FREE SIGN PLACED BEHIND PARKING BLOCK
12	(3) DELIVERY PICK UP PAVEMENT MARKINGS - REFER TO DETAIL ON 9 / C5.3
13	"DELIVERY AGGREGATOR PARKING" SIGN ON BOLLARD (TYP. OF 3)
14	DRIVE-THRU PAY / PICK-UP WINDOW
15	BOLLARD - REFER TO DETAIL ON 8 / C5.3
16	INTEGRAL CURB - REFER TO SITE DETAILS
17	PRE-MANUFACTURED CANOPY
18	DIRECTIONAL ARROWS PAINTED YELLOW - REFER TO 6 & 7 / C5.3 (TYP.)
19	FLAGPOLE - REFER DETAIL 3 ON C5.3
20	(3) "MOBILE AGGREGATOR PARKING" SIGN ON BOLLARD IN FRONT OF CURB
21	CONCRETE PAD FOR DRIVE THRU - REFER TO DETAIL 6 AND 8 / C5.0
22	PROPOSED NEW CONCRETE SIDEWALK - REFER SITE DETAILS 1 AND 3 AND 8 / C5.0
23	(3) MOBILE ORDER PICK UP LOT MARKINGS - REFER TO DETAIL ON 9 / C5.3
24	THICKENED EDGE OF SIDEWALK, - REFER TO DETAIL ON 10 / C5.0
25	DETECTOR LOOP SENSOR, REFER TO DETAIL ON C5.2
26	GUARDRAIL - REFER TO DETAIL 10 / C5.3
27	EXISTING CONCRETE SIDEWALK TO REMAIN
28	DELIVERY PICK UP WINDOW
29	PATCH AND REPAIR ASPHALT AS REQUIRED - REFER TO DETAIL 5 / C5.0
30	NEW MONUMENT SIGN LOCATION REFER TO LANDSCAPE PLAN
31	NEW MASONRY PIER AND ALUM. FENCE - REFER TO DETAIL 11, 12, 13, 14 / C5.0
32	NEW BIKE RACK - REFER TO DETAIL 1 & 2 / C5.3
33	NEW DIRECTION SIGNAGE
34	PULL AHEAD SPACES - REFER TO 5 / C5.3
35	PROPOSED OUTDOOR PATIO - 12 SEATS ON CONCRETE SLAB

SYMBOL LEGEND	
	EXISTING CONCRETE PAVEMENT / SIDEWALK
	NEW CONCRETE PAVEMENT / SIDEWALK
	NEW A.D.A. TACTILE SURFACE
	LANDSCAPE AREA
	STANDARD CURB
	THICKENED EDGE SIDEWALK
	PAVEMENT MARKING (PAINTED)
	PAVEMENT MARKING DIRECTION ARROWS (PAINTED)
	PARKING SPACE COUNT
	LIGHT POLE

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Florida: 13900 Tampa Cakes Blvd. - Ste. 150 - Tampa, FL 33627
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Wendy's

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5500 Fenton Rd., Flint MI 48507

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Job No.

2439102.100

Project Title

Wendy's Restaurant

GNG 40

Sheet Title

ARCHITECTURAL

SITE PLAN

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Sheet No.

SP1.1

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STATE OF MICHIGAN

DANIEL

WILLIAM

LANGFELDS

License No.

001069879

REGISTERED ARCHITECT

DATE

08/15/2024

ALL LANDSCAPE AREAS ADJACENT TO DRIVES OR PARKING AREAS ARE TO BE CURBED WITH CONCRETE CURBING.

ALL PLANTING BEDS ARE TO BE EDGED, IF NOT IN CURBED AREAS

ALL LANDSCAPING IS TO BE CONTINUOUSLY MAINTAINED.

ALL SITE IMPROVEMENTS DETAILED ON THIS PLAN ARE TO BE COMPLETED PRIOR TO THE ISSUANCE OF A FINAL CERTIFICATE OF OCCUPANCY.

ALL RIGHT OF WAY AREAS ARE TO BE SEEDDED OR SODDED.

ALL LANDSCAPE AREAS ARE TO BE IRRIGATED WITH AN UNDERGROUND IRRIGATION

ALL PLANT MATERIAL SHALL BE TRUE TO NAME, FREE FROM PHYSICAL DAMAGE AND WIND BURN. PLANTS SHALL BE FULL, WELL-BRANCHED, AND IN HEALTHY VIGOROUS GROWING.

PLANTS SHALL BE WATERED BEFORE AND AFTER PLANTING IS COMPLETE.

ALL TREES MUST BE STAKED, FERTILIZED AND MULCHED AND SHALL BE GUARANTEED TO EXHIBIT A NORMAL GROWTH CYCLE FOR AT LEAST ONE (1) FULL YEAR FOLLOWING PLANTING.

ALL MATERIAL SHALL CONFORM TO THE GUIDELINES ESTABLISHED IN THE MOST RECENT EDITION OF THE AMERICAN STANDARD FOR NURSERY STOCK.

PROVIDE CLEAN BACK FILL SOIL, USING MATERIAL STOCKPILED ON SITE. SOIL SHALL BE SCREENED AND FREE OF ANY DEBRIS, FOREIGN MATERIAL, AND STONE. "AGRIFORM" TABS OR SIMILAR SLOW-RELEASE FERTILIZER SHALL BE ADDED TO THE PLANTING PITS BEFORE BEING

ALL PLANTINGS SHALL BE MULCHED WITH DOUBLE SHREDDED HARDWOOD BARK, SPREAD TO A MINIMUM DEPTH OF 4". MULCH IS TO BE FREE FROM DEBRIS AND FOREIGN MATERIAL, AND SHALL CONTAIN NO PIECES OF INCONSISTENT SIZE.

THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR ALL WORK SHOWN ON THE LANDSCAPE DRAWINGS AND SPECIFICATIONS.

NO SUBSTITUTIONS OR CHANGES OF LOCATION, OR PLANT TYPES SHALL BE MADE WITHOUT THE APPROVAL OF THE LANDSCAPE ARCHITECT. THE LANDSCAPE ARCHITECT SHALL BE NOTIFIED OF ANY DISCREPANCIES BETWEEN THE PLANS AND FIELD CONDITIONS PRIOR TO INSTALLATION.

THE LANDSCAPE CONTRACTOR SHALL BE RESPONSIBLE FOR MAINTAINING ALL PLANT MATERIAL IN A VERTICAL CONDITION THROUGHOUT THE GUARANTEED PERIOD.

THE LANDSCAPE ARCHITECT SHALL HAVE THE RIGHT, AT ANY STAGE OF THE INSTALLATION, TO REJECT ANY WORK OR MATERIAL THAT DOES NOT MEET THE REQUIREMENTS OF THE PLANS AND SPECIFICATIONS, IF REQUESTED BY OWNER.

CONTRACTOR SHALL BE RESPONSIBLE FOR CHECKING PLANT QUANTITIES TO ENSURE QUANTITIES ON DRAWINGS AND PLANT LIST ARE THE SAME. IN THE EVENT OF A DISCREPANCY, THE QUANTITIES ON THE PLANS SHALL PREVAIL.

THE LANDSCAPE CONTRACTOR SHALL SEED AND MULCH ALL AREAS DISTURBED DURING CONSTRUCTION, THROUGHOUT THE DEVELOPMENT.

A PRE-EMERGENT WEED CONTROL AGENT, "PREEN" OR EQUAL, SHALL BE APPLIED UNIFORMLY TO ALL PLANTING BEDS PRIOR TO MULCHING.



1



Wendy's.

33450 Plymouth RD. Livonia, MI
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Project Title
Wendy's Restaurant
GNG 40

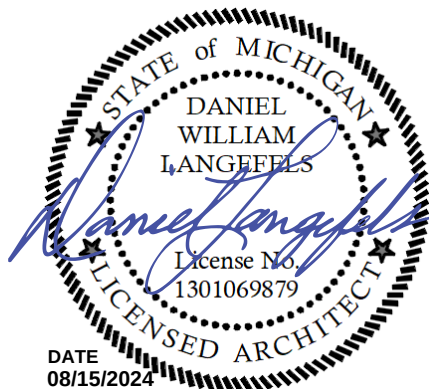
Sheet Title
LANDSCAPE PLAN

© Fieldstone A&E, LLC

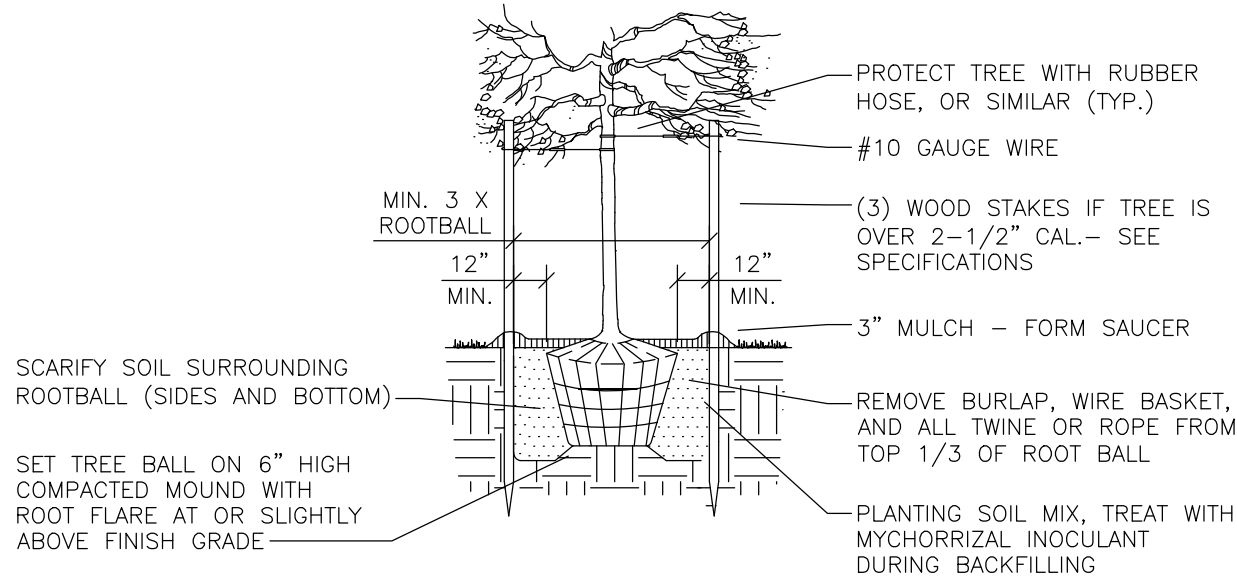
Sheet No.

LP1.1

THIS ITEM HAS BEEN DIGITALLY SIGNED AND
SEALED BY DANIEL LANGEFELS, R.A., ON BEHALF
OF FIELDSTONE A&E, LLC ON THE DATE NOTED
ON THIS SHEET FOR THE EXPRESSED PURPOSE
OF SUBMISSION TO THE LOCAL AUTHORITY
HAVING JURISDICTION FOR THEIR REVIEW AND
APPROVAL.



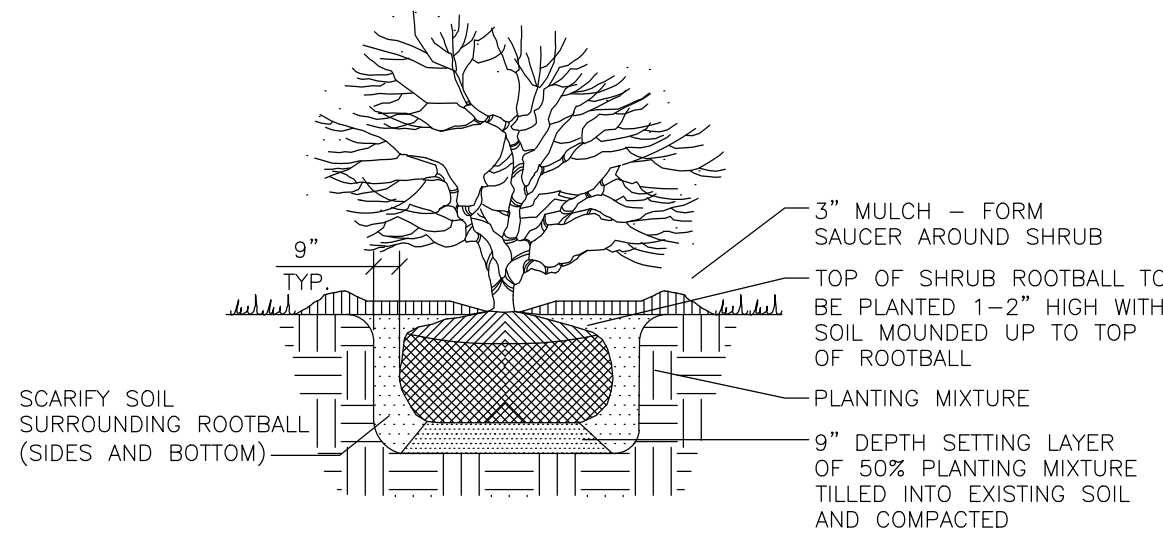
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- NOTES
1. TREES WITH 2.5" CALIPER MUST HAVE A MINIMUM VOLUME OF 500 CF OF NEW PLANTING SOIL MIX AROUND THE ROOT BALL.
 2. TREES WITH 3" CALIPER MUST HAVE A MINIMUM VOLUME OF 750 CF OF NEW PLANTING SOIL MIX AROUND THE ROOT BALL.
 3. CONTRACTOR TO CONFIRM PERCOLATION OF ALL PLANTING PITS PRIOR TO TREE INSTALLATION. IF PITS DO NOT PERCOLATE, INSTALL 4" PERFORATED UNDERDRAIN AT BOTTOM OF PIT AND CONNECT TO NEAREST DOWNSTREAM STORM CATCHBASIN/MANHOLE.

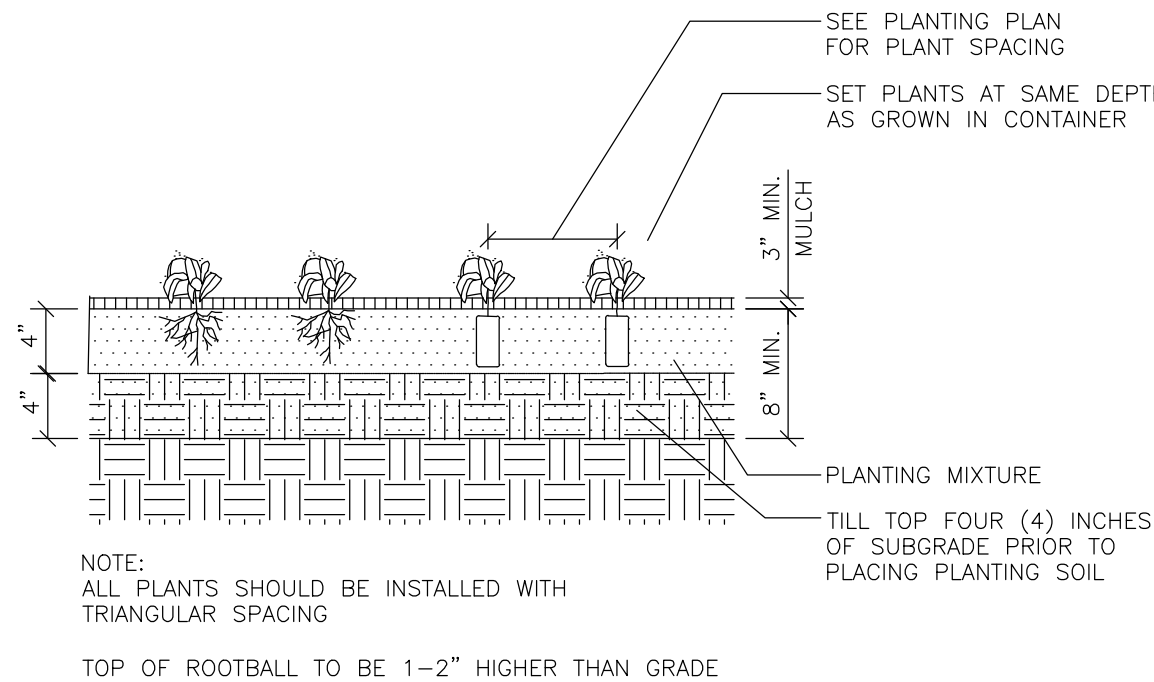
1 TREE PLANTING DETAIL

NOT TO SCALE



2 SHRUB PLANTING DETAIL

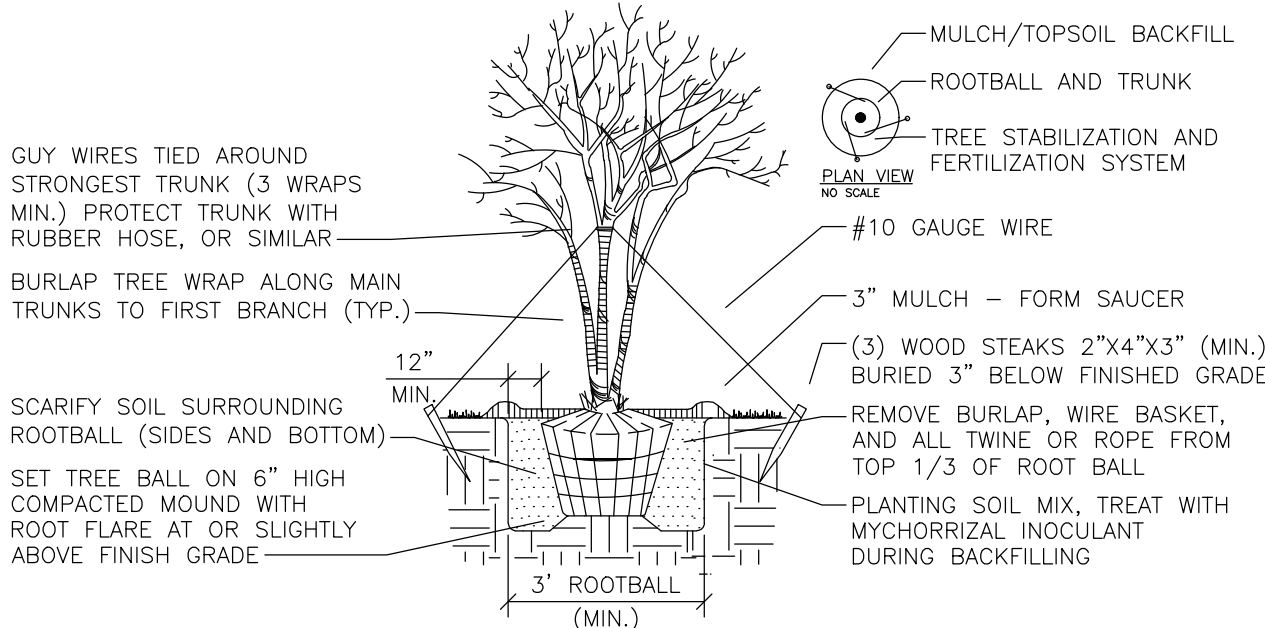
NOT TO SCALE



- NOTE:
ALL PLANTS SHOULD BE INSTALLED WITH TRIANGULAR SPACING
- TOP OF ROOTBALL TO BE 1-2" HIGHER THAN GRADE

3 GROUNDCOVER PLANTING DETAIL

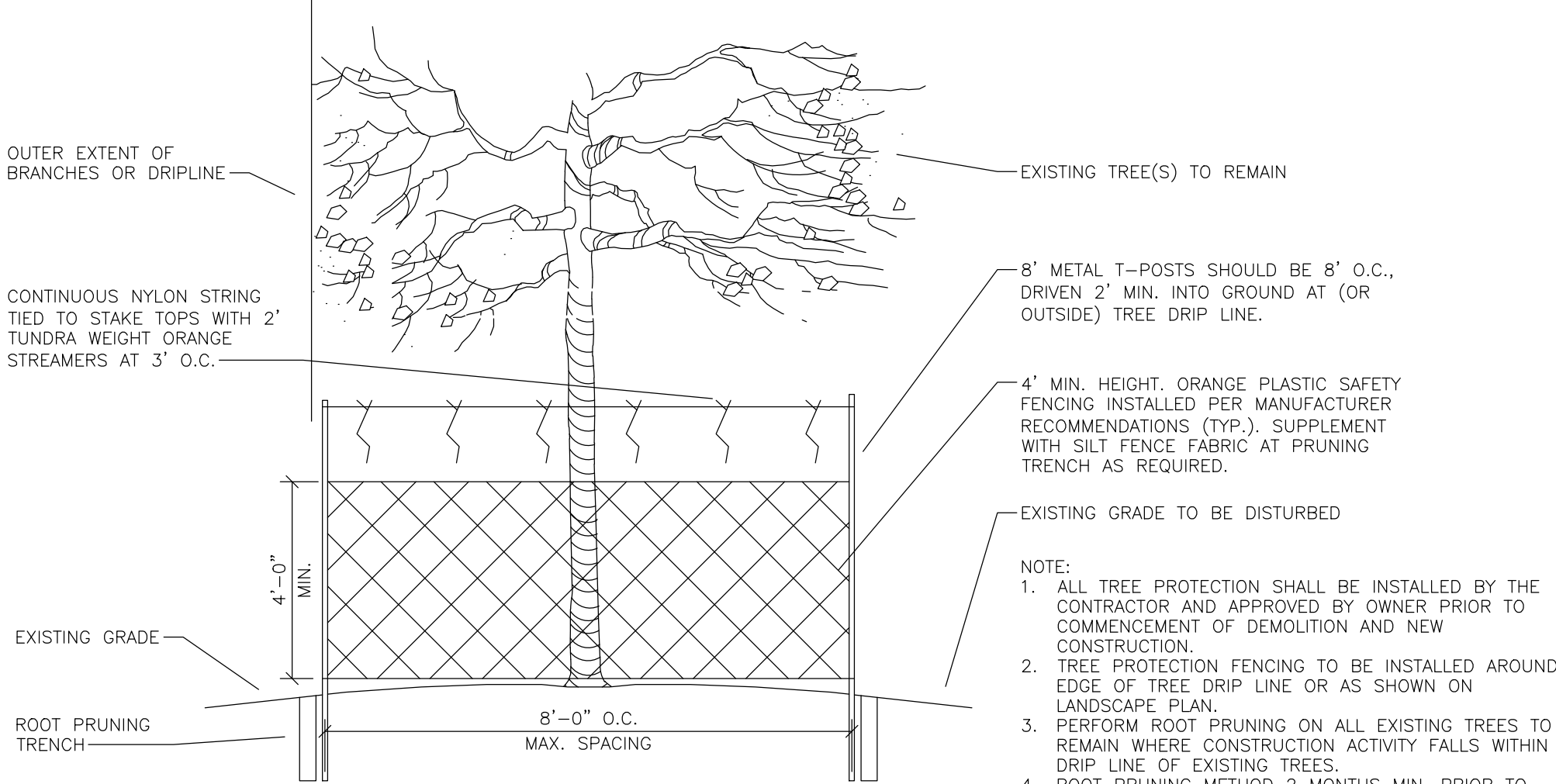
NOT TO SCALE



- NOTES
1. TREES WITH 2.5" CALIPER MUST HAVE A MINIMUM VOLUME OF 500 CF OF NEW PLANTING SOIL MIX AROUND THE ROOT BALL.
 2. TREES WITH 3" CALIPER MUST HAVE A MINIMUM VOLUME OF 750 CF OF NEW PLANTING SOIL MIX AROUND THE ROOT BALL.
 3. CONTRACTOR TO CONFIRM PERCOLATION OF ALL PLANTING PITS PRIOR TO TREE INSTALLATION. IF PITS DO NOT PERCOLATE, INSTALL 4" PERFORATED UNDERDRAIN AT BOTTOM OF PIT AND CONNECT TO NEAREST DOWNSTREAM STORM CATCHBASIN/MANHOLE.

4 MULTI-TRUNK DETAIL

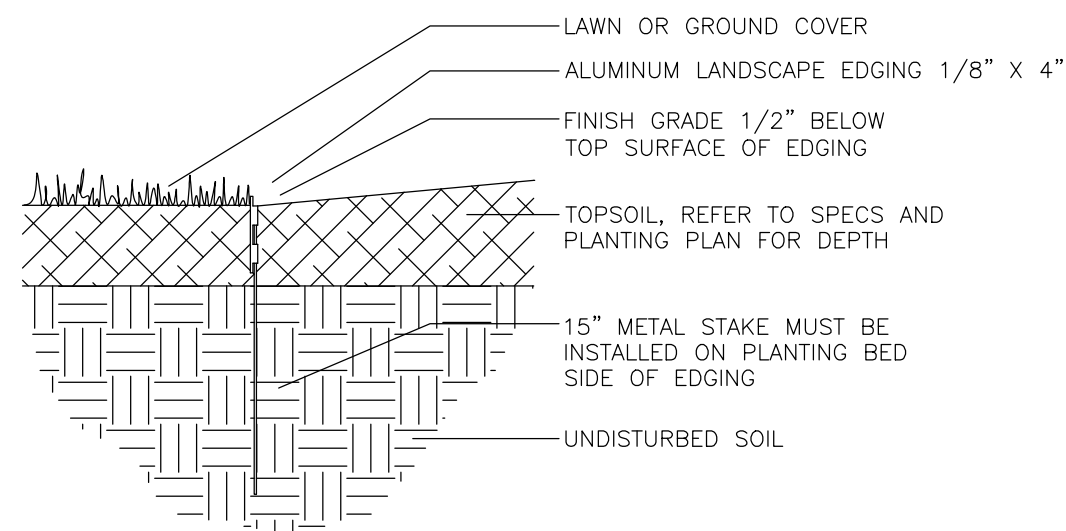
NOT TO SCALE



- NOTE:
1. ALL TREE PROTECTION SHALL BE INSTALLED BY THE CONTRACTOR AND APPROVED BY OWNER PRIOR TO COMMENCEMENT OF DEMOLITION AND NEW CONSTRUCTION.
 2. TREE PROTECTION FENCING TO BE INSTALLED AROUND EDGE OF TREE DRIP LINE OR AS SHOWN ON LANDSCAPE PLAN.
 3. PERFORM ROOT PRUNING ON ALL EXISTING TREES TO REMAIN WHERE CONSTRUCTION ACTIVITY FALLS WITHIN DRIP LINE OF EXISTING TREES.
 4. ROOT PRUNING METHOD 2 MONTHS MIN. PRIOR TO EXCAVATION AND CONSTRUCTION ACTIVITIES, HAND CUT ROOTS BY DIGGING A 18"-24" DEEP BY 8" WIDE TRENCH ALONG THE OUTSIDE PERIMETER OF EXISTING TREE(S) ADJACENT TO CONSTRUCTION AREA; MAXIMIZE PRUNING TRENCH DISTANCE FROM TRUNK TO THE FULLEST EXTENT POSSIBLE, WITH THE ROOT PRUNING LINE PLACED AT THE EDGE OF CONSTRUCTION LIMITS.

5 TREE PROTECTION FENCE DETAIL

NOT TO SCALE

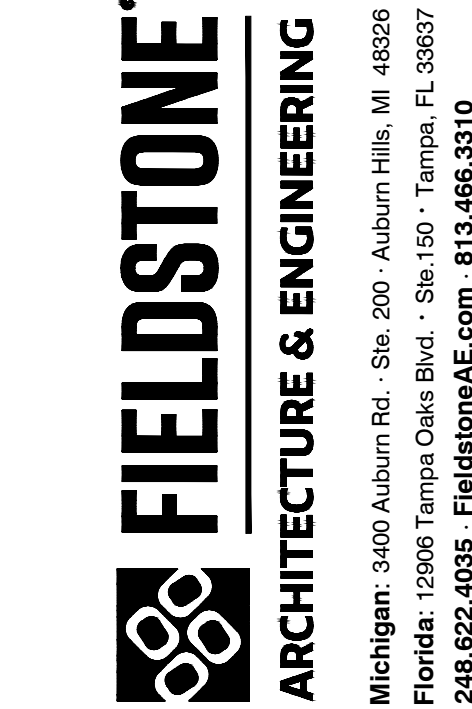


6 METAL EDGING DETAIL

NOT TO SCALE

LANDSCAPE NOTES

1. CALL LOCAL UTILITY LOCATING AGENCY AND VERIFY ALL UNDERGROUND UTILITIES PRIOR TO BEGINNING WORK. 72 HOURS BEFORE YOU DIG CALL "LOCAL UTILITY LOCATING AGENCY NAME" AT 1-800-XXX-XXX. ANY UTILITIES DISTURBED BY CONSTRUCTION SHALL BE REPAIRED AT CONTRACTOR'S EXPENSE.
2. ANY DISCREPANCIES BETWEEN THESE PLANS AND ACTUAL FIELD CONDITIONS SHOULD BE REPORTED TO THE CONSTRUCTION MANAGER IMMEDIATELY FOR RESOLUTION.
3. IN AREAS OF NEW TURF PLACE 4" MINIMUM TOPSOIL, FINE GRADE & ESTABLISH TURF WITHIN SEED LIMIT LINES.
4. PLACE SHREDDED HARDWOOD MULCH TO A 3" DEPTH IN ALL TREE, SHRUB AND GROUNDCOVER BEDS. COORDINATE COLOR W/ OWNER.
5. UNLESS OTHERWISE NOTED, TOPSOIL, FINE GRADE AND SEED ALL DISTURBED AREAS WITHIN THE SEEDING LIMIT SHOWN AND AREAS DISTURBED BY CONSTRUCTION.
6. REPAIR AND RESTORE ANY DAMAGE OUTSIDE OF LIMIT OF WORK LINE TO ORIGINAL CONDITION.
7. PROTECT ALL TREES AND EXISTING FEATURES TO REMAIN AS SPECIFIED.
8. ALL NURSERY STOCK SHALL BE TRUE TO TYPE AND NAME. ALL STOCK SHALL BE FIRST CLASS QUALITY WITH WELL DEVELOPED BRANCH SYSTEMS AND VIGOROUS HEALTHY ROOT SYSTEMS. ALL STOCK SHALL BE WELL FORMED AND THE TRUNKS OF TREES SHALL BE UNIFORM AND STRAIGHT.
9. LANDSCAPE CONTRACTOR IS RESPONSIBLE FOR PLANTINGS AND IRRIGATION INSTALLATION AND CARE/OPERATION FOR THE ENTIRE WARRANTY/MAINTENANCE PERIOD UNLESS CONTRACTED OTHERWISE.
10. LANDSCAPE BEDS TO BE IRRIGATED WITH DRIP LINES AND ALL LAWN AREAS TO BE IRRIGATED WITH ROTOR HEADS. IRRIGATION LINES UNDER ASPHALT OR CONCRETE PAVEMENT TO BE IN A SCHEDULE 40 PVC SLEEVE 1" LARGER THAN THE OUTSIDE DIAMETER OF THE IRRIGATION LINE, BURIED A MINIMUM OF 24" BELOW FINISHED GRADE.
11. CONTRACTOR RESPONSIBLE TO LOCATE SITE LIGHTING SERVICES. CONTRACTOR RESPONSIBLE TO NOTIFY CONSTRUCTION MANAGER IF DAMAGE TO LIGHTING ELECTRICAL DISTRIBUTION OCCURS.
12. UNLESS OTHERWISE SPECIFIED, ALL PERENNIALS, GRASSES AND GROUNDCOVERS SHALL BE GROWN IN THEIR CONTAINER FOR ONE YEAR PRIOR TO INSTALLATION.



Wendy's

33450 Plymouth RD, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

--	07/18/24	Client / Corp Review
--	07/19/24	City SPR Submittal
1	08/15/24	PC STUDY REV
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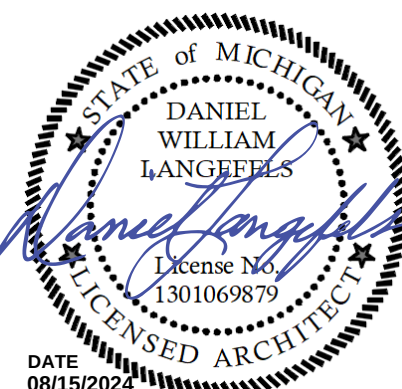
Job No.
2439102.100

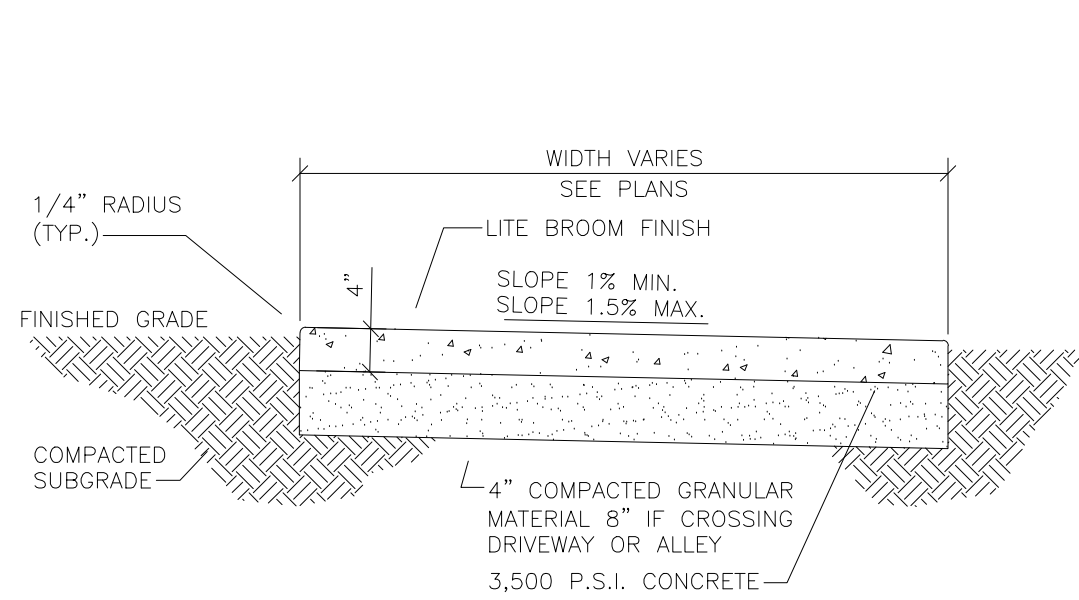
Project Title
Wendy's Restaurant
GNG 40

Sheet Title
LANDSCAPE DETAILS
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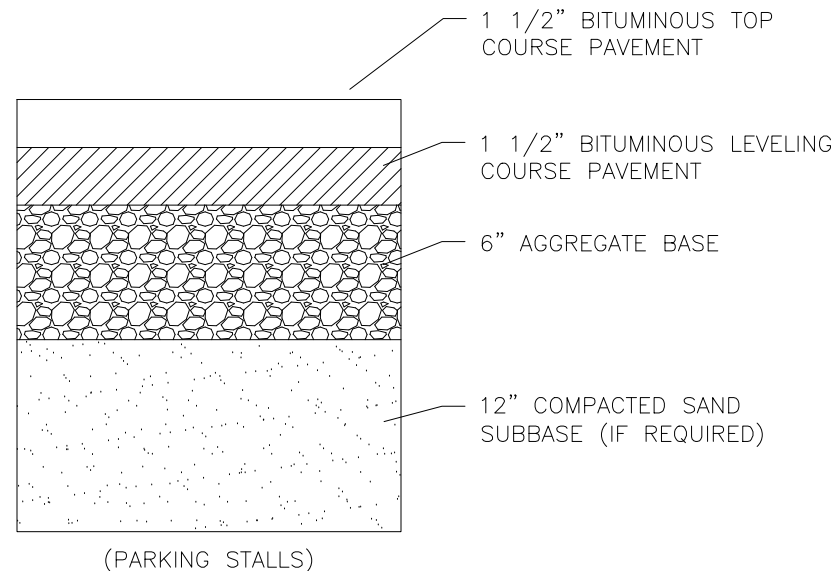
Sheet No.
LP1.2

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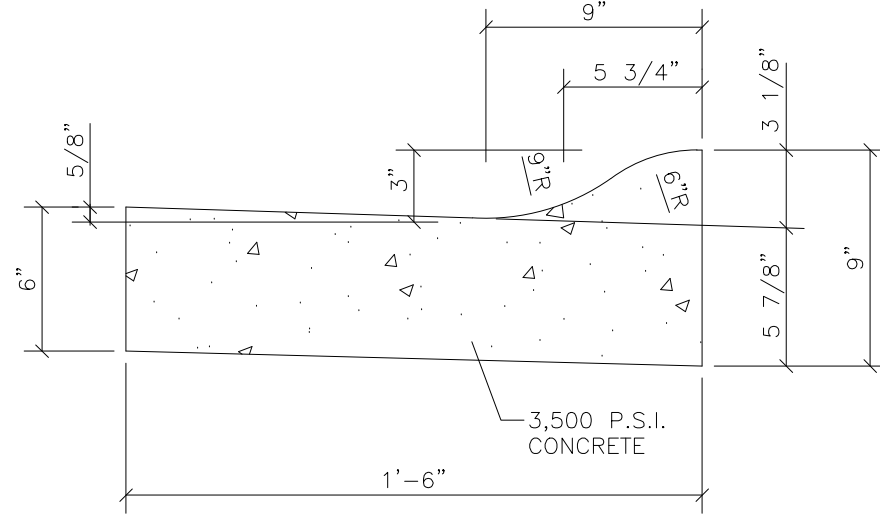




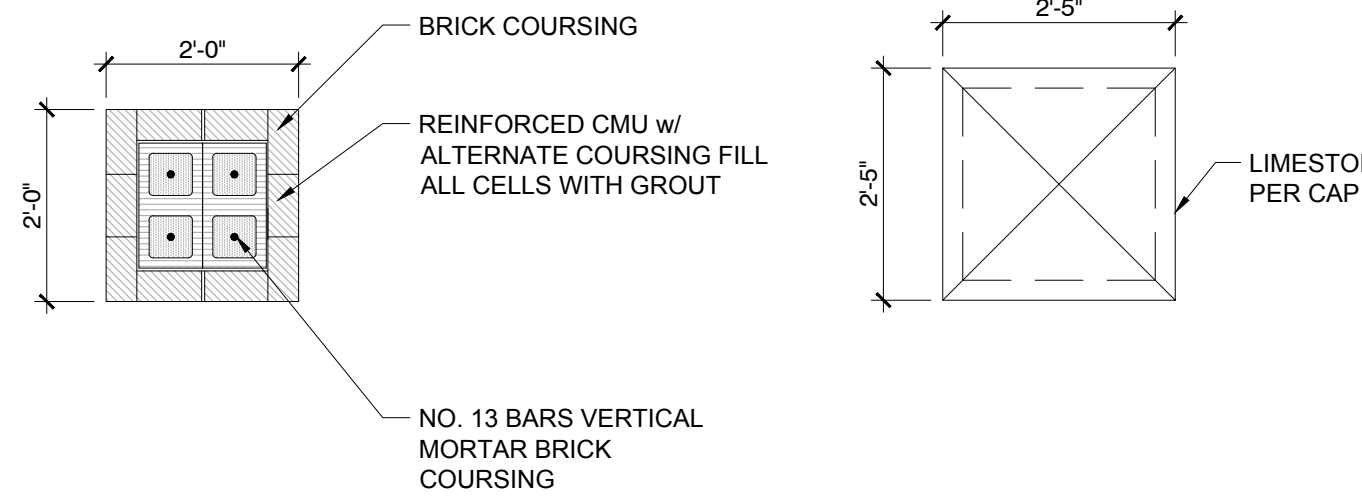
1 SIDEWALK DETAIL
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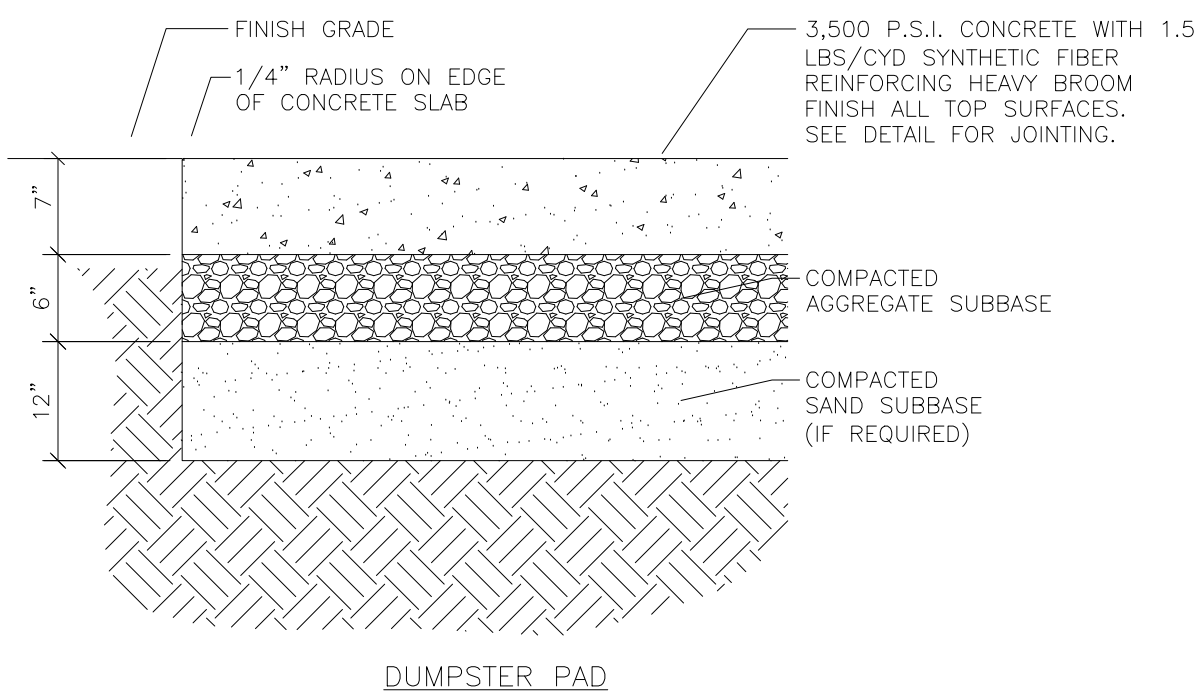
5 STANDARD DUTY ASPHALT PAVEMENT SECTION
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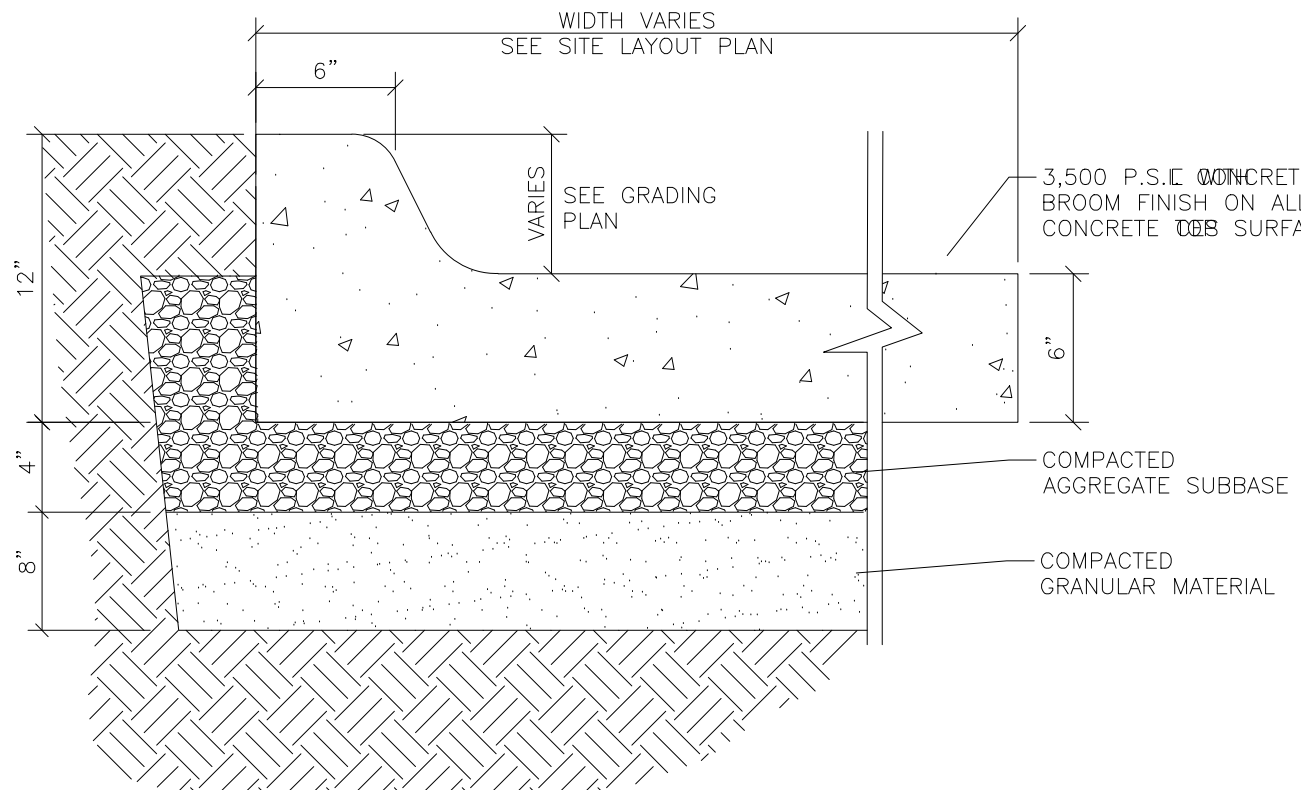
9 STANDARD ROLLED CURB & GUTTER
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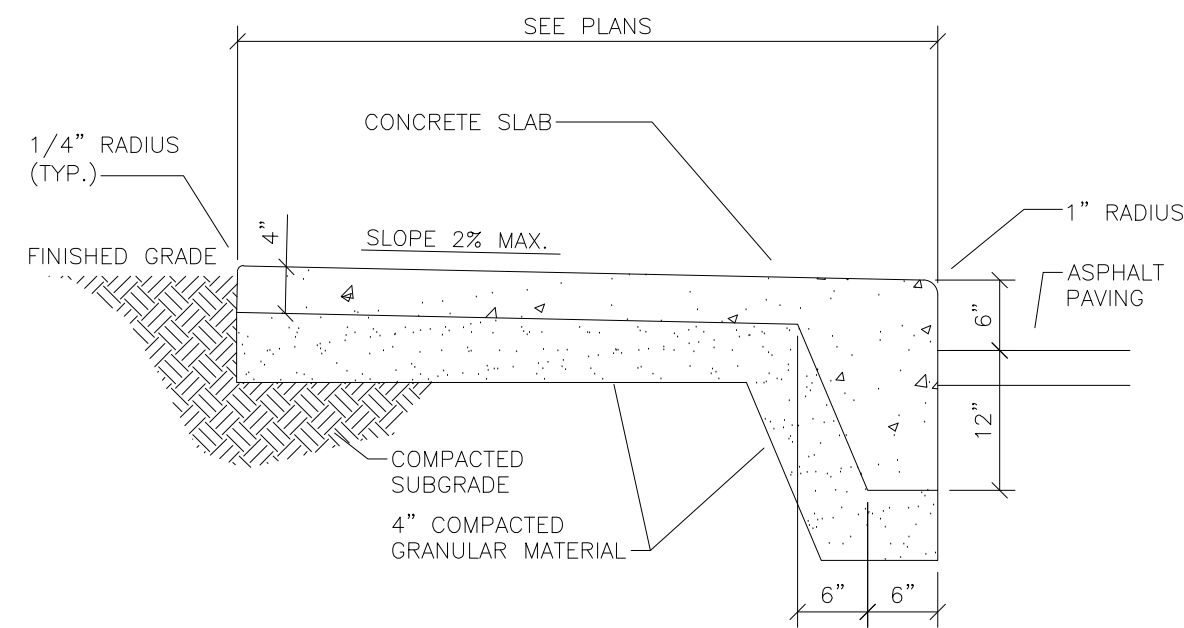
12 LIMESTONE CAP PLAN
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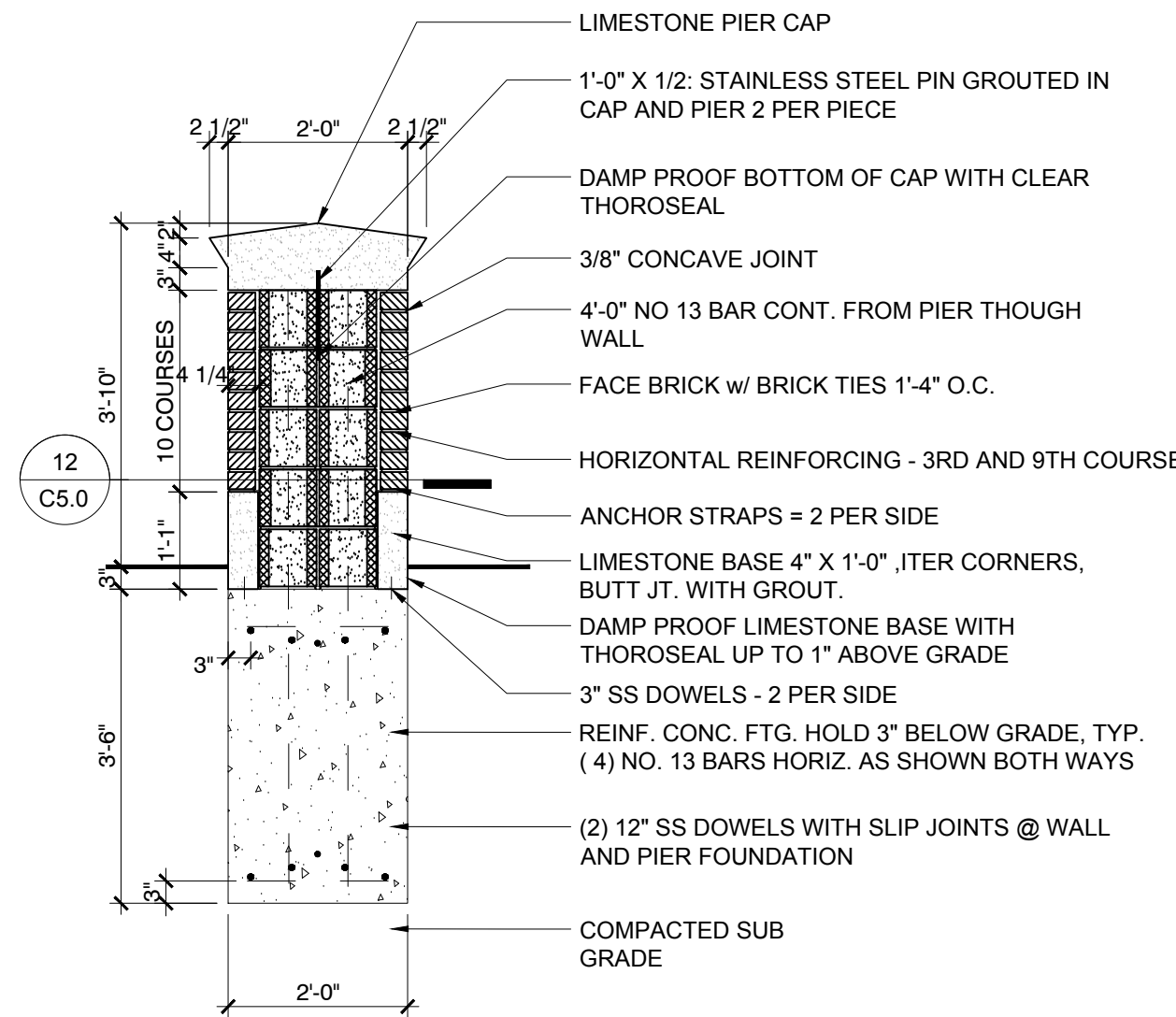
2 CONCRETE PAVEMENT DETAIL
NO SCALE



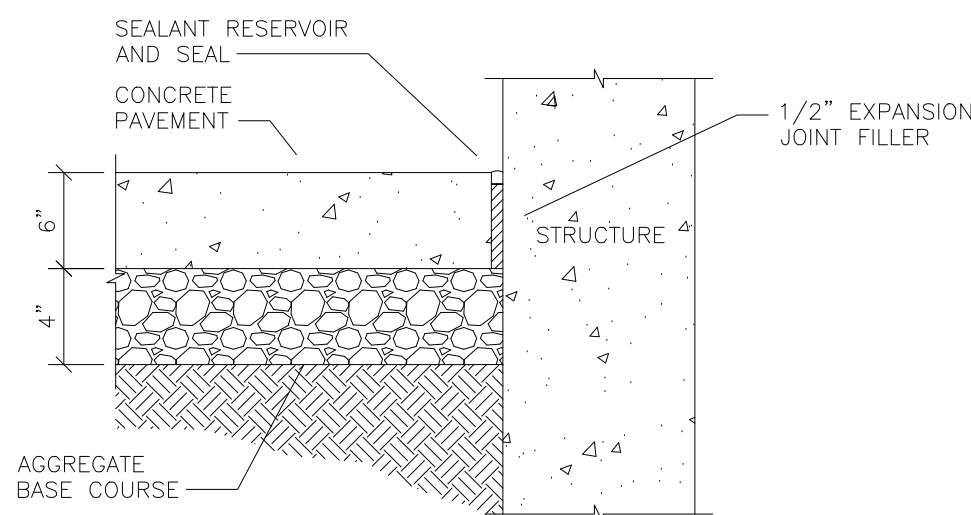
6 INTEGRAL CURB & GUTTER WITH DRIVE-THRU CONCRETE PAD
NO SCALE



10 THICKENED EDGE SIDEWALK
NO SCALE

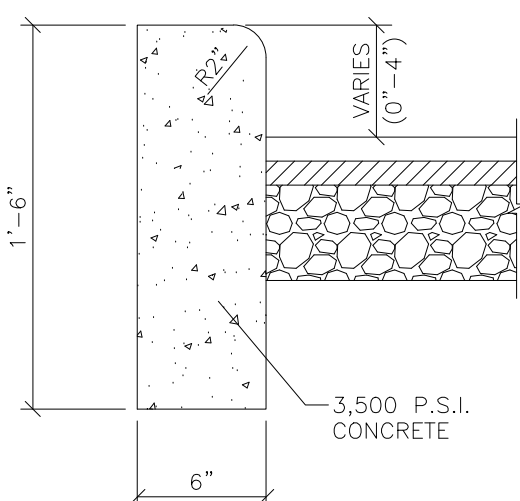


13 BRICK PIER SECTION
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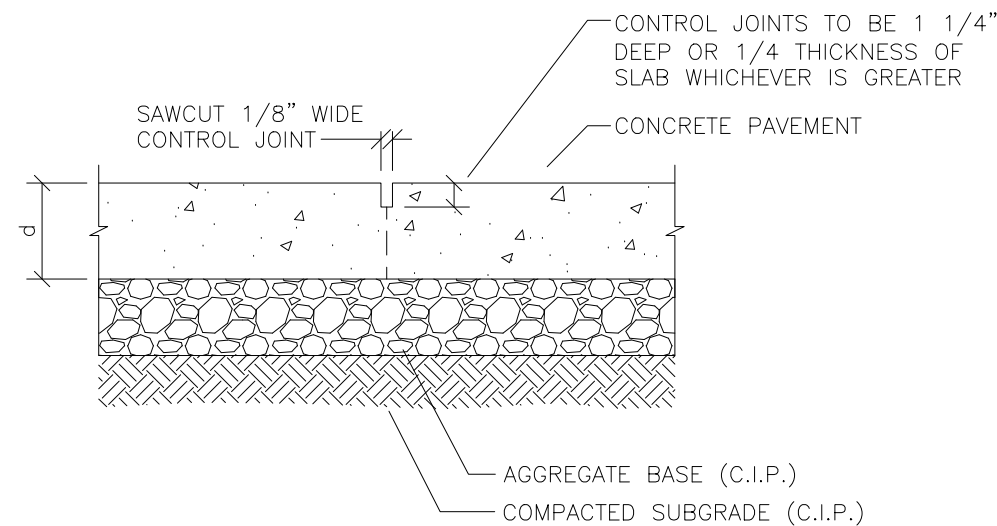


3 CONCRETE EDGE AT BUILDING
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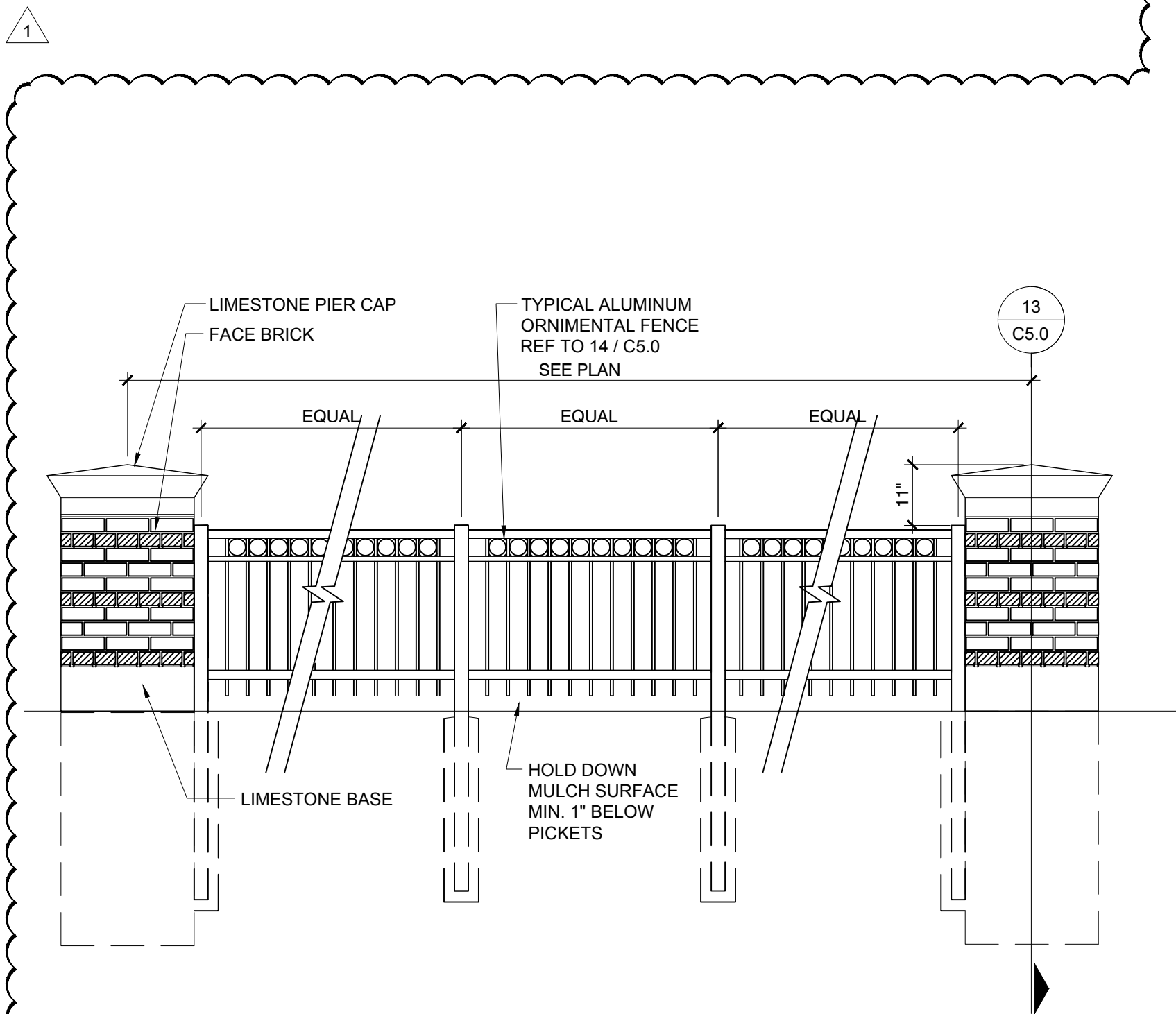
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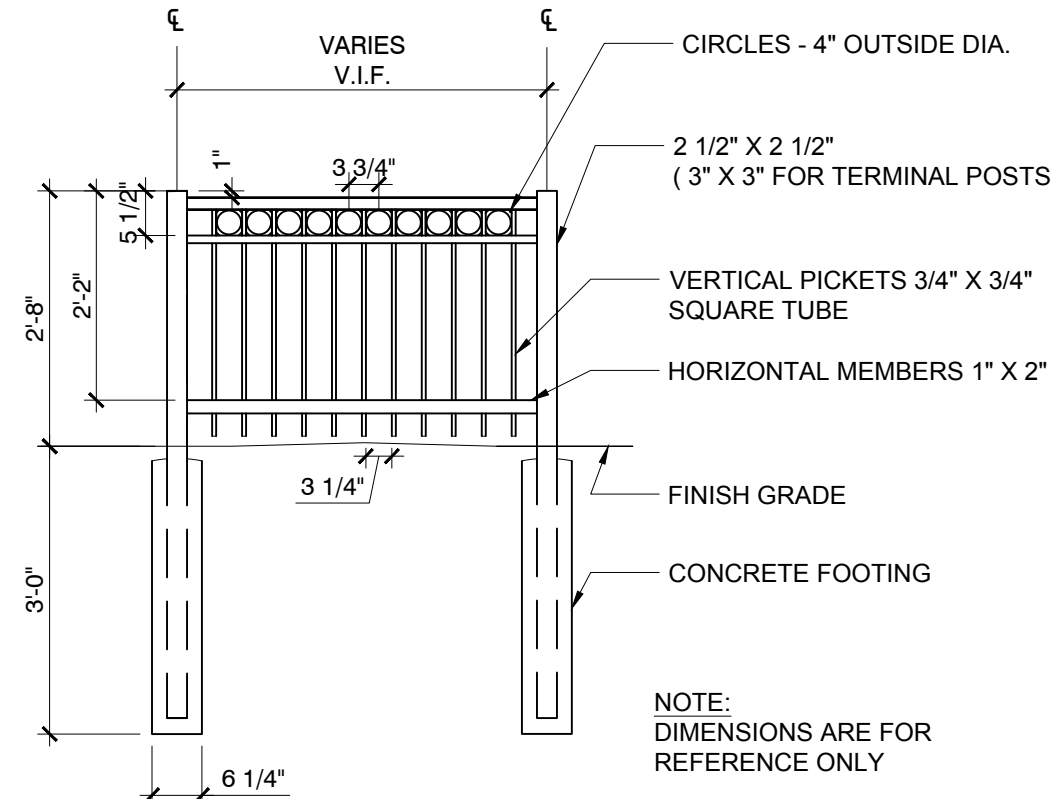
4 STANDARD STRAIGHT CURB
NO SCALE



8 CONCRETE CONTROL JOINT
NO SCALE



11 BRICK PIERS / FENCE ELEV. (TYP.)
NO SCALE



14 TYP. ALUMINUM ORNAMENTAL FENCE
NO SCALE

Date Issued for:

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07/19/24 City SPR Submittal
08/15/24 PC STUDY REV

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Job No.
2439102.100

Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
SITE DETAILS

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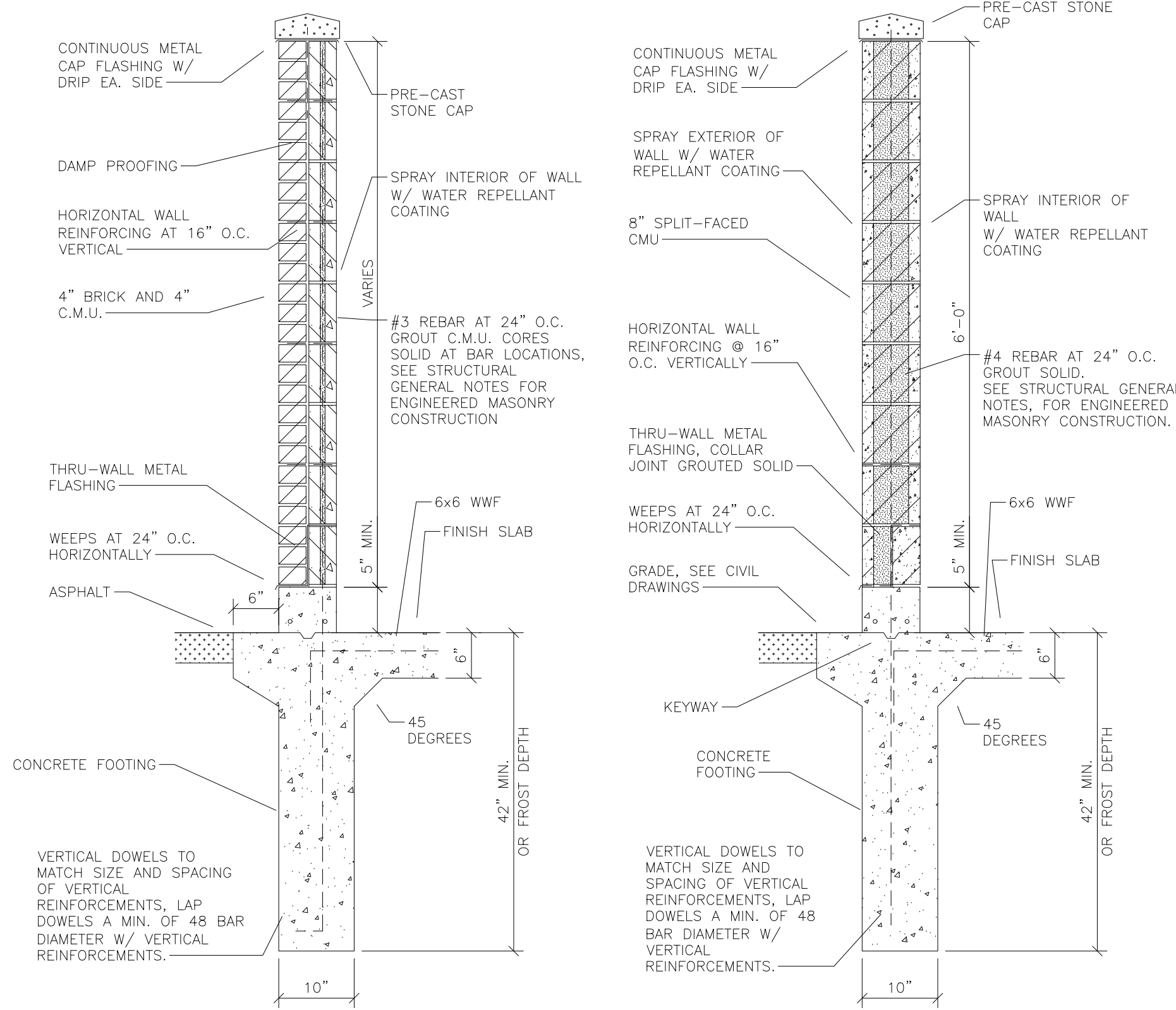
Sheet No.

C5.0

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STATE OF MICHIGAN
DANIEL
WILLIAM
LANGFELDS
License No.
1301069879
REGISTERED ARCHITECT
DATE
08/15/2024

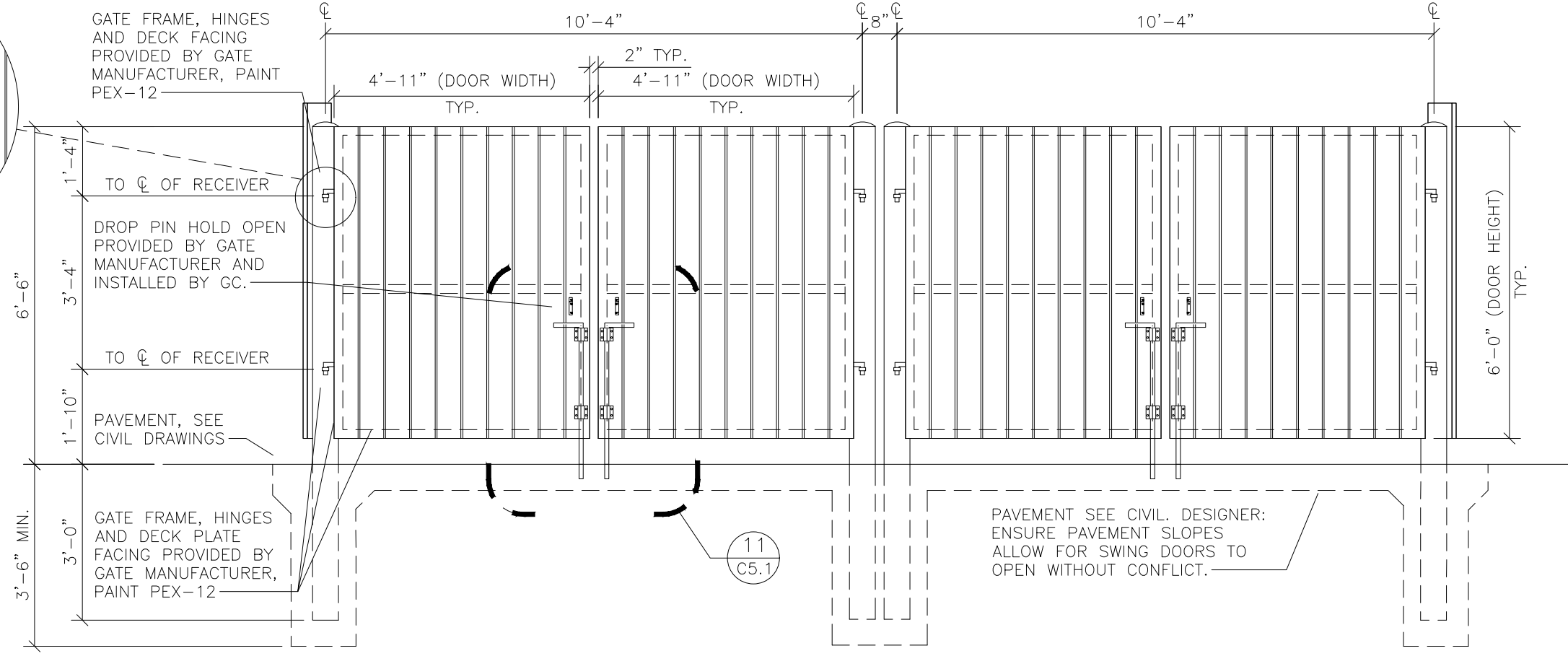
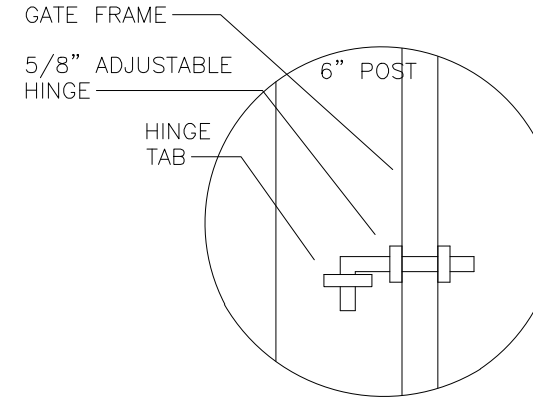
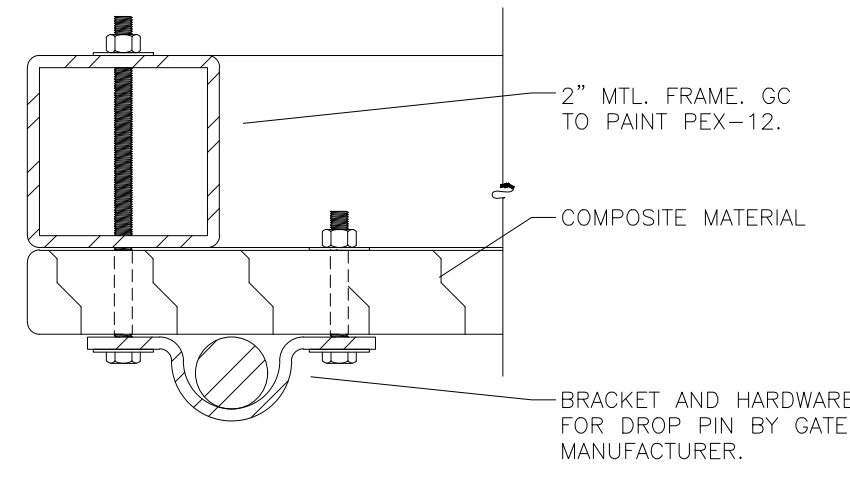
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6 WALL SECTION
SCALE: 3/4" = 1'-0"

6A WALL SECTION-ALT. SPLIT FACE CMU
SCALE: 3/4" = 1'-0"

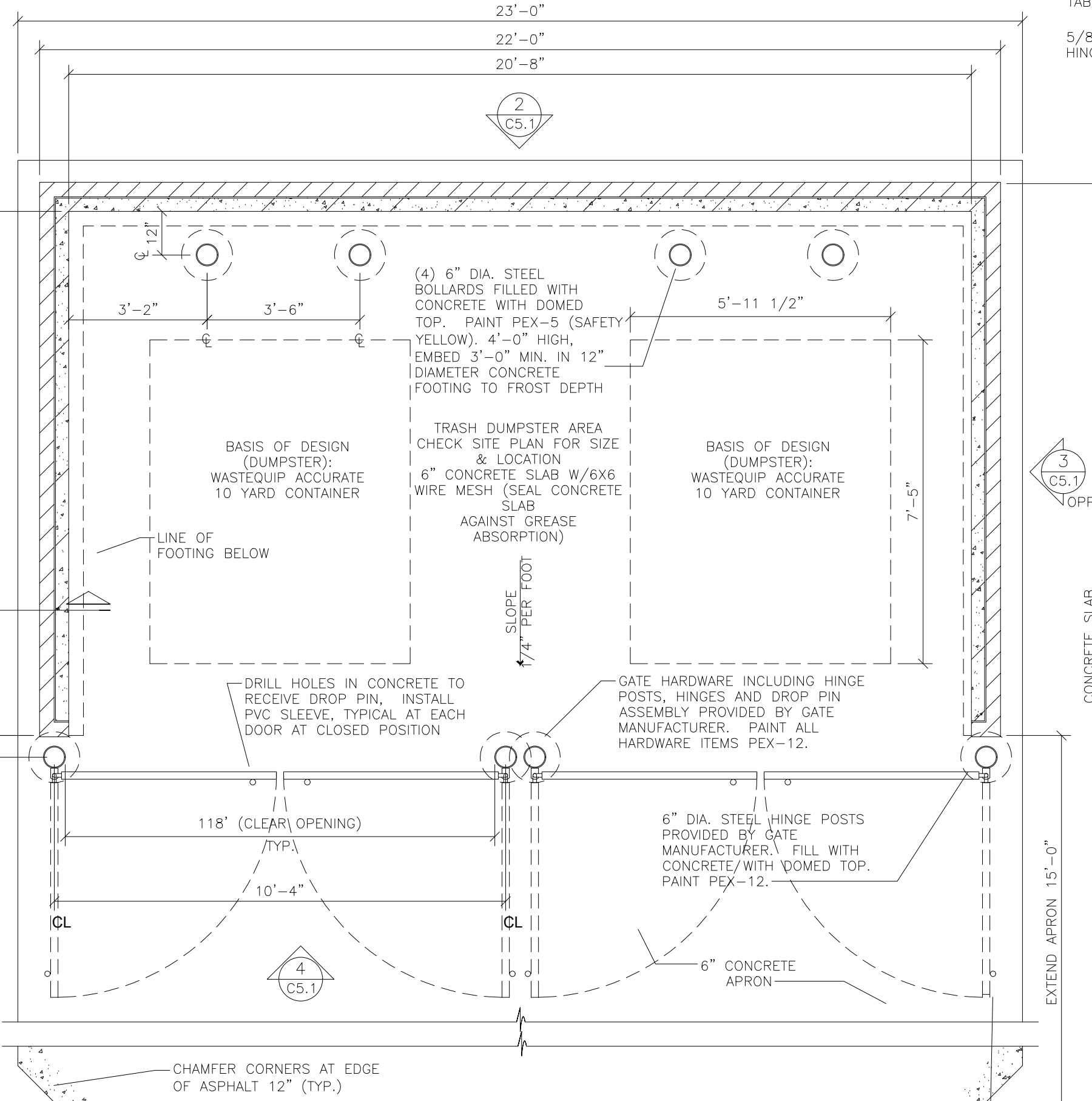
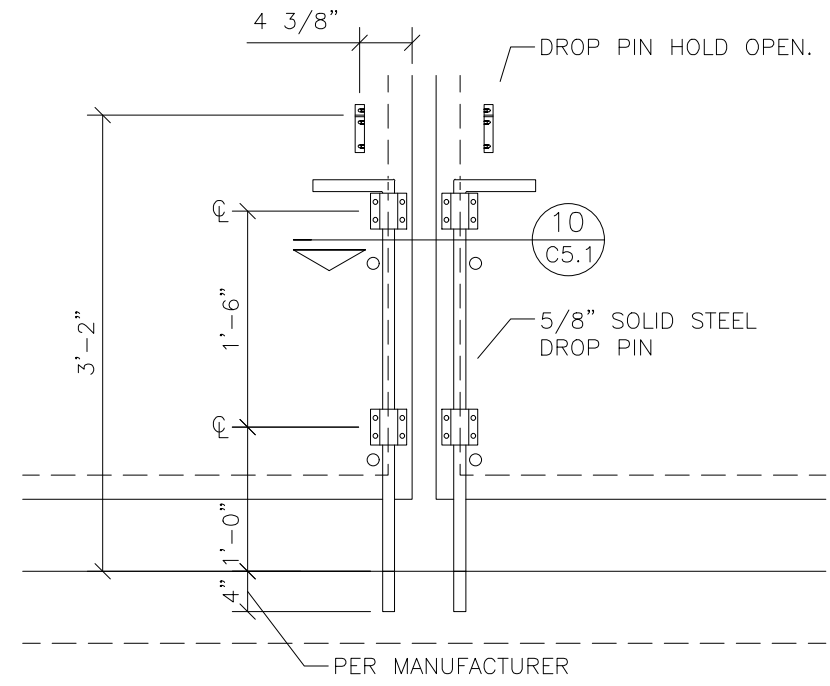
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SCALE: 6" = 1'-0"



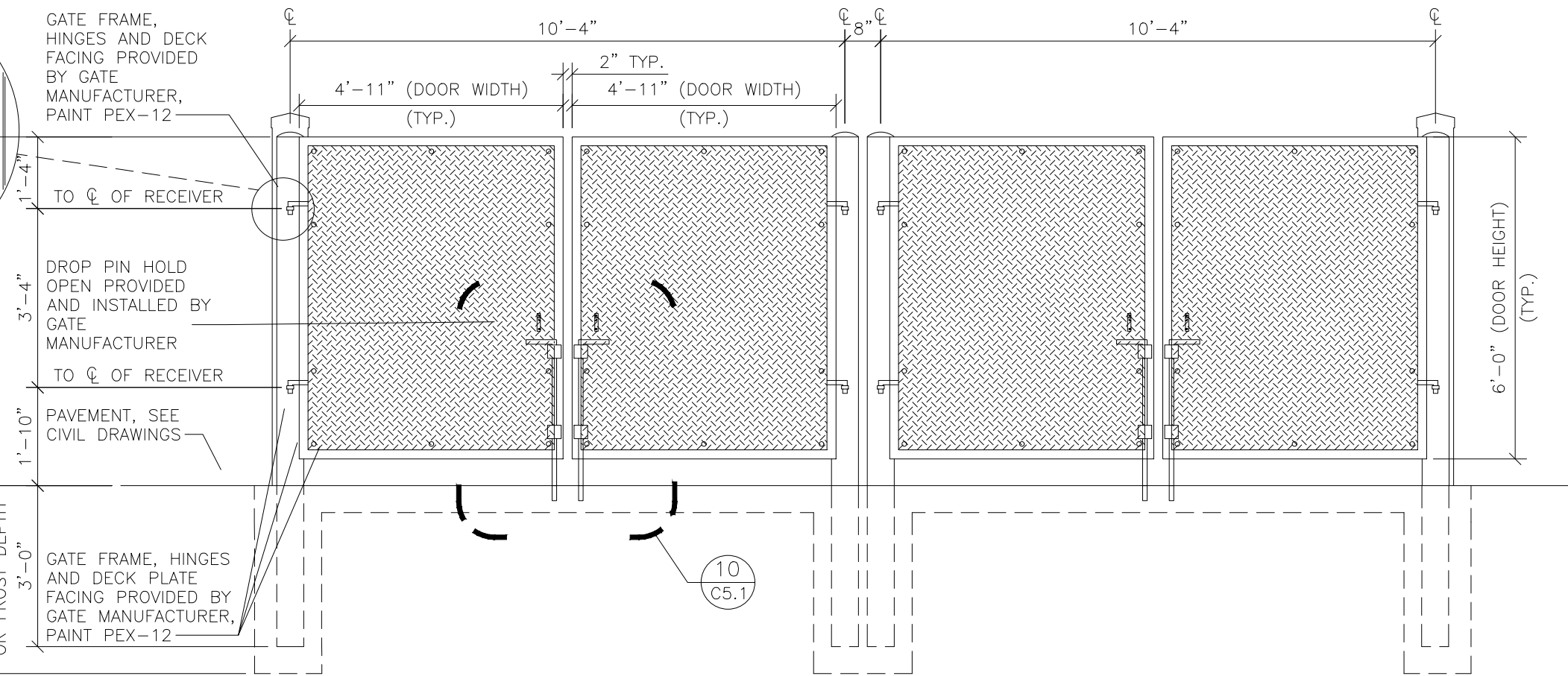
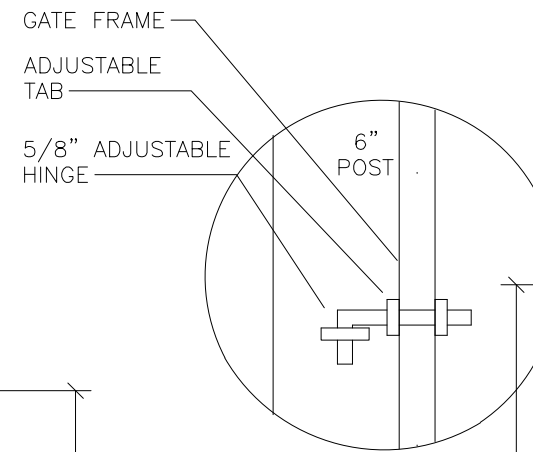
7 ALTERNATE COMPOSITE GATE
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SCALE: 3/4" = 1'-0"

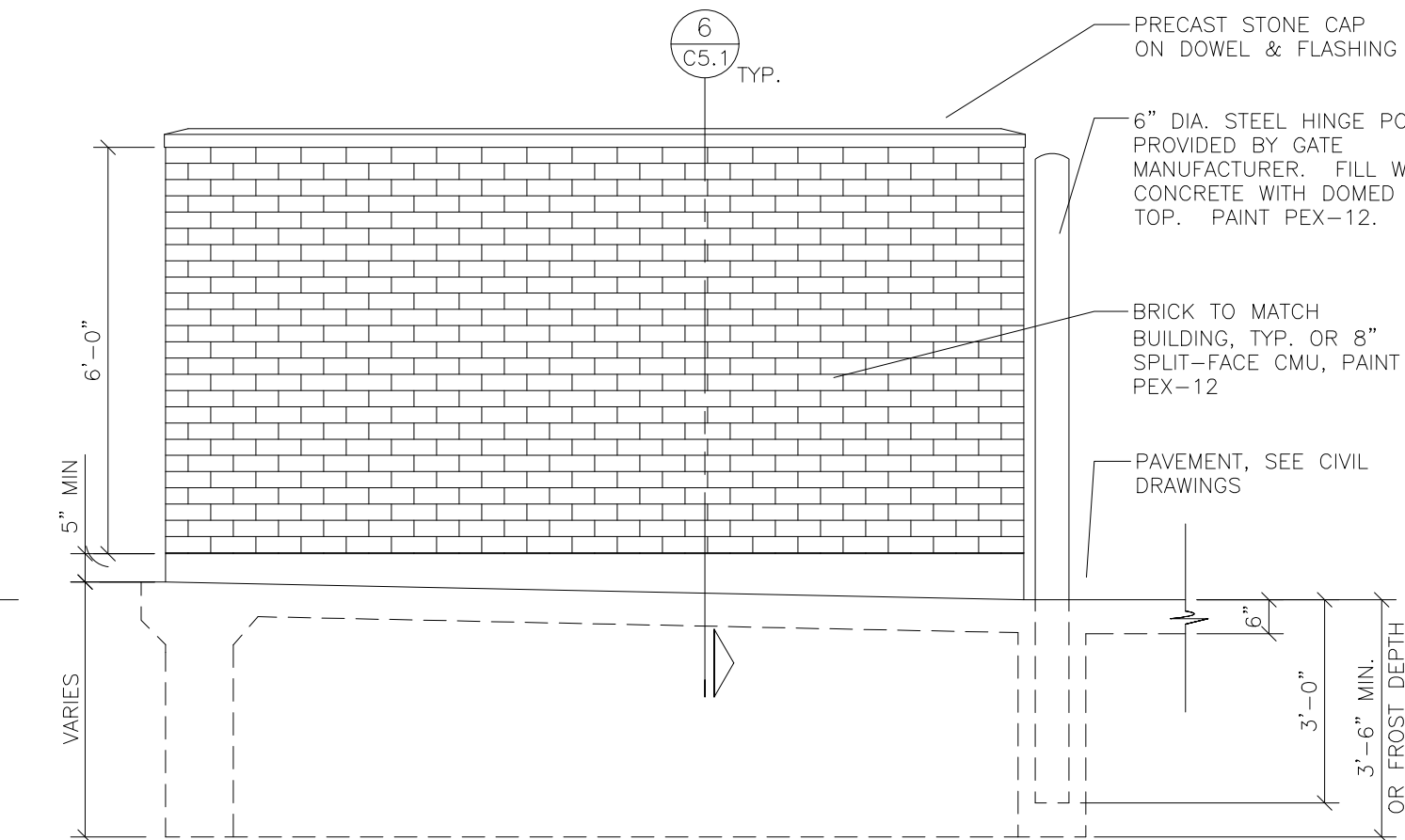
10 DROP PIN DETAIL
SCALE: 3/4" = 1'-0"



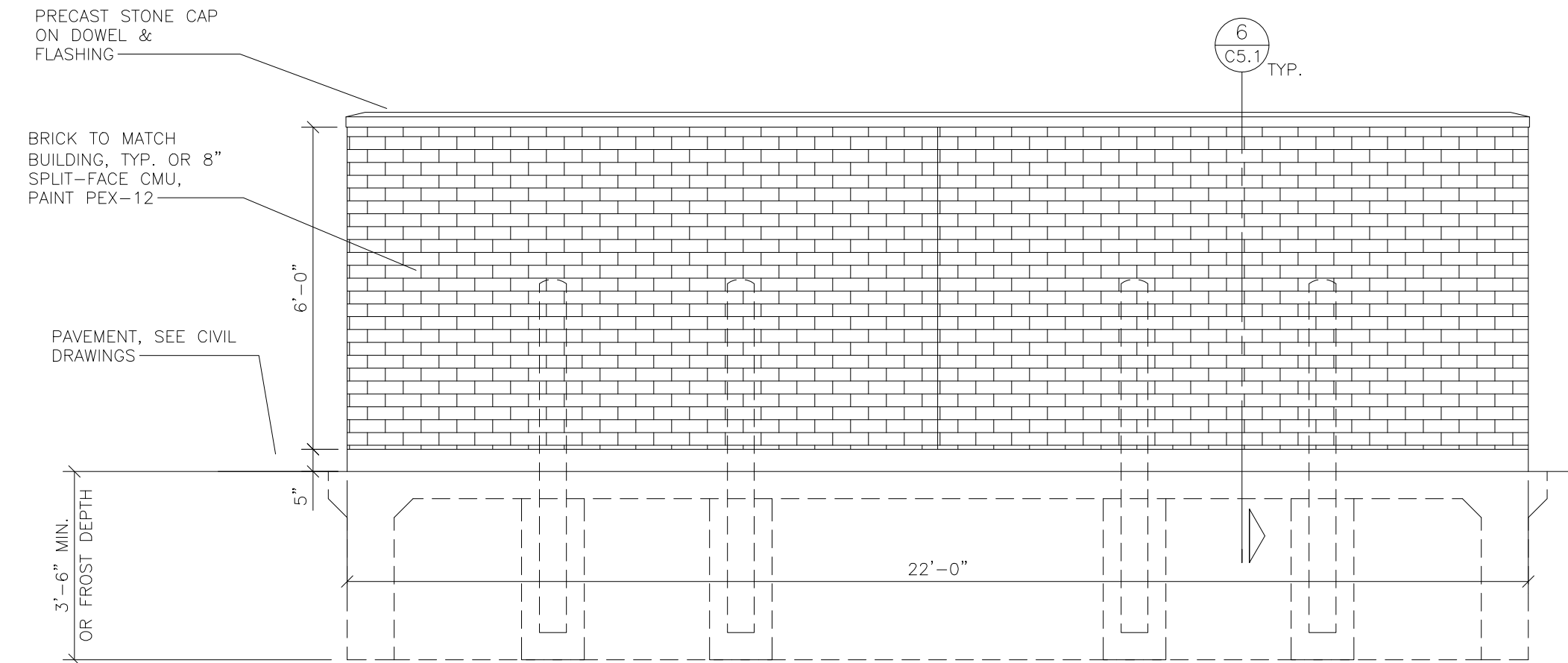
1 MASONRY TRASH ENCLOSURE
SCALE: 3/8" = 1'-0"



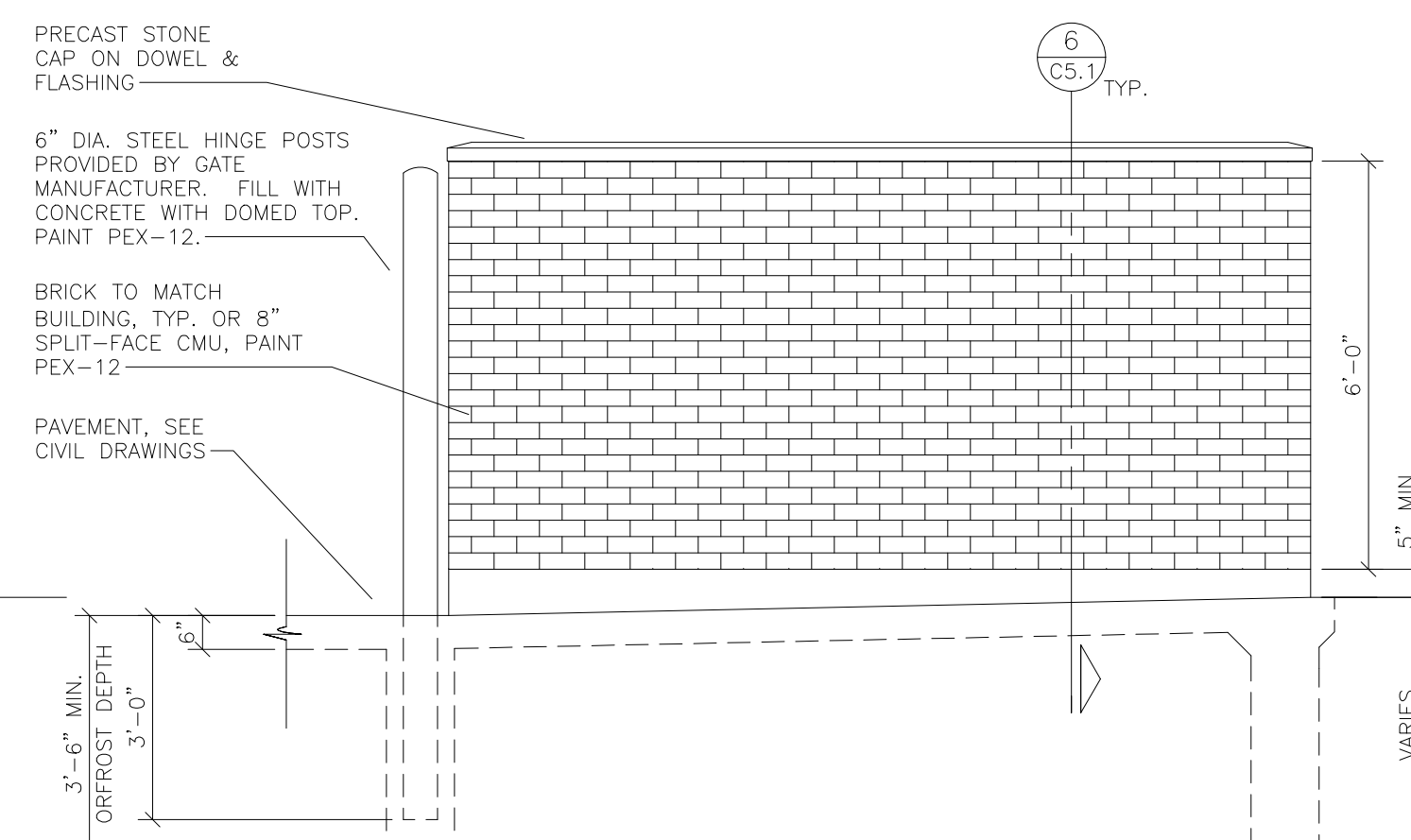
4 TRASH ENCLOSURE FRONT ELEVATION
SCALE: 3/8" = 1'-0"



5 TRASH ENCLOSURE SIDE ELEVATION
SCALE: 3/8" = 1'-0"



2 TRASH ENCLOSURE REAR ELEVATION
SCALE: 3/8" = 1'-0"



3 TRASH ENCLOSURE SIDE ELEVATION
SCALE: 3/8" = 1'-0"

OPTIONAL CONCRETE SLAB SPEC:
CONCRETE SEALER: 'SCOFIELD' CEMENTONE CLEAR SEALER, APPLY PER MANUFACTURER'S RECOMMENDATIONS.
OPTIONAL: CONCRETE COLOR HARDENER: 'SCOFIELD' LITHOCHROME, A33 "CLASSIC GREY" APPLY PER MANUFACTURER'S RECOMMENDATIONS.

33450 Plymouth RD, Livonia, MI
Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

△	07/18/24 Client / Corp Review
-	07/19/24 City SPR Submittal
1	08/15/24 PC STUDY REV
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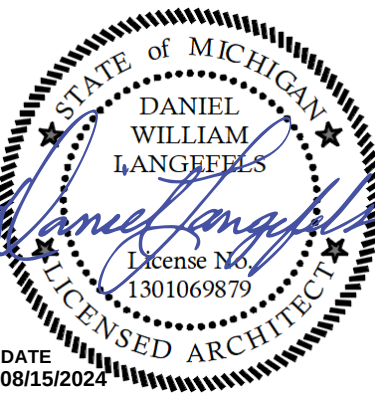
Job No.
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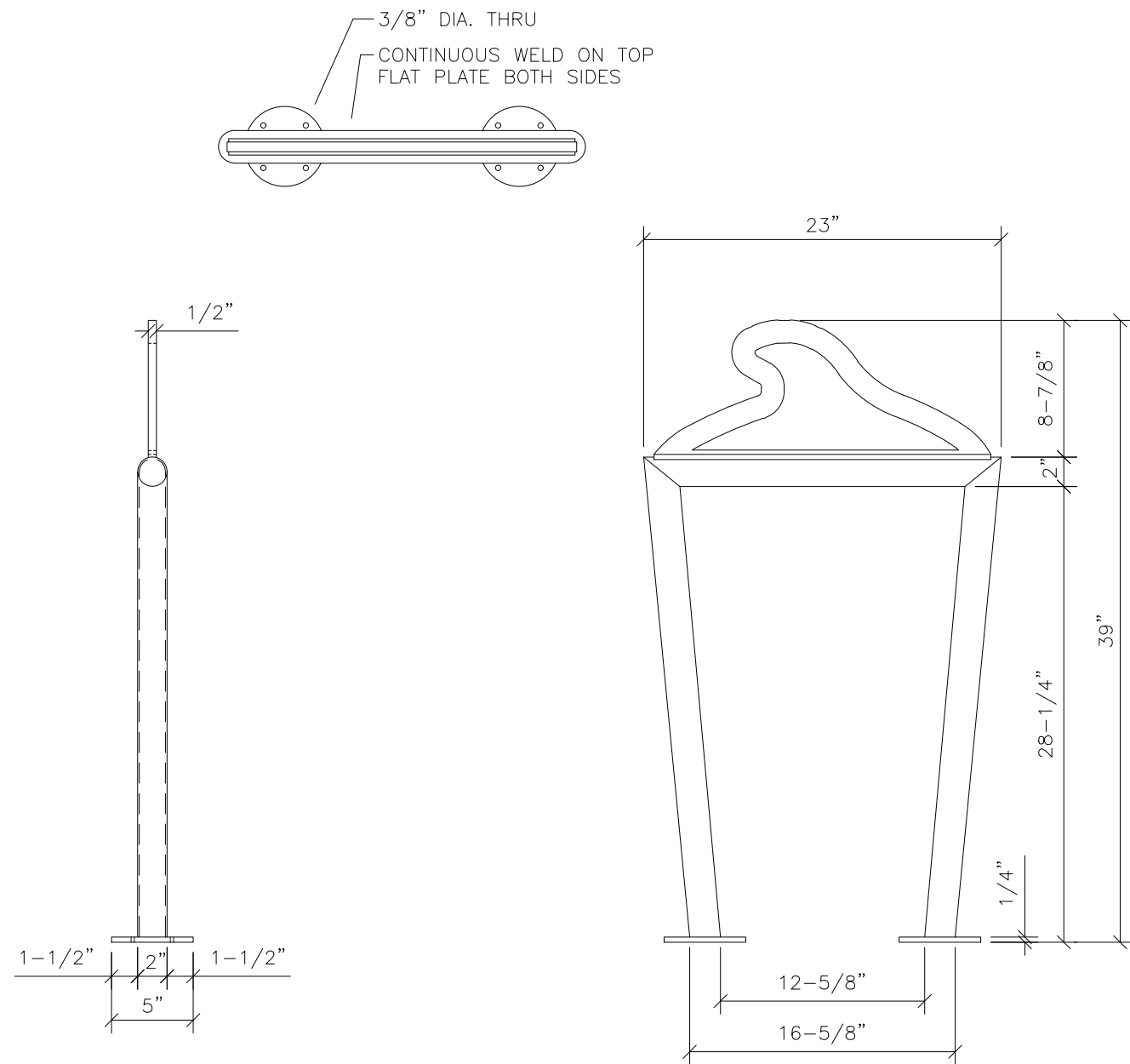
Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
**MASONRY TRASH
ENCLOSURE DETAILS**
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Sheet No.
C5.1

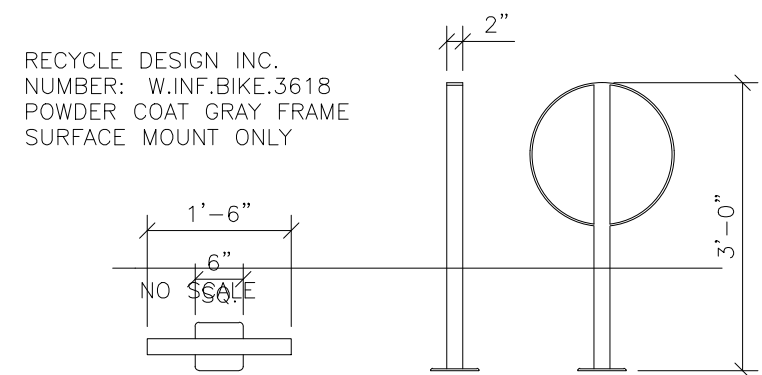
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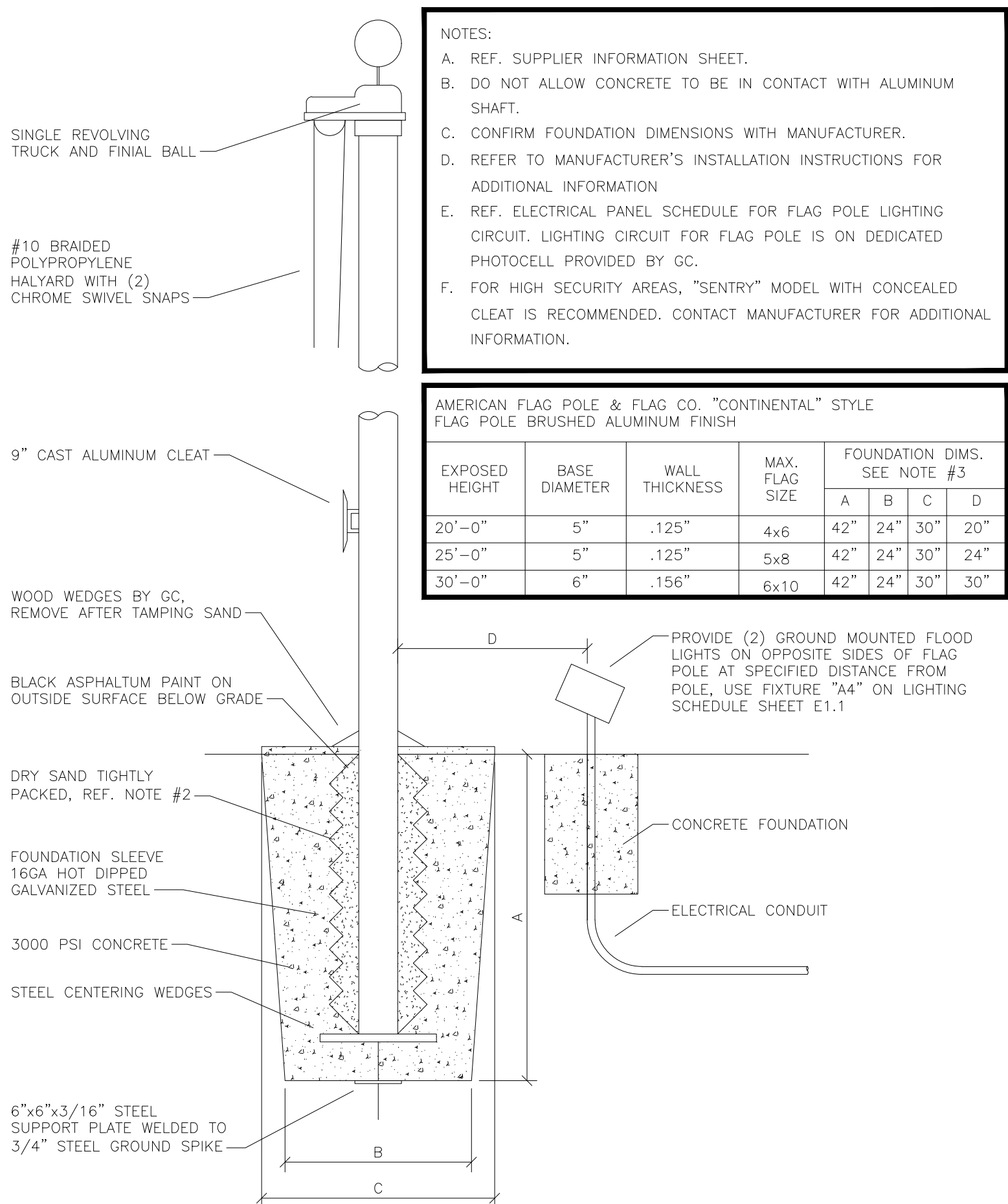
1 FROSTY BIKE RACK DETAIL

NO SCALE



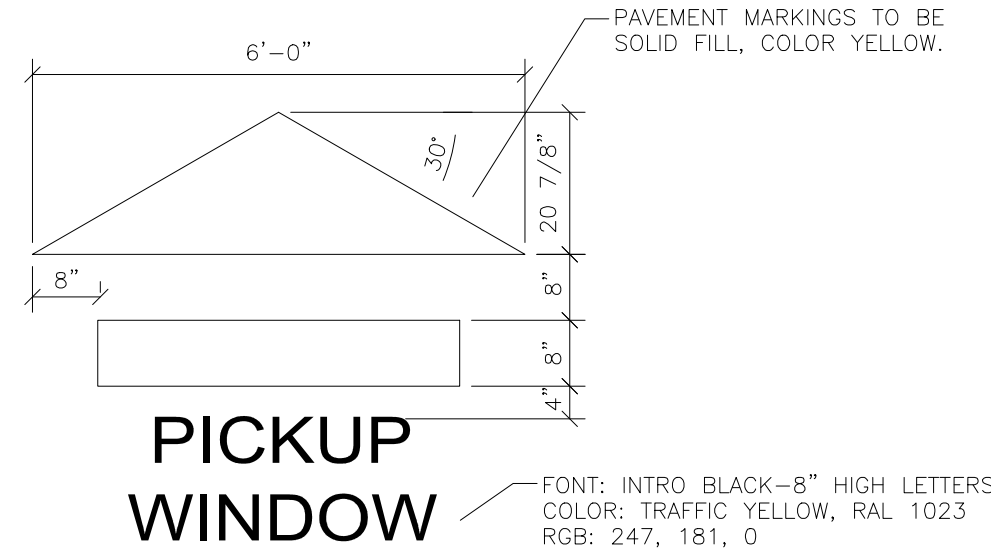
2 BIKE RACK DETAIL

NO SCALE



3 FLAG POLE DETAIL

SCALE: 3/4" = 1'-0"

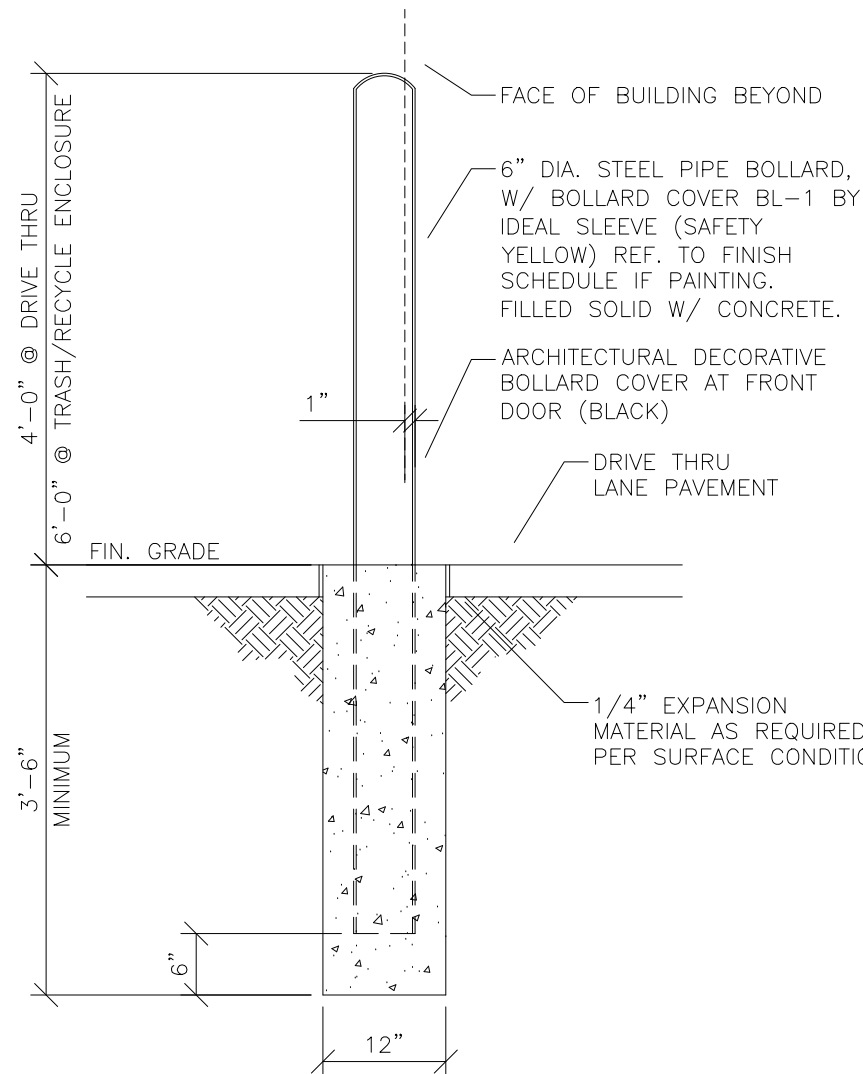


PICKUP WINDOW

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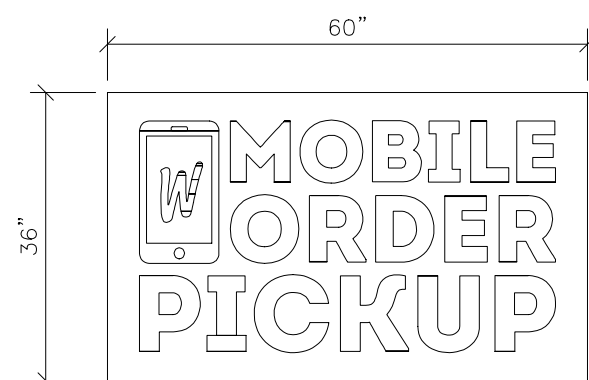
7 PAVEMENT MARKING DETAIL

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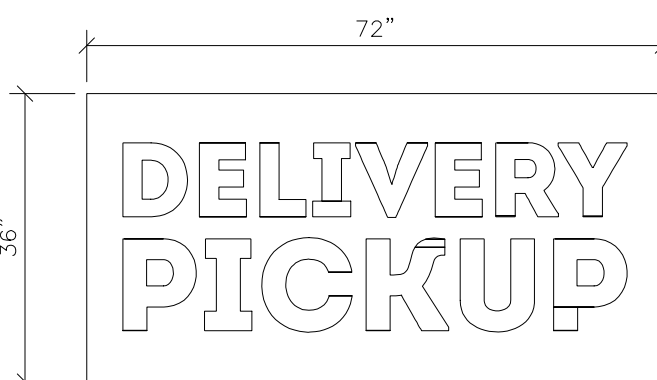


8 BOLLARD DETAIL

NO SCALE



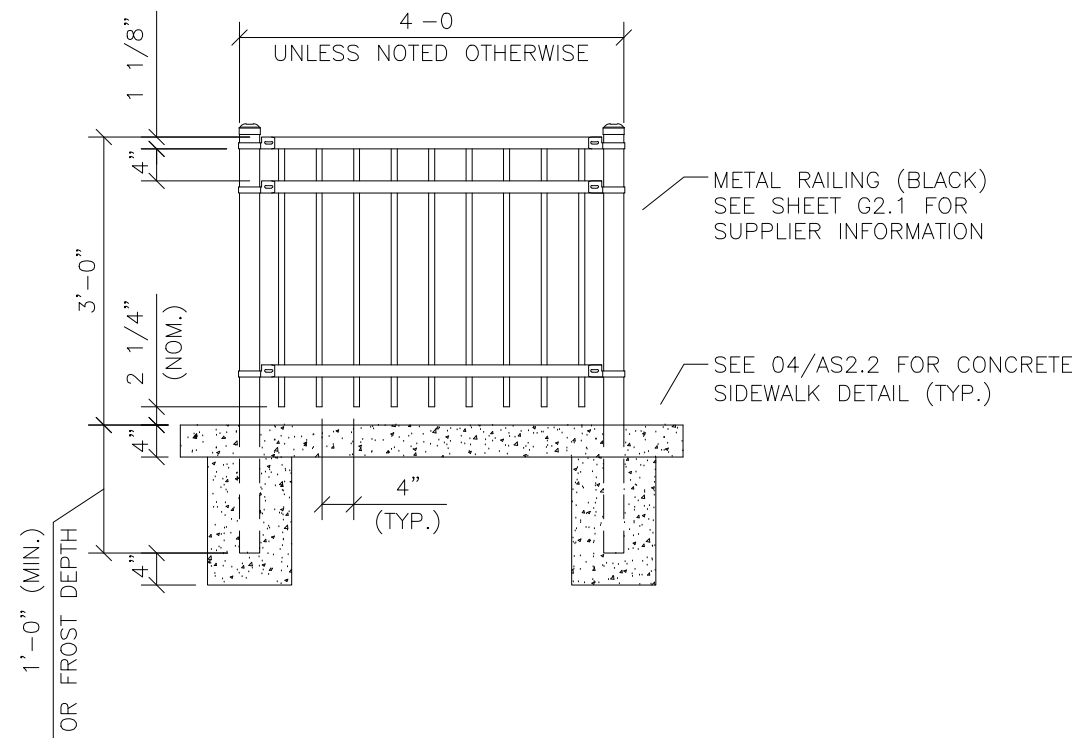
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COLOR: FORMULATED TO MATCH WENDY'S BLUE
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TRAFFIC WHITE, RAL 9016



FONT: INTRO BLACK (USE ARTWORK)
COLOR: FORMULATED TO MATCH WENDY'S BLUE
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TRAFFIC WHITE, RAL 9016

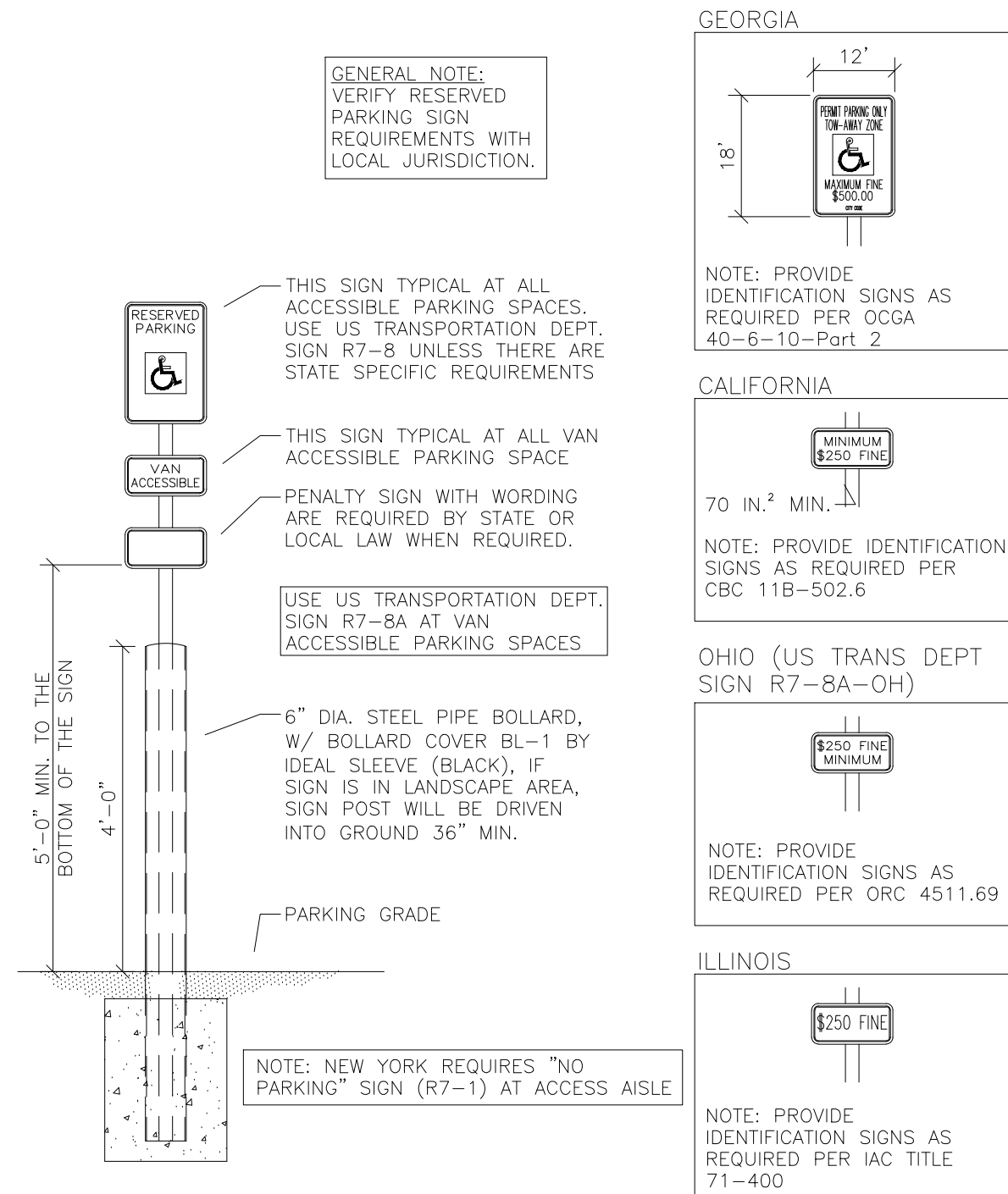
MOBILE ORDER / DELIVERY PICKUP SIGNS

NO SCALE



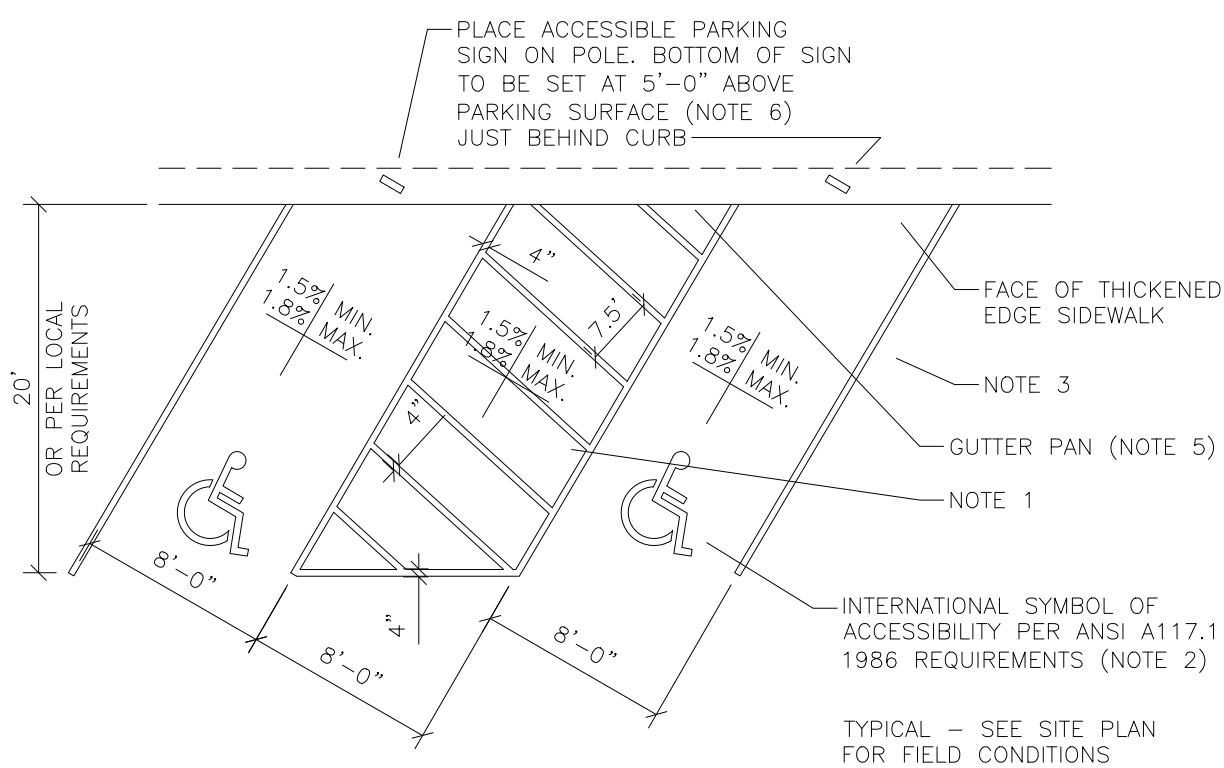
10 SAFETY RAILING DETAIL

NO SCALE



VAN ACCESSIBLE BARRIER FREE PARKING SIGN

NO SCALE



ACCESSIBILITY NOTES:

1. LOCATE ACCESSIBLE PARKING SPACES AND/OR RAMP PER SITE PLAN
2. INTERNATIONAL SYMBOL WITHOUT BACKGROUND.
3. FOLLOW LOCAL CODES FOR PARKING STRIPE AND ACCESSIBLE SYMBOL. PAINT COLOR PAINT IS TO BE APPLIED PER THE MANUFACTURER'S RECOMMENDATIONS, WITH MIN. OF ONE COAT.
4. DETECTABLE WARNINGS ARE NOT REQUIRED ON PRIVATE PROPERTY.
5. FILL OR REPLACE GUTTER WITH CONCRETE FLUSH WITH PARKING ACCESS ISLE. TAPER FROM EDGE OF ACCESS ISLE TO EXISTING GUTTER WITH A MAXIMUM SLOPE OF 1.8%.
6. SIGNS MOUNTED TO BUILDING OR ON POSTS MAY BE UNIQUE TO THE JURISDICTION. IF MUNICIPALITY REQUIRES A SPECIAL SIGN, CONTRACTOR IS TO RE-CREATE SIGN ON SAME MATERIAL AS THE STANDARD SIGNAGE.

NOTE - PROVIDE JOINTS IN CURB AND GUTTERS NOT LESS THAN EVERY 4'-0" AND NOT MORE THAN EVERY 8'-0".

STANDARD BARRIER FREE PARKING SPACE DETAIL

NO SCALE

Wendy's

33450 Plymouth RD, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

--	07/18/24	Client / Corp Review
--	07/19/24	City SPR Submittal
--	08/15/24	PC STUDY REV
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Job No. 2439102.100

Project Title Wendy's Restaurant GNG 40

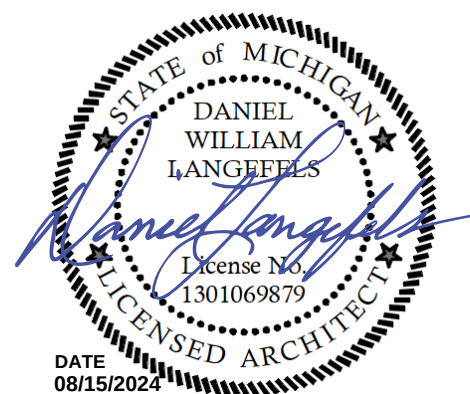
Sheet Title MISCELLANEOUS SITE DETAILS

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Sheet No.

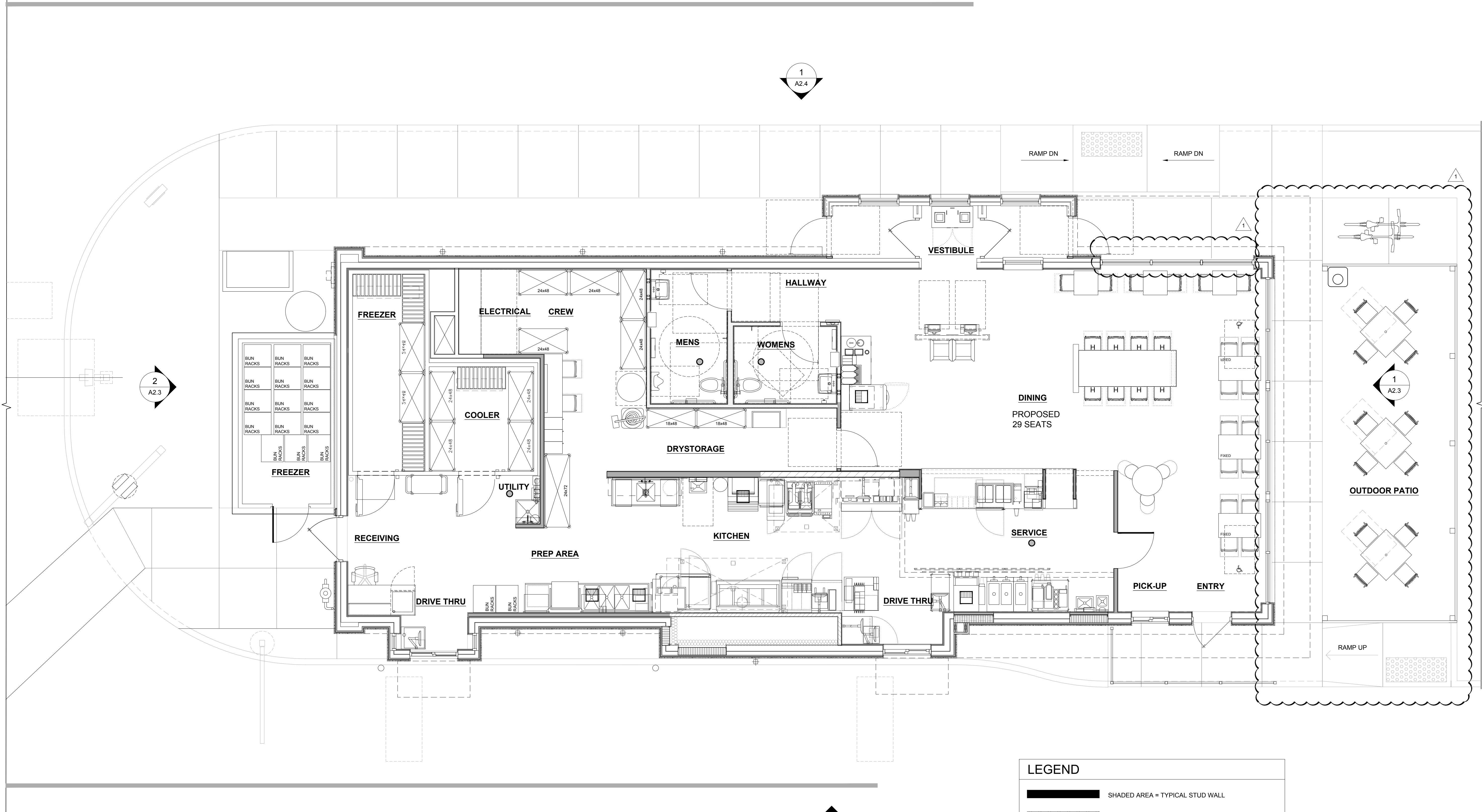
C5.3

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DATE: 08/15/2024

C:\Users\mpeters\appdata\local\temp\A2-A1.dwg Wendy's_Livonia_MI_Floor Plans.dwg Plot Date: Thursday, August 15, 2024, 10:28 AM, Plotted By: mpeters



01 PROPOSED FLOOR PLAN

SCALE: 3/16" = 1'-0"



LEGEND

- SHADED AREA = TYPICAL STUD WALL
- DIAGONAL HATCH = METAL STUD WALLS
- STIPPLE = SOUND BATT INSULATION

AREA CALCULATIONS

PROPOSED RESTAURANT	=	2532 SQ. FT.
TOTAL UNDER ROOF	=	2720 SQ. FT.

Wendy's

33450 Plymouth RD, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

07/18/24	Client / Corp Review
07/19/24	City SPR Submittal
08/15/24	PC STUDY REV
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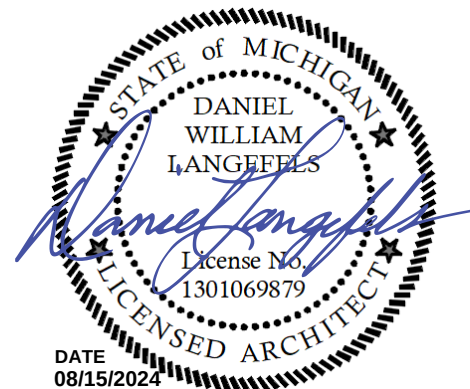
Job No.
2439102.100

Project Title
**Wendy's Restaurant
GNG 40**

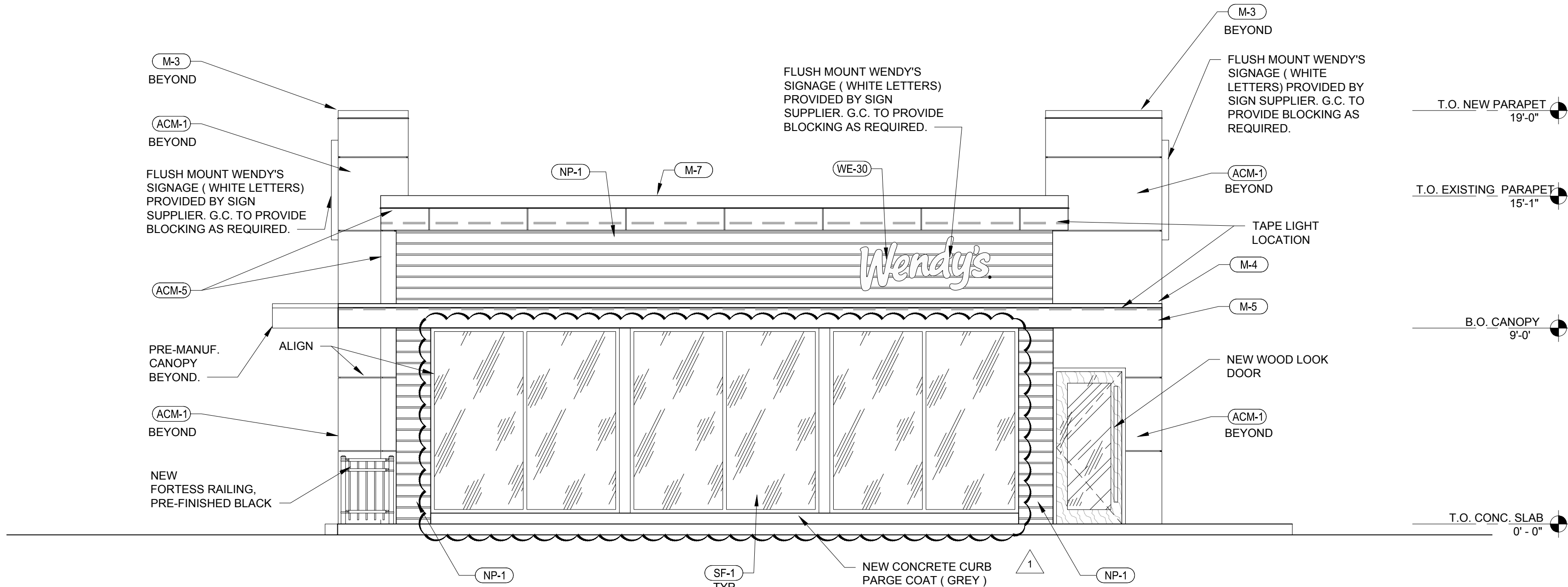
Sheet Title
**PROPOSED
FLOOR PLAN**
©Fieldstone A&E, LLC

Sheet No.
A1.1

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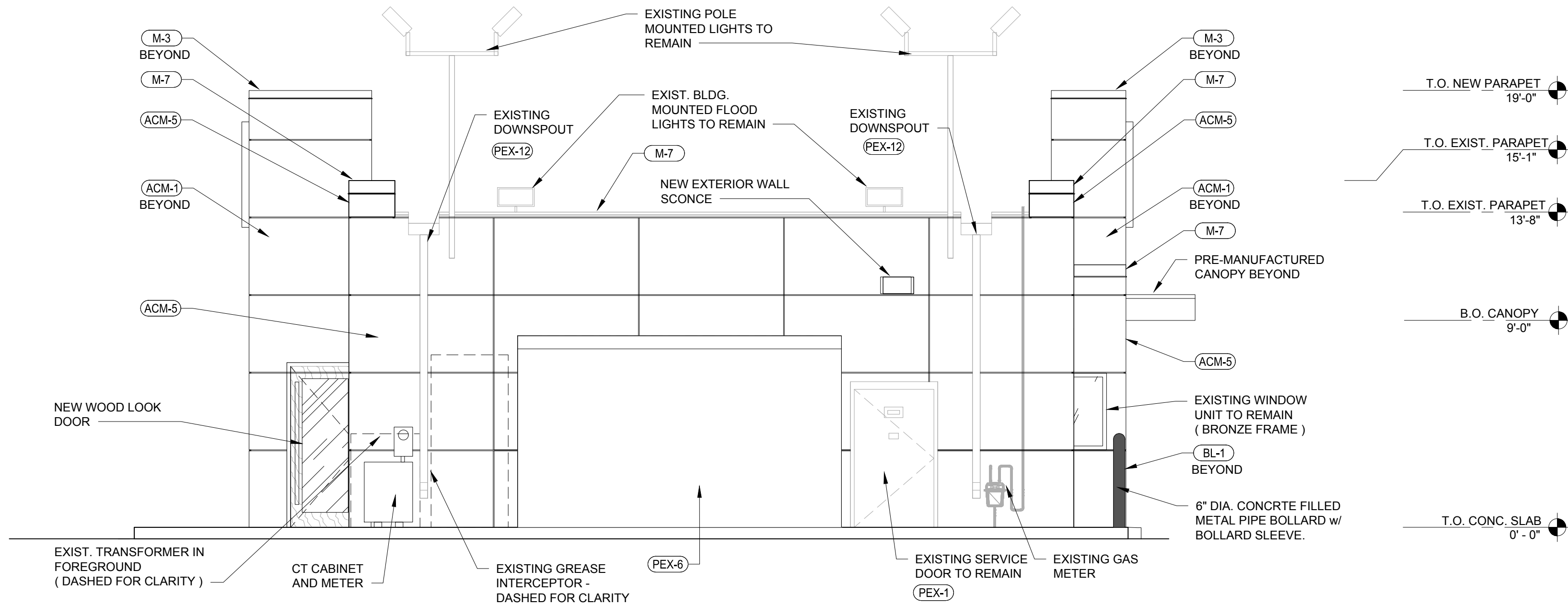


C:\Users\mpeterson\appdata\local\temp\AutoCAD_17292024_00_00_Wendy's_Livonia_MI_Elevations.dwg Plot Date: Thursday, August 15, 2024 10:32 AM Plotted By: mpeterson



01 FRONT ELEVATION

SCALE: 1/4" = 1'-0"



02 REAR ELEVATION

SCALE: 1/4" = 1'-0"

EXTERIOR FINISH SCHEDULE

SF-1	NEW STOREFRONT- "DARK BRONZE"
PUW	PICK-UP WINDOW TO MATCH STOREFRONT
M-3	EXCEPTIONAL METALS DRIP EDGE - "BRIGHT RED"
M-4	EXCEPTIONAL METALS - "SILVER METALLIC"
M-5	BRAKE METAL - "CLEAR ANNODIZED"
M-7	EXCEPTIONAL METALS - "DARK GRAY"
NP-1	NICHIHA VINTAGE WOOD SERIES - "CEDAR"
ACM-1	ALUMINUM COMPOSITE 4MM - "RED"
ACM-5	ALUMINUM COMPOSITE 4MM - "STORMY GRAY"
PEX-1	EXTERIOR PAINT - "DARK BRONZE"
PEX-6	EXTERIOR PAINT - PRE-FINISHED WALK-IN FREEZER DARK BRONZE
PEX-12	EXTERIOR PAINT - "SW7674 PEPPERCORN"
BL-1	BOLLARD SLEEVE - "YELLOW"

EXTERIOR SIGNAGE SCHEDULE

CA-42	INTERNALLY ILLUMINATED CAMEO 42"
WE-42	INTERNALLY ILLUMINATED WAVE 42" (WHITE)
MF-51	NON-ILLUMINATED MFTO LETTER SIGN
QR-08	NON-ILLUMINATED QIOR LETTER SIGN 8"
DP-06	NON-ILLUMINATED DELIVERY PICKUP LETTER SIGN 6"
AP-45	"RING ME" SIGN

Wendy's

33450 Plymouth RD, Livonia, MI

Client:
Impact Ventures, Corp.
Rick Sefton
5500 Fenton Rd., Flint MI 48507

Date Issued for:

--	07/18/24 Client / Corp Review
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1	08/15/24 PC STUDY REV
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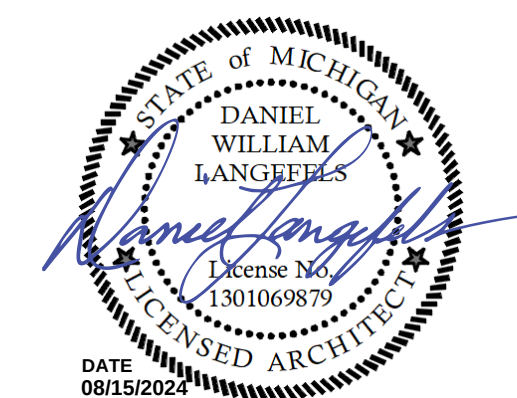
Job No.
2439102.100

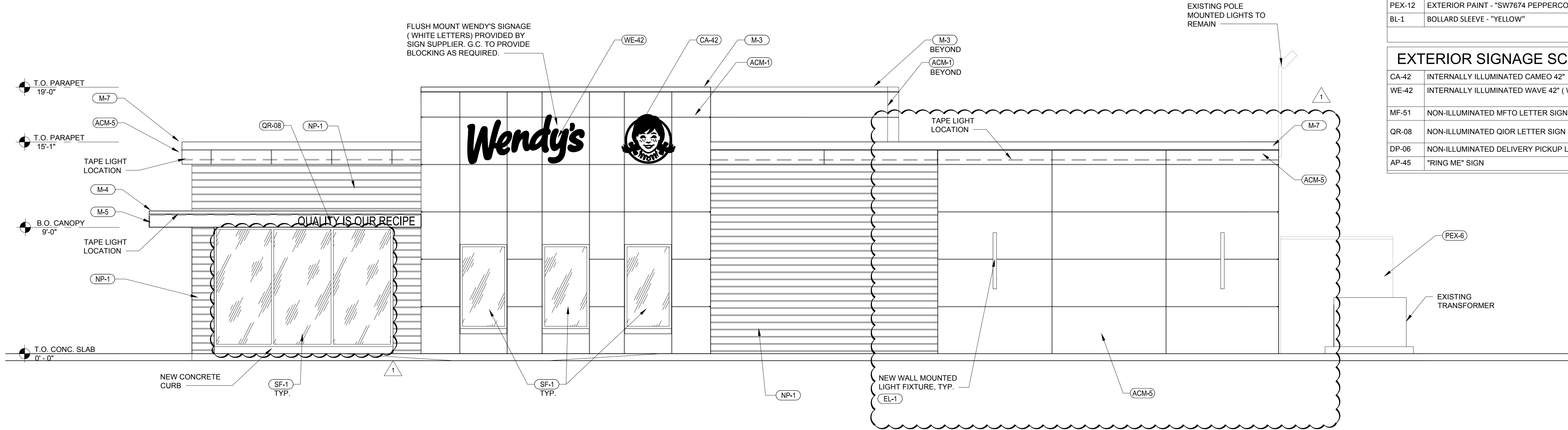
Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
**EXTERIOR
ELEVATIONS**
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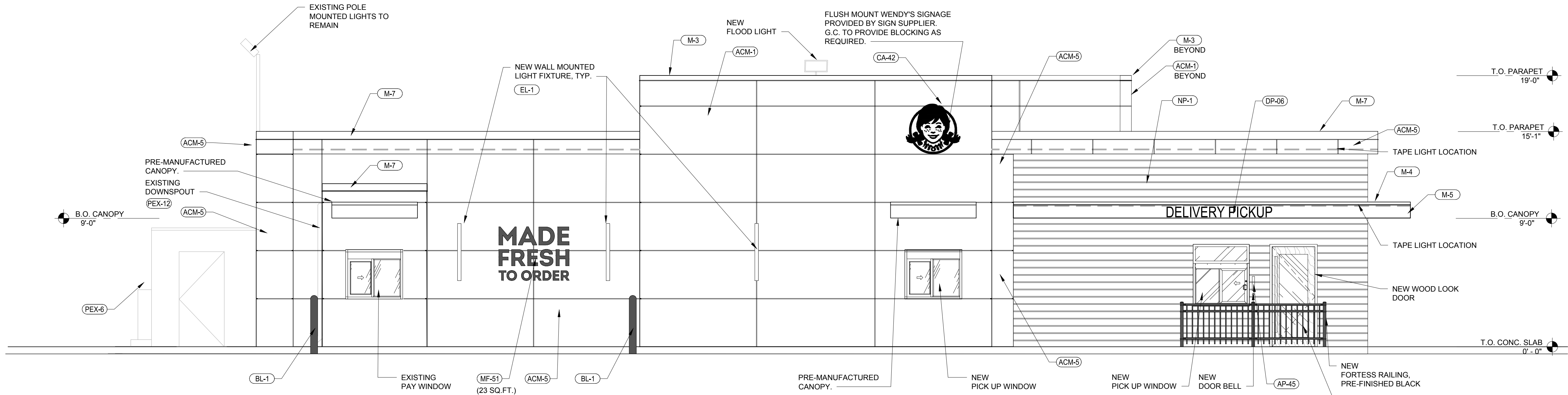
Sheet No.
A2.3

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03 SIDE ELEVATION
SCALE: 1/4" = 1'-0"



04 SIDE ELEVATION
SCALE: 1/4" = 1'-0"

EXTERIOR FINISH SCHEDULE

SF-1	NEW STOREFRONT - "DARK BRONZE"
PUW	PICK-UP WINDOW TO MATCH STOREFRONT
M-3	EXCEPTIONAL METALS DRIP EDGE - "BRIGHT RED"
M-4	EXCEPTIONAL METALS - "SILVER METALLIC"
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EXTERIOR SIGNAGE SCHEDULE

CA-42	INTERNALLY ILLUMINATED CAMEO 42"
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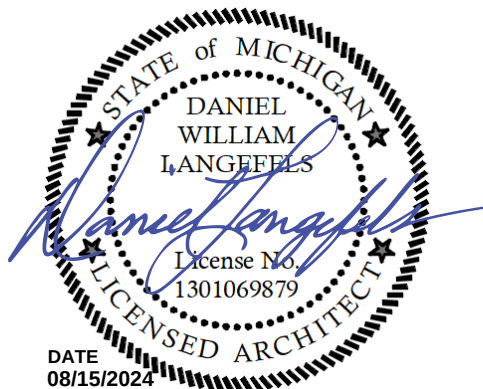
Job No.
2439102.100

Project Title
**Wendy's Restaurant
GNG 40**

Sheet Title
**EXTERIOR
ELEVATIONS**
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Sheet No.
A2.4

THIS ITEM HAS BEEN DIGITALLY SIGNED AND SEALED BY DANIEL LANGFELDS, P.A., ON BEHALF OF FIELDSTONE A&E, LLC ON THE DATE NOTED ON THIS SHEET FOR THE EXPRESSED PURPOSE OF SUBMISSION TO THE LOCAL AUTHORITY HAVING JURISDICTION FOR THEIR REVIEW AND APPROVAL.





ORIGINAL PHOTO

GNG GUT & REBUILD LIVONIA, MI

.....

CONCEPTUAL EXTERIOR RENDERING

Livonia, Michigan

Google Street View

Jun 2024 [See more dates](#)



Livonia, Michigan

Google Street View

Jun 2024 [See more dates](#)



Livonia, Michigan

Google Street View

Jun 2024 [See more dates](#)



Google Street View

May 2024 [See more dates](#)



Google Street View

May 2024 [See more dates](#)



Google Street View

Sep 2018



CORRESPONDENCE

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

TODD J. ZILINCIK, P.E.
CITY ENGINEER

DAVID W. LEAR, P.E.
ASST. CITY ENGINEER



MAUREEN MILLER BROSNAN
MAYOR

DONALD R ROHRAFF
DIRECTOR OF PUBLIC WORKS

12973 FARMINGTON ROAD
LIVONIA, MICHIGAN 48150
(734) 466-2571
FAX: (734) 466-2195

July 25, 2024

Mr. Scott Miller
Planner IV
City of Livonia

Re: Petition 2024-07-08-05 – #34450 Plymouth Road

Dear Mr. Miller:

In accordance with your request, the Engineering Division has reviewed the above referenced petition. We have no objections to the proposed project at this time. The subject parcel is assigned the address of **#34450 Plymouth Road**. The legal description included with the submitted drawings appears to be correct, and should be used should the project be approved.

The existing parcel is currently served by public water main, sanitary sewer and storm sewer. The submittal does not indicate any changes to the existing utility leads, so we do not believe there will be any additional impacts to the public utilities with this proposal.

Please be advised that the project will be required to conform to the latest version of the Wayne County Storm Water Ordinance. Storm water pre-treatment and/or detention may be required for any additional impervious areas added to the site.

Also, should any work be required within the Plymouth Road right-of-way, the owner need to obtains permits from the Michigan Department of Transportation.

Should you have any additional questions on this matter, please feel free to contact myself at (734) 466-2608, or the City Engineer, Mr. Todd Zilincik at (734) 466-2561. If you would prefer, you can e-mail either of us at dlear@livonia.gov or tzilincik@livonia.gov.

Sincerely,

David W. Lear, P.E.
Assistant City Engineer

cc: 2024 Petition File

DEPARTMENT OF PUBLIC SAFETY
LIVONIA FIRE & RESCUE

ROBERT JENNISON
FIRE CHIEF



MAUREEN MILLER BROSNAN
MAYOR

14910 FARMINGTON ROAD
LIVONIA, MICHIGAN 48154-5419
734-466-2444
734-466-2082 fax

DATE: 7/31/2024

TO: Scott O. Miller, Planner IV

FROM: Livonia Fire Prevention Division

SUBJECT: **Petition 2024-07-08-05 Wendy's (restaurant) 34450 Plymouth Rd.**

This office has reviewed the site plan submitted in connection with a request to modify a commercial building on property located at the above referenced address.

We have no objections to this proposal with the following stipulations:

A fire access road shall be provided with not less than 20 feet of unobstructed width and have a minimum of 13 feet 6 inches of vertical clearance in accordance to 18.2.3.4.1.1 and 18.2.3.4.1.2 of NFPA 1, 2015.

- Currently plans state approx. 18 ft between a travel lane and parking spaces to the north and the east sides of the building. This cited code distance is to allow appropriate fire truck access around the entire building without the potential for obstruction of firefighting/suppression operations.

A further detailed plan review will take place when this division receives an official plan set.

Sincerely,

Brian Kukla

Brian Kukla
Fire Marshal

**DEPARTMENT OF PUBLIC SAFETY
DIVISION OF POLICE**

THOMAS GORALSKI
CHIEF OF POLICE



MAUREEN MILLER BROSNAN
MAYOR

15050 Farmington Road
Livonia, Michigan 48154-5499
(734) 466-2470
FAX: (734) 261-2265

July 25th 2024

Mr. Scott Miller
City of Livonia Planning Dept
33000 Civic Center Drive
Livonia, MI 48154

Re: Petition 2024-07-08-05 - 34450 Plymouth Road

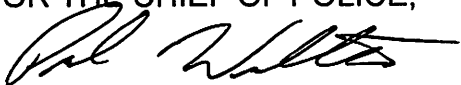
Mr. Miller,

I have reviewed the plans in connection with the petition. I have no objections to the proposals.

Please feel free to contact me, should you have any questions.

Sincerely,

FOR THE CHIEF OF POLICE,


Paul Walters, Sergeant
Traffic Bureau
(734) 466-2107

INSPECTION DEPARTMENT

BUILDING
HEATING
PLUMBING
ELECTRICAL
ZONING
ENVIRONMENTAL PROTECTION
ORDINANCE ENFORCEMENT



MAUREEN MILLER BROSNAN
MAYOR

JEROME A. HANNA
DIRECTOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2580
FAX: (734) 466-2095

Date: August 20, 2024

To: Scott O. Miller

From: Jerome Hanna

RE: Petition 2024-07-08-05 - 34450 Plymouth Road

Pursuant to your request, the above-referenced Petition has been reviewed.

1. The parking lot shall be repaired or replaced as necessary.
2. The parking spaces shall be 10' by 20' and double striped.
3. The proposed signage shall conform with the sign ordinance, or a variance would be required from the Zoning Board of Appeals to maintain excess size or number of signs.

This Department has no further objections to this Petition.

I trust this provides the requested information.

Jerome Hanna

Jerome Hanna
Director of Inspection

DEPARTMENT OF FINANCE

Debra Peck Lichtenberg, CPA
DIRECTOR OF FINANCE

Connie Kumpula
CHIEF ACCOUNTANT



MAUREEN MILLER BROSNAN
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2260
FAX: (734) 421-1807

July 29, 2024

Mr. Scott Miller
Planning Commission
33000 Civic Center Drive
Livonia, MI 48154



Petition 2024-07-08-05 - 34450 Plymouth Road

Dear Mr. Miller,

I have reviewed the address connected with the above noted petition. As there are no outstanding amounts receivable (general or water and sewer), I have no objections to the proposal.

Please contact me if you have any further questions.

Very truly yours,

A handwritten signature in black ink, appearing to read "Connie Kumpula".

Connie Kumpula
Chief Accountant

CK: jw

OFFICE OF THE TREASURER

SUSAN M. NASH
CITY TREASURER



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3060
(734) 466-2245
FAX: (734) 421-7230

July 25, 2024

RE: 34450 Plymouth RD

Attention Planning Commissioners,

All taxes and water payments are current with this property

Thank You

Susan Nash

OTHER ITEMS RELATED TO THE PETITION

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

6. APPOINTMENT OF DAVID VESELENAK TO THE PLYMOUTH ROAD DEVELOPMENT AUTHORITY: Office of the Mayor, re: for a three-year term, which will expire on May 16, 2027.

Mark Taormina, Planning and Economic Development Director, presented the request to Council.

Councilmember Jolly offered an approving motion for the Consent Agenda.

Mr. Veselenak indicated he is happy to be a part of the Plymouth Road Development Authority.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

6.

Mayor's Office
August 7, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Mark Taormina, Planning and Economic Development Director

AGENDA ITEM

APPOINTMENT OF DAVID VESELENAK TO THE PLYMOUTH ROAD DEVELOPMENT AUTHORITY: Office of the Mayor, re: for a three-year term, which will expire on May 16, 2027.

BACKGROUND DETAILS

Honorable Members of the City Council, City of Livonia

RE: Appointment of David Veselenak to the Plymouth Road Development Authority

Dear Council Members:

I am herewith submitting to you, for your consideration and approval, the appointment of Mr. David Veselenak, 19690 Osmus, Livonia, Michigan 48152, as a member of the Board of Review for a term that will expire on May 16, 2027.

Your approval on this appointment is respectfully requested.

Sincerely,

Maureen Miller Brosnan, Mayor

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Appoint David Veselenak to the Plymouth Road Development Authority for a three-year term.

ATTACHMENTS

1. Veselenak, David - Resume 2024

APPROVED BY

Maureen Miller Brosnan, Mayor

Date: August 15, 2024

David Veselenak

PROFILE

A longtime communicator using various mediums seeks to make a difference using his skills to better a cause and company.

EXPERIENCE

MARKETING AND EVENTS COORDINATOR, SCHOOLCRAFT COLLEGE, LIVONIA, MICH. 2023-PRESENT

- Assist in marketing efforts for the college, including coordinating sponsorship opportunities and advertising purchases. Identify new avenues to attract students.
- Craft compelling stories highlighting students, alumni and programs.
- Compose news releases, serve as media contact for the college.
- Lead and assist the planning and execution of campus events, including commencement, ribbon cuttings and student activities.
- Assist Office of the President with speechwriting.
- Serve as a liaison for the College in the community, working with school districts, chambers of commerce and other groups.
- Create content for Annual Report, highlighting yearly activities at the college.

STAFF WRITER, OBSERVER AND ECCENTRIC, NOVI, MICH. – 2012-2023

- Create engaging content for a local audience consisting of various news stories, including business, government, crime and features reporting.
- Utilize multimedia to help tell stories, including written stories, photos, videos, infographics and more.
- Produce engaging content, leading to hundreds of thousands of impressions a month.
- Create and develop relationships with members of the community in Detroit's western suburbs, use those connections to help better tell stories.
- Use data analytics and social media to better tailor work relevant to the community.
- Provide leadership in the newsroom.
- Assist in the creation of a printed newspaper, including layout and design.

ONLINE COORDINATOR, HERITAGE MEDIA, SALINE, MICH. – 2011-2012

- Lead digital production for group of community weekly news products, including social media.
- Assist with community engagement opportunities, including leading workshops, online community chats, blogs and more.
- Report on local issues affecting the community using traditional and non-traditional formats.

EDUCATION

Central Michigan University, Mount Pleasant, Mich. – Bachelor of Science, 2010.

Majors: News editorial journalism, political science **Minor:** Leadership studies

AWARDS

- Third place, business/agriculture reporting, Michigan Press Association Better Newspaper Contest, 2022
- Second place, feature reporting, Michigan Press Association Better Newspaper Contest, 2021
- Third place, government/education reporting, Michigan Press Association Better Newspaper contest, 2021j
- Third place, enterprise reporting, Michigan Press Association Better Newspaper contest, 2019
- Honorable mention, business reporting, Michigan Press Association Better Newspaper Contest, 2019
- Third place, blogging, Excellence in Media awards, Society of Professional Journalists Detroit chapter 2012

OTHER INVOLVEMENT

- Assist in public relations efforts and sponsorships for South Oakland Shelter 5K Run to End Homelessness, 2015-2018.
- Assist public relations firm with media training, 2022.
- Create, assist maintaining social media presence for local youth group, 2018-present.

SKILLS

- Content Management Systems: Presto Suite, Wordpress, Blogger and more.
- Photography
- Data Analytics: Parse.ly, Chartbeat and more.
- Social media: Facebook, Twitter, Instagram, LinkedIn, Reddit
- Microsoft Office Suite
- Canva

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

7. REQUEST TO APPROVE THE REVISED FEE WAIVER POLICY GRID: Office of the Mayor, re: in order to make it more user-friendly and less susceptible to Constitutional challenges.

Eric Goldstein, Assistant City Attorney, presented the request to Council.

Vice President Ptashnik said the proposed grid is much easier to understand.

Councilmember Toy said there was a lot of confusion when this was initially created.

Councilmember Jolly stressed this is proactive work and will save money in the long run.

President McCullough asked them to consider adjusting fees for non-profit groups.

Mr. Goldstein said they considered discounts but aren't including this.

Councilmember Donovic asked how organizations get their name added to the lists.

Mr. Goldstein indicated the groups listed are to be used as examples of group types and the intention is to see what categories one fits in.

Vice President Ptashnik offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

7.

Mayor's Office
August 21, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Eric S. Goldstein
Assistant City Attorney

AGENDA ITEM

REQUEST TO APPROVE THE REVISED FEE WAIVER POLICY GRID: Office of the Mayor, re: in order to make it more user-friendly and less susceptible to Constitutional challenges.

BACKGROUND DETAILS

Dear Council Members,

The Administration is seeking City Council approval of the revised Fee Waiver Policy Grid (a.k.a. The Grid).

The Grid was established more than 30 years ago by the City Council via resolution #371-93, setting forth a process for applying consistent waivers of fees and costs that would be charged to civic and charitable organizations. The Grid identifies categories of users and describes the extent of the waiver or discount for rentals and permits. It was created to ensure the City stayed clear of potential Constitutional violations, while providing consistent outcomes and streamlining the process for these organizations, without the need for petitioning the City Council.

It has been modified by City Council resolution five times since its creation (CR#1139-96, CR#659-01, CR#141-02, CR660-03, and CR546-08).

This latest proposed Grid revision condenses the categories; for instance, removing the category that applies only to the Livonia Spree, since that organization petitions the City Council for signage and road closures every year. The updated Grid clarifies the language, making it more user-friendly and less susceptible to Constitutional challenges.

The proposed Grid revision was produced by Library Director Kristen Edson and Parks and Recreation Superintendent Ted Davis, whose departments oversee the majority facility rentals, along with Assistant City Attorney Eric Goldstein, Chief of Staff Dave Varga, Government Affairs Director Robb Drzewicki and Communications Director Kristin Houchins. This team also created a separate list of General Rules for City Facility Rental that will be provided to those who request rental space.

For comparison, we have attached a copy of the most recent version of The Grid along with the revised version.

Please let us know if there are any questions regarding the proposed revision to The Grid.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approval of the revised Fee Waiver Policy Grid (a/k/a The Grid)

ATTACHMENTS

1. Fee Waiver Policy Grid - revised version
2. Fee Waiver Policy Grid - most recent version
3. CR# 371-93

APPROVED BY



Carter Fisher, City Attorney

Date: August 21, 2024



Maureen Miller Brosnan, Mayor

Date: August 23, 2024

OFFICE OF THE MAYOR

MAUREEN MILLER BROSNAN
MAYOR



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
mayor@livonia.gov
(734) 466-2201

FEE WAIVER POLICY GRID

This Fee Waiver Policy Grid (a.k.a. The Grid) was established by the Livonia City Council to set a consistent process for handling requests to waive or discount fees charged to civic and charitable organizations for renting City facilities, securing permits, and/or utilizing staff.

For Category 1 on The Grid, the City Council is considered a City Department, entitled to waivers. To the extent a city employee or elected official acting independent of their department seeks to obtain a Category 1 waiver for a specific event, the City Council, subject to its Charter Authority, may waive the fees in whole or in part by resolution passed in advance of the event. The Fee Waiver Policy Grid is as follows:

Status	CateQory 1	CateQorv 2	CateQorv 3
	Non-Profit groups or organizations sponsored by the Executive Office, a City Department or Commission	501(C)(3) Non-Profit groups or organizations	Political groups and all others
Examples	City Commissions, City Departments, Friends of the Library, Friends of Greenmead, Livonia Save Our Youth Coalition	Jaycees, School Districts, Service Clubs, Higher Education, LSO, Livonia Community Foundation, First Responder Foundation	HOA, Candidate Committee, Livonia Democratic Club, Livonia Republican Club
Permit Fees	Waived	Not Waived	Not Waived
Police/Fire/EMS	Waived	40% of fee waived	Not Waived
D.P.W.	Waived	40% of fee waived	Not Waived
P&R (excludes KRC)	Waived	40% of fee waived	Not Waived
City Hall	Waived	40% of fee waived	Not Waived
Showmobile	Waived	40% of fee waived	Not Waived
Library	Waived	40% of fee waived	Not Waived

CITY OF LIVONIA FEES/WAIVERS

STATUS	CATEGORY I	CATEGORY II	CATEGORY III	CATEGORY IV
	Not for Profit groups or organizations and solely sponsored by a City Department. 100% of net proceeds are deposited with the City Department.	Not for Profit groups or organizations and co-sponsored by City Council resolution. Council has full membership on governing board. 100% of net proceeds are given_ to Charities within the Livonia community.	Not for Profit groups or organizations and may not be Livonia Based. Do not expend 100% of net proceeds within the Livonia community.	Private or for Profit business, industry, organizations or groups. These are and have been Livonia taxpayers for previous 12 months.
Examples are one-time users. L.H.A., L.J.A.L. are volume discounted.	Tee-It-Up-for Trees Friends of The Library Friends of The Barn Friends of Greenmead D.A.R.E. Woodcarvers	Hearts of Livonia SPREE Livonia Symphony (Projects of \$200.00 Gross proceeds or more)	Jaycees ARC School Systems Service Clubs Higher Education Cadillac LaSalle Club	Businesses Industries
Permit Fees	Waived	Waived, except for Inspection Fees	Not Waived	Not Waived
Event Date Approval 6 Months prior to Event	First Priority	Second Priority	Third Priority	Fourth Priority
18 Hole Golf Outing *1 per year - Green Fees only				Not Waived
Mon thru Sun Before Memorial Day & after Oct 1	60% off of Resident Rate	40% off of Resident Rate	20% off of Resident Rate	Not Waived
Mon thru Fri after Memorial Day	30% off of Resident Rate	20% off of Resident Rate	10% off of Resident Rate	Not Waived
Police	Waived	50% of fee waived	40% of fee waived	Full Fee Paid
Fire/EMS	Waived	50% of fee waived	40% of fee waived	Full Fee Paid
D.P.S.	Waived	50% of fee waived	40% of fee waived	Full Fee Paid
Parks & Rec Fields/Site	Waived	50% of fee waived	40% of fee waived	Full Fee Paid
City Hall	Waived	40% of Community Fee Waived	Pay the Community Fee	Pay the Private Fee
Greenmead	Waived	40% of Community Fee Waived	Pay the Community Fee	Pay the Private Fee
Showmobile	Waived	40% of Community Fee Waived	Pay the Community Fee	Pay the Private Fee
Ball Diamond	Waived	50% of Fee Waived	40% of Fee Waived	Pay the Private Fee
Signs	As Approved by Mayor	As Approved by Council	As Recommended by Mayor & Approved by Council	Per Ordinance, not on R.O.W.

REVISION DATES:

May 5, 1993, CR#371-93 - Original Adoption
 December 9, 1996, CR#1139-96 - Revise Golf Course Fees
 October 24, 2001, CR#659-01 - Library Fees Effective 01-01-02

September 11, 2002, CR#141-02 - Community Center Exempt
 December 17, 2003, CR#660-03 - Revise Golf Course Fees
 December 3, 2008, CR#546-08 - Revise Golf Course Fees/eliminate Ice Arena

April 28, 1993, and submitted pursuant to Council Resolution 229-93 in connection with a letter from the 1993 Walk for Children Chairperson of the Livonia Jaycees, dated March 8, 1993, with regard to the 22nd Annual Walk for Children to be conducted on Saturday, May 22, 1993, from approximately 7:30 a.m. to 5:00 p.m., on the route shown on the attachment, and which requests a waiver of fees with respect to the use of the Eddie Edgar Ice Arena, the use of the Parks and Recreation Showmobile, and with respect to providing public safety assistance by the use of Police Reserves, the Council does hereby determine that this request shall receive a Category III application as indicated on the "City of Livonia Fees/Waivers" Four Category Grid, dated February 8, 1993.

On a motion by Ochala, seconded by Feenstra, and unanimously adopted, it was:

#370-93 RESOLVED, that having considered the report and recommendation of the Finance and Insurance Committee, dated April 28, 1993, and submitted pursuant to Council Resolution 127-91 in connection with the report and recommendation of the Mayor, dated January 29, 1991, submitted pursuant to Council Resolution 529-90, wherein it is recommended that the costs be borne by the user of the Showmobile with respect to wages of the Showmobile attendant, the Council does hereby determine to establish a "status" for Showmobile under the block with City Hall, Library, and Greenmead for Categories I - IV

On a motion by Feenstra, seconded by Jurcisin, it was:

#371-93 RESOLVED, that having considered the report and recommendation of the Committee of the Whole, dated May 3, 1993, and submitted pursuant to Council Resolution 118-93 in connection with the report and recommendation of the Legislative Committee, dated February 8, 1993, submitted pursuant to Council Resolutions 488-92 and 514-92, with regard to establishing a policy governing the waiver of fees (such as for permits and greens fees) and costs (such as for police services) for activities conducted by civic and charitable organizations in the City of Livonia, including consideration of multiple requests submitted by individual organizations during a one-year period, the Council does hereby determine to adopt and establish a "City of Livonia Fees/Waivers" Policy, as set forth in the attached Four Category Grid, dated February 8, 1993, with the addition of the Phrase "or Equivalent Donation to the Parks and

Recreation Department" inserted in Categories I and II after the phrase "\$5.00 per golfer/18 holes" or "7.00 per golfer/18 holes," the said Policy to be given immediate effect; further, the affected departments in applying Grid will report to the City Council after a 12 months period in regard to success or nonsuccess in the application of the Grid and any required modifications, and departments may refer to the Finance and Insurance Committee any conflict of assignment of any party to the Four Category Grid.

A roll call vote was taken on the foregoing resolution with the following result:

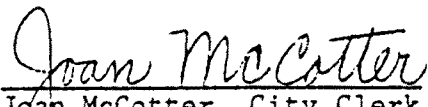
AYES: Feenstra, McGee, Kavanagh, Ochala and Jurcisin

NAYS: Taylor

President Taylor declared the resolution adopted.

No one wished to speak during the audience communication portion at the end of this meeting.

On a motion by Feenstra, seconded by McGee, and unanimously adopted, this 1,248th Regular Meeting of the Council of the City of Livonia was adjourned at 9:15 p.m., May 5, 1993.


Joan McCotter, City Clerk

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

8. REQUEST TO AMEND COUNCIL RESOLUTION 72-21: Division of Police, re: to reflect the approved amount of the agreement with Hegira Health as an annual spending limit and amend the account that will be utilized, from budgeted funds.

Captain Yon, Livonia Police Department, presented the request to Council.

Councilmember Donovic asked how the program is going. He also shared concerns about approving an item with annual renewals.

Captain Yon indicated this began in December of 2020 and it has been a fabulous program. He also indicated this isn't a request to renew the agreement with Hegira annually but rather to change the ledger account the item comes from annually.

Councilmember Budzinski asked Captain Yon to share the circumstances this is used for and if this job would require additional staffing.

Captain Yon indicated the Social Worker rides around with our officers. He is also equipped with a radio which allows him to respond to mental health crisis runs when he is away from the office. He also follows up on mental health runs to assist the individuals after the initial crisis. He said the Social Worker is able to handle the current workload but there are funds in the budget to expand the staff in the future.

Councilmember Jolly indicated treating mental health crisis during the event is beneficial to everyone.

Councilmember Morgan offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

8.

Police
August 28, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Stephanie Whitney, Program Supervisor

AGENDA ITEM

REQUEST TO AMEND COUNCIL RESOLUTION 72-21: Division of Police, re: to reflect the approved amount of the agreement with Hegira Health as an annual spending limit and amend the account that will be utilized, from budgeted funds.

BACKGROUND DETAILS

At the Regular Meeting of March 8, 2021, Council approved resolution #72-21, accepting the quote from Hegira Health, Inc. to provide social workers to be embedded with the Livonia Police Department to provide law enforcement/mental health co-response services to the residents of the City of Livonia. The amount of \$190,000.00 requested in the original letter to council, was intended to be an annual limit, to compensate Hegira Health, Inc. for services as part of the agreement. In addition, the account to be utilized for this funding was approved as Contractual Services 101-304-818-000. We have since received funds through an Opioid Settlement and request to have the funding source changed to this budgeted account #284-000-818-000, Opioid Settlement Fund-Contractual Services.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

The Livonia Division of Police respectfully recommends Council amend Resolution 72-21 and approve the amount not to exceed \$190,000.00 as an annual amount for compensation of services to Hegira Health, Inc. from funds allocated in account #284-000-818-000, Opioid Settlement Fund-Contractual Services.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

DETAILED WORK BEING PERFORMED

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

An amount not to exceed \$190,000.00 annually to Hegira Health, Inc. for compensation of services from funds allocated in account #284-000-818-000, Opioid Settlement Fund-Contractual Services.

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc):

ATTACHMENTS

1. R030821 Approval of agr with Hegira Health for law enf and mental health co-response services CR 72-21 (1)
2. R012521 Req for agr with Hegira Health Services for residents (CR 21-21)

APPROVED BY



Thomas Goralski, Police Chief

Date: August 30, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 30, 2024



Carter Fisher, City Attorney

Date: August 30, 2024



Maureen Miller Brosnan, Mayor

Date: August 30, 2024

Regular Meeting Minutes of March 8, 2021

A communication from the Livonia Human Relations Commission, dated March 1, 2021, re: voicing support for the Crisis Support Team Program, was received and placed on file for the information of the Council.

President McIntyre, as Chair of the Committee of the Whole, reported out on the meeting of February 17, 2021.

- a. The subject matter of an agreement with Hegira Health, Inc. to provide two (2) full-time Master Degree Level Professional Social Workers to be embedded with the Livonia Police Department to provide Law Enforcement/Mental Health Co-Response Services to the residents of the City of Livonia. (CR 21-21)

On a motion by Jolly, supported by McCullough, and unanimously adopted, it was:

POLICE DEPT

Approval of quote of Hegira Health, Inc., to provide two (2) full-time Master Degree level professional social workers to be embedded with the Livonia Police Department to provide law enforcement/mental health co response services to the residents of the City of Livonia for an amount not to exceed \$190,000.00.

#72-21 RESOLVED, that having considered the report and recommendation of the Committee of the Whole, dated February 17, 2021, and a communication from the Livonia Human Relations Commission, dated March 1, 2021, and a communication from the Chief of Police, dated December 29, 2020, which bears the signatures of the Director of Finance and the City Attorney, and is approved for submission by the Mayor, the Council does hereby accept the quote of Hegira Health, Inc., 37450 Schoolcraft Road, Livonia, MI 48154 ("Hegira") to provide two (2) full-time Master Degree level professional social workers to be embedded with the Livonia Police Department to provide law enforcement/mental health co response services to the residents of the City of Livonia for an amount not to exceed \$190,000.00; FURTHER, the Council does hereby authorize an expenditure in an amount not to exceed \$190,000.00 from Account No. 101-304-818-000 (Contractual Services) for this purpose; FURTHER, the Council does hereby authorize such action without competitive bidding in view of Hegira's long record of service to the community in conjunction with the Livonia Police Department; Hegira's valuable psychiatric resources located in Livonia; and the recommendation of the Wayne State University Center for Behavioral Health and Justice; and such action is taken in accordance with Section 3.04.140.D.2.a of the Livonia Code of Ordinances, as amended.

Regular Meeting Minutes of March 8, 2021

<i>UNFINISHED BUSINESS AGENDA ITEM 16 (Regular Meeting of March 8, 2021)</i>
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Motion by:	Jolly
Seconded by:	McCullough
ROLL CALL:	
Ayes:	Toy, Bahr, White, McCullough, Donovic, Jolly, McIntyre
Nays:	None
Absent:	None

Regular Meeting Minutes of January 25, 2021

A communication from the Office of the Mayor, dated January 22, 2021, re: Crisis Support Team, was received and placed on file for the information of the Council.

On a motion by Jolly, supported by McCullough, it was:

RESOLVED, that having considered the report and recommendation of the Chief of Police, dated December 29, 2020, which bears the signatures of the Director of Finance and the City Attorney, and is approved for submission by the Mayor, the Council does hereby accept the quote of Hegira Health, Inc., 37450 Schoolcraft Road, Livonia, MI 48154 ("Hegira") to provide two (2) full-time Master Degree Level Professional Social Workers to be embedded with the Livonia Police Department to provide Law Enforcement/Mental Health Co-Response Services to the residents of the City of Livonia for an amount not to exceed \$190,000.00; FURTHER, the Council does hereby authorize an expenditure in an amount not to exceed \$190,000.00 from Account No. 101-304-818-000 (Contractual Services) for this purpose; FURTHER, the Council does hereby authorize such action without competitive bidding in view of Hegira's long record of service to the community in conjunction with the Livonia Police Department; Hegira's valuable psychiatric resources located in Livonia; and the recommendation of the Wayne State University Center for Behavioral Health and Justice; and such action is taken in accordance with Section 3.04.140.D.2.a of the Livonia Code of Ordinances, as amended.

Mayor Maureen Miller Brosnan was called on to speak about this Agenda item. She stated she appreciates Council taking this Agenda item up tonight. As you are all aware, as I am, this is an issue that has been one that the Livonia Police Department has been talking about, has been researching, for well over a year now and we've been anxious to get this before you because we do believe that it is an amazingly comprehensive program and plan for our community. And Councilwoman Toy has set the bar really high for us tonight to step up, step in, and answer all the questions that you might have. I am confident that you are going to walk away from this meeting as confident as I am that this is the ideal program coming to our community at the ideal time. I want to start by just giving you a little bit of history. When I took office around a year ago, I asked all of the Department Heads to come on in and share with me their top priorities. And this was a top priority for Chief Caide. It was one of the most important things that he was committed to delivering to our community. He cited instantly for me the need for additional resources in both behavioral and mental health in our community, seeing an increase and a rise in calls to the department that were outside of the realm of. And this is something that has been experienced by not only in the City of Livonia, it is a nationwide crisis. But it is one that our Police Chief and our Department was prepared to address and working hard to address, not just with

Regular Meeting Minutes of January 25, 2021

our community here in Livonia but as leaders throughout the region. The Chief was working along with other Police Chiefs to try to make this more of a regional program. At one point in time we decided that Livonia just could not wait any longer so we moved full speed ahead and what you have before you tonight is the most innovative program that exists currently in Southeast Michigan. The move for a Crisis Support Team was escalated once Covid 19 hit. Clearly all the stresses, all the anxieties that people were feeling and were experiencing were exacerbated by the fact that folks were contained and not able to meet their normal schedules and the normal demands of daily life. All of that has led to an increase in the number of behavioral and mental health issues that our Police Department is dealing with. So I am really anxious to share with you what I believe is an added and critical social service tool to our Police safety tool kit. Livonia is not unlike other communities and oftentimes I hear about this on a regional basis because of my role on the Board of Directors at St. Mary Mercy Health. Every three years we do what we call a community news assessment. And in the last round of that news assessment, one of the top priorities, one of the top news areas for all of the communities that we serve was mental health, and lack of mental health services. So, again, I do believe that Livonia is going to be able to put together a program that is going to assist hopefully in providing better mental health on a more regional basis as a result of this program. Some of what is important to look at is that Livonia's community has put together a very unique, a very innovative program where we're partnering with Hegira, a trusted partner, one that we've relied on in the past, to help us embed in the Police Department two social workers. As I said, a first of its kind social work program in the region. And what it's going to give us is not only the ability to rise to the demand of a crisis. But the concern is to manage the care as a result of the crisis, even beyond the crisis that happens at the moment. Adding something the police work doesn't normally get a chance to do. So making sure that we've got two embedded social workers in our department clearly puts us head and shoulders above other departments in providing care for the people in our community. I, along with the Livonia Human Relations Commission, stand in support of this program. I'm hoping that after you hear from the Police Chief as well as the experts that we've got assembled here this evening, that you, too, will join me in the support of the program. Nobody knows this area of work better than Chief Caid and nobody knows the impact of this work more than Judge Kenny and Judge Burton. They see it every day in their court, I'm anxious to hear from them from their perspective, the impact that this could have on a city like Livonia. So thank you very much, for your time, your attention to this matter tonight and for the time that you give us this evening and the time you've given to studying this project tonight. Thank you.

President McIntyre asked the panelists who were appearing at the Zoom meeting to unmute their microphones and to make sure and identify themselves when speaking.

Regular Meeting Minutes of January 25, 2021

Police Chief Curtis Caid gave an introduction and brief history of his involvement with this agenda item and introduced the panel of people in attendance at the meeting.

The panel was comprised of these members:

Judge Timothy Kenny
Judge Freddie Burton
Nancy Hambrick
Jaime White
Carol Zuniga
Arnold Wicker
Sergeant Eric Marcotte
Chief Curtis Caid

Following input given by panelists Kenny, Burton, Marcotte, and Hambrick and discussion by Council, Vice President Bahr, supported by Toy, made a motion in lieu of the foregoing resolution, to substitute the following:

RESOLVED, that upon the motion by Council Vice President Scott Bahr, seconded by Councilmember Laura Toy, at the Regular Meeting held January 25, 2021, the Council does hereby refer the subject matter of an agreement with Hegira Health, Inc. to provide two (2) full-time Master Degree Level Professional Social Workers to be embedded with the Livonia Police Department to provide Law Enforcement/Mental Health Co-Response Services to the residents of the City of Livonia to the Committee of the Whole for its report and recommendation.

A roll call vote was taken on the motion to substitute as follows:

AYES: Donovic, Toy, Bahr, White and McIntyre

NAYS: McCullough, Jolly

The President declared the motion to substitute adopted.

Regular Meeting Minutes of January 25, 2021

President McIntyre opened the floor for comments on the motion to substitute.

The following people spoke on the motion to substitute:

Sara Overwater
Tina Lindsay
Brooke Voeller
Jody White
Richard Glover
Roy Johnson
Victoria McCasey
Penny Crider
Ray McEvoy
Julie McEvoy

Detroit Free Press

OAKLAND

As mental health system crumbles, new Oakland County program may turn heads across US

Omar Abdel-Baqui Detroit Free Press

Published 6:01 a.m. ET Jan. 29, 2021 | Updated 9:26 a.m. ET Jan. 29, 2021

When Colton Puckett returned to his wife and 4-year-old child in Waterford after serving over a year in Iraq and Afghanistan, he brought his demons with him.

The Marine veteran couldn't shake the memories of friends dying or losing limbs.

Puckett had severe post-traumatic stress disorder. He sought help, but his life was ended by a police bullet.

Puckett snapped on Aug. 24, 2017. He told his wife he wanted to kill himself and then assaulted her at their home. She fled and called 911.

Puckett grabbed a shotgun and barricaded himself in the home. He threatened to kill police officers and burn the house down, police said at the time.

He later ran toward officers with a shotgun raised. That's when police killed the 28-year-old veteran.

Dr. LaMaurice Gardner, a Veterans Affairs clinical psychologist and an Oakland County reserve sheriff's deputy, was on scene that day, trying to help resolve the situation peacefully and get Puckett the mental health treatment he needed. Gardner said Puckett's needless death left him fuming and frustrated, knowing that a veteran who couldn't get proper treatment ended up taking his struggles to the grave.

"It happens far too often," Gardner said.

Gardner is tired of seeing mentally ill people jailed or killed by police, he said. He hopes to revolutionize how police interact with mentally ill people and fill the gaps left by a crumbling mental health care system.

More: Michigan man jailed for nearly 4 decades exonerated after witness admits to lying

More: Disregarded and devastated: Homeless vet seeking health care finds faith, meets 'godsend'

He is leading an initiative at the Oakland County Sheriff's Office that is novel to the region and possibly the country in which mental health professionals — clinical psychologists and counselors with master's and doctorate degrees — undergo police training and become uniformed, armed reserve or part-time deputies who respond to calls involving mental health crises or severe emotional distress.

The program seeks to alleviate the burden placed on rank-and-file police officers to act as shrinks. It also seeks to connect mentally ill people with care instead of hauling them off to jail or putting them at risk as they are when forced to interact with police who have little mental health training.

"This is something totally new. We're not aware of anything exactly like it in the country," Gardner said.

Puckett had gone to several VA facilities but checked out of inpatient care because it wasn't helping, said his then-wife, Kristen Puckett.

"A lot of the doctors he saw didn't really seem to care," Kristen Puckett told the Free Press. "They all seemed to just want to throw pills at him and send him out the door."

The new program seeks to prevent deaths like Puckett's.

Starting this spring, specialized deputies will accompany full-timers on calls. They will lead de-escalation efforts, assess mentally ill people on the spot, take them to the proper facility to receive care and inform them of resources available.

Specialized deputies will also conduct periodic wellness checks to make sure known mentally ill people are taking their medication and are doing OK, and they will assist Oakland County sheriff's deputies with their own trauma and mental health issues.

Nation's biggest mental health provider? Jails

Shortfalls in the mental health system results in many untreated people on the streets.

In the only country in the world where there are more guns than residents — about 120 guns for every 100 Americans — firearms are bound to get in the hands of mentally ill

people, leading officers to use lethal force.

In some cases, inadequate training leaves officers unable to distinguish one mental illness from another, turning situations unnecessarily deadly.

Nearly one in four people killed by police in the U.S. since 2015 had a mental illness, according to a Washington Post database. Locally, several mentally ill people recently released from crisis centers have initiated hostage situations and assaulted police. Some were subsequently killed by officers.

Oakland County Sheriff Michael Bouchard said when he took the job in 1999, about 8% of the county's jail population was on psychotropic medication. Now, on any given day, it's over 30%, which he called "a tragedy."

"The state and federal government have walked away from their responsibilities in mental health, and as a result, we're seeing a lot of people in crisis on the streets and a lot of tragedies playing out in the streets because the full continuum of a robust mental health system is not in play," Bouchard said.

In part due to the disjointed American mental health system, roughly 10% of police encounters in the U.S. involve people with mental illness, according to studies, and the largest mental health providers in the nation are jails.

"We ask police to be social workers and handle social problems that they aren't equipped to handle," said Marianne Huff, president and CEO of the Mental Health Association in Michigan, a nonprofit advocacy group for individuals with mental illness.

Gardner, who has been involved with the Sheriff's Office for about 25 years, says that training mental health professionals as police will lead to the de-escalation of many tense situations and ultimately result in fewer people in jail or getting killed by police, and more people getting care.

"A majority of calls relate to people in a state of emotional upheaval. Whether it be a domestic situation or someone high on drugs or drunk, the emotions are high and judgment is down," Gardner said. "Active listening and effective communication, which mental health professionals excel at, can get people to come back down to a balance."

Megan Wade is a psychologist and a mental health postdoctoral fellow at the John D. Dingell VA Medical Center. She is one of four mental health professionals receiving police training in Oakland County.

“Police generally feel they have to respond to situations with a macho mentality and that they are not allowed to show weakness of any kind, because it can be exploited,” she said. “But people, especially those undergoing crisis, want to be spoken to with respect. Just acknowledging what they’re feeling can go a long way.”

Sheriff Bouchard, who is on the board of the Major County Sheriffs of America, and Gardner, who is a member of the International Association of Chiefs of Police, said they haven’t heard of any U.S. agency with an existing program like the one the Oakland County Sheriff’s Office is launching.

"I expect police leaders across the country will pay attention to what we're doing here," Gardner said.

A longtime underfunded system

The U.S. lags behind other high-income nations when it comes to mental health care.

“The system is underfunded and has been for a long time,” said Huff, president of the Mental Health Association in Michigan.

The decades-long dismantling of the mental health care system began in the 1960s on a national level and accelerated in Michigan in the 1990s, Huff said.

In Michigan, 14 state hospitals and centers were closed from 1980 to 1990. Gov. John Engler in the mid- to -late-1990s hastened the demise of state mental health care, slashing funding and announcing the closure of several facilities.

Now, Michigan is left with three adult public psychiatric institutions.

There were 480 beds at state psychiatric hospitals for Michigan’s nearly 10 million residents in late 2019. Over 200 Michiganders were on a waiting list for a bed that year, according to a state report.

Metro Detroit crisis centers have been criticized by police and family of victims for releasing patients prematurely. Local police officials have said some people recently released from crisis centers went on to initiate barricaded gunman situations and, in one case, attack police with a sword, resulting in officers using lethal force.

Huff said it’s sometimes a financial decision when crisis centers release patients prematurely. In other cases, it’s because they can’t always hold people against their will, as

there is a legal state standard under the Michigan Mental Health Act for what warrants involuntary hospitalization.

Law enforcement officers are the only people authorized to take citizens to be evaluated for hospitalization without a court order, Huff said. From there, mental health professionals must petition in front of a judge to show that patients will kill or seriously harm themselves or others in order to hold them involuntarily.

“Some people can fool clinicians that don’t know them. There are times when it’s really obvious someone needs to be hospitalized,” Huff said. “Other times, if you don’t know them, and unless you’re able to do a lengthy assessment and observe them, it can be very difficult to know if they need treatment.”

Gardner said at the VA, he has run into resistance when trying to get patients who may be a threat to themselves or the community hospitalized in inpatient units, even if a judge had approved inpatient hospitalization.

“When I started working at the VA on the inpatient psychiatric unit in 1994, the average length of stay was 28 days,” Gardner said.

Over time, the average stay went from 28 days to 14 days and is now somewhere between one and two weeks, he said.

Gardner said he worries about how the deficiency of inpatient care can impact the efficacy of the Oakland County Sheriff’s Office’s initiative.

“No matter what the clinicians working with law enforcement do, ultimately, the hospital has to also coordinate with intervention,” he said.

Suicide: The biggest threat to officers' lives

The Oakland County initiative won’t just seek to strengthen police response to mental health calls. It will also provide support to deputies experiencing their own mental health challenges, Gardner said.

Scott MacInnis was a Toledo, Ohio, police officer and is now a crisis clinician and therapist working toward becoming a specialized Oakland County sheriff’s deputy.

He said not reaching out for help during his time as a Toledo police officer led to him being relieved of his duties.

“I had some personal things going on, my personal life mixed with my professional life, and I ended up getting in a situation off duty and basically losing my job over it,” MacInnis said. “Had I reached out for help earlier, I’d probably still be at the department.”

More cops die by suicide than in the line of duty, according to nonprofit and government statistics.

In 2019, 239 police officers killed themselves, according to Blue H.E.L.P., a nonprofit focused on reducing the stigma of seeking mental health help in law enforcement.

That same year, 89 law enforcement officers were killed in the line of duty, according to FBI statistics.

MacInnis said police officers should have access to mental health professionals that understand what they endure.

“There’s a shortage of good clinicians that understand the culture and can help with mental health issues that first responders might have,” MacInnis said.

MacInnis became involved with the Oakland County Sheriff’s Office’s new initiative after meeting Gardner.

“I was his client. I went through four therapists before I went to him because no one understood what I was going through,” MacInnis said.

Now, MacInnis and his peers hope to not only assist citizens with mental illness but also struggling police officers — “protecting and serving those who protect and serve,” as Gardner put it.

There will be four mental health professionals joining the Sheriff’s Office in the spring, Gardner said. Three are planning on becoming reserve deputies and one is pursuing becoming fully deputized and working part-time.

Reserve deputies are unpaid volunteers. Gardner is seeking federal grants so that reserves can receive compensation. He hopes to eventually expand the program so that it will include more mental health professionals becoming fully deputized instead of becoming reserve deputies.

Reserves don’t have arrest powers unless they are in the presence of another deputy. The specialized Oakland County reserve deputies will always be accompanied by another deputy who has crisis intervention training.

Gardner said he expects the mental health professionals joining the Sheriff's Office to have some reservations, as he did when he joined years ago.

"The first time I was shot at, I remember thinking, 'What the hell am I doing here?'" Gardner said.

Incorporating technology

Part of the training that all Oakland County deputies undergo includes sessions in an ultra-realistic 300-degree simulator, the VirTra V-300, which immerses them in real-life scenarios, allowing them to use verbal commands or force of their choosing.

Deputy Scott Panin, rangemaster at the Oakland County Sheriff's Office, said the simulator permits deputies to run through five to seven different scenarios in 20 minutes.

"It allows us to create situations we otherwise wouldn't have been able to do," Panin said. "VirTra did its homework. The situations are extremely realistic and relevant to what officers encounter."

Deputies using the roughly \$250,000 simulator have free rein in how they want to react to situations. Panin can select from a variety of prompts for the simulation to perform based on what the deputy in training did or said. Deputies can choose to use force by firearm, Taser or pepper spray. Shots fired in the simulation are accurately depicted.

Gardner said in addition to helping police train in interacting with mentally ill people, he puts deputies who recently experienced a traumatic situation through the VirTra system before they return to the field.

"It helps them learn if they are going to hesitate when put in a stressful situation or if they're going to be too quick to act when they shouldn't have," Gardner said.

Other efforts

Amid calls to defund the police and increase funding to social services, cities and states across the country are experimenting with different policing models.

A group of Michigan senators introduced in October Senate Bill 1162, which would create a state office of social work and police partnerships.

The bill seeks to provide funding to embed social workers, counselors and psychologists

with law enforcement.

The mental health professionals would work with police and respond to emergency calls involving mental illness, substance abuse and homelessness. They would refer individuals to social services and counsel crime victims and individuals reentering society after incarceration. Additionally, the counselors would help police officers with their trauma and mental health needs.

In Detroit, officials announced in December a new program aimed to help police respond to mental health calls.

The program — an \$800,000 partnership with the Detroit Wayne Integrated Health Network — embeds behavioral health staff at the 911 call center and with police. It also brings together police and behavioral health clinicians to assist residents with no home find shelter and permanent housing.

“The police department in Detroit and across the country has become the de facto mental health agency far too often,” Detroit Mayor Mike Duggan said in December. “In Michigan, going back to the 1990s, with the shuttering of residential (mental health care) facilities, the Detroit police have found themselves being mental health care workers far too often.”

Duggan pushed back at the idea that more funding for social services must mean less funding for police.

“We don’t need less funding to the police department, we need more. We also need more funding for mental health,” Duggan said. “The city of Detroit doesn’t operate mental health services. In Michigan, mental health services are funded 90% by the state. In Wayne County, they’re operated through DWIHN.”

In Detroit’s fiscal year 2020-21 budget, the city allocated \$328.7 million for police, making up 15% of the budget — the second largest chunk of it. Two percent of the city budget, \$41.8 million, went to health.

Detroit Police Chief James Craig said as of Dec. 15, there were 7,300 calls in 2020 involving something related to mental health. There were 33 barricaded gunman situations in Detroit in all of 2020, about half of which involved someone with mental illness, Craig said.

The goal of the partnership with DWIHN is to improve police response and connect mentally ill people with early support, Craig said.

“I really think this collaborative effort will save lives, result in fewer calls, and it’s going to reduce the number of violent crimes. I really believe that,” Craig said.

Other U.S. cities are finding different ways to improve their responses to mental health calls.

In two Oregon cities, Eugene and Springfield, a specialized team called CAHOOTS — Crisis Assistance Helping Out on the Streets — responds to calls relating to mental health issues and addiction. The CAHOOT responders include a medic and a crisis responder, usually sans an armed police officer.

CAHOOTS responded to about 23,000 calls in Eugene and Springfield in 2018 — about 20% of calls in the area, a CAHOOT official said on CBS Evening News. Other cities across the country are exploring the CAHOOT model.

Colorado is using millions of dollars from the state’s recreational marijuana tax fund to pair behavioral health specialists with cops.

In Seattle, those caught by police with small amounts of drugs are steered toward social programs instead of being incarcerated.

These different diversion programs may be effective in making a difference, however, whether they can reverse the effects of a crippled national mental health system is a different question.

Deaths from substance abuse and suicide have recently increased in the U.S., leaving it with one of the highest suicide rates in the industrialized world.

Mental health issues and substance abuse in the U.S. may be exacerbated by barriers to health care and safety-related issues in the country, according to the Commonwealth Fund, a foundation focused on health care.

Nearly half of U.S. adults who reported experiencing emotional distress also reported being concerned about neighborhood safety or having enough money for food or shelter. In contrast, only 16% to 19% of adults reporting emotional distress in the United Kingdom, France and Germany cited unmet social and economic needs, according to a Commonwealth Fund report.

Americans experiencing emotional distress have few places to turn compared with other industrialized countries. The U.S. has 105 mental health workers per 100,000 people —

about half the rate of Canada and Australia. And only one-third of primary care practices in the U.S. have mental health professionals on their team compared with more than 90% in the Netherlands and Sweden, according to the Commonwealth Fund.

Until there is significant structural change, police department initiatives will act as a bandage for America's disjointed mental health care system, said Huff of the Mental Health Association in Michigan.

Huff says she's interested in watching how the Oakland County program will affect society.

"Having a mental health clinician be trained as a deputy and carry a gun is a really interesting concept. I like the idea and I see where they're going," Huff said.

Wade, the VA psychologist joining the Sheriff's Office as a reserve deputy, said she once came across a quote in a book from psychologist Francine Shapiro that inspired her to become an embedded psychologist:

"We are all responsible for the world we live in. Worldwide, clinicians are forging bonds that transcend countries and ideologies. Bonds that can help heal trauma and pain that lead to ongoing violence and suffering. To make a difference that effects (sic) generations to come — don't leave it to anyone else. We all have to take a part in it."

Contact Omar Abdel-Baqui: oabdelbaqui@freepress.com. Follow him on Twitter @omarabdelb.

Regular Meeting Minutes of January 25, 2021

Following discussion, a roll call vote was then taken on the proposed substitute resolution by Bahr, seconded by Toy,

CITY COUNCIL

Subject matter of an agreement with Hegira Health, Inc. to provide two (2) full-time master's degree level professional Social Workers to be embedded with the Livonia Police Department to provide Law Enforcement/Mental Health Co-Response Services to the residents of the City of Livonia.

(Refer to Committee of the Whole)

#21-21 RESOLVED, that upon the motion by Council Vice President Scott Bahr, seconded by Councilmember Laura Toy, at the Regular Meeting held January 25, 2021, the Council does hereby refer the subject matter of an agreement with Hegira Health, Inc. to provide two (2) full-time Master Degree Level Professional Social Workers to be embedded with the Livonia Police Department to provide Law Enforcement/Mental Health Co-Response Services to the residents of the City of Livonia to the Committee of the Whole for its report and recommendation.

with the following result:

AYES: Donovic, Toy, Bahr, White and McIntyre

NAYS: McCullough, Jolly

The President declared the resolution adopted.

<i>NEW BUSINESS (Regular Meeting of January 25, 2021)</i>
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Motion by: Bahr

Seconded by: Toy

ROLL CALL:

Ayes: Donovic, Toy, Bahr, White, McIntyre

Nays: McCullough, Jolly

Absent: None



REPORT TO THE LIVONIA CITY COUNCIL

Council Office
January 25, 2021

MEETING DATE

January 25, 2021

PREPARED BY

Sara Kasprowicz, Office Administrator,

AGENDA ITEM

New Data Item 3 - Talking points from Mayor's office regarding Crisis Support Team

BACKGROUND

RECOMMENDATION

FISCAL CONSIDERATION

ATTACHMENTS

1. CST - Talking Points
2. CST - Talking Points

APPROVED BY

Kasprowicz, Sara

From: Thomas, LaShawn
Sent: Friday, January 22, 2021 11:29 AM
To: Kasprowicz, Sara; Bahr, Scott; Donovic, Rob; Jolly, Jim; McCullough, Brandon; McIntyre, Kathleen; Toy, Laura; White, Cathy
Cc: Mayor Staff
Subject: Crisis Support Team (item 3 on the January 25 meeting agenda)
Attachments: CST - Talking Points.docx

Follow Up Flag: Follow up
Flag Status: Flagged

Good morning Council members – and Happy Friday!

On January 25, Chief Caid will share some exciting information on the creation of the department's first ever "Crisis Support Team" (CRT). This team will be equally beneficial to our officers and to our community. The attached document provides some background and talking points (thank you Josh!). I thought this might be helpful as you engage in discussions with the public and/or media.

Please let me know if you have any questions or would like additional support. I am happy to help and am always open to suggestions and feedback!

Have a wonderful weekend,
LaShawn

LaShawn Thomas
Director of Government Affairs
City of Livonia | Mayor's Office
(734) 466-2205
lthomas@livonia.gov

CRISIS SUPPORT TEAM

Notes:

- The Hegira/LPD Contract on the agenda Jan. 25 sets the foundation of the Livonia Police Department's Crisis Support Team (CST).
- This is a first-of-its-kind program in Southeast Michigan, with the CST social workers (2) directly embedded within the Police Department.
- CST will respond or co-respond with police officers to specific calls for service – behavioral health crises, substance abuse problems, group home issues, etc.
- CST will follow up with specific individuals/cases as needed, building relationships with individual residents.
- This will reduce repeat calls for service in the future, engaging CST personnel rather than police officers.
- Police Officers will be freed up for other public safety tasks.
- Contract is funded by already-budgeted Police Department funds.
- The CST will join the Department through a contract with Hegira Health, which since 1971 has been a leader in behavioral healthcare and is one of Michigan's largest behavioral healthcare organizations.
- LPD will vet the CST social workers, who will remain Hegira employees.

Possible Talking Points:

- This contract frees up our Livonia Police officers to spend more time on the police work, working to keep our City safe.
- This is an opportunity for us to better serve our community's diverse and constantly changing needs.
- This program exemplifies how our Police Department is rising to the challenge of changing demands of the job.
- This is something that Chief Caid and his team have been working on for years.
- As behavioral health and substance abuse issues become more common, police officers are too often the only ones to turn to in those situations. This program ensures we have certified professionals with an expertise in helping individuals in need.



REPORT TO THE LIVONIA CITY COUNCIL

Police

December 29, 2020

MEETING DATE

January 25, 2021

PREPARED BY

Diane Warterian, Program
Supervisor, Police

AGENDA ITEM

REQUEST TO WAIVE THE FORMAL BIDDING PROCESS AND AUTHORIZE AGREEMENT WITH HEGIRA HEALTH, INC.: Division of Police, re: to provide law enforcement/mental health co-response services to the residents of Livonia.

BACKGROUND

For nearly two years, the Livonia Division of Police has been in discussion with various groups and individuals regarding the demands placed on police officers responding to a wide range of social issues. These discussions have included Chief Judge Timothy Kenny of the 3rd Judicial Circuit Court and Chief Judge Freddie Burton Jr. of Wayne County Probate Court.

These discussions have focused on alternatives to incarceration for individuals that have mental health issues, through both the criminal and probate divisions of the Wayne County Circuit Court with the goal of directly addressing the underlying mental health issues. The objective is to hold the individual accountable for their actions while the long-term goal of seeking appropriate treatment, to help ensure that the individual enjoys a healthy and productive life.

Part of this project involved the Wayne State University Center for Behavioral Health and Justice. Under the leadership of WSU Project Coordinator Nanci Hambrick, researchers visited the Livonia Police Department and were provided detailed information from members of our agency regarding calls for assistance with servicing or mitigating issues involving people in various stages of mental health crisis. These calls include individuals that indicated they were suicidal, delusional, sustain a chemical dependency, were incapable of caring for themselves and more.

Although members of the Livonia Police Department are highly educated, 78% hold bachelor's degrees and 22% have obtained associates degrees, they are not psychologists or certified social workers. They are police officers committed to serving our community with the tools and resources at their disposal. And they do a phenomenal job!

Additionally, Livonia has over 50 group homes. The majority of these operate without issue while serving their clients and contributing to their neighborhoods. However, some of these facilities have

reoccurring challenges, with various sources, and are a repeated drain on law enforcement services to address client or staffing challenges.

RECOMMENDATION

Therefore, pursuant to Finance Ordinance 3.04.140. d.3. The Livonia Division of Police is requesting a waiver of the sealed bid process to utilize the resources of Hegira Health, Inc., 37450 Schoolcraft Road, Livonia, 48154, in providing two master degree level social workers to be embedded with the Livonia Police Department at a cost not to exceed \$190,000.00 for compensation of services.

The individuals assigned to the Livonia Police Department will meet the standards set forth in the attached agreement, which also allows the Livonia Police Department the ability to vet applicants for this assignment. This process is necessary as the individuals will be supplied work space within the police department and by that nature, be subject to Criminal Justice Information System (CJIS) regulations of confidentiality.

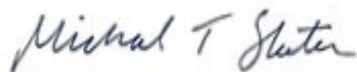
FISCAL CONSIDERATION

Funds are not specifically allocated for this project. However, in conjunction with the approval of Mayor Brosnan and Director of Finance Michael Slater, funding will occur within the current Livonia Police Department budget. The account to be utilized will be Contractual Services 101-304-818-000. Necessary internal re-allocations will occur, but will not affect the ability to staff our police officers, thus maintaining our ability to serve our community. Additionally, I am confident that we will obtain grant funding to assist in offsetting costs associated with this program with the goal of having no effect on our current budget.

ATTACHMENTS

1. Livonia City of Vendor Agreement 12.18.20

APPROVED BY



Date: December 29, 2020

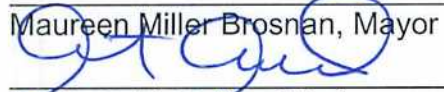
Michael T. Slater, Finance Director



Date: December 30, 2020

Paul Bernier, City Attorney




Maureen Miller Brosnan, Mayor

Date: January 07, 2021


Curtis Caid, Police Chief

Date: January 14, 2021

Vendor Agreement

City of Livonia and Hegira Health, Inc.

This is a vendor agreement between the City of Livonia (City), located at 33000 Civic Center Dr., Livonia, MI 48154 and Hegira Health, Inc. (HHI) located at 37450 Schoolcraft Rd., Ste. 110, Livonia, MI 48150 and is effective upon the beginning of the provision of services.

Purpose:

The Livonia Police Department (LPD) seeks to embed mental health clinicians within their department to provide law enforcement/mental health co-response services to the residents of Livonia.

Statement of Work:

HHI will provide two full time, licensed, Masters-level clinicians (Social Worker, Counselor or Psychologist) to be embedded within LPD. The clinicians will be available to co-respond with officers at the scene either in real time or be called out by the officer after their initial dispatch to the scene. The clinicians will follow-up with individuals whom they have had contact with and provide ongoing crisis stabilization services to ensure they are linked to treatment and services in the community. To ensure timely access, the clinicians will also be available to provide telehealth consultation and assessment services either to support officers in the field or directly for persons needing services. The designated clinicians would respond only to LPD calls for service and would not respond to calls for any other jurisdiction. HHI and LPD will work together to interview and select candidates and ensure that all background clearance and credentialing documents are obtained and verified prior to employment.

Compensation:

HHI will employ two Mobile Crisis Co-Response Clinicians available exclusively to LPD to provide all services required under this Agreement. HHI will be responsible for all direct and indirect program expenses, including, but not limited to, salary, benefits, equipment, travel, insurance, supervision, and program administration. HHI will be reimbursed by LPD an amount of \$40 per compensable hour paid by HHI to the designated program staff in accordance with HHI personnel policies, including allowances for training, holidays, or Paid Time Off. HHI will submit a monthly invoice detailed by program staff member indicating the number of hours compensated for the month and the corresponding total due from LPD. Such invoice will be provided by the 10th of each month for services delivered during the prior month with payment due from LPD within 30 days of the invoice date.

Independent Contractor Status:

It is understood by and between the parties that HHI is an independent contractor and that no employee/employer relationship is created under this Agreement. HHI and its employees are not employees of the City of Livonia or the Livonia Police Department and are therefore not entitled to any benefits afforded under such relationship. HHI will be responsible for all payments of wages, benefits, and taxes for program staff in accordance with company personnel policies and applicable laws. HHI will carry worker's compensation and liability insurance coverage for its employees as required by law and in amounts consistent with industry standards.

Representation, Limitations, and Indemnification:

HHI represents and warrants that it is duly organized, validly existing and in good standing under the laws of its jurisdiction of incorporation, and that it has all necessary rights, title and licenses to provide the services under this agreement.

HHI represents and warrants that it will perform the services in a professional manner in accordance with industry standards.

Records Management:

HHI shall maintain appropriate records relating to service, client care, and financial information. All records of service will be documented in HHI's electronic health record. Individuals choosing to continue with community-based services following the initial crisis contact will be required to consent to a program specific release of information, that includes both HHI and Livonia Police Department. HHI will keep all records for ten years after the termination of this agreement.

Confidentiality:

Both HHI and LPD will keep confidential and not disclose the other party's confidential information without express permission via written consent. Additionally, both parties agree not to use, or permit others to use the other party's confidential information for any purpose other than related to the provision of services. Both parties will take all reasonable measures to avoid disclosure of confidential information, including, at a minimum, those measures and degree of care it takes to protect its own confidential information. Nothing herein shall be construed to limit or prohibit the City's compliance with the Freedom of Information Act, MCL 15.231, *et seq.*

HHI, its personnel, and anyone it may contract with to provide services under this agreement, shall comply with the Health Insurance Portability and Accountability Act of 1996 (HIPAA, Public Law 104-191, as amended) and 42 CFR Part 2: Confidentiality of Substance Use Disorder Patient Records.

Conflict of Interest:

The City of Livonia agrees to not directly hire HHI staff placed in the Mobile Crisis Co-Response Clinician positions unless they have been previously vacated from the position for at least twelve consecutive months. Both HHI and the City of Livonia affirm that no principal, representative, agent, or other person acting on behalf of or legally capable of acting on behalf of each entity is currently an employee of the other entity. If such a person comes to exist in the future, measures will be taken to ensure confidentiality of sensitive information.

Standard Assurances and Non-Discrimination:

No employee or applicant for employment with HHI shall be subjected to discrimination with respect to hiring, recruitment, advancement or discharge, and shall adhere to all applicable Federal, State and local laws, ordinances, rules and regulations, and policies prohibiting discrimination.

Debarment and Suspension:

HHI certifies to the best of its knowledge and belief that it and its subcontractors:

- I. Are not presently debarred, suspended, proposed for debarment, declared ineligible, or voluntarily excluded from participation in any federal department or agency.
- II. Have not within a three year period preceding this agreement been convicted of, or had a civil judgement rendered against them for commission of fraud or a criminal offense in connection with obtaining, attempting to obtain, performing in a public transaction or contract; violation of state and/or federal antitrust statutes; or commission of embezzlement, theft, forgery, bribery, falsification or destruction of records, making false statements, or receiving stolen property.
- III. Have not within a three-year period preceding the effective date of this agreement, had one or more public transactions terminated for cause or as a result of default.

Term and Termination:

The term of this agreement shall commence upon the beginning of the provision of services and shall terminate upon the occurrence of any of the following:

- I. Either party may terminate this agreement for cause if the other party is in breach by providing written notice to the breaching party within thirty days of the breach. The notice shall specify the breach for which the agreement is potentially being terminated with the desired cure necessary to prevent contract termination. If the breaching party fails to remedy the breach to the satisfaction of the other party before the effective date of termination, this agreement shall terminate.
- II. Either party may terminate this agreement without cause upon thirty days prior written notice to the other party.

Miscellaneous:

- I. This instrument contains the entire Agreement of the parties, and all prior verbal and/or written negotiations are merged herein. Any amendments or modifications to this Agreement must be approved by both parties in writing and shall be incorporated by an addendum or attachment to this Agreement.
- II. Photocopies, Facsimile transmissions, and other reproductions of this Agreement will be deemed to be original counterparts of this Agreement.
- III. This Agreement is intended to be performed in accordance with, and only to the extent permitted by, all applicable laws, ordinances, rules, and regulations. If any provision of this Agreement or its application to any person or circumstance is, for any reason and to any extent, invalid or unenforceable, the remainder of this Agreement and the application of the provision to other persons or circumstances shall not be affected by it, but rather shall be enforced to the greatest extent permitted by law.
- IV. No waiver by either party of any of the provisions hereof shall be effective unless explicitly set forth in writing and signed by the party. No failure to exercise, or delay in exercising, any right, remedy, power, or privilege arising from this Agreement shall operate or be construed as a waiver thereof; nor shall any single or partial exercise of any right, remedy, power or privilege hereunder preclude any other or further exercise thereof or the exercise of any other right, remedy or privilege.

Certification:

The persons signing on behalf of each party certify by their signatures that they are authorized to sign this agreement on behalf of each party and that this agreement has been authorized.

Hegira Health, Inc., Certified Signature

Carol Zuniga
Carol Zuniga, Executive Director

12/18/2020
Date

City of Livonia, Certified Signature

Name, Title

Date

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

9. REQUEST TO ACCEPT FY2023 FEMA ASSISTANCE TO FIREFIGHTER GRANT (AFG) AND AUTHORIZE THE PURCHASE OF THERMAL IMAGER EQUIPMENT: Livonia Fire and Rescue, re: in order to enhance emergency response capabilities, from grant and budgeted funds.

Fire Fighter McKee, Livonia Fire Department, presented the request to Council.

Councilmember Morgan offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

9.

Fire
August 28, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Robert Jennison, Fire Chief

AGENDA ITEM

REQUEST TO ACCEPT FY2023 FEMA ASSISTANCE TO FIREFIGHTER GRANT (AFG) AND AUTHORIZE THE PURCHASE OF THERMAL IMAGER EQUIPMENT: Livonia Fire and Rescue, re: in order to enhance emergency response capabilities, from grant and budgeted funds.

BACKGROUND DETAILS

Livonia Fire & Rescue has been awarded a FY 2023 FEMA Assistance to Firefighter Grant (AFG). A grant application was submitted proposing to purchase twenty firefighting thermal imaging cameras and accessories. The grant was awarded in the amount of \$71,428.57 in federal funding with a minimum of 5% match from Livonia Fire & Rescue. The most recent price quote for the project is \$75,525.00, with the City contributing funding of \$4,096.43.

Thermal imaging cameras enable firefighters to see through thick, black smoke and locate trapped victims, evaluate the flow of superheated gases throughout a structure, and find the seat of a fire to quickly extinguish the blaze. Improvements in technology allow for visibility and clarity which was unimaginable five years ago. Having evaluated different manufacturers' cameras, Livonia Fire & Rescue has chosen to purchase SEEK AttackPRO+ thermal imaging cameras.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

It is the recommendation of the Fire Department that Council proceeds as follows:

Accept the FY 2023 FEMA Assistance to Firefighters (AFG) grant in the amount of \$71,428.57, and enter into a grant agreement with FEMA for the purchase of thermal imaging equipment for \$75,525.00. The Thermal Imaging grant funding will be expensed from Account No. 223-412-971-000 with the reimbursement deposited to Account No. 223-412-528-050. The remaining balance will be expensed from Account No. 101-338-766-000 in the amount of \$4,096.43 for the required matching funds.

Waive the bidding requirements pursuant to section 3.04.140(E)(4) of the Livonia Code of Ordinances as MES, Inc is a Sourcwell cooperative purchasing provider of firefighting equipment.

Authorize purchase from MES, Inc., 12 Turnberry Lane, 2nd Floor, Sandy Hook, CT 06482 in the amount \$75,525.00 from grant Account No. 223-412-528-050 and funds already budgeted in Account No. 101-338-

766-000.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

(20) SEEK AttackPRO+ thermal imaging cameras and accessories.

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

\$75,525

DETAILED WORK BEING PERFORMED

n/a

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

Funding is available in Account No. 101-338-766-000 & Account No. 223-412-971-000.

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

n/a

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc):

MES, Inc is a Sourcewell cooperative purchasing provider of firefighting equipment.

ATTACHMENTS

1. S090924 LTC LFD AFG Grant
2. EMW-2023-FG-07247 - Award Package
3. MES Quote QT1782025

APPROVED BY



Robert Jennison, Fire Chief

Date: August 28, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Date: August 29, 2024

Maureen Miller Brosnan, Mayor

Award Letter

U.S. Department of Homeland Security
Washington, D.C. 20472

Effective date: 07/11/2024



John McKee
CITY OF LIVONIA
33000 CIVIC CENTER DRIVE
LIVONIA, MI 48154

EMW-2023-FG-07247

Dear John McKee,

Congratulations on behalf of the Department of Homeland Security. Your application submitted for the Fiscal Year (FY) 2023 Assistance to Firefighters Grant (FG) Grant funding opportunity has been approved in the amount of \$71,428.57 in Federal funding. As a condition of this grant, you are required to contribute non-Federal funds equal to or greater than 5.00% of the Federal funds awarded, or \$3,571.43 for a total approved budget of \$75,000.00. Please see the FY 2023 FG Notice of Funding Opportunity for information on how to meet this cost share requirement.

Before you request and receive any of the Federal funds awarded to you, you must establish acceptance of the award through the FEMA Grants Outcomes (FEMA GO) system. By accepting this award, you acknowledge that the terms of the following documents are incorporated into the terms of your award:

- Summary Award Memo - included in this document
- Agreement Articles - included in this document
- Obligating Document - included in this document
- 2023 FG Notice of Funding Opportunity (NOFO) - incorporated by reference

Please make sure you read, understand, and maintain a copy of these documents in your official file for this award.

Sincerely,

A handwritten signature in blue ink that reads "P. Williams". The signature is written in a cursive, flowing style.

PAMELA WILLIAMS
Assistant Administrator, Grant Programs

Summary Award Memo

Program: Fiscal Year 2023 Assistance to Firefighters Grant

Recipient: CITY OF LIVONIA

UEI-EFT: WG2XSL4YB7N4

DUNS number: 195897947

Award number: EMW-2023-FG-07247

Summary description of award

The purpose of the Assistance to Firefighters Grant program is to protect the health and safety of the public and firefighting personnel against fire and fire-related hazards. After careful consideration, FEMA has determined that the recipient's project or projects submitted as part of the recipient's application and detailed in the project narrative as well as the request details section of the application - including budget information - was consistent with the Assistance to Firefighters Grant Program's purpose and was worthy of award.

Except as otherwise approved as noted in this award, the information you provided in your application for Fiscal Year (FY) 2023 Assistance to Firefighters Grant funding is incorporated into the terms and conditions of this award. This includes any documents submitted as part of the application.

Amount awarded table

The amount of the award is detailed in the attached Obligating Document for Award.

The following are the budgeted estimates for object classes for this award (including Federal share plus your cost share, if applicable):

Object Class	Total
Personnel	\$0.00
Fringe benefits	\$0.00
Travel	\$0.00
Equipment	\$75,000.00
Supplies	\$0.00
Contractual	\$0.00
Construction	\$0.00
Other	\$0.00
Indirect charges	\$0.00
Federal	\$71,428.57
Non-federal	\$3,571.43
Total	\$75,000.00
Program Income	\$0.00

Approved scope of work

After review of your application, FEMA has approved the below scope of work. Justifications are provided for any differences between the scope of work in the original application and the approved scope of work under this award. You must submit scope or budget revision requests for FEMA's prior approval, via an amendment request, as appropriate per 2 C.F.R. § 200.308 and the FY2023 FG NOFO.

Approved request details:

Equipment

Thermal Imaging Camera (Must be NFPA 1801 Compliant)

DESCRIPTION

This includes the TIC, carabiner to securing to gear and truck charger

	QUANTITY	UNIT PRICE	TOTAL	BUDGET CLASS
Cost 1	20	\$3,750.00	\$75,000.00	Equipment

Agreement Articles

Program: Fiscal Year 2023 Assistance to Firefighters Grant

Recipient: CITY OF LIVONIA

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Table of contents

Article 1	Assurances, Administrative Requirements, Cost Principles, Representations, and Certifications
Article 2	General Acknowledgements and Assurances
Article 3	Acknowledgement of Federal Funding from DHS
Article 4	Activities Conducted Abroad
Article 5	Age Discrimination Act of 1975
Article 6	Americans with Disabilities Act of 1990
Article 7	Best Practices for Collection and Use of Personally Identifiable Information
Article 8	Civil Rights Act of 1964 – Title VI
Article 9	Civil Rights Act of 1968
Article 10	Copyright
Article 11	Debarment and Suspension
Article 12	Drug-Free Workplace Regulations
Article 13	Duplicative Costs
Article 14	Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX
Article 15	E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety
Article 16	Energy Policy and Conservation Act
Article 17	False Claims Act and Program Fraud Civil Remedies
Article 18	Federal Debt Status
Article 19	Federal Leadership on Reducing Text Messaging while Driving
Article 20	Fly America Act of 1974
Article 21	Hotel and Motel Fire Safety Act of 1990
Article 22	John S. McCain National Defense Authorization Act of Fiscal Year 2019
Article 23	Limited English Proficiency (Civil Rights Act of 1964, Title VI)
Article 24	Lobbying Prohibitions
Article 25	National Environmental Policy Act

Article	Nondiscrimination in Matters Pertaining to Faith-Based Organizations
26	
Article	Non-Supplanting Requirement
27	
Article	Notice of Funding Opportunity Requirements
28	
Article	Patents and Intellectual Property Rights
29	
Article	Procurement of Recovered Materials
30	
Article	Rehabilitation Act of 1973
31	
Article	Reporting of Matters Related to Recipient Integrity and Performance
32	
Article	Reporting Subawards and Executive Compensation
33	
Article	Required Use of American Iron, Steel, Manufactured Products, and
34	Construction Materials
Article	SAFECOM
35	
Article	Terrorist Financing
36	
Article	Trafficking Victims Protection Act of 2000 (TVPA)
37	
Article	Universal Identifier and System of Award Management
38	
Article	USA PATRIOT Act of 2001
39	
Article	Use of DHS Seal, Logo and Flags
40	
Article	Whistleblower Protection Act
41	
Article	Environmental Planning and Historic Preservation (EHP) Review
42	
Article	Applicability of DHS Standard Terms and Conditions to Tribes
43	
Article	Acceptance of Post Award Changes
44	
Article	Disposition of Equipment Acquired Under the Federal Award
45	
Article	Prior Approval for Modification of Approved Budget
46	
Article	Indirect Cost Rate
47	
Article	Award Performance Goals
48	

Article 1**Assurances, Administrative Requirements, Cost Principles, Representations, and Certifications**

I. Recipients must complete either the Office of Management and Budget (OMB) Standard Form 424B Assurances – Non- Construction Programs, or OMB Standard Form 424D Assurances – Construction Programs, as applicable. Certain assurances in these documents may not be applicable to your program and the DHS financial assistance office (DHS FAO) may require applicants to certify additional assurances. Applicants are required to fill out the assurances as instructed by the federal awarding agency.

Article 2**General Acknowledgements and Assurances**

Recipients are required to follow the applicable provisions of the Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards in effect as of the federal award date and located at 2 C.F.R. Part 200 and adopted by DHS at 2 C.F.R. § 3002.10. All recipients and subrecipients must acknowledge and agree to provide DHS access to records, accounts, documents, information, facilities, and staff pursuant to 2 C.F.R. § 200.337. I. Recipients must cooperate with any DHS compliance reviews or compliance investigations. II. Recipients must give DHS access to examine and copy records, accounts, and other documents and sources of information related to the federal financial assistance award and permit access to facilities and personnel. III. Recipients must submit timely, complete, and accurate reports to the appropriate DHS officials and maintain appropriate backup documentation to support the reports. IV. Recipients must comply with all other special reporting, data collection, and evaluation requirements required by law, federal regulation, Notice of Funding Opportunity, federal award specific terms and conditions, and/or federal awarding agency program guidance. V. Recipients must complete the DHS Civil Rights Evaluation Tool within thirty (30) days of receiving the Notice of Award for the first award under which this term applies. Recipients of multiple federal awards from DHS should only submit one completed tool for their organization, not per federal award. After the initial submission, recipients are required to complete the tool once every two (2) years if they have an active federal award, not every time a federal award is made. Recipients must submit the completed tool, including supporting materials, to CivilRightsEvaluation@hq.dhs.gov. This tool clarifies the civil rights obligations and related reporting requirements contained in these DHS Standard Terms and Conditions. Subrecipients are not required to complete and submit this tool to DHS. The evaluation tool can be found at <https://www.dhs.gov/publication/dhs-civil-rights-evaluation-tool>. DHS Civil Rights Evaluation Tool | Homeland Security. The DHS Office for Civil Rights and Civil Liberties will consider, in its discretion, granting an extension to the 30-day deadline if the recipient identifies steps and a timeline for completing the tool. Recipients must request extensions by emailing the request to CivilRightsEvaluation@hq.dhs.gov prior to expiration of the 30-day deadline.

Article 3	Acknowledgement of Federal Funding from DHS Recipients must acknowledge their use of federal award funding when issuing statements, press releases, requests for proposal, bid invitations, and other documents describing projects or programs funded in whole or in part with federal award funds.
Article 4	Activities Conducted Abroad Recipients must coordinate with appropriate government authorities when performing project activities outside the United States obtain all appropriate licenses, permits, or approvals.
Article 5	Age Discrimination Act of 1975 Recipients must comply with the requirements of the Age Discrimination Act of 1975, Pub. L. No. 94-135 (codified as amended at 42 U.S.C. § 6101 et seq.), which prohibits discrimination on the basis of age in any program or activity receiving federal financial assistance.
Article 6	Americans with Disabilities Act of 1990 Recipients must comply with the requirements of Titles I, II, and III of the Americans with Disabilities Act, Pub. L. No. 101-336 (1990) (codified as amended at 42 U.S.C. §§ 12101– 12213), which prohibits recipients from discriminating on the basis of disability in the operation of public entities, public and private transportation systems, places of public accommodation, and certain testing entities.
Article 7	Best Practices for Collection and Use of Personally Identifiable Information Recipients who collect personally identifiable information (PII) as part of carrying out the scope of work under a federal award are required to have a publicly available privacy policy that describes standards on the usage and maintenance of the PII they collect. DHS defines PII as any information that permits the identity of an individual to be directly or indirectly inferred, including any information that is linked or linkable to that individual. Recipients may also find the DHS Privacy Impact Assessments: Privacy Guidance and Privacy Template as useful resources respectively.

Article 8**Civil Rights Act of 1964 – Title VI**

Recipients must comply with the requirements of Title VI of the Civil Rights Act of 1964, Pub. L. No. 88-352 (codified as amended at 42 U.S.C. § 2000d et seq.), which provides that no person in the United States will, on the grounds of race, color, or national origin, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance. DHS implementing regulations for the Act are found at 6 C.F.R. Part 21. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA's implementing regulations at 44 C.F.R. Part 7.

Article 9**Civil Rights Act of 1968**

Recipients must comply with Title VIII of the Civil Rights Act of 1968, Pub. L. No. 90-284 (codified as amended at 42 U.S.C. § 3601 et seq.) which prohibits recipients from discriminating in the sale, rental, financing, and advertising of dwellings, or in the provision of services in connection therewith, on the basis of race, color, national origin, religion, disability, familial status, and sex, as implemented by the U.S. Department of Housing and Urban Development at 24 C.F.R. Part 100. The prohibition on disability discrimination includes the requirement that new multifamily housing with four or more dwelling units— i.e., the public and common use areas and individual apartment units (all units in buildings with elevators and ground-floor units in buildings without elevators)—be designed and constructed with certain accessible features. (See 24 C.F.R. Part 100, Subpart D.)

Article 10**Copyright**

Recipients must affix the applicable copyright notices of 17 U.S.C. §§ 401 or 402 to any work first produced under federal awards and also include an acknowledgement that the work was produced under a federal award (including the federal award number and federal awarding agency). As detailed in 2 C.F.R. § 200.315, a federal awarding agency reserves a royalty-free, nonexclusive, and irrevocable right to reproduce, publish, or otherwise use the work for federal purposes and to authorize others to do so.

Article 11**Debarment and Suspension**

Recipients must comply with the non-procurement debarment and suspension regulations implementing Executive Orders (E.O.) 12549 and 12689 set forth at 2 C.F.R. Part 180 as implemented by DHS at 2 C.F.R. Part 3000. These regulations prohibit recipients from entering into covered transactions (such as subawards and contracts) with certain parties that are debarred, suspended, or otherwise excluded from or ineligible for participation in federal assistance programs or activities.

Article 12	Drug-Free Workplace Regulations Recipients must comply with drug-free workplace requirements in Subpart B (or Subpart C, if the recipient is an individual) of 2 C.F.R. Part 3001, which adopts the Government- wide implementation (2 C.F.R. Part 182) of the Drug-Free Workplace Act of 1988 (41 U.S.C. §§ 8101-8106).
Article 13	Duplicative Costs Recipients are prohibited from charging any cost to this federal award that will be included as a cost or used to meet cost sharing or matching requirements of any other federal award in either the current or a prior budget period. (See 2 C.F.R. § 200.403(f)). However, recipients may shift costs that are allowable under two or more federal awards where otherwise permitted by federal statutes, regulations, or the federal financial assistance award terms and conditions.
Article 14	Education Amendments of 1972 (Equal Opportunity in Education Act) – Title IX Recipients must comply with the requirements of Title IX of the Education Amendments of 1972, Pub. L. No. 92-318 (codified as amended at 20 U.S.C. § 1681 et seq.), which provide that no person in the United States will, on the basis of sex, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any educational program or activity receiving federal financial assistance. DHS implementing regulations are codified at 6 C.F.R. Part 17. Recipients of an award from the Federal Emergency Management Agency (FEMA) must also comply with FEMA’s implementing regulations at 44 C.F.R. Part 19.
Article 15	E.O. 14074 – Advancing Effective, Accountable Policing and Criminal Justice Practices to Enhance Public Trust and Public Safety Recipient State, Tribal, local, or territorial law enforcement agencies must comply with the requirements of section 12(c) of E.O. 14074. Recipient State, Tribal, local, or territorial law enforcement agencies are also encouraged to adopt and enforce policies consistent with E.O. 14074 to support safe and effective policing.
Article 16	Energy Policy and Conservation Act Recipients must comply with the requirements of the Energy Policy and Conservation Act, Pub. L. No. 94-163 (1975) (codified as amended at 42 U.S.C. § 6201 et seq.), which contain policies relating to energy efficiency that are defined in the state energy conservation plan issued in compliance with this Act.

Article 17	False Claims Act and Program Fraud Civil Remedies Recipients must comply with the requirements of the False Claims Act, 31 U.S.C. §§ 3729- 3733, which prohibit the submission of false or fraudulent claims for payment to the Federal Government. (See 31 U.S.C. §§ 3801-3812, which details the administrative remedies for false claims and statements made.)
Article 18	Federal Debt Status All recipients are required to be non-delinquent in their repayment of any federal debt. Examples of relevant debt include delinquent payroll and other taxes, audit disallowances, and benefit overpayments. (See OMB Circular A-129.)
Article 19	Federal Leadership on Reducing Text Messaging while Driving Recipients are encouraged to adopt and enforce policies that ban text messaging while driving recipient-owned, recipient-rented, or privately owned vehicles when on official government business or when performing any work for or on behalf of the Federal Government. Recipients are also encouraged to conduct the initiatives of the type described in Section 3(a) of E.O. 13513.
Article 20	Fly America Act of 1974 Recipients must comply with Preference for U.S. Flag Air Carriers (a list of certified air carriers can be found at: Certificated Air Carriers List US Department of Transportation, https://www.transportation.gov/policy/aviation-policy/certificated-air-carriers-list) for international air transportation of people and property to the extent that such service is available, in accordance with the International Air Transportation Fair Competitive Practices Act of 1974, 49 U.S.C. § 40118, and the interpretative guidelines issued by the Comptroller General of the United States in the March 31, 1981, amendment to Comptroller General Decision B-138942.
Article 21	Hotel and Motel Fire Safety Act of 1990 Recipients must ensure that all conference, meeting, convention, or training space funded entirely or in part by federal award funds complies with the fire prevention and control guidelines of Section 6 of the Hotel and Motel Fire Safety Act of 1990, 15 U.S.C. § 2225a.

Article 22**John S. McCain National Defense Authorization Act of Fiscal Year 2019**

Recipients, subrecipients, and their contractors and subcontractors are subject to the prohibitions described in section 889 of the John S. McCain National Defense Authorization Act for Fiscal Year 2019, Pub. L. No. 115-232 (2018) and 2 C.F.R. §§ 200.216, 200.327, 200.471, and Appendix II to 2 C.F.R. Part 200. The statute – as it applies to DHS recipients, subrecipients, and their contractors and subcontractors – prohibits obligating or expending federal award funds on certain telecommunications and video surveillance products and contracting with certain entities for national security reasons.

Article 23**Limited English Proficiency (Civil Rights Act of 1964, Title VI)**

Recipients must comply with Title VI of the Civil Rights Act of 1964 (42 U.S.C. § 2000d et seq.) prohibition against discrimination on the basis of national origin, which requires that recipients of federal financial assistance take reasonable steps to provide meaningful access to persons with limited English proficiency (LEP) to their programs and services. For additional assistance and information regarding language access obligations, please refer to the DHS Recipient Guidance: <https://www.dhs.gov/guidance-published-help-department-supported-organizations-provide-meaningful-access-people-limited> and additional resources on <http://www.lep.gov>.

Article 24**Lobbying Prohibitions**

Recipients must comply with 31 U.S.C. § 1352 and 6 C.F.R. Part 9, which provide that none of the funds provided under a federal award may be expended by the recipient to pay any person to influence, or attempt to influence an officer or employee of any agency, a Member of Congress, an officer or employee of Congress, or an employee of a Member of Congress in connection with any federal action related to a federal award or contract, including any extension, continuation, renewal, amendment, or modification. Per 6 C.F.R. Part 9, recipients must file a lobbying certification form as described in Appendix A to 6 C.F.R. Part 9 or available on Grants.gov as the Grants.gov Lobbying Form and file a lobbying disclosure form as described in Appendix B to 6 C.F.R. Part 9 or available on Grants.gov as the Disclosure of Lobbying Activities (SF-LLL).

Article 25**National Environmental Policy Act**

Recipients must comply with the requirements of the National Environmental Policy Act of 1969, Pub. L. No. 91-190 (1970) (codified as amended at 42 U.S.C. § 4321 et seq.) (NEPA) and the Council on Environmental Quality (CEQ) Regulations for Implementing the Procedural Provisions of NEPA, which require recipients to use all practicable means within their authority, and consistent with other essential considerations of national policy, to create and maintain conditions under which people and nature can exist in productive harmony and fulfill the social, economic, and other needs of present and future generations of Americans.

Article 26	Nondiscrimination in Matters Pertaining to Faith-Based Organizations It is DHS policy to ensure the equal treatment of faith-based organizations in social service programs administered or supported by DHS or its component agencies, enabling those organizations to participate in providing important social services to beneficiaries. Recipients must comply with the equal treatment policies and requirements contained in 6 C.F.R. Part 19 and other applicable statutes, regulations, and guidance governing the participations of faith-based organizations in individual DHS programs.
Article 27	Non-Supplanting Requirement Recipients of federal awards under programs that prohibit supplanting by law must ensure that federal funds supplement but do not supplant non-federal funds that, in the absence of such federal funds, would otherwise have been made available for the same purpose.
Article 28	Notice of Funding Opportunity Requirements All the instructions, guidance, limitations, scope of work, and other conditions set forth in the Notice of Funding Opportunity (NOFO) for this federal award are incorporated by reference. All recipients must comply with any such requirements set forth in the NOFO. If a condition of the NOFO is inconsistent with these terms and conditions and any such terms of the Award, the condition in the NOFO shall be invalid to the extent of the inconsistency. The remainder of that condition and all other conditions set forth in the NOFO shall remain in effect.
Article 29	Patents and Intellectual Property Rights Recipients are subject to the Bayh-Dole Act, 35 U.S.C. § 200 et seq. and applicable regulations governing inventions and patents, including the regulations issued by the Department of Commerce at 37 C.F.R. Part 401 (Rights to Inventions Made by Nonprofit Organizations and Small Business Firms under Government Awards, Contracts, and Cooperative Agreements) and the standard patent rights clause set forth at 37 C.F.R. § 401.14.
Article 30	Procurement of Recovered Materials States, political subdivisions of states, and their contractors must comply with Section 6002 of the Solid Waste Disposal Act, Pub. L. No. 89-272 (1965) (codified as amended by the Resource Conservation and Recovery Act at 42 U.S.C. § 6962) and 2 C.F.R. § 200.323. The requirements of Section 6002 include procuring only items designated in guidelines of the Environmental Protection Agency (EPA) at 40 C.F.R. Part 247 that contain the highest percentage of recovered materials practicable, consistent with maintaining a satisfactory level of competition.

Article 31 Rehabilitation Act of 1973

Recipients must comply with the requirements of Section 504 of the Rehabilitation Act of 1973, Pub. L. No. 93-112 (codified as amended at 29 U.S.C. § 794), which provides that no otherwise qualified handicapped individuals in the United States will, solely by reason of the handicap, be excluded from participation in, be denied the benefits of, or be subjected to discrimination under any program or activity receiving federal financial assistance.

Article 32 Reporting of Matters Related to Recipient Integrity and Performance

If the total value of any currently active grants, cooperative agreements, and procurement contracts from all federal awarding agencies exceeds \$10,000,000 for any period of time during the period of performance of the federal award, then the recipient must comply with the requirements set forth in the government-wide Award Term and Condition for Recipient Integrity and Performance Matters located at 2 C.F.R. Part 200, Appendix XII, the full text of which is incorporated by reference.

Article 33 Reporting Subawards and Executive Compensation

For federal awards that equal or exceed \$30,000, recipients are required to comply with the requirements set forth in the government-wide award term on Reporting Subawards and Executive Compensation set forth at 2 C.F.R. Part 170, Appendix A, the full text of which is incorporated by reference.

Article 34**Required Use of American Iron, Steel, Manufactured Products, and Construction Materials**

Recipients of an award of Federal financial assistance from a program for infrastructure are hereby notified that none of the funds provided under this award may be used for a project for infrastructure unless: (1) all iron and steel used in the project are produced in the United States—this means all manufacturing processes, from the initial melting stage through the application of coatings, occurred in the United States; (2) all manufactured products used in the project are produced in the United States—this means the manufactured product was manufactured in the United States; and the cost of the components of the manufactured product that are mined, produced, or manufactured in the United States is greater than 55 percent of the total cost of all components of the manufactured product, unless another standard for determining the minimum amount of domestic content of the manufactured product has been established under applicable law or regulation; and (3) all construction materials are manufactured in the United States—this means that all manufacturing processes for the construction material occurred in the United States. The Buy America preference only applies to articles, materials, and supplies that are consumed in, incorporated into, or affixed to an infrastructure project. As such, it does not apply to tools, equipment, and supplies, such as temporary scaffolding, brought to the construction site and removed at or before the completion of the infrastructure project. Nor does a Buy America preference apply to equipment and furnishings, such as movable chairs, desks, and portable computer equipment, that are used at or within the finished infrastructure project but are not an integral part of the structure or permanently affixed to the infrastructure project. Waivers When necessary, recipients may apply for, and the agency may grant, a waiver from these requirements. The agency should notify the recipient for information on the process for requesting a waiver from these requirements. (a) When the Federal agency has determined that one of the following exceptions applies, the awarding official may waive the application of the domestic content procurement preference in any case in which the agency determines that: (1) applying the domestic content procurement preference would be inconsistent with the public interest; (2) the types of iron, steel, manufactured products, or construction materials are not produced in the United States in sufficient and reasonably available quantities or of a satisfactory quality; or (3) the inclusion of iron, steel, manufactured products, or construction materials produced in the United States will increase the cost of the overall project by more than 25 percent. A request to waive the application of the domestic content procurement preference must be in writing. The agency will provide instructions on the format, contents, and supporting materials required for any waiver request. Waiver requests are subject to public comment periods of no less than 15 days and must be reviewed by the Made in America Office. There may be instances where an award qualifies, in whole or in part, for an existing waiver described at “Buy America” Preference in FEMA Financial Assistance Programs for Infrastructure | FEMA.gov. Definitions The definitions applicable to this term are set forth at 2 C.F.R. § 184.3, the full text of which is incorporated by reference.

Article 35	SAFECOM Recipients receiving federal financial assistance awards made under programs that provide emergency communication equipment and its related activities must comply with the SAFECOM Guidance for Emergency Communication Grants, including provisions on technical standards that ensure and enhance interoperable communications. The SAFECOM Guidance is updated annually and can be found at Funding and Sustainment CISA.
Article 36	Terrorist Financing Recipients must comply with E.O. 13224 and applicable statutory prohibitions on transactions with, and the provisions of resources and support to, individuals and organizations associated with terrorism. Recipients are legally responsible for ensuring compliance with the E.O. and laws.
Article 37	Trafficking Victims Protection Act of 2000 (TVPA) Recipients must comply with the requirements of the government-wide financial assistance award term which implements Trafficking Victims Protection Act of 2000, Pub. L. No. 106-386, § 106 (codified as amended at 22 U.S.C. § 7104). The award term is located at 2 C.F.R. § 175.15, the full text of which is incorporated by reference.
Article 38	Universal Identifier and System of Award Management Recipients are required to comply with the requirements set forth in the government-wide financial assistance award term regarding the System for Award Management and Universal Identifier Requirements located at 2 C.F.R. Part 25, Appendix A, the full text of which is incorporated reference.
Article 39	USA PATRIOT Act of 2001 Recipients must comply with requirements of Section 817 of the Uniting and Strengthening America by Providing Appropriate Tools Required to Intercept and Obstruct Terrorism Act of 2001 (USA PATRIOT Act), which amends 18 U.S.C. §§ 175–175c.
Article 40	Use of DHS Seal, Logo and Flags Recipients must obtain written permission from DHS prior to using the DHS seals, logos, crests, or reproductions of flags, or likenesses of DHS agency officials. This includes use of DHS component (e.g., FEMA, CISA, etc.) seals, logos, crests, or reproductions of flags, or likenesses of component officials.
Article 41	Whistleblower Protection Act Recipients must comply with the statutory requirements for whistleblower protections at 10 U.S.C § 470141 U.S.C. § 4712.

Article 42**Environmental Planning and Historic Preservation (EHP) Review**

DHS/FEMA funded activities that may require an Environmental Planning and Historic Preservation (EHP) review are subject to the FEMA EHP review process. This review does not address all federal, state, and local requirements. Acceptance of federal funding requires the recipient to comply with all federal, state and local laws. DHS/FEMA is required to consider the potential impacts to natural and cultural resources of all projects funded by DHS/FEMA grant funds, through its EHP review process, as mandated by: the National Environmental Policy Act; National Historic Preservation Act of 1966, as amended; National Flood Insurance Program regulations; and any other applicable laws and executive orders. General guidance for FEMA's EHP process is available on the DHS/FEMA Website at:

<https://www.fema.gov/grants/guidance-tools/environmental-historic>. Specific applicant guidance on how to submit information for EHP review depends on the individual grant program and applicants should contact their grant Program Officer to be put into contact with EHP staff responsible for assisting their specific grant program. The EHP review process must be completed before funds are released to carry out the proposed project; otherwise, DHS/FEMA may not be able to fund the project due to noncompliance with EHP laws, executive orders, regulations, and policies. If ground disturbing activities occur during construction, applicant will monitor ground disturbance, and if any potential archaeological resources are discovered the applicant will immediately cease work in that area and notify the pass-through entity, if applicable, and DHS/FEMA.

Article 43**Applicability of DHS Standard Terms and Conditions to Tribes**

The DHS Standard Terms and Conditions are a restatement of general requirements imposed upon recipients and flow down to sub-recipients as a matter of law, regulation, or executive order. If the requirement does not apply to Indian tribes or there is a federal law or regulation exempting its application to Indian tribes, then the acceptance by Tribes of, or acquiescence to, DHS Standard Terms and Conditions does not change or alter its inapplicability to an Indian tribe. The execution of grant documents is not intended to change, alter, amend, or impose additional liability or responsibility upon the Tribe where it does not already exist.

Article 44**Acceptance of Post Award Changes**

In the event FEMA determines that an error in the award package has been made, or if an administrative change must be made to the award package, recipients will be notified of the change in writing. Once the notification has been made, any subsequent requests for funds will indicate recipient acceptance of the changes to the award. Please call FEMA Grant Management Operations at (866) 927-5646 or via e-mail to: ASK-GMD@fema.dhs.gov if you have any questions.

Article 45**Disposition of Equipment Acquired Under the Federal Award**

For purposes of original or replacement equipment acquired under this award by a non-state recipient or non-state sub-recipients, when that equipment is no longer needed for the original project or program or for other activities currently or previously supported by a federal awarding agency, you must request instructions from FEMA to make proper disposition of the equipment pursuant to 2 C.F.R. section 200.313. State recipients and state sub-recipients must follow the disposition requirements in accordance with state laws and procedures.

Article 46**Prior Approval for Modification of Approved Budget**

Before making any change to the FEMA approved budget for this award, you must request prior written approval from FEMA where required by 2 C.F.R. section 200.308. For purposes of non-construction projects, FEMA is utilizing its discretion to impose an additional restriction under 2 C.F.R. section 200.308(f) regarding the transfer of funds among direct cost categories, programs, functions, or activities. Therefore, for awards with an approved budget where the federal share is greater than the simplified acquisition threshold (currently \$250,000), you may not transfer funds among direct cost categories, programs, functions, or activities without prior written approval from FEMA where the cumulative amount of such transfers exceeds or is expected to exceed ten percent (10%) of the total budget FEMA last approved. For purposes of awards that support both construction and non-construction work, FEMA is utilizing its discretion under 2 C.F.R. section 200.308(h)(5) to require the recipient to obtain prior written approval from FEMA before making any fund or budget transfers between the two types of work. You must report any deviations from your FEMA approved budget in the first Federal Financial Report (SF-425) you submit following any budget deviation, regardless of whether the budget deviation requires prior written approval.

Article 47**Indirect Cost Rate**

2 C.F.R. section 200.211(b)(15) requires the terms of the award to include the indirect cost rate for the federal award. If applicable, the indirect cost rate for this award is stated in the budget documents or other materials approved by FEMA and included in the award file.

Article 48**Award Performance Goals**

FEMA will measure the recipient's performance of the grant by comparing the number of items requested in its application, the numbers acquired (ordered, paid, and received) within the period of performance. In order to measure performance, FEMA may request information throughout the period of performance. In its final performance report submitted at closeout, the recipient is required to report on the recipients compliance with the applicable industry, local, state and national standards described in the NOFO.

Obligating document

1. Agreement No. EMW-2023-FG-07247	2. Amendment No. N/A	3. Recipient No. 386005820	4. Type of Action AWARD	5. Control No. WX03513N2024T		
6. Recipient Name and Address CITY OF LIVONIA 33000 CIVIC CENTER DR LIVONIA, MI 48154	7. Issuing FEMA Office and Address Grant Programs Directorate 500 C Street, S.W. Washington DC, 20528-7000 1-866-927-5646		8. Payment Office and Address FEMA, Financial Services Branch 500 C Street, S.W., Room 723 Washington DC, 20742			
9. Name of Recipient Project Officer John McKee	9a. Phone No. 7344662431	10. Name of FEMA Project Coordinator Assistance to Firefighters Grant Program		10a. Phone No. 1-866-274-0960		
11. Effective Date of This Action 07/11/2024	12. Method of Payment OTHER - FEMA GO	13. Assistance Arrangement COST SHARING		14. Performance Period 07/18/2024 to 07/17/2026 Budget Period 07/18/2024 to 07/17/2026		
15. Description of Action a. (Indicate funding data for awards or financial changes)						
Program Name Abbreviation	Assistance Listings No.	Accounting Data(ACCS Code)	Prior Total Award	Amount Awarded This Action + or (-)	Current Total Award	Cumulative Non-Federal Commitment
FG	97.044	2024-F3-GB01 - P410-xxxx-4101-D	\$0.00	\$71,428.57	\$71,428.57	\$3,571.43
Totals			\$0.00	\$71,428.57	\$71,428.57	\$3,571.43
b. To describe changes other than funding data or financial changes, attach schedule and check here: N/A						
16.FOR NON-DISASTER PROGRAMS: RECIPIENT IS REQUIRED TO SIGN AND RETURN THREE (3) COPIES OF THIS DOCUMENT TO FEMA (See Block 7 for address) This field is not applicable for digitally signed grant agreements						

17. RECIPIENT SIGNATORY OFFICIAL (Name and Title)	DATE
18. FEMA SIGNATORY OFFICIAL (Name and Title)	DATE
PAMELA WILLIAMS, Assistant Administrator, Grant Programs	07/11/2024



Quote

Quote # QT1782025
Date 01/26/2024
Expires 02/10/2024
Sales Rep Berent, Michael
Shipping Method FedEx Ground
Customer CITY OF LIVONIA FIRE & RESCUE (MI)
Customer # C241514

Bill To

CITY OF LIVONIA FIRE & RESCUE (MI)
37876 PLYMOUTH ROAD
LIVONIA MI 48150
United States

Ship To

Chuck Hoffman
CITY OF LIVONIA FIRE & RESCUE (MI)
37876 PLYMOUTH RD.
LIVONIA MI 48150
United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
FQ-PANX			AttackPRO+ (NFPA) camera, 2 batteries, 1 desktop battery charger	20	\$3,050.88	\$61,017.60
RT3-4504			SEEK TIC Attack Pro Gearkeeper with Aluminum Carabiner	20	\$54.64	\$1,092.80
FD-PAA			AttackPRO, retail, truck charger	20	\$670.73	\$13,414.60

Subtotal	\$75,525.00
Shipping Cost	\$0.00
Tax Total	\$0.00
Total	\$75,525.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1782025

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

**10. REQUEST TO ACCEPT MI LEO FY 2024 FIRE GEAR GRANT AND
AUTHORIZE THE PURCHASE OF TURNOUT GEAR AND BOOTS: Livonia Fire
and Rescue, re: in order to enhance firefighter safety, from grant and budgeted
funds.**

Fire Fighter McKee, Livonia Fire Department, presented the request to Council.

Councilmember Donovic offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

10.

Fire
August 23, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Robert Jennison, Fire Chief

AGENDA ITEM

REQUEST TO ACCEPT MI LEO FY 2024 FIRE GEAR GRANT AND AUTHORIZE THE PURCHASE OF TURNOUT GEAR AND BOOTS: Livonia Fire and Rescue, re: in order to enhance firefighter safety, from grant and budgeted funds.

BACKGROUND DETAILS

Livonia Fire & Rescue has been awarded a portion of a MI Dept of Labor & Economic Opportunities grant. This grant program was established in the Michigan FY 2024 state budget to purchase one set of firefighting gear for each full-time firefighter in the state of Michigan. Livonia Fire & Rescue was awarded 85 sets of turnout gear (firefighting coat, pants & boots) at a cost of no more than \$3,500 per set, for a total award of \$297,500. Additionally, the Fire Department will be purchasing two sets of firefighting gear from budgeted funds to outfit the Fire Chief and Deputy Fire Chief with new firefighting gear as well.

To ensure uniformity within our gear and familiarity for the department personnel, it is recommended that the department purchase the Honeywell Morning Pride[®] TAILS structural firefighting turnout gear and Honeywell PRO Series NightHawk[™] boots. This is the same firefighting pants and coat which the department has been wearing for the last five years and will allow a measure of familiarity and availability of spare parts and repairs.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

It is the recommendation of the Fire Department that Council proceeds as follows:

Accept the MI LEO FTG-2024 grant in the amount of \$297,500.

Waive the bidding requirements pursuant to section 3.04.140(E)(4) of the Livonia Code of Ordinances as MES, Inc is a Sourcewell cooperative purchasing provider of firefighting equipment.

Authorize purchase from MES, Inc., 12 Turnberry Lane, 2nd Floor, Sandy Hook, CT 06482 in the amount \$304,500.00 from funds already budgeted in Account No. 101-338-971-000 (Capital Outlay-Minor), to be reimbursed from the proceeds of the MI FTG-2024 grant.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

n/a

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

n/a

DETAILED WORK BEING PERFORMED

n/a

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

Funding is available in Account No. 101-338-971-000 and will be reimbursed by the MI FTG-2024 grant.

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

n/a

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): MES, Inc is a Sourcwell cooperative purchasing provider of firefighting equipment.

ATTACHMENTS

1. State Grant Email Info
2. MES Quote QT1816502

APPROVED BY



Robert Jennison, Fire Chief

Date: August 27, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024

Review Status for Firefighter Turnour Gear - 2024

From : noreply@egrams-mi.net

Mon, Jul 29, 2024 10:46 AM

Subject : Review Status for Firefighter Turnour Gear - 2024**To :** jmckee@lfdmail.com**Reply To :** LEO-EGrAMS-HELP@michigan.gov

Dear John McKee,

On behalf of the Department of Labor and Economic Opportunity, State of Michigan, I would like to congratulate you and your organization - City of Livonia on being recommended for Firefighter Turnour Gear - 2024 Grant funding for your proposed project - Firefighter Turnour Gear - 2024. Please note that LEO funding recommendations are not official until they have been approved by the State Administrative Board.

Your requested amount was \$304,500.00 and your recommended amount is \$297,500.00. **Because of this, please login to EGrAMS and update** one or more of the following sections.

- Amount of Funds Requested
- Budget
- Any other sections that may be impacted due to the requested amount change

If you have any questions, please contact me at (517) 284-4007 or via email at LEO-EGrAMS-HELP@michigan.gov.

Thank you.

Sincerely,

Amber Covington
Grants Administrator



(877) 637-3473

Quote

Quote # QT1816502
Date 05/03/2024
Expires 05/18/2024
Sales Rep Berent, Michael
Shipping Method FedEx Ground
Customer CITY OF LIVONIA FIRE & RESCUE (MI)
Customer # C241514

Bill To

CITY OF LIVONIA FIRE & RESCUE (MI)
37876 PLYMOUTH ROAD
LIVONIA MI 48150
United States

Ship To

Chuck Hoffman
CITY OF LIVONIA FIRE & RESCUE (MI)
37876 PLYMOUTH RD.
LIVONIA MI 48150
United States

Item	Alt. Item #	Units	Description	QTY	Unit Price	Amount
HFRP Tail Coat	MILIVO00047		MILIVO00047 HFRP Tail Coat Please See Attached	87	\$1,788.14	\$155,568.18
HFRP Tail Pant	MILIVO00049		MILIVO00049 HFRP Tail Pant Please See Attached	87	\$1,266.08	\$110,148.96
BT5555-10-Wide			Honeywell PRO Nighthawk 5555	87	\$445.78	\$38,782.86

MES is a SOURCEWELL contracted provider

**MES Sourcewell Contract #032620

**City of Livonia account #58814

Subtotal \$304,500.00
Shipping Cost \$0.00
Tax Total \$0.00
Total \$304,500.00

This Quotation is subject to any applicable sales tax and shipping and handling charges that may apply. Tax and shipping charges are considered estimated and will be recalculated at the time of shipment to ensure they take into account the most current information.

All returns must be processed within 30 days of receipt and require a return authorization number and are subject to a restocking fee.

Custom orders are not returnable. Effective tax rate will be applicable at the time of invoice.



QT1816502

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

13. REQUEST TO WAIVE THE SEALED BID PROCESS AND APPROVE AN AGREEMENT WITH TYLER TECHNOLOGIES (TYLER PAYMENTS): Finance Department, re: for credit card and eCheck payment software, hardware, and support, from budgeted funds.

Debra Lichtenberg, Finance Director, presented the request to Council.

Vice President Ptashnik asked if there would also be point of sale, for example, a dog license. She also asked if the plan is to consolidate across the board and what the definition of a slight increase is.

Mrs. Lichtenberg said the Clerk and the Treasurer's Offices use a company that is more compatible with BS&A Software. She would like to consolidate but we couldn't give the same level of service without adding another \$20,000 to \$30,000 to this proposal. She indicated the increase is about \$4,000 on \$172,000 a year.

Councilmember Toy said we got money back when we started using American Express in the past. She asked if we benefit in any way now.

Mrs. Lichtenberg said American Express is the most expensive card we accept. If someone pays with a bare bone visa compared to a reward credit card that has mile benefits attached, it would cost about four times more. We will not have any opportunity to get money back with this plan.

Vice President Ptashnik offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

13.

Finance
August 29, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Debra Peck Lichtenberg, CPA, Finance Director
Connie Kumpula, Chief Accountant

AGENDA ITEM

REQUEST TO WAIVE THE SEALED BID PROCESS AND APPROVE AN AGREEMENT WITH TYLER TECHNOLOGIES (TYLER PAYMENTS): Finance Department, re: for credit card and eCheck payment software, hardware, and support, from budgeted funds.

BACKGROUND DETAILS

The Finance Department respectfully requests the authorization of a new agreement between Tyler Technologies (840 West Long Lake Road, Troy, MI 48098) and the City of Livonia for credit card and eCheck payments to the Water and Sewer Department for utility bills and the Finance department for miscellaneous billing invoices via Tyler Payments.

The City has contracted with Tyler Technologies for the New World ERP software to manage our financial system, as well as human resource data and water utility management since 2005. Tyler Payments would add another component to our existing software and support packages and help maintain a well-established working relationship with Tyler Technologies.

Our current credit card processor for Water and Sewer bill payments, BridgePay, will no longer be supported by Tyler Technologies as of December 31, 2024. Tyler Payments will fully integrate with New World ERP for a seamless transition between credit card processors. In addition to Water and Sewer payments, Tyler Payments offers a solution for Miscellaneous Billing credit card payments. eCheck payments will also be an option for both Water and Sewer and Miscellaneous Billing, which is not available with our current processor.

The following is a list of fees as proposed:

Initial one-time fees	\$22,417
Recurring annual fees	\$4,754
Credit card transaction fees	\$.35 per transaction + 0.35% of the dollar amount
eCheck transaction fees	\$1.95 per transaction

Based on recent credit card transactions of our water customers, we estimate the annual credit card processing fees under this agreement to be approximately \$172,000. The transaction fees are currently being absorbed by the City and used to calculate the water and sewer rates. With Tyler Payments, we have the option to absorb the transaction fees or pass them on to the customer. We

propose continuing to absorb all transaction fees in Water and Sewer and passing all fees on to the bill payer in Miscellaneous Billing.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Authorize a new agreement between Tyler Technologies and the City of Livonia for Tyler Payments credit card and eCheck payment software, hardware, and support.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

Tyler Payments and eMisc Billing

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

Initial one-time fees	\$22,417
Recurring annual fees	\$4,754
Credit card transaction fees	\$.35 per transaction + .35% of the dollar amount
eCheck transaction fees	\$1.95 per transaction

Based on recent credit card transactions of our water customers, we estimate the annual credit card processing fees under this agreement to be approximately \$172,021.

DETAILED WORK BEING PERFORMED

Integration and implementation of Tyler Payments credit card and eCheck software, hardware, and support

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

\$27,171 from funds budgeted in 101-228-986-010.

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

N/A

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): The City has contracted with Tyler Technologies for the New World ERP software to manage our financial system, as well as human resource data and water utility management since 2005. Tyler Payments would add another component to our existing software and support packages and help maintain a well-established working relationship with Tyler Technologies. The purchase of Tyler Payments would allow for a seamless integration and transition from our current credit card processor.

ATTACHMENTS

1. Automated Merchant Systems 5 Month Analysis_Livonia - March 2024-July 2024
2. QUO-315575-Y5Q0J9_IS (1)

APPROVED BY



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 30, 2024



Carter Fisher, City Attorney

Date: August 30, 2024



Maureen Miller Brosnan, Mayor

Date: August 30, 2024

Data from AMS					
Month	Type	Transactions	Sales	Settlement Charges	Discount Due
March 2024	Retail	644	\$137,019.85	\$1,404.44	\$474.75
March 2024	Web	4,822	\$981,976.45	\$8,942.43	\$2,696.05
April 2024	Retail	630	\$141,218.93	\$1,444.58	\$384.52
April 2024	Web	4,371	\$807,455.07	\$6,133.94	\$2,237.17
May 2024	Retail	601	\$143,862.59	\$1,903.64	\$389.73
May 2024	Web	4,459	\$812,937.03	\$6,430.48	\$2,255.28
June 2024	Retail	591	\$115,626.00	\$1,123.45	\$318.64
June 2024	Web	4,733	\$933,222.69	\$8,305.41	\$2,597.24
July 2024	Retail	540	\$129,274.80	\$1,571.96	\$350.18
July 2024	Web	4,445	\$928,165.84	\$7,415.05	\$2,542.62
TOTAL		25,836	\$5,130,759.25	\$44,675.38	\$14,246.18

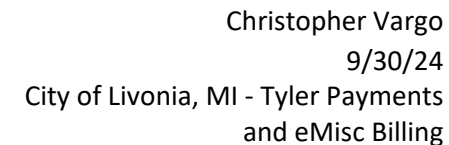
Flat Rate 0.35

Percent Rate 0.0035

Automated Merchant Systems Five Month Analysis

AMS/BridgePay Fees			
Other Charges	BridgePay	Total BridgePay/AMS	Settlement Charges
\$134.25	\$64.40	\$2,077.84	\$1,404.44
\$1,031.96	\$482.20	\$13,152.64	\$8,942.43
\$133.62	\$63.00	\$2,025.72	\$1,444.58
\$933.48	\$437.10	\$9,741.69	\$6,133.94
\$138.00	\$60.10	\$2,491.47	\$1,903.64
\$935.18	\$445.90	\$10,066.84	\$6,430.48
\$121.14	\$59.10	\$1,622.33	\$1,123.45
\$1,002.97	\$473.30	\$12,378.92	\$8,305.41
\$123.13	\$54.00	\$2,099.27	\$1,571.96
\$839.49	\$444.50	\$11,241.66	\$7,415.05
\$5,393.22	\$2,583.60	\$66,898.38	\$44,675.38

Tyler Payments Charges			Difference
Flat Fee	Percent Fee	Total Fee	Fee Difference
\$225.40	\$479.57	\$2,109.41	\$31.57
\$1,687.70	\$3,436.92	\$14,067.05	\$914.41
\$220.50	\$494.27	\$2,159.35	\$133.63
\$1,529.85	\$2,826.09	\$10,489.88	\$748.19
\$210.35	\$503.52	\$2,617.51	\$126.04
\$1,560.65	\$2,845.28	\$10,836.41	\$769.57
\$206.85	\$404.69	\$1,734.99	\$112.66
\$1,656.55	\$3,266.28	\$13,228.24	\$849.32
\$189.00	\$452.46	\$2,213.42	\$114.15
\$1,555.75	\$3,248.58	\$12,219.38	\$977.72
\$9,042.60	\$17,957.66	\$71,675.64	\$4,777.26



City of Livonia
33000 Civic Center Dr
Livonia MI 48154-3097

Description		License Fees	Annual Maintenance
New World ERP			
Financials			
eMisc Billing		\$ 25,410	\$ 4,574
Sub-Total		\$ 25,410	\$ 4,574
Less Discount:		\$ 5,082	\$ 0
TOTAL		\$ 20,328	\$ 4,574

	Use Case	List Price	Service%	Min	Basis Points	Rate	Cap	POS	Online	IVR
Payments - Client Card Cost - Interchange Plus										
Tyler One										
New World Payments	Utility Billing				0.35%	\$ 0.35		X	X	X
New World Payments	Misc Billing				0.35%	\$ 0.35		X	X	
Payments - Other Fees										

Tyler One	
Client eCheck Cost	\$ 1.95
eCheck Rejects	\$ 5.00
Credit Card Chargebacks	\$ 15.00

Client Card Cost - Interchange Plus

Per card transaction with Visa, MasterCard, Discover, and American Express for all transactions on top of industry-driven rates for bank fees, card brand fees, interchange fees, dues, assessments, and other processing fees.

New World Payments

IVR Cost - Additional \$0.50 per transaction on top of Card and eCheck fee.

Client eCheck Cost

Per electronic check transaction.

eCheck Rejects

When an eCheck transaction comes back as declined (e.g bounced check)

Credit Card Chargebacks

If a card payer disputes a transaction at the card issuing bank (e.g. stolen card)

3rd Party Hardware, Software and Services

Description	Quantity	Unit Price	Total	Annual
Tyler One				
Third Party Hardware, Software and Services				
Payments Lane 7000 Terminal Purchase	1	\$ 529	\$ 529	\$ 0
Payments PCI Service Fee (Per Device)	1	\$ 0	\$ 0	\$ 180
TOTAL			\$ 529	\$ 180

Hourly Services

Description	Hours	Price
New World ERP		
Financials		
eMisc Billing	8	\$ 1,560
TOTAL		\$ 1,560

Summary	One Time Fees	Recurring Fees
Total Tyler Software	\$ 20,328	\$ 4,574
Total SaaS	\$ 0	\$ 0
Total Tyler Services	\$ 1,560	\$ 0
Total Third-Party Hardware, Software, Services	\$ 529	\$ 180
Summary Total	\$ 22,417	\$ 4,754
Contract Total	\$ 27,171	

Comment

Fees for year one of hardware maintenance will be invoiced as of the first day of the calendar month following the date the hardware is delivered and may be prorated to end coterminous with the Annual Support Maintenance term. Subsequent annual hardware maintenance fees shall be invoiced together with the Annual Support Maintenance term in accordance with the terms of the Agreement.

Your use of Payments and any related items included on this order is subject to the terms found at: <https://www.tylertech.com/terms/payment-card-processing-agreement>. By signing this order or the agreement in which it is included, you agree you have read, understand, and agree to such terms. Please see attached Payments fee schedule.

Client agrees that items in this sales quotation are, upon Client's signature or approval of same, hereby added to the existing agreement ("Agreement") between the parties and subject to its terms. Additionally, payment for said items, as applicable but subject to any listed assumptions herein, shall conform to the following terms, subject to payment terms in an agreement, amendment, or similar document in which this sales quotation is included:

- License fees for Tyler and third-party software are invoiced upon the earlier of (i) delivery of the license key or (ii) when Tyler makes such software available accessible.
- Fees for hardware are invoiced upon delivery.
- Fees for year one of hardware maintenance are invoiced upon delivery of the hardware.
- Annual Maintenance and Support fees, SaaS fees, Hosting fees, and Subscription fees are first payable when Tyler makes the software accessible to the Client (for Maintenance) or on the first day of the month following the date this quotation was signed (for SaaS, Hosting, and Subscription), and any such fees are prorated to align with the applicable term under the agreement, with renewals invoiced annually thereafter in accord with the Agreement.
- Fees for services included in this sales quotation shall be invoiced as indicated below.
 - o Implementation and other professional services fees shall be invoiced as delivered.

o Fixed-fee Business Process Consulting services shall be invoiced 50% upon delivery of the Best Practice Recommendations, by module, and 50% upon delivery of custom desktop procedures, by module.

o Fixed-fee conversions are invoiced 50% upon initial delivery of the converted data, by conversion option, and 50% upon Client acceptance to load the converted data into

Live/Production environment, by conversion option. Where conversions are quoted as estimated, Tyler will invoice Client the actual services delivered on a time and material basis. "

o Except as otherwise provided, other fixed price services are invoiced upon complete delivery of the service. For the avoidance of doubt, where Project Planning Services are

provided, payment shall be invoiced upon delivery of the Implementation Planning document. Dedicated Project Management services, if any, will be invoiced monthly in arrears,

beginning on the first day of the month immediately following initiation of project planning.

o If Client has purchased any change management services, those services will be invoiced in accordance with the Agreement.

o Notwithstanding anything to the contrary stated above, the following payment terms shall apply to fees specifically for migrations: Tyler will invoice Client 50% of any Migration

Services Fees listed above upon Client approval of the product suite migration schedule. The remaining 50%, by line item, will be billed upon the go-live of the applicable product

suite. Tyler will invoice Client for any Project Management Fees listed above upon the go-live of the first product suite. Annual SaaS Fees will be invoiced upon availability of the hosted environment.

• Expenses associated with onsite services are invoiced as incurred.

Any SaaS or hosted solutions added to an agreement containing Client-hosted Tyler solutions are subject to Tyler's SaaS Services terms found here:

<https://www.tylertech.com/terms/tyler-saas-services>.

Unless otherwise indicated in the contract or amendment thereto, pricing for optional items will be held

For six (6) months from the Quote date or the Effective Date of the Contract, whichever is later.

Customer Approval: _____

Date: _____

Print Name: _____

P.O.#: _____

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

14. REQUEST TO ACCEPT A GRANT FROM THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA): Planning and Economic Development Department, re: Proposal by McKenna to update the Livonia Vision 21 Master Plan utilizing MSHDA Housing Readiness Incentive Grant.

Mark Taormina, Planning and Economic Development Director, presented the request to Council.

Donovan Smith, Principal Planner, McKenna and Associates, spoke about the proposal.

Councilmember Donovic spoke about Livonia housing values.

Councilmember Budzinski asked what their strategies are for reaching people on the ground.

Mr. Smith said they do surveys and use Planning and Council to share methods that the City has had success with. They also are open to more innovative options.

Councilmember Donovic offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

14.

Planning
August 29, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Mark Taormina, Planning and Economic Development Director

AGENDA ITEM

REQUEST TO ACCEPT A GRANT FROM THE MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY (MSHDA): Planning and Economic Development Department, re: Proposal by McKenna to update the Livonia Vision 21 Master Plan utilizing a MSHDA Housing Readiness Incentive Grant.

BACKGROUND DETAILS

McKenna, on behalf of the City of Livonia, applied for and received a \$50,000 grant from the Michigan State Housing Development Authority (MSHDA) under its Housing Readiness Incentive (HRI) grant program to update the Livonia Vision 21 Master Plan. The HRI grant program provides funding for eligible applicants to implement actions that encourage increasing housing supply and affordability. Eligible activities include costs associated with adopting land use policies, master plan updates, zoning text amendments, and similar actions. The Planning and Economic Development Department respectfully requests acceptance of the HRI grant from MSHDA and approval of a contract with McKenna for professional services related to fulfilling the activities as outlined in the proposed scope of services. The awarded grant will cover 100% of the costs associated with the project and the work McKenna will do. The proposed contract outlines the schedule, fee, and scope of work. The projected time frame for completion is twelve (12) months. The fee for McKenna's services will be \$45,000. Up to \$5,000 of the awarded grant will go to the City to cover administrative costs.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Acceptance of HRI grant and approval of the contract with McKenna.

ATTACHMENTS

1. COL HRI Proposal 8.21.24

APPROVED BY

Date: August 30, 2024

Mark Taormina, Planning and Economic Development Director



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 30, 2024



Carter Fisher, City Attorney

Date: August 30, 2024



Maureen Miller Brosnan, Mayor

Date: August 30, 2024



MCKENNA

August 21, 2024

Mark Taormina, Planning and Economic Development Director
Jacob Uhaize, Planning & Economic Development Coordinator
Planning Department
City of Livonia

Subject: Proposal to Update the City of Livonia Master Plan utilizing MSHDA HRI Grant

Dear Mr. Taormina,

We are very thrilled to hear that the City of Livonia secured a Housing Readiness Incentive Grant in the amount of \$50,000! This grant program aids municipalities in covering costs associated with the "adoption of land use policies, master plan updates, zoning text amendments, and similar actions to encourage increasing housing supply and affordability (MSHDA).

In order to effectively and efficiently utilize the full extent of this grant, we propose the following work plan as it relates to the eligible activities through MSHDA, for the purpose of strategically aligning the City of Livonia with the best practices, data, and design concepts necessary for the implementation of missing middle housing. Further aligning Livonia's Master Plan and Zoning Ordinance with the overall goals and housing objectives of the State of Michigan.

PROFESSIONAL TEAM

Donovan Smith, Principal Planner, will be the primary professional assisting the City of Livonia. He will be assisted by **Paul Lippens, Vice-President**, and other McKenna staff with experience in housing, residential markets, zoning, economic development, and RRC certification.

SCHEDULE AND FEE

McKenna will conduct its analysis including meetings with the City and complete its Master Plan Update within 13 months of authorization. The proposed fee for these services is \$45,000 payable within 30 days of our monthly invoices. Our team is available to start immediately upon receiving your written permission to commence the specified tasks by signing below. Thank you.

Respectfully submitted,

McKENNA

Donovan Smith
Principal Planner

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

☎ 248.596.0920
F 248.596.0930
MCKA.COM

Communities for real life.



SCOPE OF WORK

Task 1: Project Kickoff

McKenna will conduct an initial meeting with the Steering Committee, and any other designated representatives, to receive input and direction on the work plan and to finalize a structure for review and management of the plan process. At this first, internal meeting, McKenna will:

- Publish Notice of Intent
- Establish a working relationship, answer questions, and reach an understanding of expectations for this project (defining basic client desires);
- Make mutually agreed upon adjustments in the work plan;
- Determine public engagement strategies;
- Determine key stakeholders;
- Identify preferred method of communication (i.e. email, mail, phone, etc.);
- Review current boundary study area;
- Review and discuss other plans, projects, and related documents;
- Assess available maps and data; collect various documents; and
- Define specific project objectives to guide the plan development moving forward.

Task 2: Progress Report & Validation Vision 21 Master Plan

- Review and assess action plan items in Livonia Vision 21 Master Plan
- Progress Report on Housing related Goals
- Identify new opportunities and gaps since adoption
- Validate existing Master Plans Goals and Objectives,
- Update Demographics to include housing social and economic data.

Task 3: Public Engagement

- Rapid Response Joint Kick-Off Planning Meeting
- Planning Commission Goals & Objectives Session
- City-Wide Community Survey
- City Center Community Vision & Housing Survey
- Housing Workshop Review Missing Middle Types & Strategy
- Planning Commission Review Missing Middle Concepts & Strategy
- Planning Commission Draft Plan Public Hearing and 45-Day Notice
- Planning Commission Recommendation to City Council

Task 4: Missing Middle Implementation Strategy & Economic Framework

- Set goals for Missing Middle Housing
- Review Missing Middle Housing Types
- Relevant Zoning Considerations for Missing Middle Housing
- Create Strategy for Implementation and Action Plan



Task 5: Missing Middle Concepts & Sub-Plans

- Review Project Area and Existing Master Plans
- City Center Missing Middle Concept Plan
- Model Single Family Missing Middle Concept Plan
- Areas for Further considerations (Laurel Park, DDA, Plymouth Rd. Sheldon Park)
- Update Future Land Use Plan

Task 6: Zoning Policy and Recommendations

- Report of Best Practice Zoning Policies based on findings
- Summary of recommended zoning policies which supports the goals and objectives of the plan.

Task 7: Adoption

- Legislative Adoption of Amendment of Livonia Vision 21 Masterplan and Missing Middle Housing Strategy

MSHDA HRI PORTAL AND REPORTING

- McKenna will provide the City of Livonia with monthly invoices for completed work and the required quarterly invoices related to the project.
- McKenna will be responsible for all quarterly invoices, and the two required Financial Statement Reports (FSR)

PORTAL LOGIN INFORMATION

- Username: *****
- Password: *****

PROFESSIONAL SERVICES AGREEMENT

THIS AGREEMENT, entered into this ____ day of August, 2024 by and between the CITY OF LIVONIA, State of Michigan, hereinafter referred to as "City" and McKENNA ASSOCIATES, INC., a Michigan corporation of Northville, Michigan, hereinafter referred to as "Consultant."

WITNESS:

WHEREAS, the City is desirous of updating its Master Plan; and

WHEREAS, the City has reviewed and approved the Consultant's proposal dated July 23, 2024;

NOW, THEREFORE, the parties hereto do mutually agree as follows:

SECTION 1. SCOPE OF SERVICES and END PRODUCTS.

The Consultant shall perform all the necessary services under this Agreement.

The above services and task end products are specified and described in the proposal to the City dated July 23, 2024, pages one through nine are hereby attached to and made a part of this agreement. The Consultant shall carry out all activities and end products specified in the above-cited proposal in a satisfactory and proper manner as set forth in the proposal.

SECTION 2. COMPENSATION AND METHOD OF PAYMENT.

- A. The City shall pay the Consultant for the work as described in SECTION 1. SCOPE OF SERVICES and END PRODUCTS in the amount of Fifty Thousand Dollars (\$50,000.00).
- B. **Additional Services.** For additional professional services provided to the City, at the City's request, as described in Section 2. and which are beyond the Scope of Services and End Products described in Sections 1. above, including attendance at additional meetings or other services, the Consultant shall be compensated on an hourly basis as follows:

Professional Classification	Rate Per Hour*
President	\$200
Executive or Senior Vice President	\$180
Vice President	\$170
Director	\$165
Senior Principal or Manager	\$160
Principal	\$130
Senior	\$120
Associate	\$100
Assistant	\$90
Administrative Assistant	\$75
Consultation, preparation for, and sitting as expert witness in legal matters.	\$200

* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Taxes and Telephone.

These rates do not include photography, outside reproduction, document or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage will be invoiced at the Federal mileage rate.

These hourly rates are valid through December 31, 2025, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.

- C. **Payment.** Payment for services shall be monthly based upon Consultant's estimated percent complete and a description of services performed. Consultant shall submit an invoice, and the City shall within thirty (30) days satisfy itself as to the performance of such work and pay the amount for services and reimbursement requested by the invoice.

SECTION 3. CITY DATA AND SERVICES TO BE PROVIDED TO CONSULTANT.

If requested by the Consultant and if available, the City shall furnish the following in digital format, or paper format if no digital version is available, without charge to the Consultant:

- A. Copies of previous Planning Commission minutes.
- B. Planning Commission agenda packages submitted to the Consultant prior to the meeting.
- C. One set of the most recent aerial photos (with property lines) of the City, as available from County or Regional Agencies.
- D. Copies of previously prepared plans, maps and ordinances, economic development data or economic studies, as applicable.
- E. Updated assessment and ownership data, tax maps, and other basic data to be gathered and/or made available from City and County files, as may become available.
- F. Information on utilities, both public and private, applicable records, minutes, agendas, base maps, tax maps, environmental data and other basic data to be gathered and/or made available from City files.
- G. Any professional, legal or accounting services connected with the project and the costs of publication, postings, notices and mailings. The City shall be responsible for all scheduling and notification of meetings.
- H. Information available to the City from State, regional, and local data sources.

SECTION 4. SERVICES.

The City hereby engages the services of the Consultant to perform the duties, provide the information, prepare such materials and render such advice as are fully described herein.

SECTION 5. TIME.

The Consultant shall complete work required and described in this Agreement within 12 months of authorization of this agreement, according to a mutually agreed upon schedule, unless the City and Consultant mutually agree to alter the timeline

SECTION 6. ACCEPTANCE.

Consultant hereby agrees to perform the services described herein.

SECTION 7. EQUAL EMPLOYMENT OPPORTUNITY

There shall be no discrimination against any employee who is employed in the work covered by this Agreement or against any applicant for such employment because of race, color, religion, sex, national origin, or any reason prohibited by applicable law.

SECTION 8. OWNERSHIP OF DATA.

All reports, charts, maps, and graphics shall become the property of the City, and shall not be furnished to any other party without written permission of the City.

SECTION 9. COMPLIANCE WITH ALL LAWS

In performance of this agreement, the Consultant agrees to comply with all applicable federal, State and local statutes, ordinances and regulations, when applicable, including minimum wages, Social Security, unemployment compensation insurance, and Worker's Compensation, and to obtain any and all permits applicable to the performance of this agreement.

SECTION 10. NO CONFLICT OF INTEREST.

During the term of this contract, the Consultant agrees that it shall not accept employment, nor shall it perform services for or on behalf of any client whose interests are adverse to that of the City, or for which a conflict between the City and Consultant would be created, without the prior written consent of the City.

SECTION 11. COMPLIANCE WITH CODE OF ETHICS.

The consultant agrees it shall be bound by the American Planning Association Code of Professional Ethics.

IN WITNESS WHEREOF, the City and Consultant have executed this Agreement the day and year first above written.

WITNESS:

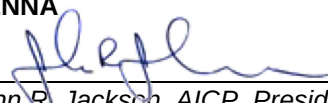
CITY OF LIVONIA, MICHIGAN

By: _____

By: _____

Gina Sloan

McKENNA

By: 
John R. Jackson, AICP, President

Livonia Master Plan Update – Work Plan Schedule

Livonia, Mi ·

		2024					2025										
MONTH	SEP	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	OCT	NOV	DEC	
	1	2	3	4	5	6	7	8	9	10	11	12	13	14	15	16	
Task 1: Project Kickoff	X	X															
Task 2: Progress Report & Validation of Vision 21 Master Plan		PC		X													
Task 3: Public Engagement						X											
Task 4: Missing Middle Implementation Strategy & Economic Impacts					PC	W			X								
Task 5: Missing Middle Concepts & Sub-Plans										X							
Task 6: Zoning Plan Updates										PC	X						
Task 7: Adoption												PC	CC				

X = (7) Stakeholder/ Administration Meeting
PC = (4) Planning Commission Meeting
CC = (1) City Council Meeting
W = (1) Workshop

**HOUSING DEVELOPMENT FUND GRANT AGREEMENT
HOUSING READINESS INCENTIVE
ENHANCEMENT GRANT # HRI-2024-5068-LEG**

MICHIGAN STATE HOUSING DEVELOPMENT AUTHORITY
735 East Michigan Avenue, Lansing, Michigan 48912

THIS ENHANCEMENT GRANT AGREEMENT (the "Agreement") made and entered into as of June 21, 2024, by and between City of Livonia, a local unit of government, whose address is 33000 Civic Center Drive Livonia, Michigan 48154 (the "Grantee"), and the Michigan State Housing Development Authority, a public body corporate and politic of the State of Michigan, whose address is 735 East Michigan Avenue, Lansing, Michigan 48912 (the "Authority").

RECITALS

- A. Enacted on July 31, 2023, 119 PA 2023 (the "Act") appropriated funding to the Michigan Department of Labor and Economic Opportunity for "Enhancement Grants" intended to be allocated to the Michigan State Housing Development Authority (the "Authority") to award and administer special grants to eligible grantees.
- B. Funds appropriated pursuant to the Act are to be used to support initiatives and expand opportunities for low- and moderately low-income housing, including but not limited to improving the Grantee's ability to provide housing services, building capacity, initiate and coordinate housing development, and to provide gap funding for housing projects falling at 120% or less of the local region's Area Median Income.
- C. The Authority is responsible for administering Enhancement Grants, ensuring that funds are distributed in accordance with 119 PA 2023.
- D. The Authority, as a public body, is charged with the responsibility of regulating the use of funds advanced by it to assure that such funds are being used for authorized purposes and in a manner that are in accordance with the Act and the Authority's General Rules (R 125.101, et seq., as amended) (the "Rules").
- E. The Grantee has represented to the Authority that it is not debarred, is authorized to conduct business in the State of Michigan, that the signatory executing this Agreement is authorized to bind the Grantee to the terms of this Agreement and fully intends to distribute funds in accordance with the Act for housing-related purposes as described in Exhibit A attached and incorporated in this Agreement.
- F. This Enhancement Grant, HRI-2024-5068-LEG, in an amount not to exceed Fifty Thousand (\$50,000.00) (the "Grant") is for housing-related activities more specifically described in Exhibit A (the "Program").

NOW, THEREFORE, in consideration of and as a condition to receiving the Grant, the Grantee agrees that:

1. The terms and conditions set forth herein are a reasonable and appropriate means to assure the use of funds in accordance with the Act, the Rules, and the Authority's Authorizing Resolutions.
2. All aspects of the Grantee's plan for the use of the Grant are specifically described in the Program attached hereto as Exhibit A, which Program is incorporated herein, and the Grantee will operate the Program as described in Exhibit A.

3. All actions of the Grantee and requirements of the Grantee's Program are subject to the terms of this Agreement, the provisions of the Act and the Rules of the Authority.
4. The activities of the Grantee will be subject to the review of and, in the discretion of the Authority, audit by Authority staff to ensure compliance with this Agreement, the Act and the Authority's Rules, and the Grantee will provide any books, records or documents in such form and at such place as the Authority may request.
5. The Grantee agrees to draw down Grant proceeds only when and, in such amounts, as may be necessary to pay for the activities as Authorized in the Act or otherwise described in Exhibit A.
6. All requests for the disbursement of Grant proceeds shall be submitted to the Chief Executive Officer and Executive Director of the Authority or their designee, shall be made in writing, and shall include the amount of Grant proceeds to be disbursed, a description of the purposes for which the proceeds are to be used, copies of invoices, billings, or such other documentation as may be necessary to demonstrate project costs, and such other information as the Chief Executive Officer and Executive Director or their designee may request.
7. If an advance or a portion of the Grant for a specific purpose is not used for that purpose due to conditions that make it impossible to use as provided herein, or if the Grantee decides not to use the money, upon such decision, the sum shall be returned to the Authority immediately.
8. Grant proceeds are to be used for housing-related activities. Accordingly, the Grantee shall, prior to disbursement of funds, prepare and submit to the Authority a detailed budget of work to be completed.
9. Any of Grantee's activities that are assisted using grant proceeds and the selection of persons for participation in the Program shall not discriminate against any person on the grounds of race, color, creed, religion, height, weight, sex, sexual orientation, age (except for a Development specifically designed for elderly occupants), national origin, handicap, or marital or familial status except as provided by law. The Grantee shall comply with all requirements imposed by Title VIII of the Civil Rights Act of 1968 (as amended by the Fair Housing Amendments Act of 1988), the Americans with Disabilities Act, the Elliott-Larsen Civil Rights Act, and the Michigan Persons with Disabilities Civil Rights Act.
10. Unless otherwise specified in Exhibit A, within 30 days from the Authority's request, the Grantee shall provide to the Authority a report including, but not limited to, all receipts, expenditures, project activities and accomplishments including a comparison of the final budget to the approved budget, and supporting documentation for claimed expenditures.
11. The Grantee assumes responsibility for any and all costs to implement the Grantee's Program exceeding the amount of the Grant.
12. All documents and reports delivered to the Grantee under this Agreement shall become and be the property of the Grantee.
13. In the event of a violation of any of the provisions of this Agreement, the Authority will notify the Grantee in writing of the violation and the Grantee will have a 30-day period in which to correct the violation. In the event the violation is not corrected to the satisfaction of the Authority within the time prescribed herein, Authority actions could include but may not be limited to:
 - a. immediately terminate the Grant, without further notice, in a writing signed by the Authority's Chief Executive Officer and Executive Director or their designee; and
 - b. recapture grant funding; and
 - c. pursue any other remedy provided at law or in the Act.
14. The Grantee hereby agrees that an election by the Authority to pursue any one remedy shall not be construed to preclude or be a waiver of the right to pursue any other remedy available to it.

15. The term of this Agreement shall commence on June 21, 2024 and shall terminate, unless extended by the Authority, on June 21, 2026.

16. The invalidity of any clause, part, or provision of this Agreement shall not affect the validity of the remaining portion hereof.

17. This Agreement may be signed in several counterparts and all so executed shall constitute one agreement, binding on all parties hereto.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

SIGNATURE PAGES TO FOLLOW

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year shown above.

City of Livonia

By: Maureen Brosan
Maureen Brosan

Its: City Mayor

IN WITNESS WHEREOF, the parties have executed this Agreement as of the day and year shown above.

**MICHIGAN STATE HOUSING
DEVELOPMENT AUTHORITY**

By: Timothy Klont
Timothy Klont

Its: Chief Engagement & Strategy Officer

Exhibit A
ENHANCEMENT GRANT # HRI-2024-5068-LEG
Grantee: City of Livonia

Public Purpose:

The City of Livonia will use grant funding to update the Master Plan to include a Missing Middle Housing Strategy. This strategy can be applied to future development areas and drive community neighborhood housing investment. The grant activities include updating the Livonia Vision 21 Master Plan, extending the life of the adopted Master Plan, and including a Missing Middle Housing Strategy. This aligns with the community's vision and expectations for supporting Missing Middle housing typologies and density types.

It is the objective of the City of Livonia and the Livonia Vision 21 Master Plan to support initiatives and planning activities which attribute to equitable access to housing, increased housing supply, and support the affordability of housing within the city. The grant activities coordinate the assessment and development zoning and design regulations which improve the efficiency of the development process for Missing Middle Housing typologies and address related administrative and zoning barriers which restrict the ability to increase housing supply and affordability.

Disbursement and Use of Funds:

Up to two disbursements are available per grant. Upon request by the recipient and MSHDA's receipt of an executed contract, a recipient may receive an advance for the lesser of: 1) 50% of the total grant amount; or 2) the amount of the executed contract (if the grantee is engaging a third party). After the initial 50% disbursement, the second will be a reimbursement upon completion of the proposed activities, after verification that the initial payment has been fully expended, in accordance with the project purpose. A grantee may have two disbursements without an advance. If the first disbursement is a reimbursement, there is not a maximum amount.

The grant cannot be increased or deviated from the boilerplate language. Grant funds can only be used for expenditures that occur on or after the effective date of June 21, 2024, through June 21, 2026.

Progress Reports and Final Reporting:

A final narrative report that summarizes the changes made as a result of the eligible activities during the grant term is required. An accounting of Grantee's actual expenditure of all funds on the Project over the grant period is required, including the breakdown of Grantee's actual use of Grant funds on the Project within each applicable category of the Budget, and corresponding copies of supporting documentation of such expenditures, such as receipts, general ledgers, or other evidence of expenditure activity statements; the Grantee's estimated percentage of completion of the Project; and any other information deemed relevant by Grantee to support the grant activities actually performed. Each Financial Status Report (FSR) and Quarterly Update must be submitted on the MSHDA IGX grant management system by the designated authorized signatory. A FSR is required for payment disbursement. Quarterly Updates must be submitted 30 days after the end of a calendar quarter.

Reporting requirements include the following:

1. Summary of Changes
2. Two Financial Status Reports
3. Calendar year Quarterly Updates

Budget:

Component/Activity	Approved MSHDA Funds	Leveraged Funds (OPTIONAL)	Total Budget
Master Plan Update	\$45,000.00	\$0.00	
Administrative Costs	\$5,000.00	\$0.00	
Total	\$50,000.00	\$0.00	\$50,000.00

Program Description

Program Description

Title

City of Livonia - Master Plan Update

Program Description

The City of Livonia has adopted a Master Plan that reflects the desired goals and objectives of the community and stands as a testament to the communities' unified vision and an inclusive engagement process. The Livonia Vision 21 Master Plan identifies the following housing goal:

- *Maintain Livonia's place in southeast Michigan as a City that provides safe, attractive, and vibrant neighborhoods that can accommodate and welcome residents at all stages of life.*

It is the objective of the City of Livonia and the Livonia Vision 21 Master Plan to support initiatives and planning activities which attribute to equitable access to housing, increased housing supply, and support the affordability of housing within the city. The grant activities coordinate the assessment and development zoning and design regulations which improve the efficiency of the development process for Missing Middle Housing typologies and address related administrative and zoning barriers which restrict the ability to increase housing supply and affordability. The Livonia Vision 21 Master Plan provides the objectives which support increased housing supply and affordability in supported be revising zoning and regulatory policies for consideration of implementing the developed Missing Middle Housing Strategies.

Please describe how the completed activity will increase housing supply and affordability:

The City of Livonia will use grant funding to update the Master Plan to include a Missing Middle Housing Strategy. This strategy can be applied to future development areas and drive community neighborhood housing investment. The grant activities include updating the Livonia Vision 21 Master Plan, extending the life of the adopted Master Plan, and including a Missing Middle Housing Strategy. This aligns with the community's vision and expectations for supporting Missing Middle housing typologies and density types.

It is the objective of the City of Livonia and the Livonia Vision 21 Master Plan to support initiatives and planning activities which attribute to equitable access to housing, increased housing supply, and support the affordability of housing within the city. The grant activities coordinate the assessment and development zoning and design regulations which improve the efficiency of the development process for Missing Middle Housing typologies and address related administrative and zoning barriers which restrict the ability to increase housing supply and affordability.

Grant Documents

Authorized Official Signature

Signature Clause:
By electronically executing this Agreement, Grantee certifies that the Grantee identified herein is the true party seeking to enter into the Agreement and that the identified signatory has the authorization to act on behalf of the Grantee.

Authorized Official Signature Name	Authorized Official Signature Title	Authorized Official Signature Date
Maureen Brosan	City Mayor	07/01/2024

MSHDA Director Signature

Director Signature Name	Director Signature Title	Director Signature Date
Timothy Klont	Chief Engagement & Strategy Officer	07/02/2024

Documents

The Authorized Official's signature above signs the grant agreement.

Documents that do not need to be signed outside the system will say N/A below instead of a document upload.

Document	Date
Grant Agreement	N/A

Authorized Signer Selection

Maureen Brosnan

Grant Budget

Grant Information

Fiscal Year

2024

Funding Source

Housing Readiness Incentive Grants (\$1,159,827.00)

Begin Date

06/21/2024

End Date

06/21/2026

Grant Budget

Component/Activity	Approved Funds	Leveraged Funds	Leveraged Funds Source
Master Plan Update	\$45,000.00	\$0.00	
Administrative Costs	\$5,000.00	\$0.00	
Total	\$50,000.00	\$0.00	

Grant Summary

Expended*	Cash on Hand*	Returned	Balance	Recaptured
\$0.00	\$0.00	\$0.00	\$50,000.00	\$0.00

Miscellaneous Attachments

Miscellaneous Attachments

File	Description	Uploaded By	Upload Date
------	-------------	-------------	-------------

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

15. REQUEST FOR AUTHORIZATION TO PURCHASE ONE ORION ZOOM CAMERA AND TRACTOR THROUGH THE SOURCEWELL CONTRACT: Department of Public Works, re: for use by the Sewer Department, from budgeted funds.

Ryan Ferrell, Assistant Director of Public Works, presented the request to Council.

Councilmember Morgan offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

15.

DPW
August 23, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Ryan Ferrell, Superintendent of Public Works

AGENDA ITEM

REQUEST FOR AUTHORIZATION TO PURCHASE ONE ORION ZOOM CAMERA AND TRACTOR THROUGH THE SOURCEWELL CONTRACT: Department of Public Works, re: for use by the Sewer Department, from budgeted funds.

BACKGROUND DETAILS

The Department of Public Works would like to purchase one (1) Orion Zoom Pan & Tilt Camera, with tractor through the Sourcewell contract (#012721-RVL) an extended purchasing program made available to local governments which meets the Finance Ordinance requirements awarded to JDC (Jack Doheny Company), PO Box 609, Northville, MI 48167 in the amount of \$38,530.00 Funding for this purchase was provided for by the Ford Motor Company donation (CR #232-24) towards "sewer maintenance and cleaning" account No. 592-559-971-000. This camera will be used by the Sewer department.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve the purchase of one (1) Orion Zoom Pan & Tilt Camera, with tractor for the Sewer Department, Department of Public Works from funds provided by account 592-559-971-00 from sole source provider JDC, PO Box 609, Northville, MI 48167 = \$38,530.00 through Sourcewell contract #120721-RVL.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

Orion Zoom Pan & Tilt Camera, with tractor. Purchased through the Sourcewell contract (#012721-RVL) an extended purchasing program made available to local governments which meets the Finance Ordinance requirements awarded to JDC (Jack Doheny Company), PO Box 609, Northville, MI 48167 for the amount of \$38,530.00

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

592-559-971-000

\$38,530.00

DETAILED WORK BEING PERFORMED

Purchase of cameras

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

592-559-971-000

\$38,530.00

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

n/a

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): Waive the formal bidding process in accordance with Section 3.04.140.E.4 of the Livonia Code of Ordinances, as amended since no advantage to the City would result from competitive bidding.

ATTACHMENTS

1. Camera-Orion Accessories
2. Camera-Orion Spec Sheet
3. Camera-Orion Zoom

APPROVED BY



Don Rohraff, Director of Public Works

Date: August 29, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024

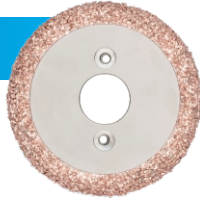
ACCESSORIES



WHY IS WEIGHT AND TRACTION SO IMPORTANT? *WEIGHT EQUALS TRACTION, TRACTION EQUALS DISTANCE.*

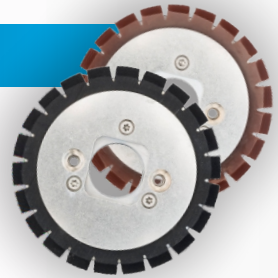
HIGH TRACTION WHEELS

With imbedded tungsten carbide shards that are almost as hard as diamonds, these heavy, specialized wheels provide incredible traction in nearly any pipe.



TREADED WHEELS

Available in two different composites, these wheels provide extra grip in loose gravel, and give you an edge when climbing up offset pipeline joints.



GRANULATED WHEELS

Designed to avoid damaging the pipe wall, these wheels utilize a granulated rubber composite which improves traction without cutting into the pipe surface.



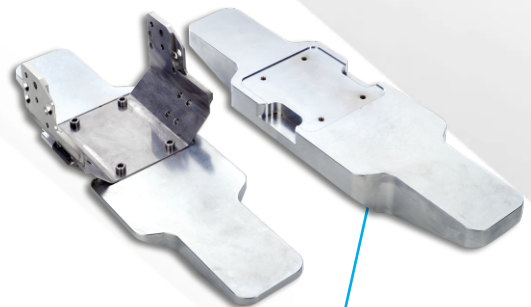
PNEUMATIC WHEELS

These air-filled tires are great all-purpose wheels for use in larger diameter pipelines. Use them to climb over obstacles and power through silt and debris.



UNIVERSAL TRACTOR EXTENSION

One universal extension that is compatible with your T76, T86, and MicroGator. Adding height to your system increases the capabilities of keeping your system above water while adding extra weight for additional traction.



ADDITIONAL WEIGHT KITS

Adding weight to your tractor can dramatically increase traction and pulling distance. This is easily one of the most cost-effective and reliable ways to increase your capabilities.

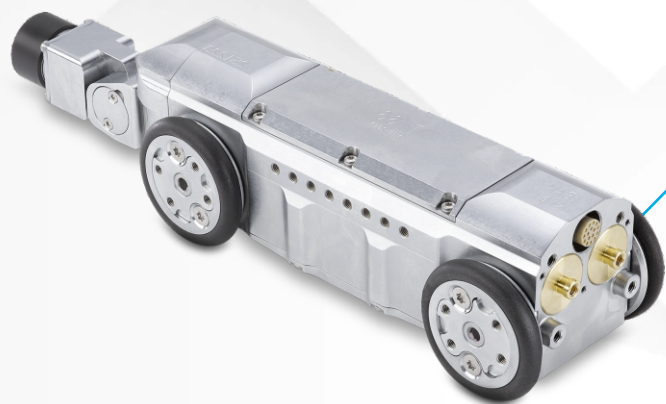
RETRUS HD Reverse Camera

Most of our systems are synchronized to make sure that you do not back over your cable while retrieving, but occasionally it is helpful to have a rear-facing view when returning to the manhole. The RETRUS HD automatically changes your view when the system is in reverse, allowing you to avoid dangers on the return trip.



T66 CAMERA CONNECTIONS

Our T66 Tractor is the most versatile, small tractor in the industry. The various camera connections (CC) provide more flexibility and help raise the camera into the center of the pipeline. These connections can easily be exchanged in a matter of minutes and are available in SD & HD!



CC1 for T66

The CC1 provides horizontal flexibility and vertical rotation. This flexible connection allows easier insertion into tight access points.



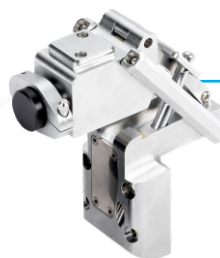
CC2 for T66

The CC2 is the choice for most T66 tractors. This sturdy connection will accept NANO, ORION, ORPHEUS, and even ARGUS cameras.



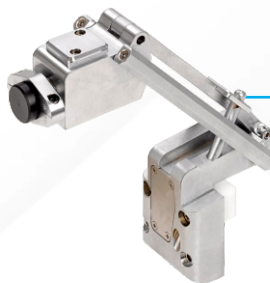
CC4 for T66

The CC4 was designed for larger pipe diameters. A manual lift allows you to raise the camera.



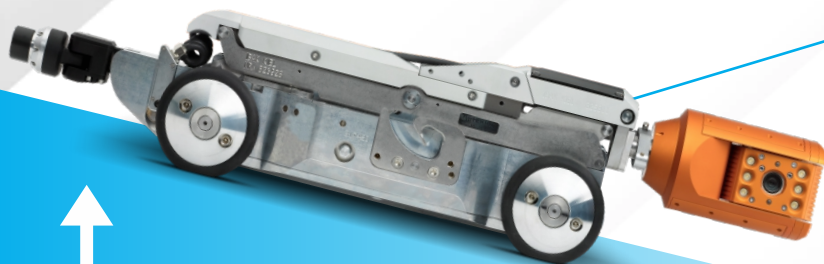
CC5 for T66

Like the CC4, the CC5 is designed to raise the camera even higher to the center of the pipe in larger diameters with a manual lift.



INCLINOMETER

All IBAK tractors have the option to include an inclination sensor which allows you to measure the tilt of the system as it travels through the line. The inclination reads out on-screen, and can be output to IKAS Evolution software packages or other 3rd party data logging software.





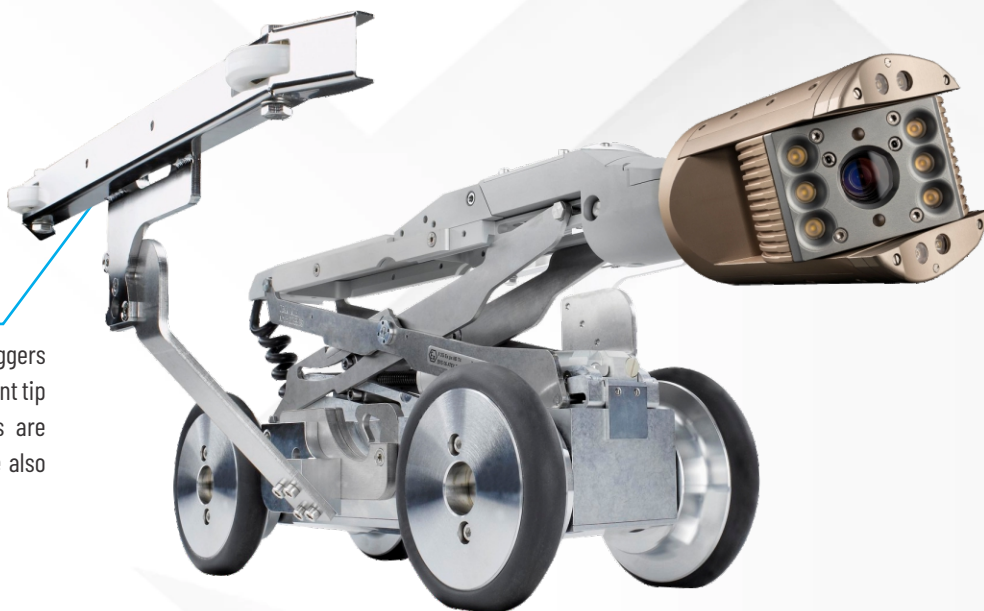
ARGO CAMERA FLOAT

If you work in large partially-filled lines, the ARGO Camera Float is the perfect accessory for you. Designed specifically for your RapidView IBAK system and formed out of high-strength ABS plastic, the ARGO keeps you above water and protects the camera system. There are two camera mounts to choose from. You can use a mounting bracket which accepts a standard KKD Adapter (pictured left), or a larger mount which accepts the standard Camera Base Mount from a T76/T86.



OVERTURN PROTECTION OUTRIGGERS

If you work in oval pipe, this accessory is a must! The outriggers help keep the tractor in the center of the pipeline and prevent tip overs which can damage equipment. These systems are available for T66, T76, T86, and PANORAMO® 2. They are also compatible with the LISY Lateral Launch attachment.



CAMERA ADAPTER

The Camera Adapter allows you to connect any camera directly to the mainline cable. This can be used to conduct down-hole inspections of confined spaces, shafts, underground structures, tanks, etc. A versatile tool and a must-have accessory for anyone doing work in industrial spaces.



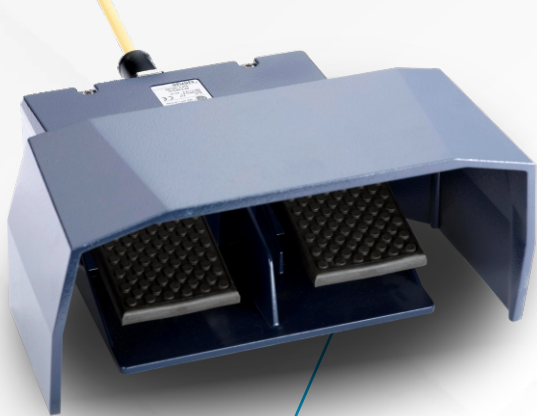
TEMPERATURE SENSOR

This unique sensor attaches to the rear of the tractor and allows the user to measure the temperature remotely. The sensor can be used to discover the presence of inflow since ground water is cooler than the effluent in the pipeline.



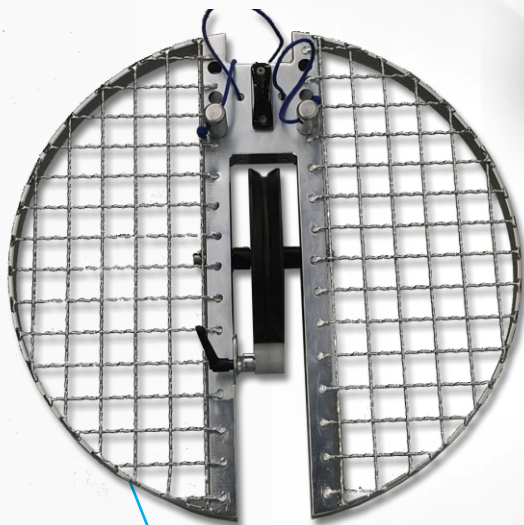
ROLLING SKID

The Rolling Skid for NANO® and ORION® cameras centers and protects the camera during push operations. The roller system reduces friction and increases push distance in 6" (150mm) pipes.



WINCH FOOT CONTROL

Protect your equipment from damage by making sure you have both hands available when lowering your equipment into the manhole. This durable foot control plugs directly into KW 305 and KW 505 winches.



KUV 3.1 MANHOLE TOP ROLLER

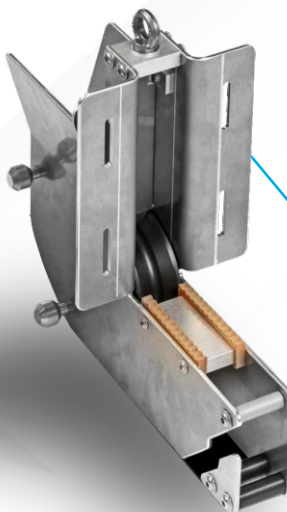
The KUV 3.1 inserts into the top of the manhole and provides a roller down into the manhole. It also includes a safety screen to improve safety around the open manhole and a tensioner pulley to keep the cable safe. Perfect for setups away from the mainline system.

UPPER DEFLECTION PULLEY

If you occasionally have to set up off the road or any distance from the inspection vehicle, you should consider an Upper Deflection Pulley. This pulley converts the lateral force exerted onto the cable, turning into vertical force which allows your synchronized KW 305 or KW 505 to operate effectively. This simple attachment protects the cable, reduces the strain on the entire system, and helps you travel greater distances in the pipeline!

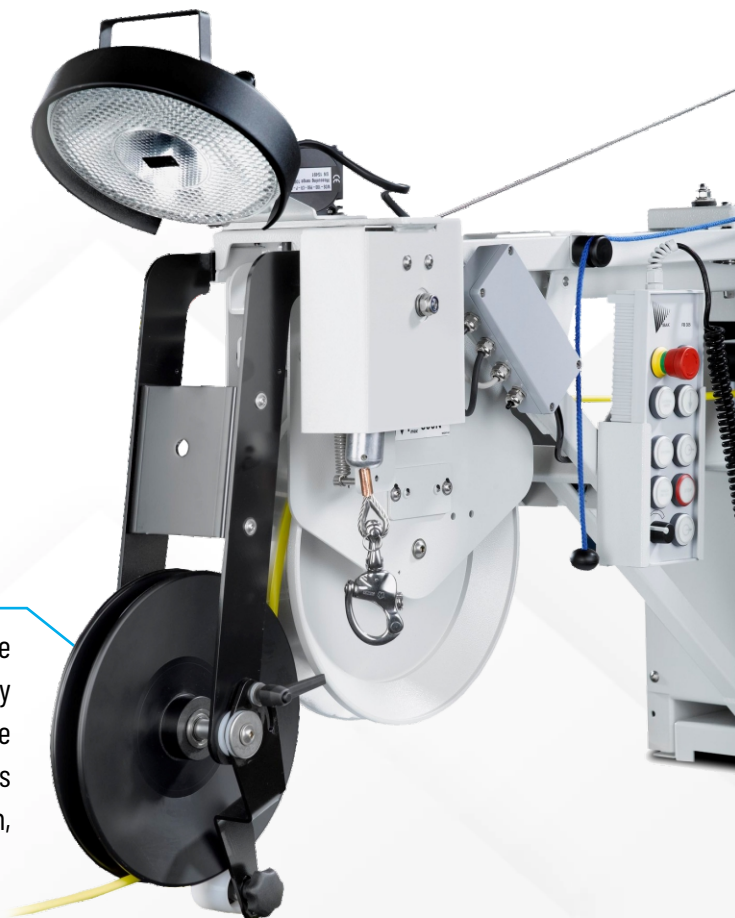
CABLE CLEANING BRUSH

No one likes a dirty cable! Add a cable cleaning brush to your cable reel to help knock off excess dirt and debris during retrieval. Compatible with the KW 305, KW 310, and KW 505.



DOWNHOLE ROLLERS

Downhole rollers protect the cable from cuts, reduce friction, wick water off the cable, and increase the distance your system can travel down the pipeline. You wouldn't buy a high performance car then put cheap tires on it, would you? Of course not! Protect your investment with a set of downhole rollers.



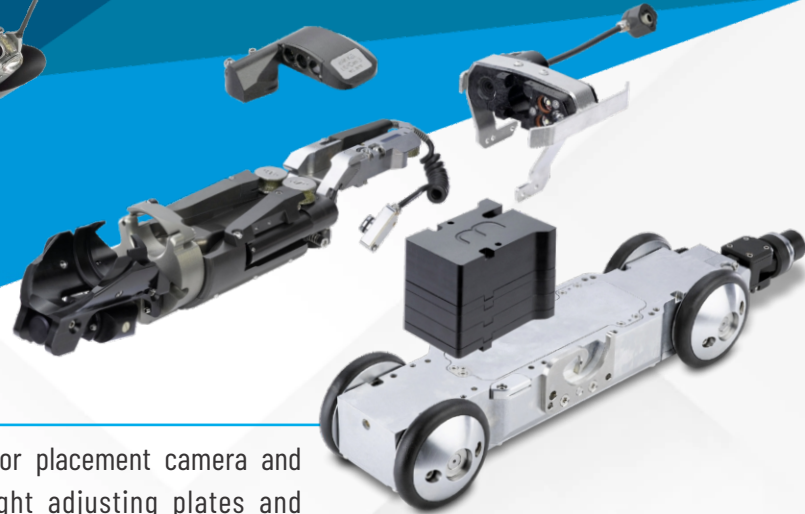
ACCESSORIES

LISY LATERAL LAUNCH



LARGE DIAMETER KIT

Includes an additional color placement camera and lighting, weight and height adjusting plates and additional launching funnels. Increases diameter capability from 12" (300mm) to 24" (600mm).



X-LARGE DIAMETER KIT

Includes additional placement funnels, weight and height adjustment plates and accessories. This kit increases diameter capability from 24" (600mm) to 48" (1200mm).



LISY STORAGE HOLSTER

When you remove your LISY attachment from your T76 or T86 tractor, you need a place to keep it safe. The LISY Storage Holster is a convenient bracket to hold the LISY drive when not in use.

PHOBOS 2.1 Cleaning Nozzle



LISY LATERAL CLEANING ATTACHMENT

This attachment allows you to turn your LISY lateral launch system into a lateral cleaning unit. The **PHOBOS** nozzle propels the pushrod up into the lateral from the LISY unit, cleaning while it goes. The nozzle not only cleans, but increases the distance possible by providing more thrust. The Lateral Cleaning Attachment is quick and easy to install, and can be used in conjunction with the large diameter kits to clean laterals in larger pipelines. Contractors can utilize this accessory to add a unique service to their offerings. If you are a municipality who is responsible for the laterals in your community, why not clean them as you inspect?

LISY 3 w/ Large Diameter Kit
+ Cleaning Accessory Package



ACCESSORIES

REHABILITATION

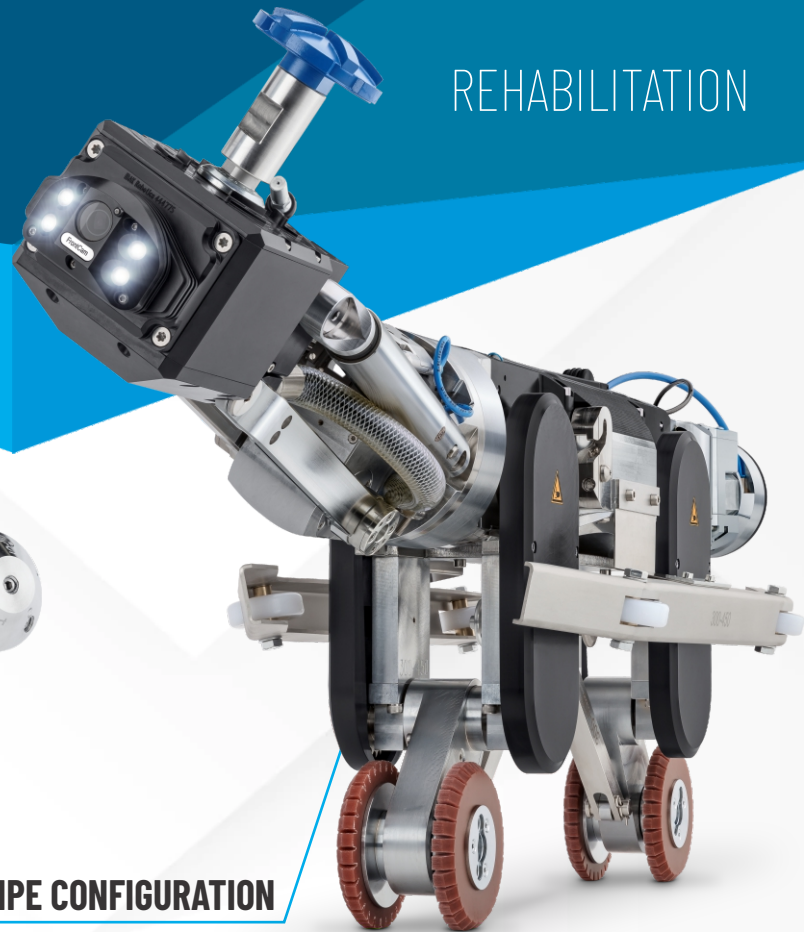
MICROGATOR® GT

The MicroGator GT is a rotating water jet nozzle that can be attached to your MicroGator tractor, along with a high-pressure water hose. This creates new possibilities for removal of large, resistant deposits in the pipeline.



OVAL PIPE CONFIGURATION

The MicroGator® 2.0 can be modified in a number of ways to suit the conditions you are working in. Utilizing height attachments, treaded wheels, and overturn protection outriggers, operators can confidently take on oval shaped pipe without worrying about tipping over.



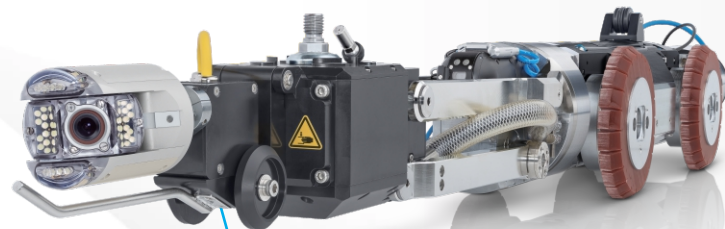
CUTTING BITS

A variety of cutter heads and motor sizes are available for our MicroGator Series, each designed for specific applications.



CAMERA CONNECTION

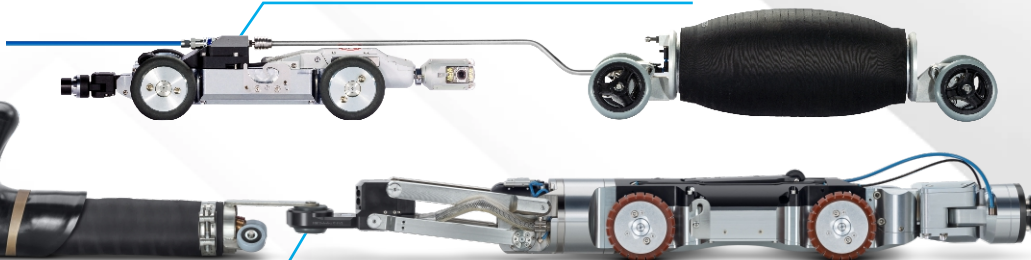
The optional front camera connection allows you to do pre and post inspections with the same unit, saving time and money!



QUICKLOCK PACKER ADAPTER

PACKER ADAPTER

With the Packer Adapter, your MicroGator® 2.0 can seal cracks or joints at lateral connections by connecting a Schwalm Top Hat Packer. Equipped with an integrated camera, you will always have a clear view to accurately position the packer at the intended defect.





ORION® SD

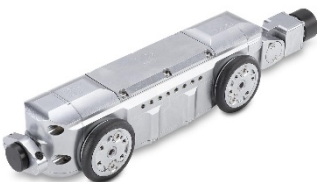
The ORION-L® SD adds our unique lateral launch stick, nicknamed “Kiel stick” for the city in which it was invented. This camera allows you to choose direction and “steer” into and around pipe fittings. Perfect for industrial applications or lateral launching. Paired with the same

features as the ORION® SD, this camera can get just about anywhere!

Features:

- 16x Digital Zoom
- 12 High Power LEDs, controllable
- Auto-Upright Image Control
- Built-in laser for deformation & diameter measurements
- Panning Range +/- 120°
- Integrated Sonde Location Transmitter
- Optional 3D GeoSense Pipeline & Lateral Mapping Sensor
- Available for Lateral Navigation with additional Kiel Stick attachment
- 4" to 48" inspection range

FEATURES	ORION SD
Sonde Transmitter	Included
Pan & Tilt	X
Zoom	X
Auto-Iris	X
Auto-Upright Image	X
Laser Measurement	X
Pushrod Capability	X
Lateral Navigation	
High Def Video	X
3D GeoSense	X



T66 Camera Tractor

The T66 Steerable Camera Tractor is the latest in the long line of innovative sewer camera transporters from IBAK. This tractor includes continuous camera rotation, automatic tilt compensation, and a steerable drive shaft. The T66 boasts a heavier chassis for added traction, smaller external dimensions for ease of use and greater pulling strength than its predecessor. Small and agile, yet more powerful than

some pipe inspection crawlers twice its size – the T66 is the core of an effective inspection system for sewers and pipelines ranging from 4” to over 24” in diameter. With patented hooks attached to the sides of our tractors, raising and lowering has never been more effortless!

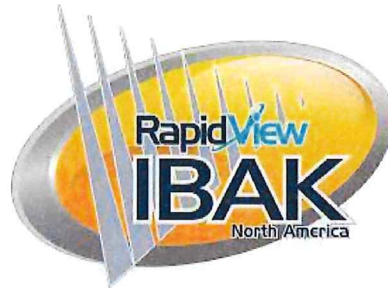
Features:

- Zero Radius Steering
- Automatic Tilt Compensation (ATC)
- Dual-Axis Pivoting Connection
- 1000’ (300m) Cable Length
- Optional Elevator Attachment
- Available for HD
- Pipelines ranging from 4” to over 30” in diameter

FEATURES	T66/T66 HD
Zero Radius Steering	X
Tractor Range (Pull Distance)	up to 1000’
Dual-Axis, Pivoting Center	X
Automatic Tilt Compensation (ATC)	X
Location Transmitter	X
LISY Attachment (Optional)	X
Elevator Attachment (Optional)	Manual
Additional Weight	T66 Weight Kit



Date: 7/8/24
Branch: 1100



Sourcewell Contract #120721-RVL

CUSTOMER: City of Livonia
ADDRESS: 33000 Civic Center
CITY, STATE, ZIP: Livonia, MI 48154
PHONE:
EMAIL:
ATTN:

RV # 30539
CRM Quote # 20249

TEAMJDC.COM

Type	Product #	Description	Price	Quantity	Price / Unit
Standard Cameras	V4019001	ORION Zoom PAN & TILT CAMERA	\$ 20,864.25	1	\$ 20,864.25
T66 Tractor and Accessories	V9052012	T66.1 Camera Tractor	\$ 13,506.75	1	\$ 13,506.75
	905235001	Camera Connection Type 2.1 (HD) for T66.1HD with NON-HD Camera	\$ 1,802.25	1	\$ 1,802.25
	905216791	High-Traction Tungsten Carbide Wheels for 8" and up	\$ 1,656.45	1	\$ 1,656.45
	902202191	Wheelset Adapters - T66 to T76	\$ 854.55	1	\$ 854.55
	905253031	Combination KRA65 & T66 Lowering Claw Used With Pole Adapter	\$ 348.30	1	\$ 348.30

Sale Price	\$ 39,032.55
Sourcewell Discount (4%)	\$ (1,561.30)
Subtotal	\$ 37,471.25
Freight / PDI	\$ 1,058.75
Final Sale Price	\$ 38,530.00

V4019001

ORION Zoom PAN & TILT CAMERA

* Pan, Tilt and Zoom (3x digital) camera for 4" and up pipelines

* May be used on tractor or pushrod

* Auto-focus, Auto-uprighting, LED Lighting and 33 kHz Transmitter for locate

* New wide angle of view = 90°

* Laser diameter, deformation, defect and object measurement (software required - not included)

V9052012

T66.1 Camera Tractor

* For camera operation in pipelines 4" and larger

* Zero turn radius, full steering with ATC (Automatic Tilt Compensation)

* Incl. test adapter, tool set and lowering claw.

* Includes 4", 6" and 8" wheelsets

* REQUIRES New 1.1, 2.1 or 5.1 Camera Connection (Sold Separately)

905235001

Camera Connection Type 2.1 (HD) for T66.1HD with NON-HD Camera

* Standard straight connector for camera on T66.1 HD tractor

* For connection of NON-HD camera to T66.1 HD tractor

905216791

High-Traction Tungsten Carbide Wheels for 8" and up

* For use with T66 for 8" and up

* For use with PANO 150 Tractors for 10" and up.

* Large Grit

Comes With 12 Each, 6001562 M5x20 Countersunk Torx, 6001043 M5x25 Cheese Head and 6000081 A5.3 Flat Washers

905253031

Combination KRA65 & T66 Lowering Claw Used With Pole Adapter

902202191

Wheelset Adapters - T66 to T76

Terms and Conditions

*****Surcharges or rate increases issued by manufacturer that affect this quote following quote acceptance, but prior to order delivery, will be the responsibility of Buyer. Any surcharge or increase that is applied to this purchase will be applied at same cost as issued by manufacturer.*****

- Acceptance of this Proposal is subject to availability of the Equipment listed above.
- Sales Price does not include any applicable sales taxes. Buyer is responsible for and agrees to pay all applicable sales tax.
- The Sale of New Equipment Terms and Conditions are incorporated into and made a part of this Proposal upon acceptance and execution of this Proposal by both parties.
- Execution of this Proposal by Seller and Buyer constitutes a binding agreement between the parties.
- If this Proposal is not executed by both parties within thirty (30) calendar days from the Proposal Date, this Proposal shall become null and void, unless subsequently executed by both Buyer and Seller.

Thank you for your consideration of this proposal.

Sincerely yours,

Adam Mazzara

Adam Mazzara
Regional Sales Representative
608/712-6893
AdamMazzara@TeamJDC.com

This proposal becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers.

Customer: _____

By: _____

Date: _____

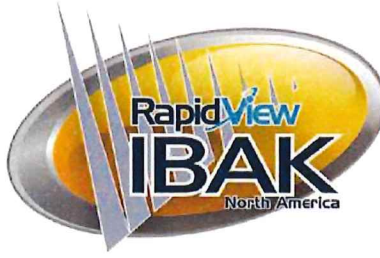
Email: _____

Purchase Order#: _____

SALE OF NEW EQUIPMENT TERMS AND CONDITIONS

1. **THE AGREEMENT.** Jack Doheny Companies, Inc., (the "Seller") agrees to sell, transfer and convey its right, title and interest in the new goods, equipment, vehicles and/or other new items (collectively, the "Equipment") described in Seller's written Invoice for the Sale of New Equipment (the "Invoice") to the Buyer subject to the terms and conditions contained herein, which are incorporated into the Invoice, agreed to by the parties hereto, and together consists of the entire agreement between the Seller and Buyer (collectively, the "Agreement"). The Agreement shall be for the benefit of the Seller and Buyer and not for the benefit of any other person or entity. Prior courses of dealing, trade usage and verbal agreements not reduced to a writing signed by the Seller and Buyer, to the extent they differ from, modify, add to or change from the Agreement shall not be binding on the Seller.
2. **TERMS OF PAYMENT.**
 - 2.1 **Payment Date.** All payments for the Equipment are due from Buyer on the date of the invoice unless other terms are agreed to in writing between Seller and Buyer. Payment shall be made to Seller at the address specified in the Agreement, without any offset or deduction for any reason.
 - 2.2 **Shipping Delays.** If any shipment is delayed at the request of Buyer, payment shall become due based on the date Seller is prepared to make shipment, and Seller may invoice Buyer based on such date. All prices for Equipment are F.O.B. Seller's shipping point.
 - 2.3 **Delinquent Payments.**
 - 2.3.1 Any payment not made by Buyer on or before its due date shall be subject to a late charge on any unpaid balance at a rate of 18% per annum, or the highest interest rate allowed by law, whichever is greater.
 - 2.3.2 If a payment is not made on or before its due date, Buyer agrees that Seller may elect, in addition to any other remedy at law or in equity, to cease performance under the Agreement and any other agreement between Buyer and Seller until such payment is rendered to Seller.
3. **DELIVERY.** Seller does not guarantee delivery dates.
4. **RISK OF LOSS.** Buyer assumes all risk of loss of Equipment upon delivery by Seller to carrier if Equipment is shipped. For Equipment that is shipped, Seller agrees to: (a) prepare the Equipment for shipment to Buyer; (b) deliver custody of the Equipment to carrier; (c) make appropriate arrangements for the transportation to carrier; and deliver documents to enable Buyer to obtain possession of the Equipment. Seller shall not be obligated to obtain insurance or to prepay transportation/carrier costs for the Equipment. Buyer agrees to be responsible for and to timely pay all loading, unloading and other charges incidental to transportation of the Equipment. Whether Seller pays transportation charges or not, risk of loss shall pass to Buyer upon delivery of the Equipment to a carrier.
5. **INSPECTION OF EQUIPMENT.** Buyer has inspected the Equipment and is satisfied with the Equipment's condition.
6. **INDEMNIFICATION.** Buyer shall indemnify, hold harmless and release Seller from any and all liabilities, losses, damages, claims, costs and expenses, including attorney fees, arising out of, in whole or in part, from (a) the design, or manufacture of the Equipment; or (b) the use of the Equipment by Buyer and those acting on Buyer's behalf.
7. **MISCELLANEOUS.**
 - 7.1 **No Assignment.** There shall be no assignment of the Agreement by Buyer without the prior written approval of Seller. Any assignment of the Agreement shall not relieve Buyer of its obligations under the Agreement.
 - 7.2 **Force Majeure.** Neither party will be liable for any delay or failure to perform its obligations hereunder, other than a payment obligation, due to any cause beyond its reasonable control including without limitation, acts of God or of the public enemy, including terrorists, acts of the government in its sovereign capacity, fires, floods, epidemic, strikes, picketing or boycotts, or any other circumstances caused by natural occurrences or third party actions beyond the reasonable control and without the fault or negligence of the party whose performance is affected ("Force Majeure Events"); provided that the affected party provides the other party prompt notice of the applicable circumstance and uses commercially reasonable efforts to re-commence performance as promptly as possible; provided, further, that if the duration of such Force Majeure Event exceeds thirty (30) days, the other party may terminate the Agreement upon delivery of written notice to the affected party.
 - 7.3 **Venue.** The parties agree that any dispute under the Agreement shall be brought in the applicable state or federal court located in the county in which the Originating Branch is located and the parties waive any right to a jury trial.
 - 7.4 **Construction and Captions.** The parties acknowledge that each has reviewed the Agreement and that the normal rules of construction to the effect that any ambiguities are to be resolved against the drafting party shall not be employed in the interpretation of the Agreement or any exhibits or amendments hereto; and that section headings appearing in the Agreement are for convenience of reference only and they are not intended, to any extent or for any purpose, to limit or define the text of any section or any subsection hereof. In the event any part of the Agreement is found to be ambiguous, such ambiguity shall not be construed against any party.
 - 7.5 **Entire Agreement.** The Agreement constitutes the sole and entire agreement between the parties and supersedes all prior and contemporaneous statements, promises, understandings or agreements, whether written or oral.
 - 7.6 **Amendments.** The Agreement may be amended, modified or altered at any time upon the approval of the Seller and Buyer; however, any such amendment must be in writing and signed by the Seller and Buyer in order for such amendment to be of any force and effect.
 - 7.7 **Partial Invalidity.** In the event that any provision of the Agreement is declared by any court of competent jurisdiction or any administrative judge to be void or otherwise invalid, all of the other terms, conditions and provisions of the Agreement shall remain in full force and effect to the same extent as if that part declared void or invalid had never been incorporated in the Agreement and in such form, the remainder of the Agreement shall continue to be binding upon the parties.
 - 7.8 **Counterparts.** The Agreement and any amendment thereto may be signed and executed in one or more counterparts, each of which shall be deemed an original and all of which together shall constitute one Agreement. Delivery of an executed counterpart of a signature page of the Agreement by facsimile or email shall be effective as delivery of an originally executed counterpart of the Agreement.
 - 7.9 **Authority.** Each person(s) executing the Agreement as an agent or in a representative capacity warrants that he or she is duly authorized to do so.

NO WARRANTY. SELLER MAKES NO WARRANTIES OR REPRESENTATIONS EXPRESS OR IMPLIED BY OPERATION OF LAW OR OTHERWISE, INCLUDING WITHOUT LIMITATION, ANY IMPLIED WARRANTY OF MARKETABILITY OR FITNESS FOR PARTICULAR PURPOSE, ALL OF WHICH ARE SPECIFICALLY HEREBY DISCLAIMED. To the extent allowed by law and those agreements, Seller transfers and assigns to Buyer the Equipment manufacturer's warranties, if any such warranty is provided by the Equipment manufacturer. In no event shall Seller be liable to Buyer for any incidental, consequential, special, exemplary, and/or punitive damages, including without limitations, loss of revenue or profit.



February 28, 2024

Re: Sole Source

To whom it may concern:

RapidView LLC and its dealer, Jack Doheny Company, are the sole source for RapidView IBAK pipeline inspection and rehabilitation equipment and parts in the state of Michigan.

Sincerely,

A handwritten signature in black ink, appearing to read "Matt Sutton", with a long horizontal line extending to the right.

Matthew W. Sutton
Vice President of Sales and Marketing
RapidView LLC
574-224-5427 | 800-656-4225 | matt@rapidview.com

RapidView IBAK North America
1828 W. Olson Rd. | Rochester, IN 46975
Toll Free: (800) 656-4225 | Fax: (574) 223-7953
Email: info@rapidview.com | www.rapidview.com

Past Proven Future Ready
Pipeline Inspection and Rehab Equipment

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

16. REQUEST TO PURCHASE TWO QUICKVIEW AIR HD CAMERAS WITH TELESCOPIC POLES AND TABLETS FROM SOLE SOURCE SUPPLIER: Department of Public Works, re: for use by the Sewer Department, from budgeted funds.

Ryan Ferrell, Assistant Director of Public Works, presented the request to Council.

Councilmember Toy offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

16.

DPW
August 26, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Ryan Ferrell, Superintendent of Public Works

AGENDA ITEM

REQUEST FOR AUTHORIZATION TO PURCHASE TWO (2) QUICKVIEW AIR HD CAMERAS WITH TELESCOPIC POLES AND TABLETS FROM SOLE SOURCE SUPPLIER: Department of Public Works, re: for use by the Sewer Department, from budgeted funds.

BACKGROUND DETAILS

The Department of Public Works, Sewer Division, would like to purchase two (2) Quickview Air HD cameras with telescopic poles and tablets through an extended purchasing program made available to local governments which meets the Finance Ordinance requirements awarded to Bell Equipment, 78 Northpointe Dr., Lake Orion, MI 48359; MIDeal Contract #071B7700091. Funding for these cameras were provided for by the Ford Motor Company donation (CR #232-24) towards "sewer maintenance and cleaning" account No. 592-559-971-000. These cameras will be used by the Sewer department.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve the purchase of two (2) Quickview Air HD cameras with telescopic poles and tablets for the Sewer Department, Department of Public Works from funds provided in account 592-559-971-000 from sole source provider Bell Equipment, 78 Northpointe Dr., Lake Orion, MI 48359; MIDeal Contract #071B7700091

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

Two Quickview Air HD cameras with telescopic poles and tablets for the Sewer Department, Department of Public Works from funds provided in account 592-559-971-000.
From sole source provider Bell Equipment, 78 Northpointe Dr., Lake Orion, MI 48359; MIDeal Contract #071B7700091

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

592-559-971-000
\$40,384.00

DETAILED WORK BEING PERFORMED

Purchase of cameras

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

592-559-971-000

\$40,384.00

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

n/a

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): Waive the formal bidding process in accordance with Section 3.04.140.E.4 of the Livonia Code of Ordinances, as amended since no advantage to the City would result from competitive bidding.

ATTACHMENTS

1. Camera - Quickview_brochure
2. Camera-Quickview Air HD

APPROVED BY



Don Rohraff, Director of Public Works

Date: August 28, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024

QUICKVIEW AIR HD

RAPID, COMPLETE
SEWER ASSESSMENT

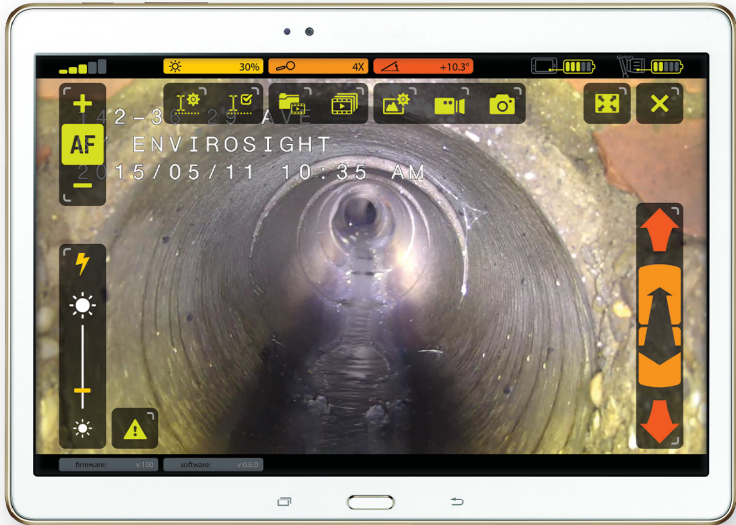


 **ENVIROSIGHT**

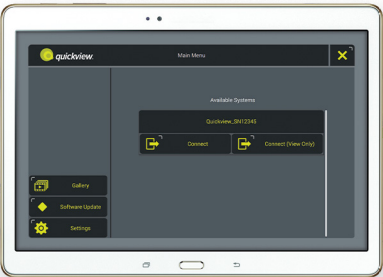
INSTANT INSIGHT ABOUT SEWERS

Quickview airHD's high-power zoom optics and focused illumination look deep into sewer lines from a manhole to see if they need repair, cleaning or further inspection.

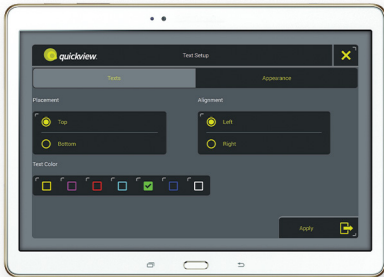
With the insight Quickview delivers, you'll make better maintenance decisions and use resources more effectively.



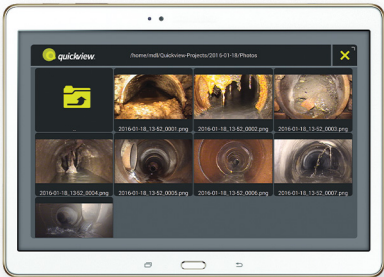
Operate with real-time video and touchscreen controls.



Connect via Wi-Fi.



Annotate your footage.



Review saved assessments.



CITY

- Identify and prioritize maintenance issues.
- Avoid confined space entry.
- Inspect hard-to-reach areas.
- Respond to emergency callouts.
- Improve sewer cleaning efficiency.

CONTRACTOR

- Survey pipe condition before bidding services.
- Document successful completion of work.

D.O.T.

- Assess storm drain and culvert condition.



CENTER

To adjust camera height in-manhole, push against the standoff's spring; a ratchet will hold your position.



ILLUMINATE

With the camera encircled by focused light, you can see hundreds of feet into pipes.



TILT

Using touchscreen controls, remotely adjust camera tilt to achieve optimal alignment.



MEASURE

An optional rangefinder accessory measures distance-to-target with the push of a button.

6-48" pipe dia.

max. 400' view range



SYSTEM COMPONENTS

- camera head
- app (tablet not included)
- pole with standoff
- bipod
- battery (2)
- charger
- case

SPECIFICATIONS

video system

imager 1/2.8-type CMOS
 zoom . . . 360× (30× optical, 12× digital)
 resolution . 1280×720 pixel (2.38 MP)
 functions zoom
 focus (auto/manual)
 shutter (auto/manual)
 FOV (hor.) . 63.7 (wide) - 2.3 (tele) deg
 sensitivity 1.4 lux

illumination

system . . . four LED/reflector pairs
 type coaxial, collimated
 reflector type proprietary

camera head

connections 4-pin aux port
 depth rating 10' (3m)
 construction aluminum
 sensors . . . temp, pressure, incline

wireless system

Wi-Fi standard . . . IEEE 802.11b/g/n
 frequency range . 2.400–2.483 GHz
 operating channels 1–11

centering support

height adjustment . . 18.9" (480mm)
 pipe dia. 6–48" (DIN 150–1200)
 mechanism . . ratcheted gas spring

battery/charger

battery capacity 3.4 A-hr.
 battery charger mains power

pole/bipod

length (collapsed/extended) . . 4'/16'
 stabilization hands-free bipod

app

OS Android, iOS, Windows





Michigan Office:
78 Northpointe Drive
Lake Orion, Michigan 48359
Phone: (248) 370-0000
Fax: (248) 370-0011

Ohio Office:
850 Science Blvd.
Gahanna, OH
Phone 614-655-0022

City of Livonia Envirosight Quickview Air HD

2 – Quickview Air HD \$40,600

System Include HD Camera, 30' Extendable Telescopic Pole, Charger, Bipod, Pressurization Kit, 2 Batteries, Sewer Link Inspection Software, and Case.

2 – Samsung Tablets \$400

1 – Inbound Freight \$200

1 – MiDeal Discount - \$816

MiDeal Contract Pricing – Contract # 071B7700091

Provided with Free Delivery and Training

Total - \$40,384



Quoted on 7-9-24

Street Sweepers • Envirosight Cameras • KEG Nozzles • Setcom Headsets



July 18, 2024

RE: Envirosight LLC

Envirosight, LLC has worked very hard to align itself with the premier distributors in the underground infrastructure maintenance equipment industry. To that end, we have partnered with MacQueen Group, in the state of Michigan to provide our customers equipment, parts, and after sale service.

MacQueen Group is the sole contractual provider of Envirosight products and service in the state of Michigan. This includes, but is not limited to, our Rovver X and RovverX SAT camera systems, Quickview zooming and manhole inspection system, the Quickview AirHD inspection system, Jetscan video nozzles, Verisight push camera systems, Cleverscan manhole inspection systems and Digisewer sidewall scanning and evaluation technology.

Thank you and please feel free to contact me with any questions or concerns that may arise.

Best regards,

James Winters
Reginal Sales Manager
Envirosight, LLC
412-525-5261

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

17. AWARD OF BID: Department of Public Works, re: for a Manual Transfer Switch and installation at the Newburgh Pump Station, from budgeted funds.

Ryan Ferrell, Assistant Director of Public Works presented the request to Council.

Councilmember Morgan offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

17.

DPW
August 26, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Ryan Ferrell, Superintendent of Public Works

AGENDA ITEM

AWARD OF BID: Department of Public Works, re: for a manual transfer switch and installation at the Newburgh Pump Station, from budgeted funds.

BACKGROUND DETAILS

The Department of Public works has secured a portable generator for use at the Newburgh Pump Station (Res #246-23) (under railroad tracks) to assist in pumping out water during heavy rains when the power goes out to the station. Without power, the pump station doesn't work, and the water collects under the bridge, flooding Newburgh, resulting in the closure of the road in both directions. In order to hook the generator up, we need to have a manual transfer switch installed. As per procedure, we have secured three quotes from qualified vendors.

- | | |
|-------------------|--------------|
| 1. Rotor Electric | \$ 27,269.00 |
| 2. Williams Elec | \$ 35,900.00 |
| 3. RCI Elec | \$ 37,750.00 |

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve the Department of Public Works to contract with Rotor Electric, 9522 Grinnell ST., Detroit, MI 48213 to purchase and install said Manual Transfer Switch at the Newburgh Pump Station, with funds designated in GL #592-559-818-000.

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

Purchase and installation of Manual Transfer Switch - Newburgh Pump Station.

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

\$27,269.00

DETAILED WORK BEING PERFORMED

Purchase and installation of Manual Transfer Switch - Newburgh Pump Station.

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

\$27,269.00

592-559-818-000

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

Three bids requested and received

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): n/a

ATTACHMENTS

1. S090924 LTC Transf switch and install
2. Manual Transf Switch-Newburgh Pump Stn QUOTES 2024

APPROVED BY



Don Rohraff, Director of Public Works

Date: August 29, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024



9522 Grinnell St., Detroit, MI 48213
Phone 313.891.0331 • Fax 313.891.0511
www.rotorelectric.com

June 28th, 2023

City of Livonia DPW
12976 Farmington Road
Livonia, Michigan 48150

Attention: Mr. Ryan Ferrell,
Superintendent of Public Works

Regarding: Newburgh Road Pump House
Back up Portable Generator Electrical Connection
GBP No. 23-1501 (Rev. 1)

Gentlemen:

We are pleased to offer our proposal for revisions to the electrical distribution to allow for a quick transfer of power to the generator and back to the utility.

The electrical revisions will consist of furnishing and installing a 200 Amp, 600 Volt, N. 3R Manual Transfer Switch (MTS) with a CAM Lock Connection Box wired to the Generator side of the MTS. The MTS and the Connection Box will be located on top of the Pump House adjacent to the service road.

We include as part of our price an electrical permit and all applicable taxes.

Total Price **\$27,269.00**

Very truly yours,
ROTOR ELECTRIC COMPANY OF MICHIGAN, LLC

Jacob Osborne

Project Manager

cc: Mr. Ryan Ferrell, rferrell@livonia.gov



Williams

Electrical and Telecommunications Company

9527 Traverse Street
Detroit, MI 48213
Phone: (313) 921-1812
Fax: (313) 921-1813

July 19, 2024

Mr. Ryan Ferrell
City of Livonia DPW
12976 Farmington Road
Livonia, Michigan 48150

RE: Newburgh Rd. Pump House, Backup Portable Generator

Dear Mr. Ferrell,

Williams Electrical and Telecommunications Co. (WETCO) is pleased to submit this pricing in the amount of Thirty-Five Thousand Nine Hundred Dollars (\$35,900.00) for the aforementioned project.

Scope:

- Install 200 AMP, 600 Volt, N. 3R MTS (Manual Transfer Switch) with a CAM lock connection wired to the generator side of the MTS.
- MTS will be located on the top of the pump house next to the service road.

Assumptions:

- N/A

Allowances:

- N/A

Exclusions:

- N/A

Alternate:

- N/A

Clarifications:

- Tax is included.
- Permits are included.

Thank you for the opportunity to provide this pricing, if you have any questions please contact our office.

Sincerely,

Rodney Williams,
President

RCI ELECTRIC COMPANY

4999 McCarthy Dr.
Milford, Michigan 48381
(248) 471-2277 FAX (248) 471-6550

Estimate

Date: July 17, 2024

Estimate #: 2024012

Customer: City of Livonia

Attn: Sammy Lovin

Project Location: City of Livonia – Newburgh Lift Station Portable Generator Connection, Service Rework

Description

Provide equipment, labor and materials necessary to rework the existing electrical service to the Newburgh lift station and install equipment required for portable generator connections.

The existing service is fed from a 200 amp rated 480/277 volt meter socket on the utility pole. Wiring from the meter socket to the service disconnect in the lift station pit is 1/0 rated for 150 amps and is terminated in a 150 amp circuit breaker in the pit. The pull box in the pit where the service conduits enter the pit is rusted out and the bottom of the box is laying on the floor. This box must be replaced as part of the work.

We are providing (3) options for performing this work, The options and specific items included in each option are as follows:

Option 1 - Service Entrance Rated OUTDOOR Manual Transfer Switch

1. This equipment will be rated at 400 amps to accommodate the 225 amp generator output breaker capacity and will be provided with a service disconnect and overcurrent protection circuit breaker rated at 200 amps on the utility side. This unit will also have a built-in Cam-Lock generator connection section. **Lead time for this unit is 46-48 weeks.**
2. Provide excavating equipment and materials and site restoration required for this work.
3. Provide and install a concrete pad and supports, as required, for equipment installation.
4. Provide labor and materials required to disconnect and remove the existing 1/0 service wiring.
5. Provide labor and materials required to remove the rusted out service entrance pull box in the pit and replace with new.
6. Provide and install new 3/0 service wiring from the meter to the utility side of the MTS.
7. Provide and install new 4/0 wiring from the MTS to the 150 amp main disconnect switch in the pit.
8. Provide labor and materials required to install new service grounding / bonding equipment required.
9. Provide labor and materials required to tag the generator connection box with phase rotation information.

Service Entrance Rated OUTDOOR Manual Transfer Switch Cost: \$37,750.00

Option 2 - Service Entrance Switch, MTS, Connection Box – Stand Alone Equipment

1. Provide and install an outdoor rated 200 amp 480/277 volt fused service disconnect switch and fuses.
2. Provide and install an outdoor rated 400 amp 480/277 volt double throw manual transfer switch. This switch is rated at 400 amps to accommodate the 225 amp generator output breaker capacity.
3. Provide and install an outdoor rated 400 amp 480/277 volt plus ground Cam-Lock generator connection box.
4. Provide excavating equipment and materials and site restoration required for this work.
5. Provide and install support structure required for equipment installation.
6. Provide labor and materials required to disconnect and remove the existing 1/0 service wiring.
7. Provide labor and materials required to remove the rusted out service entrance pull box in the pit and replace with new.
8. Provide and install new 3/0 service wiring from the meter to the utility side of the MTS.

9. Provide and install new 4/0 wiring from the MTS to the 150 amp main disconnect switch in the pit.
10. Provide labor and materials required to install new service grounding / bonding equipment required.
11. Provide labor and materials required to tag the generator connection box with phase rotation information.

Service Entrance Switch, MTS, Connection Box – Stand Alone Equipment Cost: \$33,650.00

Option 3 - Indoor MTS Located in Lift Station Pit

1. **This option is the lowest cost but will require personnel to enter the pit during a power outage (no facility lighting) to change over to generator power.**
2. Provide excavating equipment and materials and site restoration required for this work.
3. Provide and install supports for equipment installation.
4. Provide and install an outdoor rated 400 amp 480/277 volt, plus ground, Cam-Lock generator connection box.
5. Provide and install an indoor rated 400 amp 480/277 volt double throw manual transfer switch. This switch is rated at 400 amps to accommodate the 225 amp generator output breaker capacity.
6. Provide labor and materials required to remove the rusted out service entrance pull box in the pit and replace with new.
7. Provide and install new 4/0 wiring from the Cam-Lock connection box to the MTS in the pit. This wiring will be run through the existing spare conduit located at the utility pole (assuming the conduit is viable).
8. Provide labor and equipment to disconnect and rework existing 1/0 service wiring in the pit. Wiring to be routed to the MTS and then back to the 150 amp main circuit breaker.
9. Provide labor and materials required to tag the generator connection box with phase rotation information.

Indoor MTS Located in Lift Station Pit Cost: \$22,000.00

Estimated By: Frank Struble
RCI Electric

Request for Purchase

Recommended Vendor

Name: *Rogor Electric Co.*
of Michigan LLC
No. & Street: *9522 Grinnell St.*
City, State: *Detroit MI 4823*

Requisitioning Section

Section: *592-559-818-000*
Account Number: *~~405-000-181-000~~*
Delivery Date: ASAP

Quantity	Unit Measure	Description of Material	Unit Cost	Total Cost
<i>1</i>	<i>1</i>	<i>install a 200 Amp, 600V N.3R</i>		<i>27,269⁰⁰</i>
		<i>manual transfer switch</i>		
TOTAL				\$0.00

Sammy L

Signature

7/23/24

Date

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

18. REQUEST TO AUTHORIZE APPROPRIATION AND EXPENDITURE:
Department of Public Works; Water & Sewer Division, re: for the emergency sewer repair on Farmington Road, from the Unexpended Fund Balance of the Water and Sewer Fund.

Don Rohraff, Director of Public Works, presented the request to Council.

Vice President Ptashnik offered an approving motion for the Consent Agenda.

DIRECTION

APPROVED

CONSENT



LETTER TO THE LIVONIA CITY COUNCIL

18.

DPW
August 29, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Don Rohraff, Director of Public Works

AGENDA ITEM

REQUEST TO AUTHORIZE APPROPRIATION AND EXPENDITURE: Department of Public Works; Water & Sewer Division, re: for the emergency watermain repair on Farmington Road, from the Unexpended Fund Balance of the Water and Sewer Fund.

BACKGROUND DETAILS

While performing utility work in June 2024, Consumers Energy bored through and damaged a 30" watermain on Farmington Road, affecting City services and causing an emergency shut-down of the watermain. Obtaining a new 30" watermain was a challenge. No vendor in the State of Michigan had one, so it had to be ordered and shipped. Due to the size of the job and the specialized resources and equipment necessary, emergency repair contractor D'Angelo Bros was assigned the repair of the project. This included accessing and removing the damaged portion and installing the new pipe, along with installing new "taps" for those homes and businesses affected.

The City will be seeking reimbursement from Consumers Energy for the cost of repairs. In the meantime, we would like to pay our contractor, who completed the project without issue, while we wait for the reimbursement process.

The Department of Public Works is requesting approval of funds from the unexpended fund balance of the Water and Sewer Fund (592) in the amount of \$175,867.84 as payment to D'Angelo Bros for the work performed in the emergency repair of the watermain.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve funds in the amount of \$175,867.84 as payment to D'Angelo Brothers, 30836 W. 8 Mile, Farmington Hills, MI 48336 from the unexpended fund balance of the Water and Sewer Fund (592).

SPECIFIC NAME OF PRODUCT AND NUMBER TO BE PURCHASED (if more than one)

n/a

CONTRACT: Amount and/or purchase price and length of contract (with dates if applicable)

\$175,867.84

DETAILED WORK BEING PERFORMED

Access, remove damaged infrastructure, replace it with new infrastructure and re-connect homes and businesses serviced by the damaged area.

FISCAL CONSIDERATIONS (Amount requested and Account(s) used. If applicable, Grant Funding information)

\$175,867.84 Unexpended Fund Balance of the Water and Sewer Fund (592)

ACCEPTANCE OF BID (Please detail the following: Why accepted, why not lowest bidder, company name, contact person, full address)

n/a

REASON TO WAIVE BID PROCESS (Emergency, Professional services, No advantage to City and why, Consortium package, etc): Waive the formal bidding process in accordance with Section 3.04.140.E.1 of the Livonia Code of Ordinances, as amended since no advantage to the City would result from competitive bidding.

ATTACHMENTS

1. S090924 LTC Emerg sewer repair Farmington Rd
2. D'Angelo Inv 104724-27 104724-34

APPROVED BY



Don Rohraff, Director of Public Works

Date: August 29, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Carter Fisher, City Attorney

Date: August 30, 2024



Date: August 30, 2024

Maureen Miller Brosnan, Mayor



Invoice # 104724-27

7/26/24

30836 W 8 Mile.

Farmington Hills, MI 48336

TO: City of Livonia

ATTN: Don R.

16541 Farmington Rd.
Emergency 30" Water Main Break

DESCRIPTION OF WORK COMPLETED	Qty.	Unit	Hrs.	Rate	Total Per Line
6/10 Excavate 30 " Water Main. Remove Catch Basin / Structure. Set Trench Box. Dewater water Main.					
172 Mobilize Excavators & Loader	3	EA	1	\$ 550.00	\$ 1,650.00
13 315 Excavator & Operator	1	HR	8	\$ 158.00	\$ 1,264.00
12 315 Excavator & Operator	1	HR	3	\$ 178.00	\$ 534.00
15 325 Excavator & Operator	1	HR	8	\$ 195.00	\$ 1,560.00
14 325 Excavator & Operator	1	HR	3	\$ 225.00	\$ 675.00
45 289 Skid Steer	1	HR	11	\$ 125.00	\$ 1,375.00
27 938 Loader Reg Time	1	HR	8	\$ 170.00	\$ 1,360.00
26 938 Loader Overtime	1	HR	3	\$ 195.00	\$ 585.00
34 Labor, Regular Time	5	HR	8	\$ 62.00	\$ 2,480.00
35 Labor, Over Time	5	HR	3	\$ 88.00	\$ 1,320.00
48 Dump Truck Semi Reg Time	1	HR	8	\$ 145.00	\$ 1,160.00
47 Dump Truck Semi Overtime	1	HR	3	\$ 165.00	\$ 495.00
50 Dump Truck Short Double Reg Time	1	HR	8	\$ 145.00	\$ 1,160.00
49 Dump Truck Short Double Overtime	1	HR	3	\$ 165.00	\$ 495.00
43 Power Saw	1	HR	4	\$ 30.00	\$ 120.00
3 Concrete Breaker	1	HR	4	\$ 70.00	\$ 280.00
31 Generator	3	HR	11	\$ 25.00	\$ 825.00
39 Pumps	4	HR	11	\$ 30.00	\$ 1,320.00
173 Trench Box	1	EA	1	\$ 800.00	\$ 800.00
					\$ 19,458.00
DESCRIPTION OF WORK COMPLETED	Qty.	Unit	Hrs.	Rate	Total Per Line
6/11 Cut out Water Main. Install Concrete / Ductile Adapters.					
13 315 Excavator & Operator	1	HR	8	\$ 158.00	\$ 1,264.00
12 315 Excavator & Operator	1	HR	3	\$ 178.00	\$ 534.00
15 325 Excavator & Operator	1	HR	8	\$ 195.00	\$ 1,560.00
14 325 Excavator & Operator	1	HR	3	\$ 225.00	\$ 675.00
45 299 Skid Steer	1	HR	11	\$ 125.00	\$ 1,375.00

27	938 Loader Reg Time	1	HR	8	\$	170.00	\$	1,360.00
26	938 Loader Overtime	1	HR	3	\$	195.00	\$	585.00
34	Labor, Regular Time	5	HR	8	\$	62.00	\$	2,480.00
35	Labor, Over Time	5	HR	3	\$	88.00	\$	1,320.00
48	Dump Truck Semi Reg Time	1	HR	8	\$	145.00	\$	1,160.00
47	Dump Truck Semi Overtime	1	HR	3	\$	165.00	\$	495.00
50	Dump Truck Short Double Reg Time	1	HR	8	\$	145.00	\$	1,160.00
49	Dump Truck Short Double Overtime	1	HR	3	\$	165.00	\$	495.00
43	Power Saw	1	HR	4	\$	30.00	\$	120.00
3	Concrete Breaker	1	HR	4	\$	70.00	\$	280.00
31	Generator	2	HR	11	\$	25.00	\$	550.00
39	Pumps	4	HR	11	\$	30.00	\$	1,320.00
173	Trench Box	1	EA	1	\$	800.00	\$	800.00
								\$ 17,533.00

DESCRIPTION OF WORK COMPLETED	Qty.	Unit	Hrs.	Rate	Total Per Line
6/12 Install 30" Ductile Water Main. W/ Sleeves. Installed New 4' Catch Basin w/ 20 LF of 12" SDR. Weld Adapters					

13	315 Excavator & Operator	1	HR	8	\$	158.00	\$	1,264.00
12	315 Excavator & Operator	1	HR	2.5	\$	178.00	\$	445.00
15	325 Excavator & Operator	1	HR	8	\$	195.00	\$	1,560.00
14	325 Excavator & Operator	1	HR	2.5	\$	225.00	\$	562.50
45	299 Skid Steer	1	HR	10.5	\$	125.00	\$	1,312.50
27	938 Loader Reg Time	1	HR	8	\$	170.00	\$	1,360.00
26	938 Loader Overtime	1	HR	2.5	\$	195.00	\$	487.50
34	Labor, Regular Time	5	HR	8	\$	62.00	\$	2,480.00
35	Labor, Over Time	5	HR	2.5	\$	88.00	\$	1,100.00
51	Dump Truck Tri Axle Reg Time	1	HR	8	\$	145.00	\$	1,160.00
52	Dump Truck Tri Axle Overtime	1	HR	2.5	\$	165.00	\$	412.50
43	Power Saw	1	HR	4	\$	30.00	\$	120.00
31	Generator	2	HR	10.5	\$	25.00	\$	525.00
39	Pumps	2	HR	10.5	\$	30.00	\$	630.00
173	Trench Box	1	EA	1	\$	800.00	\$	800.00
								\$ 14,219.00

6/13 Install Edge Drain. Poured Concrete Collars Around Adapters. Fill WM W/ Water. Backfill & Demobilize					
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13	315 Excavator & Operator	1	HR	8	\$	158.00	\$	1,264.00
12	315 Excavator & Operator	1	HR	5	\$	178.00	\$	890.00
15	325 Excavator & Operator	1	HR	8	\$	195.00	\$	1,560.00
14	325 Excavator & Operator	1	HR	5	\$	225.00	\$	1,125.00

45	289 Skid Steer	1	HR	13	\$	125.00	\$	1,625.00
27	938 Loader Reg Time	1	HR	8	\$	170.00	\$	1,360.00
26	938 Loader Overtime	1	HR	5	\$	195.00	\$	975.00
34	Labor, Regular Time	4	HR	8	\$	62.00	\$	1,984.00
35	Labor, Over Time	4	HR	5	\$	88.00	\$	1,760.00
48	Dump Truck Semi Reg Time	1	HR	8	\$	145.00	\$	1,160.00
47	Dump Truck Semi Overtime	1	HR	5	\$	165.00	\$	825.00
51	Dump Truck Tri Axle Reg Time	1	HR	8	\$	145.00	\$	1,160.00
52	Dump Truck Tri Axle Overtime	1	HR	5	\$	165.00	\$	825.00
43	Power Saw	1	HR	4	\$	30.00	\$	120.00
183	Compacting Trench	1	HR	4	\$	70.00	\$	280.00
31	Generator	1	HR	13	\$	25.00	\$	325.00
39	Pumps	1	HR	13	\$	30.00	\$	390.00
173	Trench Box	1	EA	1	\$	800.00	\$	800.00
								\$ 18,428.00
Materials								
88	6A Stone	86	Ton	-	\$	34.00	\$	2,924.00
86	Class II Sand	153	Ton	-	\$	20.00	\$	3,069.60
87	21AA Limestone	40	Ton	-	\$	30.00	\$	1,200.00
38	Water Tap Materials.	1	LSx15%	-	\$	38,000.00	\$	43,700.00
164	M&T Welding	1	LSx12%	-	\$	2,500.00	\$	2,800.00
38	Carlismos	1	LSx15%	-	\$	1,926.02	\$	2,214.92
38	Etna	1	LSx15%	-	\$	154.76	\$	177.97
38	Etna	1	LSx15%	-	\$	890.40	\$	1,023.96
38	Etna	1	LSx15%	-	\$	2,565.20	\$	2,949.98
38	Etna	1	LSx15%	-	\$	15,370.00	\$	17,675.50
38	Etna	1	LSx15%	-	\$	1,053.64	\$	1,211.69
38	Home Depot	1	LSx15%	-	\$	237.11	\$	272.68
38	Core & Main	1	LSx15%	-	\$	2,544.00	\$	2,925.60
38	Ajax	1	LSx15%	-	\$	964.60	\$	1,109.29
38	Piedmont	1	LSx15%	-	\$	1,065.30	\$	1,225.10
164	Gaz Sawcutting	1	LSx12%	-	\$	963.00	\$	1,078.56
								\$ 85,558.84
TOTAL								\$ 155,196.84

Vince D'Angelo (248) 515-1942

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period 06/10 through 06/13/24

A.D. performed any work, furnished any material, ~~sustained any loss~~, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from the City of Livonia, as Owner, or its agents, in addition to the regular items set forth in the contract numbered 233-12, and dated 6/20/21- 12/31/24, A.D., for

Pertaining to Inv# 104724-27

executed between myself and the City of Livonia, and in the Change Orders for work issued by the City of Livonia in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There is/is not an itemized statement attached.

The Contractor further certifies that all his indebtedness for labor and materials incorporated in the work covered by this estimate has been fully paid and/or satisfactory arrangements with materials suppliers have been made.

D'Aniolo Brothers Inc.
Contractor

By: *Rob D'Angelo*

Title: CEO / President

Date: 07/26/2024

09019		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date:	Day:	Time Start:	Time Out/End:		
06-10-24	Monday				
Job Location / Job Name / Address:					
Farmington Rd Livonia					
Description:					
Water Main Repair Job					
Driver:		Truck: 401			
Miguel Gutierrez		Semi	Quad	Q W/Pup	Tri Axle
WRC Water Dept. - North		West Bloomfield Twp.			
WRC Water Dept. - South		Bloomfield Twp.			
WRC Sewer Dept.		Livonia			
WRC Pump Maint.		Wixom			
WRC Drains Dept.		Private / Other:			
WRC Other					
20.00 TONS / NET WEIGHT		TONS / NET WEIGHT			
Class 2 Sand		HAUL OUT Yards / Tons			
6A Stone		Cold Patch			
21AA Crush Concrete		Pea Stone			
21AA Crush Limestone		1"x3" Crush Concrete			
Other Material					
From / Loading Place		To / Unloading Place			
D'Angelo Brothers yard		Farmington Rd Job			
PRINTED NAME		Signature			

09018		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date:	Day:	Time Start:	Time Out/End:		
06-10-24	Monday				
Job Location / Job Name / Address:					
Farmington Rd Livonia					
Description:					
Water Main Repair Job					
Driver:		Truck: 401			
Miguel Gutierrez		Semi	Quad	Q W/Pup	Tri Axle
WRC Water Dept. - North		West Bloomfield Twp.			
WRC Water Dept. - South		Bloomfield Twp.			
WRC Sewer Dept.		Livonia			
WRC Pump Maint.		Wixom			
WRC Drains Dept.		Private / Other:			
WRC Other					
22.00 TONS / NET WEIGHT		TONS / NET WEIGHT			
Class 2 Sand		HAUL OUT Yards / Tons			
6A Stone		Cold Patch			
21AA Crush Concrete		Pea Stone			
21AA Crush Limestone		1"x3" Crush Concrete			
Other Material					
From / Loading Place		To / Unloading Place			
D'Angelo Brothers yard		Farmington Rd Job			
PRINTED NAME		Signature			

09030		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date:	Day:	Time Start:	Time Out/End:		
06/10/24	Monday				
Job Location / Job Name / Address:					
16541 Farmington Rd					
Description:					
6 x 12 in					
Driver:		Truck: 402			
Jon Havier		Semi	Quad	Q W/Pup	Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	Livonia
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT		TONS / NET WEIGHT	
Class 2 Sand	HAUL OUT Yards / Tons		
6A Stone	Cold Patch		
21AA Crush Concrete	Pea Stone		
21AA Crush Limestone	1"x3" Crush Concrete		
Other Material			

From / Loading Place	To / Unloading Place
Shop	Job
PRINTED NAME	Signature
Jon Havier	Jon Havier

09109 **D'Angelo Brothers Inc.** 30836 W. Eight Mile Rd. Farmington Hills, MI. 48336

Date: 6/11/24 Day: Tuesday Time Start: Time Out/End:

Job Location / Job Name / Address: 16541 Farmington rd

Description: 6A in

Driver: Jon Havier Truck: 19

Semi Quad Q W/Pup Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept. ☒	Livonia ☒
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT	TONS / NET WEIGHT
Class 2 Sand <u>39</u>	HAUL OUT Yards / Tons
6A Stone <u>28 yards</u>	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place: Shop To / Unloading Place: Job

PRINTED NAME: Jon Havier Signature: [Signature]

10238 **D'Angelo Brothers Inc.** 30836 W. Eight Mile Rd. Farmington Hills, MI. 48336

Date: 06/19/24 Day: Wednesday Time Start: Time Out/End:

Job Location / Job Name / Address: Farmington Rd, Livonia

Description:

Driver: Marco Truck:

Semi Quad Q W/Pup Tri Axle Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	<u>Livonia</u>
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT	TONS / NET WEIGHT
Class 2 Sand	HAUL OUT Yards / Tons
6A Stone <u>15 yards</u>	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place: D'angelo yard To / Unloading Place: Livonia

PRINTED NAME: Marco Lopez Signature: [Signature]

09129 **D'Angelo Brothers Inc.** 30836 W. Eight Mile Rd. Farmington Hills, MI. 48336

Date: 6/13/24 Day: Thursday Time Start: Time Out/End:

Job Location / Job Name / Address: 1541 Farmington rd

Description: 6A

Driver: Jon Havier Truck: 102

Semi Quad Q W/Pup Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	Livonia ☒
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT	TONS / NET WEIGHT
Class 2 Sand	HAUL OUT Yards / Tons
6A Stone <u>5 yards</u>	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place: Shop To / Unloading Place: Job

PRINTED NAME: Jon Havier Signature: [Signature]

09128		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date: 6/13/24	Day: Thursday	Time Start:	Time Out/End:		
Job Location / Job Name / Address: 1541 Farmington rd					
Description: 21AA					
Driver: Jon Harver		Truck: 102			
		Semi	Quad	Q W/Pup	Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	Livonia ✓
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

40 Total TONS / NET WEIGHT	
Class 2 Sand	HAUL OUT Yards / Tons
6A Stone	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place Shop	To / Unloading Place Job
PRINTED NAME Jon Harver	Signature Jon Harver

07407		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date: 6/13/24	Day: Tue	Time Start:	Time Out/End:		
Job Location / Job Name / Address: Livonia Water, 6 mile + Farmington					
Description: CLASS 2 SAND					
Driver: Jon		Truck: 18			
		☒ Semi	Quad	Q W/Pup	Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	Livonia
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT	
Class 2 Sand	HAUL OUT Yards / Tons
6A Stone	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place 8 mile YARD	To / Unloading Place 6 mile + Farmington
PRINTED NAME	Signature

07406		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date:	6/13/24	Day:	THUR	Time Start:	
Job Location / Job Name / Address:		Livonia Water 6 mile Farmington			
Description:		CLASS 2 SAND			
Driver:	Don	Truck:		18 TRAIL	
		Semi	Quad	Q W/Pup	Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	Livonia
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT	TONS / NET WEIGHT
Class 2 Sand	HAUL OUT Yards / Tons
50.28 TONS	
6A Stone	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place	To / Unloading Place
ASHLEY	FARMINGTON 9 6 mile
PRINTED NAME	Signature

09131		D'Angelo Brothers Inc.		30836 W. Eight Mile Rd. Farmington Hills, MI. 48336	
Date:	6/13/24	Day:	THURSDAY	Time Start:	
Job Location / Job Name / Address:		1541 Farmington rd			
Description:		SAND			
Driver:	Jon Hovier	Truck:		102	
		Semi	Quad	Q W/Pup	Tri Axle

WRC Water Dept. - North	West Bloomfield Twp.
WRC Water Dept. - South	Bloomfield Twp.
WRC Sewer Dept.	Livonia
WRC Pump Maint.	Wixom
WRC Drains Dept.	Private / Other:
WRC Other	

TONS / NET WEIGHT	TONS / NET WEIGHT
Class 2 Sand	HAUL OUT Yards / Tons
12 Yards	
6A Stone	Cold Patch
21AA Crush Concrete	Pea Stone
21AA Crush Limestone	1"x3" Crush Concrete
Other Material	

From / Loading Place	To / Unloading Place
Shop	Jas
PRINTED NAME	Signature
Jon Hovier	Jim Wilson

Watertap, Inc.
48595 West Road
Wixom, MI 48393
+1 2484377023



INVOICE

BILL TO

D'Angelo Brothers, Inc.
30836 W. 8 Mile Road
Farmington Hills, MI 48336
Sent Via E-Mail

INVOICE # 15572

DATE 06/12/2024

DUE DATE 07/12/2024

TERMS Net 30

JOB NAME

Material Pick-Up

SERVICE DATE	DESCRIPTION	QTY	RATE	AMOUNT
06/11/2024	Pick-up from Watertap's yard: 20 feet of 30 inch Ductile Iron Pipe	1	6,000.00	6,000.00
06/11/2024	30 inch ECP transition adapters for PCCP: Spigot x MJ Spigot and Bell x MJ Spigot. Includes laying gaskets and grout diapers. (Price per pair)	1	32,000.00	32,000.00

BALANCE DUE

\$38,000.00

Also specializing in:

- **Pressure Tapping
- **Valve Insertions
- **Line Stopping
- **Concrete Pressure Pipe Tapping Saddles & Accessories
- **Hydralert Installation

M & T Welding & Fabrication, Inc.

10312 Skeman

Brighton, MI 48114

Cell: 586.536.3469

Fax: 810.588.4387

mandtweld@yahoo.com



INVOICE:

D'Angelo Brothers Utilities
30836 Eight Mile Rd.
Farmington Hills, MI 48336

ATTN: Vincent D'Angelo

June 12, 2024

Invoice the Following:

JOB: 16927 Farmington Rd., Livonia, MI

- Supply Labor & Material to Weld Steel Water Main to Support New Ductile Iron Replacement Pipe.

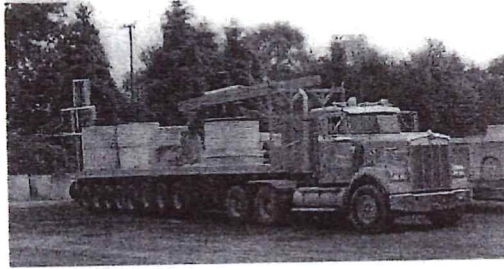
(2) Men (1) Day - Total Invoice \$2,500.00

Thank you for your business.

Mike Boucher
M & T Welding & Fabrication, Inc.

Carlesimo Products
29800 West Eight Mile Road
Farmington Hills, MI 48336

Voice: 248-474-0415
 Fax: 248-474-5199



Invoice Number:
 2024-0642
Invoice Date:
 Jun 22, 2024
Page:
 1

Sold To:
 D'Angelo's Brothers, Inc.
 30836 W.8 Mile Road
 Farmington Hills, MI 48336

Invoice

Ship to
 D'Angelos
 Livonia, #104724-27



Customer ID	Driver Ticket	Payment Terms	
D'A-2023	67233, 67236	Net 30 Days	
Discount	Yard Order/P.O./Salesman	Ship Date	Due Date
	32063, 32076	6/12/24	7/22/24

Quantity	Item	Description	Unit Price	Extension
1.50	48manhole	48" manhole pipe	155.00	232.50
1.00	48grvc	48" grv cover	333.00	333.00
1.00	4sp	4" Spacer Ring	109.00	109.00
1.00	6sp	6" Spacer Ring	158.00	158.00
1.00	s	spacer kit	69.00	69.00
1.00	48sb	48" Sump Base	648.00	648.00
-1.50	48manhole	48" manhole pipe	155.00	-232.50
1.00	5bs	5' Base/Section (5.50 + CIB) per G.Roest	500.00	500.00

COPY

Subtotal 1,817.00
Sales Tax 109.02
Total Invoice Amount 1,926.02

TOTAL 1,926.02



ETNA SUPPLY - WIXOM
29949 BECK RD
WIXOM MI 48393-2836
248-624-5000 Fax

INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
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USE THIS ACCOUNT NUMBER:	11185

INVOICE DATE	INVOICE NUMBER
05/24/24	S105690617.002
REMIT TO:	PAGE
ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	1 of 1

BILL TO:

SHIP TO:

D'ANGELO BROS INC
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336

D'ANGELO BROS
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336-5303

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON	
11185		WRC STOCK				Roger Ash	
WRITER		SHIP VIA		TERMS		SHIP DATE	ORDER DATE
Alex Wagner		PICK UP		NET 25TH		05/24/24	05/23/24
ORDER QTY	SHIP QTY	UOM	DESCRIPTION			UNIT PRICE	EXT PRICE
6	6	ea	FERNCO 1002-88RC 8X8 REP COUPLING			82.000E	492.00
8	82	ea	COUPLING 8IN CLAY- 8IN CI/PL RC			73.000E	438.00
			FERNCO 1002-66RC 6X6 REP COUPLING				
			COUPLING 6IN CLAY- 6IN CI/PL RC				
2	2	ea	IPS WELD-ON 781 QUART PLUMBING			14.800E	29.60
			CLEAR MED UP TO 6 SCH40 & 4 SCH80				
2	2	ea	IPS QUART PLUMBING LOW VOC PURPLE			12.600E	25.20
			PRIMER FOR ALL PVC AND CPVC WELD-ON				
1	1	ea	REED 06071 HF3/4 HAMMER FLARING TOOL			31.000E	31.00

6" Fernco @ 73.00 ea = 146.00

8.76 tax

154.76

Invoice is due by 06/25/24.

This Invoice is controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

05-24-2024 05:40:28 AM
S105690617.002

tony

SUBTOTAL	1,015.80
S&H CHARGES	0.00
TAX	60.95
PAYMENTS	0.00
AMOUNT DUE	1,076.75



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INVOICE DATE	INVOICE NUMBER
06/07/24	S105714878.004
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ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	1 of 1

SHIP TO:

COPY

D'ANGELO BROS
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336-5303

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON	
11185		30" REPAIR		104724-27		Roger Ash	
WRITER		SHIP VIA		TERMS		SHIP DATE	
Alex Wagner		PICK UP		NET 25TH		06/07/24	
ORDER QTY		SHIP QTY		UOM		DESCRIPTION	
105		105		ea		IMPORT 1X8 MJ COR-BLUE T-BOLT W/ NUT *Nonstock - Restock Policy Applies*	
UNIT PRICE		EXT PRICE					
8.000E		840.00					

This Invoice is controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential. .

06-07-2024 10:27:43 AM
S105714878.004

elle

SUBTOTAL	840.00
S&H CHARGES	0.00
TAX	50.40
PAYMENTS	0.00
AMOUNT DUE	890.40



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USE THIS ACCOUNT NUMBER:	11185

INVOICE DATE	INVOICE NUMBER
06/07/24	S105714878.003
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ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	1 of

COPY

SHIP TO:

D'ANGELO BROS
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336-5303

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON	
11185		30" REPAIR		104724-27		Roger Ash	
WRITER		SHIP VIA		TERMS		SHIP DATE	
Alex Wagner		ETNAXPRESS		NET 25TH		06/07/24	
ORDER QTY		SHIP QTY		UOM		DESCRIPTION	
2		2		ea		30" MEGA-LUG RETAINER GLAND AND GASK MUST SHIP W/EBAA SEAL GASKET	
UNIT PRICE		EXT PRICE					
1210.000E		2420.00					

Invoice is due by 07/25/24.

This Invoice is controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

SUBTOTAL	2,420.00
S&H CHARGES	0.00
TAX	145.20
PAYMENTS	0.00
AMOUNT DUE	2,565.20



ETNA SUPPLY - GRAND RAPIDS
4901 CLAY AVENUE SW
GRAND RAPIDS MI 49548-3038
616 241 5414 Fax 616 241 4786

INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
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USE THIS ACCOUNT NUMBER:	11185

INVOICE DATE	INVOICE NUMBER
06/07/24	S105714878.00
REMIT TO:	PA
ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107	1 c

BILL TO:

SHIP TO:

COPY

D'ANGELO BROS INC
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336

D'ANGELO BROS
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336-5303

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON	
11185		30" REPAIR		104724-27		Roger Ash	
WRITER		SHIP VIA		TERMS		SHIP DATE	ORDER DATE
Alex Wagner		ETNAXPRESS		NET 25TH		06/07/24	06/07/24
ORDER QTY	SHIP QTY	UOM	DESCRIPTION			UNIT PRICE	EXT PRICE
6	6	ea	30 MECHANICAL JOINT EBAA SEAL GASKT SERIES 1100 *Nonstock - Restock Policy Applies*			75.000E	450.00
2	2	ea	30 DI MJ SLEEVE LP LESS/ACC USA *Nonstock - Restock Policy Applies*			7025.000E	14050.00

Invoice is due by 07/25/24.

This Invoice is controlled by Seller's standard terms and conditions of sale found at
www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

06-07-2024 01:30:06 PM
S105714878.002

Roger

ROGER

SUBTOTAL	14,500.00
S&H CHARGES	0.00
TAX	870.00
PAYMENTS	0.00
AMOUNT DUE	15,370.00



ETNA SUPPLY - WIXOM
29949 BECK RD
WIXOM MI 48393-2836
248-624-5000 Fax

INVOICE

TO VIEW ONLINE GO TO:	etna.billtrust.com
USE THIS ENROLLMENT TOKEN:	VHK KFQ FXR
USE THIS ACCOUNT NUMBER:	11185

INVOICE DATE	INVOICE NUMBER	
06/11/24	S105719528.002	
REMIT TO:		PAGE
ETNA SUPPLY PO BOX 772107 DETROIT MI 48277-2107		1 of 1

BILL TO:

SHIP TO:

D'ANGELO BROS INC
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336

D'ANGELO BROS
30836 W EIGHT MILE RD
FARMINGTON HILLS MI 48336-5303

CUSTOMER NUMBER		PURCHASE ORDER NUMBER		JOB NAME / RELEASE NUMBER		SALESPERSON		
11185		104724-27				Roger Ash		
WRITER		SHIP VIA		TERMS		SHIP DATE	ORDER DATE	
Alex Wagner		PICK UP		NET 25TH		06/11/24	06/11/24	
ORDER QTY	SHIP QTY	UOM	DESCRIPTION				UNIT PRICE	EXT PRICE
28	28	ft	12"X14' PVC ASTM D3034 SDR26 GASK. HEAVY WALL MANUFACTURER:				35.500ft	994.00
COPY								

Invoice is due by 07/25/24.

This Invoice is controlled by Seller's standard terms and conditions of sale found at www.etnasupply.com/tcsale. All other terms are expressly rejected.

Past due invoices may be subject to a 1.70% Time Price Differential.

06-11-2024 02:58:13 PM
S105719528.002

Sam

sam

SUBTOTAL	994.00
S&H CHARGES	0.00
TAX	59.64
PAYMENTS	0.00
AMOUNT DUE	1,053.64

Shop Supply
- later



How doers
get more done.

LIVONIA, MI 48150 (734)458-4956
RECEIPT REQUIRED FOR REFUND

2742 00031 09543 04/23/24 01:09 PM
SALE CASHIER ROBERT

0000-718-950 80# MORTAR-S <A>
80LB QUIKRETE MASON MIX
84@8.98 754.32

0000-169-846 94LB PORTLND <A>
94LB PORTLAND TYPE I-II
40@18.98 759.20

SUBTOTAL 1,513.52
SALES TAX 90.81
TOTAL \$1,604.33

XXXXXXXXXX2172 AMEX USD\$ 1,604.33

AUTH CODE 861012/3311437 TA
Chip Read
AID A000000025010801 AMERICAN EXPRESS

PRO XTRA MEMBER STATEMENT

PRO XTRA ###-###-3482 SUMMARY
THIS RECEIPT PO/JOB NAME: shop

2024 PRO XTRA SPEND 04/22: \$8,152.14

Get the CREDIT LINE your business needs
PLUS earn Perks 4X FASTER when you join
Pro Xtra, register, & use your Pro Xtra
Credit Card. Apply and SAVE UP TO \$100.
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2742 04/23/24 01:09 PM



2742 31 09543 04/23/2024 3224

RETURN POLICY DEFINITIONS
POLICY ID DAYS POLICY EXPIRES ON
A 1 90 07/22/2024

DID WE NAIL IT?

Take a short survey for a chance TO WIN
A \$5,000 HOME DEPOT GIFT CARD

Opine en español

www.homedepot.com/survey

User ID: WTS 22117 19406
PASSWORD: 24223 19375

Entries must be completed within 14 days
of purchase. Entrants must be 18 or
older to enter. See complete rules on
website. No purchase necessary.

Mason -
8 bags @ 8.98 ea

Portland -
8 bags @ 18.98 ea

71.84 mason
151.84 Portland

223.68

13.43

237.11



INVOICE

1830 Craig Park Court
St. Louis, MO 63146

Invoice # V059762
Invoice Date 6/19/24
Account # 062752
Sales Rep CHRIS CLIMIE
Phone # 734-398-5950
Branch #263 Canton, MI
Total Amount Due \$2,544.00

Remit To:
CORE & MAIN LP
PO BOX 28330
ST LOUIS, MO 63146

D'ANGELO BROTHERS INC
30836W EIGHT MILE RD
FARMINGTON HILLS MI 48336

000/0000
00000

Shipped To:
30750 W 8 MILE RD
FARMINGTON HILLS, MI

104724427

Thank you for the opportunity to serve you! We appreciate your prompt payment.

Date Ordered	Date Shipped	Customer PO #	Job Name	Job #	Bill of Lading	Shipped Via	Invoice#
6/11/24	6/11/24					CPU	V059762

Product Code	Description	Quantity		B/O	Price	UM	Extended Price
		Ordered	Shipped				
21AMF7303030PUSA	30 3030P DI STARGRIP DOMESTIC RESTRAINT W/ACC	2	2		1200.00000	EA	2,400.00

CORE & MAIN PO#- 1875845

Livonia Forced main

COPY

Freight Delivery Handling Restock Misc

Subtotal: 2,400.00
Other: .00
Tax: 144.00
Invoice Total: \$2,544.00

Terms: NET 30

This transaction is governed by and subject to Core & Main's standard terms and conditions, which are incorporated by reference and accepted.
To review these terms and conditions, please visit: <http://tandc.coreandmain.com/>

Ajax Materials Corporation



OFFICE:
1957 Crooks Road, Suite A
Troy, MI 48084
Phone: 248-244-3300
Fax: 248-244-0800

REMIT TO:
Ajax Materials Corporation
P.O. Box 7058
Troy, MI 48007
Phone: 248-244-3300
Fax: 248-244-0800

Sold To:

D'Angelo Brothers, Inc.
30836 W. Eight Mile Road
Farmington Hills, MI 48336

Date	Page	Invoice
04/30/24	1 of 1	296834
Customer #	Job #	Plant #
40049	60001944	06

60001944: road patch Hauling for D'angelo
D'angelo Bro's farmington hills

Ticket #	Quantity	Prod #	Description	Price	Amount
04/29/24					
60059371	18.65 TON	389	5E Comm.	91.000	1,697.15
Total	18.65	Plant: 06 Brighton			1,697.15
10 Ton @ 91.00 p/ton 910.00 54.60 Tax 964.60					
Sales Tax					101.83
Invoice Total					1,798.98

Sales Terms: Net 30 Days

INVOICE

ARRIVAL TIME	BATCH TIME
FINISHED TIME	

INVOICE
ADDRESS

DATE 6/19/27

It is

OF	✓	
B	M	H

10

5

AMOUNT

5	YDS.	11000	BAGS	CONCRETE	5500	
			% CALCIUM CHLORIDE			

SATURDAY DELIVERY

Heil & E. Vollen

WINTER SERVICE

1.05.00

EXTERIOR CONCRETE MUST BE PROPERLY CURED AND SEALED.

WATER ADDED

MICH. SALES TAX

TOTAL COST

ANY WATER ADDED TO MIX ON THE JOB WILL BE AT THE PURCHASER'S RISK

6 MINUTES PER YARD ALLOWED FOR UNLOADING OTHERWISE \$70.00 PER HOUR WILL BE CHARGED FOR DELAYS. IN THE EVENT OF DELIVERY BEYOND CURB LINE THIS COMPANY WILL NOT BE RESPONSIBLE FOR DAMAGE TO SIDEWALK, DRIVEWAY OR OTHER PROPERTY. PRICE SUBJECT TO CHANGE WITHOUT NOTICE.

SEE REVERSE SIDE FOR TERMS & CAUTIONS

COOP



31095 SCHOOLCRAFT
LIVONIA, MI 48150
(734) 425-1555

Fax

(734) 522-0400

Invoice

DATE	INVOICE #
6/10/2024	24918

BILL TO D'Angelo Brothers, Inc. 30836 W. Eight Mile Rd. Farmington Hills, MI 48336

COPY

Livonia

TERMS	SALESMAN	JOB LOCATION
10 DAYS	Joe	33333 6 Mile Rd.

ITEM	DESCRIPTION	QTY	RATE	AMOUNT
Description	Emergency Response Charge	1	175.00	175.00
Slab Saw/FT.	76 Ft. @ 12" Deep A/C	76	5.75	437.00
Slab Saw/FT.	54 Ft. @ 15" Deep A/C Clean-Up	54	6.50	351.00

Thank You For Your Business	Total \$963.00
-----------------------------	-----------------------



Invoice # 104724-34

7/26/24

30836 W 8 Mile.

Farmington Hills, MI 48336

TO: City of Livonia

ATTN: Don R.

16979 & 18763 Farmington Rd.
Disc & Water Taps

DESCRIPTION OF WORK COMPLETED	Qty.	Unit	Hrs.	Rate	Total Per Line
6/11 16979 & 18763 Farmington Road. Complete Disconnects & Make 1" & 1.5" Long Taps on 12" Main					
11 308 Excavator & Operator	1	HR	12	\$ 135.00	\$ 1,620.00
10 308 Excavator & Operator OT	1	HR	12	\$ 160.00	\$ 1,920.00
35 Labor, Regular Time	6	HR	8	\$ 62.00	\$ 2,976.00
34 Labor, Over Time	6	HR	4	\$ 88.00	\$ 2,112.00
53 Dump Truck	3	HR	12	\$ 135.00	\$ 4,860.00
19 Hoe Pack	1	HR	6	\$ 50.00	\$ 300.00
7 Directional Drill	180	LF	-	\$ 28.00	\$ 5,040.00
108 12"x1.5" Saddle	1	EA	-	\$ 415.00	\$ 415.00
101 1.5" Corp	1	EA	-	\$ 283.00	\$ 283.00
102 1.5" Curb Stop	1	EA	-	\$ 474.00	\$ 474.00
127 6' Curb Stop	2	EA	-	\$ 159.00	\$ 318.00
133 Big Base for 1.5" Curb Stop	1	EA	-	\$ 73.00	\$ 73.00
93 1" Corp	1	EA	-	\$ 99.00	\$ 99.00
94 1" Curb Stop	1	EA	-	\$ 181.00	\$ 181.00
					\$ 20,671.00
TOTAL					\$ 20,671.00

CONTRACTOR'S DECLARATION

I hereby declare that I have not, during the period 06/10 through 06/11/24

A.D. performed any work, furnished any material, sustained any loss, damage or delay for any reason, including soil conditions encountered or created, or otherwise done anything for which I shall ask, demand, sue for, or claim compensation from the City of Livonia, as Owner, or its agents, in addition to the regular items set forth in the contract numbered 233-12, and dated 6/20/21- 12/31/24, A.D., for

Pertaining to Inv# 104724-34

executed between myself and the City of Livonia, and in the Change Orders for work issued by the City of Livonia in writing as provided thereunder, except as I hereby make claim for additional compensation and/or extension of time, as set forth on the itemized statement attached hereto.

There is/is not an itemized statement attached.

The Contractor further certifies that all his indebtedness for labor and materials incorporated in the work covered by this estimate has been fully paid and/or satisfactory arrangements with materials suppliers have been made.

D'Angelo Brothers Inc.
Contractor

By: *Rob D'Angelo*

Title: CEO / President

Date: 07/26/2024

**SENIOR CITIZENS, FAMILIES AND ENVIRONMENT COMMITTEE MEETING
WEDNESDAY, SEPTEMBER 4, 2024**

A Committee meeting was held on Wednesday, September 4, 2024, in the City Hall Council Chambers on the 2nd floor.

Committee Members Present: Laura M. Toy, Chair
Carrie Budzinski, Vice Chair
Scott Morgan, Member

Committee Members Absent: None

City Officials and Others Present: Carter Fisher, City Attorney
Robb Drzewicki, Governmental Affairs Director
Jim Inglis, Housing Director
Madison Bjertness, Assistant Housing Director
Felicia Cross, Community Transit
Nancy Bosen, Community Transit

ADDITIONAL ATTENDEES: See attached list

TIME MEETING CONVENED: 7:00PM

1. CR 74-15 Subject matter of mass transit.
--

A discussion regarding the subject matter was led by Committee Chair Laura Toy and shall remain in committee for further discussion.

The Committee recommends:

- For this item to remain in committee.

NOTE: This item will remain in the Committee for further discussion.

This item is to be placed on the **Regular Meeting Agenda of September 23, 2024**

2. CR 76-18 Subject matter of Livonia Community Transportation Services.

The discussion of the subject matter was led by Committee Chair Laura Toy.

Questions were raised on timing of the schedules.

Suggestions were made to have different schedules for medical and personal needs.

An overview given by Housing Director, Jim Inglis, explaining the transition to Liv&Go earlier this year. For decades the program serviced seniors and the disabled, providing door to door transportation to doctor appointments and stores within city limits and in some cases within a mile of city limits. The new program is open to anyone age 18 and older who requires transportation within the city.

Liv&Go relies on a digital system that uses an algorithm set by VIA, a provider used by entities including the City of Detroit and SMART. The City has made it clear that customer service is the top priority above maximum ridership; however, there have been some issues that Livonia Transit is working to resolve. A representative from VIA will be coming for in-person training to show staff how to manually override the system.

The main issue is ensuring the program prioritizes requests of riders using the service for medical needs, work and school above those who use it for 'recreational' use. Peak hours of usage are in the morning.

Resident concerns included:

- Scheduling with the new system
- Being on the bus for extended periods as a result of 'non-essential' use
- The inability to get to the Living and Learning Center
- SMARTFLEX was also brought up, it's a micro transit system that provides rideshare for \$2 per ride and is available from 6am to 11pm 7 days a week.

Following resident feedback, transit staff said they would look at reintroducing dedicated medical buses.

The Livonia Housing Commission (LHC) provided ridership data going back to 2019:

- 2019: 22,623
- 2020: 9,986
- 2021: 14,898
- 2022: 16,280
- 2023: 15,098
- 2024: 13,686 (YTD)

LHC shared that it will be hiring a new transit manager (due to retirement) and two dispatchers. Staffing for drivers (an issue brought to council last year) is stable. 3 buses are currently out of operation due to broken air conditioning.

There is a noted increase in ridership since Liv&Go was formally introduced. The current transit fleet is aging and needs to be right sized for micro service. The LHC will look at grants for electric vehicles.

Housing Commission's Director Jim Inglis will provide the Committee with an update on the algorithm update and arrange for a ride-a-long for Council Members who are interested.

The Committee recommends:

- For this item to remain in committee.

NOTE: This item will remain in the Committee for further discussion.

This item is to be placed on the **Regular Meeting Agenda of September 23, 2024**

3. CR 34-23 Subject matter of transportation issues for seniors, families, and other community residents.

The discussion of the subject matter was led by Committee Chair Laura Toy.

An overview given by Housing Director, Jim Inglis, explaining the transition to Liv&Go earlier this year. For decades the program serviced seniors and the disabled, providing door to door transportation to doctor appointments and stores within city limits and in some cases within a mile of city limits. The new program is open to anyone age 18 and older who requires transportation within the city.

Liv&Go relies on a digital system that uses an algorithm set by VIA, a provider used by entities including the City of Detroit and SMART. The City has made it clear that customer service is the top priority above maximum ridership; however, there have been some issues that Livonia Transit is working to resolve. A representative from VIA will be coming for in-person training to show staff how to manually override the system.

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There is a noted increase in ridership since Liv&Go was formally introduced. The current transit fleet is aging and needs to be right sized for micro service. The LHC will look at grants for electric vehicles.

Housing Commission's Director Jim Inglis will provide the Committee with an update on the algorithm update and arrange for a ride-a-long for Council Members who are interested.

The meeting adjourned at 7:55pm.

The Committee recommends:

- For this item to remain in committee.

NOTE: This item will remain in the Committee for further discussion.

This item is to be placed on the **Regular Meeting Agenda of September 23, 2024**

Respectfully submitted,

A handwritten signature in black ink that reads "Laura M. Toy". The signature is fluid and cursive, with a long, sweeping underline that extends to the right.

Laura M. Toy, Chair

SENIOR CITIZENS, FAMILIES AND ENVIRONMENT COMMITTEE MEETING
WEDNESDAY, SEPTEMBER 4, 2024, 7:00PM

NAME

DEPT OR CONTACT INFO FOR NOTIFICATIONS*
*PERTAINING TO THE SUBJECT MATTER OF THIS MEETING

Colleen + John Petersen
Patti, Ron, & Roxanne Riggio
Jim Inglis
Felicia Cross
Nancy Bosen
Madison Bjertnes

36575 Vargo 48152
37204 Bretton Dr 48152
City of Livonia
City of Livonia
City of Livonia
City of Livonia



LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
August 29, 2024

MEETING DATE

SCFE090424/R092324

PRESENTED BY

AGENDA ITEM

The subject matter of mass transit. (CR 74-15)

BACKGROUND DETAILS

At the Regular Meeting of May 8, 2023:

Vice President Toy gave a report on the Senior Citizens, Families and Environment Committee Meeting of April 19, 2023.

At the Regular Meeting of March 16, 2015:

On a motion by Toy, seconded by Kritzman, and unanimously adopted, it was:

#74-15 RESOLVED, that the Council does hereby refer the subject matter of mass transit to the Infrastructure and Community Transit Committee for its report and recommendation.

PLEASE NOTE:

Public transportation was later moved under the description of the Infrastructure and Community Transit Committee, now under the Senior Citizens, Families and Environment Committee.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss subject matter as submitted.

ATTACHMENTS

1. SCFE041423 LTC Mass transit
2. S030215 Req to opt back in to SMART Bus Service (Sue Longstreet) CR 74-15
3. C05082023 Mass Transit (remain in)

APPROVED BY



LETTER TO THE LIVONIA CITY COUNCIL

2.

Council Office
April 11, 2023

MEETING DATE

PREPARED BY

Sara Kasprowicz, Council Office Manager

AGENDA ITEM

CR 74-15 Subject matter of mass transit.

BACKGROUND DETAILS

On a motion by Toy, seconded by Kritzman, and unanimously adopted, it was:

#74-15 RESOLVED, that the Council does hereby refer the subject matter of mass transit to the Infrastructure and Community Transit Committee for its report and recommendation.

PLEASE NOTE:

Public transportation was later moved under the description of the Infrastructure and Community Transit Committee, now under the Senior Citizens, Families and Environment Committee.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss subject matter as submitted.

ATTACHMENTS

1. S030215 Req to opt back in to SMART Bus Service (Sue Longstreet) CR 74-15

APPROVED BY

On a motion by Toy, seconded by Kritzman, and unanimously adopted, it

SMART

Subject of mass transit.

(Refer to the

Infrastructure and

Community Transit

Committee for its report

and recommendation)

was:

#74-15 RESOLVED, that the Council does hereby refer the subject matter of mass transit to the Infrastructure and Community Transit Committee for its report and recommendation.

UNFINISHED BUSINESS AGENDA ITEMS (Regular Meeting of March 16, 2015)

Motion by: Toy
Seconded by: Kritzman

ROLL CALL:

Ayes: Meakin, Toy, Scheel, Nash, Kritzman, Pastor, and Brosnan

Nays: None

Absent: None

A communication from John C. Hertel, General Manager of SMART, dated February 18, 2015, regarding SMART Public Transit, was received and placed on file for the information of the Council.

An email communication from Allen Rush, dated February 23, 2015, regarding valid public transportation, was received and placed on file for the information of the Council.

Email communications (2) from Jeff and Betsy Everett, 37738 Munger Drive, dated March 14, 2105, regarding rejoining SMART Public Transit, were received and placed on file for the information of the Council.

On a motion by Pastor, supported by Scheel, it was:

SMART
(Sue Longstreet,
President, American
Association of
University Women,
Birmingham Branch)
Request to consider the
necessity to opt back
into the SMART bus
system.
(NO FURTHER
ACTION)

#73-15 RESOLVED, that having considered a communication from Sue Longstreet, President, American Association of University Women, Birmingham Branch, dated February 16, 2015, requesting consideration of the necessity to opt back into the SMART bus system, the Council does hereby determine to deny the request with respect to opting back into the SMART Bus System and takes no further action with regard to this matter.

Mayor Kirksey then took the floor and presented a Power Point presentation on the history of Livonia and the SMART Transit System.

President Brosnan thanked the Mayor for his presentation and opened the floor for questions from the councilmembers.

Toy thanked the Mayor for his time and explanation on the topic.

The following individuals spoke in favor of opting back into the SMART Transit System:

Lynda Franklin, 14772 Melrose, Livonia;
Valerie Przynara, 15687 Surrey, Livonia;
Joan Smykowski, 9826 Cranston, Livonia;
Angela Ryan, 15512 Liverpool, Livonia;
Bruce Keezer, 18431 Pershing, Livonia;
Linda Tomala, 32106 W. Chicago Street, Livonia;
Megan Owens, Hazel Park.

George Covintree, 31000 Six Mile, Livonia;
Denis Curran, 11726 Deering, Livonia;
Joel Batterman, Detroit;
Michael Seunagal, Highland Park.

Scheel asked if the Mayor could address where Livonia citizens could call regarding questions on bus transportation currently in use and the Mayor advised the Community Resources Department would be where they could address those questions.

Mayor Kirksey then added a footnote to the historical nature of the data presented and stated that since the SMART issue has resurfaced in the newspapers, that only ten phone calls were received from the 97,000 people who live in Livonia, some in favor of opting in and some in favor of staying opted out.

Pastor then stated his reasons he supported no further action on this item and spoke about the many facets that went into his decision.

Kritzman indicated he would need to see more improvements to the system before he could support opting in.

President Brosnan passed the gavel to Vice President Meakin at 7:58 p.m.

Brosnan pointed out that the agenda item included the word "consider" which had great importance to her and to discussion on the item. She expounded on her comment indicating the February 18, 2015 letter from John C. Hertel, General Manager of SMART, should play a strong role in the decision to consider as it indicates an invitation to sit down and talk about what Livonia needed from SMART to make it a win/win proposition. She then stated she would not be voting in favor of no further action as it is closing the door on the discussion.

Toy suggested sending this item to Committee to study not only SMART but all areas of mass transit in looking towards the future.

Following discussion by Council, a roll call vote was taken on the motion made by Pastor, seconded by Scheel, with the following result:

AYES: Toy, Scheel, Nash, Kritzman, Pastor, Meakin

NAYS: Brosnan

Vice President Meakin declared the resolution adopted.

Vice President Meakin returned the gavel to President Brosnan at 8:05 p.m.

UNFINISHED BUSINESS AGENDA ITEMS (Regular Meeting of March 16, 2015)

Motion by: Pastor
Seconded by: Scheel

ROLL CALL:

Ayes: Toy, Scheel, Nash, Kritzman, Pastor, and Meakin
Nays: Brosnan
Absent: None

City of Livonia and the SMART Decision

How we got here, and why it works



SMART Opt-Out



**Steps to the
Decision**

SMART Opt-Out Key Milestones

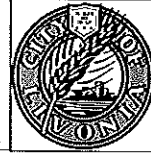


- **2004: City begins assessing participation in SMART.**
- **Using surveys of residents and businesses, City determines it could provide a better, more direct service for Livonia residents more efficiently and for less money.**
- **November 2005: Voters decide by a wide margin (55% to 45%) to opt-out of SMART.**



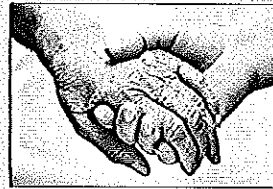
1. Livonia Chamber did a city-wide business survey of more than 4,000 businesses; 77% of the 135 businesses who responded said opting out would NOT impact their employees.
2. 2005 vote was 10,690 to 8,740 in favor of opting out

SMART Opt-Out Key Milestones



1997 – Livonia starts Livonia Community Transit.

- **Two buses served Livonia senior citizens and disabled. They ran Monday through Friday, from 9 a.m. to 3 p.m.**
- **This “mini” service was continued until the City opted out in the 2005 election.**



1. Highly restrictive and non-responsive for seniors who needed more personalized service.
2. Opt-out millage allowed the City to meet an increasing demand from seniors and disabled.

SMART Opt-Out Key Milestones



2005 – Finding a better way

- The City was not getting a quality return on its tax dollars
- SMART wasn't providing comprehensive service to Livonia residents.
- Quality of life issue.



- 1) No "Bang for the Buck." The City paid nearly \$16 million in taxes from 1997-2005, with a study showing very few Livonia residents using SMART.
- 2) Buses traveling through Livonia nearly empty
- 3) Majority of Park & Ride riders were coming from Plymouth, Canton, Northville, etc.

Smart Opt-Out Service Comparison

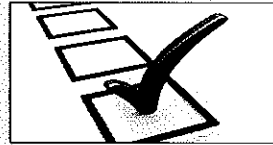


Chamber of Commerce Survey

City-wide survey of businesses conducted: 2005

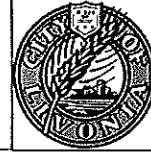
Surveys sent to more than 4,000 businesses

Businesses that responded: More than 135

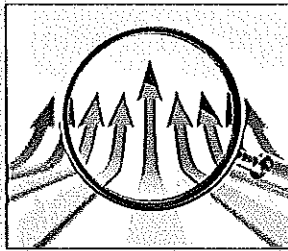


- 77 percent of those 135 businesses said employees would have no problems getting to work after SMART opt-out.
- Today, Chamber officials say: "No businesses have reported any interest in or need for bus service other than what exists now."

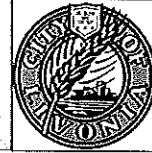
SMART Opt-Out Summary



➡ Millage Rate:	With SMART: 0.6 mills	After SMART: 0.5 mills
➡ Tax Burden:	With SMART: \$2.7 million	After SMART: \$2.3 million
➡ Tax Savings:		After SMART: \$400,000 per year



2005 Millage Transit/Capital Improvement



After SMART: 0.5 mills

Revenue (2007-2014) \$17.8 million

Expenses (2007-2014) \$17.8 million

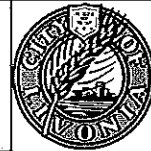
➡ **New millage also paid for capital improvements.**

**Examples: Police vehicles
 Dump trucks
 Fire vehicles**



- 1) Voters approved the .5-millage to BOTH provide transportation and capital equipment/improvements.
- 2) The .5 millage has paid for a variety of capital improvements the City couldn't have afforded otherwise.

Tax Dollars for Livonia Citizens



- Prior to the opt-out, Livonia's taxes paid for all SMART riders, of which fewer than 25% were Livonia residents (PARASTAR study, 2006).
- Currently, the vast majority of the \$2.3 million paid by taxpayers is spent on Livonia residents.



SMART Opt-Out



**Where We Are
Today**

Smart Opt-Out Service Comparison



Buses

With SMART: 60-passenger buses

After SMART: 16 vehicles* (average 20-passengers)

- All of LCT's vehicles are ADA-equipped.

*5 vans, 1 20-passenger vehicle and
ten 13- to 18-passenger buses



Smart Opt-Out Service Comparison



Current Ridership

LCT To Work and School: 98 rides/week (estimated)

Pick-ups at 6, 7 and 8 a.m.;

Drop-offs at 4, 5 and 6 p.m.

Senior/Disabled: 800-1,000 rides/week (estimated)

7 a.m. to 6 p.m., Monday-Friday; limited weekend service

- **The To Work program riders divided into two categories: Approx. 80% are going to work; the other 20% going to school.**



1. The senior/disabled rides are door-to-door
2. To Work/School riders are dropped off at or near schools and/or businesses

Smart Opt-Out Service Comparison



Routes To Work/School

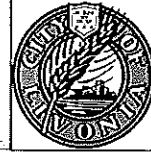
With SMART: 5 routes (plus 1 DDOT route), traveling mainly on primary roads.

After SMART: Livonia's To Work service connects with 2 routes (Millenium & Botsford), making a combined 16 stops throughout the city.



- 1) To Work service connects with DDOT and SMART hubs.
- 2) In addition, Livonia Community Transit provides expanded, door-to-door service for Seniors/Disabled residents.

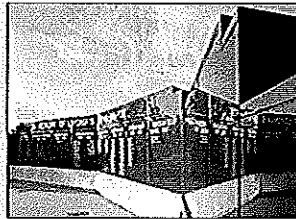
Smart Opt-Out Service Comparison



Veterans

With SMART: No service extended specifically to veterans

After SMART: We are launching a new initiative to provide a door-to-door shuttle service for veterans to the VA-Ann Arbor Hospital pick-up point in Westland.



Comparing the issue



When considering whether a community should opt back in, it's important to note different communities have different challenges.

	BIRMINGHAM	LIVONIA
Square miles:	4.79	35.70
People/square mile:	4,100	2,715
Population:	20,103	96,942
Seniors (65 & older)	13.7%	17.7%
Businesses:	3,733	10,063
Housing Units:	9,979	40,401

(Source: 2010 U.S. Census)

Higham, Jackie

From: CityCouncil@ci.livonia.mi.us
Sent: Saturday, March 14, 2015 10:41 PM
To: jeffrey.everett@gmail.com
Subject: Submission Confirmation

Name: Jeff Everett

Street: 37738 Munger Dr

City: Livonia

State: MI

Postal Code: 48154

Telephone: 734.452.9449

Email Address: jeffrey.everett@gmail.com

Summary Field: Dear City Council, I am writing in regards to the SMART bus system, which is scheduled to be discussed during the Council meeting on Monday, March 16th. Although I will be unable to attend the meeting in person, it is my hope that the Council will elect to rejoin the SMART system. Although I recognize that SMART as currently configured is not optimized to fully serve Livonia, the best way to improve this is to rejoin the transit network and work over time to increase access to all areas of Livonia. I believe strongly that providing access to public transit should be an important goal of city governments throughout the Metro Detroit region. Rejoining the SMART system would show that Livonia is committed to this goal. Thank you for your consideration. Best Regards, Jeff Everett

Higham, Jackie

From: CityCouncil@ci.livonia.mi.us
Sent: Saturday, March 14, 2015 9:47 PM
To: betsy.everett@gmail.com
Subject: Submission Confirmation

Name: Betsy Everett

Street: 37738 Munger Dr.

City: Livonia

State: MI

Postal Code: 48154

Telephone: 734-452-9449

Email Address: betsy.everett@gmail.com

Summary Field: I was glad to see that the City Council will be reexamining SMART bus service in the city at Monday's city council meeting. I am highly in favor of Livonia adding Livonia stops to the SMART routes again. Not using bus service myself, I hadn't even realized that Livonia had opted out of participation, leaving no SMART routes to the city. I think it would be worth paying extra in property taxes to support a service that can get working people without their own vehicles where they need to go more effectively. Thanks, Betsy Everett



Suburban Mobility Authority for Regional Transportation

NEW DATA FOR
REGULAR MTG
OF 3/16/15

Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

February 18, 2015

Mrs. Maureen Miller Brosnan, President
City of Livonia
11320 Arden
Livonia, MI 48154

Dear Mrs. Miller Brosnan;

Recently, there has been a significant amount of media attention given to the state of public transit in the region. The interest was spurred by a story surrounding one man's quest to get to work everyday. Certainly, his work ethic and commitment are commendable.

However, because of the attention given to this issue, we thought you may have some questions regarding SMART and how you can further benefit from additional SMART service in your community.

One misunderstanding regarding SMART is that your community is not a part of SMART. In fact, the entirety of Macomb, Oakland and Wayne Counties and all the communities within currently benefit from certain services provided by SMART. Your community may have already availed itself of some of the programs SMART administers, including, but not limited to the municipal credit program, specialized services program, and federal or state grants.

Since your community is already eligible to benefit from SMART, you have the opportunity to gain a higher level of service. You can consider adding SMART bus service for your residents so they can connect to jobs, local businesses, schools, medical facilities and shopping areas in the region.

We would be happy to talk with you and work together on expanding bus service to your community. SMART has a team of experts on staff that can assess your transit needs, plan, implement, and promote the service to your residents. Please feel free to call me at (313) 223-2106 to further discuss how, together, we can build a transit program that will work for your community.

Sincerely,

John C. Hertel
General Manager

cc: SMART Board of Directors



**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD MARCH 2, 2015**

Meeting was called to order at 8:00 p.m. by President Brosnan. Present: John Pastor, Laura Toy, Lynda Scheel, Susan Nash, Brandon Kritzman, Brian Meakin, and Maureen Miller Brosnan. Absent: None.

Elected and appointed officials present: Todd Zilincik, City Engineer; Mark Taormina, Director of Planning and Economic Development; Don Knapp, City Attorney; Susan Hoff, City Clerk; and Mayor Jack Kirksey.

1. REQUEST FOR CONSIDERATION TO OPT BACK IN TO THE SMART BUS SERVICE: Sue Longstreet, President, American Association of University Women, Birmingham Branch, re: same.

President Brosnan indicated that the petitioner was unable to attend the meeting but wished for the Item to be considered by Council.

Toy asked if the Item could be moved to a later Study Meeting so the petitioner could be present.

Vice-President Meakin indicated he has many conversations with numerous people regarding opting in or out of Smart Bus Service. He said the residents overwhelmingly voted not long ago to opt out of the Smart Bus Service. He said he is not in favor of moving this forward or considering this matter further.

Vice-President Meakin offered a denying resolution for the Regular Agenda.

Kritzman offered the resolution requesting additional information relative to whether or not this subject has already been assigned in a committee for the Regular Agenda.

Kritzman offered the resolution referring the matter of whether or not to opt in to the Smart Bus Service to the Infrastructure and Community Transit Committee for its report and recommendation for the Regular Agenda.

Toy recalled when the City opted out of the Smart Bus Service. She said she is not opposed to discussing the matter.

Mayor Kirksey said in the not too distant past an extensive study was done. The City continues to opt out of the Smart Bus Service and instead provides its own City Bus Service that connects to the Smart Bus Service and DDOT Bus Service and services approximately 1,000 residents on a weekly basis. He offered to provide Council will a complete report at a future Study Meeting of its choice.

DIRECTION:

- 1) DENYING
- 2) REQUESTING ADDITIONAL
INFORMATION RELATIVE TO
WHETHER OR NOT THIS SUBJECT
IS ASSIGNED TO A COMMITTEE
- 3) REFER MATTER OF WHETHER OR NOT
TO OPT IN TO THE SMART BUS
SERVICE TO THE INFRASTRUCTURE &
COMMUNITY TRANSIT COMMITTEE FOR
IT'S REPORT & RECOMMENDATION

REGULAR

Priebe, Judy

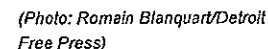
From: Allen Rush <arush4u@gmail.com>
Sent: Monday, February 23, 2015 8:09 AM
To: CityCouncil
Subject: Valid Public Transportation

NEW DATA FOR
S030215 MTG.

Please review the "Fix it fast and right" section. In particular SMART opt-ins. Livonia needs to face up to the fact that as a City, we have an obligation to provide people that want to work Valid Public Transportation. Please don't fall back on the misleading ballot several years ago that would have confused Einstein regarding the elimination of the five SMART routes within Livonia. The voters were too confused to cast a valid vote on the matter. ABC Cab company was the only beneficiary of the rigged election.

Please contact the SMART Agency.

<http://www.freep.com/story/opinion/columnists/stephen-henderson/2015/02/22/detroit-bus-transit/23775245/>



And yet 4,300 people who live in Detroit, Highland Park and Hamtramck make the trip to Livonia every day to reach low-wage jobs, according to an analysis of census data by [Data Driven Detroit](http://blog.datadrivendetroit.org/2015/02/10/uphill-both-ways-chronicling-metro-detroits-transit-mismatch/) (<http://blog.datadrivendetroit.org/2015/02/10/uphill-both-ways-chronicling-metro-detroits-transit-mismatch/>).

Buy Photo

metro Detroit's job sprawl, by ZIP code (Photo: Martha Thierry/Detroit Free Press)

By the numbers, 77% of the jobs in the metro area are at least 10 miles (and as many as 35 miles) from the city's central business district. In the nation's 100 most populous cities, Brookings found 57% of the jobs were closer than 10 miles to the city's core.

Detroit is also an outlier in Michigan in that regard. Look at Grand Rapids, for instance, where 85% of the jobs are within 10 miles of the city's core, and the ZIP codes in and immediately around the city boast 500 jobs per 1,000 residents or more. You'll find similar trends in Lansing.



Buy Photo

Grand Rapids and Lansing winners in job density (Photo: Martha Thierry/Detroit Free Press)

In Detroit, some of the ZIP codes closest to the central business district have 100 jobs per 1,000 residents or fewer; several of them have fewer than 65.

At the same time, job sprawl exacerbates economic imbalances in the region.

Only 28% of Detroit jobs are held by Detroiters, and those who leave the city for work are often traveling long distances for meager wages. Census data from 2011 show 42% of Detroiters who travel outside the city limits for a job earn \$15,000 or less annually. More than 80% earn \$40,000 or less.

Meanwhile, almost 3 in 4 jobs in the city are held by suburbanites, a majority of whom make \$40,000 or more — likely in jobs that require some level of advanced education, if not a four-year college degree.

Designed for failure

The region's lousy transit policies exacerbate the consequences of job sprawl for the region's working poor.

The area's two public transit systems won't even get people in job-poor Detroit to the suburbs that have the most employment opportunities. On the west side of the metro area, for instance, cities such as Plymouth, Novi, Wixom and Livonia have among the highest number of jobs per capita, stretching beyond 500 jobs per 1,000 residents. Compare that with 100 jobs per 1,000 residents in many parts of Detroit.

But public transit doesn't go to those communities, so you can't get there without a car.

The same is true of Rochester Hills, Orion Township and big parts of Shelby Township on the north side of the metro area, and parts of Brownstown Township and Romulus along the region's southern edge.

In some cases, transit is planned so poorly that workers can get just to the precipice of where they need to go on a bus, and then are left to their own devices.

That's what happens in northern Macomb County, where SMART service stops on the Van Dyke route at the Walmart located off 23 Mile.

Local transit leaders admit there are huge problems, problems that go deep into the structure of bus routes in the region.

"It's not just the routes that dead end. It's also the routes that do get you there, but service is not all day or stops before your shift is over," said Carmine Palombo, deputy executive director of the Southeast Michigan Council of Government.



DETROIT FREE PRESS

How metro Detroit transit went from best to worst

(<http://www.freep.com/story/news/local/2015/02/06/michigan-detroit-public-transit/22926133/>)

Where's the money?

Poor planning and a lack of coordination are some of the problems with regional transit, but there are money troubles, too.

Although operating and capital expenditures top \$250 million a year for the Detroit Department of Transportation and Suburban Mobility Authority for Regional Transit, the region lags far behind other cities when it comes to transit spending.

According to the Southeast Michigan Council of Governments, spending among all transit agencies in the seven-county metropolitan planning region is about \$81 per capita.

In Boston, it's \$386 per resident. And in Pittsburgh, it's \$213. Of the metropolitan areas studied by SEMCOG, only Phoenix and Tampa spend less.

The state also does a less-than-competitive job of funding public transportation in Michigan.

Since 2006, the state has provided about \$167 million a year for 78 public transit agencies

(<http://www.house.mi.gov/hfa/PDF/Transportation/CTFLocalBusOperating.pdf>) in Michigan. Most of that money comes from a 10% earmark from gas taxes and vehicle registration fees.

Those numbers mean Lansing provides about a third of the funding for DDOT and SMART's operating funds. That's a larger share than the top 50 transit agencies nationwide, but significantly less than other comparable urban centers.

In Ohio, for example, state funds make up 67% of the funding for public transit in Cleveland. And in Pittsburgh, the state provides more than half of the funding for local buses.

Fix it fast and right

Better transit won't cure poverty in metro Detroit, but designing a better funded, more coordinated way for people to get from where they live to where they work can make a difference for thousands.

Four pretty simple steps would get southeast Michigan headed in the right direction.

SMART opt-ins. Even the 50 suburbs that don't participate in SMART now have a chance to reverse policy. In Wayne and Oakland counties, a simple vote of a municipal governing body can create better opportunities for transit.

This has happened already in four communities over the past 25 years. A letter from SMART CEO John Hertel last week urged leaders in opt-out communities to contact the agency. Six communities followed up; more should be reaching out.

Proposal 1 on the May 5 ballot. The initiative is mostly about shifting and increasing the sources for road funding, but it would also add an estimated \$27 million to the state's Comprehensive Transportation Fund in the next fiscal year. That increase would grow to \$116 million by fiscal year 2017-18, according to House Fiscal Agency estimates.

A large portion of that money goes to buses and rail around the state.

That would help boost the per capita spending in metro Detroit — one of the key ways in which we lag behind other cities right now.

The Free Press Editorial Board hasn't taken an official position on Proposal 1 yet, principally because of questions about tax policy and road funding, but there's no question that it would be a win for public transit.

Support the Regional Transit Authority. From a planning and infrastructure standpoint, the best hope for improving regional transit is likely the RTA, which was created by the Legislature in 2012, but has yet to establish a funding mechanism for itself or establish transit routes.

The hope is that there's a plan in place to take to voters in November 2016.

Expand the RTA's vision. Frankly, the best and easiest plan to support would go further than the rapid bus lines along major spurs (Woodward, Gratiot, Michigan Avenue) that the RTA has talked about.

Grand River, according to DDOT, is the third most traveled corridor in the city, with nearly 2 million riders a year. And it's more likely to take riders from the city's most impoverished areas to job-rich suburbs on the northwest side of the metro area, such as Wixom, Farmington Hills and Novi.

The RTA also needs to help coordinate schedules and routes to help ease transfers between SMART and DDOT and get people to where they need to go, regardless of which system is carrying them there.

One dynamic that is often overlooked is the growing number of poor residents in the suburbs. They, too, need decent public transit to get to work and are often thwarted by the same inadequacies in the system that confound Detroiters.

Ideally, funding for the RTA would also go beyond the bus lines to increase the per capita spending on public transit in metro Detroit.

The RTA's planning process is well under way, and its leaders are scheduling public meetings in all four metro Detroit counties over the next few months.

The opportunity to make change is now — for thousands of people all over the region whose transit nightmares are a daily reality.

Take action

Does your community opt out of SMART bus service? Urge your public officials to make sure your city is a part of regional transit in metro Detroit. Go to [Freep.com/TransitAction](http://www.freep.com/TransitAction) ([/story/opinion/editorials/2015/02/03/take-action-transit-metro-detroit/22796449/](http://story/opinion/editorials/2015/02/03/take-action-transit-metro-detroit/22796449/)) for phone numbers to the city halls in all of the opt-out communities.

Tune in

Tune in to "Detroit Today" on WDET-FM (101.9) at 9 a.m. Monday, when hosts Stephen Henderson and Laura Weber Davis will discuss how our region's poorly designed transit system affects opportunity throughout metro Detroit.

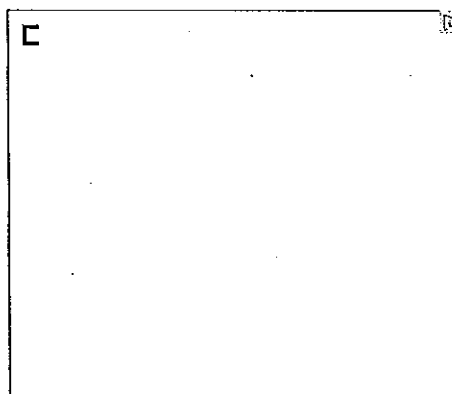


DETROIT FREE PRESS

Awful transit policy fails everyone in metro Detroit

[\(http://www.freep.com/story/opinion/columnists/stephen-henderson/2015/02/02/henderson-robertson/22721409/\)](http://www.freep.com/story/opinion/columnists/stephen-henderson/2015/02/02/henderson-robertson/22721409/)

Read or Share this story: <http://on.freep.com/1EDYgz7>



JAMES ROBERTSON (/TOPIC/E1C511FC-81E8-4287-A43A-9A610572D25B/JAMES-ROBERTSON/)



Detroit's hard-walkin' worker goes to school

[\(/story/news/local/michigan/detroit/2015/02/19/james-robertson-detroit-walking-man-children-elementary-school-inspiration/23658897/\)](http://story/news/local/michigan/detroit/2015/02/19/james-robertson-detroit-walking-man-children-elementary-school-inspiration/23658897/)

By Bill Laitner

Kids write letters to Detroit's hard-walkin' worker



[\(/story/news/local/michigan/2015/02/19/wa-man-james-robertson-detroit/23641867/\)](/story/news/local/michigan/2015/02/19/wa-man-james-robertson-detroit/23641867/)

[\(/story/news/local/michigan/2015/02/19/walking-man-james-robertson-detroit/23641867/\)](/story/news/local/michigan/2015/02/19/walking-man-james-robertson-detroit/23641867/)



[Heart and sole: Detroiters walk 21 miles in work commute](#)

[\(/story/news/local/michigan/oakland/2015/commuting-troy-rochester-hills-smart-ddot-ubs-banker-woodward-buses-transit/22660785/\)](/story/news/local/michigan/oakland/2015/commuting-troy-rochester-hills-smart-ddot-ubs-banker-woodward-buses-transit/22660785/)

[\(/story/news/local/michigan/oakland/2015/01/31/detroit-commuting-troy-rochester-hills-smart-ddot-ubs-banker-woodward-buses-transit/22660785/\)](/story/news/local/michigan/oakland/2015/01/31/detroit-commuting-troy-rochester-hills-smart-ddot-ubs-banker-woodward-buses-transit/22660785/)

By Bill Laitner



[Police help hard-walkin' Detroiters move to safer home](#)

[\(/story/news/local/michigan/oakland/2015/robertson-detroit-commuter-gofundme-aurus-crime/23197645/\)](/story/news/local/michigan/oakland/2015/robertson-detroit-commuter-gofundme-aurus-crime/23197645/)

[\(/story/news/local/michigan/oakland/2015/02/10/james-robertson-detroit-commuter-gofundme-aurus-crime/23197645/\)](/story/news/local/michigan/oakland/2015/02/10/james-robertson-detroit-commuter-gofundme-aurus-crime/23197645/)

By Bill Laitner



[James Robertson, others receive Spirit of Detroit Awards](#)

[\(/story/news/local/michigan/detroit/2015/0/detroit-award/23548699/\)](/story/news/local/michigan/detroit/2015/0/detroit-award/23548699/)

[\(/story/news/local/michigan/detroit/2015/02/17/robertson-detroit-award/23548699/\)](/story/news/local/michigan/detroit/2015/02/17/robertson-detroit-award/23548699/)

Bill Laitner, Detroit Free Press

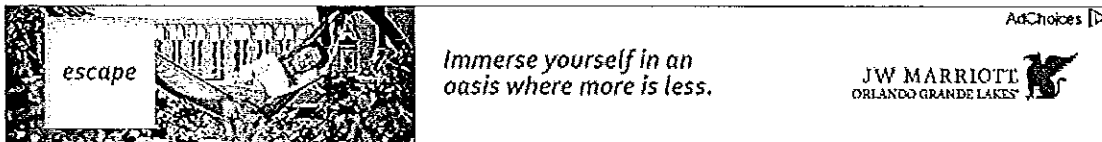
[SMART asks communities to join bus system](#)



[\(/story/news/local/michigan/detroit/2015/02/18/smart-asks-communities-join-bus-system/23638787/\)](#)

[\(/story/news/local/michigan/detroit/2015/02/18/smart-asks-communities-join-bus-system/23638787/\)](#)

By Eric D. Lawrence

A horizontal advertisement for JW Marriott Orlando Grande Lakes. On the left, there is a black and white photograph of a tropical resort scene with palm trees and a building. The word "escape" is written in a white box over the photo. To the right of the photo, the text "Immerse yourself in an oasis where more is less." is written in a serif font. Further right, the text "JW MARRIOTT ORLANDO GRANDE LAKES" is displayed in a bold, sans-serif font, followed by a small logo of a bird. In the top right corner of the ad, the text "AdChoices" is visible with a small icon.

Monday, February 16, 2015

To All Elected Officials:

Dear Sirs/Madams,

James Robertson's long walk to work is an example of the hardship facing many working people. Inadequate public transportation negatively impacts economic growth, job opportunities, and availability of the many educational activities in the area.

This crisis has continued for far too long.

We urge our region's leaders to address this long standing problem, beginning by opting in to the SMART bus service.

On behalf of the American Association of University Women, we respectfully request that you place this item on your agenda for consideration.

Sincerely,

Sue Longstreet, president
American Association of University Women
Birmingham Branch

RECEIVED
OFFICE OF THE CITY CLERK
2015 FEB 19 PM 4:17

DOROTHY WARREN
30755 TIMBERBROOK LANE
BINGHAM FARMS, MI 48025-4664

Phone # 248-647-1461

METROPLEX MI 480

17 FEB 2015 PM 9 L



City of Livonia - to all elected
officials
33000 Civic Center Dr
Livonia, Mi 48154

48154309799



Regular Meeting Minutes of May 8, 2023

Vice President Toy gave report on the Senior Citizens, Families and Environment Committee Meeting of April 19, 2023, on the subject of mass transit and the item will remain in Committee. (CR 74-15)

<i>UNFINISHED BUSINESS ITEM 10b (Regular Meeting of May 8, 2023)</i>
--

Present:	McCullough, McIntyre, Toy, Bahr, Donovic, Morgan, Jolly
Absent:	None



LETTER TO THE LIVONIA CITY COUNCIL

2.

Council Office
August 29, 2024

MEETING DATE

SCFE090424/R092324

PRESENTED BY

AGENDA ITEM

The subject matter of Livonia Community Transportation Services. (CR 76-18)

BACKGROUND DETAILS

At the Regular Meeting of May 8, 2023:

Vice President Toy gave a report on the Senior Citizens, Families and Environment Committee Meeting of April 19, 2023.

At the Regular Meeting of February 26, 2018:

On a motion by McIntyre, supported by White, and unanimously adopted, it was:

#76-18 RESOLVED, that having considered the request of Councilmember Kathleen McIntyre, at the Study Meeting held February 12, 2018, the Council does hereby refer the subject matter of Livonia Community Transportation Services to the Senior Citizens and Families Committee for its report and recommendation.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss subject matter as submitted.

ATTACHMENTS

1. SCFE012423 LTC Livonia Community Transportation
2. R022618 Subject matter of transportation to SCFE CR 76-18
3. C05082023 Livonia Community Transportation CR 141-143-23

APPROVED BY



LETTER TO THE LIVONIA CITY COUNCIL

3.

Council Office
April 11, 2023

MEETING DATE

SCFE041923/R042423

PREPARED BY

Sara Kasprowicz, Council Office Manager

AGENDA ITEM

CR 76-18 Subject matter of Livonia Community Transportation Services.

BACKGROUND DETAILS

On a motion by McIntyre, supported by White, and unanimously adopted, it was:

#76-18 RESOLVED, that having considered the request of Councilmember Kathleen McIntyre, at the Study Meeting held February 12, 2018, the Council does hereby refer the subject matter of Livonia Community Transportation Services to the Senior Citizens and Families Committee for its report and recommendation.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss subject matter as submitted.

ATTACHMENTS

1. R022618 Subject matter of transportation to SCFE CR 76-18

APPROVED BY

Regular Meeting Minutes of February 26, 2018

On a motion by McIntyre, supported by White, and unanimously adopted, it was:

CITY COUNCIL

(Councilmember Kathleen McIntyre)

Subject matter of Livonia Community Transportation Services.

(Refer to the Senior Citizens and Families Committee for its report and recommendation)

#76-18 RESOLVED, that having considered the request of Councilmember Kathleen McIntyre, at the Study Meeting held February 12, 2018, the Council does hereby refer the subject matter of Livonia Community Transportation Services to the Senior Citizens and Families Committee for its report and recommendation.

UNFINISHED BUSINESS AGENDA ITEMS (Regular Meeting of February 26, 2018)

Motion by: McIntyre

Seconded by: White

ROLL CALL:

Ayes: McIntyre, Jolly, Kritzman, Bahr, White, and Toy

Nays: None

Absent: Meakin

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD FEBRUARY 12, 2018**

Meeting was called to order at 8:05 p.m. by President Toy. Present: Kathleen McIntyre, Brian Meakin, Jim Jolly, Brandon Kritzman, Cathy White, and Laura Toy. Absent: Scott Bahr.

Elected and appointed officials present: Don Knapp, City Attorney; Susan M. Nash, City Clerk; Mark Taormina, Director of Planning and Economic Development; Todd Zilincik, City Engineer; Dennis Wright, Mayor; Don Rohraff, Director of Public Works; Doug Moore, Superintendent, Public Services; and Ted Davis, Superintendent, Parks and Recreation.

7. REQUEST TO APPROVE SPECIALIZED SERVICES TRANSPORTATION OPERATING ASSISTANCE PROGRAM THIRD PARTY CONTRACT FOR THE PERIOD OF OCTOBER 1, 2017 THROUGH SEPTEMBER 30, 2018 BETWEEN THE CITY OF LIVONIA AND SMART: Department of Community Resources, re: with grant funds to be used for the Livonia Community Transit Program to provide lift-equipped transportation to the senior and disabled residents of the City.

Meakin said this is another request utilizing grant funds for the Livonia Community Transit Program that services seniors and disabled residents of the City.

Meakin offered the approving resolution for the Consent Agenda.

McIntyre offered the resolution referring the subject matter of Transportation Services to the Senior Citizens and Families Committee for its report and recommendation for the Regular Agenda.

DIRECTION:

- 1) APPROVING
- 2) REFER SUBJECT MATTER OF TRANSPORTATION SERVICES TO THE SENIOR CITIZENS AND FAMILIES COMMITTEE FOR ITS REPORT & RECOMMENDATION

CONSENT
REGULAR

Regular Meeting Minutes of May 8, 2023

On a motion by Vice President Toy, supported by Councilmember McIntyre and unanimously adopted, it was:

#141-23 RESOLVED, that having considered the report and recommendation of the Senior Citizens, Families and Environment Committee, dated April 19, 2023, submitted pursuant to Council Resolution 76-18, regarding the subject matter of Livonia Community Transportation Services ("LCTS"), the Council does hereby refer the subject matter of looking into funding to provide raises for LCTS drivers to the administration for its report and recommendation.

<i>UNFINISHED BUSINESS ITEM 10c (Regular Meeting of May 8, 2023)</i>

Motion:	Toy
Second:	McIntyre
Ayes:	McCullough, McIntyre, Toy, Bahr, Donovic, Morgan, Jolly
Nays:	None
Absent:	None

On a motion by Councilmember Donovic, supported by Councilmember McIntyre and unanimously adopted, it was:

#142-23 RESOLVED, that having considered the report and recommendation of the Senior Citizens, Families and Environment Committee, dated April 19, 2023, submitted pursuant to Council Resolution 76-18, regarding the subject matter of Livonia Community Transportation Services, the Council does hereby refer the subject matter of providing salary comparisons of drivers in other cities to the administration for its report and recommendation.

AND

#143-23 RESOLVED, that having considered the report and recommendation of the Senior Citizens, Families and Environment Committee, dated April 19, 2023, submitted pursuant to Council Resolution 76-18, regarding the subject matter of Livonia Community Transportation Services, the Council does hereby refer the subject matter of a one-time pick up at Silver Village to the administration for its report and recommendation.

<i>UNFINISHED BUSINESS ITEM 10c (Regular Meeting of May 8, 2023)</i>

Motion:	Donovic
Second:	McIntyre
Ayes:	McCullough, McIntyre, Toy, Bahr, Donovic, Morgan, Jolly
Nays:	None
Absent:	None



LETTER TO THE LIVONIA CITY COUNCIL

3.

Council Office
August 21, 2024

MEETING DATE

SCFE090424/R092324

PRESENTED BY

AGENDA ITEM

The subject matter of transportation issues for seniors, families, and other community residents.
(CR 34-23)

BACKGROUND DETAILS

At the Regular Meeting of May 8, 2023:

Vice President Toy gave a report on the Senior Citizens, Families and Environment Committee Meeting of April 19, 2023.

At the Regular Meeting of January 30, 2023:

On a motion by Councilmember McIntyre, and supported by Councilmember McCullough, and unanimously adopted, it was:

CR 34-23 RESOLVED, that having considered the request of Councilmember Kathleen McIntyre, at the Study Meeting held January 18, 2023, the Council does hereby refer the subject matter of transportation issues for seniors, families, and other community residents to the Senior Citizens, Families and Environment Committee for its report and recommendation.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss subject matter as presented.

ATTACHMENTS

1. SCFE090424 LTC Transportation issues
2. R05082023 Bus driver salary comps and SV pick up to ADMIN CR 142 and 143-23
3. SCFE041923 LTC Transportation issues
4. R013023 Subject matter of transportation issues to SCFE CR 34-23

APPROVED BY

Regular Meeting Minutes of May 8, 2023

On a motion by Councilmember Donovic, supported by Councilmember McIntyre and unanimously adopted, it was:

#142-23 RESOLVED, that having considered the report and recommendation of the Senior Citizens, Families and Environment Committee, dated April 19, 2023, submitted pursuant to Council Resolution 76-18, regarding the subject matter of Livonia Community Transportation Services, the Council does hereby refer the subject matter of providing salary comparisons of drivers in other cities to the administration for its report and recommendation.

AND

#143-23 RESOLVED, that having considered the report and recommendation of the Senior Citizens, Families and Environment Committee, dated April 19, 2023, submitted pursuant to Council Resolution 76-18, regarding the subject matter of Livonia Community Transportation Services, the Council does hereby refer the subject matter of a one-time pick up at Silver Village to the administration for its report and recommendation.

<i>UNFINISHED BUSINESS ITEM 10c (Regular Meeting of May 8, 2023)</i>

Motion:	Donovic
Second:	McIntyre
Ayes:	McCullough, McIntyre, Toy, Bahr, Donovic, Morgan, Jolly
Nays:	None
Absent:	None



LETTER TO THE LIVONIA CITY COUNCIL

4.

Council Office
January 23, 2023

MEETING DATE

SFCE041923/R402423

PREPARED BY

Sara Kasprowicz, Council Office Manager

AGENDA ITEM

CR 34-23 Subject matter of transportation issues for seniors, families, and other community residents.

BACKGROUND DETAILS

On a motion by Councilmember McIntyre, and supported by Councilmember McCullough, and unanimously adopted, it was:

CR 34-23 RESOLVED, that having considered the request of Councilmember Kathleen McIntyre, at the Study Meeting held January 18, 2023, the Council does hereby refer the subject matter of transportation issues for seniors, families, and other community residents to the Senior Citizens, Families and Environment Committee for its report and recommendation.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss subject matter as presented.

ATTACHMENTS

1. R013023 Subject matter of transportation issues to SCFE CR 34-23

APPROVED BY

On a motion by Councilmember McIntyre, and supported by Councilmember McCullough, and unanimously adopted, it was:

#034-23 RESOLVED, that having considered the request of Councilmember Kathleen McIntyre, at the Study Meeting held January 18, 2023, the Council does hereby refer the subject matter of transportation issues for seniors, families, and other community residents to the Senior Citizens, Families and Environment Committee for its report and recommendation.

<i>UNFINISHED BUSINESS ITEM 7 (Regular Meeting of January 30, 2023)</i>

Motion:	McIntyre
Second:	McCullough
Ayes:	Donovic, Morgan, McCullough, McIntyre, Bahr, Jolly
Nays:	None
Absent:	Toy

**CAPITAL OUTLAY AND INFRASTRUCTURE COMMITTEE MEETING
WEDNESDAY, SEPTEMBER 11, 2024
7:30PM**

A Capital Outlay and Infrastructure Committee meeting was held on Wednesday, September 11, 2024, at Livonia City Hall in the City Council Chambers on the 2nd floor.

Committee Members Present: Rob Gjonaj-Donovic, Chair
Jim Jolly, Vice Chair
Carrie Budzinski, Member

Committee Members Absent: None

City Council Members Present: Brandon McCullough, Council President
Scott Morgan, City Councilmember
Laura Toy, Councilmember

**City Officials
and Others Present:** Maureen Miller Brosnan, Mayor
Dave Varga, Chief of Staff
Carter Fisher, City Attorney
Debra Lichtenberg, Finance Director
Don Rohraff, Director of Public Works
Doug Moore, Assistant Director of Public Works
Robb Drzewicki, Government Affairs Director

Sam Caramagno, Priority Waste
Sam Caramagno Jr, Priority Waste

Additional Attendees: See attached list

1. The subject matter of the solid waste/recycling contract. (CR 57-15 and 932-98)
--

The meeting convened at 7:33pm, led by Committee Chair, Rob Gjonaj-Donovic.

Administration started the meeting off with a recap and explanation of how we've come to this point.

The Director of DPW gave updates on ongoing discussions with representatives from Priority Waste. PW is willing to amend their contract to carts plus 5 items, in addition to other terms in the contract. Including PW managing the carts, with the city storing the cart inventory on city property.

There were a lot of questions from members of the Council to the DPW director, PW representatives, and the City Law Department.

There are numerous contractual legal protections in place in the city's benefit. We discussed bonds, penalties, and other specific legal questions.

We discussed the possibility of going back out to the market and negotiating with Waste Management for our waste contract.

Ultimately, Priority Waste representatives reassured the Council that they will provide the best service to our residents. The city would transition to automated carts, 95 gallons for trash and 95 gallons for recycling plus 5 additional items. There are not necessarily limits on the items, whether it be additional garbage bags, a mattress, bicycles, and other normal household trash you'd typically see.

Priority Waste needs to place a limit on the number of items as there are people who may take advantage of our waste system and use it for commercial activities, evictions, move outs, and other business enterprises. They will continue to pick up yard waste like normal, and the City Disposal site on Glendale will continue to operate like normal for our residents to bring truck loads of trash for a fixed fee to that resident.

The next steps would be for Council to approve a motion to purchase the carts and a separate motion to approve the solid waste and recycling contract.

The meeting adjourned at 9:02pm.

The Committee recommends:

1. For the Law Department to draft an approving resolution to purchase the carts
2. For the Law Department to draft an approving resolution for the solid waste and recycling contract.

Note: This item will remain in Committee.

This meeting will be reported at the Regular Meeting of September 23, 2024.



Rob Gjonaj-Donovic, Chair

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Metro Detroiters expect garbage pickup after weeks of delays from Priority Waste



West Bloomfield Township seeks \$1.5 million forfeiture of performance bond from GFL

Priority Waste addresses resident concerns

By: [Mark Vest](#) | [West Bloomfield Beacon](#) | Published July 29, 2024



Metro Detroiters continue to wait for trash collection from Priority Waste

Latest Local News Live Shows ...

©CBS NEWS

Dexter residents report more delayed trash pickups by Priority Waste

Clinton Twp. plans to fine Priority Waste for complaints, but company says it's making progress

Frustrated by a change in trash haulers that officials said continues to cause issues, Clinton Township plans to start fining contractor Priority Waste for incidences of waste not being picked up on time starting in mid-September, Township Supervisor Bob Cannon said.

THE OAKLAND PRESS

Residents fuming over Priority Waste delays

Company: Working to remove all lingering garbage, compost, yard waste, recycling and bulk items



Dearborn mayor says the city won't pay Priority Waste until service is reliable

Hometown Life

Entertainment Obituaries Legals  

Canton residents say refuse service is garbage; Priority Waste vows to do better

Published 11:20 a.m. ET July 25, 2024



July 17, 2024

This stinks: Thousands of Priority Waste customers across Metro Detroit are reporting delayed garbage pickup

Links:

Clinton Twp – Complaints, with pressure (fines) coming from the Township.

Seemingly resolved, but blamed on new routes and repair of trucks.

<https://www.detroitnews.com/story/news/local/macomb-county/2024/09/08/priority-waste-trash-pickup-delays-clinton-township-fines/75102267007/>

Dexter – Complaints about trash not being picked up “for weeks”. Priority says that “more rural” customers have been affected, but they’re resolving all issues.

<https://www.cbsnews.com/detroit/news/dexter-residents-report-more-delayed-trash-pickups-by-priority-waste/>

Dearborn – Withheld payment and threatened to bill Priority for city staff time spent dealing with waste issues.

<https://www.wxyz.com/news/dearborn-mayor-says-the-city-wont-pay-priority-waste-until-service-is-reliable>

West Bloomfield – Seeking forfeiture of a \$1.5 million bond of service with GFL.

<https://www.candgnews.com/news/west-bloomfield-township-seeks-15-million-forfeiture-of-performance-bond-from-gfl-6104>

This Stinks: Thousands of Priority Waste customers across Metro Detroit are reporting delayed garbage pickup

<https://www.audacy.com/wwjnewsradio/news/local/thousands-of-priority-waste-customers-report-delayed-pickup>

From: [Bates, DeAnne](#)
To: [Kasprowicz, Sara](#)
Subject: Fw: CivicClerk - Agenda item 13.a. on the 8/26 regular meeting
Date: Monday, August 19, 2024 12:38:06 PM
Attachments: [Fund 226 Analysis.pdf](#)

DeAnne Bates

Program Supervisor
City of Livonia | Finance Department
(734) 466-2260
dbates@livonia.gov

From: Lichtenberg, Debra <dlichtenberg@livonia.gov>
Sent: Monday, August 19, 2024 12:16 PM
To: Bates, DeAnne <dbates@livonia.gov>
Subject: CivicClerk - Agenda item 13.a. on the 8/26 regular meeting

Deanne,

Please add the attached in CivicClerk with the following wording:

As a follow up to the August 12, 2024 Capital and Infrastructure Committee Meeting, Administration is providing a financial analysis of the Municipal Refuse Fund.

This analysis forecasts the impact of the proposed contract with Priority Waste for residential solid waste collection and the option of moving to curb carts. The attached report provides "likely case" scenario, which may differ from the typical budget requests which include more allowances for unforeseen circumstances. Also included are excerpted slides from the Committee meeting held on August 12, 2024, updated as noted.

It should be routed to the Mayor for approval. Thank you!!

Debbie

Debra Peck Lichtenberg, CPA

Finance Director
City of Livonia | Finance Department
(734) 466-2260
dlichtenberg@livonia.gov

MUNICIPAL REFUSE FUND FINANCIAL & OPERATIONAL OVERVIEW

KEY TOPIC

The current contract for curbside collection of residential solid waste and recycling will be expiring on November 30, 2024. The City has issued a request for proposals (RFP) for the continuation of services beginning December 1, 2024. The City received two qualified proposals, with the highest and best value and lowest cost option coming from Priority Waste. The second proposal was received from the City's current provider, GFL, and quoted substantially higher pricing. It is also of note that GFL's residential waste collection division was acquired by Priority Waste on July 1, 2024, effectively disqualifying GFL's proposal regardless of the pricing submitted.

Due to trends in the waste collection industry favoring more automation through the use of residential curb carts, the RFP requested pricing for three primary scenarios:

- **Scenario 1:** Status quo – No change in collection methods and no conversion to citywide use of 64/95-gallon curb carts.
- **Scenario 2:** Citywide deployment of curb carts for recycling materials only (replacing the 26-gallon orange tubs currently in use).
 - In this scenario, pricing was based on the assumption that the City would purchase this cart.
- **Scenario 3:** Citywide adoption of a “two-cart” collection system, with curb carts for both recycling and trash.
 - Pricing proposal 3a: The vendor purchases one cart, and the City purchases one cart.
 - Pricing proposal 3b: The City purchases both carts

Concurrently, quotes have been received from the three top vendors of curb carts: Toter, Rehrig, and Cascade, to estimate the full cost to the City for each of these three scenarios.

OVERVIEW OF THE MUNICIPAL REFUSE FUND

Revenue Sources:

The Refuse Fund is a special revenue fund, primarily supported by two dedicated tax millages. On the December 2023 tax bill, these millages were levied at 1.8823 (trash) and 0.4867 (recycling) mills, which were 0.6000 mills below the authorized amounts of 2.3823 and 0.5867 mills. For 2024, the authorized millages are 2.3801 and 0.5861 mills (due to Headlee rollback).

Other revenue is generated from tall weed ordinance violation fees, landfill fees, and interest.

Operations:

While the largest and most visible cost center of the Refuse Fund is weekly residential trash, recycling and compost collection, this fund carries out several other important community services. These include:

- Ordinance control - mowing of weeds
- Ordinance control – removal of unsafe structures and debris
- Right-of-Way (ROW) weed control
- Forestry Program
 - Tree trimming
 - Tree removals in the ROW
- Hazardous Waste drop-off program
- Document shredding day for residents
- City Landfill operations and resident drop-off access
- Fall bulk leaf collection program
- Annual Park clean-up program
- Trash collection from City parks, including providing waste containers, bags, and other supplies
- Street sweeping
- Major storm clean-up and debris collection/disposal
- Animal control and collection
- Pest control
- Quarterly newsletter and two recycling mailings per year
- Portable toilets
 - Seasonal placement in approximately 30 locations (total of ~60 units) throughout the City
 - Special events - In FY 2024, this included 21 events (total of ~100 units)
- Roll-off dumpsters
- Transfer station fees
- Capital Outlay to purchase and replace equipment for these service activities

CONTRACT FOR RESIDENTIAL WASTE COLLECTION SERVICES

Analysis of the Priority Waste Proposal:

The proposal received from Priority Waste illustrates the impact of labor shortages on the waste collection industry. The trend is toward collection methods that rely more on automation that can be operated by a single driver rather than a two-man crew. This automation relies on the use of standardized curb carts designed for automate collection.

If the City chooses not to move to a two-cart trash and recycling system, the monthly cost per residential stop will be \$17.50. This would be a 26.4% increase from our current cost for “status quo”.

If the City opts to move to the two-cart system, and purchases both carts, the monthly cost per residential stop will be \$15.50. While this is an annual increase of \$790,000, or 11.9%, above our current pricing, it is an annual savings of \$957,600 over the status quo option. This savings would offset the cost of purchasing the carts.

Cost of Curb Carts:

The cost for each 95-gallon curb cart from Toter (the preferred provider) is \$51.84. A two-cart system will require the purchase of 80,000 carts, with a total cost of \$4,147,200. The City will be seeking grants to offset the cost of the carts used for recycling. The potential reduction from grants is \$600,000. If the grant is awarded, the net cost of purchasing the carts would be \$3,547,200. This means we would recover the cost of the carts in a little over 3 ½ years.

FINANCIAL FORECAST FOR THE MUNICIPAL REFUSE FUND

Historically, the budget of the Refuse Fund has included allowances for a variety of “worst case scenarios”, generally resulting in actual performance well exceeding the budget. For the purposes of forecasting the impact of a new contract for residential collection, we are using “likely case” estimates, rather than “worst case”.

The forecast below illustrates the impact of moving to a two-cart system. The forecast also assumes:

- Reduction of the Forestry program to more historic levels
- No significant change in animal control costs
- Limited extreme storm damage clean-up
- Adjustment of fees charged for drop-off at landfill and hazardous/e-waste
- No change in the millage levy
- Continued economic trends with inflation and interest rates

	AMENDED BUDGET*	“LIKELY CASE” FORECAST – TWO-CART SYSTEM				
Year:	2024	2025	2026	2027	2028	2029
Revenue	\$14,062,303	\$14,911,820	\$15,656,025	\$16,442,308	\$17,273,084	\$18,150,903
Expenditures	\$16,741,374	\$16,166,206	\$16,250,443	\$16,680,229	\$17,125,896	\$17,588,043
Net	(\$2,679,071)	(\$1,254,386)	(\$594,418)	(\$237,921)	\$147,188	\$562,860
Investment in Carts	(\$3,547,200)	-	-	-	-	-
Beginning Fund Balance	\$11,436,267	\$5,209,996	\$3,955,610	\$3,361,191	\$3,123,270	\$3,270,459
Ending Fund Balance	\$5,209,996	\$3,955,610	\$3,361,191	\$3,123,270	\$3,270,459	\$3,833,318

**FY 2024 Budgeted amounts have not been reduced to “Likely Case” outcomes.*

With the same basic assumptions listed above, the forecast if the residential collection remains “status quo” and no carts are purchased, is as follows:

	AMENDED BUDGET*	“LIKELY CASE” FORECAST – STATUS QUO – NO CARTS				
Year:	2024	2025	2026	2027	2028	2029
Revenue	\$14,062,303	\$14,911,820	\$15,656,025	\$16,442,308	\$17,273,084	\$18,150,903
Expenditures	\$16,741,374	\$17,123,806	\$17,246,347	\$17,715,969	\$18,203,065	\$18,708,300
Net	(\$2,679,071)	(\$2,211,986)	(\$1,590,322)	(\$1,273,660)	(\$929,981)	(\$557,397)
Investment in Carts	-	-	-	-	-	-
Beginning Fund Balance	\$11,436,267	\$5,206,396	\$3,429,410	\$1,839,088	\$565,426	(\$364,555)
Ending Fund Balance	\$5,209,996	\$2,998,010	\$1,407,687	\$134,026	(\$795,955)	(\$1,353,352)

*FY 2024 Budgeted amounts have not been reduced to “Likely Case” outcomes.

Based on the pricing provided, there is no financial advantage to having the vendor provide one cart versus the City purchasing both carts, so that option was not included in the forecasts.

SANITATION AND RECYCLING MILLAGES

As mentioned previously, the authorized millage rates for 2024 are 2.3801 mills for trash collection and 0.5861 mills for recycling—or a combined 2.9662 mills. In recent years, the City has levied 0.5000 mills less for trash collection and 0.1000 mills less for recycling than authorized—which would be a combined 2.3662 mills. The impact of changes to the levy would be as follows:

Combined millage levy of:	Difference between levy and authorized millage	Estimated Tax Revenue	Additional Revenue Generated, as compared to 2.3662 mills	Annual Impact on the Average Residential Taxable Value of \$102,083	Annual Impact on Residential Taxable Value of \$200,000
2.3662 (current)	0.6000	\$12,681,820	\$ -	\$ -	\$ -
2.4662	0.5000	\$13,217,778	\$535,958	\$10.21	\$20.00
2.5662	0.4000	\$13,753,735	\$1,071,915	\$20.42	\$40.00
2.6662	0.3000	\$14,289,692	\$1,607,872	\$30.62	\$60.00
2.7662	0.2000	\$14,825,650	\$2,143,830	\$40.83	\$80.00
2.8662	0.1000	\$15,370,607	\$2,688,787	\$51.04	\$100.00
2.9662 (maximum authorized)	-	\$15,897,564	\$3,215,744	\$61.25	\$120.00

CONCLUSION

While the Refuse Fund is expected to remain financially viable under the new two-cart collection system without an increase in the amount of the millage levied, there are other factors that could result in the need for a millage adjustment in the future. These could include:

- Slowing of taxable value increases, resulting in lower tax revenue than forecast.
- Increased major storm activity, resulting in significant and more frequent clean-up costs.
- Increases in animal control costs.
- Desired enhancements to the forestry programs.
- Major changes in personnel costs including wages and/or health insurance.

It is suggested that reducing the gap between the authorized millage and the amount levied from 0.6000 mills to 0.3000 mills would provide more stability to the fund moving forward. In the first year, this would generate an additional \$1.61 million for the fund, with a minimal impact on the average resident of \$30.62 per year, or \$2.55 monthly. This would adjust annually with the change in taxable values.

In contrast, when looking at the option of “status quo” and not adopting the two-cart system, overall costs will be higher and an increase to the maximum authorized millage would be recommended. In the event of significant changes in the factors noted above, the increased millage could potentially need to be combined with service modifications to maintain the stability of the fund.

ATTACHMENT

Updated excerpts from the presentation to the Capital and Infrastructure Committee meeting held August 12, 2024

STATUS OF CURRENT CONTRACT

Current contract, originally with GFL , expires November 30, 2024

RFP Process:

- April 19, 2024 - RFP was issued by the City
- April 25, 2024 - Pre-bid meeting held; attended by four (4) service providers (GFL, Priority Waste, Waste Management, and Titan).
- May 21, 2024 - Two (2) Bids were received – GFL and Priority Waste (Waste Management submitted a letter of “no bid”)

GFL Residential solid waste services acquired by Priority Waste on July 1, 2024

- The City’s current contract was assumed by Priority Waste
- Results in one qualified bid remaining from the original RFP

ATTACHMENT

Updated excerpts from the presentation to the Capital and Infrastructure Committee meeting held August 12, 2024

RFP PROCESS - BID SCENARIOS REQUESTED

Scenario 1 – Status Quo

- Trash: No change in trash collection model; no curb carts.
- Recycling: Continue to use 26-gallon orange tub, with optional 64-gallon carts available for purchase

Scenario 2 – Recycling Cart Only

- Trash: No change in trash collection model; no curb carts.
- Recycling: Citywide move to 64-gallon recycling carts (only)

Scenario 3 – Carts for both Trash and Recycling

- Trash: Citywide move to 95/64-gallon curb carts.
- Recycling: Citywide move to 95/64-gallon recycling carts.

ATTACHMENT

Updated excerpts from the presentation to the Capital and Infrastructure Committee meeting held August 12, 2024

BID RESULTS – PRICING SCENARIOS

Bidder	Current Contract Pricing	Scenario 1 -- Status Quo	Scenario 2 – Recycling Carts only	Scenario 3 – Carts for BOTH Recycling & Trash	
		(No Carts)	(City Purchases Carts)	(City Purchases one Cart; Contractor provides 2 nd Cart)	(City Purchases both Carts)
GFL	\$13.85	\$19.55	\$19.55	\$19.01	\$18.51
Priority Waste: Per Stop* Annual Cost**	\$13.85 \$6,631,380	\$17.50 \$8,379,000	\$17.50 \$8,379,000	\$17.25 \$8,259,300	\$15.50 \$7,421,400
Year 1 Savings over Scenario 1	N/A	\$ -	\$ -	\$119,700	<u>\$957,600</u>
5 Year Savings				\$600,000	\$4,790,000
8 Year Savings				\$958,000	\$7,660,000

*Note: Pricing is the monthly cost, per residence (approx. 39,900), for weekly collection.

** Annual Cost for Residential curbside pickup only

ATTACHMENT

Updated excerpts from the presentation to the Capital and Infrastructure Committee meeting held August 12, 2024

WHY TRANSITION TO CARTS?

Industry Perspective from Sam Caramagno—

- **Community Benefits**
 - Limits loose debris – Cleaner neighborhoods and streets
 - Rodent control
 - Ergonomics
- **Changes in the Industry**
 - Equipment/Trucks
 - Labor Force
- **Cart Usage Trends**
 - City-wide vs. Opt-in
 - Cart sizes – 95-gallon vs. 64-gallon



ATTACHMENT

Updated excerpts from the presentation to the Capital and Infrastructure Committee meeting held August 12, 2024

QUOTES – CART PRICING

ADDITIONAL SAVINGS OPPORTUNITY –

Competitive Grants of up to \$15 per recycling carts may be available. This potential savings of \$600,000 is not reflected in the pricing below.

Cart Size	Vendors		
	Cascade	Rehrig	Toter
95 Gallon	\$50.75	\$52.60	\$51.84*
64 Gallon	\$46.75	\$46.45	\$45.61*
Warranty	10 years	10 years	12 years body/ 10 years parts
Price extension for 40,000 95-Gallon carts and 40,000 64-Gallon Carts	\$3,900,000	\$3,962,000	\$3,898,000

Note: All prices include assembly and residential drop off service.

*Includes vendor discount of \$0.39 per cart for early delivery
(not available at the time of the Committee meeting on 8/12/2024)

ATTACHMENT

Updated excerpts from the presentation to the Capital and Infrastructure Committee meeting held August 12, 2024

RECOMMENDATION FROM ADMINISTRATION

Solid Waste Contract:

Scenario 3 – Citywide Carts for both Trash and Recycling – CITY PURCHASES BOTH CARTS

- Select a default size, but give residents the ability to opt-in for the alternate size
- **INPUT FROM COMMITTEE** – For each cart, what should the default size be—95-gallon or 64-gallon?
 - **RECOMMENDATION FROM COMMITTEE:**
 - Trash Carts - DEFAULT SIZE = 95-gallon
 - Recycling Carts - DEFAULT SIZE = 95-gallon

Vendor for Carts:

Based on preliminary quotes, **Toter is leading option**

- Final Selection will be based on: Competitive pricing; recognized quality; most comprehensive warranty

Cost Savings – Based two 95-gallon carts, per household*:

5-Year savings estimate for moving to the two-cart system vs. status quo = **\$642,800** - 8-Year savings = **\$3,512,800**

If Recycling Cart grant is received, savings climbs to **\$1,242,800** after 5 years and **\$4,112,800** after 8 years

**Updated based on selection of two 95-gallon carts. Savings would increase by ~\$250,000 if mixed default sizes are chosen and increases by ~\$500,000 if two 64-gallon carts were chosen.*



CITY OF LIVONIA CAPITAL OUTLAY & INFRASTRUCTURE COMMITTEE

SUBJECT MATTER:

SOLID WASTE & RECYCLING CONTRACT (CR 57-15 AND 932-98)

August 12, 2024

AGENDA

Status of Current Contract (Expires 11/30/2024)

RFP Process and Results

- Bid Scenarios Requested
- Qualified Bids Received
- Pricing

Scenarios: Move to Citywide Use of Carts for Recycling and/or Trash

Recommendations from Administration

STATUS OF CURRENT CONTRACT

Current contract, originally with GFL , expires November 30, 2024

RFP Process:

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GFL Residential solid waste services acquired by Priority Waste on July 1, 2024

- The City’s current contract was assumed by Priority Waste
- Results in one qualified bid remaining from the original RFP

TRANSITION TO PRIORITY WASTE

Discussion with Sam Caramagno—

- Update on the transition to Priority Waste – Community Impact
- Service expectations moving forward

RFP PROCESS - BID SCENARIOS REQUESTED

Scenario 1 – Status Quo

- Trash: No change in trash collection model; no curb carts.
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Scenario 3 – Carts for both Trash and Recycling

- Trash: Citywide move to 95/64-gallon curb carts.
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BID RESULTS – PRICING SCENARIOS

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5 Year Savings				\$600,000	\$4,790,000
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*Note: Pricing is the monthly cost, per residence (approx. 39,900), for weekly collection.

** Annual Cost for Residential curbside pickup only

WHY TRANSITION TO CARTS?

Industry Perspective from Sam Caramagno—

- **Community Benefits**

- Limits loose debris – Cleaner neighborhoods and streets
- Rodent control
- Ergonomics

- **Changes in the Industry**

- Equipment/Trucks
- Labor Force

- **Cart Usage Trends**

- City-wide vs. Opt-in
- Cart sizes – 95-gallon vs. 64-gallon



QUOTES – CART PRICING

ADDITIONAL SAVINGS OPPORTUNITY –

Competitive Grants of up to \$15 per recycling carts may be available. This **potential savings of \$600,000** is not reflected in the pricing below.

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Note: All prices include assembly and residential drop off service.

RECOMMENDATION FROM ADMINISTRATION

Solid Waste Contract:

Scenario 3 – Citywide Carts for both Trash and Recycling – CITY PURCHASES BOTH CARTS

- Select a default size, but give residents the ability to opt-in for the alternate size
- **INPUT FROM COMMITTEE – For each cart, what should the default size be—95-gallon or 64-gallon?**
 - Trash Carts - DEFAULT SIZE = _____
 - Recycling Carts - DEFAULT SIZE = _____

Vendor for Carts:

Based on preliminary quotes, **Toter is leading option**

- Final Selection will be based on: Competitive pricing; recognized quality; most comprehensive warranty

Cost Savings – Based one 64-gallon cart and one 95-gallon cart, per household*:

5-Year savings estimate for moving to the two-cart system vs. status quo = **\$860,000**

If Recycling Cart grant is received, savings climbs to **\$1,460,000**

**Savings would increase/decrease by ~\$200,000 if a single default size is chosen*

NEXT STEPS...



Robust Communication Plan Development – beginning immediately



Award of Cart Vendor Contract – target August 26th regular CC agenda



Award of Solid Waste Contract - target August 26th regular CC agenda



Questions? Comments?



**Priority Waste
Trash Bin Rollout
to Residents
INFORMATIONAL
CAMPAIGN**

Informational Campaign Priorities

- **Encourage residents to follow us on social media for trash updates**
- **Encourage residents to subscribe to City News e-newsletter for trash bin rollout dates**
- **Encourage residents to visit LetsRollLivonia.org for all things sanitation including FAQs**

**Informational
Campaign
Hashtag**

#LetsRollLivonia

Key Dates

August-September

- Email to staff/key stakeholders with video message from Mayor Brosnan
- Video announcement- Mayor Brosnan and Councilmember Toy posted to Livonia.gov, all social media pages, Livonia TV and All Things Livonia
- Media release sent to media outlets
- Sample garbage and recycling bins on display at City Hall, Senior Center, The Rec, DPW and the Library
- LetsRollLivonia.org live with information
- TVs in City Hall, The Rec, Bennett Library and Senior Center with information
- Announcement emailed to all email distribution lists
- Garbage bins at August/September events
- Informational meeting at the Senior Center- Mayor Brosnan and Councilmember Toy

Key Dates

October-December

- Livonia Westland Chamber Cityscape with Dan West and Laura Toy
- Information in water and tax bills
- Featured in the Winter edition of Livonia Connections Magazine
- Dedicated Mayor's column in the next issue of Livonia Today
- Informational meetings at Senior Center- Ted Talk Monthly
- Garbage bins at October, November and December events TBD
- Follow up announcement emailed to all email distribution lists
- Follow up social media posts

Examples of Possible Giveaway Items



**Garbage Bin
Pencil Holder**



**Recycling Bin
Stress Ball**



Chip Clips

How You Can Help Get the Word Out

1. – Follow us on social media through Livonia Community Facebook page.
2. – Subscribe to our City News e-newsletter for updates. Go to Livonia.gov. Navigate to How Do I? Then look for the subheading of Sign Up For. Under there, click on E-newsletters and look for City News.
3. – Visit LetsRollLivonia.org or scan the QR code wherever you see it. This is the best source for information on all things sanitation.

THANK YOU!



LETTER TO THE LIVONIA CITY COUNCIL

1.

Council Office
August 6, 2024

MEETING DATE

COI081224/R082624

PRESENTED BY

Don Rohraff, Director of Public Works
Douglas L. Moore, MSA, Assistant Director of Public Works

AGENDA ITEM

The subject matter of the solid waste/recycling contract. (CR 57-15 and 932-98)

BACKGROUND DETAILS

At the Regular Meeting of March 2, 2015:

On a motion by Toy, supported by Nash, and unanimously adopted, it was:

#57-15 RESOLVED, that having considered the report and recommendation of the Superintendent of Public Service and the Director of Public Works, dated January 21, 2015, which bears the signature of the Director of Finance and is approved for submission by the Mayor, and is submitted pursuant to Council Resolutions #350-10 and #279-10, regarding the solid waste/recycling contract between the City of Livonia and Waste Management of Michigan, Inc., the Council does hereby refer this matter to the Capital Improvement, Natural Resources and Waste Management Committee.

At the Regular Meeting of December 16, 1998:

#932-98 RESOLVED, that having considered a request from Councilmember Maureen Miller Brosnan, the Council does hereby refer the matter of the solid waste/recycling contract between the City of Livonia and Waste Management of Michigan, Inc., to the Water, Sewer and Waste Committee.

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To discuss the subject matter of the solid waste/recycling contract.

ATTACHMENTS

1. R030215 Waste Mgmt Contract to CI CR 57-15
2. R121698 Waste Mgmt Contract to SW CR 932-98

APPROVED BY

Toy expressed her reasoning for wanting to send Item #12 to the Capital Improvement, Natural Resources and Waste Management Committee and commented on the excellent service the City receives from Waste Management.

Meakin indicated that the Committee will meet on March 18, 2015 at 7:00 p.m. in Council Chambers.

Nash stated she was not on Council five years ago when this issue was addressed but complimented Waste Management on their service to Livonia as well as helping other communities last year after flooding occurred.

Ralph Williams, 18630 Foch, spoke about the history of the Waste Management contract with the City.

Christopher Martin, talked about Jim McCann's term on Council and millage passage.

Scott Cabauatan, from Republic Services, indicated his company would very much like to service the City of Livonia in connection with trash collection and would submit an RFP if there was an opportunity to do so.

Mayor Kirksey commented on the excellent service Waste Management provides to Livonia and indicated that the issue can be looked at more closely in committee.

A communication from Richard & Joanne M. Wassermann received on February 24, 2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

A communication from Rizzo Environmental Services, dated February 16, 2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

A communication from Rizzo Environmental Services, dated February 18, 2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

A communication from Rizzo Environmental Services, dated February 24,

2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

A communication from Alex Bishop, Director of Inspection, dated February 28, 2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

A communication from Allan Frisk, dated February 22, 2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

A communication from Michael Shesterkin from the Greenleaf Committee on Sustainability, dated February 26, 2015, regarding the request to extend contract between the City and Waste Management, was received and placed on file for the information of the Council.

On a motion by Toy, supported by Nash, and unanimously adopted, it was:

#57-15 RESOLVED, that having considered the report and recommendation of the Superintendent of Public Service and the Director of Public Works, dated January 21, 2015, which is bears the signature of the Director of Finance and is approved for submission by the Mayor, and is submitted pursuant to Council Resolutions #350-10 and #279-10, regarding the solid waste/recycling contract between the City of Livonia and Waste Management of Michigan, Inc., the Council does hereby refer this matter to the Capital Improvement, Natural Resources and Waste Management Committee for its report and recommendation.

UNFINISHED BUSINESS AGENDA ITEMS (Regular Meeting of March 2, 2015)
--

Motion by: Toy
Seconded by: Nash

ROLL CALL:

Ayes: Pastor, Meakin, Toy, Scheel, Nash, Kritzman, and Brosnan
Nays: None
Absent: None

#932-98 RESOLVED, that having considered a request from Councilmember Maureen Miller Brosnan, the Council does hereby refer the matter of the solid waste/recycling contract between the City of Livonia and Waste Management of Michigan, Inc to the Water, Sewer and Waste Committee for its report and recommendation

A roll call vote was taken on the foregoing resolutions with the following result.

AYES Brosnan, Walsh, Vandersloot, Pastor, Duggan, Laura, and Engebretson

NAYS None

It was noted that the subject of Council Resolution 764-98 re the site plan review for property located at 18120 Middlebelt (Item #9 on the Agenda) is to remain in the Streets, Roads and Plats Committee

On a motion by Brosnan, seconded by Vandersloot, and unanimously adopted, it was

#933-98 RESOLVED, that having received a communication from the Parks and Recreation Commission dated October 23, 1998, regarding the extension of a lease agreement with the Livonia Hockey Association involving the Devonaire Ice Arena, the Council hereby resolves to approve said request as follows

- 1) A four- (4) year extension with two (2) additional three- (3) year options to renew;
- 2) That said agreement to extend the lease shall include an itemized list of proposed improvements and projected costs,
- 3) That Livonia Hockey Association shall not pay rent to the City of Livonia for a minimum period of 8 ½ years, or until such time as the proposed capital improvements to be installed by the Livonia Hockey Association total no less than \$85,000 00, whichever occurs first;
- 4) That the Livonia Hockey Association shall ensure that all contractors utilized to perform the capital improvements shall obtain all required permits and shall pay all required inspection fees, with priority for using Livonia-based contractors, and
- 5) That said lease extension shall be subject to modification after the City of Livonia Parks and Recreation Commission has issued its

**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

11. REQUEST FOR COUNCIL APPROVAL ON PROPOSED LOT SPLIT:
Department of Assessment, re: for the property located on the NE corner of Schoolcraft Road and Richfield Ave., West of Newburgh Rd., in the Southeast 1/4 of Section 19; 37500 Schoolcraft Road (Petition 2024-07-LS-07) and to waive the deficiency in lot area for both Parcels "A" and "B".

Mark Taormina, Planning and Economic Development Director, presented the request to Council.

Councilmember Donovic indicated the lots are located off Schoolcraft and are part of two lots. He feels this makes sense to approve this plan.

Councilmember Morgan confirmed there would be trees or a berm along Schoolcraft for noise reduction.

Councilmember Budzinski asked Mr. Veri, Petitioner, if he has spoken to neighbors. The petitioner indicated he spoke to one neighbor who approves of the plan.

Councilmember Morgan offered an approving motion for the Regular Agenda.

DIRECTION

APPROVED

REGULAR



LETTER TO THE LIVONIA CITY COUNCIL

11.

**Assessing
August 15, 2024**

MEETING DATE

S090924/R092324

PRESENTED BY

AGENDA ITEM

REQUEST FOR COUNCIL APPROVAL ON PROPOSED LOT SPLIT: Department of Assessment, re: for the property located on the NE corner of Schoolcraft Road and Richfield Ave., West of Newburgh Rd., in the Southeast 1/4 of Section 19; 37500 Schoolcraft Road (Petition 2024-07-LS-07) and to waive the deficiency in lot area for both Parcels "A" and "B".

BACKGROUND DETAILS

August 15, 2024

Honorable Members City Council

City of Livonia, Michigan 48154

SUBJECT: **PROPOSED LOT SPLIT (Petition 2024-07-LS-07)**

TAX ITEM NUMBER: 076-01-0027-002 (37500 Schoolcraft Road)

LOCATION: NE Corner of Schoolcraft Rd. and Richfield, West of Newburgh Rd.

ADDRESS: **37500 Schoolcraft Road**

Dear Council Members,

This office has been requested by Livonia Builders G2, LLC on behalf of Tony Al Khal, owner of 37500 Schoolcraft Road, to split the subject property according to the attached survey and legal

descriptions.

Attached are the responses from the Law, Planning, Engineering, and Inspection Departments with their comments and recommendations.

This approval is being submitted to Council because proposed Parcels “A” and “B” measuring 75’ X 150’ are deficient in lot area by 3,750 square feet.

Respectfully submitted,

Mark Taormina
Planning Director

Todd Zilincik
City Engineer

APPROVED FOR SUBMISSION

Maureen Miller Brosnan, Mayor

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

To approve as submitted based on the recommendations of the individual Department responses.

ATTACHMENTS

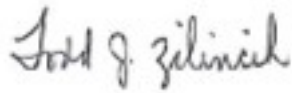
1. Lot Split- 37500 Schoolcraft Rd.
2. survey

APPROVED BY



Mark Taormina, Planning and Economic Development Director

Date: August 15, 2024



Todd Zilincik, P.E., City Engineer

Date: August 15, 2024



Maureen Miller Brosnan, Mayor

Date: August 23, 2024

DEPARTMENTAL CORRESPONDENCE
DEPARTMENT OF LAW

August 2, 2024

TO: Kathie Siterlet, Residential Appraiser

FROM: Michael E. Fisher, Chief Assistant City Attorney 

SUBJECT: Proposed Lot Split 076-01-0027-002 – 37500 Schoolcraft

Thank you for this interesting question.

We are told that the two proposed lots, currently a single, contiguous lot, would have sufficient lot width if divided. The lots would also be compliant as to width-to-depth ratio. Indeed, the lots would comply with every zoning requirement except lot area. To obtain relief from the lot area requirement, the petitioner would need Council to adopt a resolution dividing the lots pursuant to Code of Ordinances Section 16.32.030(a). Provided that no fewer than five (5) members of the Council concur in adopting the resolution, the lot area minimum would be waived. This is the sole avenue of relief available under Livonia ordinances.

Thank you again for bringing this issue before us.

MEF/cd

P:\Brenda\Correspondence\Other Dept\Assessor\2024\37500 Schoolcraft.doc

PLANNING COMMISSION

IAN WILSHAW, Chairman
GLEN W. LONG, JR., Vice Chairman
SAM CARAMAGNO, Secretary
DAVID BONGERO
WAFI DINARO
PETER H. VENTURA



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2290

MAUREEN MILLER BROSNAN
MAYOR

MARK TAORMINA
PLANNING & ECONOMIC DEVELOPMENT
DIRECTOR

JACOB UHAZIE
PLANNING & ECONOMIC DEVELOPMENT
COORDINATOR

SCOTT O. MILLER
PLANNER IV

DATE: July 3, 2024

TO: Kathie Siterlet, Assessment

FROM: Scott Miller, Planner IV

SUBJECT: Proposed Lot Split (Petition 2024-07-LS-07)
Tax Item 076-01-0027-002 (37500 Schoolcraft Road)

As requested, the Planning Department has reviewed the above-referenced lot split by Livonia Builders G2, L.L.C., for compliance with the Livonia Zoning Ordinance. The subject property is located at the northeast corner of Schoolcraft Road and Richfield Avenue in the Southeast ¼ of Section 19. The parcel is generally described as the south half of Lot 27 and the South half of Lot 28 of Zimmerman and Porter's Schoolcraft Estates Subdivision. The plat was recorded in 1941. The zoning is RUF, Rural Urban Farm, which requires a minimum lot size of 15,000 square feet and minimum lot dimensions of 75 feet in width by 150 feet in depth.

The vacant parcel measures 150 feet in width by 150 feet in depth and has a total land area of 22,500 square feet, or 0.51 acres.

The submitted survey shows the parent parcel being split into two (2) equal parts, identified on the survey as Parcels "A" and "B." Both proposed parcels would measure 75' x 150' for a total area of 11,250 square feet.

Both proposed parcels meet the minimum lot width and depth requirements of the RUF zoning district but would be deficient in the lot area. The City Council is authorized to waive or modify this requirement by a resolution in which no less than five (5) of the members occur.

DEPARTMENT OF PUBLIC WORKS
ENGINEERING DIVISION

TODD J. ZILINCIK, P.E.
City Engineer

DAVID W. LEAR
Assistant City Engineer



MAUREEN MILLER BROSNAN
MAYOR

DONALD R. ROHRAFF
Director of Public Works

12973 FARMINGTON ROAD
LIVONIA, MICHIGAN 48150
(734) 466-2571
FAX: (734) 466-2195

July 5, 2024

Mrs. Kathie Siterlet
Assessor's Department
City of Livonia

Re: Lot Split Request: #37500 Schoolcraft Road (076-01-0027-002)

Dear Mrs. Siterlet;

The Engineering Division of Public Works has reviewed the legal descriptions and drawings provided to this office on July 1, 2024 to split the above referenced parcel. We have no objections to the proposal, although we would like to note the following items:

1. The legal descriptions provided for the proposed lot configuration appear to be correct, and should be used for the new parcel descriptions should the split be approved.
2. Should the split be approved the addresses of **#13960 and #13940 Richfield Avenue** will be assigned for the newly created Parcels "A" and "B".
3. The existing parcel is currently serviced by public sanitary sewer and water main. There are existing sanitary leads run to both of the proposed parcels, but the developer will need to verify that they are still in useable condition before any connections can be made.
4. Public storm sewer is available at the northeast corner of Richfield Avenue and Schoolcraft Road. The developer will be required to extend a private storm sewer to the proposed northerly parcel or find alternate methods of drainage for the sump pump outlets.
5. As required for any new lot split, the owner will need to contact DTE Energy and provide a land split application for service planning. (see attached application)

If you have any questions, or need any additional information, please feel free to contact me at (734) 466-2608.

Sincerely,


David W. Lear, P.E.
Assistant City Engineer

cc: File

INSPECTION DEPARTMENT

BUILDING
HEATING
PLUMBING
ELECTRICAL
ZONING
ENVIRONMENTAL PROTECTION
ORDINANCE ENFORCEMENT



MAUREEN MILLER BROSNAN
MAYOR

JEROME A. HANNA
DIRECTOR

ROBERT STROBLE
ASSISTANT DIRECTOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2580
FAX (734) 466-2095

DATE: July 19, 2024
TO: Kathie Siterlet
FROM: Jerome Hanna
SUBJECT: Lot Split
076-01-0027-002 – 37500 Schoolcraft Road

Pursuant to your request, the Inspection Department has reviewed the proposed lot split made by Livonia Builders G2, LLC on behalf of Tony Alkhal, owner of 37500 Schoolcraft Road, Livonia, MI 48152, to divide the property referenced above. The property is located on the northeast corner of Schoolcraft Road and Richfield, between Newburgh Road and Richfield in the Southeast ¼ of Section 19. The parent parcel is zoned R-U-F, which requires a minimum lot width of 75 feet, depth of 150 feet and minimum area of 15,000 square feet.

The parent property is as follows:

- A) of 37500 Schoolcraft Road is 150 feet deep. Currently, the property is vacant and undeveloped.

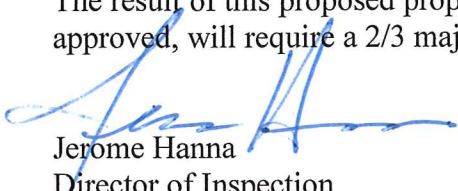
The proposal is to divide 37500 Schoolcraft Road into two equal parcels with frontage on Richfield.

The individual parcels are now described as:

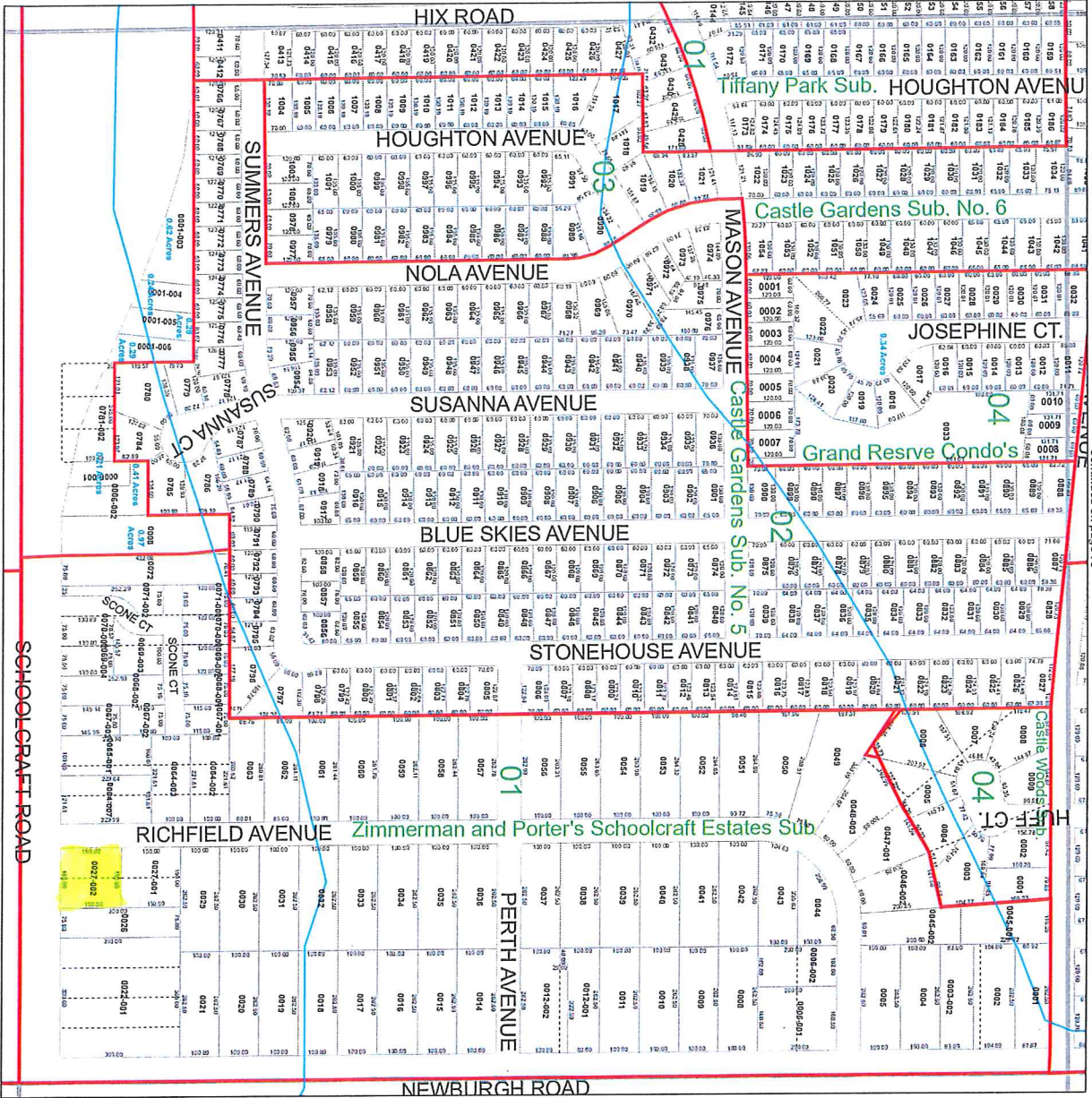
PARCEL '1' remains vacant and becomes 75 feet wide and 150 feet deep, for a total area of 11,250 square feet (0.258 acres) and is compliant to the Livonia Ordinance for minimum lot size, setbacks, but is deficient in lot area by 3,750 square feet.

PARCEL '2' remains vacant and becomes 75 feet wide and 150 feet deep, for a total area of 11,250 square feet (0.258 acres) and is compliant to the Livonia Zoning Ordinance for minimum lot size, setbacks, but is deficient in lot area by 3,750 square feet.

The result of this proposed property division is non-conformance to the Zoning Ordinance, and if approved, will require a 2/3 majority vote by the City Council.


Jerome Hanna
Director of Inspection

JHkdt



Continued on page 77

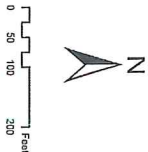
Continued on page 73

Continued on page 79

Location S.E. 1/4 Section 19

City of Livonia

T. 1 south, R. 9 east
Wayne County, Michigan
Copyright 2021, City of Livonia



Information herein deemed reliable
but not guaranteed
Updated: October 2021

6	5	4	3	2	1
18	17	16	15	14	13
7	8	9	10	11	12
20	21	22	23	24	25
30	29	28	27	26	25
31	32	33	34	35	36

E 1/4 CORNER
SECTION 19
T.1S., R.9E.
L. 35033, P. 343

26

SE CORNER
SECTION 19
T.1S., R.9E.
L. 32492, P. 1

- F.C.I.R.
- F.I.R.
- F.I.P.

SHEET NO.: 2-OF-2

PARCEL SPLIT EXISTING PARCEL

E 1/4 CORNER
SECTION 19
T.1S., R.9E.
L. 35033, P. 343

PROPERTY DESCRIPTION:

PART OF THE SOUTHEAST 1/4 OF SECTION 19,
T.1S., R.9E., DESCRIBED AS:
THE SOUTH 1/2 OF LOTS 27 & 28 OF
ZIMMERMAN AND PORTER'S SCHOOLCRAFT
ESTATES RECORDED IN LIBER 68, PAGE 73,
WAYNE COUNTY RECORDS

076-01-0027-001
28 T. MCDUFFY, S. PAIGE
13980 RICHFIELD
N 1/2 OF 27/28

076-01-0026-000
OPERATING
ENGINEERS LOCAL
324
37478
SCHOOLCRAFT
LOT 26

076-01-0027-002
37500 SCHOOLCRAFT
TONY AL-KHAL
S 1/2 OF 27/28

076-01-0064-007 G & B MORRISON
37526 SCHOOLCRAFT LOT 64 EXC. N 200'
LOT 65 EXC. W 25' ALSO EXC. N 200'

12" SAN RICHFIELD 60 FT. WD.

F.C.I.R. 75.00' 75.00' F.I.R.

S89°43'40"E 150.00' R/M

150.00' R/M

N00°00'26"E
PLAT BRG = NORTH

PLAT BRG = NORTH
S00°00'26"W

N00°00'26"E
177.00'

F.C.M. N89°43'40"W 150.00' R/M F.I.R.

N LINE SCHOOLCRAFT

10" SAN

SCHOOLCRAFT

10" SAN

12" SAN

S 1/4 CORNER
SECTION 19
T.1S., R.9E.
L. 45095, P. 1

S. LINE SECTION 19

PREPARED FOR:
LIVONIA BUILDERS
18261 SHELLEY POND CT.
NORTHVILLE, MI 48168
ATTN: DANNY VERI

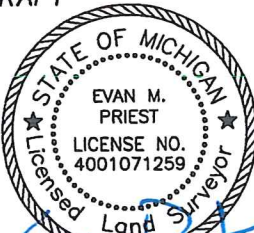
SHEET INDEX:

1. EXISTING PARCEL
2. PROPOSED PARCELS

0 20 40 80 120
SCALE IN FEET

MLP

Michael L. Priest & Associates, Inc.
40655 Koppemuck Road Canton, MI 48187
phone: (734) 459-8580
fax: (734) 459-2585



LEGEND:

- BOUNDARY LINE
- OFF-SITE PARCEL
- SECTION LINE
- WATER MAIN
- SANITARY SEWER
- OVERHEAD LINES

- FOUND CAPPED IRON ROD
- FOUND IRON ROD
- FOUND IRON PIPE

- F.C.I.R.
- F.I.R.
- F.I.P.

DATE: 06-18-2024

SCALE: 1" = 40'

SURVEY NO.: 2024.42

SHEET NO.: 1-OF-2

OFFICE OF THE MAYOR

MAUREEN MILLER BROSNAN
MAYOR



33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
mayor@livonia.gov
(734) 466-2201

September 13, 2024

TO: Livonia City Council

RE: **New Data for Item 20. REQUEST TO ESTABLISH NEW CLASSIFICATION: Civil Service Department, re: for the position of a Budget & Fiscal Services Manager.**

Dear Councilmembers,

Based on questions from Council, we are providing additional information regarding the request to establish a new classification for the position of a Budget & Fiscal Services Manager. Attached are the organizational charts for the Finance and Accounting Departments, along with additional explanations of the roles, responsibilities, and funding sources for these staff members.

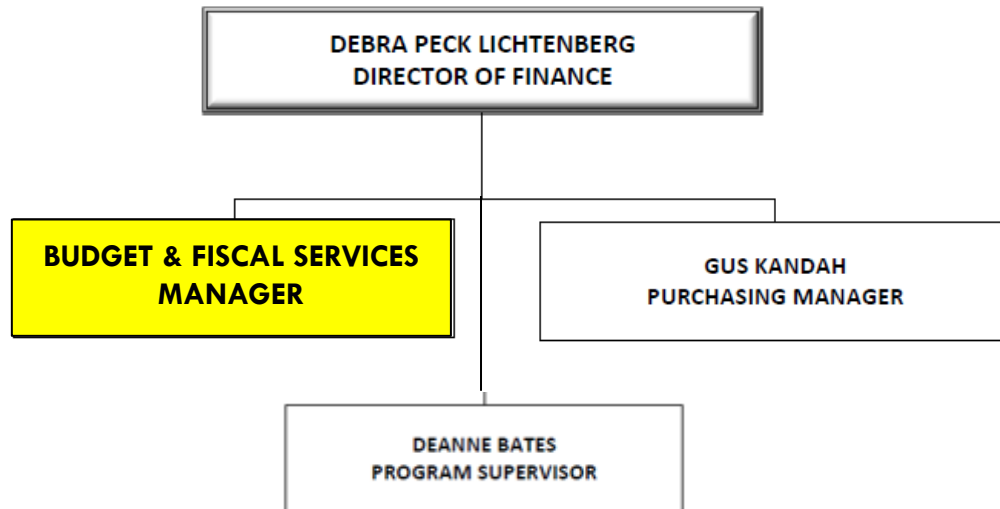
Thank you for your consideration.

Sincerely,

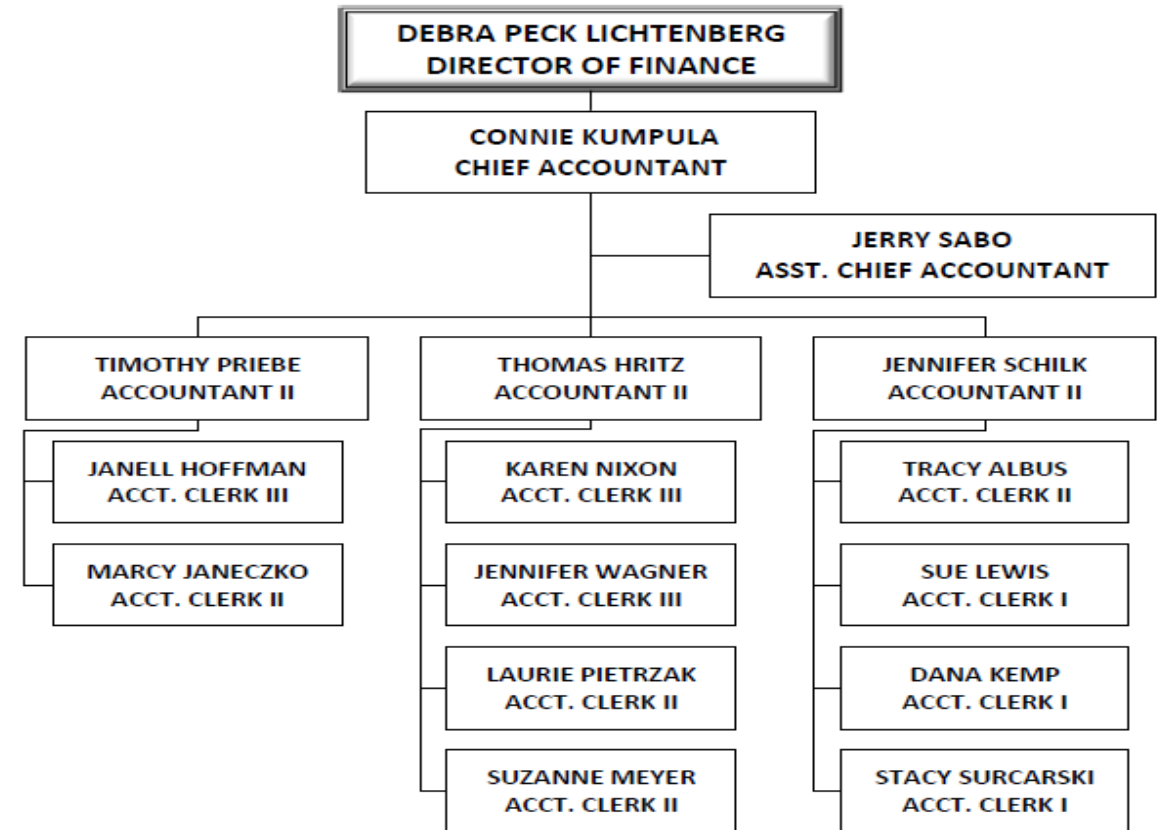
Maureen Miller Brosnan
Mayor

PROPOSED ORGANIZATIONAL CHARTS

CITY OF LIVONIA FINANCE



CITY OF LIVONIA ACCOUNTING



Roles and Funding Sources

Payroll Division (charged to General Fund Dept. 191)

This division of 3 staff is responsible for the monthly and bi-weekly payroll for active employees, as well as the pension benefit processing for all retirees. This includes all related payroll tax filing. In addition, one staff member is assigned responsibility for submitting claims to MMRMA. This division reconciles all pension investment activity, prepares all census data for actuarial valuations, and provides the primary technical support for the City’s ERP system. This division also provides accounting support for streetlighting special assessments, PRDA and Housing Commission.

General Ledger, Accounts Payable, and Miscellaneous Receivables Division (Accountant II charged 100% from General Fund Dept. 191, Account Clerks charged 50% from GF/50% Water Fund)

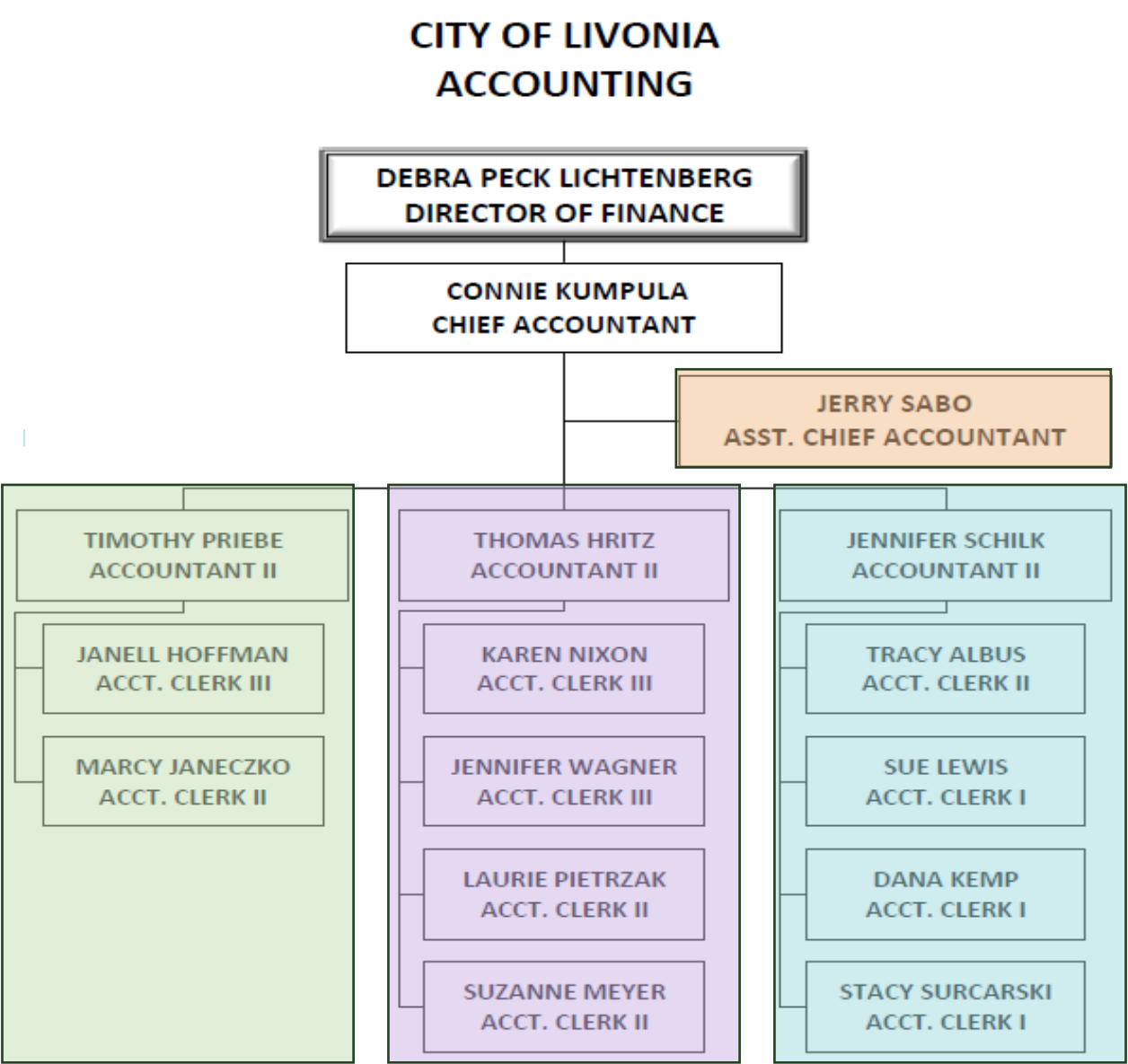
This division of 5 staff is responsible for the weekly processing of vendor invoices, management of all general revenue billings and reconciliation of bank accounts. This division is responsible for management of debt service, tracking of capital improvement spending activity, and general ledger maintenance.

Water & Sewer Accounting Division (charged to Fund 592 – Water & Sewer Fund)

This division of 5 staff is responsible for all water & sewer billing, collection and accounting activities. The Accountant in this division is the liaison to the Water & Sewer Review board. This division also handles all accounting for fixed assets and Senior Housing.

Asst. Chief Accountant (charged to General Fund Dept. 191)

Responsible for all accounting activity related to Roads, Grants, Housing and Community Transit



Roles and Funding Sources

Purchasing Manager (charged to General Fund Dept. 192)

This position provides purchasing support to all departments of the City, including issuing, analyzing, and tabulating requests for proposals (RFPs), obtaining quotes, posting to MITN and seeking Sourcewell contract opportunities.

Program Supervisor (charged to General Fund Dept. 192)

This position provides administrative and accounting support to both the Accounting and Finance Departments. This position manages all vendor data and account set up, monitors budgets when establishing POs for purchases.

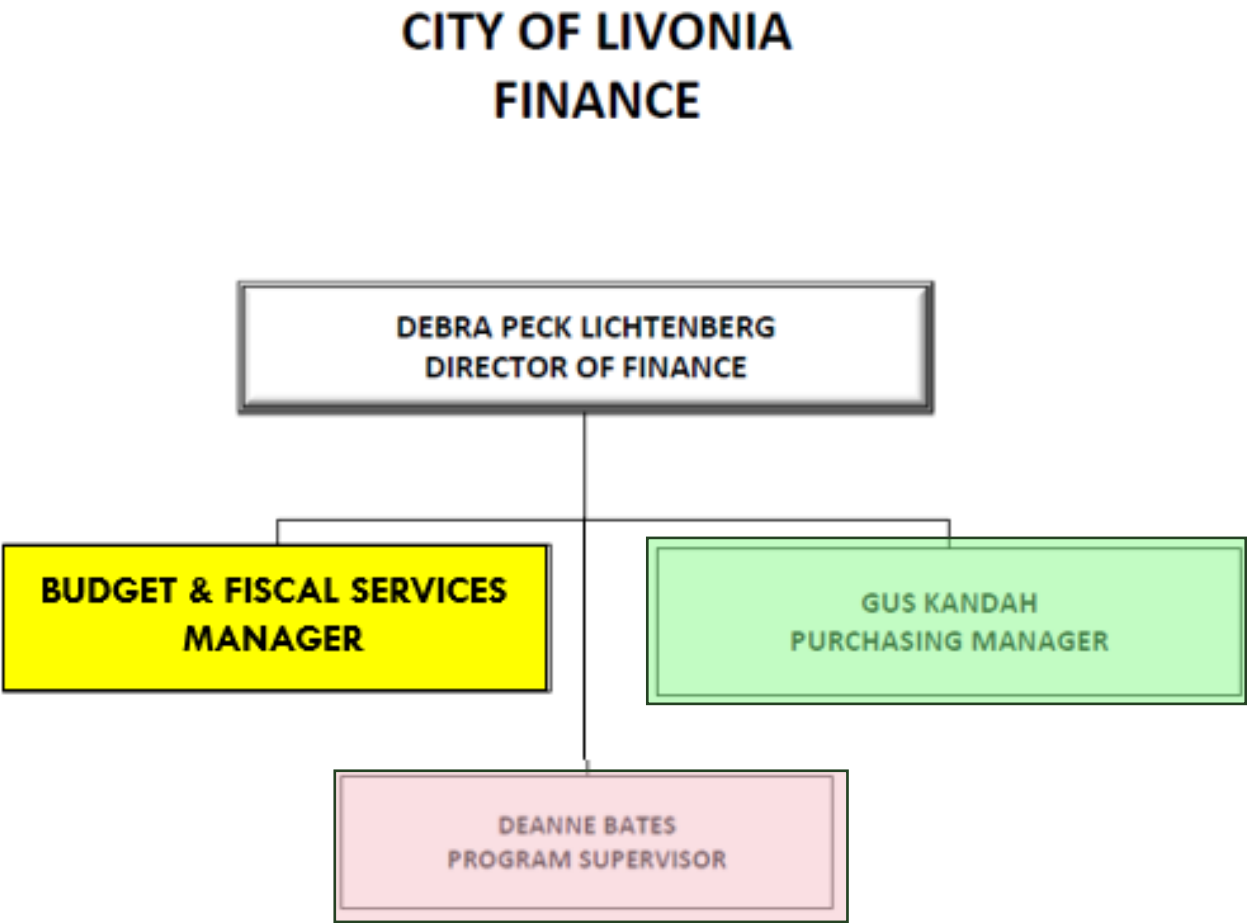
PROPOSED POSITION:

BUDGET & FISCAL SERVICES MANAGER (Proposed to be charged 50% to General Fund Dept. 192 and 50% to Fund 592 – Water & Sewer Fund)

Under the direction of the Director of Finance, this position will perform a variety of complex analytical and administrative functions including:

- financial planning and control;
- budget development, monitoring, and control;
- personal services reconciliation and budgeting;
- programmatic and organizational structure reviews;
- cash flow analysis and multi-year forecast development;
- developing water rates and master fee schedule data;
- special projects, as they arise.

This position will work closely with the Director of Finance, Chief Accountant, and Department Heads, being responsible for certain technical budget system duties, fiscal analysis, and creating public-facing reports in clear, concise, and understandable formats.



**CITY OF LIVONIA – CITY COUNCIL
MINUTES OF STUDY MEETING HELD SEPTEMBER 9, 2024**

Meeting was called to order at 8:18 p.m. by Council President McCullough. Present: Jim Jolly, Vice President Martha Ptashnik, Rob Donovic, Carrie Budzinski, Scott Morgan, Laura Toy, and President McCullough. Absent: None.

Elected and appointed officials present: Eric Goldstein, Assistant City Attorney; Mark Taormina, Planning and Economic Development Director; and Todd Zilincik, City Engineer.

Councilmember Jolly led the meeting with the Pledge of Allegiance.

12. REQUEST TO ESTABLISH NEW CLASSIFICATION: Civil Service Department,
re: for the position of a Budget & Fiscal Services Manager.

Debra Lichtenberg, Finance Director, presented the request to Council.

President McCullough said he appreciates the process improvements that Mrs. Lichtenberg has brought to the Finance Department.

Councilmember Morgan asked how many employees Mrs. Lichtenberg oversees and if we really need to add another person.

Mrs. Lichtenberg indicated she oversees 17 employees. There are many processes that need to be updated, and this will be possible with the right people in the right seats. She said this will be a value-added position that will bring additional transparency and reporting complexity to Council.

Councilmember Morgan asked if this a prudent thing to do while we are under a budget crunch.

Vice President Ptashnik asked if we will be eliminating or consolidating for this additional position. She asked if the goal here is to spend money to save money and who is handling these responsibilities now.

Mrs. Lichtenberg said it is another set of eyes giving a high-level overview to see if we are saving money or can consolidate things we are doing. Finance is really a recording what has happened, and they need an accurate forecast of what is coming to allow for savings and be proactive. She shared that this would save money and allow operations that currently aren't being done to be handled.

Councilmember Toy asked if other Municipalities utilize people like this. She also asked if this would help evaluate future budgets.

Mrs. Lichtenberg said she had two full time budget analysts at her previous employer which was a city smaller than Livonia. Also, many cities have dedicated budget staff including a Budget Director. This person would be able to help evaluate future budgets. She said she has a very strong team, but additional

resources are needed to continue to move forward. She indicated that much of her staff is customer service oriented.

Councilmember Budzinski thanked Mrs. Lichtenberg for the explanation, and she is supportive of this position.

Councilmember Donovan asked where the money will come from. He also asked about the pay range being \$70,000 to \$90,000 based on step increases and asked if anything different would have to go before Council again.

Mrs. Lichtenberg indicated the funds will be split equally between the General Fund and the Water and Sewer Fund. This will provide the reporting and forecasting for the Finance Department. This will enhance her ability to ensure that dollars are spent appropriately in this community.

Vice President Ptashnik asked if there is any risk using the dollars from the two funds. She also asked if there are other areas that will be cut to help pay for this.

Mrs. Lichtenberg said there is no risk, it is appropriate. There are some areas of the budget that have been adjusted to allow for this position.

Councilmember Morgan asked how many accountants are in the Finance Department.

Mrs. Lichtenberg indicated there are a total of five, three accountants along with a Chief Accountant and a Deputy Chief Accountant. The position requested would be classified as a Budget Manager. The Civil Service Structure includes the classification of a Budget Director which would be a higher-level position at a higher pay scale. She feels the Budget Manager position will be a better fit.

President McCullough spoke about having a new Finance Director with a new vision and stated our current budget is very antiquated.

Councilmember Donovan commented that we are creating a position like a Budget Manager position at a lower level. He asked how this will save us money.

Mrs. Lichtenberg said she felt the main reason for not bringing the Budget Director position in is because there are a lot of processes that need to evolve, and she would like to promote from within. She has a highly qualified professional that is already a part of the Livonia organization and a key staff member. With the right training and development, we will continue to move the team forward. This position will assist with Grants, the Purchasing Director, and helping with the advancements with Capital Management. She said we will use the economies of scale, for example if a parking lot is being bid out and another one will be needed elsewhere, both will bid out together and this would save money.

Councilmember Donovan hopes they can somehow quantify the savings.

Councilmember Morgan said he feels these questions are all reasonable since he feels Council has never approved any position such as this without this type of questioning.

Councilmember Budzinski offered an approving motion for the Regular Agenda.

DIRECTION

APPROVED

REGULAR



LETTER TO THE LIVONIA CITY COUNCIL

12.

Civil Service
August 26, 2024

MEETING DATE

S090924/R092324

PRESENTED BY

Debra Peck Lichtenberg, CPA, Finance Director

AGENDA ITEM

REQUEST TO ESTABLISH NEW CLASSIFICATION: Civil Service Department, re: for the position of a Budget & Fiscal Services Manager.

BACKGROUND DETAILS

August 26, 2024

Honorable Members of City Council
City of Livonia

Subject: Request to Establish a New Classification of Budget & Fiscal Services Manager

Dear Council Members:

At the Civil Service Commission meeting of August 21, 2024, with Chairperson James Wenson, Commissioners Roger Spence, and Charlotte Mahoney being present, it was requested that the Commission consider approving a new classification of Budget and Fiscal Services Manager and, pending City Council approval, the posting for a promotional examination for the Budget and Fiscal Services Manager position. These requests were reviewed and approved by the Personnel Review Committee and Mayor Brosnan, prior to being presented to the Civil Service Commission. The job description is below:

Description of work:

The Budget Manager is a newly established role that serves as the key liaison between the Finance Director and City departments in monitoring, analyzing, and developing the annual budget, forecasts, and other fiscal analysis. Under the direction of the Director of Finance, this position will perform a variety of complex analytical and administrative functions including financial planning and control; budget development, monitoring, and control; personal services reconciliation and budgeting; programmatic review; organizational structure; and special projects, as they arise. This position will work closely with the Director of Finance, Chief Accountant, and Department Heads, being responsible for certain technical budget system duties, fiscal analysis, and creating public-facing reports in clear, concise, and understandable formats. The ideal candidate will be an experienced team player who is detail-oriented, analytical, self-motivated, and excels in written and verbal communication.

The proposed salary range would be equivalent to the Purchasing Manager classification of \$79,019.20 to \$92,768.00 and will be funded from existing budgeted funds in accounts 101-192-

702-000 (50%) and 592-558-702-000(50%).

The Civil Service Commission reviewed the requests and upon motion by Ms. Mahoney, seconded by Mr. Spence, and adopted, it was

24-150 RESOLVED, that having reviewed the letter from Debra Peck Lichtenberg, Finance Director, dated August 16, 2024, requesting a new classification of Budget and Fiscal Services Manager, the Civil Service Commission does hereby approve the request for a new classification of Budget and Fiscal Services Manager. The Civil Service Commission submits the same to City Council for their review and consideration.

24-151 RESOLVED, that having reviewed the letter from Debra Peck Lichtenberg, Finance Director, dated August 16, 2024, requesting a promotional examination for Budget and Fiscal Services Manager and proposed qualifications and parts of examination and weights, the Civil Service Commission does hereby approve the following qualifications and parts of examination and weights pending City Council's approval of the Budget and Fiscal Services Manager classification.

QUALIFICATIONS

This examination is open only to employees of the City of Livonia, who, by the closing date of this announcement:

1. Be a citizen of the United States or a resident alien with the right to work in the United States; and
2. Is currently employed in the City of Livonia's Accounting, Water Accounting, or Finance Department; and
3. Have regular status as an Accountant II or above; and
4. Possess a bachelor's degree from an accredited college or university with a major in Accounting, Finance, Economics, or directly a related business field with comparable research and analytical focus; and
5. Have at least five years of experience in governmental accounting.

PARTS OF EXAMINATION AND WEIGHTS

Written Exam – 50% Departmental Rating –
50%*

*In the event there is only one qualified applicant for this position, the parts of examination and weights will be 100% Departmental Rating.

Therefore, it is recommended that the new classification of Budget and Fiscal Services Manager be considered for adoption and the effective date would be upon Council approval, at which point the promotional examination for Budget and Fiscal Services Manager would be posted.

Thank you for your consideration.

Sincerely,

Jeannine Laible
Human Resources Director

PREFERRED COUNCIL RECOMMENDATION/RESOLUTION (Please complete this field. Attachments are not to be used in lieu of the recommendation)

Approve as submitted.

ATTACHMENTS

1. Packet to Council Transmitting Request to Establish a New Classification of Budget & Fiscal Services Manager

APPROVED BY



Jeannine Laible, Human Resources Director

Date: August 28, 2024



Debra Peck Lichtenberg, CPA, Finance Director

Date: August 29, 2024



Carter Fisher, City Attorney

Date: August 29, 2024



Maureen Miller Brosnan, Mayor

Date: August 29, 2024

MEMORANDUM

TO: Jeannine Laible, Human Resources Director
FROM: Dalie Ripley, Personnel Analyst I *DR*
DATE: August 19, 2024
SUBJECT: **Request to Establish a New Classification of Budget & Fiscal Services Manager**

In a letter dated August 16, 2024, Debra Peck Lichtenberg, Director of Finance requests to establish a new classification of Budget & Fiscal Services Manager. The job description is below:

Description of work:

The Budget Manager is a newly established role that serves as the key liaison between the Finance Director and City departments in monitoring, analyzing, and developing the annual budget, forecasts, and other fiscal analysis. Under the direction of the Director of Finance, this position will perform a variety of complex analytical and administrative functions to include financial planning and control; budget development, monitoring and control; personal services reconciliation and budgeting; programmatic review; organizational structure; and special projects, as they arise. This position will work closely with the Director of Finance, Chief Accountant, and Department Heads, being responsible for certain technical budget system duties, fiscal analysis, and creating public-facing reports in clear, concise, and understandable formats. The ideal candidate will be an experienced team player who is detail-oriented, analytical, self-motivated, and excels in written and verbal communication.

The proposed salary range would be equivalent to the Purchasing Manager classification of \$79,019.20 to \$92,768.00. It is recommended the Civil Service Commission approve to establish the new classification of Budget & Fiscal Services Manager.

COMMENTS BY THE HUMAN RESOURCES DIRECTOR:

Concur Jeannine Laible

DEPARTMENT OF FINANCE

Debra Peck Lichtenberg, CPA
DIRECTOR OF FINANCE

Connie Kumpula
CHIEF ACCOUNTANT



MAUREEN MILLER BROSAN
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2260
FAX: (734) 421-1807

August 16, 2024

Civil Service Commission
City of Livonia, Michigan

Re: Request to Establish the New Classification of Budget & Fiscal Services Manager

Dear Commissioners:

We respectfully request the Commission to establish a new classification of Budget & Fiscal Manager position in the Finance Department. The proposed equivalent salary and job description are attached.

Very truly yours,


Debra Peck Lichtenberg
Director of Finance

cc: Connie Kumpula

Attachment

RECEIVED

AUG 19 2024

LIVONIA CIVIL SERVICE

DEPARTMENT OF FINANCE



Budget and Fiscal Services Manager City of Livonia

SALARY Equivalent to Purchasing Manager
 \$79,019.20 - \$92,768.00 (as of 7/31/2024)
 \$80,995.20 - \$95,067.60 (effective 12/1/2024)

JOB TYPE Regular Full-Time

DEPARTMENT Finance

GENERAL STATEMENT OF DUTIES AND RESPONSIBILITIES

NOTE: Maximum salary is achieved after four successful years.

- After six months of successful employment, salary will be \$80,620.80 /\$82,638.40 (if achieved after 12/1/24)
- After one year of successful employment, salary will be \$82,240.00

About the City

The City of Livonia is a safe, well-planned community of 36 square miles in southeast Michigan. Our population of about 95,000 residents places us as the ninth-largest city in the state. Livonia enjoys a strategic location second to none in the region, with easy access to the I-96 and the I-275 expressways. Close-knit neighborhoods and strong community spirit have long been hallmarks of Livonia. The City's motto proclaims, "Families First," and Livonia has successfully maintained its friendly, hometown atmosphere while keeping a strong emphasis on public safety, parks, and public services.

Benefit Highlights:

- 401(a) with 12% City contribution
- Paid time off in addition to personal business days
- 13 paid holidays
- Medical, dental & vision insurance
- Retirement Health Savings Plan
- Life Insurance

- Clothing Voucher
- Voluntary Supplemental Benefits
- Flexible Hours

Qualification Requirements:

1. Be a citizen of the United States or a resident alien with the right to work in the United States; and
2. Is currently employed in the City of Livonia's Accounting, Water Accounting, or Finance Department; and
3. Have regular status as an Accountant II or above; and
4. Possess a bachelor's degree from an accredited college or university with a major in Accounting, Finance, Economics, or directly a related business field with comparable research and analytical focus; and
5. Have at least five years of experience in governmental accounting.

Description of work:

The Budget Manager is a newly established role that serves as the key liaison between the Finance Director and City departments in monitoring, analyzing and developing the annual budget, forecasts, and other fiscal analysis. Under the direction of the Director of Finance, this position will perform a variety of complex analytical and administrative functions to include financial planning and control; budget development, monitoring and control; personal services reconciliation and budgeting; programmatic review; organizational structure; and special projects, as they arise. This position will work closely with the Director of Finance, Chief Accountant and Department Heads, being responsible for certain technical budget system duties, fiscal analysis, and creating public-facing reports in clear, concise and understandable formats. The ideal candidate will be an experienced team player who is detail oriented, analytical, self-motivated, and excels in written and verbal communication.

Examples of duties and responsibilities include:

- Coordinates, researches, analyzes, develops, and reviews recommendations for budgeting, operations, financial planning, organizational analysis, policy formulation, performance measures, and service delivery.
- Works with the Director of Finance on budget system administration, position control and modeling, and system design testing.
- Identifies and facilitates budget adjustments as necessary.
- Monitors citywide position budgets and adjusts as necessary.
- Works with the heads of various City Departments', their staff, and/or works independently to coordinate and facilitate the development of department and division budgets.
- Acts as a liaison to city finance and accounting divisions in monitoring accounts and financial reports.
- Provides research information, resolution recommendations, and follow-up regarding control and budget issues.

- Provides administrative and budget assistance to departmental management and budget coordinators/program specialists.
- Performs analysis of departmental expenditures and revenues against evaluation criteria.
- Assists in fund management.
- Prepares and reviews various technical and financial reports.
- Present data analysis and reports in public meetings to diverse audiences including City Council members, Administrative Leadership, members of the public, and others.
- Performs additional duties as assigned.

Required Skills/Abilities:

- Strong oral and written communication skills, attention to detail, and a high level of accuracy in work output.
- Knowledge of the principles and practices of finance and budgeting; methods, techniques, and processes including budgeting and accounting
- Personal computers, and related word processing, spreadsheet (advanced level), data base, and presentation software applications.
- Ability to establish and maintain effective working relationships with employees, citizens, and elected officials; handle sensitive situations with tact and diplomacy; communicate effectively verbally and in writing; establish and fulfill goals and objectives; develop and implement complex financial budget analysis; prepare and deliver presentations that summarize analysis; and able to work independently or in teams to complete assignments.
- A team player who can work collaboratively with other departments, stakeholders and external partners to achieve organizational objectives.

PARTS OF EXAMINATION AND WEIGHTS:

Written Exam – 50%

Department Rating – 50%

In the event there is only one qualified applicant for the position, the Parts of Examination and Weights will be 100% Departmental Rating.

MEMORANDUM

TO: Jeannine Laible, Human Resources Director
FROM: Dalie Ripley, Personnel Analyst I *DR*
DATE: August 19, 2024
SUBJECT: **Request for a Promotional Examination for Budget & Fiscal Services Manager and Proposed Qualifications and Parts of Examination and Weights**

In a letter dated August 16, 2024, Debra Peck Lichtenberg, Director of Finance, requests a promotional examination for Budget & Fiscal Services Manager. The proposed qualifications and parts of examination and weights are summarized as follows:

QUALIFICATIONS

This examination is open only to employees of the City of Livonia, who, by the closing date of this announcement:

1. Be a citizen of the United States or a resident alien with the right to work in the United States; and
2. Is currently employed in the City of Livonia's Accounting, Water Accounting, or Finance Department; and
3. Have regular status as an Accountant II or above; and
4. Possess a bachelor's degree from an accredited college or university with a major in Accounting, Finance, Economics, or directly a related business field with comparable research and analytical focus; and
5. Have at least five years of experience in governmental accounting.

PARTS OF EXAMINATION AND WEIGHTS

Written Exam – 50% Departmental Rating – 50%*

*In the event there is only one qualified applicant for this position, the parts of examination and weights will be 100% Departmental Rating.

Candidates must pass the Written Exam and Departmental Rating in order to be placed on the eligible list.

The current salary range for this classification is \$79,019.20 to \$92,768.00. This request was reviewed and approved by the Personnel Review Committee and Mayor Brosnan. Pending City Council approval of this new classification, it is recommended the Civil Service Commission approve the qualifications and parts of examination and weights for Budget & Fiscal Services Manager.

COMMENTS BY THE HUMAN RESOURCES DIRECTOR:

Concur. Jeannine Laible

DEPARTMENT OF FINANCE

Debra Peck Lichtenberg, CPA
DIRECTOR OF FINANCE

Connie Kumpula
CHIEF ACCOUNTANT



MAUREEN MILLER BROSNAN
MAYOR

33000 CIVIC CENTER DRIVE
LIVONIA, MICHIGAN 48154-3097
(734) 466-2260
FAX: (734) 421-1807

August 16, 2024

Civil Service Commission
City of Livonia, Michigan

Re: Request for a Promotional Exam – Budget & Fiscal Services Manager

Dear Commissioners:

I am requesting approval for a promotional examination for the Budget & Fiscal Manager position in the Finance Department, contingent upon Council approval. The proposed qualifications, job description, and breakdown of parts and weights are all attached.

Very truly yours,

Debra Peck Lichtenberg
Director of Finance

cc: Connie Kumpula

Attachment

RECEIVED

AUG 19 2024

LIVONIA CIVIL SERVICE

DEPARTMENT OF FINANCE



Budget and Fiscal Services Manager City of Livonia

SALARY Equivalent to Purchasing Manager
\$79,019.20 - \$92,768.00 (as of 7/31/2024)
\$80,995.20 - \$95,067.60 (effective 12/1/2024)

JOB TYPE Regular Full-Time

DEPARTMENT Finance

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Benefit Highlights:

- 401(a) with 12% City contribution
- Paid time off in addition to personal business days
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- Retirement Health Savings Plan
- Life Insurance

- Clothing Voucher
- Voluntary Supplemental Benefits
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Qualification Requirements:

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- Provides administrative and budget assistance to departmental management and budget coordinators/program specialists.
- Performs analysis of departmental expenditures and revenues against evaluation criteria.
- Assists in fund management.
- Prepares and reviews various technical and financial reports.
- Present data analysis and reports in public meetings to diverse audiences including City Council members, Administrative Leadership, members of the public, and others.
- Performs additional duties as assigned.

Required Skills/Abilities:

- Strong oral and written communication skills, attention to detail, and a high level of accuracy in work output.
- Knowledge of the principles and practices of finance and budgeting; methods, techniques, and processes including budgeting and accounting
- Personal computers, and related word processing, spreadsheet (advanced level), data base, and presentation software applications.
- Ability to establish and maintain effective working relationships with employees, citizens, and elected officials; handle sensitive situations with tact and diplomacy; communicate effectively verbally and in writing; establish and fulfill goals and objectives; develop and implement complex financial budget analysis; prepare and deliver presentations that summarize analysis; and able to work independently or in teams to complete assignments.
- A team player who can work collaboratively with other departments, stakeholders and external partners to achieve organizational objectives.

PARTS OF EXAMINATION AND WEIGHTS:

Written Exam – 50%

Department Rating – 50%

In the event there is only one qualified applicant for the position, the Parts of Examination and Weights will be 100% Departmental Rating.