



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**City Commission Meeting
July 14, 2015
Agenda**

Honorable Mayor, City Commissioners and Residents: This shall serve as your official notification of the Public Hearings and Regular City Commission Meeting to be held Tuesday, July 14, 2015, at 7:30 p.m., in the City Commission Chambers, 23925 Woodward Avenue, Pleasant Ridge, Michigan 48069. The following items are on the Agenda for your consideration:

PUBLIC HEARINGS AND REGULAR CITY COMMISSION MEETING – 7:30 P.M.

1. Meeting Called to Order.
2. Pledge of Allegiance.
3. Roll Call.
4. PUBLIC DISCUSSION – items not on the Agenda.
5. Presentation of artwork by Mr. George Lenko.
6. Presentation regarding City Street Trees.
7. Governmental Reports.
8. City Commission Liaison Reports.
 - Commissioner Scott – Historical Commission
 - Commissioner Krzysiak – Recreation Commission
 - Commissioner Foreman – Committee Liaison
 - Commissioner Perry – Planning and DDA
9. Consideration of the following Consent Agenda.

All items listed on the Consent Agenda are considered to be routine by the City Commission, will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of these items unless a City Commissioner or visitor so requests, in which event, the item will be removed from the consent agenda and considered as the last item of business.

 - a. Minutes of the Public Hearing and Regular City Commission Meeting held Tuesday, June 9, 2015.
 - b. Minutes of the Special City Commission Meeting held Tuesday, June 16, 2015.
 - c. Minutes of the Special City Commission Meeting held Tuesday, June 26, 2015.
 - d. Monthly Disbursement Report.
 - e. Establishing a public hearing on Tuesday, August 11, 2015, at 7:30 p.m., to solicit public comments on the condemnation and demolition of the property commonly known as 7 Oakland Park Boulevard, Pleasant Ridge, Michigan.

- f. FY 2016 Municipal and Community Credits Contract with the Suburban Mobility Authority for Regional Transport (SMART).
- 10. **Ordinance to amend Chapter 62 (Streets, Sidewalks and Other Public Places) of the Pleasant Ridge City Code:**
 - a. **Public Hearing** – Solicitation of public comments on an ordinance to amend Chapter 62 (Streets, Sidewalks and Other Public Places), of the Pleasant Ridge City Code by the addition of a new Section, Section 62-1 (Complete Streets).
 - b. Ordinance to amend Chapter 62 (Streets, Sidewalks and Other Public Places), of the Pleasant Ridge City Code by the addition of a new Section, Section 62-1 (Complete Streets).
- 11. **Establishing a Special City Commission Meeting for the purpose of conducting a public hearing on Tuesday, July 28, 2015, at 7:30 p.m., to solicit public comments on the purchase of real property.**
- 12. **Establishment of a permit parking district on Sylvan Avenue.**
- 13. **Resolution in support of joining the Southeast Michigan Regional Energy Office, and appointing City Manager James Breuckman, as the City's delegate representative and Assistant City Manager Scott Pietrzak, as the City's alternate representative to the Regional Energy Office membership meetings.**
- 14. **Resolution in support of joining the Southeast Michigan Street Lighting Coalition.**
- 15. **Installation of a Little Library in a public park.**
- 16. **Update regarding the Citywide Sidewalk Survey.**
- 17. **City Manager's Report.**
- 18. **Other Business.**
- 19. **Adjournment.**

In the spirit of compliance with the Americans with Disabilities Act, individuals with a disability should feel free to contact the City at least seventy-two (72) hours in advance of the meeting, if requesting accommodations.



*23925 Woodward Avenue
Pleasant Ridge, Michigan 48069*

Regular City Commission Meeting June 9, 2015

Having been duly publicized, Mayor Metzger called the meeting to order at 7:30 p.m.

Present: Commissioners Foreman, Krzysiak, Perry, Scott, Mayor Metzger.
Also Present: City Manager Breuckman, City Attorney Need, City Clerk Drealan.
Absent: None.

Public Discussion

Ms. Gail Gerdan, 54 Ridge Road, reported that the Environmental Committee had a successful event on May 20th on Native Michigan Plants and Natural Mulches. About 60 people were in attendance. The next scheduled event is Saturday, September 26th for recycling and shredding, 10:00 a.m. to 2:00 p.m., at the Community Center. Computer monitors, CPU's, televisions, radios, telephones, cell phones, copiers, fax machines, stereos, and DVD/VCR/CD players will be accepted. Rain barrel and compost information will also be available. A fall plant exchange may also be scheduled for that date as well. Everyone is invited to look at the PR Environmental Facebook page. The "tip of the month" is to consider using chemical-free weed control products, especially in between the driveway and sidewalk cracks. Horticultural vinegar is recommended and can be found online. Boiling water works well on weeds in select areas.

Commissioner Krzysiak mentioned that a new playground project is on the Agenda this evening and that the proposal is environmentally friendly. Krzysiak suggested that the Environmental Commission be involved with this project and to make recommendations for the renovations in Gainsboro and Flint Fields.

Governmental Reports

Fire Chief Kevin Sullivan reported that the fire department assisted in a large fire in Oak Park, and one of the chemical companies provided equipment to use foam, though, not actually used on this fire; but, just goes to show the community and commercial involvement. Commissioner Foreman inquired if there were any junior recruits from the fire truck being present at the fair. Chief Sullivan responded that the children were very interested and asked many questions about the firefighter profession. Chief Sullivan also mentioned that there will be an emergency vehicle display at the Woodward Cruise. Mayor Metzger thanked the fire department for participating in the Memorial Day Parade. Commissioner Krzysiak mentioned that an elderly resident is unable to change her batteries in her smoke alarms, and Chief Sullivan responded that any resident can contact the fire department and they will provide assistance with the smoke alarms, and even provide smoke alarms

if none are available. A smoke alarm's lifespan can be up to 10 years, but need to be checked on a semi-annual basis.

Police Chief Kevin Nowak reported that there was a home invasion on a new-construction home in which copper and electrical supplies were removed. Also, the police assisted the fire department on an infant that was having difficulty breathing. Quick response by the paramedics and transport to the hospital saved the child's life. Immediately following this run, a fatal accident happened, the first one for Pleasant Ridge in a very long time. Chief Nowak thanked the residents for approving the millage to allow the much-needed manpower in both the police and fire departments. Chief Nowak also added that the police assisted in the well-attended Home & Garden tour, and mentioned that residents and visitors had pleasant comments and thoughts about the city overall. Chief Nowak also commended Clerk Drealan for her organization and hard work of the event. Commissioner Perry commended the Chief for his assistant at the plant exchange. Mayor Metzger commended the Chief for repairing the lock at the dog park.

Representative Robert Wittenberg thanked the City for allowing him to participate in the Memorial Day Parade. Wittenberg reported that he did vote on the School Aid Budget that included money for third grade reading initiatives, money for at-risk students, money for bilingual education, and more money for higher education. Every school district's per child amount did increase, i.e. Ferndale \$146/student. The local ordinance bill (4052) did pass the House and will undermine local communities. It is now in the Senate, and encourages everyone to contact their senators to oppose this bill. The new road funding package cuts the earned income tax credit completely and puts money towards future growth. It may pass the House, but maybe not the Senate. Coffee hours will continue throughout the districts. Residents can contact his office at any time (517-373-0478 or robertwittenberg@house.mi.gov; wittenberg.housedems.com). Also, there is nothing new to report on the Elliott-Larsen Civil Rights Act. A Supreme Court ruling on equality could change this. Commissioner Krzysiak questioned if 4052 will affect communities that want to deal with equality, and Wittenberg explained that it could and he will continue to oppose it.

City Commission Liaison Reports

Commissioner Foreman introduced Fifth-grader Kirstin Zvilbeman who was "Superintendent for the day" on May 20th. Miss Zvilbeman gave a report on her venture and what she learned about the position. A recommendation she made to Mr. Pruitt was having EpiPens on the school buses and the drivers trained to use them.

Commissioner Foreman mentioned the Pleasant Ridge Women's Club Scholarship Event on June 4th presented \$500 scholarships to ten graduating students at Ferndale High School. Parents will be able to meet the new middle school principal, Jason Gillespie, on June 11th, 6:00p, at the Media Center. Field Day will be on Monday, June 15th, at JFK. June 16th is the last day of school. June 20th is the Fore Golf Classic at Sanctuary Lake Golf Course, in Troy; or at 1:00p, meet at Bosco, in Ferndale, for lunch (\$35).

Commissioner Perry reported that the Planning Commission and DDA met on June 8th, combining the May and June meetings. The Planning Commission discussed the summary of Woodward/696 plan as presented by Gibbs, along with Main Street and the Sylvan/Oakland Park Boulevard crossing. The City Manager presented a proposal to the Planning Commission on exterior design standards that can replace the neighborhood compatibility requirements. The DDA discussed an

upcoming picnic and live music event for business owners and residents in September, as well as some beautification ideas along Woodward Avenue and the alleys. The next meeting is July 27th, 7:00p.

Commissioner Scott reported that the Home & Garden Tour was a great success and 350 people were in attendance. Scott thanked the Historical Commission for its hard work on the event. Mayor Metzger sent best wishes to Ann Warner, one of the participants, who injured her leg after the event and is still hospitalized.

Commissioner Krzysiak mentioned that the spring soccer season has concluded and thanked the parents and coaches for another successful year. The baseball season is beginning and Krzysiak thanked the coaches for assisting in this program as well. June 15th is the opening of camp at the Community Center. Pietrzak mentioned that you can still sign up online. June 23rd will be the community picnic at Gainsboro hosted by the Pleasant Ridge Recreation Commission, 6:00p. Games will be provided for children. Artists are needed for the Thanksgiving market; contact Pietrzak. Krzysiak mentioned that there will be two openings on the Recreation Commission and application can be made online. Commissioner Foreman inquired if the community picnic is the same event as the family reunion, and Krzysiak mentioned that it is the same event and an official name is still being decided.

Consent Agenda

15-3182

Motion by Commissioner Perry, second by Commissioner Scott, that the Consent Agenda, be approved, as listed.

Adopted: Yeas: Commissioner Perry, Scott, Foreman, Krzysiak, Mayor Metzger
 Nays: None.

Supplemental Appropriation #A-2015-002.

15-3183

City Manager James Breuckman explained that this is a budget amendment to revise retirement fund expenditures in the 2014-2015 Budget.

Motion by Commissioner Scott, second by Commissioner Perry, that the Supplemental Appropriation A-2015-002, be approved.

Adopted: Yeas: Commissioner Scott, Perry, Foreman, Krzysiak, Mayor Metzger
 Nays: None.

Ordinance to Amend Chapter 74 (Utilities) of the Pleasant Ridge City Code

City Manager James Breuckman explained that water rates have always been set by ordinance and is amended every year. The new proposal is to have the City Commission set the water rates by resolution every year. Many communities do this and it is a cost-saving measure.

Mayor Metzger opened the public hearing at 8:05 p.m.

With no comments of discussion, Mayor Metzger closed the public hearing at 8:06 p.m.

15-3184

Motion by Commissioner Foreman, second by Commissioner Perry, that Ordinance 411 amending Chapter 74 (Utilities) of the Pleasant Ridge City Code, be adopted.

Adopted: Yeas: Commissioner Foreman, Perry, Krzysiak, Scott, Mayor Metzger
Nays: None.

2015-2016 Utility Bill Rates

City Manager Breuckman reviewed the proposed water and utility rates, and the ready-to-serve charge will be \$28.40; combined rate \$101.55; and garbage pickup fee \$15.60. There will be six bills per year, and the average savings will be 4.3-percent on water and 10-percent on the total utility bill for the average household. The minimum usage charge is being eliminated.

15-3185

Motion by Commissioner Foreman, second by Commissioner Scott, that the Resolution regarding the 2015-2016 Utility Bill rates, be adopted, as recommended.

Adopted: Yeas: Commissioner Foreman, Scott, Krzysiak, Perry, Mayor Metzger
Nays: None.

2015 Industrial Waste Control Rates

City Manager Breuckman reviewed the proposed Industrial Waste Control charges designed to recover the cost of removing the increased pollutants from non-residential customers above the normal pollutants generated by residential customers. The proposed rates are by meter size.

15-3186

Motion by Commissioner Perry, second by Commissioner Foreman, that the proposed Industrial Waste Control charges be adopted and effective on July 1, 2015, as recommended.

Adopted: Yeas: Commissioner Perry, Foreman, Krzysiak, Scott, Mayor Metzger
Nays: None.

2015-2016 Combined City Budget and 2015-2016 Millage Rates

City Manager Breuckman explained that the budget becomes effective July 1st, and the new millages are the 2.9 mill general operating, 0.75 mill parks, and 3 mill infrastructure, which is an increase of 0.612 mill. The total effect of the new voter-approved millage is 4.2620 mills. A total actual increase of 4.4038 is being rolled back. In a promotion millage, a city can levy up to \$50,000 per year to support community promotion efforts. Tonight's proposal represents a reduction in the library and debt millages and will use the community promotion millage in equivalent amounts. Breuckman reviewed graphs highlighting inflation adjusted revenues, the General Fund, state shared revenue, property values, city millage rates and breakdown. Forty-four percent of the tax revenues collected remain in the city. The remaining 56-percent is disbursed to other taxing jurisdictions, i.e., Ferndale Schools receive 36-percent. Proposed restored expenditures are to purchase a new police car and equipment; replace the roof at the Community Center; Gainsboro Park project; sidewalks;

and street trees. Challenges that are unexpected are retiree costs up approximately \$85,000; 45th District Court funding, potential \$90,000 net annual expense; and rising construction costs approximately 25-percent higher.

Mayor Metzger opened the public hearing at 8:36 p.m.

Mr. Sean Campbell, 58 Sylvan, inquired about the 45th District Court funding and if there is something that can be taken to Lansing regarding the increased costs on the City. Breuckman explained that every ticket written in Pleasant Ridge, a third of the revenue is received by the City and the remainder goes to Oak Park to support the court. Currently, Pleasant Ridge does not oversee the operations of the 45th District Court, but a pending lawsuit may change this and add the \$90,000 funding requirement.

With no further comments or discussion, Mayor Metzger closed the public hearing at 8:44 p.m.

15-3187

Motion by Commissioner Foreman, second by Commissioner Perry, that the 2015-2016 Combined City Budgets be approved and that the Budget Resolution be adopted, including the levying of 14.0364 mills for the General Fund Operating, 3.0000 mills for Infrastructure Improvements, 1.6701 mills for Solid Waste and Disposal, 0.2704 for Publicity, 0.3865 mills for Library Services, 1.2400 mills for Community Center Complex Operations, 1.3380 mills for Community Center Complex Debt Service, and 0.7500 for Park Improvement, be approved, as recommended.

Adopted: Yeas: Commissioner Foreman, Perry, Krzysiak, Scott, Mayor Metzger
Nays: None.

Gainsboro Park Project Design Consultant Services Recommendation

City Manager Breuckman explained that after reviewing nine qualifying responses, four firms were interviewed. livingLAB will be tasked with creating the overall vision for the park for phase one not to exceed \$22,000. Phases two and three are the construction document preparation and bidding construction services contingent upon the design plan.

Commissioner Krzysiak commended the livingLAB representatives for the presentation during the interview process and requested a short presentation for the residents.

Ms. Leah Groya, a partner of livingLAB, explained the design process and how they will be setting up shop possibly at the shelter or the near vicinity in order to interact with residents and park attendees better, sometime in mid-July, for about five days. The feedback received will help them design the park. Mayor Metzger added that the community involvement is what sold the panel on retaining livingLAB. Commissioner Krzysiak added that livingLAB has experience with encouraging community involvement and one of the reasons they were chosen by the panel. Krzysiak is encouraging residents to stay tuned and participate with the mobile lab in the park or via emails. Commissioner Scott inquired if there are any budgetary matters with the tents or any part of this process, and Breuckman responded that there are monies set aside for the planning process.

15-3188

Motion by Commissioner Krzysiak, second by Commissioner Foreman, that the Gainsboro Park Project Design Consultant Services proposal be awarded to livingLAB, of Detroit, Michigan, in an amount not to exceed \$22,000, for phase one design services, and the Mayor, City Clerk, City Manager, and City Attorney be authorized to sign the agreement.

Adopted: Yeas: Commissioner Krzysiak, Foreman, Perry, Scott, Mayor Metzger
Nays: None.

Professional Design Consultant Services Recommendation

City Manager Breuckman explained that the city staff is recommending the selection of three firms to provide an on-call professional design services for the City. The firms are Harley Ellis Devereaux, Design Team+, and McKenna Associates. Each firm had notable strengths that could benefit the City in the future and provide professional design resources should the City need. The on-call agreements do not commit the City to anything. Commissioner Krzysiak inquired that this resolution will not infringe on the agreement with livingLAB for phase one and will not commit the City to any contract with any of the firms. Breuckman explained that there will be no charges assessed unless authorized first by the City, and livingLAB is only being retained to do the park design project at phase one. Krzysiak added that each firm had a talent to offer, but livingLAB met all the panel's criteria overall. Commissioner Foreman inquired if the proposed firms will establish a pre-filtered list for any particular matter that may arise other than the Gainsboro project, and Breuckman affirmed.

15-3189

Motion by Commissioner Perry, second by Commissioner Scott, that on-call professional design consultant service contracts be approved for Harley Ellis Devereaux, Design Team+, McKenna Associates, and livingLAB, and the City Manager be authorized to sign the contracts.

Adopted: Yeas: Commissioner Perry, Scott, Foreman, Krzysiak, Mayor Metzger
Nays: None.

City Manager's Report

City Manager Breuckman reported that there have been a few meetings with MDOT to start the process on the Woodward/696 short-term project. A permit is required through MDOT before any construction can begin. September/October is targeted to implement the test projects.

Commissioner Foreman requested an update on the LED lighting project. Breuckman reported that DTE said it would be soon and, hopefully, it will be the end of July.

Other Business

Commissioner Krzysiak announced that the Book Club for June will be "The Art Student's War" by Brad Leithauser, and will meet on Monday, June 29th, 7:00p, Hessel Park. Bring a lawn chair.

Commissioner Krzysiak mentioned the "Little Libraries Project," which is a community lending project to encourage reading throughout the community. The idea is to ask residents to design a little library as a contest in order to have these libraries placed in public places. Details will follow.

Commissioner Perry mentioned that on June 10th is the 4th Annual Sunflower Gardens on Woodward Garden Party, \$75.00. Mayor Duggan's wife will be an honored guest. On September 11th & 12th, Experience the Future of Woodward, a sponsored event at the Highland Park Plant with a variety of speakers and lunch \$50.00; and a sponsored 10-mile bike ride for \$25.00. Karen Meija, 31 Sylvan, and WA3's communications manager added that there will be many interesting things to see and do through this event.

Fire Chief Sullivan asked everyone to keep Mr. Charlie Cooper and his family in their prayers.

With no further business or discussion, Mayor Metzger adjourned the meeting at 9:13 p.m.

Mayor Kurt Metzger

Amy M. Drealan, City Clerk
/mat



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

Special City Commission Meeting June 16, 2015

Having been duly publicized, Mayor Metzger called the meeting to order at 6:03 p.m.

Present: Mayor Metzger, Commissioners Foreman, Krzysiak, Perry.
Also Present: City Manager Breuckman, City Clerk Drealan.
Absent: Commissioner Scott.

Closed Session

#15-3190

Motion by Commissioner Foreman, second by Commissioner Perry, that the City Commission move into Closed Session to discuss the City Manager's Performance Evaluation. (6:05 p.m.)

Adopted: Yeas: Commissioners Foreman, Perry, Krzysiak, Mayor Metzger.
Nays: None.

Mayor Metzger reconvened the Special City Commission Meeting at 8:17 p.m.

City Manager's Agreement Amendment

Commissioner Foreman commented he thought was to meter the increases in salary, which is why he brought up the idea of a much lower amount this year, with the substitute of a bonus this year. And then next year it is a whole separate entity, perhaps with an equal or higher amount next year. After thinking about it, what is the difference if it is all this year or over two years. We will get to that point this year perhaps and then next year is next year. We don't know what will happen next year. That's where his thinking is right now.

#15-3191

Motion by Commissioner Perry, second by Commissioner Krzysiak, that Section 3, compensation of the City Manager's contract be amended to reflect a salary of \$91,000/year, beginning July 1, 2015, with annual cost of living increases, not to exceed the yearly millage reduction factor, in subsequent years.

Adopted: Yeas: Commissioners Perry, Krzysiak, Foreman, Mayor Metzger.
Nays: None.

With no further business or discussion, Mayor Metzger adjourned the meeting at 8:18 p.m.

Mayor Kurt Metzger

Amy M. Drealan, City Clerk



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

**Special City Commission Meeting
June 26, 2015**

Having been duly publicized, Mayor Metzger called the meeting to order at 7:03 a.m.

Present: Mayor Metzger, Commissioners Foreman, Krzysiak, Perry, Scott.
Also Present: City Manager Breuckman, City Clerk Drealan.
Absent: None.

Closed Session

#15-3192

Motion by Commissioner Foreman, second by Commissioner Perry, that the City Commission move into Closed Session to discuss the purchase of real property. (7:04 a.m.)

Adopted: Yeas: Commissioners Foreman, Perry, Krzysiak, Scott, Mayor Metzger.
Nays: None.

Mayor Metzger reconvened the Special City Commission Meeting at 8:19 a.m.

City Administration Direction

#15-3193

Motion by Commissioner Forman, second by Commissioner Perry, that the City Commission direct the City Administration to move forward with the purchase of real property as discussed during the Closed Session on June 26, 2015.

Adopted: Yeas: Commissioners Foreman, Perry, Krzysiak, Scott, Mayor Metzger.
Nays: None.

With no further business or discussion, Mayor Metzger adjourned the meeting at 8:20 a.m.

Mayor Kurt Metzger

Amy M. Drealan, City Clerk

June 2015

ACCOUNTS PAYABLE

PAYROLL LIABILITIES	\$	5,928.99
TAX LIABILITIES	\$	-
ACCOUNTS PAYABLE	\$	241,348.15
TOTAL	\$	247,277.14

PAYROLL

June 10, 2015	\$	43,382.45
June 24, 2015	\$	39,698.28
TOTAL	\$	83,080.73

CHECK REGISTER FOR CITY OF PLEASANT RIDGE
PAYROLL LIABILITIES
JUNE 2015

PG 1

Check Date	Check	Vendor Name	Description	Amount
6/10/2015	1434	MIFOP	UNION DUES-JUNE 2015	\$ 188.00
6/10/2015	1435	MISDU	FOC DEDUCTIONS	\$ 224.60
6/10/2015	1436	M&T BANK-ICMA - 401a	RETIRMENT CONTRIBUTIONS	\$ 1,047.54
6/10/2015	1437	ICMA RETIREMENT TRUST - 457	RETIRMENT CONTRIBUTIONS	\$ 1,492.46
6/10/2015	1438	TIMOTHY BAXTER & ASSOCIATES	GARNISHMENT DEDUCTIONS	\$ 272.28
6/24/2015	1448	MISDU	FOC DEDUCTIONS	\$ 224.60
6/24/2015	1449	M&T BANK-ICMA - 401a	RETIRMENT CONTRIBUTIONS	\$ 932.54
6/24/2015	1450	ICMA RETIREMENT TRUST - 457	RETIRMENT CONTRIBUTIONS	\$ 1,274.69
6/24/2015	1451	TIMOTHY BAXTER & ASSOCIATES	GARNISHMENT DEDUCTIONS	\$ 272.28
TOTAL PAYROLL LIABILITIES				<u>\$ 5,928.99</u>

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
JUNE 11, 2015

PG 2

Check Date	Check	Vendor Name	Description	Amount
06/11/2015	19627	21ST CENTURY MEDIA-MICHIGAN	PRINTING OF LEGAL ADDS	\$ 690.34
06/11/2015	19628	ACCUSHRED, LLC	CITY SHREDDING SERVICES	\$ 55.00
06/11/2015	19629	ADKISON, NEED & ALLEN P.L.L.C.	ATTORNEY SERVICES	\$ 2,833.00
06/11/2015	19630	ALBANA KOKA	HISTORICAL MUESUEM MONTHLY CLEANING	\$ 25.00
06/11/2015	19631	ANDERSON, ECKSTEIN & WESTRICK	OXFORD RECONSTRUCITON AND ALLEYS	\$ 8,120.31
06/11/2015	19632	AQUATIC SOURCE	POOL MAINTENANCE AND SUPPLIES	\$ 4,495.00
06/11/2015	19633	ARROW UNIFORM RENTAL	MAT RENTAL AND JANITORIAL SUPPLIES	\$ 946.18
06/11/2015	19634	BOARD OF WATER COMMISSIONERS	IWC CHARGES FOR APRIL 2015	\$ 1,374.08
06/11/2015	19635	CAROLE ZUPAN	HOME AND GARDEN TOUR SUPPLIES	\$ 150.00
06/11/2015	19636	CITY OF BERKLEY	MAY DISPATCH SERVICES	\$ 3,559.61
06/11/2015	19637	CITY OF FERNDALE	FIRE CONTRACT PAYMENT	\$ 21,166.67
06/11/2015	19638	CITY OF HUNTINGTON WOODS	2015 LIBRARY CONTRACT PAYMENT	\$ 40,597.00
06/11/2015	19639	CITY OF PLEASANT RIDGE-GENERAL	WATER AND SEWER SERVICE	\$ 6,089.04
06/11/2015	19640	CITY OF ROYAL OAK	WATER AND SEWER MAINTENANCE	\$ 741.92
06/11/2015	19641	COMMUNITY MEDIA NETWORK	CITY COMMISSION MEETING RECORDING	\$ 200.00
06/11/2015	19642	DETROIT EDISON COMPANY	COMMUNITY STREET LIGHTING	\$ 4,128.30
06/11/2015	19643	DILISIO CONTRACTING INC	CAMBRIDGE STREET PAVING	\$ 31,783.00
06/11/2015	19644	ENGRAVING SPECIALISTS, INC.	MEMORIAL BENCH NAME PLATE	\$ 15.00
06/11/2015	19645	EUGENE LUMBERG	CITY ATTORNEY SERVICES	\$ 1,437.50
06/11/2015	19646	GREAT AMERICAN FINANCIAL SRVS	TELEPHONE SERVICES	\$ 433.00
06/11/2015	19647	HOME DEPOT CREDIT SERVICES	BUILDING MAINTENANCE AND SUPPLIES	\$ 201.06
06/11/2015	19648	INTERMEDIA	TELEPHONE SERVICES	\$ 126.20
06/11/2015	19649	J & J AUTO TRUCK CENTER	POLICE CAR REPAIRS	\$ 1,392.30
06/11/2015	19650	JANI-KING OF MICHIGAN, INC	JANITORIAL CLEANING SERVICES	\$ 2,161.00
06/11/2015	19651	KENNETH BORYCZ	INSPECTION SERVICES-MAY 2015	\$ 435.00
06/11/2015	19652	LEGAL SHIELD	PREPAID LEGAL SERVICES	\$ 25.90
06/11/2015	19653	MICH DEPT OF TRANSPORTATION	SIGNAL ENERGY	\$ 144.65
06/11/2015	19654	MICHIGAN MUNICIPAL LEAGUE	WORKERS COMP	\$ 1,954.00
06/11/2015	19655	NYE UNIFORM	POLICE UNIFORM ALLOWANCE	\$ 96.95
06/11/2015	19656	O.P. AQUATICS	POOL CHEMICALS AND SUPPLIES	\$ 667.65
06/11/2015	19657	OAKLAND COUNTY ROAD COMMISSION	TRAFFIC SIGNAL MAINTENANCE	\$ 17.89
06/11/2015	19658	OAKLAND COUNTY TREASURER	PROPERTY ASSESSMENTS	\$ 63,443.34
06/11/2015	19659	ON DUTY GEAR, LLC	POLICE UNIFORM ALLOWANCE	\$ 193.96
06/11/2015	19660	PRINTING SYSTEMS, INC.	UTILITY BILL PRINTING	\$ 271.84
06/11/2015	19661	RAY KEE	BUILDING INSPETOR SERVICES - MAY	\$ 1,350.00
06/11/2015	19662	RENE KINWEN	DANCE FOR ALL AGES SPRING 2	\$ 322.00
06/11/2015	19663	REPLENISH YOGA	REPLENISH YOGA STUDIO PAYMENT	\$ 784.00
06/11/2015	19664	SANDY JOHNSTONE	HOME & GARDEN TOUR REIMBURSEMENT	\$ 320.00
06/11/2015	19665	SCHEER'S ACE HARDWARE	BUILDING MAINTENANCE AND SUPPLIES	\$ 179.09
06/11/2015	19666	SOCRRA	REFUSE COLLECTION CONTRACT	\$ 14,730.64
06/11/2015	19667	SOCWA	WATER PURCHASES MAY 2015	\$ 14,374.69
06/11/2015	19668	USZTAN CONSTRUCTION	COMMUNITY CENTER WATER HEATER	\$ 7,400.00
06/11/2015	19669	VERIZON	WIRELESS SERVICES	\$ 49.87
06/11/2015	19670	VINCE RIZZO	ELECTION AND 50+ DINNER	\$ 450.00
06/11/2015	19671	WEB MATTERS BY KRISTIE	MONTHLY WEBSITE HOSTING JUNE 2015	\$ 24.95
06/11/2015	19672	WEX BANK	FUEL PURCHASES FOR POLICE CARS	\$ 1,183.82
06/11/2015	19673	ZOGICS	WELLNESS CENTER SUPPLIES	\$ 207.40

Total for 6-11-2015

\$ 241,348.15

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
JUNE 24, 2015

PG 3

Check Date	Check	Vendor Name	Description	Amount
06/24/2015	19674	BCBSM	HEALTH CARE BENEFITS	26,559.42
06/24/2015	19675	CITY OF FERNDALE	JULY FIRE CONTRACT PAYMENT	21,381.72
06/24/2015	19676	MMRMA	INSURANCE AND BOND PAYMENTS	5,000.00
06/24/2015	19677	MMRMA	INSURANCE AND BOND PAYMENTS	26,555.00
06/24/2015	19678	MICHIGAN MUNICIPAL LEAGUE	MEMBERSHIP RENEWAL	1,954.00
06/24/2015	19679	ANDERSON, ECKSTEIN & WESTRICK	CAMBRIDGE PROJECT	15,215.70
06/24/2015	19680	ARROW UNIFORM RENTAL	MAT RENTAL AND JANITORIAL SUPPLIES	475.92
06/24/2015	19681	BOARD OF WATER COMMISSIONERS	IWC CHARGES FOR MAY 2015	687.04
06/24/2015	19682	BRILAR	DPW CONTRACTED SERVICES	16,670.27
06/24/2015	19683	VOID CHECK	VOID CHECK	0.00
06/24/2015	19684	EGT GROUP, INC	HOME AND GARDEN TOUR BOOKS	1,191.00
06/24/2015	19685	HOLIDAY FOOD CENTER	GAINSBORO PARK RIBBON CUTTING	70.75
06/24/2015	19686	LEGAL SHIELD	PRE PAID LEGAL SERVICES	25.90
06/24/2015	19687	MAT COURT RECORDING SRVS	CITY COMMISSION MEETING MINUTES	150.00
06/24/2015	19688	MICH.MUNICIPAL WORKER'S COMP.	MML WORKERS COMP	3,084.00
06/24/2015	19689	MIDWEST FENCE	DOG PARK SECURITY KEY CARDS	525.00
06/24/2015	19690	O.P. AQUATICS	POOL CHEMICALS AND SUPPLIES	952.50
06/24/2015	19691	O&E NEWSPAPER	ADMINISTRATIVE ASSISTANT JOB POSTING	663.90
06/24/2015	19692	PLANTE & MORAN PLLC	ACCOUNTING SERVICES	5,209.00
06/24/2015	19693	RICHARD M DOYLE	EVA BRIGGS AWARD PICTURE	250.00
06/24/2015	19694	SOCRRA	REFUSE COLLECTION CONTRACT	7,757.64
06/24/2015	19695	SUE TERPACK	HOME AND GARDEN SUPPLIES	619.79
06/24/2015	19696	USZTAN CONSTRUCTION	GAINSBORO PARK RENOVATIONS	4,800.00

Total for 6-24-2015

\$ 139,798.55

CITY OF PLEASANT RIDGE CHECK REGISTER
ACCOUNTS PAYABLE
Electronic Payments & P-Card Transactions

PG 4

Check Date	Check	Vendor Name	Description	Amount
06/08/2015	39	AMERICAN EXPRESS	OFFICE, OPERATING & MEETING SUPPLIES	2,038.55
06/08/2015	40	AT&T MOBILITY	DATA SERVICES	47.52
06/08/2015	41	BLUMZ BY JR DESIGNS	MEMORIAL DAY SUPPLIES	199.28
06/08/2015	42	BROWN INDUSTRIES	VOLUNTEER DINNER SUPPLIES	678.50
06/08/2015	43	CNU	MEMBERSHIP-BREUCKMAN	125.00
06/08/2015	44	DAILY TRIBUNE	EMPLOYMENT AD	365.00
06/08/2015	45	ELECTION SOURCE	ELECTION EQUIPMENT TESTING	652.05
06/08/2015	46	ERSI	ARCGIS SOFTWARE	1,350.00
06/08/2015	47	FARINAS BANQUET CENTER	VOLUNTEERS DINNER EXPENSE	2,879.35
06/08/2015	48	HOLIDAY FOOD CENTER	MEETING SUPPLIES	21.99
06/08/2015	49	HOME DEPOT CREDIT SERVICES	DOG PARK SUPPLIES	39.70
06/08/2015	50	MICHIGAN MUNICIPAL LEAGUE	EMPLOYMENT AD	71.30
06/08/2015	51	MERS	RETIREMENT CONTRIBUTIONS - APRIL 2015	18,002.07
06/08/2015	52	NORTH END ELECTRIC	POOL MAINTENANCE SUPPLIES	199.61
06/08/2015	53	POSTMASTER	POSTAGE-WATER BILLS	204.00
06/08/2015	54	QUILL CORPORATION	OFFICE SUPPLIES	318.35
06/08/2015	55	WEX BANK	FUEL PURCHASES	15.00
06/08/2015	56	XFER COMMUNICATIONS	COMPUTER MAINTENANCE	705.00
06/11/2015	57	AT&T MOBILITY	DATA PLAN	47.52
06/11/2015	58	BEIER HOWLETT PC	CITY ATTORNEY SERVICES	905.25
06/11/2015	59	COMCAST	WIRELESS SERVICES	74.98
06/11/2015	60	DTE ENERGY	CITY UTILITY SERVICES	5,161.66
06/11/2015	61	ERADICO SERVICES INC	EXTERMINATOR SERVICES	192.00
06/11/2015	62	INTELLIGENT PRODUCTS INC	DOG RUN SUPPLIES	321.93
06/11/2015	63	ISLANDPRESS	OFFICE SUPPLIES	56.00
06/11/2015	64	THE PERFECT WATER CO	WELLNESS CENTER SUPPLIES	39.95
06/12/2015	65	MERS	RETIREMENT CONTRIBUTIONS-MAY 2015	17,120.49
06/24/2015	66	ADOBE SYSTEMS INC	SOFTWARE PURCHASES	15.89
06/24/2015	67	AMAZON.COM	OFFICE SUPPLIES	161.36
06/24/2015	68	HOLIDAY FOOD CENTER	MEETING SUPPLIES	31.99
06/24/2015	69	POTBELLYS SANDWICH SHOP	MEETING SUPPLIES	70.70
06/24/2015	70	RIDLEYS BAKERY	MEMORIAL BASKET R. JACOBS	99.00
06/24/2015	71	VOID EXPENSE	VOID EXPENSE	0.00
06/24/2015	72	TENDER CORPORATION	MOSQUITO REPELLANT TOWELETTES	256.87
06/24/2015	73	XFER COMMUNICATIONS	TELECOMMUNICATION SERVICES	893.50
06/29/2015	100	SEARS	POOL MAINTENANCE SUPPLIES	264.68
06/29/2015	101	SP DSLR PHOTO BOOTH	WELCOME RECEPTION SUPPLIES	150.00
06/29/2015	102	SS GRAPHICS	RECREATION PROGRAM SUPPLIES	346.58
06/29/2015	103	STAPLES BUSINESS DELIVERY	OFFICE SUPPLIES	197.86
06/29/2015	104	STATE OF MICHIGAN	FOUNDATION LIQUOR LICENSE FEES	25.00
06/29/2015	105	THE PERFECT WATER CO	FITNESS CENTER SUPPLIES	69.94
06/29/2015	74	AMAZON.COM	COMPUTER SUPPLIES	1,913.00
06/29/2015	75	ANCHOR INDUSTRIES INC	POOL MAINTENANCE SUPPLIES	600.00
06/29/2015	76	AT&T MOBILITY	TELEPHONE SERVICES	3,334.68
06/29/2015	77	BEST BUY	COMPUTER SUPPLIES	479.65
06/29/2015	78	BLOOMFIELD CONSTRUCTION	RECREATION BUILDING REPAIRS	3,000.00
06/29/2015	79	BUFFALO WILD WINGS	WELCOME RECEPTION SUPPLIES	120.76
06/29/2015	80	COMCAST	TELECOMMUNICATION SERVICES	853.72
06/29/2015	81	COMFORT INN	CLASS LODGING	382.50
06/29/2015	82	DUNKIN DONUTS	MEETING SUPPLIES	37.09
06/29/2015	83	GORDON FOOD CENTER	RECREATION PROGRAM SUPPLIES	279.12
06/29/2015	84	HAPPYS PIZZA	WELCOME RECEPTION SUPPLIES	112.34
06/29/2015	85	HOBBY LOBBY	RECREATION PROGRAM SUPPLIES	182.55
06/29/2015	86	HOLIDAY FOOD CENTER	RECREATION PROGRAM SUPPLIES	36.35
06/29/2015	87	HOME DEPOT CREDIT SERVICES	RECREATION BUILDING SUPPLIES	141.89
06/29/2015	88	IDEA EXPRESS	GAINSBORO PARK REPAIRS	391.92
06/29/2015	89	JAX KAR WASH	POLICE VEHICLE MAINTENANCE	59.94
06/29/2015	90	JIMMY JOHNS	MEETING SUPPLIES	318.11
06/29/2015	91	LOWE'S	MAINTENANCE SUPPLIES	85.29
06/29/2015	92	MICRO CENTER	COMPUTER SUPPLIES	162.46
06/29/2015	93	MSFT	COMPUTER SUPPLIES	118.00
06/29/2015	94	OFFICE DEPOT	OFFICE SUPPLIES	151.48
06/29/2015	95	ONE CALL NOW	SWIM TEAM SUPPLIES	233.57
06/29/2015	96	PRINTING FOR LESS	UTILITY BILLING MAILERS	1,186.45
06/29/2015	97	PUNCHBOWL	OFFICE SUPPLIES	159.80
06/29/2015	98	RESTAURANT EQUIPMENT	PROGRAM SUPPLIES	259.47
06/29/2015	99	SAMS CLUB	MEMORIAL DAY SUPPLIES	119.88
06/30/2015	106	CAPITAL ONE COMMERCIAL	OFFICE, MEETING, PRG SUPPLIES	18,128.49
06/30/2015	107	AMERICAN EXPRESS	OFFICE, PRG, MEETING SUPPLIES	9,052.15

Total for Electronic Payments

\$ 62,214.40



City of Pleasant Ridge

James Breuckman, City Manager

From: Darren Humphreys, Building Clerk
To: City Commission
Date: July 8, 2015
Re: 7 Oakland Park Boulevard Condemnation

Overview

I am asking the City Commission to consider the condemnation and demolition of the property at 7 Oakland Park Boulevard. This property is in a state of disrepair and is a health and safety concern to the homeowner, neighbors and the community.

This property has a lengthy history with the City. Records indicate that the property has been in a state of blight and a health and safety concern since 2008. In years past the property has been brought up to the minimum code standards by the property owner in response to prior City enforcement actions. At this time the property is again in a blighted condition and is a health and safety concern. The property owners have not been able to address the health and safety concerns, so we are asking the City Commission to consider condemning the property. Condemnation will provide the City with additional legal powers to address the health and safety concerns present at the site.

Background

Exterior property and interior home inspections have recently been done on April 30, June 18 and July 7, 2015. Upon the first inspection a list of violations were noted and needed to be remedied to bring the property back to the minimum code standards. During the second inspection no progress had been made, and in fact, the property was in a more dilapidated condition. The property was posted "Do not occupy" on June 23, 2015 and declared a nuisance as defined in the Pleasant Ridge City Code, Article III, Nuisances, including but not limited to, Section 34-60 (1), (2), (3), (4) and (6) for its condition. It was the City's determination that the condition of the house posed a threat to the occupants' health.

On July 7, 2015 a follow up progress inspection was completed. The results of this inspection noted there was no change in the property's condition, and conditions had gotten progressively worse. Sometime in the previous weeks a plumbing issue transpired which led to significant water damage to the ceilings on the main floor, and there is currently a hole in the ceiling from the damage. The interior and exterior of the property remained in a blighted condition as well as a health and safety concern to the City.

The City has made every attempt to cooperate with the homeowner in order to avoid condemnation. Unfortunately, all attempts have been futile. The property has required constant monitoring by city and police personnel, and neighbors have had to tolerate an unkempt property in a constant state of blight and disrepair. The City Commission is authorized by Charter to condemn a property as stated in the following section:

Article VIII, Dangerous Structures, Sections 14-181 through 14-184

The City Commission may, after notice to the owner and after holding a public hearing thereon, condemn a dangerous structure prohibited by Section 14-181 by giving notice to the owner of the land upon which such structure is located, specifying in what respects the structure is a public nuisance and requiring the owner to alter, repair, tear down or remove such nuisance within such reasonable time, not exceeding 60 days, as may be necessary to do or have done the work required by the notice. Such notice may also provide a reasonable time within such work shall be commenced.

Requested Action

It is my recommendation that the City Commission proceed toward condemnation of the property. The first step would be to establish a public hearing to solicit public comments. I am recommending that a public hearing be scheduled at the August 11, 2015 regular City Commission Meeting.



City of Pleasant Ridge

Amy M. Drealan, City Clerk

From: Amy M. Drealan, City Clerk
To: Jim Breuckman, City Manager
Date: July 9, 2015
Re: 2016 Smart Funding

Overview

Each year, the City participates in the Suburban Mobility Authority for Regional Transportation's (SMART) transportation program. Pleasant Ridge is entitled to receive \$2,470 in municipal credit funds and \$3,472 in community credit funds. This funding is to be used to offer trolley transportation services.

Background

As you may recall, in July 2011, the City requested funding to offset the cost of the trolley program and representatives from SMART applauded our innovation.

Requested Action

The recommendation is that the City Commission approve FY 2016 Municipal and Community Credits contract between the City of Pleasant Ridge and the Suburban Mobility Authority for Regional Transportation (SMART).

Please feel free to contact me should you wish to discuss this matter further.

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT for FY - 2016

I, James Breuckman, as the City Manager of **City of Pleasant Ridge** (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** (Section 1 below), and **Community Credits** (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in Exhibit A, and the operating budget for that service is set forth in Exhibit B, both of which are attached hereto and incorporated herein.

1. The Community agrees to use \$ **2,470** in **Municipal Credit** funds as follows:

- | | | |
|-----|--|-----------------------------------|
| (a) | Transfer to _____
<small>TRANSFeree COMMUNITY</small> | Funding of: \$ _____ |
| (b) | Van/Bus Operations
(Including Charter and Taxi services) | At the cost of: \$ <u>\$2,470</u> |
| (c) | Services Purchased from SMART
(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |

Total \$ 2,470

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on projected revenue estimates. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All funding must be spent by September 30, 2017; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use \$ **3,472** in **Community Credit** funds available as follows:

- | | | |
|-----|--|-----------------------------------|
| (a) | Transfer to _____
<small>TRANSFeree COMMUNITY</small> | Funding of: \$ _____ |
| (b) | Van/Bus Operations
(Including Charter and Taxi services) | At the cost of: \$ <u>\$3,472</u> |
| (c) | Services Purchased from SMART
(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |
| (d) | Capital Purchases | At the cost of: \$ _____ |

Total \$ 3,472

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT

for FY - 2016

Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2016, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2018 unless approval from SMART General Manager is obtained to extend Community Credits for an additional 2 years to allow accrual for major capital projects; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

City of Pleasant Ridge

By: _____

James Breuckman

Date _____

Its: _____

City Manager

Suburban Mobility Authority for
Regional Transportation

Date _____

By: _____

John C. Hertel

General Manager

EXHIBIT B
PROJECT OPERATION BUDGET

COMMUNITY: City of Pleasant Ridge

PROJECT: MUNICIPAL/COMMUNITY CREDIT PROGRAM

FISCAL YEAR 2016 - JULY 1, 2015 THROUGH JUNE 30, 2016

OPERATING EXPENSES:

Administrative Fee (max. is 10% of MC/CC Funds)	\$ 594.20	
Driver Wages	\$ -	
Fringe Benefits	\$ -	
Gasoline & Lubricants	\$ -	
Vehicle Insurance	\$ -	
Parts, Maintenance Supplies	\$ -	
Mechanic Wages	\$ -	
Fringe Benefits	\$ -	
Dispatch Wages	\$ -	
Cell phones or other overhead costs (Specify)	\$ -	
Sub Total (Operating Expenses)		\$ 594.20

PURCHASED SERVICES

Taxi Service	\$ -	
Charter Service	\$ 5,347.80	
SMART Bus Tickets	\$ -	
SMART Shuttle Service	\$ -	
SMART Dial-A-Ride	\$ -	
Sub Total (Purchased Service)		\$ 5,347.80

CAPITAL EQUIPMENT

(Only list purchases to be made with Community Credits)

Computer Equipment	\$ -	
Software	\$ -	
Vehicle	\$ -	
Maintenance Equipment	\$ -	
Other (Specify)	\$ -	
Sub Total (Capital Equipment)		\$ -

TOTAL EXPENSES

(Operating Expenses, Purchased Service and Capital Equipment)

\$ 5,942.00

REVENUES:

Municipal Credit Funds	\$ 2,470.00
Community Credit Funds	\$ 3,472.00
Specialized Services Funds	\$ -
General Funds	\$ -
Farebox Revenue	\$ -
In-Kind Service	\$ -
Special Fares (Contracted Service)	\$ -
Other (Specify)	\$ -

TOTAL REVENUE:

\$ 5,942.00

Submitted By:

Title

Date

James Breuckman

City Manager

(Note: Total Expenses MUST equal Total Revenue)



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: July 8, 2015
Re: Complete Streets Ordinance Amendment

Overview

The City is involved in ongoing planning processes regarding complete streets improvements along Woodward and other streets within the community. Staff is proposing to amend the City Code of Ordinances to establish a complete streets ordinance pursuant to Public Act 135 of 2010.

Background

The proposed complete streets ordinance would establish that the City of Pleasant Ridge will consider complete streets improvements in all public works projects. The City is considering a number of pilot projects in the coming year to improve our streets consistent with complete streets concepts.

The ordinance will provide a clear statement of intent for the City, and will also form the basis upon which we consider the adoption of a complete streets plan based on the Gibbs Woodward/696 study and the complete streets study being completed for the entire Woodward Corridor by Parsons Brinckerhoff. Those plans will be brought forward for adoption as the City's Complete Streets Plan after adoption of the Complete Streets ordinance.

Practically speaking, the ordinance will not change how the City operates when making improvements on our local streets. Adoption of the ordinance will serve as our statement of intent and will require MDOT to consider our adopted plans whenever they are proposing improvements to Woodward or 696 through Pleasant Ridge.

Requested Action

Approval of the attached Complete Streets Ordinance.



City of Pleasant Ridge
Ordinance No. 412

AN ORDINANCE TO AMEND THE PLEASANT RIDGE CODE OF ORDINANCES, TO ADD A NEW SECTION 62-1 COMPLETE STREETS.

THE CITY OF PLEASANT RIDGE ORDAINS THAT THE PLEASANT RIDGE CITY CODE IS HEREBY AMENDED TO ADD A NEW SECTION NUMBERED 62-1, WHICH SAID SECTION READS AS FOLLOWS:

Section 1.

Section 62-1 – Complete Streets

The City of Pleasant Ridge will plan for, design, and construct all transportation improvement projects to provide appropriate accommodation for bicyclists, pedestrians, transit users, and persons of all ages and abilities in accordance with the City of Pleasant Ridge Complete Streets Plan, as funding priorities permit. This Section 61-1 and the Pleasant Ridge Complete Streets Plan shall serve as the City's complete streets policy pursuant to MCL 247.660p.

(a) Definitions.

“Complete Streets” means roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot or bicycle.

(b) The City of Pleasant Ridge Complete Streets Plan shall be referenced and its implementation considered prior to construction or reconstruction within city rights-of-way.

(c) The Complete Streets Plan will include, at a minimum, accommodations for bicycle routes, lanes, and paths; sidewalks and pedestrian paths; best practices for crossing pedestrians and bicycles at both intersections and mid-block locations; transit facilities; and related safety improvements and amenities. In developing the plan consideration will be given to existing non-motorized transportation facilities, potential non-motorized travel patterns, implementation and maintenance cost versus potential use, the public safety of both street users and abutting property owners, and funding priorities over a 6-year horizon. The City will look for opportunities to incorporate principles of complete streets and maximize walkable and bikeable streets within the City of Pleasant Ridge in conjunction with all public works projects, as appropriate.

- (d) Complete streets shall be designed and built in substantial conformance to the latest guidelines published by the American Association of State Highway Transportation Officials (AASHTO), the National Association of City Transportation Officials (NACTO), Institute of Transportation Engineers (ITE), the Michigan Department of Transportation (MDOT), and the U.S. Department of Justice (relative to the Americans with Disabilities Act of 1990).
- (e) It will be a goal of the city to fund the implementation of the non-motorized transportation plan, which shall include expending State Act 51 funds received by the city annually in accordance with Public Act 135 of 2010, as amended.
- (f) Exceptions. Complete streets improvements may be excepted in cases where the cost to complete such improvements would be excessively disproportionate to the need or potential use, where the project segment would not result in a meaningful addition to the non-motorized network, or where the project is due to an emergency that requires near-term action.

Section 2. Severability – This ordinance and each article, section, subsection, paragraph, subparagraph, part, provision, sentence, word and portion thereof are hereby declared to be severable, and if they or any of them are declared to be invalid or unenforceable for any reason by a court of competent jurisdiction, it is hereby provided that the remainder of this ordinance shall not be affected thereby.

Section 3. Repeal and Effective Date

Repeal – All regulatory provisions contained in other City ordinances which are inconsistent with the provisions of this ordinance are hereby repealed.

Effective Date - This Ordinance shall be effective fifteen days after enactment and upon publication.

Certificate

I hereby certify that the foregoing ordinance was adopted by the City Commission of the City of Pleasant Ridge at a meeting thereof on _____, 2015

Amy M. Drealan, Clerk
City of Pleasant Ridge

City Commission Introduction:Tuesday, June 9, 2015
City Commission Public Hearing:Tuesday, July 14, 2015
City Commission Adoption:.....
Published:.....
Effective:.....

STATE TRANSPORTATION COMMISSION POLICY ON COMPLETE STREETS

July 26, 2012

Background

Public Act 135 of 2010 requires the development of a complete streets policy to promote safe and efficient travel for all legal users of the transportation network under the jurisdiction of the Michigan Department of Transportation (MDOT). Public Act 135 defines complete streets as "...roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle."

The Complete Streets Advisory Council (CSAC) also was created by Public Act 135 of 2010 to advise the State Transportation Commission (STC) as it developed this policy. CSAC members were appointed by the Governor and represent a broad cross-section of transportation system owners, users, and stakeholders, including MDOT and the STC.

The STC is authorized by the State Constitution to set policy for MDOT, and in that role has enacted this Complete Streets policy. MDOT is responsible for implementation of Commission policy for those portions of the transportation system that are under its jurisdiction – about 10,000 of the 110,000 miles of roads, bridges and highways in Michigan. In addition, MDOT, in its role of administering the local federal-aid program in Michigan, can help local jurisdictions understand the provisions of this policy and work with them to further the development of complete streets.

Vision

The STC supports the vision statement as adopted by the CSAC.

- A *transportation network* that is accessible, interconnected, and multimodal and that safely and efficiently moves goods and people of all ages and abilities throughout the State of Michigan.
- A *process* that empowers partnerships to routinely plan, fund, design, construct, maintain and operate complete streets that respect context and community values.
- *Outcomes* that will improve economic prosperity, equity, accessibility, safety, and environmental quality.

Purpose

This policy provides guidance to MDOT for the planning, design, and construction or reconstruction of roadways or other transportation facilities in a manner that promotes complete streets as defined by the law, and that is sensitive to the surrounding context.

MDOT will pursue a proactive and consistent approach to the development of complete streets, in keeping with its mission to provide the highest quality integrated transportation services for economic benefit and improved quality of life. A successful complete streets approach will require mutual commitment and collaboration on the part of transportation agencies, stakeholders and the public to identify appropriate opportunities to plan, develop, construct, operate and maintain infrastructure without undue costs or scheduling burdens.

MDOT will consider complete streets features for roadways and other transportation facility construction or reconstruction projects it undertakes, or permits other public or private entities to construct within the state trunk line right of way, working through its context sensitive solutions process. The department will use this process and work with customers, local residents, road users and stakeholders to analyze proposed projects for the opportunity to design and construct facilities that contribute to complete streets. As part of that analysis, the department will consider:

- Local context and recognize that needs vary according to regional urban, suburban, and rural settings;
- The functional classification of the roadway, as defined by the Federal Highway Administration and agreed to by MDOT and local transportation agencies;
- The safety and varying mobility needs of all legal users of the roadway, of all ages and abilities, as well as public safety;
- The cost of incorporating complete streets facilities into the project and whether that cost is proportional to the overall project cost, as well as proportional to the current or future need or probable use of the complete streets facility;
- Whether adequate complete streets facilities already exist or are being developed in an adjacent corridor or in the area surrounding the project;
- Whether additional funding needed to incorporate the complete streets facility into the project is available to MDOT or as a contribution from other transportation or government agencies from federal, state, local or private sources.

MDOT is encouraged to use low-cost solutions to increase safety and mobility where practical, but to recognize that more costly improvements may be needed on some facilities.

MDOT also is encouraged to take a network approach to the provision of multi-modal access, and recognize that improvements to a part of the road network outside MDOT's jurisdiction might provide a more viable alternative and safer access for all users. MDOT will encourage local jurisdictions to develop local and regional transportation plans that ensure projects are consistent and appropriate to the context. MDOT will work with local road agencies and its grant and funding recipients to encourage network continuity. Responsibilities for operation and maintenance of facilities in MDOT right-of-way shall be determined and outlined prior to construction of such facilities, except where a pre-existing maintenance agreement is in place. Maintenance agreements will be required as a provision of the entire project. Local responsibility for complete streets facility maintenance, in particular for facilities outside the travel portion of a street, such as transit and non-motorized facilities, will be critical for many projects.

MDOT will recognize the long-term nature of transportation investment and anticipate not only current transportation demand, but also likely future uses as well, in considering and developing complete streets. Depending on the context and potential use, provisions may be needed to ensure safe and convenient access for all users.

Complete streets and their viability can be impacted by planning and permitting as well as infrastructure. MDOT will work with local governments as needed to encourage thoughtful planning and permitting that supports the goals and the vision of this complete streets policy.

Implementation

By December 31, 2013, MDOT will develop or revise procedures and guidelines needed to implement this policy. As part of that effort, MDOT shall establish a clear procedure for reviewing and approving exceptions to the policy, the conditions under which an exception may be granted, and who may approve such exceptions.

Facilities will be designed and constructed in accordance with current applicable laws and regulations, approved engineering standards and accepted best practices while preserving continued eligibility for federal-aid.

MDOT will report back to the STC annually after the adoption of this policy to: 1) give a progress report on implementation, including any information/examples to gauge MDOT's performance; and 2) to report any exceptions granted and the reasons for those exceptions. This reporting will include the

required Context Sensitive Solutions (CSS) annual review as required by the STC policy adopted May 26, 2005.

This policy will apply to all projects undertaken by MDOT, large and small, considerate of the level of the proposed project work. As part of MDOT's responsibility to FHWA to administer the local federal-aid program in Michigan, MDOT shall work with local road agencies that are undertaking road or bridge projects with federal funds, and encourage them to observe the provisions of this policy in order to help address the need for a network of complete streets throughout Michigan.

In addition, the STC encourages MDOT to continue its education support programs for staff and partner with others to provide training and information for all legal users and law enforcement regarding shared responsibilities.

This policy on complete streets is intended to supplement Commission Policy Number 10138 on Context Sensitive Solutions (CSS).

Act No. 135
Public Acts of 2010
Approved by the Governor
August 1, 2010
Filed with the Secretary of State
August 2, 2010
EFFECTIVE DATE: August 2, 2010

**STATE OF MICHIGAN
95TH LEGISLATURE
REGULAR SESSION OF 2010**

Introduced by Reps. Switalski, Byrnes, Leland, Liss, Bledsoe, Wayne Schmidt, Donigan, Lisa Brown, Tlaib, Gonzales, Young, Robert Jones and Roberts

ENROLLED HOUSE BILL No. 6151

AN ACT to amend 1951 PA 51, entitled "An act to provide for the classification of all public roads, streets, and highways in this state, and for the revision of that classification and for additions to and deletions from each classification; to set up and establish the Michigan transportation fund; to provide for the deposits in the Michigan transportation fund of specific taxes on motor vehicles and motor vehicle fuels; to provide for the allocation of funds from the Michigan transportation fund and the use and administration of the fund for transportation purposes; to set up and establish the truck safety fund; to provide for the allocation of funds from the truck safety fund and administration of the fund for truck safety purposes; to set up and establish the Michigan truck safety commission; to establish certain standards for road contracts for certain businesses; to provide for the continuing review of transportation needs within the state; to authorize the state transportation commission, counties, cities, and villages to borrow money, issue bonds, and make pledges of funds for transportation purposes; to authorize counties to advance funds for the payment of deficiencies necessary for the payment of bonds issued under this act; to provide for the limitations, payment, retirement, and security of the bonds and pledges; to provide for appropriations and tax levies by counties and townships for county roads; to authorize contributions by townships for county roads; to provide for the establishment and administration of the state trunk line fund, local bridge fund, comprehensive transportation fund, and certain other funds; to provide for the deposits in the state trunk line fund, critical bridge fund, comprehensive transportation fund, and certain other funds of money raised by specific taxes and fees; to provide for definitions of public transportation functions and criteria; to define the purposes for which Michigan transportation funds may be allocated; to provide for Michigan transportation fund grants; to provide for review and approval of transportation programs; to provide for submission of annual legislative requests and reports; to provide for the establishment and functions of certain advisory entities; to provide for conditions for grants; to provide for the issuance of bonds and notes for transportation purposes; to provide for the powers and duties of certain state and local agencies and officials; to provide for the making of loans for transportation purposes by the state transportation department and for the receipt and repayment by local units and agencies of those loans from certain specified sources; and to repeal acts and parts of acts," by amending the title and section 10k (MCL 247.660k), the title as amended by 2004 PA 384 and section 10k as amended by 2006 PA 82, and by adding section 10p.

The People of the State of Michigan enact:

TITLE

An act to provide for the classification of all public roads, streets, and highways in this state, and for the revision of that classification and for additions to and deletions from each classification; to set up and establish the Michigan transportation fund; to provide for the deposits in the Michigan transportation fund of specific taxes on motor vehicles and motor vehicle fuels; to provide for the allocation of funds from the Michigan transportation fund and the use and administration of the fund for transportation purposes; to promote safe and efficient travel for motor vehicle drivers, bicyclists, pedestrians, and other legal users of roads, streets, and highways; to set up and establish the truck safety

fund; to provide for the allocation of funds from the truck safety fund and administration of the fund for truck safety purposes; to set up and establish the Michigan truck safety commission; to establish certain standards for road contracts for certain businesses; to provide for the continuing review of transportation needs within the state; to authorize the state transportation commission, counties, cities, and villages to borrow money, issue bonds, and make pledges of funds for transportation purposes; to authorize counties to advance funds for the payment of deficiencies necessary for the payment of bonds issued under this act; to provide for the limitations, payment, retirement, and security of the bonds and pledges; to provide for appropriations and tax levies by counties and townships for county roads; to authorize contributions by townships for county roads; to provide for the establishment and administration of the state trunk line fund, local bridge fund, comprehensive transportation fund, and certain other funds; to provide for the deposits in the state trunk line fund, critical bridge fund, comprehensive transportation fund, and certain other funds of money raised by specific taxes and fees; to provide for definitions of public transportation functions and criteria; to define the purposes for which Michigan transportation funds may be allocated; to provide for Michigan transportation fund grants; to provide for review and approval of transportation programs; to provide for submission of annual legislative requests and reports; to provide for the establishment and functions of certain advisory entities; to provide for conditions for grants; to provide for the issuance of bonds and notes for transportation purposes; to provide for the powers and duties of certain state and local agencies and officials; to provide for the making of loans for transportation purposes by the state transportation department and for the receipt and repayment by local units and agencies of those loans from certain specified sources; and to repeal acts and parts of acts.

Sec. 10k. (1) Transportation purposes as provided in this act include provisions for facilities and services for nonmotorized transportation.

(2) Of the funds allocated from the Michigan transportation fund to the state trunk line fund and to the counties, cities, and villages, a reasonable amount, but not less than 1% of those funds shall be expended for construction or improvement of nonmotorized transportation services and facilities.

(3) An improvement in a road, street, or highway that meets accepted practices or established best practices and facilitates nonmotorized transportation such as the paving of unpaved road shoulders, the widening of lanes, the addition or improvement of a sidewalk in a city or village, or any other appropriate measure shall be considered to be a qualified nonmotorized facility for the purposes of this section.

(4) Units of government need not meet the provisions of this section annually, if the requirements are met as an average over a reasonable period of years, not to exceed 10.

(5) The state transportation department or a county, city, or village receiving money from the Michigan transportation fund annually shall prepare a 5-year program for the improvement of qualified nonmotorized facilities which when implemented would result in the expenditure of an amount equal to at least 1% of the amount distributed to the state transportation department or the county, city, or village, whichever is appropriate, from the Michigan transportation fund in the previous calendar year, multiplied by 10, less the accumulated total expenditures by the state transportation department or the county, city, or village for qualified nonmotorized facilities in the immediately preceding 5 calendar years. A county shall notify the state transportation department and each municipality in the county when the county completes preparation of its 5-year program under this subsection. A city or village shall notify the state transportation department and the county where the city or village is located when the city or village completes preparation of its 5-year program under this subsection. The department shall notify each affected county, city, or village when the department completes preparation of its 5-year program. A city or village receiving money from the Michigan transportation fund shall consult with the state transportation department or county in the city's or village's preparation of the 5-year program under this subsection when planning a nonmotorized project affecting a facility under the jurisdiction of the state transportation department or county. A county receiving money from the Michigan transportation fund shall consult with the state transportation department or a city or village when planning a nonmotorized project affecting a transportation facility under the jurisdiction of the state transportation department or the city or village. The department shall consult with a county, city, or village when planning a nonmotorized project affecting a transportation facility within the county, city, or village.

(6) Facilities for nonmotorized transportation including those that contribute to complete streets as defined in section 10p may be established in conjunction with or separate from already existing highways, roads, and streets and shall be established when a highway, road, or street is being constructed, reconstructed, or relocated, unless:

(a) The cost of establishing the facilities would be disproportionate to the need or probable use.

(b) The establishment of the facilities would be contrary to public safety or state or federal law.

(c) Adequate facilities for nonmotorized transportation already exist in the area.

(d) The previous expenditures and projected expenditures for nonmotorized transportation facilities for the fiscal year exceed 1% of that unit's share of the Michigan transportation fund, in which case additional expenditures shall be discretionary.

(7) The state transportation department may provide information and assistance to county road commissions, cities, and villages on the planning, design, and construction of nonmotorized transportation facilities and services.

Sec. 10p. (1) As used in this section:

(a) “Complete streets” means roadways planned, designed, and constructed to provide appropriate access to all legal users in a manner that promotes safe and efficient movement of people and goods whether by car, truck, transit, assistive device, foot, or bicycle.

(b) “Complete streets policy” means a document that provides guidance for the planning, design, and construction of roadways or an interconnected network of transportation facilities being constructed or reconstructed and designated for a transportation purpose that promotes complete streets and meets all of the following requirements:

(i) Is sensitive to the local context and recognizes that needs vary according to urban, suburban, and rural settings.

(ii) Considers the functional class of the roadway and project costs and allows for appropriate exemptions.

(iii) Considers the varying mobility needs of all legal users of the roadway, of all ages and abilities.

(c) “Department” means the state transportation department.

(d) “Local road agency” means that term as defined in section 9a.

(e) “Municipality” means a city, village, or township.

(2) The state transportation commission shall do both of the following by not later than 2 years after the effective date of the amendatory act that added this section:

(a) Adopt a complete streets policy for the department.

(b) Develop a model complete streets policy or policies to be made available for use by municipalities and counties.

(3) Before a municipality approves any project in its multiyear capital program that affects a roadway or transportation facility under the jurisdiction of the state transportation department or within or under the jurisdiction of a county or another municipality, it shall consult with the affected agency and agree on how to address the respective complete streets policies, subject to each agency’s powers and duties. Before the department submits its multiyear capital plan to the commission or a county road agency approves its multiyear capital plan, for any project that affects a roadway or transportation facility within or under the jurisdiction of a municipality, the department or county road agency shall consult with the municipality and agree on how to address the respective complete streets policies, subject to each agency’s powers and duties. Failure to come to an agreement shall not prevent the department from submitting its multiyear capital plan to the commission. This subsection does not apply under any of the following circumstances:

(a) If neither the agency proposing the project nor the affected agency has a complete streets policy.

(b) If the project was included in a municipality’s multiyear capital program or the department’s or a county’s multiyear capital plan on July 1, 2010.

(4) The department may provide assistance to and coordinate with local agencies in developing and implementing complete streets policies. The department shall share expertise in nonmotorized and multimodal transportation planning in the development of trunk line projects within municipal boundaries.

(5) The department, local road agencies, and municipalities may enter into agreements with each other providing for maintenance of transportation facilities constructed to implement a complete streets policy.

(6) A complete streets advisory council is created within the department. The advisory council shall consist of the following members appointed by the governor:

(a) The director of the state transportation department or his or her designee.

(b) The director of the department of community health or his or her designee.

(c) The director of the department of state police or his or her designee.

(d) One individual representing the state transportation commission.

(e) One individual representing environmental organizations.

(f) One individual representing planning organizations.

(g) One individual representing organizations of disabled persons.

(h) One individual representing road commission organizations.

(i) One individual representing public transit users organizations.

(j) One licensed professional engineer or traffic engineer.

(k) One individual representing the Michigan municipal league.

(l) One individual representing the AARP.

(m) One individual representing the league of Michigan bicyclists.

(n) One individual representing a pedestrian organization.

(o) One individual representing the Michigan public transit association.

(p) One individual representing the Michigan townships association.

(q) As nonvoting members, the director of the department of natural resources and environment or his or her designee, the executive director of the Michigan state housing development authority or his or her designee, and the heads of such other state departments and agencies, as the governor considers appropriate, or their designees.

(7) The members first appointed to the advisory council shall be appointed within 60 days after the effective date of this section. Members of the advisory council shall serve for terms of 3 years or until a successor is appointed, whichever is later, except that of the members first appointed 3 shall serve for 1 year, 3 shall serve for 2 years, and 3 shall serve for 3 years. If a vacancy occurs on the advisory council, the governor shall make an appointment for the unexpired term in the same manner as the original appointment. The governor may remove a member of the advisory council for incompetency, dereliction of duty, malfeasance, misfeasance, or nonfeasance in office, or any other good cause.

(8) The first meeting of the advisory council shall be called by the director of the state transportation department. At the first meeting, the advisory council shall elect from among its members a chairperson, vice-chairperson, secretary, and other officers as it considers necessary or appropriate. After the first meeting and before 2018, the advisory council shall meet at least quarterly, or more frequently at the call of the chairperson or if requested by 3 or more members. A majority of the members of the advisory council constitute a quorum for the transaction of business at a meeting of the advisory council. The affirmative vote of a majority of the members are required for official action of the advisory council.

(9) The business that the advisory council may perform shall be conducted at a public meeting of the advisory council held in compliance with the open meetings act, 1976 PA 267, MCL 15.261 to 15.275. A writing prepared, owned, used, in the possession of, or retained by the advisory council in the performance of an official function is subject to the freedom of information act, 1976 PA 442, MCL 15.231 to 15.246.

(10) Members of the advisory council shall serve without compensation. However, members of the advisory council may be reimbursed for their actual and necessary expenses incurred in the performance of their official duties as members of the advisory council.

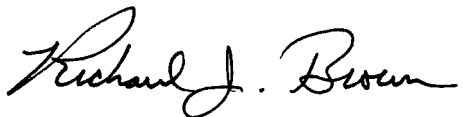
(11) The advisory council shall do all of the following:

(a) Provide education and advice to the state transportation commission, county road commissions, municipalities, interest groups, and the public on the development, implementation, and coordination of complete streets policies.

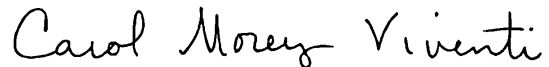
(b) By December 30, 2011, and each calendar year thereafter, report to the governor, the state transportation commission, and the legislature on the status of complete streets policies in this state. The report shall contain a summary of the advisory council's proceedings, a statement of instances in which the department and a municipality were unable to agree under subsection (3) on a department project affecting a roadway or transportation facility within or under the jurisdiction of the municipality, and any other necessary or useful information and any additional information that may be requested by the governor.

(c) Advise the state transportation commission on the adoption of model policies under subsection (2).

This act is ordered to take immediate effect.



Clerk of the House of Representatives



Secretary of the Senate

Approved

Governor



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
 To: City Commission
 Date: July 9, 2015
 Re: City Purchase of 99 Kensington

Overview

The City has negotiated a purchase agreement for 99 Kensington. Purchase of the property would create a connection between the City's Dog Park property and Gainsboro Park.

Background

Purpose and Benefit

The purchase of 99 Kensington would connect two separated parks and create a continuous park space extending from the north end of Indiana all the way along the north boundary of the City and the perimeter of the railroad right of way down to the end of Sylvan. This purchase would benefit the City by:

- Opening up new possibilities for creating over ½ mile of contiguous park space along the east edge of the City, increasing the length of contiguous park space by over 35%.
- Creating a better entrance into the park at the end of Kensington.
- Creating new possibilities for the location, layout, and access to existing park improvements such as the community garden and dog park.
- Allowing for a longer walking path system through a linear park that extends along the boundary of nearly the entire length of the east side of the City.
- Other improvements that have not yet been contemplated.



From a public benefit perspective, connecting two park spaces together can increase the value of the combined space above the sum of the present value of the two disconnected parks.

Financial Considerations

When the property recently went on the market the City Commission authorized Staff to begin negotiations to acquire the property. The City worked through Robert Campbell to broker the deal and arrived at a fair market value offer of \$140,000 for the property based on a property appraisal that was completed prior to making an offer on the property. The City worked through a third party attorney to negotiate the deal, with the purchase agreement being assigned over to the City after it was approved by both sides.

The funds to support the purchase will come from the recently approved parks improvement millage. Acquisition of property for parks purposes is an authorized use of the parks millage. Acquiring the park will not require the expenditure of general fund monies or SCAF principal, and will not impact the day to day function of the City. This acquisition also will not impact the scope of the Gainsboro Park project, which was budgeted at \$600,000 to \$800,000. The parks improvement millage will generate about \$1,000,000 over its term.

A final financial consideration is that the initial scoping of the Gainsboro Park project in the City's Parks and Recreation Master Plan identified about \$975,000 of projects for Gainsboro Park. The parks and recreation improvement millage request was calculated to generate about \$1,000,000 of funds to complete a project of the scale envisioned in the Parks and Recreation Master Plan. One of the large projects in the \$975,000 cost estimate was \$212,000 for fence repairs along the railroad. At the time it was thought that the old fence had to be completely removed and replaced. However, the City was able to find a contractor who repaired the existing fence in place for \$10,000.

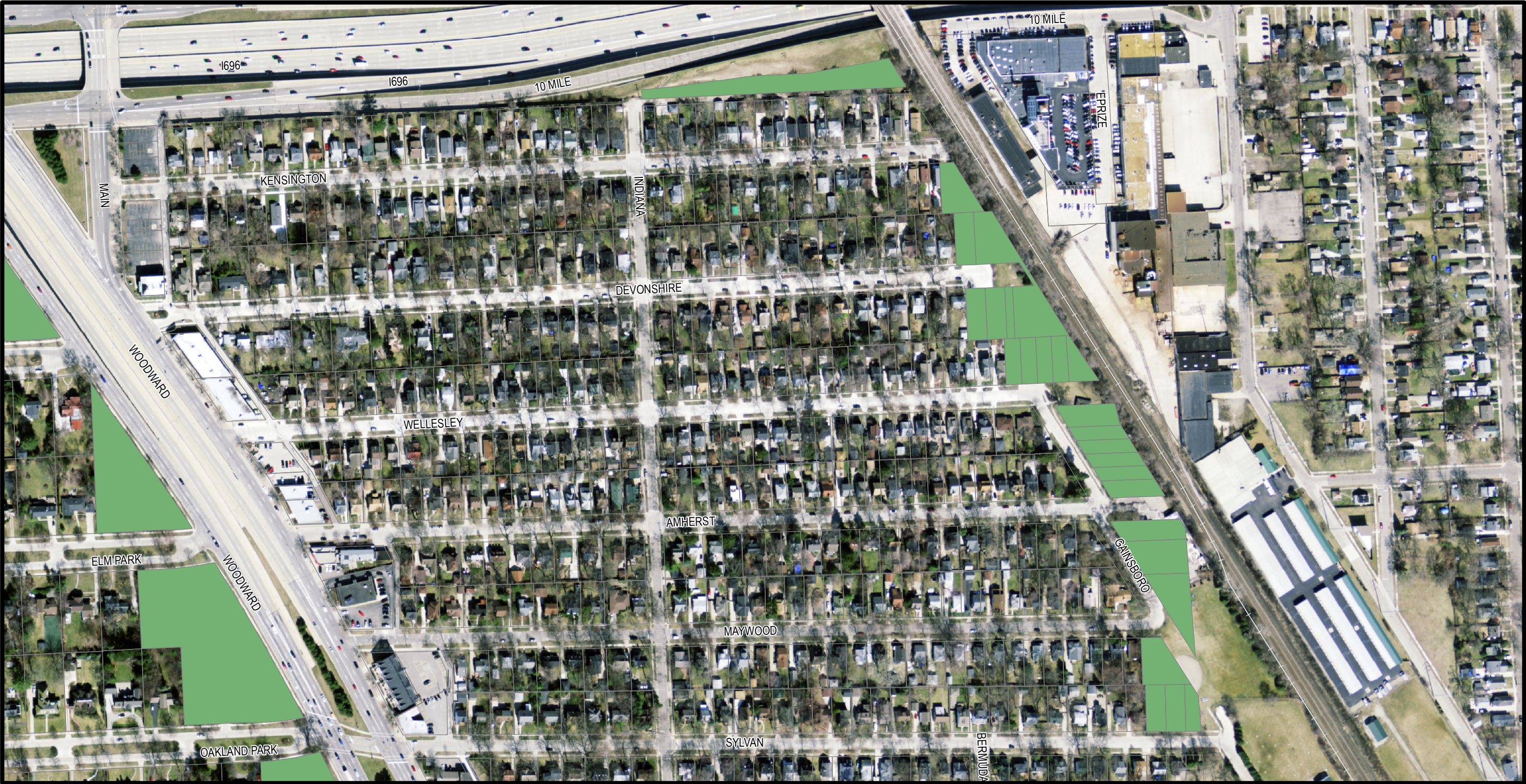
This means that the City avoided about \$200,000 in anticipated costs for Gainsboro Park. That avoided cost more than pays for the purchase of 99 Kensington, meaning that the community may benefit from both a safe and secure fence along the railroad tracks and a newly expanded park that extends along the majority of the boundary of the east side of the City.

Requested Action

In order to complete the purchase, the City Commission must approve the acquisition and expenditure of funds per the terms of the purchase agreement. This requires a public hearing and a 4/5 affirmative vote of the City Commission, per Section 10.05 of the City Charter.

Establishing a public hearing to be held at a special City Commission meeting on Tuesday, July 28, 2015 at 7:30pm for the purpose of soliciting public comment on the proposed acquisition of real property, and to allow for City Commission consideration of the purchase at the same meeting.

Park Properties



0 125 250 500 Feet

1 inch = 250 feet

June 24, 2015

TaxParcel
Parks



Park Properties



0 50 100 200 Feet

1 inch = 100 feet

June 24, 2015

TaxParcel

Parks





City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: July 8, 2015
Re: Sylvan Permit Parking Zone Petition

Overview

The City is in receipt of a resident petition to establish a permit parking zone on Sylvan.

Background

A petition to establish residential permit parking along the first block of Sylvan that has been submitted to the City by the residents in the eligible area. A map showing the area along Sylvan that would be unrestricted and the area that would be permit-only is attached to this agenda summary. Note that the resident permit parking zone would begin at the east boundary of the Romano Law Firm's property.

I had observed that parking patterns have changed on Sylvan over the past months since the adoption of the permit parking ordinance by the City Commission. It has appeared that the employees and clients of the law firm have been limiting their parking to the area in front of the property owned by the law firm. While these changes in parking patterns have been noted, the residents have persisted in their request to create a permit parking zone on Sylvan.

Each household in the permit parking zone will receive two parking passes, and may receive one additional pass for each vehicle registered at the address. Guest passes will be available to residents for special events.

Establishment of the permit parking requirement will require the police to monitor and enforce as necessary along Sylvan.

Requested Action

City Commission consideration of the resident petition to establish a permit parking zone on Sylvan, effective Monday through Friday from 8:00 a.m. to 5:00 p.m., excluding holidays.



City of Pleasant Ridge

James Breuckman, City Manager

Administrative Policy #2015-02

Residential Permit Parking

Overview

Per Section 70-44 of the Pleasant Ridge City Code, the City is authorized to establish permit parking zones in residential areas of the City. This administrative policy establishes the rules by which a permit parking zone may be created, operated, and eliminated.

Area of Eligibility

The area of eligibility for permit parking is defined as the street frontage for any residentially zoned and used parcel on the east side of Woodward that is completely or partially located within 700 feet of the Woodward Avenue or Main Street right-of-way. The street frontage of all non-single family residential properties shall be excluded from the area of eligibility for permit parking, and shall be retained as unrestricted parking.

Process to Establish Permit Parking on a Street

Resident Petition. The City Commission may create a permit parking zone for any street within the area of eligibility on an opt-in basis. In order for a street to opt-in to the permit parking program, a minimum of two-thirds (66.6%) of the residential addresses within the area of eligibility must vote affirmatively to create the permit parking zone on that street. Each address shall have one vote regardless of the number of signatures per address.

Resident Meeting. Once a petition is received by the City and verified to be accurate, the City shall schedule a meeting for the residents living within the requested permit parking zone. The purpose of this meeting shall be to review the rules that will apply in the permit parking zone, and to determine the hours during which permit parking shall apply.

City Commission Approval. The City Clerk shall place the request on the next available City Commission agenda for consideration by the City Commission.

Elimination of Permit Parking Requirement. A permit parking zone may be eliminated by the same process used to establish a permit parking zone. However, a permit parking zone may not be eliminated for one year after its establishment. If a permit parking zone is eliminated, it may not be re-established for a period of one year after its elimination.

Permit Parking Rules

Permits per Household. Each household shall receive two parking permits. One additional permit may be issued for each vehicle in excess of two that is registered at the address. The resident must provide a valid registration for each vehicle registered at the address if requesting permits in excess of two.

Permit Renewal. Parking permits shall be valid for a permit of two years from the date of issuance. All parking permits shall expire on December 31. Residents must renew their permits in person at City Hall, or by mail.

Parking Permit Fee. There shall be a fee of \$5 per parking permit due at the time of registration. This fee covers the cost of materials for the parking permits along with the cost to install signs along the street advising of the permit parking requirement.

Enforcement Schedule. At the resident meeting, residents shall select an enforcement schedule for the permit parking zone. This allows the residents to identify the hours during which non-residential parking is a problem and to choose an enforcement schedule that matches the problem times.

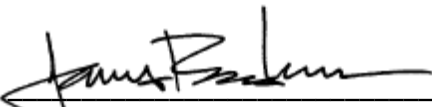
Potential schedules for the times when residential permit parking only will be enforced include:

Option	Days Enforced	Enforcement Hours
A	Monday – Friday	8am – 5pm
B	Monday – Saturday	8am – 5pm
C	Monday – Sunday	8am – 5pm
D	Monday – Friday	8am – 11pm
E	Monday – Sunday	8am – 11pm
F	Saturday – Sunday	8am – 5pm

The above schedule may be adjusted if necessary by the City Commission

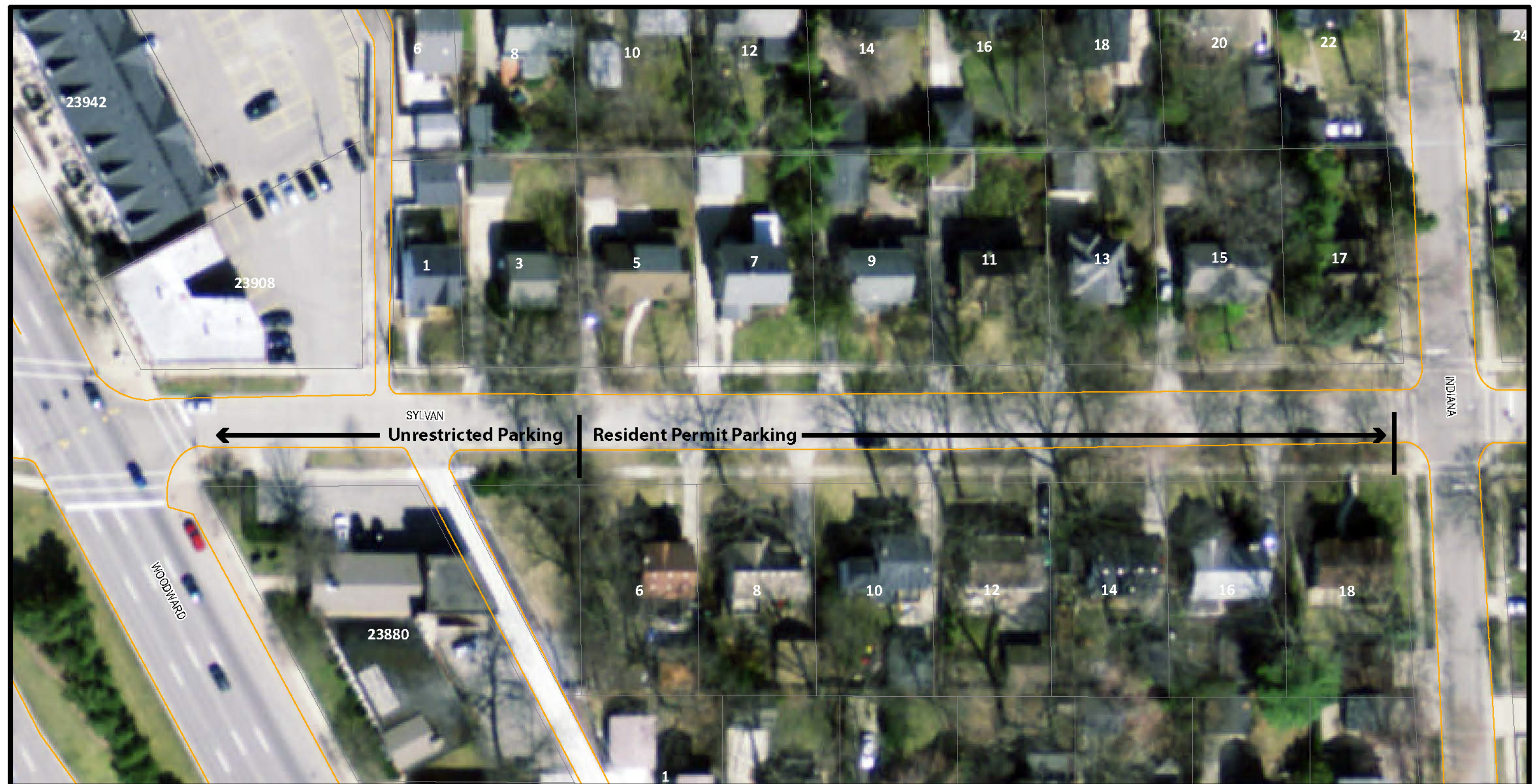
Guest Parking Passes. Each house shall be issued one hang-tag guest pass. Residents may request additional short-term guest parking passes from City Hall.

Effective Date: March 1, 2015



City Manager

Requested Sylvan Permit Parking Zone



N

0 25 50 100 Feet

1 inch = 50 feet

June 24, 2015

□ TaxParcel





City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: July 9, 2015
Re: SE Michigan Regional Energy Office

Overview

The SE Michigan Regional Energy Office ("SEMREO") is a 501(c)(3) nonprofit corporation that has local units of government as its members. SEMREO exists to promote and support energy efficiency and renewable energy projects on behalf of local units of government. SEMREO assists local governments in planning and securing financing for energy projects, and provides support with benchmarking, auditing and other reporting that is often necessary to comply with the requirements of grant or other funding sources.

Background

As we work to be more energy efficient and is exploring ways of implementing renewable energy facilities at municipal buildings and sites, SEMREO represents a potential implementation partner for us. Joining SEMREO will not commit the City to anything and does not require a membership fee or other cost to join.

SEMREO does offer assistance with grant writing, administration, and reporting. They also have helped fund energy projects in the past on a revolving loan basis whereby a municipality pays back the capital cost of a project through the realized energy savings.

Joining SEMREO is a no-cost action for the City, and does not obligate us to use their services. Rather, it provides one more option for us as we work towards reducing our energy usage in the future.

Requested Action

Approval of the attached resolution joining the SE Michigan Regional Energy Office.



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

RESOLUTION TO JOIN THE SOUTHEAST MICHIGAN REGIONAL ENERGY OFFICE

WHEREAS, the Southeast Michigan Regional Energy Office was organized on May 17, 2012 as a 501(c)(3) nonprofit corporation within the State of Michigan and welcomes as its members the various local units of government in the state; and

WHEREAS, the corporation is operated exclusively for charitable, scientific, or educational purposes related the development and provision of energy efficiency and renewable energy projects and policies on behalf of the local units of government in southeast Michigan; and

WHEREAS, the corporation has shown a successful track record of bringing increased investment in energy efficiency and renewable energy projects into the communities of southeast Michigan, including securing \$3 million from the Michigan Public Services Commission and \$7.8 million from the federal Energy Efficiency and Conservation Block Grant program to support municipalities, commercial building owners and residents in reducing their nonrenewable energy use; and

WHEREAS, the Michigan Municipal League, Metro Matters and EcoWorks continue to provide direct support to the corporation; and

WHEREAS, more than twenty cities and counties have already joined the corporation; and

WHEREAS, the municipality of the City of Pleasant Ridge approves the action to enter into membership with the Southeast Michigan Regional Energy Office;

NOW, THEREFORE, BE IT RESOLVED AS FOLLOWS:

RESOLVED, that the Pleasant Ridge City Commission hereby adopts the Participation Agreement attached hereto as Exhibit A and which is incorporated into this Resolution by reference thereto and agrees to join with other local governmental entities to become party to the Southeast Michigan Regional Energy Office under the terms of such Agreement.

BE IT FURTHER RESOLVED, that the Pleasant Ridge City Commission agrees to and concurs in the appointment of those either being appointed, to be appointed or currently serving as members of the Board of Directors created under the By-Laws and recognizes those Directors and their successors as the appointees of the Southeast Michigan Regional Energy Office members.

BE IT FURTHER RESOLVED, that the members of the Pleasant Ridge City Administration and the Mayor are hereby authorized for an on behalf of the Pleasant Ridge City Commission to enter into and sign any and all documents which are necessary or advisable with respect to the foregoing Resolutions and to comply fully with the intent and purposes of the foregoing Resolutions.

*I, Amy M. Drealan, do hereby attest that the foregoing
is a true and accurate copy of a Resolution unanimously
adopted by the Pleasant Ridge City Commission at its meeting
held Tuesday, July 14, 2015.*

Amy M. Drealan, City Clerk

**BYLAWS
OF
SOUTHEAST MICHIGAN REGIONAL ENERGY OFFICE**

**I
NAME, OFFICES, AND PURPOSES**

1.1 NAME. The name of the corporation is Southeast Michigan Regional Energy Office.

1.2 PLACES OF BUSINESS. The corporation shall have its principal place of business in Oakland County, Michigan, and may have such other places of business as the Board of Directors may from time to time determine.

1.3 PURPOSES. The purposes for which the corporation is organized are as follows:

1.3.1 To receive and administer funds and property and to operate exclusively for charitable, scientific, or educational purposes within the meaning of section 501(c)(3) of the Internal Revenue Code of 1986, as amended or the corresponding section of any future federal tax code (the "Code"), and in particular to offer tools for cities to become more energy efficient and reduce their global warming impact, while transforming the region's image from "Rust Belt" to "Green Belt."

1.3.2 To acquire, own, dispose of and deal with real and personal property and to apply gifts, grants, and bequests and their proceeds to further such purposes.

1.3.3 To do all such things and to perform all such acts to accomplish its purposes as the Members and Board of Directors may determine to be appropriate and as are not forbidden by section 501(c)(3) of the Code, with all the power conferred on nonprofit corporations under the laws of the State of Michigan.

1.4 NONPROFIT OPERATION. The corporation shall be operated exclusively for charitable, scientific, or educational purposes within the meaning of section 501(c)(3) of the Code as a nonprofit corporation. No director of the corporation shall have any title to or interest in the corporate property or earnings in the director's individual or private capacity, and no part of the net earnings of the corporation shall inure to the benefit of any trustee, director, officer or private individual. No substantial part of the activities of the corporation shall consist of carrying on propaganda or otherwise attempting to influence legislation, and the corporation shall not participate in or intervene in any political campaign on behalf of (or in opposition to) any candidate for public office.

II MEMBERS

2.1 **MEMBERSHIP BASIS.** The corporation is organized on a non-stock, membership basis under the Michigan Nonprofit Corporation Act of 1982, as amended (the “Act”).

2.2 **QUALIFICATIONS FOR MEMBERSHIP.** The initial Members are the municipalities who have qualified for membership in the informal association previously organized by the Michigan Suburbs Alliance, WARM Training Center and the Michigan Municipal League as the Southeast Michigan Regional Energy Office. Such other municipalities shall be admitted to membership by the affirmative consent of the Directors. The Directors may establish an amount as fees or dues which the Members would be required to pay as a condition of admission or retention of membership. Members must actively affirm their commitment to membership annually. Members are designated into two categories: Full Members and Affiliate Members. Members become Full Members upon paying a membership fee or entering into a payback agreement with the corporation. Otherwise, Members are considered Affiliate Members.

2.3 **MEMBER PROXIES.** Members may designate an individual or individuals to exercise their rights and duties on their behalf provided that such designation is made in writing to the Secretary of the corporation. The authority to exercise a proxy may be removed by the member in the same manner. If more than one individual is designated by a Member, the opinion of the majority of designees shall be considered that of the Member.

2.4 **REMOVAL OF MEMBERS.** Members may be removed by the affirmative vote of the Board of Directors.

2.5 **ANNUAL MEETING.** Unless the Members shall otherwise determine, the annual meeting of the Members shall be held on a date to be determined by the Members each year. At the annual meeting, the Full Members shall elect Directors, and shall consider such other business as may properly be brought before the meeting. If less than a quorum of the Full Members appears for an annual meeting of the Members, the holding of such annual meeting shall not be required and matters which might have been taken up at the annual meeting may be taken up at any later regular, special, or annual meeting or by consent resolution.

2.6 **REGULAR AND SPECIAL MEETINGS.** Regular meetings of the Members may be held at such times and places as the Members may from time to time determine at a prior meeting or as shall be directed or approved by the vote or written consent of all the Members. Special meetings of the Members may be called by the President and shall be called by the Secretary upon the written request of a majority of the Members.

2.7 **NOTICE OF MEETINGS OF THE MEMBERS.** Written notice of the time and place of all meetings of the Members shall be given to each Member at least ten days and not more than sixty days before the date of the meeting, either personally or by traditional mailing or electronically mailing such notice to each Member at the address designated by the Member for such purposes or, if none is designated, at the Member’s last known address. Notices of special

meetings shall state the purpose or purposes of the meeting, and no business may be conducted at a special meeting except the business specified in the notice of the meeting.

2.8 WAIVER OF NOTICE. Whenever notice of any Members meeting is required, a written waiver of notice signed by a Member, whether before, at, or after the time of such meeting, shall be deemed equivalent to notice to such Member. Attendance of a Member at any meeting shall constitute a waiver by the Member of notice of such meeting, except when the Member attends such meeting for the express purpose of objecting, at the beginning of the meeting, to the transaction of any business because such meeting is not lawfully called or convened. Neither the business to be transacted at nor the purpose of any meeting need be specified in any written waiver of notice.

2.9 ORGANIZATION. The President shall act as chairman and preside at all Members meetings. In the absence of the President, the Members present may designate an alternate chairman for any Members meeting. The Secretary of the corporation shall act as secretary at all Members meetings, but in the Secretary's absence the chairman of the meeting may appoint any person present to act as secretary of the meeting.

2.10 ORDER OF BUSINESS. The order of business at all Members meetings shall be as determined by the chairman of the meeting or as is otherwise determined by the Members.

2.11 QUORUM AND VOTING REQUIREMENTS. A majority of the Members constitutes a quorum for the transaction of business. The consensus of the Members present at any meeting at which there is a quorum shall be the act of the Members, except as a larger vote may be required by the laws of the State of Michigan, these bylaws or the Articles of Incorporation.

2.12 ACTION BY WRITTEN CONSENT. Any action required or permitted to be taken pursuant to authorization voted at a Members meeting may be taken without a meeting if, before, at the time of, or after the action, the Members consent to the action in writing. The written consents shall be filed with the minutes of the proceedings and shall have the same effect as a vote for all purposes.

2.13 PARTICIPATION IN MEETING BY REMOTE COMMUNICATIONS EQUIPMENT. A Member may participate in a meeting by conference telephone or by other means of remote communication (including an Internet chat room or web conference) through which all persons participating in the meeting may communicate with the other participants. All participants shall be advised of the means of remote communication and the names of the participants in the meeting shall be divulged to all participants. Participation in a meeting in this manner constitutes presence in person at the meeting.

2.14 METHODS FOR GIVING NOTICES AND CONSENTS. Unless otherwise provided in these bylaws or the Act, any notice or consent required or permitted may be given in writing or by electronic transmission. An electronic transmission, as defined in the Act, includes without limitation an email, voicemail, or facsimile.

2.15 **EXCLUSIVE POWER OF MEMBER/S.** None of the actions listed below may be taken absent a consensus of the Full Members:

- a) amendment of the Articles of Incorporation;
- b) agreement to merge with another organization;
- c) authorization of the sale, lease, exchange, or donation of all or substantially all of the corporation's property and assets;
- d) authorization of a dissolution of the corporation or a revocation of a dissolution;
- e) amendment of the bylaws of the corporation;
- f) filling of vacancies on the Board of Directors;
- g) removal of any person from the Board of Directors;
- h) adoption, deletion, change of or making an exception to policies, including but not limited to investment policies;
- i) approval of the payment of compensation for any director serving on the Board of Directors or any committee; or
- j) approval of the overall amount of grants to be awarded in a fiscal year.

III BOARD OF DIRECTORS

3.1 **BOARD OF DIRECTORS.** The Board of Directors is the governing body of the corporation.

3.2 **POWERS OF THE BOARD OF DIRECTORS.** The Board of Directors shall have charge, control and management of the business, property, personnel, affairs and funds of the corporation and shall have the power and authority to do and perform all acts and functions permitted for an organization described in section 501(c)(3) of the Code not inconsistent with these bylaws, the Articles of Incorporation, or the laws of the State of Michigan. The Board of Directors shall meet as often as necessary to conduct the business of the corporation, but at least annually.

3.3 **NUMBER OF DIRECTORS.** The Board of Directors shall consist of not less than seven persons, as determined from time to time by the Members.

3.4 **TERM AND SELECTION OF DIRECTORS.** Directors shall be elected to one-year terms by the affirmative vote of the Members at their Annual Meeting, and vacancies shall be filled in the manner specified in section 3.8 below. Directors' terms shall commence at the conclusion of the Annual Meeting at which they are elected and shall expire at the conclusion of

the Annual Meeting at which their successors are elected. There is no limit on the number of consecutive terms that a Director may serve. Generally, Directors shall comprise the following

3.4.1 A designee of a Member of the corporation;

3.4.2 A representative of each of the organizations which initially created the Regional Energy Office, i.e. the Michigan Suburbs Alliance, WARM Training Center and the Michigan Municipal League; and

3.4.3 Such other individuals that the Members determine appropriate to advancing the mission of the corporation.

3.5 **ELIGIBILITY OF DIRECTORS.** No person shall be eligible to be a Director who has been convicted of a criminal offense incident to the application for, or performance of, a State, public or private contract or subcontract or grant; convicted of a criminal offense, including any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach ethical conduct standards; convicted under State or federal antitrust statutes; or convicted of any other criminal offense which reflects upon that Director's business integrity. The election of any such person as a Director shall be deemed to be void.

3.6 **RESIGNATION.** A Director may resign by giving notice to the Secretary of the corporation, which notice shall be immediately forwarded to the Members and to the Board of Directors. Unless otherwise specified in the resignation, the resignation shall take effect upon receipt by the Secretary, and the acceptance of the resignation shall not be necessary to make it effective.

3.7 **REMOVAL.** Any director may be removed from office with or without cause at any annual or special meeting of the Members by the consensus of the Members.

3.8 **VACANCIES.** Vacancies occurring in the Board of Directors by reason of death, resignation, removal or other inability to serve shall be filled by the affirmative vote of the Members. A director elected to fill a vacancy shall serve for the unexpired portion of the term of the replaced director.

3.9 **ANNUAL MEETING.** The annual meeting of the Board of Directors shall be held on a date to be determined by the Board from time to time. At the annual meeting, the Board of Directors shall elect officers and consider such other business as may properly be brought before the meeting. If less than a quorum of the directors appears for an annual meeting of the Board of Directors, the holding of such annual meeting shall not be required and matters which might have been taken up at the annual meeting may be taken up at any later regular, special, or annual meeting or by consent resolution. Notice shall be given to the directors at least ten (10) but not more than sixty (60) days prior to an annual meeting of the Board of Directors.

3.10 **REGULAR MEETINGS.** Regular meetings of the Board of Directors may be held at such times and places as the directors may from time to time determine at a prior meeting or as shall be directed or approved by the vote or consent of all the directors. No notice is required for a regular meeting of the Board of Directors.

3.11 SPECIAL MEETINGS. Special meetings of the Board shall be called by the Secretary upon the written request of the President or any two directors. Special meetings of the Board of Directors shall be held pursuant to notice of the time, place and purpose thereof either delivered personally or sent by telephone, telegraph, mail or electronic means (including by email, voice mail or facsimile) to each director not less than twenty-four (24) hours prior to the meeting and if by telephone, telegraph, or electronic means, confirmed in writing before or after the meeting.

3.12 ACTION WITHOUT A MEETING. Any action required or permitted to be taken at any meeting of the Board of Directors or a committee thereof may be taken without a meeting, without prior notice, and without a vote, if all of the directors or committee members entitled to vote thereon consent in writing or by electronic transmission. The consents shall be filed with the minutes of the proceedings and shall have the same effect as a vote for all purposes.

3.13 QUORUM AND VOTING REQUIREMENTS. A majority of the directors then in office and a majority of any committee appointed by the Board constitute a quorum for the transaction of business. The consensus of the directors or committee members present at any meeting at which there is a quorum shall be the act of the Board or the committee.

3.14 PARTICIPATION IN MEETING BY REMOTE COMMUNICATIONS EQUIPMENT. A member of the Board or of a committee may participate in a meeting by conference telephone or by other means of remote communication (including an Internet chat room or web conference) through which all persons participating in the meeting may communicate with the other participants. All participants shall be advised of the means of remote communication and the names of the participants in the meeting shall be divulged to all participants. Participation in a meeting in this manner constitutes presence in person at the meeting.

3.15 METHODS FOR GIVING NOTICES AND CONSENTS. Unless otherwise provided in these bylaws or the Act, any notice or consent required or permitted may be given in writing or by electronic transmission. An electronic transmission, as defined in the Act, includes without limitation an email, voicemail, or facsimile. Notwithstanding the foregoing, no notice need be given to any person who submits a signed waiver of notice before or after a meeting, or who attends a meeting without objecting to any lack of notice at the beginning of the meeting.

3.16 COMPENSATION. Directors may receive reasonable compensation for their services on the Board of Directors. If the Board of Directors decides not to provide compensation to Directors, the corporation may still purchase insurance as provided in section 7.2, provide reasonable compensation to a director for services which are beyond the scope of the director's duties as a director, or reimburse any director for expenses actually and necessarily incurred in the performance of the director's duties as a director.

IV OFFICERS

4.1 OFFICERS. The officers shall be a President, a Secretary, and a Treasurer, and if desired, a Vice President. There may also be such other officers as the Board of Directors deems appropriate.

4.2 ELECTION AND TERM OF OFFICE. All officers shall be elected for a term of one year (or until their successors have been elected) by the Board of Directors at its annual meeting. No person may execute, acknowledge or verify an instrument in more than one capacity if the instrument is required by law or by the Articles of Incorporation or these bylaws to be executed, acknowledged or verified by two or more officers. In case of the absence or disability of any officer of the corporation and of any person hereby authorized to act in his place during periods of absence or disability, the Board may, from time to time, delegate the powers and duties of such officer to any other officer, or any directors, or any other person whom it may elect or appoint.

4.3 ELIGIBILITY OF OFFICERS. No person shall be eligible to be an officer who has been convicted of a criminal offense incident to the application for, or performance of, a State, public or private contract or subcontract or grant; convicted of a criminal offense, including any of the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach ethical conduct standards; convicted under State or federal antitrust statutes; or convicted of any other criminal offense which reflects upon that Officer's business integrity. The election of any such person as an officer shall be deemed to be void.

4.4 RESIGNATION. An officer may resign by giving notice to the Board of Directors. Unless otherwise specified in the resignation, the resignation shall take effect upon receipt by the Board of Directors, and the acceptance of the resignation shall not be necessary to make it effective.

4.5 REMOVAL. Any officer may be removed with or without cause by the vote of a consensus of the directors then in office at any regular or special meeting of the Board of Directors.

4.6 VACANCIES. In the event of the death, resignation, removal, or other inability to serve of any officer, the Board of Directors shall elect a successor who shall serve until the expiration of the normal term of such officer or until his or her successor shall be elected.

4.7 PRESIDENT. The President shall be the chief executive officer of the corporation, and, as such, under the direction of the Board of Directors shall have power, on behalf of the Board of Directors, to perform all acts, execute and deliver all documents, and take all steps that the President may deem necessary or desirable in order to effectuate the actions and policies of the Board.

4.8 VICE PRESIDENT. In the absence or disability of the President, the Vice President shall perform the duties and exercise the powers of the President and shall perform such other duties as the Board of Directors shall prescribe.

4.9 SECRETARY. The Secretary (or, in the Secretary's absence or incapacity, an Assistant Secretary) shall send or cause to be sent all required notices of meetings of the Board of Directors, shall receive and attend to all correspondence of the Board of Directors, shall have custody of all documents belonging to the corporation (except as otherwise provided in these bylaws) and of the corporate seal (if any), and shall perform such other duties as usually pertain to the office or as shall be determined from time to time by the Board of Directors.

4.10 TREASURER. The Treasurer (or, in the Treasurer's absence or incapacity, an Assistant Treasurer) shall have charge of the funds of the corporation, except for such funds as the Board of Directors may designate; shall see that an accounting system is maintained which will give a true and accurate accounting of the financial transactions of the corporation; and shall render reports from time to time as requested by the Board of Directors of his or her activities and the financial condition of the corporation. All funds received by the Treasurer shall immediately be deposited in a depository designated by the Board of Directors.

V COMMITTEES

5.1 EXECUTIVE COMMITTEE. The Members may establish a standing Executive Committee of the Board of Directors. If established, the Executive Committee would have broad authority to direct day-to-day actions of the corporation, including the powers and subject to the limitations described below.

5.1.1 POWERS OF THE EXECUTIVE COMMITTEE. Between meetings of the Board of Directors, the Executive Committee may exercise all of the power and authority of the Board of Directors in the management of the business and affairs of the corporation. At each regular or special meeting of the Board of Directors, a member of the Executive Committee shall report on action, if any, taken by the Executive Committee between meetings of the Board of Directors.

5.1.2 DIRECTORS' LIMITATIONS ON THE EXECUTIVE COMMITTEE. Notwithstanding the provisions of section 5.1.1, the Executive Committee shall not:

- a) amend the Articles of Incorporation;
- b) agree to merge with another organization;
- c) authorize the sale, lease, exchange, or donation of all or substantially all of the corporation's property and assets;
- d) authorize a dissolution of the corporation or a revocation of a dissolution;
- e) amend the bylaws of the corporation;

- f) fill vacancies on the Board of Directors;
- g) remove any person from the Board of Directors;
- h) adopt, delete, change or make an exception to policies, including but not limited to investment policies;
- i) approve the payment of compensation for any director serving on the Board of Directors or any committee; or
- j) establish or abolish any standing Board committee;
- k) reverse actions previously taken by the Board of Directors; or
- l) approve the payment of compensation for any director serving on the Board of Directors or any committee.

5.1.3 **COMPOSITION.** The Executive Committee shall be composed of three to seven members appointed by the Board of Directors from time to time. The President, Vice President (if elected), Secretary, and Treasurer shall be members of the Executive Committee. The Directors designated to represent each of the Members of the corporation and the founding organizations may be members of the Executive Committee and may simultaneously serve as officers of the corporation.

5.2 **OTHER COMMITTEES.** The Board of Directors may establish such other standing or special committees from time to time as it shall deem appropriate and shall define the powers and responsibilities of such committees.

VI **CORPORATE DOCUMENT PROCEDURE**

6.1 **EXECUTION OF CORPORATE DOCUMENTS.** A corporate document shall not be signed by any officer, designated agent, or attorney-in-fact unless authorized by the Board of Directors or these bylaws.

6.2 **AUTHORITY TO EXECUTE DOCUMENTS.** The Board of Directors may in any instance designate one or more officers, agents or employees to execute any contract, conveyance, mortgage or other instrument on behalf of the corporation, and such authority may be general or confined to specific transactions. The Board of Directors may also ratify any execution. When the execution of any instrument has been authorized without specifying the executing officers or agents, any of the President, the Secretary, or the Treasurer may execute such instrument on behalf of the corporation.

VII **INDEMNIFICATION**

7.1 INDEMNIFICATION. Each person who is, was, or is threatened to be made a party to any threatened, pending, or completed action, suit, or proceeding of any sort, whether civil, criminal, administrative, or investigative, and whether formal or informal, by reason of the fact such person is or was a director, officer, or member of a committee of the corporation or that such person serves or has served at the request of the corporation as a director, officer, partner, employee or agent of any other corporation, partnership, joint venture, trust or other enterprise shall be indemnified by the corporation to the fullest extent permitted by the laws of the State of Michigan as they may be in effect from time to time. The corporation may, to the extent authorized from time to time by the Board, grant such rights to indemnification to any employee, non-director volunteer, or agent of the corporation to the fullest extent provided under the laws of the State of Michigan as they may be in effect from time to time.

7.2 INSURANCE. The corporation may purchase and maintain insurance on behalf of any person described in section 7.1 above against any liability asserted against and incurred by such person in any such capacity or arising out of his status as such, whether or not the corporation would have power to indemnify such person against such liability under the preceding section 7.1.

VIII AMENDMENTS

8.1 AMENDMENTS. These bylaws may be amended at any meeting of the Members by the affirmative vote of a majority of the Members. No amendment inconsistent with the Articles of Incorporation shall be effective prior to amendment of the Articles of Incorporation.

IX DISSOLUTION

9.1 DISTRIBUTION OF ASSETS. Before the dissolution of the corporation or the merger of the corporation with another entity resulting in a substantive restructuring of the governance of the corporation, the assets of the corporation will be equitably distributed among the 501(c)(3) nonprofit corporations, the Michigan Suburbs Alliance, WARM Training Center and the Michigan Municipal League or their successor entities provided those assets are dedicated to an exempt purpose within IRC 501(c)(3).

PARTICIPATION AGREEMENT

THIS AGREEMENT is entered into by and between the City of Pleasant Ridge, Michigan (hereinafter “PARTICIPANT”) and the Southeast Michigan Regional Energy Office (“OFFICE”).

WHEREAS, PARTICIPANT desires to avail themselves of the technical services and assistance offered by the OFFICE in connection with PARTICIPANT’S submittals to government agencies, foundations and others to secure funds for energy efficiency and renewable energy projects for the PARTICIPANT; and

NOW, THEREFORE, the OFFICE and the PARTICIPANT agree as follows:

1. The OFFICE and PARTICIPANT agree that upon signing this Participation Agreement, PARTICIPANT is a member of the OFFICE, and of its successor agency if any, entitled to all the rights thereof as articulated in the attached By-laws.
2. PARTICIPANT agrees to identify one (1) representative and one (1) alternate to serve as the representative for PARTICIPANT at membership meetings of the OFFICE as follows:

Representative		Alternate
Name (Last, First)	Breuckman, James	Pietrzak, Scott
Title (if applicable)	City Manager	Asst. City Manager
Address	23925 Woodward Avenue	23925 Woodward Avenue
City, ZIP Code	Pleasant Ridge, 48069	Pleasant Ridge, 48069
Email	citymanager@cityofpleasantridge.org	recreation@cityofpleasantridge.org
Phone	248-541-2901	248-541-2902

3. For the purposes set forth in this Agreement below, PARTICIPANT consents to the release of its historic energy use data and agrees to execute such documents as may be necessary to allow the OFFICE to obtain that information, and PARTICIPANT further agrees to provide the OFFICE upon request with any existing research, plans or other documents regarding the use of energy within its jurisdictional boundaries.

4. PARTICIPANT agrees to provide the OFFICE with such necessary support and access to personnel, property and records as to allow them to meet their obligations detailed herein below.
5. If PARTICIPANT is awarded funding for a project via submittals prepared on their behalf by the OFFICE, PARTICIPANT agrees to pay the OFFICE an amount equal to the value of that funding to be realized through energy and maintenance cost savings predicted for the project on a “simple payback” basis unless otherwise negotiated in a separate agreement.
6. The OFFICE agrees that it will, in cooperation with and subject to the approval of PARTICIPANT, timely complete various applications for funding of PARTICIPANT’S energy projects.
7. If PARTICIPANT is awarded funding, the OFFICE will, among other things, provide the PARTICIPANT with the benchmarking, auditing and other reporting necessary to comply with the requirements of any funding program, as well as assistance with other grant administration matters needed by PARTICIPANT and marketing of PARTICIPANT’S efforts toward energy conservation and efficiency and environmental sustainability.
8. Materials prepared in connection with PARTICIPANT’S energy program shall not be disseminated or submitted to any third party by the OFFICE unless such materials have been first reviewed and approved in writing by PARTICIPANT’S representative identified in paragraph 2, above. It is understood that, in PARTICIPANT’S sole discretion, some or all of such material may be submitted or disseminated by PARTICIPANT itself. It is additionally agreed that, upon PARTICIPANT’S request, at any time, the OFFICE shall immediately provide PARTICIPANT all materials received, prepared and assembled for or on behalf of PARTICIPANT, or in any way related to PARTICIPANT’S energy program.
9. None of the provisions of this Agreement is intended to create, nor shall be deemed to constitute or create, any relationship between the parties hereto other than that of independent entities contracting with each other for the sole purpose of effecting the provisions of this Agreement, and this Agreement does not grant either party any authority to assume or create any obligations on behalf of or in the name of the other.
10. This Agreement shall be construed in accordance with the laws of the State of Michigan without regard to its conflict or laws provisions and PARTICIPANT consents to jurisdiction and venue in Oakland County, Michigan, for the resolution of all disputes arising hereunder.
11. If for any reason any provision of this Agreement shall be deemed by a court of competent jurisdiction to be legally invalid or unenforceable, the validity of the remainder of the Agreement shall not be affected and such provision shall

be deemed modified to the minimum extent necessary to make such provision necessary consistent with applicable law and, in its modified form, such provision shall be enforceable and enforced.

12. This Agreement constitutes the entire agreement between the parties hereto with respect to the subject matter hereof and any modification of this Agreement shall be in writing and shall be signed by a duly authorized representative of each party. There are no understandings representations or warranties except as expressly set forth herein.

13. This Agreement shall extend to and be binding upon the successors and assigns of the parties hereto.

IN WITNESS WHEREOF, PARTICIPANT and the OFFICE have executed this Agreement as of the date set forth below:

“PARTICIPANT”
City of Pleasant Ridge, MI

By: _____
James Breuckman

Its City Manager

Dated: _____, 2015

“OFFICE”:
Southeast Michigan Regional Energy Office

By: _____
David Norwood,
Sustainability Coordinator
City of Dearborn
Its Board President

Dated: _____, 2015



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: July 9, 2015
Re: SE Michigan Street Lighting Coalition

Overview

The SE Michigan Street Lighting Coalition (the "Coalition") is a group of cities that have joined together to intervene in the Michigan Public Service Commission rate case U-17767 for the specific purpose of challenging DTEs proposed rate increases for DTE operated LED street lighting.

Background

Pleasant Ridge has firsthand experience with the impacts of DTEs proposed rate increases for LED street light fixtures. We are in the middle of a LED conversion project with DTE right now that will save the City about \$12,000 a year and pay back in a bit less than 4 years based on DTEs proposed rates. Had the City completed the conversion a year earlier, however, it would have saved the City about \$17,000 a year and paid back in about 2.5 years.

The fact is that the City will use 61% less electricity for street lighting when the conversion project is completed, but will save just 25% on our street lighting costs. The remaining cost savings will presumably accrue to DTE, not the City. The proposed rates also decrease the cost for High Pressure Sodium fixtures compared to LED fixtures, despite the fact that LED fixtures use comparably less electricity to generate the same light levels.

The Coalition is intervening in DTEs rate case to try to preserve more of the benefit of converting to LED street lights for municipalities. The Coalition has retained legal counsel and has budgeted for about \$70,000 in costs to fight the proposed rates. Cities may join the Coalition with their contribution being based on the number of streetlights in each community. Larger cities such as Ann Arbor and Royal Oak have contributed \$16,000 or more. Pleasant Ridge's share will be \$400, a special rate that we negotiated with the Coalition based on our very small size, which as usual is an outlier in the area.

Joining the coalition requires passing the attached resolution. Passage of the resolution includes our acceptance of the memorandum of understanding that outlines the details of how the coalition works. Please note that if the coalition needs to levy additional membership fees to cover increased costs, Cities may opt out of the coalition. The coalition does not anticipate that there will be the necessity for additional fees, but even if there are, at our cost level any additional fees that we might incur will be small – likely a few hundred dollars at most.

Requested Action

Approval of the attached resolution joining the SE Michigan Street Lighting Coalition.



City of Pleasant Ridge
23925 Woodward Avenue
Pleasant Ridge, Michigan 48069

RESOLUTION

Michigan Street Lighting Coalition

Whereas, the City of Pleasant Ridge spends approximately \$45,000 per year for street lighting, an amount that comprises about 55% of the City of Pleasant Ridge's energy expenditure;

Whereas, most streetlights in the City of Pleasant Ridge are owned and operated by DTE Energy, which charges the City of Pleasant Ridge for electricity, maintenance, lamp and system costs associated with operating those fixtures;

Whereas, reducing air pollution and climate change impacts that result from electricity generation is consistent with the City of Pleasant Ridge's commitment to environmental quality;

Whereas, effective street lighting contributes to driver and pedestrian safety, crime deterrence, neighborhood ambiance, and reduces light trespass and light pollution;

Whereas, conversion of street lighting fixtures from incumbent technologies such as mercury vapor and high-pressure sodium to LED can reduce electricity consumption and pollution from energy generation by 50% or more;

Whereas, LED street lighting fixtures generate a comparatively full spectrum of light that contributes to safety and ambiance, and can be directed accurately to provide lighting only where it is desired;

Whereas, the City of Pleasant Ridge in the midst of converting all 195 DTE Energy-owned streetlights to LED, based in part on financial projections provided by DTE Energy showing annual operating savings that will pay back conversion costs within four years;

Whereas, DTE Energy has recently filed with the Michigan Public Service Commission (MPSC) proposed revisions to its street lighting rates and tariffs for DTE Energy-owned fixtures that would increase annual operating expenses for LEDs by 12% to 15% depending on wattage, while simultaneously reducing annual operating expenses for high-pressure sodium fixtures by as much as 20%;

Whereas, DTE Energy's proposed street lighting tariffs have significantly lengthened the payback period on the City of Pleasant Ridge's conversion of DTE-owned streetlights to LED;

WHEREAS, a coalition of municipalities, called the Michigan Street Lighting Coalition ("Coalition") and including the cities of Dearborn, Ypsilanti, Ann Arbor, and Royal Oak, among others, has intervened in the established public process for rate changes with the MPSC (Rate Case U-17767);

WHEREAS, additional municipalities and local governments may still join the Coalition;

WHEREAS, the cost of the intervention is being shared by the members of the Coalition with additional contributions from the Michigan Municipal League's Legal Defense Fund and Michigan Townships Association;

NOW THEREFORE BE IT RESOLVED that the City of Pleasant Ridge join the intervention by the Coalition in Rate Case U- 17767;

FURTHER BE IT RESOLVED, that the City of Pleasant Ridge shall join the Coalition by signing the Coalition's Memorandum of Understanding and contributing an initial amount not to exceed \$400 to the Coalition's budget based upon 195 DTE-owned streetlights operated by the City of Pleasant Ridge;

FURTHER BE IT RESOLVED that the City of Pleasant Ridge urges other municipalities to join the intervention by the Coalition in Rate Case U-17767; and

FURTHER BE IT RESOLVED that this resolution be shared with other nearby communities.

*I, Amy M. Drealan, do hereby attest that the foregoing
is a true and accurate copy of a Resolution unanimously
adopted by the Pleasant Ridge City Commission at its meeting
held Tuesday, July 14, 2015.*

Amy M. Drealan, City Clerk



Street Lighting Coalition

Memorandum of Understanding

It is the purpose of this street lighting coalition Memorandum of Understanding (hereinafter the "Agreement") to set forth the composition, duties, and responsibilities of the coalition (hereinafter the "Coalition") that was formed as more particularly described below for the management and control of the Coalition's members' collective efforts before the Michigan Public Service Commission (MPSC) in Rate Case U-17767 filed by DTE Energy ("rate case").

I. HISTORY

In December 2014 DTE Energy filed a rate case for review by the Michigan Public Service Commission (MPSC) that included a new fee structure for municipal street lighting. A rate case is a regulatory procedure by which the MPSC evaluates the fairness and appropriateness of proposed rates and tariffs on an annual basis. The proposed tariff appears to significantly increase rates for LED lights and reduce the rates for less efficient high pressure sodium (HPS) lamps. In the past five years, many communities across the state have, mostly at their own expense, upgraded or planned to upgrade their outdated lights to the newest, most efficient technology (LED) to save money and reduce their environmental impact. The proposed new tariff threatens to dramatically reduce the savings communities have planned for in developing these projects. Several communities (referred to individually as "Community" or "Member") have agreed that intervening in the case as a coalition will increase the individual and collective capacity of the Communities to secure fair and favorable rates for the installation, operation and maintenance of municipal street light facilities.

II. COALITION

1. Term. This Agreement shall remain in effect for a period of two (2) years. However, any Member may terminate its participation in the Coalition at any time, by giving written notice to the Coalition of the termination. The notice must specify the effective date of termination, and must be sent to the Coalition at least 60 days prior to the termination date. The Coalition will continue to operate until fewer than two Communities remain as Members.
2. Composition. The Coalition shall consist of every Community that has joined and has paid its Community Assessment, as calculated and provided for in this Agreement.

III. LEADERSHIP COMMITTEE

1. Leadership Committee. The Coalition shall be led by a Leadership Committee, which shall carry out responsibilities and make decisions for the Coalition as provided more specifically in this Agreement.

2. Composition. The Leadership Committee shall consist of the Mayor, City Manager, City Administrator, Township Supervisor or other elected official or their designee, of each Community as selected by that Community. Each Community shall also select an alternate. The Leadership Committee shall also consist of the Director of the Michigan Township Association (hereinafter “MTA”) or his designee.

Each Community shall be entitled to one representative as set forth above in attendance at each meeting of the Leadership Committee, provided, however, that other representatives of the Communities may attend and participate in discussions at meetings of the Coalition.

The Leadership Committee shall annually elect, by majority vote, a Chairperson, Vice-Chairperson and a Secretary to serve for a term of 1 year.

The Chairman of the Board of Directors of the Southeastern Michigan Regional Energy Office (hereinafter “SEMREO”) and/or his designee may attend and participate in discussions at meetings of the Leadership Committee unless such participation is precluded by a conflict of interest. SEMREO shall be a full voting member of the Leadership Committee except for matters that have a direct financial impact of SEMREO.

3. Leadership Committee Meetings. The Leadership Committee shall meet at designated times and locations mutually convenient to the greatest extent possible for all representatives. It is anticipated that regular meetings of the Leadership Committee shall occur not more often than monthly. Agendas will be distributed and circulated at least twenty-four (24) hours in advance of all meetings to all representatives of the Coalition Members by the Director of SEMREO.

A member of the Leadership Committee or of a subcommittee designated by the Leadership Committee may participate in a meeting by means of a conference telephone or similar communications equipment by means of which all persons participating in the meeting can hear each other. Participation in a meeting conducted in this fashion constitutes presence in person at the meeting.

4. Responsibilities. The Leadership Committee shall be responsible for the overall policy strategy of the MPSC rate case and issues related thereto. To the greatest extent possible, as allowed by applicable law, all decisions by the Leadership Committee shall be final. The Leadership Committee's responsibilities shall include, by way of example and not limitation the following:
 - a. Approval of the operational budget.
 - b. Approval of all contracts for support and administrative services, consultants, legal representation, and accounting services.
 - c. Review and approval of any proposed settlement with DTE Energy.

- d. Community Assessment costs that shall be made to each Community upon their participation in the Coalition. Any rates and charges specified in any such schedule shall be subject to adjustment by the Coalition.
 - e. SEMREO shall generate the bills and collect the revenues for the operational costs of the Coalition. Such bills shall be payable monthly or quarterly as shall be determined by the Leadership Committee.
 - f. Dispute Resolution.
5. Voting. Each representative on the Leadership Committee shall have one vote on each matter voted upon by the Leadership Committee; provided however, that the Coalition representatives shall use their best efforts to arrive at a consensus on all matters considered by the Leadership Committee. A quorum constituting a majority of the voting representatives of the Coalition shall be required to conduct business. The duties set forth may be exercised by majority vote of the representatives of the Coalition present at any meeting in which there is a quorum, except that for the amendment of this Agreement or for the requirement of a revenue assessment, approval by two-thirds of the representatives of the Coalition present shall be required, together with any other approvals that may be required by law.
6. Coalition Executive Committee and Duties. The Coalition Executive Committee shall comprise four (4) Coalition Community members' representatives or their alternates as voting members, and the Chairman of the Board of Directors of SEMREO or his designee as a non-voting member. Community members of the Coalition Executive Committee shall be selected by a majority vote of the full Leadership Committee. The Coalition Executive Committee shall meet on an as-needed basis between regularly scheduled meetings of the Leadership Committee. Three members of the Coalition Executive Committee shall constitute a quorum. Notice of all Coalition Executive Committee meetings shall be given to all Coalition members at least one (1) business days prior to its meeting. The Coalition Executive Committee shall perform the responsibilities of the Leadership Committee as may be necessary between regularly scheduled meetings of the Leadership Committee. The Coalition Executive Committee may call special meetings of the Leadership Committee on two (2) business days' prior notice. The Coalition Executive Committee may exercise all powers and authority of the Leadership Committee between meetings including the approval of expenditures less than \$5,000 and decisions regarding tactical strategy before the MPSC rate case of a time sensitive nature.
7. Subcommittees. The Leadership Committee may establish such sub-committees as the Leadership Committee deems appropriate.

IV. CASE OVERSIGHT

SEMREO shall be responsible for managing the daily activities and responsibilities associated with the rate case as may be directed by the Leadership Committee consistent with all applicable law. It is acknowledged that SEMREO may be compensated by the Coalition, as approved by the

Leadership Committee, for the performance of these duties. Invoices for services from SEMREO shall not be paid unless approved by a majority vote of the Coalition Executive Committee, which shall make the decision without participation in the review or discussion by SEMREO's representative.

SEMREO's responsibilities concerning the rate case will include, but shall not be limited to:

1. Administration: SEMREO will schedule, provide notice and keep minutes of Leadership Committee and Coalition Executive Committee meetings; maintain Coalition documents and records; and provide general administrative support to the Coalition.
2. Finance: SEMREO will serve as the fiduciary for the Coalition, receiving all funds, processing all invoices and requests for expenditures, and maintaining the accounts of the Coalition.
3. Contract Management: SEMREO will develop and oversee contracts with outside parties for work on behalf of the Coalition.
4. Research: SEMREO will support the Coalition's research needs to ensure the success of the rate case, which may include collecting data from communities, preparing background for depositions, or preparing expert witnesses in collaboration with legal counsel.

Communications and Outreach: SEMREO will maintain regular communications with Members and partners on behalf the Coalition and serve as the primary media contact; SEMREO will work to engage additional communities in the work and membership of the Coalition.

V. FUNDING

In order to finance the operations of the Coalition the Community Members to this Agreement shall contribute an initial assessment in the amount reflective of the Community's share as shown in "Exhibit B". It is agreed that this assessment is based on a budget that should be all-inclusive of the scope of work associated with the project. However, should the Coalition need to raise additional revenue the Leadership Committee with an affirmative vote of a two-thirds majority of the member communities may assess additional costs as may be required by the Coalition. Community Members shall contribute any such additional assessment unless they terminate their participation in the Coalition by giving written notice to the Coalition of the termination within 30 days of the additional assessment vote. The Leadership Committee shall have full authority to revise its method of allocating costs.

VI. RESOLUTION

The Communities joining the Coalition and agreeing to the terms of this Agreement shall do so by the passage of a formal resolution.

The Southeastern Michigan Regional Energy Office through the Chairman of the Board shall provide written acceptance of its role and responsibilities as provided for in this Agreement.

VII. AMENDMENT

This Agreement may be amended by a majority vote of the Leadership Committee at any time.

Signature Page

*Memorandum of Understanding
Michigan Street Lighting Coalition*

This Memorandum of Understanding is executed by the authorized representatives of the Parties as indicated below.

“MEMBER”:

CITY OF PLEASANT RIDGE

By: _____
James Breuckman
City Manager

Dated: _____, 2015

“COALITION”:

SOUTHEAST MICHIGAN
REGIONAL ENERGY OFFICE

By: _____
Name, Title

Dated: _____, 2015



Southeast Michigan Street Lighting Coalition



Municipalities can cut their electricity bills, save energy, reduce environmental impact and improve public safety by retrofitting streetlights with high-efficiency LED fixtures.

Under existing DTE Energy street lighting tariffs, municipalities can reduce energy use 50% on average and recoup the costs of converting to LED in 3 – 5 years.

Unfortunately, DTE Energy recently proposed new street lighting tariffs that would sharply reduce, and in some cases eliminate, the cost advantage of LED streetlights compared to the older high-pressure sodium technology. The proposed increases to LED streetlight tariffs would also lengthen the payback period on recently completed LED conversions, which municipalities undertook based upon financial projections provided by DTE Energy using the existing tariffs.

The **Southeast Michigan Street Lighting Coalition**, including over a dozen local governments, has intervened in the Michigan Public Service Commission (MPSC) rate case filed by DTE Energy to challenge the basis of the proposed street lighting tariffs and to seek implementation of tariffs that reward energy efficiency.

INTERVENORS

City of Ann Arbor
City of Brownstown
City of Dearborn
City of Eastpointe
City of Harper Woods
City of Huntington Woods
City of Lincoln Park
City of Milan
City of Roseville
City of Royal Oak
City of Saline
City of Southgate
City of St. Clair Shores
City of Ypsilanti
Michigan Townships Association

To send a powerful message requesting relief from the MPSC and to encourage DTE Energy to negotiate a more favorable agreement for cities to convert to LED street lighting, municipalities throughout the DTE Energy service region are invited to join the intervention.

Join the Southeast Michigan Street Lighting Coalition intervention in MPSC rate case U-17767

For more information, and to join the MPSC rate case as an Intervenor, please contact Energy Programs Manager, Jennifer Young at jennifer@regionalenergyoffice.org or (866) 960-8803, ext. 712.

When you join us, we'll help you to:

- **Sign on** as an Intervenor in rate case U-17767 before the MPSC ;
- Pass a **resolution** in support for your municipality; and
- Sign our **Memorandum of Understanding** that solidifies your participation.

Intervenors will be requested to contribute to Coalition costs allocated according to their count of DTE-owned streetlights.

Southeast Michigan Street Lighting Coalition

Attachment A

ALLOCATION OF EXPENSES TO PARTICIPATING MUNICIPALITIES

Municipalities are asked to contribute to the budget in proportion to how many DTE-owned streetlights they have, reflecting what they have at stake in the establishment of tariffs for those fixtures. Several contribution tiers have been defined:

DTE-owned streetlights	Payment
>0	\$1,000
>999	\$2,500
>1999	\$5,000
>3999	\$10,000
>7999	\$16,000

Municipally owned streetlights are not included in this count because they are billed under an electricity-only tariff for which DTE Energy has proposed much smaller changes.



INVOICE

22757 Woodward Avenue, Suite 250
 Ferndale, MI 48220
 Phone: 866.960.8803

INVOICE DATE:

4/27/2015

INVOICE #

SLC MPSC Intervention-PR

DUE DATE:

Upon Receipt

BILL TO:

City of Pleasant Ridge
 James Breuckman
 City Manager
 23925 Woodward Ave., Pleasant Ridge, MI 48069
 (248) 541-2900
citymanager@cityofpleasantridge.org

DESCRIPTION		AMOUNT
Street Lighting Coalition Intervention in MSPC rate case U-17767		\$ 400.00
City of Pleasant Ridge DTE Owned Streetlights: 195*		
<i>*Reduced membership rate granted in recognition of Pleasant Ridge's streetlight count</i>		
DTE-owned Streetlights	Payment	
>0	\$1,000	
>999	\$2,500	
>1999	\$5,000	
>3999	\$10,000	
>7999	\$16,000	
OTHER COMMENTS		SUBTOTAL \$ 400.00
1. Total payment due upon receipt		TAX RATE 0.00%
2. Please include the invoice number on your check		TAX \$ -
		OTHER \$ -
		TOTAL \$ 400.00

Make all checks payable to: Southeast Michigan Regional Energy Office

If you have any questions about this invoice, please contact
 Jennifer Young, Energy Programs Manager, Southeast Michigan Regional Energy Office
 (866) 960.8803 x 712
jennifer@regionalenergyoffice.org

Thank You For Your Participation with the Southeast Michigan Street Lighting Coalition



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: July 8, 2015
Re: Little Library Proposal

Overview

Commissioner Krzysiak will provide an update on the status of the ongoing Little Library initiative.

Little Library Proposal for Pleasant Ridge

Communities that value books and celebrate learning find ways to transform those enthusiasms into strong social ties that over time enrich the entire neighborhood. Well-funded libraries and schools, book clubs and book sharing, lending libraries and author events all combine to express a communal love of learning that brings people together and communicates to our children and all our residents the importance of the written word.

It is in this spirit that a national movement has developed in which citizens create self-supported lending libraries that enable book sharing among neighbors. These micro-libraries can be placed on private or public land and work entirely through the efforts of book loving volunteers.

People who pass a little lending library are encouraged to browse the titles left by their neighbors and take a book that interests them. In turn they are asked to leave a book that they value for one of their neighbors to enjoy. It is a self-sustaining communal project that requires very little oversight.

Since 2010, over 16,000 little libraries have been installed throughout 65 countries worldwide and in every state within the U.S.

There have been informal discussions about bringing a little lending library to Pleasant Ridge for several years now. Conversations amongst interested residents and mentions on social media have been well received and the time seems right to install our community's first little lending library.

Little Free Library.org is a group dedicated to promoting this concept and has developed a program guide for municipalities and individuals seeking to bring the benefits of a little free library to their communities. They have identified a five-step process that should ensure successful implementation in PR.

- 1) Identify Stewards and an Ongoing Work Group
- 2) Locate Your Library
- 3) Buy or Build Your Library
- 4) Finding Resources
- 5) Installing and celebrating

Step 1 – Identify Stewards and an Ongoing Work Group

Stewards are people in the neighborhood who are passionate about literacy and recognize the value of promoting the little libraries project. They act as key local contacts for the library and are ambassadors who promote a sense of shared responsibility for its upkeep.

This person or persons should regularly check the condition of the library and monitor its contents. They should make sure the library is orderly, structurally sound, fun, and able to provide books that residents will be interested in.

Work groups are collections of stewards who gather regularly to talk about the state of their little lending libraries. These groups of neighbors are important because they create a support system that will foster community and grow over time.

In Pleasant Ridge there are many existing book clubs. Stewards can be recruited from any of these groups and meetings can be scheduled to bring them together to plan for installation and long term care of the libraries.

Step 2 – Locate Your Library

Location is very important for the success of a little lending library. The library is its own advertisement so placing it in a highly visible location will guarantee attention from passers by. One of the big goals of the little library movement is creating places that people feel is their own. So installing them in easy to find, easy to see, and easy to reach locations is key.

Ideally in Pleasant Ridge we would like to have at least one library on each side of Woodward. With improvements scheduled next year for the East Side's Gainsboro Park the thought was that this year should be dedicated to installing a library in a West Side location. There are great walking paths along the greenbelt, which could be good locations, and Hessel Park at the corner of Ridge and Cambridge would be right in the middle of the neighborhood and provide lots of foot traffic.

One of the first tasks of the Little Library Group will be to select a location for installation with a focus on one of the public spaces west of Woodward.

Step 3 – Buy or Build Your Library

The actual libraries themselves can be constructed out of wood from original plans or purchased in ready made kits. By choosing to create our own library, we can craft one that has meaning and connections to the individual location and the community at large.

The plan in Pleasant Ridge will be for the construction of an original little library. A request for ideas from the broader community can be used to garner submissions with the work group selecting the design.

When time comes to actually build and install the library, it would be meaningful if adults could work alongside children to help put it together. This intergenerational opportunity will create pride in the final library and inspire those who built it to help with its care.

Step 4 – Finding Resources

People will be excited about the concept once they learn about its benefits and want to contribute to its success. These individuals can help at any stage by volunteering their time and contributing financially to the project.

Going beyond individuals, local businesses and local organizations can be asked to support these projects anyway they can. The library group should be tasked with finding out where these resources are and bringing them into the fold.

In Pleasant Ridge there are many structures of support like the PR Foundation, PR Social Club, and PR Women's Club who could be approached about supporting the library.

Contributions raised on line and in person will be used to cover materials for this and any future lending libraries.

Step 5 – Installing and Celebration

After the work of designing and building, we will install the library in the spot selected by the work group. Soon after, a date should be scheduled and a grand opening event should be held to introduce the library to the neighborhood. This "kick-off" event should describe how the library functions and recruit more stewards to join in its care.

After the library opens it will enrich the neighborhood for years and bonds will develop between residents who recognize its value and care for its upkeep, communicating to all who pass its shelves that Pleasant Ridge loves reading.

Overview

What is proposed is the installation of a freestanding little lending library in one of the parks on Pleasant Ridge's west side. This library will be entirely self-sufficient, financed by community contributions and maintained by volunteers.

Pleasant Ridge Little Library Action Plan 2015

1. Consent of City of Pleasant Ridge to place a Little Library in one of the west side parks. (July 14th)
2. Call for volunteers to join the little library work group. (July)
3. Work group meets for first time and considers locations. (July 27th)
4. Work group issues request for designs and solicits contributions. (August)
5. Work group meets for second time, selects location and design. (August 31st)
6. Work group stages construction event. (September TBD)
7. Installation. (September TBD)
8. Work group hosts grand opening event. (Sept/Oct TBD)

Resources

<http://littlefreelibrary.org/>



City of Pleasant Ridge

James Breuckman, City Manager

From: Jim Breuckman, City Manager
To: City Commission
Date: July 8, 2015
Re: City Sidewalk Survey Presentation

Overview

City Staff have been working on completing a comprehensive sidewalk inventory and will provide an update on the results of the inventory at the July 14 City Commission meeting.

Background

Pleasant Ridge is a walkable community that features shady, tree lined streets. However, it is an inescapable reality that street trees often cause damage to nearby sidewalks. It is a reality that requires constant maintenance and upkeep to preserve our sidewalks in a safe and attractive manner. Over the decades our sidewalks have been maintained through various sidewalk replacement programs, although in recent years sidewalk maintenance has suffered as a result of the loss of City revenues during the recent downturn.

Now that the City has restored funding for sidewalk replacement and repairs in the FY15-16 budget, we can begin to address the many sidewalk maintenance issues that exist around town. The first step towards coming up with a plan of action was to inventory all of our sidewalks to assess their condition. The inventory has been completed and staff will provide an update on the results of that inventory, along with some initial thoughts on a plan for how to begin to address sidewalks in need of repair around town.

Requested Action

No action is requested at this time.