



**CITY OF MADISON HEIGHTS
FIRE STATION 1 TRAINING ROOM - 31313 BRUSH STREET
CITY COUNCIL REGULAR MEETING AGENDA
SEPTEMBER 26, 2022 AT 7:30 PM**

CALL TO ORDER

ROLL CALL

INVOCATION and PLEDGE OF ALLEGIANCE - COUNCILWOMAN AARON

APPROVAL OF THE AGENDA

- [1.](#) Additions/Deletions

PRESENTATIONS

PUBLIC HEARINGS

ITEMS ON AGENDA OF INTEREST TO PARTIES IN THE AUDIENCE

MEETING OPEN TO THE PUBLIC

CONSENT AGENDA:

- [2.](#) Proclamation of October 2022 as Michigan Library Appreciation Month
- [3.](#) Kelly Ording - Resignation from the Historical Commission
- [4.](#) City Council Regular Meeting Minutes of 09-12-22

COMMUNICATIONS

- [5.](#) Finance Director - Government Finance Officer's Association Budget Award FY 2022-23

REPORTS

ITEMS FOR FUTURE PUBLIC HEARINGS

BID AWARDS/PURCHASES

- [6.](#) DPS Director - Scheduled Replacement of Loader #409
- [7.](#) DPS - Phased Replacement of DPS Concrete

ORDINANCES

UNFINISHED BUSINESS

MINUTES

EXECUTIVE SESSION

ADJOURNMENT

NOTICE: Persons with disabilities needing accommodations for effective participation through electronic means in this meeting should contact the City Clerk at (248) 583-0826 or by email: clerks@madison-heights.org at least two working days in advance of the meeting. An attempt will be made to make reasonable accommodations.

DATE: September 21, 2022

TO: City Council

FROM: Melissa R. Marsh, City Manager

SUBJECT: Agenda Comments for the Regular Council Meeting of Monday, September 26, 2022

The following are my comments on items appearing on the agenda of the Regular Council Meeting on Monday, September 26, 2022.

COMMUNICATION:

**GOVERNMENT FINANCE OFFICERS ASSOCIATION DISTINGUISHED BUDGET
PRESENTATION AWARD FOR THE FY 2022-23 BUDGET**

City Council is scheduled to present the Finance Department the Government Finance Officers Association's Distinguished Budget Presentation Award for Fiscal Year 2023.

BID AWARDS/PURCHASES:

DPS DIRECTOR – REPLACEMENT OF DPS LOADER #409

The approved FY 2023 budget includes the scheduled replacement of Loader #409, a 2003 Caterpillar (CAT) front-end loader with a removable 3-yard bucket, forks, and claw funded through the General Fund Streets Division.

This loader is heavily utilized year-round handling materials at the DPS yard, performing heavy leaf collection, and snow removal. The current machine is 19 years old and is in extremely poor condition.

Staff and I request that City Council approve the purchase of one Volvo L-70H Front-end loader, with identified options from Alta Equipment of New Hudson, Michigan through the Sourcewell Cooperative Purchasing Contract for a total equipment cost of \$241,851. Funds are budgeted and available for this scheduled replacement.

DPS DIRECTOR – REPLACEMENT OF DPS PARKING LOT

Over the last two budget cycles, the DPS has taken a phased approach to replace the concrete around the DPS facility. The phased budget for in FY 2023 included the main northerly drive aisle from the entrance to the western terminus.

The City currently has a contract with Cipparrone for concrete work that was competitively bid at unit costs. Therefore, staff and I are recommending City Council award the 2022 DPS concrete replacement project to Cipparrone Contracting, at their established unit prices, in an amount not to exceed \$95,000. Funds are budgeted and available for this scheduled replacement.



AGENDA ITEM SUMMARY FORM

MEETING DATE: 9/26/2022

PREPARED BY: Vanessa Verdun-Morris

AGENDA ITEM CONTENT: Michigan Library Appreciation Month October 2022 Resolution

AGENDA ITEM SECTION: Consent Agenda

BUDGETED AMOUNT: \$0

FUNDS REQUESTED: \$0

FUND: n/a

EXECUTIVE SUMMARY:

In October, the Michigan Library Association and other organizations celebrate Michigan libraries and library staff. Library Appreciation Month highlights the many ways libraries continue to evolve and expand services, keeping communities connected to resources that inform, entertain, and enlighten.

Residents can explore a variety of digital content, from ebooks, audiobooks, movies, and more--all from home. Or visit the library in-person to browse the shelves, get help or book recommendations, or borrow a Chromebook and wifi hotspot.

RECOMMENDATION:

Proclaim October 2022 as Michigan Library Appreciation Month, and encourage residents to visit Madison Heights Public Library either online or in-person.



Proclamation of October 2022 as Michigan Library Appreciation Month

Whereas, the Michigan Library Association (MLA) annually designates the month of October as a statewide observance to celebrate the contributions of Michigan's public, school, academic, tribal, cooperative and special libraries;

Whereas, Michigan's libraries continue to evolve and expand their services and now offer more programs, events, services, resources, and collections than ever to serve and support their communities;

Whereas, libraries are now dynamic centers of discovery and lifelong learning – serving as concert venues, art galleries, tourist destinations, meeting spaces, community living rooms, makerspaces, study rooms and more;

Whereas, libraries now offer patrons much more to borrow than books, including tablets and laptops, mobile hotspots, sports equipment, games, movies, music and more – serving as an indispensable resource for children, teens, adults and seniors;

Whereas, libraries provide free access to information to millions of Michiganders allowing them to explore and discover a vast world of information and entertainment;

Whereas, libraries provide materials and programs that are as diverse as the people they serve, while protecting patron's privacy and supporting their right to read;

Whereas, libraries serve as the primary point of access for people without internet or access to computers, enabling everyone to connect to the people and ideas of the world;

Whereas, Michigan libraries are indispensable educational and cultural institutions in the heart of our communities, offering Michiganders a place to gather, socialize, study and learn;

Whereas, hundreds of libraries and millions of library supporters across Michigan are celebrating Michigan Library Appreciation Month this October; now, therefore, be it

Resolved that the City of Madison Heights proclaims October 2022 as Michigan Library Appreciation Month.

During this time, we encourage all residents to visit the Madison Heights Public Library in person or virtually and connect to the numerous services, resources, and collections our library provides.



AGENDA ITEM SUMMARY FORM

MEETING DATE: 9/26/22

PREPARED BY: Cheryl Rottmann, City Clerk

AGENDA ITEM CONTENT: Kelly Ording - Resignation from the Historical Commission

AGENDA ITEM SECTION: Consent Agenda

BUDGETED AMOUNT: n/a

FUNDS REQUESTED:

FUND:

EXECUTIVE SUMMARY:

Kelly Ording has submitted her resignation from the Historical Commission.

RECOMMENDATION:

Staff recommends accepting Kelly Ording's resignation from the Historical Commission and declaring the seat vacant.

Cheryl Rottmann

From: ks1elizabeth@gmail.com
Sent: Wednesday, September 14, 2022 2:37 PM
To: Vanessa Verdun-Morris
Subject: Historical Commission Resignation

Hi Vanessa!

I am emailing in regard to my position on the Historical Commission for the City of Madison Heights. As it turns out, I need to resign from my position on the commission. I have been traveling out of the state and country and will be continuing to do so for the foreseeable future so I am unable to fulfill my duties for the position.

Thank you,
Kelly Ording

--

Kelly (Sutherland) Ording | ks1elizabeth@gmail.com

City Council Regular Meeting
Madison Heights, Michigan
September 12, 2022

A City Council Regular Meeting was held on Monday, September 12, 2022 at 7:30 PM at Fire Station 1 Training Room - 31313 Brush Street

PRESENT

Mayor Roslyn Grafstein
Councilwoman Toya Aaron
Mayor Pro Tem Mark Bliss
Councilman Sean Fleming
Councilor Emily Rohrbach
Councilman David Soltis
Councilor Quinn Wright

OTHERS PRESENT

City Manager Melissa Marsh
Assistant City Attorney Tim Burns
City Clerk Cheryl Rottmann

The invocation was given by Mayor Grafstein and the Pledge of Allegiance followed.

CM-22-264. Additions to the Agenda.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, to add the following items to the Consent Agenda:

- 9) Approval of the Revised 2023 Winter Maintenance Agreement between the City of Madison Heights and Oakland County
- 10) Approval of Tentative Agreement between the City of Madison Heights and the Fire Fighters Association, and
- 11) Approval of the Tentative Agreement between the City of Madison Heights and the Police Officers Union

and further, to add the following item under Communications:

- 12) Roslyn Grafstein - Resignation as Council Representative to SEMCOG.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss,
Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor
Wright

Motion carried.

CM-22-265. Special Approval Request PSP 22-09 Costco Fuel Expansion - 30550 Stephenson Hwy.

Mayor Grafstein opened a public hearing on Special Approval PSP 22-09 from Costco Wholesale c/o Barghuasen Consulting Engineers for an expansion of the existing fuel station at Costcoe Wholesale, 30550 Stephenson Highway, in a M-1, Light Industrial district at 7:33 p.m. Seeing no one wishing to speak, Mayor Grafstein closed the public hearing at 7:34 p.m.

Barghuasen Planner Julie Anderson stated that the request is for six additional fuel station dispensers (2 each) to create more efficiency for customers. The request includes the expansion of dispensers, the canopy and fuel supply.

Barghuasen Traffic Engineer Adam Burgdoff stated that the additional fueling stations and improved traffic queuing will decrease the fuel cycling time for the customer. There will be more vehicles processed, but at a quicker rate. They expect to see a 50% reduction in weekday queuing duration.

City Council discussed the following topics with the Barghuasen representatives: traffic study time frame; whether Costco would also be providing e-charging stations, potential traffic flow improvements; proposed expansion of the queuing area; the possibility of bicycle rack expansion; potential traffic effect of increased gas customers on 13 Mile Road; and the potential contamination from increased fuel storage. Ms. Anderson noted that Costco did not have any plans at this time for installing e-charging stations; however, if there was a need in the future, another area of the parking lot would be utilized. She also stated that a new tank is not being installed and Costco uses state-of-the-art fuel storage materials and their installations exceed federal standards. Mr. Burgdoff stated that due to Costco not being open in morning peak hours, the afternoon peak hours were only looked at for their study. He added that while traffic is expected to increase to the site by 21 vehicles during peak weekday hours and 27 vehicles on peak weekend hours, most fuel visitors proceed to then shop at Costco before exiting so they do not expect an increased stress onto the major roads.

Motion made by Councilwoman Aaron, Seconded by Councilman Fleming, to approve PSP 22-09 from Costco Wholesale c/o Barghuasen Consulting Engineers expansion of the existing fuel station at Costcoe Wholesale, 30550 Stephenson Highway based on the findings listed within the staff report and for public health, safety, and welfare with the following condition:

- 1) To require Costco Wholesale c/o Barghuasen Consulting Engineer the increase the number of bicycle racks and authorize the Community and Economic Development Department to approve the final bicycle rack expansion plan.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilor Wright

Voting Nay: Councilman Soltis

Motion carried 6-1.

MEETING OPEN TO THE PUBLIC:

There were no members of the public wishing to speak.

CONSENT AGENDA:

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, to approve the Consent Agenda as read.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-266. Cassia Jackson - Declination of a seat on the Library Advisory Board.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To accept Cassia Jackson's declination of a seat on the Library Advisory Board and declare the seat vacant.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-267. Lisa Lenart-Cynowa's resignation from the Crime Commission.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To accept Lisa Lenart-Cynowa's resignation from the Crime Commission and declare the seat vacant.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-268. Special City Council Meeting Minutes of August 22, 2022.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To approve the Special City Council Meeting Minutes of August 22, 2022, as printed.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-269. Regular City Council Minutes of August 22, 2022.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To approve the Regular City Council Minutes of August 22, 2022, as printed.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-270. Revised 2023 Winter Maintenance Agreement between the City of Madison Heights and Oakland County.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To approve the Revised 2023 Winter Maintenance Agreement between the City of Madison Heights and Oakland County.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-271. Agreement between the City of Madison Heights and the Fire Fighters Association.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To approve the Agreement between the City of Madison Heights and the Fire Fighters Association.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-272. Agreement between the City of Madison Heights and the Police Officers Union.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilor Rohrbach, To approve the Agreement between the City of Madison Heights and the Police Officers Union.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-273. Rosyln Grafstein – Resignation as Council Representative to SEMCOG – (REMOVED).

Motion by Mayor Pro Tem Bliss, Seconded by Councilwoman Aaron, to remove the item: Roslyn Grafstein – Resignation as Council Representative to SEMCOG, from the agenda.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-274. Addition to the Agenda and Appointment of Jennifer Nagle to the Library Advisory Board.

Motion made by Councilwoman Aaron, Seconded by Mayor Pro Tem Bliss to add to the agenda under communications, item 13) Appointment to the Library Board and appoint Jennifer Nagle to an Alternate Seat with a term to expire 08/31/23.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright

Motion carried.

CM-22-275. Resolution Regarding the Display and Placement of Flags on City Owned Flag Poles Outside and/or Inside of City Owned Buildings.

Motion made by Mayor Pro Tem Bliss, Seconded by Councilman Fleming, to approve the Resolution Regarding the Display and Placement of Flags on City Owned Flag Poles Outside and/or Inside of City Owned Buildings, as follows:

**RESOLUTION OF THE CITY OF MADISON HEIGHTS CITY COUNCIL
REGARDING THE DISPLAY AND PLACEMENT OF FLAGS ON CITY OWNED
FLAG POLES OUTSIDE AND/OR INSIDE OF CITY OWNED BUILDINGS**

The Madison Heights City Council determines that the display and placement of flags, on City owned flag poles, outside and/or inside of City owned buildings, constitutes government speech, only and is not designated or intended as a public forum or limited public forum; and,

The Madison Heights City Council determines that the display and placement of flags, on City owned flag poles, outside and/or inside of City owned buildings conveys the policies and values of the City government and has the potential to affect the image and perception of the City;

NOW, THEREFORE BE IT RESOLVED that the City of Madison Heights City Council determines:

1. This is the policy governing the display and placement of flags, on City owned flag poles, outside and/or inside of City owned buildings and shall supersede all other policies related to flags previously adopted by City Council.
2. The City of Madison Heights may display the United States flag, the State of Michigan flag, the City of Madison Heights flag, and City Departmental flags on City owned flag poles, outside and/or inside of City owned buildings.
3. The City of Madison Heights may also display any flag that, within the last five (5) years from the date of this Resolution, the City has flown on City owned flag poles, outside and/or inside of City owned buildings, any flag that Oakland County has flown on the flag poles outside of the Oakland County Executive and Courthouse Complex in Pontiac, Michigan, any flag that the State of Michigan has flown on the flag poles outside of the State Capitol Building in Lansing, Michigan, or any flag that the U.S. Government has flown on the flag poles on or outside of the White House in Washington, D.C., including but not limited to the POW/MIA flag, the Juneteenth flag and the Pride or Progressive Pride flag.
4. Other governmental flags meeting the above criteria, but not specifically named in paragraph three (3), shall be considered for approval by a committee consisting of the City Manager, Chief of Police, Fire Chief and City Attorney with a right of appeal to City Council, if not approved by the committee.
5. The City of Madison Heights shall honor all the flags, displayed or placed on City owned flag poles, outside and/or inside of City owned buildings, in compliance with national and state protocols for flag display and etiquette.
6. This policy pertains to the display and placement of flags, on City owned flag poles, outside and/or inside of City owned buildings, and constitutes government speech, only and is not designated or intended as a public forum or limited public forum.
7. Further, nothing herein is intended to prohibit or prevent people, groups, or organizations from bringing, using, and waiving their own flags at events held at City owned parks or on City owned property.
8. If any section or portion of this Resolution is determined to be invalid, unlawful, or unconstitutional, it shall not be held to impair the validity, force, or effect of any other section or part of this Resolution.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss,
Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor
Wright

Motion carried.

CM-22-276. CED Director - Rezoning Request PRZN 22-03 (Ordinance No. 2187) - 29022 Stephenson Hwy. - Removal from Primary Caregiver Marihuana Grow Overlay District, First Reading.

Motion made by Councilor Rohrbach, Seconded by Mayor Pro Tem Bliss, to adopt Ordinance # 2187 (PRZN 22-03), Rezoning Request for 29022 Stephenson Highway - Removal from Primary Caregiver Marihuana Overlay District, upon first reading by name and title only, as follows, and schedule a Second Reading for the October 10th, 2022 City Council meeting:

ORDINANCE NO. 2187

AN ORDINANCE TO AMEND ORDINANCE NUMBER 571, BEING AN ORDINANCE CODIFYING AND ADOPTING A NEW CODE OF ORDINANCES FOR THE CITY OF MADISON HEIGHTS BY AMENDING THE ZONING MAP IN CONNECTION THEREWITH.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilor Wright
 Voting Nay: Councilman Soltis
 Motion carried 6-1.

CM-22-277. Resignations and Appointments to Council Representative and Council Representative Alternate to SEMCOG.

Motion by Councilor Rohrbach, Second by Councilwoman Aaron, to accept the resignations of Councilor Rohrbach as Council Representative and Councilman Soltis as Council Representative Alternate to SEMCOG and appoint Councilman Fleming as Council Representative and Councilor Wright as Council Representative Alternate to SEMCOG with terms to expire 11/13/23.

Voting Yea: Mayor Grafstein, Councilwoman Aaron, Mayor Pro Tem Bliss, Councilman Fleming, Councilor Rohrbach, Councilman Soltis, Councilor Wright
 Motion carried.

COUNCIL COMMENTS:

Councilwoman Aaron stated yesterday we memorialized the 21st anniversary of 9-11. When she thinks of the public responders who died, she thinks about how they are not appreciated enough. They go out daily and never know if they will return home that night. No matter what you read or hear, they are somebody's son and daughter, or mom and dad and we need to appreciate their service. She stated that we also need to do something about cyber-bullying. A Lamphere student ran away due to cyber bullying and thank goodness that the police found her; but we cannot keep on doing this. Because of bullying, kids are being harmed and last year, another child committed suicide. Please talk to your children so they are not afraid. Please call the hotline 800-237-TALK to talk – it is open 24/7. Please let's take control of bullying that is going on, so our

children feel safe in their homes and community. On September 17th the Madison Heights Youth Association is sponsoring an outdoor movie at the soccer complex. Please come out and support the Madison Heights Youth Association.

Mayor Pro Tem Bliss commented that he is happy that we are getting some additional bike racks at Costco, and stated that he wishes they would be putting some e-charging stations in. It would be nice to see e-charging stations as a part of the future development. He is hopeful that they will start to see a demand. Trail Tunes is October 2nd, on a Sunday afternoon. For those that have never been, please check it out. Trail Tunes is 100% funded by donations. There will be a fundraiser at Mia's Tasty Grill on September 23rd, from 5:00 p.m. to 10 p.m., featuring performers from Trail Tunes; 20% of proceeds will go towards Trail Tunes. There will also be a Silent Auction as well, and he challenged his colleagues to a contest to see who can raise the most money with a silent auction item submitted by them.

Councilor Wright stated that October is Cyber Bully Awareness month, and it starts with us; we must be the example for our children. He stated that he recently had a great dialogue regarding inclusiveness and part of understanding is participating in other experiences. To support his Jewish neighbors and colleagues, he stated that he will not be attending the next Council meeting during Rosh Hashanah.

Assistant City Attorney Burns had no comments this evening.

Council Rohrbach announced that the HREC is having a native plant sale this Sunday and there will also be a book sale at the same time. Come out a get your fall plantings for your garden.

Councilman Fleming noted that the Crime Commission had a great event with Attorney General Dana Nessel on crime prevention and consumer fraud protection issues. There was a great turnout, and a lot of good information was provided. On October 22nd at 12:00 p.m. at Rosie's Park, the Crime Commission will be hosting a canine demonstration from three Police departments. He recognized that this month is Suicide Prevention Month and stated that the American Foundation for Suicide Prevention is holding a metro Detroit walk in Ferndale on October 8th.

Councilman Soltis had no comments this evening.

Mayor Grafstein thanked Council for approving an amendment to the Special Approval to include additional bicycle racks at Costco. She stated that she wants to let first responders know how much Council appreciates them. They are running into the fire and towards the gun shots while we are running out and we need to support them. She thanked Councilman Fleming for reaching out to Attorney General Nessel to come speak to our residents. She requested that Councilmembers who are able, please attend the next Council meeting. The next City Council meeting is on September 26th.

ADJOURNMENT:

There being no further business, the meeting was adjourned at 8:37 p.m.



AGENDA ITEM SUMMARY FORM

MEETING DATE: September 26, 2022

PREPARED BY: Linda Kunath, Finance Director/Treasurer

AGENDA ITEM CONTENT: Government Finance Officers Association Distinguished Budget Award FY 2023

AGENDA ITEM SECTION: Communications

BUDGETED AMOUNT: \$0

FUNDS REQUESTED:

FUND:

EXECUTIVE SUMMARY:

The Government Finance Officers Association (GFOA) awarded the City of Madison Heights the Distinguished Budget Presentation Award for FY 2023. This budget is available for viewing online.

RECOMMENDATION:

Present to the Finance and City Manager staff and receive and File the GFOA Budget Presentation.

September 13, 2022

Melissa Marsh
City Manager
City of Madison Heights
300 West 13 Mile Road
Madison Heights, MI 48071

Dear Marsh:

We are pleased to inform you, based on the examination of your budget by a panel of independent reviewers, that your budget document has been awarded the Distinguished Budget Presentation Award from Government Finance Officers Association (GFOA) for the current fiscal period. This award is the highest form of recognition in governmental budgeting. Its attainment represents a significant achievement by your organization.

The Distinguished Budget Presentation Award is valid for one year. To continue your participation in the program, it will be necessary to submit your next annual budget document to GFOA within 90 days of the proposed budget's submission to the legislature or within 90 days of the budget's final adoption. Information about how to submit an application for the Distinguished Budget Program application is posted on GFOA's website.

Each program participant is provided with confidential comments and suggestions for possible improvements to the budget document. Your comments are enclosed. We urge you to carefully consider the suggestions offered by our reviewers as you prepare your next budget.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for its having achieved the award. Enclosed is a Certificate of Recognition for Budget Preparation for:

Finance Department

Continuing participants will receive a brass medallion that will be mailed separately. First-time recipients will receive an award plaque within eight to ten weeks. Enclosed is a camera-ready reproduction of the award for inclusion in your next budget. If you reproduce the camera-ready image in your next budget, it should be accompanied by a statement indicating continued compliance with program criteria. The following standardized text should be used:

Government Finance Officers Association of the United States and Canada (GFOA) presented a Distinguished Budget Presentation Award to **City of Madison Heights, Michigan**, for its Annual Budget for the fiscal year beginning **July 01, 2022**. In order to receive this award, a governmental unit must publish a budget document that meets program criteria as a policy document, as a financial plan, as an operations guide, and as a communications device.

This award is valid for a period of one year only. We believe our current budget continues to conform to program requirements, and we are submitting it to GFOA to determine its eligibility for another award.

A press release is enclosed.

Upon request, GFOA can provide a video from its Executive Director congratulating your specific entity for winning the Budget Award.

We appreciate your participation in this program, and we sincerely hope that your example will encourage others in their efforts to achieve and maintain excellence in governmental budgeting. The most current list of award recipients can be found on GFOA's website at www.gfoa.org. If we can be of further assistance, please contact the Technical Services Center at (312) 977-9700.

Sincerely,

A handwritten signature in black ink, reading "Michele Mark Levine". The signature is written in a cursive, flowing style.

Michele Mark Levine
Director, Technical Services Center

Enclosure

FOR IMMEDIATE RELEASE

September 13, 2022

For more information, contact:

Technical Services Center

Phone: (312) 977-9700

Fax: (312) 977-4806

E-mail: budgetawards@gfoa.org

(Chicago, Illinois)--Government Finance Officers Association is pleased to announce that **City of Madison Heights, Michigan**, has received GFOA's Distinguished Budget Presentation Award for its budget.

The award represents a significant achievement by the entity. It reflects the commitment of the governing body and staff to meeting the highest principles of governmental budgeting. In order to receive the budget award, the entity had to satisfy nationally recognized guidelines for effective budget presentation. These guidelines are designed to assess how well an entity's budget serves as:

- a policy document
- a financial plan
- an operations guide
- a communications device

Budget documents must be rated "proficient" in all four categories, and in the fourteen mandatory criteria within those categories, to receive the award.

When a Distinguished Budget Presentation Award is granted to an entity, a Certificate of Recognition for Budget Presentation is also presented to the individual(s) or department designated as being primarily responsible for having achieved the award. This has been presented to **Finance Department**.

There are over 1,700 participants in the Budget Awards Program. The most recent Budget Award recipients, along with their corresponding budget documents, are posted quarterly on GFOA's website. Award recipients have pioneered efforts to improve the quality of budgeting and provide an excellent example for other governments throughout North America.

Government Finance Officers Association (GFOA) advances excellence in government finance by providing best practices, professional development, resources and practical research for more than 22,500 members and the communities they serve.



GOVERNMENT FINANCE OFFICERS ASSOCIATION

*Distinguished
Budget Presentation
Award*

PRESENTED TO

**City of Madison Heights
Michigan**

For the Fiscal Year Beginning

July 01, 2022

Christopher P. Morill

Executive Director



**The Government Finance Officers Association
of the United States and Canada**

presents this

CERTIFICATE OF RECOGNITION FOR BUDGET PREPARATION

to

**Finance Department
City of Madison Heights, Michigan**



The Certificate of Recognition for Budget Preparation is presented by the Government Finance Officers Association to those individuals who have been instrumental in their government unit achieving a Distinguished Budget Presentation Award. The Distinguished Budget Presentation Award, which is the highest award in governmental budgeting, is presented to those government units whose budgets are judged to adhere to program standards

Executive Director

Christopher P. Morill

Date: **September 13, 2022**



AGENDA ITEM SUMMARY FORM

MEETING DATE: 9/26

PREPARED BY: R. Corey Almas, Director of Public Services

AGENDA ITEM CONTENT: DPS - Scheduled Replacement of Loader #409

AGENDA ITEM SECTION: Bid Awards/Purchases

BUDGETED AMOUNT: \$245,000

FUNDS REQUESTED: \$241,851

FUND: 101-446-982-0000

EXECUTIVE SUMMARY:

The approved FY 2022-23 Budget includes the scheduled replacement of Loader #409, a 2003 Caterpillar (CAT) IT-28G front-end loader with removable 3-yard bucket, forks, and claw, funded through the Streets Division.

RECOMMENDATION:

Staff recommends that Council approve the purchase of one Volvo L-70H Front-End Loader, with identified options from Alta Equipment of New Hudson, Michigan, through the Sourcewell Cooperative Purchasing Contract #032119-VCE for a total equipped cost of \$241,851. Funds are budgeted and available for this scheduled replacement and purchase.

MEMORANDUM

Item 6.

DATE: September 19, 2022

TO: Melissa R. Marsh, City Manager

FROM: Sean P. Ballantine, Public Works Supervisor
Dan Yamarino, Motor Pool Supervisor
R. Corey Almas, Director of Public Services

SUBJECT: Scheduled Replacement of Loader #409

The approved FY 2022-23 Budget includes the scheduled replacement of Loader #409, a 2003 Caterpillar (CAT) IT-28G front-end loader with removable 3-yard bucket, forks, and claw, funded through the Streets Division.

This loader is heavily utilized year-round handling materials at the DPS yard, performing heavy leaf collection, and for snow removal. As noted on the attached evaluation sheet, the current machine is 19 years old, and has an extremely poor evaluation score of 46 (28 and over is denoted as requiring priority replacement). The replacement of this machine is essential to support routine DPS operations. Due to its age and high hours, the loader is suffering increasing maintenance costs, and increased downtime for repairs.

Based on the demonstrations and research undertaken during the recent replacement of Water/Sewer loader #405, which was an identical piece of equipment, DPS Staff purchased a Volvo L-70H. This loader has exceeded all expectations and is the machine heavily preferred for the replacement of #409. Having two identical machines also allows for a streamlined parts and service inventory, as well as familiarity for the operators who use both machines on a routine basis.

The Volvo loader is available on a cooperative bid and remains less expensive than the CAT equivalent. Based on the preceding information, and the due diligence performed, Staff requests that Council approve the purchase of one Volvo L-70H Front-End Loader, with identified options from Alta Equipment of New Hudson, Michigan, through the Sourcewell Cooperative Purchasing Contract #032119-VCE for a total equipped cost of \$241,851. Funds are budgeted and available for this scheduled replacement and purchase.

Department of Public Services

City of Madison Heights
801 Ajax Drive
Madison Heights, Michigan 48071

p (248) 589-2294 | f (248) 589-2679

City of Madison Heights
Vehicle Replacement Guidelines & Evaluation Worksheet

Disposition: Auction

Item 6.

(Only those fields shaded in yellow need to be completed.)

Date of Evaluation:8/16/2022Vehicle #:409

Department / Division:StreetsYear / Make / Model:2003CAT Loader 3 Yrd

Vehicle Type:CType A = Sedans / Light Trucks ≤ 1 TonType B = Medium / Heavy Duty > 1 TonType C = Off Road Equipment

Age: One point for each year of chronological age beginning with in-service date

In Service Date:7/31/2003Age in Months:228Age in Years (rounded):19Score:19

Usage: Type A = 1 point per 10,000 miles; Type B = 1 point per 5,000 miles; Type C = 1 point per 250 hours used

Actual Mileage:Actual Hours:3,920as of8/16/2022Score:16

Service Type: Type A		Type C	
Points	Description	Points	Description
1	Standard sedans and light pickups.	1	Standard duties as equipped.
2	Standard vehicles with occasional off-road usage.	2	Standard duties when used with attachments (sickle bar, backhoes, rear bushhogs).
3	Any vehicle that pulls trailers, hauls heavy loads, continued off-road usage.	3	Multiple duties based on seasons (snow, mowing, leaf).
4	Any vehicle involved in snow removal.	4	Extreme duties in harmful atmosphere (dust, salt, water).
5	Police, Fire, and Rescue service vehicles.	5	Heavy construction work including snow removal.

Type B	
Points	Description
1	Standard use including basic job site duties, some light duty hauling.
2	Standard use with attachments (compressors, lights, etc.) including job site duties, standard load hauling, some towing.
3	Above standard use including job site duties that include idling, standard load hauling, light trailer/equipment towing, leaf collection.
4	Above standard use including job side idling and hauling above standard loads, towing equipment and heavy trailers, light snow removal.
5	Extreme service, high job site idling and duties with attachments, heavy load hauling, heavy trailer/equipment towing, major snow removal duties, refuse collection, etc. (Examples: Sign Truck, Tandem or Single Dump Truck, Snow Removal Truck).

Score:5

Reliability: Note: Based on current conditions. Preventative Maintenance work is not included.

Points	Description
1	In shop 0 or 1 time within the last 3 months, and no major breakdowns or road calls.
2	In shop 1 time within the last 3 months, and 1 breakdown/road call within the last 3 months.
3	In shop more than twice within the last month, and no major breakdowns or road calls.
4	In shop more than once within the last month, and 2 or more breakdowns/road calls within the last month.
5	In shop more than twice monthly within the last 3 months, and 2 or more breakdowns within the last month.

Number of times in shop within the last month:1

Number of times in shop within the last 3 months:1

Any Road Calls or Breakdowns (Y or N):Y

Road Calls / Breakdowns within the last month:0

Road Calls / Breakdowns within the last 3 months:0

In shop more than twice monthly within the last 3 months (Y or N):NScore:1

Maintenance & Replacement Costs:

Points	Description
1	Maintenance costs are less than or equal to 20% of replacement cost.
2	Maintenance costs are 21-40% of replacement cost.
3	Maintenance costs are 41-60% of replacement cost.
4	Maintenance costs are 61-80% of replacement cost.
5	Maintenance costs are greater than or equal to 81% of replacement cost.

Total Maintenance Cost:\$52,369as of8/16/2022

Estimated Purchase Price - New Veh.:\$250,000as of8/16/2022

Est. Resale Value of Car to be sold:\$10,000as of8/16/2022

Estimated Net Replacement Cost:\$240,000as of8/16/2022

Maintenance Cost as % of Replacement Cost:21.8%as of8/16/2022Score:2

Condition: Type A	
Points	Description
1	No visual damage or rust and a good drive train
2	Minor imperfections in body and paint, interior fair (no rips, tears, burns), and a good drive train.
3	Noticeable imperfections in body and paint surface, some minor rust, minor damage from add-on equipment, worn interior (one or more rips, tears, burns), and a weak or noisy drive train.
4	Previous accident damage, poor paint and body condition, rust (holes), bad interior (tears, rips, cracked dash), major damage from add-on equipment, and one drive train component bad.
5	Previous accident damage, poor paint, bad interior, drive train that is damaged or inoperative, and major damage from add-on equipment

Type B	
Points	Description
1	No visual damage or rust, good paint, good interior, no damage from add-on equipment, no body modification, good drive train.
2	Minor imperfections in body and paint, interior fair (no rips, tears, burns), good drive train, minor body modification.
3	Noticeable imperfections in body and paint surface, some minor rust, fair interior, weak/fair drive train, minor body modification, minor damage from add-on equipment.
4	Previous accident damage, poor paint & body condition, major rust/corrosion, poor interior, damage from add-on equip., moderate body modification evidence, 1 drive train component bad.
5	Previous accident damage, poor paint & body condition, bad interior, drive train damaged or inoperative, major body modifications, major damage from add-on equipment and attachments.

Type C	
Points	Description
1	Good condition, fully functional.
2	Fair body, functional.
3	Minor body damage, weak operating system.
4	Severe damage, component not functional.
5	Extreme damage, inoperable.

Number of Notable Accidents:0(list number)

Paint / Body:Faircomment

Interior:Faircomment

Drive Train:Faircomment

General Condition:3(pick number from table)

Score:3

Overall: Total Score: 46

0 - 17	Excellent	Do not replace.
18 - 22	Good	Re-evaluate for future budget(s).
23 - 27	Fair	Qualifies for replacement if budget allows.
28+	Poor	Needs priority replacement.

Prepared By:Sean P. BallantineDate:8/16/2022



Quote Valid for 90 days

Contract:
032119-
VCE
Date: 9/15/2022

Buying Agency:	THE CITY OF MADISON HEIGHTS	Dealership:	ALTA EQUIPMENT
Contact Person:		Prepared By:	DAN LAFORGE
Phone:		Phone:	248-388-2649
Email:		Email:	DAN.LAFORGE@ALTG.COM

Sourcewell Product Code

D - Volvo Pricing Catalog: Wheel Loaders Large

A. Catalog / Price Sheet Items being purchased

Quan		Unit Pr	Total
1	VOLVO L70H REF: EQ0278922	\$208,126	\$208,126
	See next page for machine specs at List Price, Contract Discount, Machine Price		
	TOTAL Purchase Price at Bottom of this Page		
Sourcewell Machine Price:			\$208,126
Additional Discount:			-\$5,600
Subtotal A:			\$202,526

B. Sourced and/or Non-Contracted Items

Quan	Description	Unit Pr	Total
1	2.7cyd Tink Claw Bkt- Sourced	\$20,000	\$20,000
1	AUTOLUBE -Lincoln Autolube system installed Aftermarket- Sourced	\$11,100	\$11,100
Subtotal B:			\$31,100

C. Freight / Installation / Ext Warranty / Trade-Ins / Other Allowances/ Miscellaneous Charges

Freight	\$1,500
PDI	\$800
60 month 3,000 Hr Volvo "Complete" Warranty w/ Travel Time & Mileage \$250 Single claim limit	\$6,025
Subtotal C:	\$8,325

Delivery Date: 5/28/2023

D. TOTAL PURCHASE PRICE (A+B+C):**\$241,951**

Version 19

Description	Part #	List Price
Volvo L70H, Wheel Loader	L70H	\$258,236
4-Rims (3pc) for 20.5 or 600 tires	WL21004	\$4,771
Engine D6J (Tier 4F) US	WL32017	\$0
Fuel fill strainer	WL30007	\$0
Delayed Engine Shutdown	WL30024	\$216
Reversible cooling fan	WL37001	\$1,437
Rimpull	WL39501	\$0
Volvo Airsusp, Heated, 2pt, 3" belt	WL41010	\$2,372
Air conditioning with ACC (automatic climate control)	WL42001	\$7,624
Steering knob	WL45001	\$0
Sliding window in door	WL45003	\$0
ACC Fahrenheit decal only	WL45004	\$0
Universal key	WL45005	\$0
Secondary steering, electric	WL45019	\$0
Lunch box holder	WL45023	\$0
Anchorage manual	WL45027	\$0
Co-pilot incl Camera	WL45057	\$0
Operator Coaching Start	WL88201	\$0
LOTO, Lock out tag out	WL53009	\$0
Back up alarm	WL54001	\$0
Max Boom Height	WL65013	\$0
Oil sampling ports	WL71002	\$350
Footsteps front frame	WL71005	\$341
Boom Suspension System (" Ride Control" . Includes single acting lift system.)	WL80001	\$7,261
Decals, English/Spanish	WL83004	\$0
Cover plates, rear frame	WL86013	\$0
Frame, life time warranty	WL86041	\$0
CareTrack Connectivity 4 yr Subscription	WL88010	\$0
CareTrack, GSM/Satellite	WL88018	\$0
De-activate SAT	WL88020	\$0
20.5R25* Michelin XHA2 L3	WL20081	\$22,006
Full coverage fenders rear for standard tires	WL22004	\$1,020
Engine auto shutdown	WL30011	\$820
Engine block heater, 120 V	WL33002	\$1,070
Radio BlueTooth/USB/AUX no CD (must select WL44001 or WL44002)	WL43004	\$1,154
RH Radio mounting kit including 20 amp converter, speakers & 12v outlet	WL44001	\$1,214
Cab ladder, rubber suspended	WL45006	\$675
Left hand armrest for Volvo Airsusp. seats. Incompatible w/CDC (comfort drive control)	WL45040	\$242
Single lever ctrl, 3 funct EL (hydraulic and detent function included)	WL47012	\$8,278
Rearview mirrors,el.adj& heat.	WL45201	\$514
Headlights LED	WL50020	\$1,677

LED Economy Package	WL50022	\$3,428
Warning Beacon, LED	WL51003	\$987
Separate attachment locking, std. boom	WL64001	\$2,809
Counterweight, logging (can't be ordered from Arvika w/ solid tires or wooden protect rims)	WL81001	\$1,717
Tow Hitch	WL82005	\$527
Bracket for Fire extinguisher	WL86034	\$290
Attachment bracket (Must select Hook-on attachments)	WLA85346	\$8,123
87" Fork frame - standard	WLA83771	\$7,318
57" offset fork tine - right, 5" X 2.4"	WLA80042	\$2,174
57" offset fork tine - left, 5" X 2.4"	WLA80043	\$2,174
104" 3.0 yd hook-on HD GP bucket	WLA86407	\$16,355
104" 3-piece bolt-on edge kit, straight-edge bucket (BOE adds 0.2 yd3)	WLA80670	\$1,836
Total List Price		\$369,017
Sourcewell % off List		43.6%
Sourcewell Machine Price		\$208,126

See Front Page of Quote for Total Purchase Price



AGENDA ITEM SUMMARY FORM

MEETING DATE: 9/26

PREPARED BY: R. Corey Almas, Director of Public Services

AGENDA ITEM CONTENT: DPS - Phased Replacement of DPS Concrete

AGENDA ITEM SECTION: Bid Awards/Purchases

BUDGETED AMOUNT: \$246,000

FUNDS REQUESTED: \$95,000

FUND: 592-901-987-0000

EXECUTIVE SUMMARY:

Over the last several budget cycles, DPS has been undertaking a phased replacement of all the concrete pavement around the building. The next identified phase is the main northerly drive aisle from the entrance gate to the west terminus.

RECOMMENDATION:

Staff recommends that Council award the 2022 DPS Concrete Replacement Project to Cipparrone Contracting, at their established unit prices, in an amount not to exceed \$95,000. This represents the Engineers Estimate of \$92,000, rounded up for contingency. Funding is budgeted and available.

MEMORANDUM

Item 7.

DATE: September 20, 2022

TO: Melissa R. Marsh, City Manager

FROM: Sean P. Ballantine, Public Works Supervisor
R. Corey Almas, Director of Public Services

SUBJECT: Phased Replacement of DPS Concrete

Over the last several budget cycles, DPS has been undertaking a phased replacement of all the concrete pavement around the building. This phased approach has allowed us to reduce the impact on the budget and allow for normal City operations to continue while the work is being done. The next identified phase is the main northerly drive aisle from the entrance gate to the west terminus.

Staff reached out to Nowak and Fraus, the City's consulting engineers, to measure and estimate the cost of this phase, which was identified at \$92,000 based on current unit pricing. Cipparrone Contracting has confirmed that they would be able to perform this paving work at their current unit prices, representing a cost of \$90,650.33. As you may recall, Cipparrone is in the first year of an awarded three year contract for the R-millage road reconstructions, as well as the City's Major and Local sectional repair projects.

Staff recommends that Council award the 2022 DPS Concrete Replacement Project to Cipparrone Contracting, at their established unit prices, in an amount not to exceed \$95,000. This represents the Engineers Estimate of \$92,000, rounded up for contingency. Funding is budgeted and available.

Department of Public Services

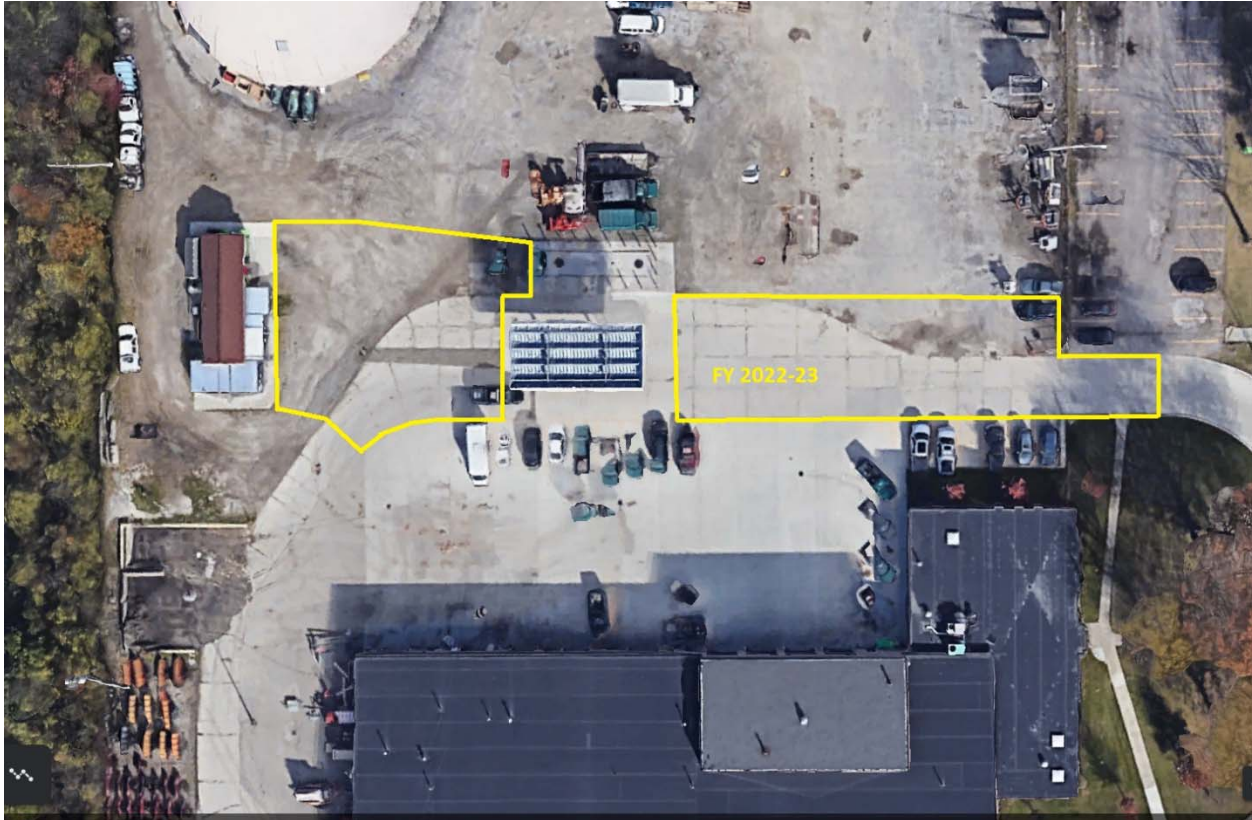
City of Madison Heights
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Department of Public Services

Parking Lot & Driveway Sectional Pavement Replacement

September 20, 2022



Sectional Description:

Color:	Area (syd)	Material:	Cost:	Budget Year:
Yellow	1,706	8" Concrete	\$95,000	FY 2022-23



30555 Southfield Rd. • Suite 250 • Southfield, MI 48076
248-424-3888 • Fax: 248-424-3880

September 20th, 2022

Mr. R. Corey Almas, P.E.
City of Madison Heights
Department of Public Services
801 Ajax Drive
Madison Heights, MI 48071

RE: **2022 MAJOR STREET & LOCAL ROAD SECTIONAL REPAIR PROJECT**
DPS Parking Lot 8" Concrete Pavement Replacement

22-1315-01

Cipparrone Contracting, Inc. is pleased to submit the below pricing for construction services on the above reference project. Included in our scope of work is the following:

Line No.	Item Description	Quantity	Unit Price	Total
1	Non-reinforced, 8" Concrete Pavement	1,706 syd	\$53.00	\$90,400.33
2	Adjust Drainage Structure	2 Each	\$125.00	\$250.00
			Total	\$90,650.33

If you have any have any questions or require additional information, please feel free to contact me.

Sincerely,

Robert Hallerman Robert Hallerman
Sep 20 2022 3:49 PM

Robert Hallerman
Cipparrone Contracting, Inc.

Attachment