



**CITY COMMISSION MEETING AGENDA
NOVEMBER 21, 2016
7:30 PM**



Municipal Building, 151 Martin, Birmingham, MI 48009

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BIRMINGHAM CITY COMMISSION AGENDA
NOVEMBER 21, 2016
MUNICIPAL BUILDING, 151 MARTIN
7:30 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Mark Nickita, Mayor

II. ROLL CALL

Cheryl Arft, Acting City Clerk

III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS, INTRODUCTION OF GUESTS AND ANNOUNCEMENTS.

Announcements:

- Recognition of Citizen's Academy class
- The Birmingham Tree Lighting event will be held on Wednesday, November 23rd at 6:00 PM in Shain Park.
- Immediately following the tree lighting, the Santa House will open. The Santa House will be open on weekends through December 24th.
- Enjoy the beauty of downtown Birmingham aglow for the holidays on a quaint carriage ride offered Saturdays and during special events from November 23rd through December 24th. The complimentary carriages are first-come first-served; carriages load at the corner of Henrietta & Merrill.
- Small Business Saturday is a day dedicated to supporting small businesses across the country. Shoppers are encouraged to tackle their holiday shopping in Birmingham during Small Business Saturday on Saturday, November 26th!
- For additional information on all these events, visit www.allinbirmingham.com.
- There will be an informational meeting on the Poppleton Park concept plan on December 8th at 6:30 PM at City Hall.

Appointments:

- A. Appointment to the Birmingham Shopping District Board.
 1. To concur in the city manager's appointment of Judith Solomon to the Principal Shopping District Board, as the resident from an adjacent neighborhood member, to serve a four-year term to expire November 16, 2020.
- B. Interviews for appointment to the Design Review Board and Historic District Commission (alternate member).
 1. Adam Charles, 1539 Bennaville
- C. To appoint _____, as an alternate member, to serve a three-year term on the Design Review Board and Historic District Commission to expire September 25, 2019.
- D. Administration of oath to the appointed board members by the Acting Clerk.

IV. CONSENT AGENDA

All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of the items unless a

commissioner or citizen so requests, in which event the item will be removed from the general order of business and considered under the last item of new business.

- A. Approval of City Commission minutes of October 27, 2016.
- B. Approval of warrant list, including Automated Clearing House payments, of November 16, 2016 in the amount of \$599,861.56.
- C. Resolution setting a Public Hearing for Monday, December 12, 2016 to consider the proposed lot split of 1286 Willow Ln, Parcel #1926230025.

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

- A. Audit Presentation
- B. Resolution receiving the 2017 proposed budget from the 48th Judicial District Court; and further, approving the budget as submitted.
- C. Resolution adopting the following standard policy for the design of all future crosswalk pavement markings in the City of Birmingham, as recommended by the Multi-Modal Transportation Board: All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:
 - At Central Business District or other High Pedestrian Demand Major Street Crossings:
 - Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart.
 - Total width of the crosswalk shall be 12 to 14 feet wide. Crosswalks at the upper width limit may be installed when high pedestrian demand at traffic signals is present.
 - At Central Business District or other High Pedestrian Demand Local Street Crossings:
 - Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart.
 - Total width of the crosswalk shall be 8 to 10 feet wide. Painted bars at the 24 inch width may be introduced if the crosswalk location has some feature that makes it more hazardous or inconspicuous.
 - On Major Streets with High Vehicle Demand and Infrequent Crosswalk Locations:
 - Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart.
 - Total width of the crosswalk shall be 6 feet wide.
 - At All Other Locations:
 - Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart.
 - Total width of the crosswalk shall be 6 feet wide.
- D. Resolution accepting the recommended road design by MKSK and continue to refine the plan with reverse angle parking;

OR

Resolution accepting the recommended road design by MKSK and continue to refine the plan with head in angle parking.

VII. REMOVED FROM CONSENT AGENDA

VIII. COMMUNICATIONS

IX. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

X. REPORTS

- A. Commissioner Reports
- B. Commissioner Comments
- C. Advisory Boards, Committees, Commissions' Reports and Agendas
- D. Legislation
- E. City Staff
 - 1. First Quarter Financial Reports, submitted by Finance Director Gerber
 - 2. First Quarter Investment Report, submitted by Finance Director Gerber

XI. ADJOURN

INFORMATION ONLY

NOTICE: Individuals requiring accommodations, such as mobility, visual, hearing, interpreter or other assistance, for effective participation in this meeting should contact the City Clerk's Office at (248) 530-1880 (voice), or (248) 644-5115 (TDD) at least one day in advance to request mobility, visual, hearing or other assistance.

Las personas que requieren alojamiento, tales como servicios de interpretación, la participación efectiva en esta reunión deben ponerse en contacto con la Oficina del Secretario Municipal al [\(248\) 530-1880](tel:248-530-1880) por lo menos el día antes de la reunión pública. (Title VI of the Civil Rights Act of 1964).



**NOTICE OF INTENTION TO INTERVIEW FOR APPOINTMENT TO THE
BIRMINGHAM SHOPPING DISTRICT BOARD**

At the regular meeting of Monday, November 21, 2016, the Birmingham City Commission intends to appoint two applicants to the Birmingham Shopping District Board to serve four-year terms to expire November 16, 2020.

The goal of the shopping district board shall be to promote economic activity in the principal shopping districts of the city by undertakings including, but not limited to, conducting market research and public relations campaigns, developing, coordinating and conducting retail and institutional promotions, and sponsoring special events and related activities. (Section 82-97(a)) The board may expend funds it determines reasonably necessary to achieve its goal, within the limits of those monies made available to it by the city commission from the financing methods specified in this article. (Section 82-97(b)).

The ordinance states that the City Manager will make the appointment with the concurrence of the City Commission.

Interested persons may submit a form available from the city clerk’s office. Applications must be submitted to the city clerk’s office on or before noon on Monday, October 31, 2016. These documents will appear in the public agenda.

Applicant(s) Presented For City Commission Consideration:

Applicant Name	Criteria/Qualifications Applicants shall be: <ul style="list-style-type: none"> • District Resident • Resident from an adjacent neighborhood
Judith Solomon	Resident from an adjacent neighborhood

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.

SUGGESTED RESOLUTION:

To concur in the city manager’s appointment of _____ to the Principal Shopping District Board, as the resident from an adjacent neighborhood member, to serve a four-year term to expire November 16, 2020.



BIRMINGHAM SHOPPING DISTRICT BOARD

Ordinance 1534 - Adopted September 14, 1992

The Board shall consist of 12 members as follows:

- a) City Manager.
- b) Resident from an area designated as a principal shopping district.
- c) Resident from an adjacent residential area.
- d) A majority of the members shall be nominees of individual businesses located within a principal shopping district who have an interest in property located in the district.
- e) The remaining members shall be representatives of businesses located in the district.

4-Year Terms

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Astrein 13125 Ludlow Huntington Woods	Richard 48070	(248) 399-4228 (248) 644-1651	11/16/1992 Business Operator/Property Owner	11/16/2017
A-Woods 30485 Red Maple Lane Southfield	Rachael 48076	(248) 933-5421 <i>ra-woods@sbcglobal.net</i>	12/5/2011 Business Operator	11/16/2019
Daskas 353 Aspen Birmingham	Cheryl 48009	(248) 258-0212 <i>cheryl@tenderbirmingham.com</i>	11/9/1998 Business Operator/Property Owner	11/16/2018
Daskas 271 West Maple Birmingham	Cheryl 48009	(248) 258-0212 <i>cheryl@tenderbirmingham.com</i>	11/9/1998 Business Operator/Property Owner	11/16/2018

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Eid 2051 Villa, Apt. 303 Birmingham 48009 588 S. Old Woodward Birmingham 48009	Samy	(248) 840-8127 <i>samyeid@mac.com</i>	Business Operator	
Fehan 833 Hazel Birmingham 48009	Douglas	(248) 705-3000 <i>godug@aol.com</i>	12/14/1992 District Resident	11/16/2016
Hockman PO Box 936 Birmingham 48012	Geoffrey	(248) 431-4800 (248) 433-0713 <i>jeff.hockman.mec@gmail.com</i>	11/16/1992 Business Operator/Property Owner	11/16/2018
Pohlod 1360 Edgewood Birmingham 48009 912 South Old Woodward Birmingham 48009	Amy	(248) 219-5042 <i>amypohlod@hotmail.com</i>	7/25/2016 Business Operator/Property Owner	11/16/2018
Quintal 880 Ivy Lane Bloomfield Hills 48304 112 Peabody St Birmingham 48009	Steven	248-642-0024 <i>steve@fullercentralpark.com</i>	12/8/2003 Member greater than 5% total sq ft in SAD 1.	11/16/2019

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Roberts 410 Whippers in Court Bloomfield Hills 273 Pierce Birmingham	William 48304 48009	(248) 463-8606 (248) 646-6395 <i>BR@RobertsRestaurantGroup.com</i>	11/10/1997 Business Operator	11/16/2017
Solomon 588 Stanley Birmingham	Judith 48009	(248) 645-2330 <i>judyfreelance@aol.com</i>	11/22/2010 Resident from Adjacent neighborhood	11/16/2016
Surnow 411 South Old Woodward, #714 Birmingham	Sam 48009	(248) 817-0686 (248) 865-3000 <i>sam@surnow.com</i>	11/23/2015 Business Operator/Property Owner Member	11/16/2019
Valentine 151 Martin Birmingham	Joseph 48009	(248) 530-1809 <i>jvalentine@bhamgov.org</i>	City Manager	



OFFICE USE ONLY	
Meets Requirements?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Will Attend	<input checked="" type="radio"/> Will Attend <input type="radio"/> Unable to Attend

APPLICATION FOR CITY BOARD OR COMMITTEE

Thank you for your interest in serving on a Board or Committee. The purpose of this form is to provide the City Commission with basic information about applicants considered for appointment. NOTE: Completed applications are included in the City Commission agenda packets. The information included on this form is open to the public. All Board and Committee members are subject to the provisions of the Ethics Ordinance (Chapter 2, Article IX of the City Code).

Information on various Boards and Committees and a list of current openings can be found on the City website at www.bhamgov.org/boardopportunities.

(Please print clearly)

Board/Committee of Interest BSD (formerly PSD)

Specific Category/Vacancy on Board resident from an adjacent neighborhood

Name Judith H. Solomon

Phone 248-514-1942

Residential Address 588 Stanley

Email dudybham@aol.com

Residential City, Zip Birmingham, MI, 48009

Length of Residence 21 years

Business Address _____

Occupation freelance writer

Business City, Zip _____

Reason for Interest: Explain how your background and skills will enhance the board to which you have applied I am interested in continuing to serve on this board. My free-lance writing keeps me aware of what is going on with local restaurants + shops.

List your related employment experience I write about food/restaurants + homes for The Detroit News + Detroit Home magazine

List your related community activities _____

List your related educational experience _____

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the City of Birmingham from which you or they derive direct compensation or financial benefit? If yes, please explain: _____

Do you currently have a relative serving on the board/committee to which you have applied? no

Are you an elector (registered voter) in the City of Birmingham? yes

Judith H. Solomon
Signature of Applicant

10/15/16
Date



NOTICE OF INTENTION TO APPOINT TO DESIGN REVIEW BOARD

At the regular meeting of Thursday, October 27, 2016 the Birmingham City Commission intends to appoint two alternate members to the Design Review Board to serve three-year terms to expire September 25, 2019.

Interested parties may submit an application available from the city clerk's office on or before noon on Wednesday, October 19, 2016. Applications will appear in the public agenda at which time the commission will discuss recommendations, and may make nominations and vote on appointments.

The function and duty of the Design Review Board is to advise the City Commission in regard to the proper development of the city. The Design Review Board is specifically charged with carrying out the goals, objectives and intent of the city's adopted master plan and urban design plan and other development-oriented plans which may subsequently be adopted. The Design Review Board is authorized to advise and cooperate with the City Commission, city Planning Board, Historic District Commission and other city advisory boards and cooperate with the planning, historic district and legislative bodies of other governmental units in any area outside the boundaries of the city.

Applicant(s) Presented For City Commission Consideration:

Applicant Name	Criteria/Qualifications
Adam Charles 1539 Bennaville	<ul style="list-style-type: none"> Members shall represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions. Construction Professional

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.

SUGGESTED ACTION:

To appoint _____, as an alternate member, to serve a three-year term on the Design Review Board to expire September 25, 2019.



DESIGN REVIEW BOARD

Ordinance #1882

Terms: 3 years

Members: One member of the Design Review Board shall be an architect duly registered in this state, if such person is available. The other members shall represent, insofar as possible, different occupations and professions such as, but not limited to, the legal profession, the financial or real estate professions, and the planning or design professions.

Duties: The function and duty of the Design Review Board is to advise the city commission in regard to the proper development of the city. The Design Review Board is specifically charged with carrying out the goals, objectives and intent of the city's adopted master plan and urban design plan and other development-oriented plans which may subsequently be adopted. The Design Review Board is authorized to advise and cooperate with the City Commission, city Planning Board, Historic District Commission and other city advisory boards and cooperate with the planning, historic district and legislative bodies of other governmental units in any area outside the boundaries of the city.

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Coir 411 S. Old Woodward #1025	Mark	248-390-0372 <i>keskus2010@aol.com</i>	1/28/2013 historical preservation organization member	9/25/2018
Deyer 1283 Buckingham	Keith	(248)642-6390 <i>kwdeyer@comcast.net</i>	9/25/2006	9/25/2017
Dukas 1352 Suffield	Natalia	(248) 885-8535 <i>nataliadukas@yahoo.com</i>	9/9/2013	9/25/2019
Fuller 255 Pierce	Dulce	(248) 245-4000 <i>d@woodwardandmaple.com</i>	10/27/2016 Alternate	9/25/2019
Henke 724 South Bates	John	(248) 789-1640 <i>jwhenke@aol.com</i>	9/25/2006 historical preservation organization member	9/25/2018

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Salter-Dodson 1758 Grant	Loreal	<i>loreal4@gmail.com</i>	2/8/2016 Student Representative	12/31/2016
Trapnell 660 Smith Ave	Thomas	(313) 568-6712 <i>ttrapnell@dykema.com</i>	4/27/2015	9/25/2018
VACANT			Alternate	9/25/2019
Weisberg 651 West Frank	Shelli	(248) 642-6461 <i>sweisberg@aclumich.org</i>	9/25/2006	9/25/2017
Willoughby 667 Greenwood	Michael	(248) 760-8903 <i>mwilloughby@mwa-architects.com</i>	3/22/2010 Architect	9/25/2019



**NOTICE OF INTENTION TO APPOINT TO
HISTORIC DISTRICT COMMISSION**

At the regular meeting of Thursday, October 27, 2016 the Birmingham City Commission intends to appoint two alternate members to the Historic District Commission to serve three-year terms to expire September 25, 2019.

Interested parties may submit an application available from the city clerk's office on or before noon on Wednesday, October 19, 2016. Applications will appear in the public agenda at which time the commission will discuss recommendations, and may make nominations and vote on appointments.

The function and duty of the Historic District Commission is to advise the City Commission with respect to the proper development of the city with primary emphasis upon the city's established historic districts, sites, properties and historic resources. The Commission is also authorized to recommend for the guidance of the City Commission amendments to the City Code relating to the control and development of lands within historic districts.

Applicant(s) Presented For City Commission Consideration:

Applicant Name	Criteria/Qualifications
Adam Charles 1539 Bennaville	<ul style="list-style-type: none"> • A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. • Must be a resident Resident, Construction Professional

NOTE: All members of boards and commissions are subject to the provisions of City of Birmingham City Code Chapter 2, Article IX, Ethics and the filing of the Affidavit and Disclosure Statement.

SUGGESTED ACTION:

To appoint _____, as an alternate member, to serve a three-year term on the Historic District Commission to expire September 25, 2019.



HISTORIC DISTRICT COMMISSION

Ordinance #1880

Terms: 3 years

Members: A majority of the members shall have a clearly demonstrated interest in or knowledge of historic preservation. Two members shall be appointed from a list submitted by duly organized local historic preservation organizations. If available, one member shall be an architect who has two years of architectural experience or who is duly registered in the State of Michigan.

Duties: The function and duty of the Historic District Commission is to advise the City Commission with respect to the proper development of the city with primary emphasis upon the city's established historic districts, sites, properties and historic resources. The Commission is also authorized to recommend for the guidance of the City Commission amendments to the City Code relating to the control and development of lands within historic districts.

Last Name	First Name	Home Address	Home Business E-Mail	Appointed	Term Expires
Coir	Mark	411 S. Old Woodward #1025	(248) 390-0372 <i>keskus2010@aol.com</i>	2/11/2013 historical preservation organization member	9/25/2018
Deyer	Keith	1283 Buckingham	(248) 642-6390 <i>kwdeyer@comcast.net</i>	9/25/2006	9/25/2017
Dukas	Natalia	1352 Suffield	(248) 885-8535 <i>nataliadukas@yahoo.com</i>	9/9/2013	9/25/2019
Fuller	Dulce	255 Pierce	(248) 245-4000 <i>d@woodwardandmaple.com</i>	10/27/2016 Alternate	9/25/2019
Henke	John	724 South Bates	(248) 789-1640 <i>jwhenke@aol.com</i>	9/25/2006 historical preservation organization member	9/25/2018

Last Name	First Name	Home Business E-Mail	Appointed	Term Expires
Salter-Dodson 1758 Grant	Loreal	<i>loreal4@gmail.com</i>	2/8/2016 Student Representative	12/31/2016
Trapnell 660 Smith Ave	Thomas	(313) 568-6712 <i>ttrapnell@dykema.com</i>	4/27/2015	9/25/2018
VACANT			Alternate	9/25/2019
Weisberg 651 West Frank	Shelli	(248)642-6461 <i>sweisberg@aclumich.org</i>	9/25/2006	9/25/2017
Willoughby 667 Greenwood	Michael	(248) 760-8903 <i>mwilloughby@mwa-architects.com</i>	3/22/2010 architect	9/25/2019



OFFICE USE ONLY	
Meets Requirements?	<input checked="" type="radio"/> Yes <input type="radio"/> No
Will Attend /	<input checked="" type="radio"/> Unable to Attend

APPLICATION FOR CITY BOARD OR COMMITTEE

Thank you for your interest in serving on a Board or Committee. The purpose of this form is to provide the City Commission with basic information about applicants considered for appointment. NOTE: Completed applications are included in the City Commission agenda packets. The information included on this form is open to the public. All Board and Committee members are subject to the provisions of the Ethics Ordinance (Chapter 2, Article IX of the City Code).

Information on various Boards and Committees and a list of current openings can be found on the City website at www.bhamgov.org/boardopportunities.

(Please print clearly)

Board/Committee of Interest Design Review Board (DRB) and the Historic District Commission (HDC)

Specific Category/Vacancy on Board Alternate

Name Adam James Charles

Phone 248-672-3486

Residential Address 1539 Bennaville

Email mradamcharles@gmail.com

Residential City, Zip Birmingham 48009

Length of Residence 2.5 years

Business Address 33694 Woodward ave

Occupation General Contractor

Business City, Zip Birmingham, 48009

Reason for Interest: Explain how your background and skills will enhance the board to which you have applied _____
 I am a construction professional and want to use my expertise to serve the community I live in. I want to help the board make decisions that will protect the rich history of Birmingham, while keeping the city moving forward.

List your related employment experience Owner - Charles Construction, Project Manager - Thomas Sebold and Associates, Engineer - Barton Malow Company, Project manager - Main Street Building Group

List your related community activities Current Birmingham Board of Building Trade Appeals Board Memeber, 11 years as a Habitat for Humanity volunteer, Detroit Parade Company Volunteer, Worked as an election official, GM Cares Volunteer, Humane Society Volunteer, South Oakland Shelter Volunteer, Open Door Food Bank Volunteer, Forgotten Harvest Volunteer

List your related educational experience Bachelors in Construction Management from Central Michigan University, National Association of Homebuilders Green Build Certification, Michigan residential builders pre-licensing classes

To the best of your knowledge, do you or a member of your immediate family have any direct financial or business relationships with any supplier, service provider or contractor of the City of Birmingham from which you or they derive direct compensation or financial benefit? If yes, please explain: _____
No

Do you currently have a relative serving on the board/committee to which you have applied? No

Are you an elector (registered voter) in the City of Birmingham? Yes

Adam J Charles
 Signature of Applicant

11-4-2016
 Date

BIRMINGHAM CITY COMMISSION MINUTES
OCTOBER 27, 2016
MUNICIPAL BUILDING, 151 MARTIN
7:30 P.M.

I. CALL TO ORDER AND PLEDGE OF ALLEGIANCE

Rackeline J. Hoff, Mayor, called the meeting to order at 7:32 PM.

II. ROLL CALL

ROLL CALL: Present, Mayor Hoff
Commissioner Bordman
Commissioner Boutros
Commissioner Harris
Mayor Pro Tem Nickita
Commissioner Sherman
Absent, Commissioner DeWeese

Administration: City Manager Valentine, City Attorney Currier, Clerk Pierce, DPS Director Wood, City Engineer O'Meara, Police Chief Clemence, Finance Director Gerber, Building Official Johnson, City Planner Ecker

III. PROCLAMATIONS, CONGRATULATORY RESOLUTIONS, AWARDS, APPOINTMENTS, RESIGNATIONS AND CONFIRMATIONS, ADMINISTRATION OF OATHS, INTRODUCTION OF GUESTS AND ANNOUNCEMENTS.

10-317-16 APPOINTMENT TO THE MULTI-MODAL TRANSPORTATION BOARD

The following individuals submitted applications for appointment to the Multi-Modal Transportation Board:

1. Daniel Rontal, 926 Bird (interviewed on 10/10/16)
2. A. Harvey Bell IV, 848 Pleasant (interviewed on 10/10/16)
3. Paddy Mullin, 1794 Bradford (not in attendance)
4. Johanna Slanga, 4410 Charing Way, Bloomfield Hills (interviewed 10/27/16)

MOTION: Motion by Sherman:

To appoint Johanna Slanga, 4410 Charing Way, as the traffic focused member, to the Multi-Modal Transportation Board to serve a three-year term to expire March 24, 2019.

MOTION: Motion by Harris:

To appoint Daniel Rontal, 926 Bird, as the urban planning member, to the Multi-Modal Transportation Board to serve a three-year term to expire March 24, 2017.

VOTE ON NOMINATION OF SLANGA:

Yeas, 6
Absent, 1 (DeWeese)

VOTE ON NOMINATION OF RONTAL:

Yeas, 3 (Harris, Boutros, Hoff)

Absent, 1 (DeWeese)

Ms. Slanga was appointed. Mr. Rontal was not appointed.

The Commission discussed the board positions. It was noted that one of the criteria is a member with experience or expertise in visual or hearing impairment.

MOTION: Motion by Sherman:

To appoint Daniel Rontal, 926 Bird, as the mobility expertise member, to the Multi-Modal Transportation Board to serve a three-year term to expire March 24, 2017.

VOTE: Yeas, 6
Absent, 1 (DeWeese)

Mr. Rontal was appointed.

**10-318-16 APPOINTMENT TO THE
DESIGN REVIEW BOARD & HISTORIC DISTRICT COMMISSION**

MOTION: Motion by Boutros:

To appoint Dulce Fuller, 255 Pierce, as an alternate member, to serve a three-year term on the Design Review Board & Historic District Commission - to expire September 25, 2019.

VOTE: Yeas, 6
Absent, 1 (DeWeese)

The Clerk administered the oath to the appointed board members.

**10-319-16 REQUEST FOR ADVISORY OPINION FROM THE
BOARD OF ETHICS**

Mayor Hoff explained that the Commission has the option of appointing a member to the Birmingham Youth Assistance General Citizens Committee as a voting or non-voting member or to refer the following question to the Board of Ethics: "Is there a conflict of interest with City Commissioners serving as board members for community-based organizations that rely on the City for funding, and what actions should be followed if they wish to serve on boards that make requests to the City Commission?" The Commission agreed that this item should be considered by the Board of Ethics.

MOTION: Motion by Sherman, seconded by Nickita:

To refer this to the Board of Ethics and to ask staff look at the alternate language and the language in the agenda to try to craft exactly what we are looking for as the alternate language may be too specific and miss the generalities that may apply to other boards that Commissioners are appointed to. The language in the agenda may be a little too broad. In addition, to include a copy of the correspondence from the Birmingham Youth Assistance and the City Commission minutes which include previous discussions on this item.

Commissioner Harris noted that, in his experience, the issue posed to the Board of Ethics was verbatim the issue that the Board addressed in response to an Advisory Opinion request. He questioned if the Board of Ethics has the flexibility to investigate the issue and frame it as there could be circumstances not covered by this language.

Commissioner Sherman noted that his motion was to have staff take a look at not only the alternate language that was prepared, but also the language that was in the agenda and arrive at some middle ground that does address a specific set of questions that we are asking that really apply to all the outside agencies where Commissioners are board members.

VOTE: Yeas, 6
 Nays, None
 Absent, 1 (DeWeese)

IV. CONSENT AGENDA

All items listed on the consent agenda are considered to be routine and will be enacted by one motion and approved by a roll call vote. There will be no separate discussion of the items unless a commissioner or citizen so requests, in which event the item will be removed from the general order of business and considered under the last item of new business.

10-320-16 APPROVAL OF CONSENT AGENDA

The following item was removed from the consent agenda:

- Item A (Minutes of October 10, 2016) by Commissioner Bordman

Commissioner Sherman thanked Ms. Peabody for her service on the Advisory Parking Committee.

Commissioner Bordman disclosed that she sits on the Next Board and took no part in advising Next regarding Item F.

MOTION: Motion by Nickita, seconded by Bordman:

To approve the consent agenda as follows:

- B. Approval of warrant list, including Automated Clearing House payments, of October 12, 2016 in the amount of \$820,896.63.
- C. Approval of warrant list, including Automated Clearing House payments, of October 19, 2016 in the amount of \$1,502,574.38.
- D. Resolution authorizing the purchase of one Microsoft Surface Hub and associated mounting kit from CDW-G for a total cost of \$9,368.61 from account #101-371.000-971.0100.
- E. Resolution approving the contract for the Pembroke Park Lawn Repair project to Homefield Turf and Athletic, Inc. in the amount not to exceed \$12,500.00 from the Capital Projects Fund, account #401-751.001-981.0100. Further, authorizing the Mayor and City Clerk to sign the agreement on behalf of the City.
- F. Resolution awarding the 2016-2017 Public Services contract totaling \$18,584 for Minor Home Repair, Yard Services and Senior Outreach Services to NEXT under the Community Development Block Grant Program; and further, authorizing the Mayor to sign the contract on behalf of the City.
- G. Resolution accepting the resignation of Susan Peabody from the Advisory Parking Committee, thanking Ms. Peabody for her service, and directing the Clerk to begin the process to fill the vacancy.
- H. Resolution confirming the City Manager's emergency expenditure to engage the services of Rid A Leak to waterproofing the outside wall at the Detective Bureau at the lower level of City Hall with the expenditure in the amount not to exceed \$7,200.00. Cost will be charged to the City Hall And Grounds other contractual services account # 101-265.001-811.0000.

- I. Resolution approving the agreement between the City of Birmingham and Walker Parking Consultants/Engineers for consulting services related to the maintenance of the City's parking structures for a three year period, with all funding being charged to the Auto Parking System Fund. Further, authorizing the Mayor and City Clerk to sign the agreement on behalf of the City.

ROLL CALL VOTE: Yeas, Commissioner Bordman
 Commissioner Boutros
 Commissioner Harris
 Mayor Pro Tem Nickita
 Commissioner Sherman
 Mayor Hoff
 Nays, None
 Absent, Commissioner DeWeese
 Abstention, None

V. UNFINISHED BUSINESS

VI. NEW BUSINESS

**10-321-16 PUBLIC HEARING TO CONSIDER THE
 BROWNFIELD PLAN AND REIMBURSEMENT AGREEMENT
 856 NORTH OLD WOODWARD, THE PEARL**

Mayor Hoff opened the Public Hearing to consider the Brownfield Plan and Reimbursement Agreement – 856 N. Old Woodward, The Pearl at 8:05 PM.

City Planner Ecker explained the application for a Brownfield Reimbursement at 856 North Old Woodward. A four-story mixed use building is proposed, with one level of underground parking, one level of retail space in the front and some parking in the rear, and residential on floors two, three and four. She explained that the site is a difficult as there is a lot of contamination on site, drops off severely down toward the river and is located in the floodplain. She explained that the plan has been reviewed by the City and the environmental attorney for the City, as well as the Brownfield Redevelopment Authority.

Commissioner Harris disclosed that he and his firm have referred cases to the applicant's law firm. He noted that his firm received no compensation for the referrals.

Beth Gotthelf, chair of the Brownfield Redevelopment Authority, explained that the Authority took a lot of time deliberating on this. In response to a question from Mayor Hoff, Ms. Gotthelf explained that for Brownfield's, only the increase in the tax value can be captured and reimbursed back to the developer. She noted that this encourages the redevelopment of those properties.

Mike Kulka, PM Environmental, explained that the concentrations present are not concentrations that would require to be removed if it was filled in. In order to facilitate construction, the main issue is that contaminated unsuitable fill must be removed. For geotechnical purposes, the site has to be excavated beyond what we ever would to facilitate structural stability of the parking area.

The Commission discussed other brownfield projects and the amount of taxes collected. Ms. Gotthelf commented that if the site is not developed, they cannot submit it for reimbursement.

The Mayor closed the Public Hearing at 8:56 PM.

MOTION: Motion by Boutros, seconded by Harris:

To approve the Brownfield Plan and Reimbursement Agreement for 856 N. Old Woodward, The Pearl, amending paragraph 5 of the agreement not to exceed the amount of \$1.4 million of City tax dollar money.

Whereas, the City of Birmingham has created a Brownfield Redevelopment Authority and appointed members to serve on the Authority, pursuant to 1996 PA 381, and

Whereas, the Brownfield Redevelopment Authority is charged with the review of Brownfield Plans for Brownfield projects in the City of Birmingham, and

Whereas, FLS Properties #5 LLC, the owner and developer of 856 N. Old Woodward Avenue, Birmingham, Michigan, intends to develop a mixed-use residential/retail building with underground parking at 856 N. Old Woodward Avenue, and

Whereas, PM Environmental has prepared a Brownfield Plan for the site, dated July 26, 2016, as revised September 16, 2016, that estimates that eligible activities on this property will cost approximately \$2,981,610, and

Whereas, the Brownfield Redevelopment Authority has reviewed the Brownfield Plan. NOW THEREFORE BE IT RESOLVED THAT:

The Brownfield Redevelopment Authority approves the Brownfield Plan for 856 N. Old Woodward Avenue, subject to the following:

1. If relevant State of Michigan agencies do not approve the school tax component of the Brownfield Plan, estimated to be \$1,500,000 plus simple interest at 3%, the Brownfield Authority will not reimburse the developer for such amounts.
2. The Brownfield Authority will not reimburse amounts attributable to contamination caused by liable parties estimated to be \$325,000.
3. The maximum reimbursement will be \$2,656,610.
4. Reimbursement will occur for a maximum of 10 years.
5. The maximum amount of City tax money shall be capped at \$1.4 million.

The Brownfield Authority requests the City Clerk to forward the Brownfield Plan and associated Reimbursement Agreement to the Birmingham City Commission for its review and approval pursuant to Act 381.

Commissioner Sherman commented that he is troubled by the amount the applicant is requesting for reimbursement. He pointed out that this is double the largest plan previously approved and noted the City portion is capped at \$1.4 million. He suggested the City require some type of pro forma be coming back to determine the value increase.

VOTE: Yeas, 5
Nays, 1 (Sherman)
Absent, 1 (DeWeese)

10-322-16 ADAMS PARK CONCEPT SITE PLAN

DPS Director Wood explained that there has been a collaborative effort over several years with the residents, Roeper school and staff with regards to the development of Adams Park.

Michael Dul, landscape architect, presented the Adams Park Concept Plan. He explained that the plan will provide social and recreational amenities to the neighborhood and address the drainage problem. In response to a question from Mayor Hoff, Ms. Wood explained that Roeper has access to the park during the school year and they have offered to pay for costs attributed to them. She confirmed for Commissioner Harris that it is shared access to the park.

MOTION: Motion by Bordman, seconded by Boutros:
To accept the Adams Park concept site plan dated October 27, 2016, as submitted.

Mr. Valentine confirmed for Commissioner Harris that part of the arrangement includes shared parking.

Gordon Rinschler, representing South Poppleton Homeowners Association expressed support of the motion and the plan. He confirmed that there are no restrictions to the residents in using the park.

VOTE: Yeas, 6
Nays, None
Absent, 1 (DeWeese)

**10-323-16 PARKING STRUCTURE TRAFFIC CONTROL EQUIPMENT
CHESTER STREET STRUCTURE**

City Engineer O'Meara explained that the City bid out new parking control equipment in 2015. He noted that it was a two phase project using Chester as a pilot. It eliminated the use of tickets to save money and handling of the ticket and it eliminated the payment with cash. He stated that there was a fair amount of negative input from the change. The recommendation is to move forward with the other four structures with hybrid equipment.

Jay O'Dell, SP+, explained that when the equipment was changed at Chester, there was between 5-10% of the people upset that they could not pay with cash. With six months in the system, the complaints have drastically reduced. He explained the unintended consequences of removing tickets from the system include people who are upset that they have to use their card if they are parking for less than two hours and the validation system for businesses that pay for the parking for their customer or employee. He explained the process used to collect the money from the businesses for validated tickets.

Mayor Hoff asked about the benefits and drawbacks of the three systems that were evaluated. Mr. O'Dell responded that the Amano/McGann system has flaws and ongoing issues and therefore was not recommended. The Tiba equipment installed by Signature Control systems is not in the Michigan market yet, and was not recommended due to the delay in obtaining repairs.

Commissioner Bordman asked about the Skidata system, which is the system recommended. Mr. O'Dell said it is the most widely used equipment outside of the U.S. It has been vetted for a long time in Europe which is far ahead of the U.S. in terms of parking technology. They are in the Michigan market.

Commissioner Bordman noted the difference in cost: a no cash or ticket system option is \$501,000 for the four remaining structures, and if we instead move to a no cash only system

which is being recommended, that is \$683,370 plus we would have to convert the Chester St. structure at a cost of \$69,900. The difference is \$252,270, and we would have to invest in tickets to supply the machines and potentially there could be more maintenance because of the ticket spitter. Commissioner Bordman noted the number of complaints have been reduced to practically nothing and the validation system works in other places without tickets, so she does not think it is worth spending more for a system that provides the tickets and prefers that Birmingham go with the no cash/no ticket system.

Commissioner Harris confirmed that the Chester St. equipment was installed in April of this year, and that it took about three to four months before the complaints subsided to the current level. He confirmed that the installation of the new equipment would be staggered. He noted his support of Commissioner Bordman's opinion.

Commissioner Boutros confirmed that we prefer to not accept cash. Customers without a credit card would have to call the help button when their information would be taken and inform them of the policies. Mr. O'Dell noted that a cash value card which would be similar to a monthly card could be sold for customers without credit cards to purchase a card using a check or money order to allow them fast and easy exit in and out of any of the structures.

Mayor Hoff noted that a lot of people are having problems with all the changes. Confusion is the biggest complaint at this time.

Mayor Pro Tem Nickita said it seems we are changing the system every 2-5 years with the upgrades in technology. He noted that this kind of approach is commonplace in other parts of the world and his experience is that is becoming the norm here as well.

Mr. O'Dell commented that the two hour free parking window and the validation problem complicates the situation.

Commissioner Bordman added that this is something that has been building for a long time. She believes it is a matter of becoming accustomed to something different. She said she is not in favor of buying equipment that costs much more and is prone to maintenance issues. She is in favor of a cashless and ticketless system.

Mr. O'Dell noted that maintenance costs would be slightly increased with addition of the ticket spitter but it will not be an extreme increase. The ticket spitter is the most reliable moving part of all of the systems currently. It is the acceptance of cash that causes the greatest maintenance issues ongoing.

Commissioner Harris confirmed that the Chester structure is the only one using the QR codes, and that the people who park there are less likely to use QR codes than at the other structures. He confirmed that from the beginning there was signage on the street informing drivers of the new system, and more was added to the face of the machine later.

It was noted by the local Skidata distributor that with the tickets, the QR code will be read inside the ticket track, so it will be in the same spot each time. Currently, the code is placed in front of the bar code reader so it can be difficult to read if the driver is not holding the ticket steady. He said with the tickets, a 100% read rate can be attained, where now it is closer to a 85% read rate.

Mayor Hoff said she is inclined to go with the system proposed by SP+, which is the tickets and credit cards but no cash. She confirmed that the reason for the replacement in the remaining four structures is that the machines have reached the end of their life and maintenance is an issue.

Commissioner Bordman asked if the problem that they are having is that they have to put their credit card in. Mayor Hoff said there are people who have no credit cards. Commissioner Bordman said that in either of the two systems we are considering, a credit card will have to be used. The solution to that problem is the purchase of the "In" card. It would be purchased at the parking office and there are also plans to sell it at city hall.

The Commission discussed the parking systems with no cash or tickets. Mayor Hoff commented that not everyone has a credit card. Mr. O'Dell noted that people could purchase a card at the Chester office.

MOTION: Motion by Sherman, seconded by Bordman:
To go with a no cash no tickets at \$501,000 for the four systems and request that SP+ or the vendor look into the validation system and find a better way to do it.

VOTE: Yeas, 5
Nays, 1 (Hoff)
Absent, 1 (DeWeese)

**10-324-16 STORM WATER UTILITY FEE APPORTIONMENT REPORT
AND SET PUBLIC HEARING TO CONSIDER ADOPTION OF A
STORM WATER ULITLITY ORDINANCE**

City Manager Valentine explained that the City was charged with changing the methodology that it uses for charging for storm water. He explained that storm water is rain water that is washed into the sanitary sewer system. How it is billed has come under dispute. He noted that it now has to be itemized separately on the bill and calculated separately.

City Attorney Currier explained the class action lawsuit regarding this issue. He explained the provisions in the settlement agreement required the City to commission a study to confirm the current and future usage of storm water disposal based on estimates of the amount of impervious surface present on the properties in the City. He noted that that City had the responsibility to come up with a new ordinance by January 1, 2017.

Finance Director Gerber explained how the current sewer rates are calculated. Jim Surhigh, Hubbell, Roth, and Clark, explained the methodology followed in how the areas were measured, how the calculation was proportioned, and items considered when making the apportionment determination. Mr. Surhigh noted the measures that residents could take to reduce the amount of storm water that enters the sewer. Mr. Gerber explained how the new rates will be calculated.

MOTION: Motion by Sherman, seconded by Bordman:
To accept the Storm Water Utility Fee Apportionment Report prepared by Hubbell, Roth & Clark, Inc. and further, setting a public hearing date of December 5, 2016 to consider adoption of a storm water utility ordinance for the City of Birmingham.

VOTE: Yeas, 6

Nays, None
Absent, 1 (DeWeese)

**10-325-16 MICHIGAN UNIFORM VIDEO SERVICE LOCAL
FRANCHISE AGREEMENT WITH AT&T**

City Attorney Currier explained that there is very little negotiation with a franchise agreement. The franchise fee is set at 5% and the Act states you cannot exceed 2% for the PEG fee. There is a proviso that if you agree otherwise, you could have more than a 2%. He noted that Comcast had agreed to a step down basis for the PEG charge. He explained that AT&T has a right to match the incumbent's agreement and will do a step down charge until 2018 which puts them in lockstep with Comcast.

MOTION: Motion by Boutros, seconded by Sherman:
To approve the formal resolution renewing the Michigan Uniform Video Service Local Franchise agreement with AT&T effective immediately. The Mayor and Clerk are hereby authorized to sign the same on behalf of the City.

WHEREAS, effective January 1, 2007, the Uniform Video Service Local Franchise Act, Act. No. 480 of the Public Acts of 2006 ("Act") went into effect; and,

WHEREAS, Section 3 of the Act requires a Video Service Provider (Provider) to submit a complete Franchise Agreement with the local unit of government, prior to offering video services within the boundaries of a local unit of government (Franchising Entity); and,

WHEREAS, Section 3(2) of the Act requires a Franchising Entity to notify the Provider as to whether the submitted Franchise Agreement is complete as required by the Act within 15 business days after the date that the Franchise Agreement was filed. If the Agreement is not complete, the Franchising Entity shall state in its notice the reasons the Franchise Agreement is incomplete; and,

WHEREAS, Section 2 of the Act sets forth all of the provisions and information that a Provider must submit to a Franchising Entity in order to deem the Provider's proposed Franchise Agreement "complete".

WHEREAS, on August 31, 2016, AT&T filed its Uniform Video Service Local Franchise Agreement (Agreement) with the City of Birmingham (Franchise Entity); and,

WHEREAS, the Agreement submitted by AT&T satisfies the requirements of the Act, and the Agreement meets the technical requirements of the Act, and, therefore, the City undertakes to adopt this Resolution approving the Agreement, as required by the Act; and,

WHEREAS, Notice of Completeness of the Agreement was provided by the City of Birmingham to AT&T on September 2, 2016, the 2nd business day after receiving the above referenced Agreement and Attachment, in compliance with Section 3(2) of the Act; and,

WHEREAS, Section 6 of the Act (MCL 484.3306) requires video service providers to pay to the franchising entity a fee as support for public, education, and government access facilities an annual fee equal to the fee paid to the franchising entity by the incumbent video provider.

NOW, THEREFORE, BE IT RESOLVED, that the City finds that the Agreement meets the technical requirements of the Act, and solely for that reason, the City hereby approves the Agreement with AT&T on the 2nd day after receiving the above referenced Agreement and Attachment, in compliance with Section 3(3) of the Act.

BE IT FURTHER RESOLVED, AT&T agrees to pay PEG fees as follows:

- 2.5% from the effective date to April 30, 2017;
- 2.25% from May 1, 2017 – April 30, 2018; and,
- 2% from May 1, 2018 to the termination of the Agreement

BE IT FURTHER RESOLVED, such approval by the City is given only because it is required by the Act, and is not an indication of the City's Agreement with or assent to any provisions of the Act or Agreement.

BE IT FURTHER RESOLVED, that by approving the Agreement, the City shall not be found to have waived its rights to challenge any provisions of the Act and/or any related provisions of the Agreement on the basis that such provisions are invalid and unenforceable as violations of law, including on the grounds of unconstitutional impairment of contractual rights, and further reserves any and all rights stemming from any successful challenge to such provisions undertaken by any other local franchising entity.

VOTE: Yeas, 6
 Nays, None
 Absent, 1 (DeWeese)

VII. REMOVED FROM CONSENT AGENDA

**10-326-16 CITY COMMISSION MEETING MINUTES
 OF OCTOBER 10, 2016**

Commissioner Bordman requested the Clerk review the tape to clarify language in Resolution #10-310-16 regarding the addition of alternates on the Multi-Modal Transportation Board and to add additional information regarding the funding of the bus shelter in Resolution #10-316-16.

The Commission agreed to return this item at the next meeting.

VIII. COMMUNICATIONS

IX. OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

10-327-16 OPEN TO THE PUBLIC FOR MATTERS NOT ON THE AGENDA

Delphine Scott, resident, expressed concern with the location of the parking space on Elm, near Maple. She suggested it be eliminated as it is difficult to navigate around with oncoming traffic.

City Manager Valentine stated that staff will review the parking space.

X. REPORTS

10-328-16 COMMISSIONER REPORTS

The Commission intends to appoint members to the Advisory Parking Committee on November 14, 2016.

10-329-16 COMMISSIONER COMMENTS

Mayor Pro Tem Nickita clarified a comment from October 10th regarding the Old Woodward Master Plan. He noted that at time of the meeting, his firm had previously entered into an RFP with MKSK, however did not receive the official notice that they did not get the project until later that week. City Attorney Currier commented that it would not have made any difference in the vote, however for purposes of transparency, Mayor Pro Tem Nickita clarified the timing.

Commissioner Harris commented on the RTA presentation at the Townsend Hotel which he attended this month.

10-330-16

CITY STAFF REPORTS

The Commission received the update on the Transit Shelter Location Options submitted by City Planner Ecker.

XI. ADJOURN

The meeting adjourned at 11:32 PM.

Laura M. Pierce
City Clerk

City of Birmingham
Warrant List Dated 11/16/2016

Meeting of 11/21/2016

Check Number	Early Release	Vendor #	Vendor	Amount
	*	001686	OAKLAND CO CLERKS ASSOC	30.00
246254	*	000113	3RD CIRCUIT COURT	2,981.00
246255		MISC	4 WAY CEMENT INC	100.00
246256	*	000855	48TH DISTRICT COURT	100.00
246257	*	000855	48TH DISTRICT COURT	100.00
246258	*	000855	48TH DISTRICT COURT	60.00
246259		008274	ACCURATE PARKING LOT SERVICES, INC.	1,862.60
246260		007332	ADVANCED LANDSCAPE & BUILDERS	178.00
246261		003708	AIRGAS USA, LLC	167.50
246262		007745	ALL COVERED	1,192.00
246263		MISC	AMERICAN STANDARD ROOFING	178.75
246264		MISC	ANTONINO CUTRARO	100.00
246265		007566	ART & FRAME STATION	184.27
246266	*	006759	AT&T	103.39
246267	*	006759	AT&T	718.02
246268	*	006759	AT&T	164.73
246269	*	006759	AT&T	110.05
246270	*	006759	AT&T	35.21
246271	*	006759	AT&T	41.20
246272	*	006759	AT&T	181.13
246273	*	006759	AT&T	884.91
246274	*	006759	AT&T	118.62
246275	*	007216	AT&T	154.00
246276		006842	MATTHEW BAKA	515.70
246277		MISC	BASEMENT CRACKS & LEAKS/METRO	200.00
246278	*	000517	BEIER HOWLETT P.C.	12,505.50
246279	*	000517	BEIER HOWLETT P.C.	24,372.65
246280		MISC	BELLA DECKS LLC	100.00
246281		000519	BELLE TIRE DISTRIBUTORS	170.00
246282		MISC	BICEGO, JAMES E	100.00
246283		002231	BILLINGS LAWN EQUIPMENT INC.	20.95
246284		006683	BIRMINGHAM LAWN MAINTENANCE	2,143.50
246285		000525	BIRMINGHAM PUBLIC SCHOOLS	28.60
246286	*	001086	CITY OF BIRMINGHAM	274.80
246287		MISC	BOA CONSTRUCTION, INC.	100.00
246288		007772	BRIXNSTONE, LLC	725.00
246289		MISC	BRUCE WAYNE HIGGINS	500.00
246290		MISC	BRYAN PATRICK BARKER	200.00
246291		008179	BUCCILLI GROUP, LLC	5,982.00
246292		MISC	BUILDING DETAIL INC	400.00
246293		MISC	BVT PROPERTIES LLC	1,400.00
246294		MISC	CAFFARELLO, BRIAN M	200.00
246295		000571	CAR TRUCKING INC	343.75

City of Birmingham
Warrant List Dated 11/16/2016

Meeting of 11/21/2016

Check Number	Early Release	Vendor #	Vendor	Amount
246296	*	007744	MOHAMED F. CHAMMAA	45.90
246297		000605	CINTAS CORPORATION	153.79
246298		MISC	claire's store	500.00
246299	*	004188	COFFEE BREAK SERVICE, INC.	242.00
246300	*	007625	COMCAST	366.55
246301		MISC	CONCRETE SERVICES INC	100.00
246302		001367	CONTRACTORS CONNECTION	117.30
246303		MISC	CORRADO CONTRACTING, LLC	500.00
246304		007124	CRIMEDAR INC.	365.00
246305		MISC	D & G/GARY WEISMAN	200.00
246306		MISC	DAN LYNCH	2,500.00
246307		008005	DE LAGE LANDEN FINANCIAL SERVICES	173.75
246308		MISC	DONNA SBROCCA	200.00
246309		000565	DORNBOS SIGN & SAFETY INC	207.71
246310		000995	DSS CORPORATION	3,500.00
246311		MISC	DZI CONSTRUCTION SERVICES INC	2,000.00
246312		007538	EGANIX, INC.	720.00
246313		004671	ELDER FORD	153.47
246314		000207	EZELL SUPPLY CORPORATION	335.81
246315		001223	FAST SIGNS	64.40
246316		000213	FIRE DEFENSE EQUIP CO INC	30.60
246317		MISC	FOUR SEASONS GARDEN CENTER	400.00
246318		MISC	FRIEDMAN, JUSTIN	10,000.00
246319		MISC	G J PERELLI	100.00
246320		002510	GAMCO INVESTORS INC	19,971.00
246321		000223	GASOW VETERINARY	11.00
246322		000592	GAYLORD BROS., INC	342.59
246323		MISC	GIACCO, ANTHONY M	100.00
246324	*	008196	JEFF GOOD	275.00
246325		004604	GORDON FOOD	41.48
246326		MISC	GRACE CONSTRUCTION COMPANY	100.00
246327		000245	GREAT LAKES POPCORN CO	135.90
246328		001531	GUNNERS METER & PARTS INC	1,350.00
246329		001447	HALT FIRE INC	527.41
246330		MISC	HARTFORD & RATLIFF CO.	100.00
246331		MISC	HARTFORD ROOFING & WARRANTY CO LLC	100.00
246332		001672	HAYES GRINDING	30.50
246333		MISC	HM HOMES LLC	1,900.00
246334		MISC	HOME INSPECTION PLUS INC	100.00
246335		006801	HOWLEY AGENCY SALES	3,318.90
246336	*	001307	JOSHUA HUSTED	116.57
246337		000948	HYDROCORP	1,315.00
246338		MISC	IDEAL BUILDERS AND REMODELING INC	1,600.00

City of Birmingham
Warrant List Dated 11/16/2016

Meeting of 11/21/2016

Check Number	Early Release	Vendor #	Vendor	Amount
246339		007035	INNOVATIVE OFFICE TECHNOLOGY GROUP	531.48
246340		002407	J & B MEDICAL SUPPLY	13.60
246341		MISC	J & J EXCAVATING LTD	866.22
246342		000261	J.H. HART URBAN FORESTRY	15,690.57
246343		000344	J.T. EXPRESS, LTD.	1,895.35
246344		MISC	JASON ANTHONY JONES	200.00
246345	*	002576	JAX KAR WASH	80.91
246346		003458	JOE'S AUTO PARTS, INC.	397.27
246347		MISC	JOHN C MENTAG	300.00
246348		MISC	K C MASONRY	100.00
246349		MISC	KAPA CONSTRUCTION COMPANY LLC	200.00
246350	*	007827	HAILEY KASPER	120.00
246351	*	MISC	KITT SHERRILL	65.00
246352		004085	KONE INC	1,953.95
246353		004904	KONICA MINOLTA-ALBIN	182.54
246354		002767	OSCAR W. LARSON CO.	130.00
246355		002635	LAZARD ASSET MANAGEMENT LLC	15,965.66
246356		MISC	LEBEC ENTERPRISES INC	200.00
246357		MISC	LECOM INC	200.00
246358		005550	LEE & ASSOCIATES CO., INC.	509.80
246359		006817	LEXISNEXIS RISK DATA MANAGEMENT INC	200.00
246360		MISC	LMB PROPERTIES LLC	2,000.00
246361		MISC	MARCHEL CO	167.25
246362		MISC	METRO DESIGN & BUILD, INC.	500.00
246363		MISC	MICHIGAN ASPHALT PAVING	300.00
246364		008292	MICHIGAN STATE FIREMAN'S ASSOC.	289.79
246365		003248	STATE OF MICHIGAN	125.00
246366		007051	STATE OF MICHIGAN	120.00
246367		MISC	MILFORD SALVAGE IRON & METAL	2,500.00
246368		MISC	MILLER GARAGE BLDG CO.	500.00
246369	*	007306	MARK MISCHLE	85.00
246370		007163	MOBILE HEALTH RESOURCES	1,690.43
246371		MISC	MOSHER DOLAN, INC.	100.00
246372		001194	NELSON BROTHERS SEWER	876.00
246373		MISC	NEWKIRK ELECTRIC ASSOCIATES,	60.00
246374		006359	NYE UNIFORM COMPANY	769.17
246375	*	000477	OAKLAND COUNTY	383,540.51
246376	*	008214	OAKLAND COUNTY WATER DEPARTMENT	6,427.63
246377		003461	OBSERVER & ECCENTRIC	611.78
246380		006625	PACIFIC TELEMAGEMENT SERVICES	78.00
246381		MISC	PAUL PIPITONE	200.00
246382		006027	PENCHURA, LLC	289.30
246383	*	001753	PEPSI COLA	520.01

City of Birmingham
Warrant List Dated 11/16/2016

Meeting of 11/21/2016

Check Number	Early Release	Vendor #	Vendor	Amount
246384		MISC	PHILLIPS SIGN & LIGHTING INC	200.00
246385	*	001341	PIFER GOLF CARS INC	4,975.00
246386		000487	POM INC	6,737.85
246387		001062	QUALITY COACH COLLISION LLC	160.00
246388		MISC	RHI INC	100.00
246389		003554	RKA PETROLEUM	8,377.14
246391		MISC	SAM HERMIZ	100.00
246392	*	002806	SAM'S CLUB/SYNCHRONY BANK	860.76
246393		MISC	SHAPIRO, KAREN	100.00
246394	*	003483	SHERWIN WILLIAMS COMPANY	128.80
246395		MISC	SIGNARAMA/TROY	200.00
246396		MISC	SINGH CONSTRUCTION	2,500.00
246397	*	005846	STACY SMITH	104.00
246398	*	007245	NICK SOPER	85.00
246399		001076	TAYLOR FREEZER OF MICH INC	325.00
246400		000273	TERMINAL SUPPLY CO.	171.96
246401		000941	TIME EMERGENCY EQUIPMENT	4,131.09
246402		000275	TIRE WHOLESALERS CO INC	324.00
246403		004692	TRANSPARENT WINDOW CLEANING	4,350.00
246404	*	005481	TRI-COUNTY INTL TRUCKS, INC.	293.30
246405		007706	UTEC	311.61
246406		000293	VAN DYKE GAS CO.	394.68
246407	*	000158	VERIZON WIRELESS	1,697.03
246408	*	000158	VERIZON WIRELESS	151.87
246409	*	000158	VERIZON WIRELESS	348.68
246410		000279	VIP TRUCK CENTER LLC	29.30
246411		001014	WALKER PARKING CONSULTANTS	666.13
246412		MISC	WALLSIDE INC	2,000.00
246413		007914	WATERWAY OF MICHIGAN LLC	336.25
246414		007278	WHITLOCK BUSINESS SYSTEMS, INC.	1,524.37
246415		MISC	WHITTIER BUILDING COMPANY LLC	200.00
246416		MISC	WILLHITE JR, JAMES E	100.00
246417		005112	WOLVERINE	10.40
246418		000306	WOLVERINE CONTRACTORS INC	559.50
246419	*	003890	LAUREN WOOD	525.00
246420		000926	WRIGHT TOOL COMPANY	48.00
246421		007083	XEROX CORPORATION	743.16

City of Birmingham
Warrant List Dated 11/16/2016

Meeting of 11/21/2016

<u>Check Number</u>	<u>Early Release</u>	<u>Vendor #</u>	<u>Vendor</u>	<u>Amount</u>
			Sub Total Checks:	\$599,861.56
			Sub Total ACH:	\$0.00
			Grand Total:	\$599,861.56

All bills, invoices and other evidences of claim have been audited and approved for payment.



Mark Gerber
Finance Director/ Treasurer

*-Indicates checks released in advance and prior to commission approval in order to avoid penalty or to meet contractual agreement/obligation.



MEMORANDUM

Planning Division

DATE: November 14, 2016

TO: Joseph A. Valentine, City Manager

FROM: Matthew Baka, Senior Planner

APPROVED: Jana L. Ecker, Planning Director

SUBJECT: Set Public Hearing for a Lot Split of 1286 Willow Ln, Parcel #1926230025, T2N, R10E, SEC 26 QUARTON LAKE ESTATES REPLAT S 35 FT OF LOT 101, ALL OF LOTS 102 & 103, ALSO N 52.5 OF LOT 104

The owner of the property known as 1286 Willow Ln. is seeking a lot split to divide the existing parcel into two separate parcels.

The Planning Division requests that the City Commission set a public hearing date of **December 12, 2016** to consider the proposed subdivision, pursuant to the procedures set forth in Section 102-52 of the Subdivision Ordinance.

Suggested Action:

To set a Public Hearing for December 12, 2016 to consider the proposed lot split of 1286 Willow Ln, Parcel #1926230025.



LEGEND

○ FOUND IRON

—//— EX. FENCE

- - - - - EX. OVERHEAD LINE

FRONT SETBACKS

ADJACENT NORTH

19-26-230-002 - 39.75'

19-26-230-003 - 33.00'

ADJACENT SOUTH

19-26-230-026 - 39.71'

19-26-230-027 - 42.17'

WEST OF WILLOW

19-26-229-012 - 43.86'

19-26-229-023 - 41.83'



TAX DESCRIPTION:

PARCEL NO. 19-26-230-025:
T2N, R10E, SEC 26 QUARTON
LAKE ESTATES REPLAT S 35
FT OF LOT 101, ALL OF LOTS
102 & 103, ALSO N 52.5 FT
OF LOT 104.

RESULTANT DESCRIPTIONS:

PARCEL A:
THE SOUTH 35 FEET OF LOT 101 AND THE
NORTH 50 FEET OF LOT 102, QUARTON LAKE
ESTATES COMPANY REPLAT (L. 38, P.24)
SECTION 26, T2N-R10E, CITY OF BIRMINGHAM,
OAKLAND COUNTY, MICHIGAN.

PARCEL B:
THE SOUTH 20 FEET OF LOT 102, ALL OF LOT
103, AND THE NORTH 52.50 FEET OF LOT 104,
QUARTON LAKE ESTATES COMPANY REPLAT (L.
38, P.24) SECTION 26, T2N-R10E, CITY OF
BIRMINGHAM, OAKLAND COUNTY, MICHIGAN.

I HEREBY CERTIFY THAT I HAVE SURVEYED THE PROPERTY
HEREIN DESCRIBED, AND THAT THERE ARE NO VISIBLE
ENCROACHMENTS UPON THE ABOVE DESCRIBED PROPERTY,
EXCEPT AS SHOWN HEREON.

Ginger Michalski-Wallace
GINGER MICHALSKI-WALLACE
PROFESSIONAL SURVEYOR NO. 47964

REVISED 11-1-2016

ALPINE
ENGINEERING, INC.
CIVIL ENGINEERS & LAND SURVEYORS

46892 WEST ROAD
SUITE 109
NOVI, MICHIGAN 48377
(248) 926-3701 (BUS)
(248) 926-3765 (FAX)

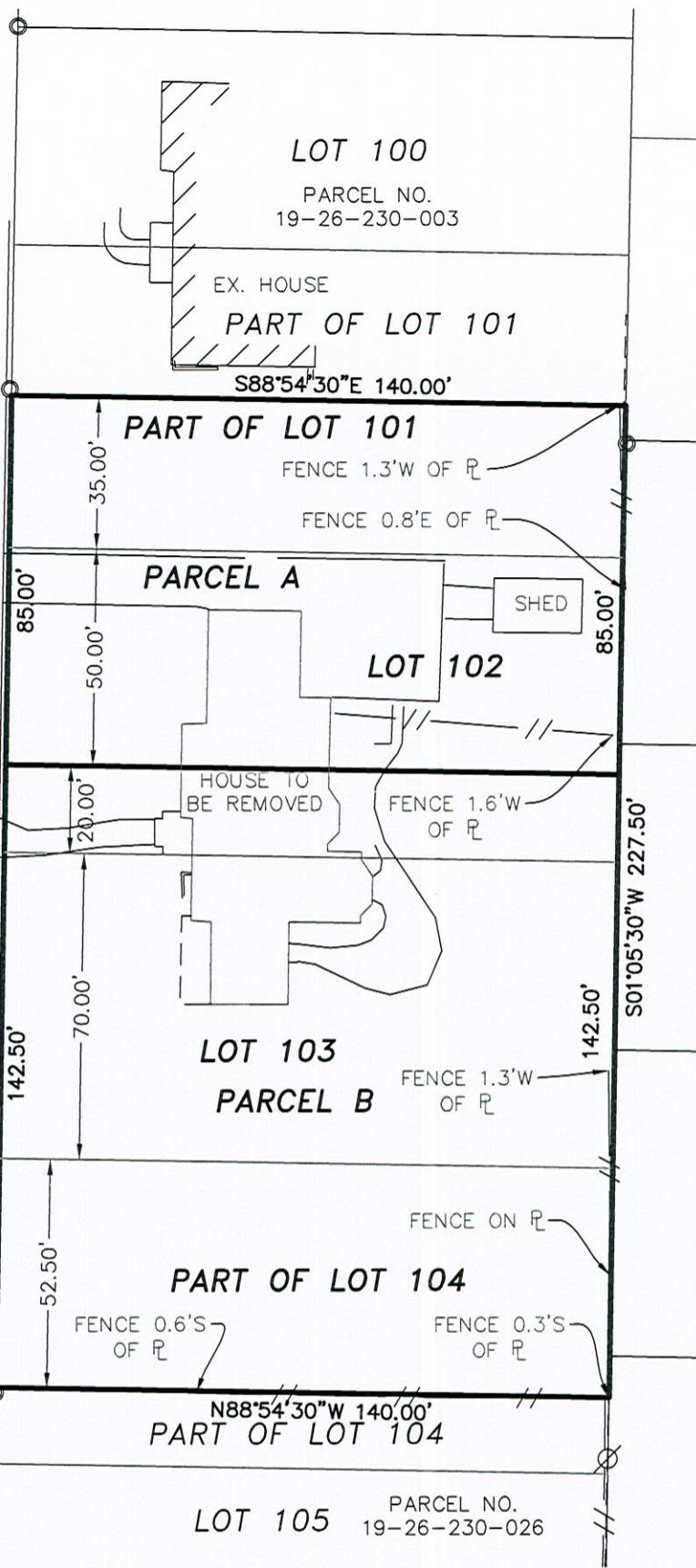
CLIENT:	ZACH ULLRICH	DATE:	10-27-16
PARCEL SPLIT		DRAWN BY:	JRV
		CHECKED BY:	GLM
1286 WILLOW LANE			
		SECTION: 26 TOWNSHIP: 2N RANGE: 10E	FBK: 315
CITY OF BIRMINGHAM	CHF: RDF	16-388	
OAKLAND COUNTY	MICHIGAN	SCALE HOR 1"= 40 FT. VER 1"= - FT.	

WILLOW LANE (60 FT. WIDE)

N01°05'30"E 227.50'

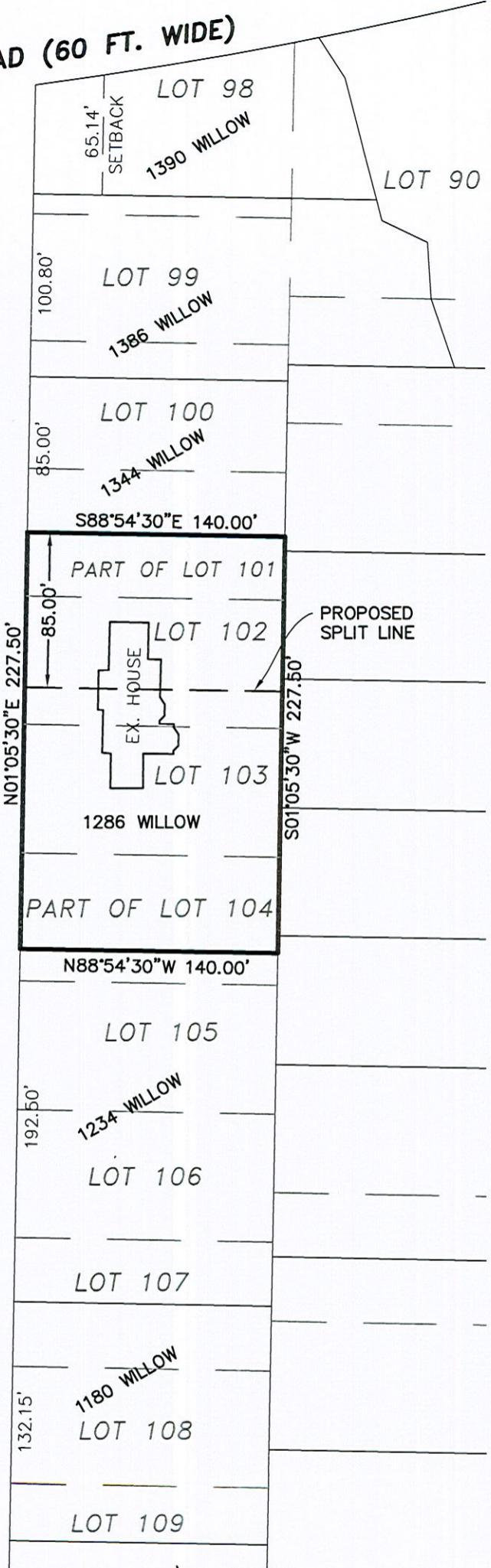
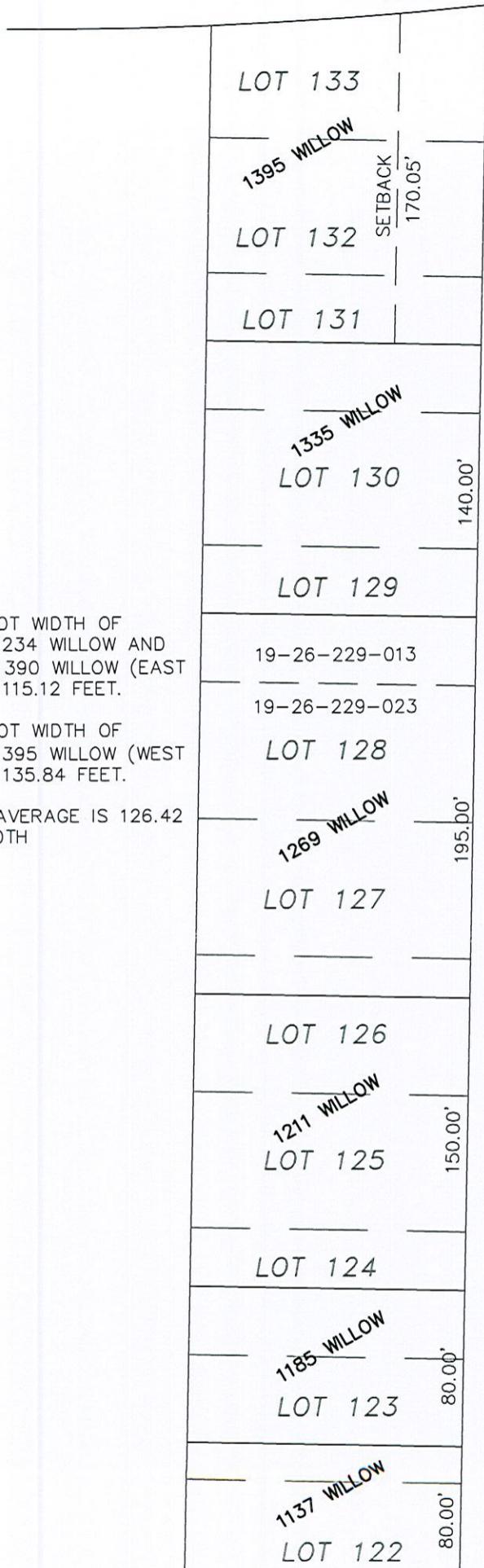
142.50'

52.50'



REDDING ROAD (60 FT. WIDE)

WILLOW LANE (60 FT. WIDE)



NOTES

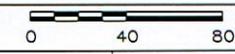
AVERAGE LOT WIDTH OF #1180 - #1234 WILLOW AND #1344 - #1390 WILLOW (EAST OF WILL IS 115.12 FEET.

AVERAGE LOT WIDTH OF #1137 - #1395 WILLOW (WEST OF WILL IS 135.84 FEET.

COMBINED AVERAGE IS 126.42 FEET IN WIDTH

ALPINE
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SUITE 109
NOVI, MICHIGAN 48377
(248) 926-3701 (BUS)
(248) 926-3765 (FAX)

CLIENT:	ZACH ULLRICH	DATE:	11-1-16
	PARCEL SPLIT	DRAWN BY:	JRV
	1286 WILLOW LANE	CHECKED BY:	GLM
SECTION: 26	TOWNSHIP: 2N	RANGE: 10E	
CITY OF BIRMINGHAM		OAKLAND COUNTY	
MICHIGAN			
		SCALE HOR 1"= 80 FT. VER 1"= - FT.	



FBK: 315
CHF: RDF
2/2

16-388



Division of Platted Lots Application

1. Applicant

Name: Zach and Brittany Ullrich
Address: 868 Hazel Street
Birmingham, MI 48009
Phone Number: (248) 225-0530
Fax Number: _____
Email Address: zach.ullrich@gmail.com

Property Owner

Name: Zach and Brittany Ullrich
Address: 868 Hazel Street
Birmingham, MI 48009
Phone Number: (248) 225-0530
Fax Number: _____
Email Address: zach.ullrich@gmail.com

2. Applicant's Attorney/Contact Person

Name: C. Leslie Banas and Jessica Hallmark
Address: Banas and Associates PLLC
330 Hamilton Row, Ste. 350, Birmingham, MI 48009
Phone Number: (248) 203-5400
Fax Number: (248) 203-0076
Email Address: jessica.hallmark@banaslegal.net

Survey Company

Name: Alpine Engineering, Inc.
Address: 46892 West Road, Suite 109
Novi, MI 48377
Phone Number: (248) 926-3701
Fax Number: (248) 926-3765
Email Address: ginger@alpine-inc.net

3. Project Information

Address/Location of Property: 1286 Willow Lane
Birmingham, MI 48009
Sidwell #: 19-26-230-025
Current Zoning: R-1 Residential

Legal Description: The South 1/2 of Lot 101 and all of
Lots 102 and 103 and the North 52.5 feet of Lot
104, Quarton Lake Estates re-plat of the East part
of Quarton Lake Estates Subdivision, as recorded
in Liber 38, page 24 of Plats, Oakland Co Records.

4. Attachments

- Proof of ownership
- Written statement of reasons for request
- A letter of authority or power of attorney in the event the application is made by a person other than the property owner
- Other data having a direct bearing on the request
- Sketches of proposed development (optional)
- One digital copy of plans
- Two (2) copies of a registered land survey showing:
 - all existing and proposed platted lot lines
 - legal descriptions of proposed lots
 - locations of existing/ surrounding structures and setbacks
 - footprints of proposed development

(I), (We), the undersigned, do hereby request to divide lots of record in the City of Birmingham, Oakland County, Michigan. (I), (We), do hereby swear that all of the statements, signatures, and descriptions appearing on and with this request are in all respects true and accurate to the best of (my), (our), knowledge.

Signature of Property Owner: *Zach Ullrich*
Print Name: Zach Ullrich, Brittany Ullrich
Signature of Applicant: *Brittany Ullrich*
Print Name: Zach Ullrich, Brittany Ullrich

Date: 11/04/2016

Date: 11/04/2016

Fee: \$200.00 per lot affected, minimum fee \$400

CITY OF BIRMINGHAM
Date 11/08/2016 10:20:04 AM
Ref 00133120
Receipt 343513
Amount \$450.00

133121
133120

**ZACH ULLRICH
868 Hazel
Birmingham, MI 48009**

November 3, 2016

City of Birmingham Planning Department
151 Martin Street
P.O.Box 3001
Birmingham, MI 48012

**Re: Application for Lot Split of Property Located
at 1286 Willow Lane, Birmingham, Michigan**

Ladies and Gentlemen,

Our family currently resides at 868 Hazel, Birmingham Michigan 48009.

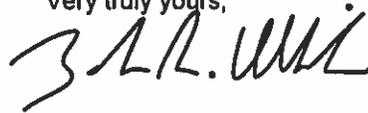
We recently closed on the purchase of the residential property located at 1286 Willow Lane ("Existing Lot"). The Existing Lot is currently improved with an older home.

Our plan is to split the Existing Lot into two parcels, Parcel A and Parcel B, as depicted in the enclosed Survey.

We expect to deconstruct and salvage materials from the residence on the Existing Lot and build a new home for our family (approximately 4,800-5,000 square feet) on Parcel B. We would expect to market Parcel A for sale to another residential user.

Thank you for your consideration. Should you have any questions, please feel free to contact me.

Very truly yours,



ZACH ULLRICH

Warranty Deed
Statutory Form

KNOWN ALL MEN BY THESE PRESENTS: That Carrie Weiner, as Trustee of the Carrie Weiner Revocable Living Trust under trust agreement dated May 10, 2007, as amended,

whose address is 1286 Willow lane, Birmingham, MI 48009

Convey and Warrant to Zach Ullrich and Brittany Ullrich, Husband and Wife

whose address is 868 Hazel, Birmingham, MI 48009

the following described premises situated in the City of Birmingham, County of Oakland and State of Michigan, to-wit:

The South 1/2 of Lot 101 and all of Lots 102 and 103 and the North 52.5 feet of Lot 104, Quarton Lake Estates re-plat of the East part of Quarton Lake Estates Subdivision, as recorded in Liber 38, page 24 of Plats, Oakland County Records

Commonly known as: 1286 Willow Lane Parcel Identification No: 19-26-230-025

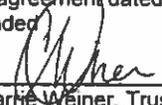
For the sum of: One Dollar (\$1.00) and any other valuable consideration; transfer valuation affidavit filed.

Subject to existing building and use restrictions and easements and rights of way of record

Dated this 03 October 2016

Signed and Sealed:

Carrie Weiner Revocable Living Trust under
trust agreement, dated May 10, 2007, as
amended

BY: 
Carrie Weiner, Trustee

State of Michigan
County of Oakland

The foregoing instrument was acknowledged before me this 03 October 2016
by Carrie Weiner, as Trustee of the Carrie Weiner Revocable Living Trust under trust
agreement dated May 10, 2007, as amended.



Delia Lucia McKinnis, Notary Public
State of Michigan, County of Wayne
My Commission Expires 12/18/2017
Acting in the County of Oakland

Notary Public, Wayne County
State of Michigan
My Commission expires: 12.18.17
Acting in the County of: Oakland

Drafted by:
Natalie Reed, Broker
Keller Williams Domain
210 S Old Woodward Ave, Ste 200
Birmingham, MI 48009

When recorded return to:
Zach Ulrich
1286 Willow Lane
Birmingham, MI 48009-4839
103026



MEMORANDUM

Office of the City Manager

DATE: November 21, 2016
TO: City Commission
FROM: Joseph A. Valentine, City Manager
SUBJECT: Appointment of Acting City Clerk

As you recall, the City Clerk has resigned her position with the City effective November 11, 2016. As a result, HR has started a recruitment process for this position. As this same time the Deputy City Clerk will fill in during this transitional period. Similar to other positions where a deputy has filled in for a prolonged vacancy, we have appointed them in an acting capacity to facilitate the vacant department head position. In the case of the City Clerk, the Clerk position is appointed by the City Commission in accordance with the following City Charter provision.

Section 9. - [Appointments—Generally.]

The commission shall, whenever a vacancy occurs, appoint a clerk and a health officer, and it shall appoint the board of review as hereinafter provided. The manager may, with the advice and consent of the commission, appoint an assessor, a treasurer, a city attorney, an engineer, a chief of police, a chief of fire department, and any other officers for whose appointment provision shall be made in this Charter, and provide for their powers and duties. Unless otherwise provided in this Charter or by statute, all appointees of the commission shall hold office during the pleasure of the commission and all other appointed officers shall hold office during the pleasure of the manager. One person may be appointed to two or more offices except that of the office of clerk and treasurer shall not be filled by the same person.

While there is no specific designation in the City Charter for an "Acting" Clerk, I would ask the Commission to confirm the "Acting" designation to formalize the appointment.

Suggested Resolution

To appoint Cheryl Arft as Acting City Clerk during the selection of a City Clerk for the City of Birmingham.



MEMORANDUM

Finance Department

DATE: November 9, 2016
TO: Joseph A. Valentine, City Manager
FROM: Mark Gerber, Finance Director
SUBJECT: June 30, 2016 Audit Presentation

Beth Bialy and Timothy St. Andrew from Plante and Moran will be present at the City Commission meeting on November 21, 2016, to give a presentation and answer any questions pertaining to the audit report.

The audit report and letter to the Commission was provided under separate cover. The audit report is available for inspection at the Clerk's Office as well as on the City's website.



MEMORANDUM

Finance Department

DATE: November 9, 2016
TO: Joseph A. Valentine, City Manager
FROM: Mark Gerber, Director of Finance/Treasurer
SUBJECT: 48th District Court 2017 Budget

Attached is the proposed 2017 budget for the 48th Judicial District Court. In total, the Court is requesting an operating budget of \$4,591,560 which represents an increase of \$138,564, or 3.11%, from the 2016 budget. Increases are proposed for the following budgeted categories: operations, professional fees, court expenses and equipment and capital. Salaries and proposed to remain the same while benefits are proposed to decrease.

Salaries: For 2017 salaries are proposed to remain the same as the 2016 budget.

Benefit Expenses: This budgeted category is proposed to decrease by \$47,000, or 4.04% from the 2016 budget. The decrease is entirely the result of a decrease in pension and medical insurance costs.

Operating Expenses: For 2017, operating expenses are proposed to increase by \$100,064, or 8.49%. This is primarily the result of an increase in rent of \$45,314, an increase in building maintenance of \$40,000, and a contribution to a building capital improvement fund of \$44,750. Decreases in payroll taxes of \$15,000 and information systems of \$15,000 helped to offset the increase in building costs.

Professional Fees: Overall this budgeted category is proposed to increase by \$2,500, or 2.58%. The increase is entirely the result of an increase in audit fees.

Court Expenses: This category is proposed to increase by \$42,000, or 24.71% overall. The increase is primarily attributable to increased costs for court security of \$40,000, or 47%.

Equipment & Capital: Expenditures for this category are proposed to increase by \$41,000, or 63.08% resulting from an increase in capital costs of \$45,000 which was partially offset by a decrease in equipment maintenance costs of \$4,000.

In accordance with the 1985 agreement, revenues and Court expenditures are allocated to the four control units, which include the cities of Birmingham and Bloomfield Hills and the townships of Bloomfield and West Bloomfield, in the same proportion as the number of cases arising from each unit. At the end of each calendar year following the Court's audit, an adjustment is made for the difference between those amounts advanced based on the estimate and the actual caseload of each control unit under the agreement.

The City's percent of total projected caseload for 2016 (25.77%) is slightly higher than 2015's actual caseload percentage (25.36%). Assuming the City funds the Court's 2017 budget at the same percentage as the projected 2016 caseload of 25.77%, the City would advance the Court \$1,183,245. If Court revenues remain the same as projected 2016 amounts, the City would receive \$1,141,128. Given these assumptions, advances to the Court would exceed revenue received from the Court by \$42,117. This compares to projected net revenue of \$6,476 for calendar year 2016 and \$19,781 actual net revenue for calendar year 2015.

SUGGESTED RESOLUTION: To receive the 2017 proposed budget from the 48th Judicial District Court; and further, to approve the budget as submitted.

State of Michigan
48th Judicial District
2017 Budget



**2017 Budget
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Section 1

2016 Review

The Court in Review

OVERVIEW

The 48th District Court serves the Charter Townships of Bloomfield and West Bloomfield, and the Cities of Birmingham, Bloomfield Hills, Keego Harbor, Orchard Lake Village and Sylvan Lake. The jurisdictions that fund the Court, per their own agreement, are: Bloomfield Township, West Bloomfield Township, Birmingham and Bloomfield Hills. The political subdivisions of Keego Harbor, Orchard Lake and Sylvan Lake use the Court's resources, and receive reimbursements as reflected in Section 3. The role of the District Courts within the Judiciary, as defined by the Michigan Legislature in 1968, is to provide an independent third branch of government over:

- Arraignments – the setting of bond in Misdemeanor & Felony Cases.
- Misdemeanors – criminal cases punishable by imprisonment, not exceeding one year, written under state law or local ordinance. This includes: Operating While Intoxicated (1st and 2nd), Domestic Violence, Assault/Battery, Drug Possession, Stalking, Illegal Entry, Driving While License Suspended, and all violations of probation for these cases.
- Preliminary Examinations – in felony cases. A preliminary exam is a hearing where testimony is heard for the Judge to determine whether there is probable cause that a crime has been committed and that the defendant committed the crime. If the Judge so finds, the case is bound over to the Circuit Court.
- Felony Pleas
- Civil Lawsuits – claims where the amount in controversy does not exceed \$25,000.00.
- Landlord-Tenant Disputes – Hearings which include eviction proceedings, land-contract and mortgage forfeitures.
- Small Claims – Claims where the amount in controversy does not exceed \$5,500 and litigants represent themselves.
- Civil Infractions – includes all informal and formal hearings.
- Search Warrants – Judges and Magistrates on call 24 hours a day.

The budget of the 48th District Court has two separate and distinct components. The first deals with caseload and monetary funds received by the Court. This information is provided for statistical purposes only. Fines and costs are assessed as appropriate. Funds received by the Court are subsequently distributed to the state, the county and local funding units. The communities of the 48th District Court receive quarterly distributions per the parameters decided by the funding units.

The second component of this budget analyzes the expenses incurred for the operation of the Court. The Court submits a lump-sum budget comprised of six account groupings. Any surplus is returned to the funding units upon completion of the annual external audit. Funds used to maintain the operation of the Court are reviewed and approved through an annual budget process with the funding units. Once approved, the funding units advance the Court monetary funds for operations on a quarterly basis, per the parameters decided by the funding units.

The caseload/monetary funds component and the operational expense component are governed by the 1985 agreement signed by all funding units.

Court Operations

The Judges and the entire staff of the 48th District Court understand the difficult budget issues facing all municipalities, courts, families and individuals. In preparing this budget, we continue to strive to ensure that public funds are used in the most efficient manner possible by reducing costs and maintaining a high standard of service, while honoring our constitutional duty to serve the public. The figures and data presented highlight the Court's commitment to the efficient use of the public's resources.

- Judicial case load
 - Several years ago, the District Court's criminal jurisdiction over certain case types, such as: retail fraud, MDOP, and larceny from building, changed from \$100 to \$1000. Judges and staff must devote a significantly higher amount of time to these types of cases.
- The requirements relative to case disposition have changed.
 - The Judges of the 48th District Court must submit quarterly reports to the State Court Administrator's Office (SCAO) regarding the disposition of cases and all matters submitted before them. They are effectively meeting or exceeding the guidelines specified by the Michigan Supreme Court.
- Magistrates handle arraignments, small claims cases, informal hearings and weddings. They are paid from the Court's General fund, but do not receive any benefits from the Court. Magistrates are utilized 3 days per week in the Courthouse, and are on-call 24 hours a day to assist Judges with search warrants. Arraignments are handled by the judges when the magistrates are not here.
- Collections –
 - The Judges and staff of the Court are diligent in collecting fines and costs at the time of sentencing. Consideration for time to pay is granted only under special circumstances, and requires the completion of a Wage Assignment form.
 - The Court has a closely monitored Collection System for delinquent civil infractions. The goal of the program is to enforce outstanding court orders and close old cases. Since the implementation of the program, the Court has collected in excess of \$2 million in revenue. The program is monitored with extreme efficiency at a minimal cost.
 - In 2014, the Court added another component to its Collection Program effort. Cases meeting certain criteria are forwarded to the Michigan Department of Treasury for tax garnishment. If a defendant is owed an income tax refund, but has the garnishment order in place, money is forwarded to the Court from the State of Michigan.

EXPENSE REDUCTIONS & COURT IMPROVEMENTS

The Court manages and monitors its budget on a daily basis; analyzing in great detail each expense line item and vendor utilized to meet the demands of the economy, and our Constitutional duty to serve the public. The Court takes a pro-active position year after year to stay ahead of these issues.

Personnel

Knowing that employee salaries and benefits account for a substantial portion of its expenses, the Court has made significant changes over the past decade. We feel confident these changes and amendments have set a foundation which will serve to save costs in this area well into the future. A few of the long-term expense reduction components are:

- Increased medical insurance deductibles
- Modified co-pay amounts
- No new full-time positions hired
- Amended sick and vacation time allowed
- Employee contribution toward medical insurance

The Court opts for the hiring of part time positions whenever possible. This has proven a useful practice in the conservation of resources in so much that it eliminates the payment of fringe benefits.

Building Lease

The Court's building lease is up for renewal in November 2016. Court Administration spent much of this past year analyzing the building, as well as assessing operational needs, in preparation for negotiations with our landlord, Bloomfield Township. The majority of the actual Court building is 25 years old; while an addition section is 15 years old. Functional elements such as heating and cooling, plumbing, and roofing have reached (and in some instances, have past) their useful life. Structural components such as windows, entry-ways, and the parking lot need repair and/or replacement. Cosmetic upgrades and replacement are needed for carpet, walls, and offices due to normal wear and tear. Heightened security measures both inside and outside of the building are mandatory to protect Judges and staff, as well as anyone entering the facility. The new lease takes all of these concerns into consideration. Given the substantial extent of improvements needed for the Court, it is not financially feasible to conduct them all at once. Therefore, in addition to an increase in annual rent, Bloomfield Township is creating a "Building Improvement Fund" for the Court's needs. The Court will deposit a fixed amount to the fund annually, as will Bloomfield Township. Projects will be completed in a chronological order, based on prioritized need, and will be subsidized by the account. This fixed cost appears in the "Operating Expense" section of the 2017 Budget

Operations & Security

The Court has not invested in capital improvements in well over 15 years, and has reached a point where maintenance costs for certain aspects of our operation are exceeding replacement costs. Recognizing not all of these needs necessarily fall under the scope of the building lease, the Court anticipates investing in these items through our general fund. All due diligence is exercised in assessing our needs, operating within our budget, and maintaining high standards for fulfilling our obligation to the public. Areas we have deemed our highest priority are technology and security. We anticipate a vast majority of our resources being invested in these areas going forward.

SPECIAL PROGRAMS & SERVICES

- **Cost of Prosecution** – The law allows for the Court to collect on the cost of prosecution for OWI cases when requested by the prosecutor. Once collected, these funds are reimbursed, in full, directly to the appropriate funding unit. In 2015, the Court collected \$104,327 to distribute back to the appropriate community. To date in 2016, this amount is about \$70,000.
- **Restitution** – The Crime Victims’ Rights Act plays a vital role in the courtroom. As such, the judges order restitution when possible. In proceedings involving individual or business victims, the Court vigorously pursues restitution to make the crime victim whole. The Court collects the restitution from the defendant and forwards it to the crime victim. To date in 2016, the Court has forwarded nearly \$32,000 to individuals/businesses who have been victims of theft, embezzlement, fraud, property destruction, medical injuries, auto damage, etc.
- **Website** – The court’s website, <http://48thdistrictcourt.us>, is an extremely user-friendly and informative site. Users are able to easily access general information about the Court, as well as print necessary Court forms. The site reduces the number of phone calls received by the Court clerks, thus allowing them to utilize their time more efficiently. In 2017, online access to public records through our website will become available to the public. This will allow users to access certain public records without having to come to the Court.
- **WWAM & Community Service**– Weekend and Weekday Alternative for Misdemeanants – The WWAM program is an alternative to incarceration where sentenced defendants use their skills to help community groups by performing work on a supervised crew. In addition to WWAM, appropriate defendants are sentenced to perform other acts of community service benefitting local non-profit groups such as food banks, soup kitchens, shelters, hospitals, schools, etc.
- **OAK.gov Credit Card Processing** – The Court partners with Oakland County online services to accept credit card payments both within the courthouse and on our website. Also, the Court receives a quarterly distribution from the County for a portion of the service charges the County collects. To date in 2016, we’ve received approximately \$13,000. These distributions are forwarded to the funding units as part of their quarterly revenue distribution.

- **Probation Oversight Program** – The Court has an intensive Probation Oversight program for alcohol and drug related offenses that includes treatment and aggressive testing requirements. The Judge sentences individuals to participate in the program, which requires them to abstain from drug and alcohol use, and participate in random drug and alcohol testing. Individuals are referred to outside drug and alcohol treatment facilities for in-patient, intensive out-patient, or out-patient treatment.

In addition to the treatment and testing requirements, the Court is very proud of its in-house educational programs dedicated to drug and alcohol abuse. They include:

 - AAP – Alcohol Awareness program – a first time offender awareness program
 - MAP – Marijuana Awareness program – a program not only for substance abuse cases, but also targets retail fraud, theft, and other offenses rooted in drug abuse.
 - MIP – Minor in Possession – is a first time offender program for minors
 - NEAT/SOAP – New Education Awareness Training & Significant Other Awareness program – Intensive programs for second or subsequent offenders or those whose blood alcohol level was very high at the time of their arrest. The SOAP program deals with the problems associated with spouses, children, significant others or anyone in the family unit who may be affected by these individuals.
- **Serving the Community** – In addition to serving as judges at the 48th District Court, each individual judge strives to use the Court as a tool to educate our young people about making positive choices regarding drug and alcohol use and criminal activity.
 - Judge Kimberly Small implemented her “Critical Life Choices” and “Cool to be Clean” programs; a combination of court proceedings and a multi-media interactive presentation designed to help our youth make wise decisions. To date, she has shared her programs with over 20,000 students.
 - Judge Diane D’Agostini’s “Order in the Court” program has hosted thousands of students to the Court for a field trip where she educates the young visitors about the court process and making responsible decisions. She also speaks at local high schools about the law and penalties in addition to taking the court to local high schools.
 - Judge Marc Barron presides over the “Teen Court” program which allows high school students from local schools to take an active role in the court process by handling actual juvenile cases. The students act as lawyers and jurors and decide the penalty on juvenile cases presented by the Prosecutor’s Office, while Judge Barron advises and sentences the individual.
 - Constitution Day - The Judges of the 48th District Court hosted their third-annual Constitution Day event in September. To date, nearly 500 middle school students have visited the Court for this event to learn about the United States Constitution, listen to guest speakers, and participate in mock trials. The Judges, Court Staff, and area attorneys work together in providing a fun and exciting interactive learning environment for the students.

Section 2

Case Activity

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Case Activity Comparison

All case types, including civil

<i>Case Type</i>	CASES ORIGINATING 2014	CASES ORIGINATING 2015	ACTUAL CASES JAN-SEPT 2016	PROJECTED CASES JAN-DEC 2016	% CHANGE 2015 TO 2016 ESTIMATE
<u>Traffic Offenses</u>	29,920	28,406	22,057	28,500	0.33%
Civil Infraction Traffic					
Misdemeanor Traffic					
Parking					
<u>Drunk Driving</u>	475	490	273	495	1.02%
Felony					
Ordinance					
Statute					
<u>Criminal & Non-Traffic Offenses</u>	1,395	1,785	1,104	1,900	6.44%
Non-Traffic Misdem.					
Non-Traffic Civil Inf.					
Felony					
<u>Civil Cases</u>	4,442	4,166	3,005	4,100	-1.58%
General Civil					
Small Claims					
Landlord/Tenant					
Total	36,232	34,847	26,439	34,995	0.42%

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Case Activity
All case types, including civil

<i>Community</i>	NEW CASES 2014	NEW CASES 2015	ACTUAL CASES JAN-SEPT 2016	PROJECTED CASES JAN-DEC 2016	% CHANGE 2015 TO 2016 ESTIMATE
Bloomfield Township	12,458	12,889	9,983	13,050	1.25%
Birmingham	8,730	7,619	6,164	7,900	3.69%
West Bloomfield	7,519	7,124	4,981	7,000	-1.74%
Bloomfield Hills	2,288	2,407	2,083	2,700	12.17%
Keego Harbor	879	979	863	1,000	2.15%
Orchard Lake	2,427	2,386	1,546	2,225	-6.75%
Sylvan Lake	1,571	1,120	751	1,020	-8.93%
Other	360	323	68	100	-69.04%
<i>Total cases from communities</i>	36,232	34,847	26,439	34,995	0.42%

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT
Funding Unit Caseload Percentage
Actuals & Projections**

<i>Community</i>	2014 Actual	2015 Actual	2016 <i>Projected</i>
Bloomfield Township	40.19%	42.91%	42.58%
Birmingham	28.17%	25.36%	25.77%
West Bloomfield	24.26%	23.72%	22.84%
Bloomfield Hills	7.38%	8.01%	8.81%

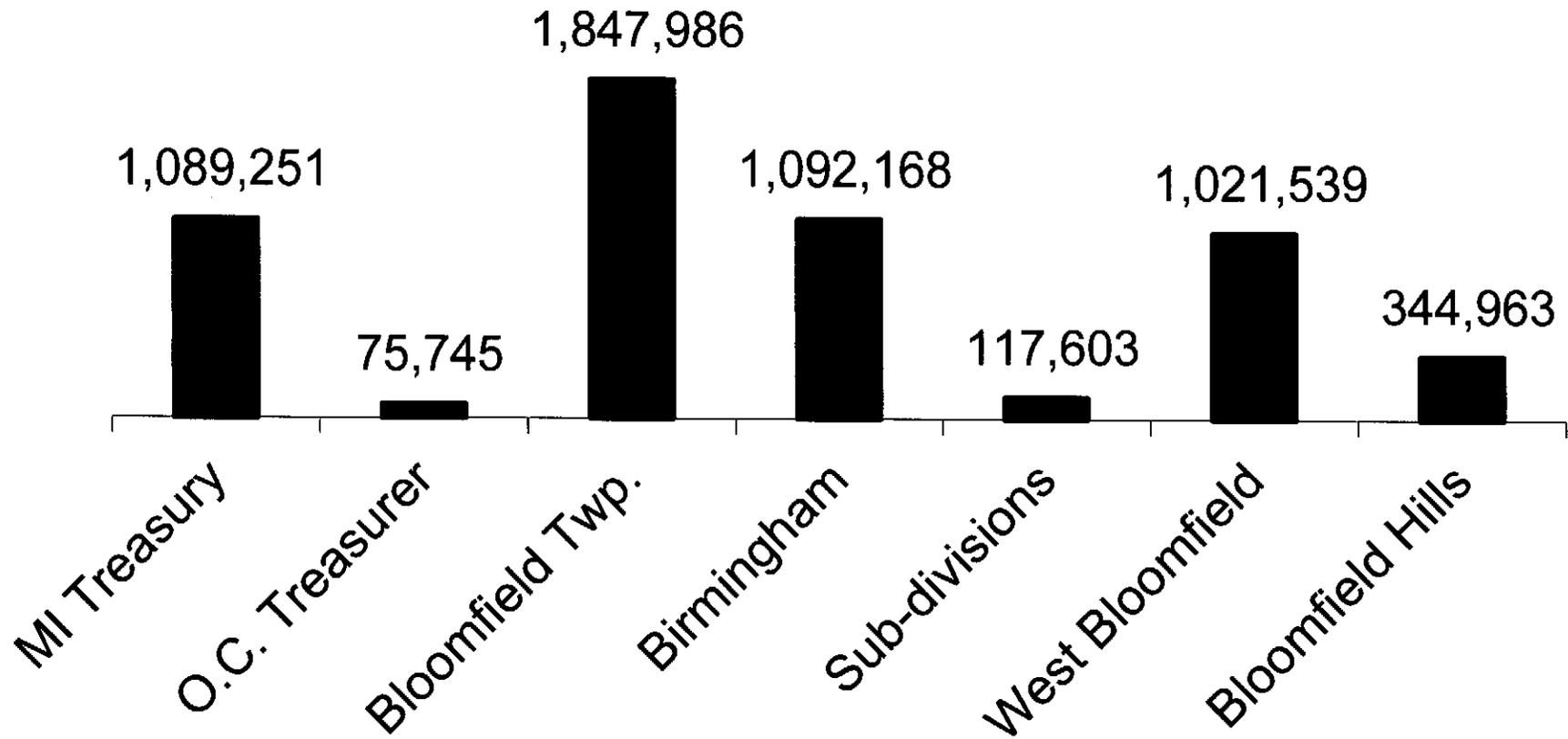
Section 3

Cash & Distributions

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT
Cash Distributions - 2015**

	Birmingham	Bloomfield Hills	Bloomfield Township	West Bloomfield	Keego Harbor	Orchard Lake	Sylvan Lake	TOTAL
1st Qtr. -2015 <i>based on 2014 caseload</i>	294,037	77,032	419,501	253,225	-	-	-	1,043,795
2nd Qtr. -2015 <i>based on 2014 caseload</i>	306,817	80,380	437,734	264,230	-	-	-	1,089,161
3rd Qtr. -2015 <i>based on 2014 caseload</i>	310,302	81,293	442,706	267,232	-	-	-	1,101,533
4th Qtr. -2015	168,053	102,165	526,118	224,731	-	-	-	1,021,067
Political Subdivision Chargeback	12,959	4,093	21,927	12,121	-	-	-	51,100
<i>based on true-up of 2015 caseload</i>								
Total of distributions to Funding Units	1,092,168	344,963	1,847,986	1,021,539	0	0	0	4,306,656
Political Subdivision Cash Intake					29,707	91,788	47,208	168,703
Less:								
Assessment for court services					(11,157)	(27,198)	(12,745)	(51,100)
Total of distributions to Political Subdivisions					18,550	64,590	34,463	117,603
Cost of Prosecution Reimbursement	27,124	5,899	50,920	11,684	2,775	4,950	975	104,327
Total Cash Distribution for 2015	1,119,292	350,862	1,898,906	1,033,223	21,325	69,540	35,438	4,528,586
Money Advanced the Court for 2015	1,234,973	323,538	1,761,929	1,063,556	-	-	-	4,383,996
<i>based on 2014 caseload</i>								
Less:								
Underpayment from or (Overpayment refunded to)	(123,192)	27,620	119,244	(23,672)	-	-	-	0
<i>based on 2015 caseload</i>	(52,356)	(16,537)	(88,588)	(48,970)				
Adjusted Advance to Court for 2015	1,059,425	334,621	1,792,585	990,914	-	-	-	4,383,996

2015 Cash Outlay



**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT
Cash Distributions - 2016 Projected**

	Birmingham	Bloomfield Hills	Bloomfield Township	West Bloomfield	Keego Harbor	Orchard Lake	Sylvan Lake	TOTAL
1st Qtr. -2016 <i>based on 2015 caseload</i>	282,997	89,385	478,840	264,696	-	-	-	1,115,918
2nd Qtr. -2016 <i>based on 2015 caseload</i>	272,640	86,114	461,318	255,009	-	-	-	1,075,081
3rd Qtr. -2016 <i>based on 2015 caseload</i>	270,769	85,523	458,150	253,259	-	-	-	1,067,701
4th Qtr. -2016	280,338	117,341	430,375	207,945	-	-	-	1,035,999
Political Subdivision Chargeback	12,384	4,234	20,463	10,976	-	-	-	48,057
<i>based on true-up of 2016 caseload</i>								
Total of distributions to Funding Units	1,119,128	382,597	1,849,146	991,885	0	0	0	4,342,756
Political Subdivision Cash Intake					32,000	74,000	40,000	146,000
Less: Assessment for court services					(11,321)	(25,189)	(11,547)	(48,057)
Total of distributions to Political Subdivisions					20,679	48,811	28,453	97,943
Cost of Prosecution Reimbursement-projected	22,000	4,000	44,000	13,000	4,000	4,208	1,750	92,958
Total Cash Distribution for 2016	1,141,128	386,597	1,893,146	1,004,885	24,679	53,019	30,203	4,533,657
<hr/>								
Money Advanced the Court for 2016	1,129,280	356,685	1,910,781	1,056,251	-	-	-	4,452,997
<i>based on 2015 caseload</i>								
Less: -Underpayment from or (Overpayment refunded to)	<i>based on 2016 caseload</i> 18,257	35,624	(14,695)	(39,186)	-	-	-	0
-Refundable Budget	(12,885)	(4,405)	(21,290)	(11,420)				(50,000)
Adjusted Advanced to Court for 2016	1,134,652	387,904	1,874,796	1,005,645				4,402,997

Section 4

Expenditures

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT
2017 Budgeted Expenditure Summary**

	<i>2015 ACTUAL</i>	<i>2016 BUDGET</i>	<i>2016 PROJECTED TOTAL</i>	<i>2017 BUDGET REQUEST</i>	<i>2017 BUDGET TO 2016 BUDGET</i>
Salaries	\$1,734,632	\$1,780,000	\$1,725,000	\$1,780,000	0.00%
Benefits	1,038,166	1,162,000	1,115,528	1,115,000	-4.22%
Operations	1,112,728	1,178,996	1,168,471	1,279,060	7.82%
Professional Fees	90,591	97,000	97,135	99,500	2.51%
Court Expenses	\$168,226	\$170,000	\$175,862	\$212,000	19.81%
Equipment & Capital	33,205	65,000	120,169	106,000	38.68%
<i>Total Expenditures</i>	<i>\$4,177,548</i>	<i>\$4,452,996</i>	<i>\$4,402,165</i>	<i>\$4,591,560</i>	<i>3.02%</i>

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Salary Expense

	2015 ACTUAL	2016 BUDGET	2016 PROJECTED TOTAL	2017 BUDGET REQUEST	2016 PROJECTION TO 2016 BUDGET	2017 BUDGET TO 2016 BUDGET
Salaries	\$1,734,632	\$1,780,000	\$1,725,000	\$1,780,000	-3.09%	0.00%
<i>Total Salaries</i>	\$1,734,632	\$1,780,000	\$1,725,000	\$1,780,000	-3.09%	0.00%

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Benefit Expense

	2015 <i>ACTUAL</i>	2016 <i>BUDGET</i>	2016 <i>PROJECTED TOTAL</i>	2017 BUDGET REQUEST	2016 <i>PROJECTION TO 2016 BUDGET</i>	2017 <i>BUDGET TO 2016 BUDGET</i>
Pension	\$265,944	\$272,000	\$258,000	\$240,000	-5.43%	-13.33%
Medical Insurance	\$606,265	\$720,000	\$688,735	\$705,000	-4.54%	-2.13%
Other Post-Employment Benefit Cost	\$55,000	\$55,000	\$55,000	\$55,000	0.00%	0.00%
Dental, Life, Disability Insurances	110,957	115,000	113,793	115,000	-1.06%	0.00%
<i>Total Benefits</i>	\$1,038,166	\$1,162,000	\$1,115,528	\$1,115,000	-4.17%	-4.22%

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Operating Expense

	2015 ACTUAL	2016 BUDGET	2016 PROJECTED TOTAL	2017 BUDGET REQUEST	2016 PROJECTION TO 2016 BUDGET	2017 BUDGET TO 2016 BUDGET
Payroll Taxes & MESC	\$133,756	\$150,000	\$135,000	\$135,000	-10.00%	-10.00%
Information Systems	81,470	110,000	90,621	95,000	-17.62%	-13.64%
Office Supplies & Postage	70,442	80,000	78,575	80,000	-1.81%	0.00%
Insurance	64,436	65,000	69,525	70,000	6.51%	7.69%
Utilities/Telephone	\$91,382	\$115,000	\$112,000	\$110,000	-2.61%	-4.35%
Rent	538,996	538,996	538,996	584,310	0.00%	8.41%
Building Capital Improvement Fund	0	0	0	44,750	0.00%	100.00%
Building Maintenance	132,246	120,000	143,754	160,000	16.52%	33.33%
Total Operating Expenses	\$1,112,728	\$1,178,996	\$1,168,471	\$1,279,060	-0.89%	7.82%

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Professional Fee Expense

	<i>2015 ACTUAL</i>	<i>2016 BUDGET</i>	<i>2016 PROJECTED TOTAL</i>	<i>2017 BUDGET REQUEST</i>	<i>2016 PROJECTION TO 2016 BUDGET</i>	<i>2017 BUDGET TO 2016 BUDGET</i>
Auditors	\$17,900	\$19,500	\$19,135	\$22,000	-1.87%	11.36%
Magistrates	56,350	58,000	58,000	58,000	0.00%	0.00%
Consultants & Other Professional Services	16,341	19,500	20,000	19,500	2.56%	0.00%
<i>Total Professional Fees</i>	<i>\$90,591</i>	<i>\$97,000</i>	<i>\$97,135</i>	<i>\$99,500</i>	<i>0.14%</i>	<i>2.51%</i>

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT**

Court Expenses

	2015 ACTUAL	2016 BUDGET	2016 PROJECTED TOTAL	2017 BUDGET REQUEST	2016 PROJECTION TO 2016 BUDGET	2017 BUDGET TO 2016 BUDGET
Jury & Witness Fees	7,101	12,000	12,000	12,000	0.00%	0.00%
Assigned Counsel	57,308	65,000	63,004	65,000	-3.17%	0.00%
Education/Library	9,616	8,000	8,000	10,000	0.00%	20.00%
Court Security	94,201	85,000	92,858	125,000	9.24%	32.00%
Total Court Expenses	\$168,226	\$170,000	\$175,862	\$212,000	3.33%	19.81%

**STATE OF MICHIGAN
48TH JUDICIAL DISTRICT
Equipment & Capital Expense**

	2015 ACTUAL	2016 BUDGET	2016 PROJECTED TOTAL	2017 BUDGET REQUEST	2016 PROJECTION TO 2016 BUDGET	2017 BUDGET TO 2016 BUDGET
Equipment Rental	\$6,589	\$10,000	10,000	\$10,000	0.00%	0.00%
Equipment Maintenance	19,627	25,000	20,169	21,000	-23.95%	-19.05%
Capital	6,989	30,000	90,000	75,000	200.00%	150.00%
Total Equipment & Rental	\$33,205	\$65,000	\$120,169	\$106,000	45.91%	38.68%



MEMORANDUM

Engineering Dept.

DATE: November 16, 2016
TO: Joseph Valentine, City Manager
FROM: Paul T. O'Meara, City Engineer
SUBJECT: Crosswalk Pavement Marking Standards

Earlier this year, the City Commission asked that the City develop a written guideline for how to design pavement markings at crosswalks, with the assistance of the Multi-Modal Transportation Board. The MI Department of Transportation (MDOT) has developed standards for their system, which is attached. Staff prepared suggested guidelines and reviewed this issue a total of three times with the Board. Suggestions were made during the first two meetings, and the final agreed upon recommendation incorporated comments from the Board. The Board unanimously approved the suggested standards below at their meeting of November 2, 2016.

The standards as developed break intersections into four categories, with the second categories having two subcategories. The list immediately following this memo provides examples of actual intersections that would apply for each category. Also, the attached memo to the Board dated October 27, 2016 explains in detail the thought process that was used to develop these standards, as recommended in the suggested recommendation below:

SUGGESTED RESOLUTION:

To adopt the following standard policy for the design of all future crosswalk pavement markings in the City of Birmingham, as recommended by the Multi-Modal Transportation Board:

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

At Central Business District or other High Pedestrian Demand Major Street Crossings:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 to 14 feet wide. Crosswalks at the upper width limit may be installed when high pedestrian demand at traffic signals is present.

At Central Business District or other High Pedestrian Demand Local Street Crossings:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 8 to 10 feet wide. Painted bars at the 24 inch width may be introduced if the crosswalk location has some feature that makes it more hazardous or inconspicuous.

On Major Streets with High Vehicle Demand and Infrequent Crosswalk Locations:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 6 feet wide.

At All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

APPENDIX

INTERSECTION EXAMPLES FOR CROSSWALK STANDARD CATEGORIES

At Central Business District or other High Pedestrian Demand Major Street Crossings:

Maple Rd. & Chester St.
Old Woodward Ave. & Willits St./Oakland Blvd.
Old Woodward Ave. & Maple Rd.
Old Woodward Ave. & Brown St.

At Central Business District or other High Pedestrian Demand Local Street Crossings:

(12 inch wide bars):

Martin St. & Bates St.
Martin St. & Pierce St.
Townsend St. & Pierce St.
Hamilton Ave. & Ferndale St.

(24 inch wide bars):

Martin St. & Chester St.
Willits St. & Bates St.
Hamilton Ave. & Park St.
Peabody St. & Brown St.
Chesterfield Ave. & Oak St.
Pierce St. & Southlawn Blvd.

On Major Streets with High Vehicle Demand and Infrequent Crosswalk Locations:

Maple Rd. & Chesterfield Ave.
Maple Rd. & Lakepark Ave.
Maple Rd. & Adams Rd.
Maple Rd. & Eton Rd.
Old Woodward Ave. & Oakland Blvd.
Old Woodward Ave. & Lincoln Ave.
Adams Rd. & Derby Rd.

At All Other Locations:

Greenwood Ave. & Vinewood Ave.
Oakland Ave. & Worth St.
Lincoln Ave. & Torry St.
Southlawn Blvd. & Edgewood Ave.

DATE: October 27, 2016

TO: Multi-Modal Transportation Board

FROM: Paul T. O'Meara, City Engineer

SUBJECT: Crosswalk Pavement Marking Standards

The Multi-Modal Transportation Board was asked to review and recommend standards for future crosswalk pavement markings. Suggested standards were first prepared by staff and discussed at the April MMTB meeting. Consensus was not reached at that time. This issue was discussed again at the June meeting after revisions by staff. At that time, a motion to pass the staff recommendation was voted on, but failed on a vote of 3 to 2. Those dissenting felt that the standard should encourage the use of the wider markings more often.

When considering crosswalk design standards, it is important to note that there are two dimensions being considered:

1. Crosswalk Total Width (Walking Surface) -

The standard sidewalk width is five feet, which is especially prevalent outside of commercial areas. Handicap ramps are also typically built at five feet wide, outside of heavy use commercial areas. As shown on the attached standard details from MDOT, crosswalk widths should match the sidewalk. Installing crosswalk markings with a six foot wide walking surface is appropriate unless pedestrian demand is higher than average, in areas such as downtown, schools, or other pedestrian generators. The modified standard below encourages the designer to consider unique factors in the area that may result in higher than average pedestrian demand.

On the upper end of the spectrum, rarely is there sufficient space to build sidewalks wider than ten feet, and usually they are less. However, in busy areas, a group of pedestrians may all have to use a crosswalk within a limited time frame, during a traffic clearance interval (such as at a traffic signal). The new standard provides a range up to 14 feet, with the idea that the designer should consider the propensity for many pedestrians to have to cross the street during short time intervals. Note that wider crosswalks also require wider handicap ramps.

2. Crosswalk Painted Bar Width -

The City is now installing exclusively transverse painted bars for all crosswalks, also known as continental style. The standard width is a 12 inch wide bar, with a spacing of 24 to 30 inches between. Variations in the gap are allowed to encourage the person installing the bars to try to avoid installing them in the area where tires will drive on them the most, which encourages quick degradation. City staff has been asked to consider the use of wider bars, such as 24 inch, in select areas to bring more notice to

the area. If 24 inch wide bars are installed, they should have a gap between 24 to 36 inches wide, again considering the general path of the tires crossing the markings.

At the last discussion of this topic, some members of the board dissented because they felt that the 24 inch wide bar was preferable, and its use should be more liberal. When moving in this direction, it is important to note that:

1. As the use of a traffic control device becomes more common, its novelty wears off. If something special is used too much, it is no longer special, and will lose its desired effect. Staff suggests that it is important that the 24 inch wide bars be reserved for the areas where they are needed the most (where both higher vehicle and pedestrian traffic counts are present) so that they will be most effective.
2. The painted crosswalks are a high maintenance item. They must be painted each year. As their numbers increase, the annual expense to the City goes up. Wider crosswalks markings require more paint, which then raises the cost.

Given the above considerations, the following changes to the standard are suggested:

1. Previously, there were three general conditions presented:
 - a. Major Street, High Pedestrian Demand
 - b. Local Street, High Pedestrian Demand
 - c. All Others

Considering this matter further, these cases do not well represent conditions where a crosswalk is being built on a Major Street, but pedestrian demand is relatively low (e.g.: Maple Rd. at Chesterfield Ave.). These conditions represent a unique hazard for pedestrians. Speeds are higher, and drivers are less likely to expect a pedestrian. Marked crosswalks are infrequent, partly because the City wants to encourage crossing at safer locations, such as signalized intersections. Under these conditions, a wide crosswalk is not necessary, but wider painted bars would be appropriate in order to call attention to the crossing. For this reason, a fourth category has been added to the standards list presented below.

2. In very high demand intersections, large numbers of pedestrians may have to cross the street at the same time. A more pedestrian friendly environment can be achieved if the crosswalk is extra wide. The standard is written to encourage the engineer to consider a wider walking path in these conditions, such as Maple Rd. and Old Woodward Ave.
3. On Local Streets where lots of pedestrians are present, 12 inch wide bars are appropriate in most situations, as speeds are low and drivers are more likely to be cautious. The standard now encourages the engineer to consider a 24 inch wide bar in unique areas where a crossing may not be clear to the driver, such as for east bound Willits St. at Bates St. (poor visibility).

Following in italics is the suggested standard that was presented in June. Revisions to the standard are provided within, in normal bold type. The same corrected language then follows in the suggested recommendation to the Commission.

*CITY OF BIRMINGHAM
STANDARDS FOR PAVEMENT MARKINGS AT PEDESTRIAN CROSSWALKS
(dated June, 2016)*

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

At Central Business District or other High Pedestrian Demand Major Street Crossings:

*Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 to 14 feet wide. **Crosswalks at the upper width limit may be installed when high pedestrian demand at traffic signals is present.***

At Central Business District or other High Pedestrian Demand Local Street Crossings:

*Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 8 to 10 feet wide. **Painted bars at the 24 inch width may be introduced if the crosswalk location has some feature that makes it more hazardous or inconspicuous.***

On Major Streets with High Vehicle Demand and Infrequent Crosswalk Locations:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 6 feet wide.

At All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

SUGGESTED RECOMMENDATION:

The Multi-Modal Transportation Board recommends that the City Commission adopt the following standard policy for the design of all future crosswalk pavement markings in the City of Birmingham:

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

At Central Business District or other High Pedestrian Demand Major Street Crossings:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 to 14 feet wide. Crosswalks at the upper width limit may be installed when high pedestrian demand at traffic signals is present.

At Central Business District or other High Pedestrian Demand Local Street Crossings:

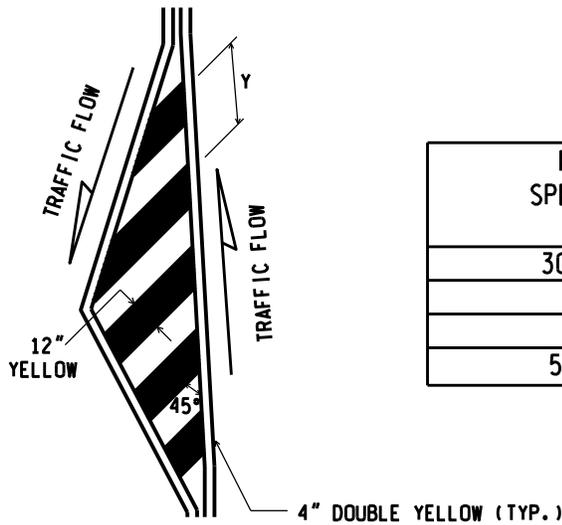
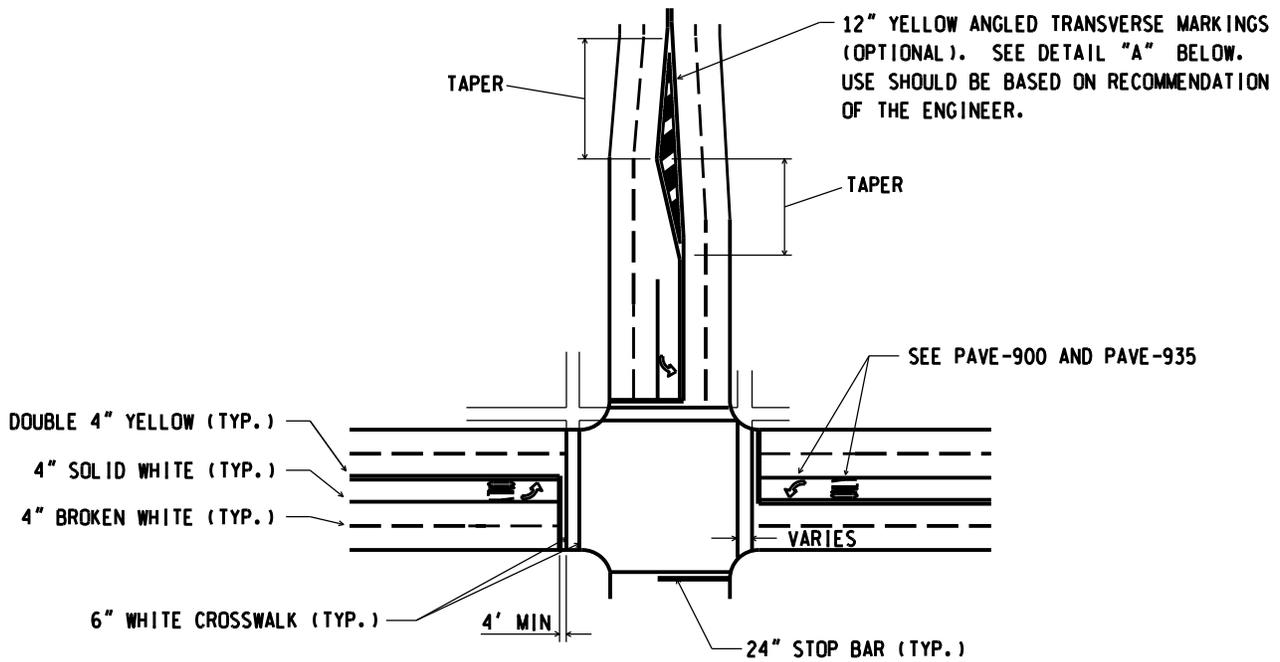
Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 8 to 10 feet wide. Painted bars at the 24 inch width may be introduced if the crosswalk location has some feature that makes it more hazardous or inconspicuous.

On Major Streets with High Vehicle Demand and Infrequent Crosswalk Locations:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 6 feet wide.

At All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.



POSTED SPEED LIMIT (MPH)	"Y" FT
30 OR LESS	10
35-40	20
45	30
50 OR MORE	40

DETAIL "A" ANGLED TRANSVERSE MARKING



PREPARED BY
DESIGN DIVISION

DRAWN BY: LME

CHECKED BY: JGM

DEPARTMENT DIRECTOR
Kirk T. Steudle

APPROVED BY: *Randy V. Puffel*
DIRECTOR, BUREAU OF FIELD SERVICES

APPROVED BY: *Neil A. Van Pelt*
DIRECTOR, BUREAU OF HIGHWAY DEVELOPMENT

MICHIGAN DEPARTMENT OF TRANSPORTATION
BUREAU OF HIGHWAY DEVELOPMENT STANDARD PLAN FOR

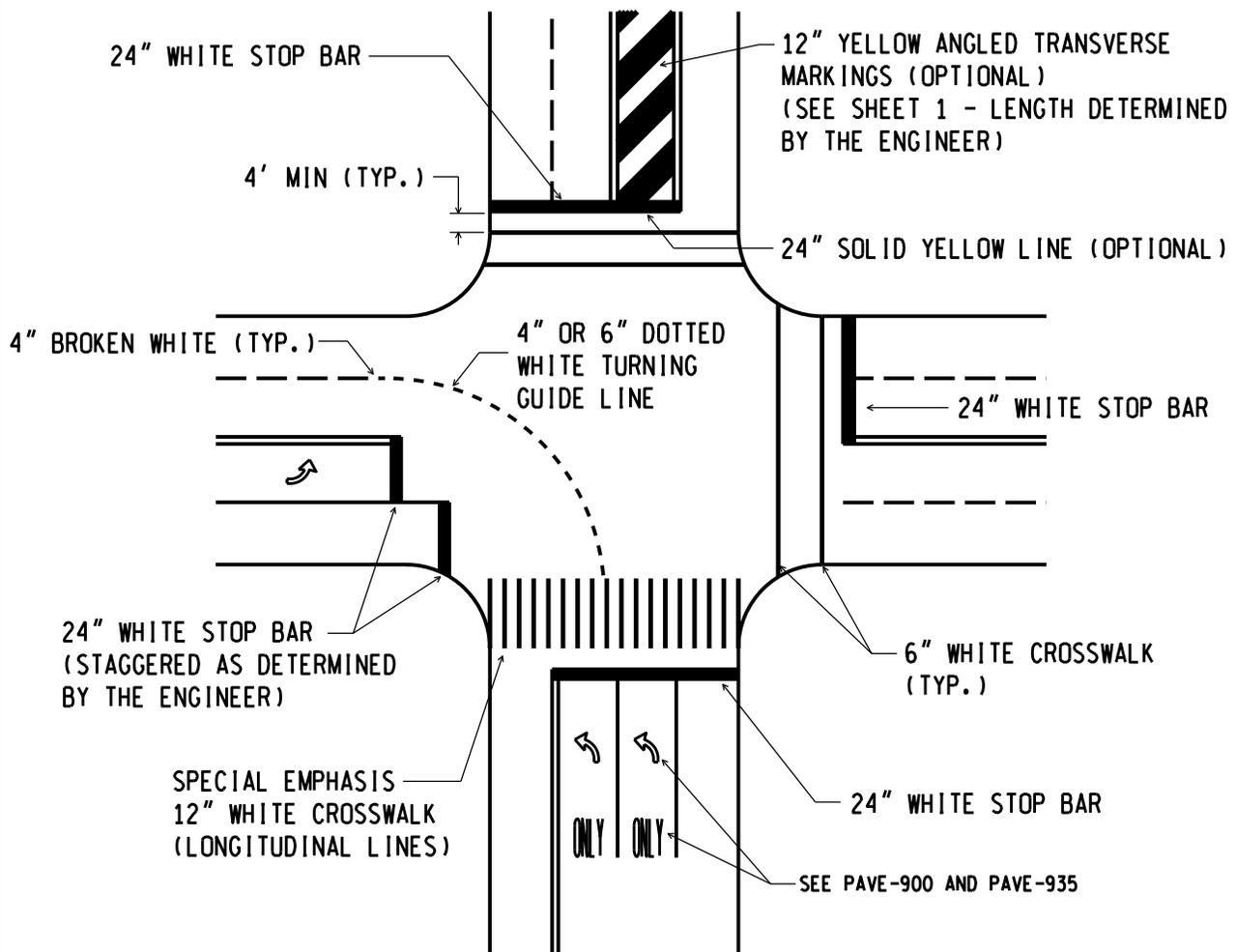
INTERSECTION, STOP BAR & CROSSWALK MARKINGS

08/12/15
F.H.W.A. APPROVAL

12/02/14
PLAN DATE

PAVE-945-C

SHEET
1 OF 3



SIGNALIZED OR STOP SIGN CONTROLLED INTERSECTION

NOTES:

1. Stop Bars should be located 40-150 ft from the signal head. Optional stop bars, if used at stop controlled intersections, should be 4-30 ft from the edge of the intersecting roadway. Exact location to be determined by the Engineer.
2. Standard crosswalk is two 6 inch white transverse lines. Special emphasis crosswalk is 12 inch white longitudinal lines.
3. Install special emphasis crosswalks at mid-block crossings, established school crossings (as defined by the MMUTCD) or when directed by the Engineer. See sheet 3 for detail of special emphasis crosswalk markings.
4. Width of crosswalk should equal width of the adjacent sidewalk, but shall not be less than 6 ft (measured inside the lines).
5. 12 inch transverse lines can be used in place of 6 inch transverse lines at the Engineer's discretion.
6. When practical, crosswalk location should avoid conflict with drainage inlets.
7. Turning guide lines should be placed to direct the driver into the closest through lane. Include a dotted turning guide line for all double turn movements.

NOT TO SCALE

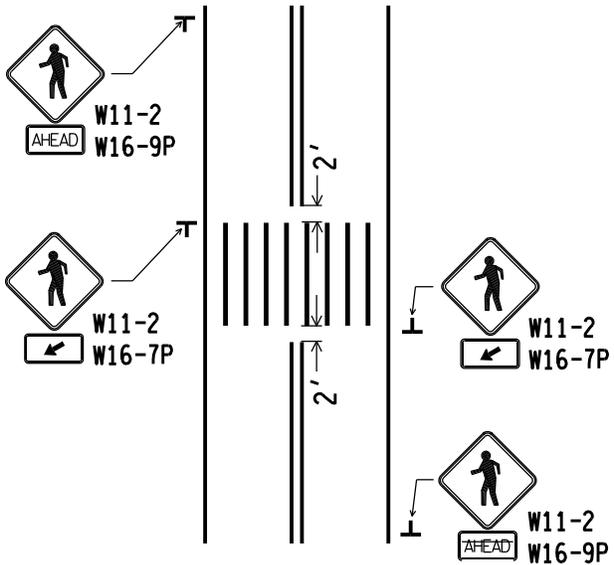
MICHIGAN DEPARTMENT OF TRANSPORTATION
BUREAU OF HIGHWAY DEVELOPMENT STANDARD PLAN

08/12/15
F.H.W.A. APPROVAL

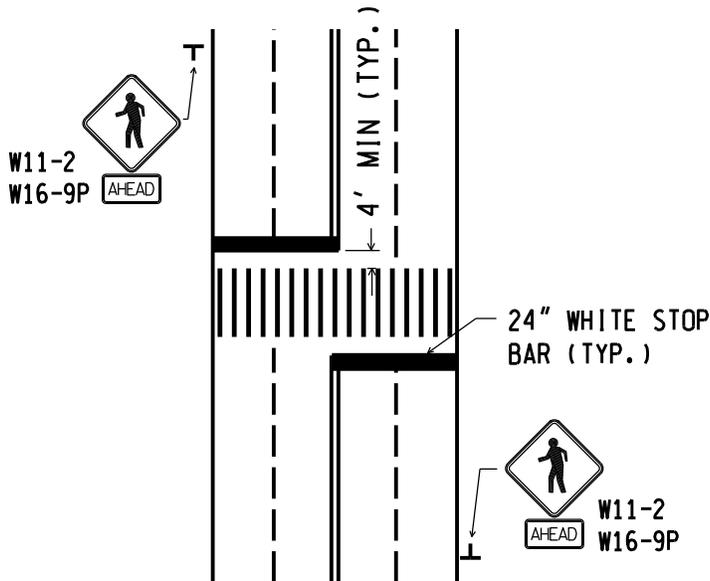
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PLAN DATE

PAVE-945-C

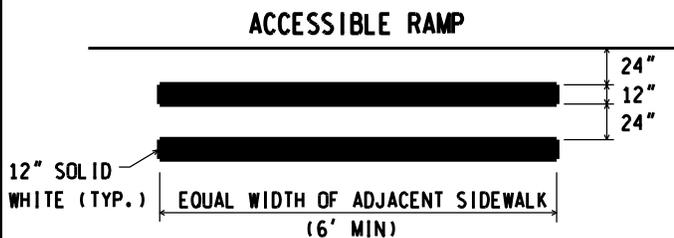
SHEET
2 OF 3



**MID-BLOCK TWO LANE
NON-SIGNALIZED**



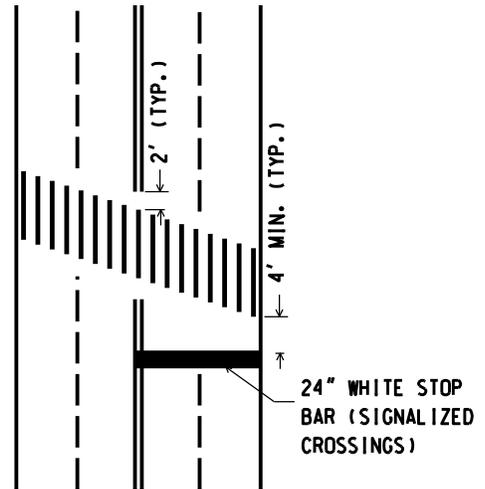
**MID-BLOCK MULTI-LANE
SIGNALIZED**



**DETAIL OF SPECIAL
EMPHASIS CROSSWALK MARKING**

NOT TO SCALE

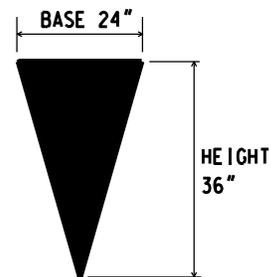
**MID-BLOCK MULTI-LANE
NON-SIGNALIZED**



SKewed CROSSINGS

NOTES:

1. Install special emphasis crosswalk markings parallel to traffic flow.



**DETAIL OF YIELD TRIANGLE
FOR YIELD LINE**

NOTES:

1. Install four triangles per lane.
2. Adjust spacing (between 3 to 12 inches) as necessary.



MEMORANDUM

Engineering Dept.

DATE: April 14, 2016
TO: Multi-Modal Transportation Board
FROM: Paul T. O'Meara, City Engineer
SUBJECT: Crosswalk Pavement Markings Standards

Historically, the City had no standard on the design of the pavement markings used for pedestrian crosswalks. In 2009, we were involved in designing the streets that were planned for reconstruction around the recently redeveloped Shain Park. Staff met with current Mayor Pro-Tem Mark Nickita on this topic. The end result of the meeting is that staff agreed to standardize the pavement markings to a set of straight one foot wide bars that are parallel to the path of vehicular traffic, often referred to as "continental" style. We have continued with that approach, allowing the pavement marking contractor help determine the appropriate spacing between the 12 inch wide painted bars. The removal of all of the older style pavement markings will continue to take several years, as it is preferable to change the pavement markings when the road is being repaved or resurfaced. Attempting to do so absent a paving project results in grinding marks in the pavement where the old markings were, topped with a different design in the same immediate area, which generally makes the crosswalk look worse instead of better. In the meantime, like all pavement markings, the crosswalks are repainted each year to make sure that they are visible and effective.

Recently, Mayor Pro-Tem Nickita has made observations of crosswalks in large cities that he feels should be reviewed and possibly implemented here. As shown in the attached photos, the crosswalks are painted with wider painted bars, and in some cases, the bars are much longer than our current standard of six to eight feet long. Fleis & Vandenbrink was asked to review this issue, and help make recommendations toward a common standard that can then be used on all future paving projects where marked crosswalks are proposed.

Size and Spacing of Painted Crosswalk Markings Standard

Attached is a letter from F&V that helps summarize guidelines developed both in the Michigan Manual of Uniform Traffic Control Devices (MMUTCD), and by the MI Dept. of Transportation (MDOT). The details drawn out by MDOT suggest that usually the 12 inch wide painted bar should be spaced with a 24 inch gap. However, it is important for the contractor laying out the markings to consider the typical path for tires driving over the markings. If the painted bar is installed in the path of the majority of the tires, it will wear out much sooner, leaving the pavement markings looking incomplete and in need of maintenance. With that in mind, the standards allow for a deviation in the spacing up to 2.5 times the width of the painted bar (in this case, 30 inches). It is also important for the contractor laying out the markings to have some ability to deviate from the set 24 inch spacing to fit the actual length of the crosswalk, as each location varies somewhat.

With respect to the width of the crosswalk, the MMUTCD suggests that the painted crosswalk bar should be between 12 and 24 inches wide. Mayor Pro-Tem Nickita is encouraging the wider painted bars with the idea that they are more noticeable to drivers. The examples of extra wide painted bars in crosswalks provided by Mayor Pro-Tem Nickita are from very urbanized areas where the numbers of pedestrians crossing at a given location is much greater than anywhere seen in Birmingham. It is suggested that the wider 24 inch bars be saved for those areas where pedestrian activity is the greatest, such as the Central Business District. Such pavement markings could be implemented in the Central Business District both on Old Woodward Ave. and Maple Rd. in the CBD in upcoming years as these corridors are reconstructed. By installing the wider markings at the most significant locations, they will help call attention to areas where the potential for pedestrian /vehicular conflict would be the greatest.

If 24 inch wide painted bars are used in crosswalks, the chance of parts of them being worn down by falling within the vehicle tire path is greater. Fortunately, the spacing of the bars can also be increased, per the MMUTCD, up to 60 inches. Given the examples taken from other cities, we are recommending that the suggested gap remain at 24 inches wide. In order to achieve the benefit of the wider bars, the gap should not be too extreme. Therefore, we recommend that the gap be limited to no more than 36 inches on the crosswalks used within the CBD.

A summary of the suggested standard can be found below at the end of this memo.

Width of Painted Crosswalks Standard

Historically, painted crosswalks have been installed at the typical six feet wide, with crosswalks in the Central Business District installed at eight feet wide. As noted in the F&V memo, the width of the crosswalk must match the width of the curb drop built at the handicap ramps located at each end of the crosswalk. It is important that the edge of the painted crosswalk direct people to a point in the ramp at each end that can accept them. People with marginal eyesight can sometimes only see a few feet away from their feet, and rely on the edge of the crosswalk markings to guide them to the ramp.

With that in mind, crosswalk widths can only be changed when the ramps are being reconstructed on each end of the crosswalk. In the majority of the City, sidewalks are only four to five feet wide. In these areas, six foot wide crosswalks should be sufficient. However, in the downtown area, where sidewalks can be wider and pedestrian demand can be much greater, a wider crosswalk width is appropriate. The existing crosswalks are painted at 9 to 10 feet wide at the intersection of Maple Rd. and Old Woodward Ave. Based on observations made during a warm Friday lunch hour on April 15, it was observed that when groups of pedestrians are crossing from opposite directions at the same time, the current width is almost wide enough to handle the majority of situations, but not always. Since the clear space to walk on the sidewalks on these streets varies from about five feet (Maple Rd.) to 12 ft. (Old Woodward Ave.), it is recommended that crosswalks in the Central Business District be widened to 12 ft. when the proposed paving projects in this area are implemented.

To summarize, we recommend that the six foot wide standard width crosswalk remain in use in areas outside of the Central Business District. In those areas where pedestrian demand is

higher, and the 24 inch wide markings referenced above are going to be used, a 12 foot wide crosswalk is recommended as outlined below:

CITY OF BIRMINGHAM
STANDARDS FOR PAVEMENT MARKINGS AT PEDESTRIAN CROSSWALKS

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

Central Business District Pedestrian Crossings on Maple Rd. between Chester St. and Woodward Ave., and on Old Woodward Ave. between Oak St. and Haynes St.:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 feet wide.

All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

SUGGESTED RECOMMENDATION:

The Multi-Modal Transportation Board recommends to the City Commission that the following standards be adopted for the design and installation of painted crosswalk pavement markings on all future projects:

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

Central Business District Pedestrian Crossings on Maple Rd. between Chester St. and Woodward Ave., and on Old Woodward Ave. between Oak St. and Haynes St.:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 feet wide.

All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

April 14, 2016

VIA EMAIL

Mr. Paul O'Meara
City Engineer
City of Birmingham
151 Martin Street
Birmingham, MI 48012

RE: Continental Crosswalk Design Requirements

Dear Mr. O'Meara,

The purpose of this letter is to provide an overview of permissible continental crosswalk design in response to a request from the City of Birmingham. The following guidance regarding continental crosswalk design is provided in the Michigan Manual of Uniform Traffic Control Devices (MMUTCD) Section 3B.18:

- Longitudinal lines (continental style) may be used at locations where substantial numbers of pedestrians cross without any other traffic control device, at locations where physical conditions are such that added visibility of the crosswalk is desired, or at places where a pedestrian crosswalk might not be expected.
- Longitudinal lines should be 12 to 24 inches wide and separated by gaps of 12 to 60 inches. The design of the lines and gaps should avoid the wheel paths if possible, and the gap between the lines should not exceed 2.5 times the width of the longitudinal lines.
- The crosswalk should be not less than 6 feet wide and crosswalk markings should be located so that the curb ramps are within the extension of the crosswalk markings.

The Michigan Department of Transportation (MDOT) provides additional guidance regarding the use of continental style crosswalks in the MDOT Pavement Marking Standards PAVE-945-C. The following guidance is provided:

- Special emphasis crosswalk is 12 inch white longitudinal lines.
- Width of the crosswalk should equal the width of the adjacent sidewalk, but shall not be less than 6 feet.

When determining the appropriate longitudinal line widths the installation and maintenance costs should also be considered. Increasing the line widths from the 12 inch standard will also increase the costs associated with additional paint. In addition, the wider pavement markings may also encroach upon the wheel paths, which will increase associated maintenance costs.

If you have any questions, please feel free to contact us.

Sincerely,

FLEIS & VANDENBRINK



Michael J. Labadie, PE
Group Manager

Attached: PAVE-945C



Jana Ecker <jecker@bhamgov.org>

San Francisco -Serious crosswalks

1 message

Mark For Birmingham <markforbirmingham@yahoo.com>

Sat, Mar 5, 2016 at 4:55 PM

To: Joe Valentine <jvalentine@bhamgov.org>, Paul O'Meara <pomeara@bhamgov.org>, Jana Ecker <jecker@bhamgov.org>, Mclemence@bhamgov.org, Chief Don Studt <dstudt@bhamgov.org>

Now this is pedestrianization!!

These guys are serious about their crosswalks. Note how wide the zone is as well as the width of the actual band/stripe. Must be about two feet wide. This is a great precedent! A girl to shoot for - old Woodward?

M



















Mark Nickita
Mayor Pro-Tem
City of Birmingham, MI

"never worry about action- only about inaction"
- Winston Churchill

@MarkNickita on Twitter
Mark Nickita on FB



Fwd: More continental -2' wide bars - in Toronto....everywhere!

1 message

Joe Valentine <jvalentine@bhamgov.org>

To: Jana Ecker <Jecker@bhamgov.org>, Paul O'Meara <Pomeara@bhamgov.org>, Mark Clemence <Mclemence@bhamgov.org>

Cc: Mark Nickita <mnickita@bhamgov.org>

Please share with the MMTB when they review this.

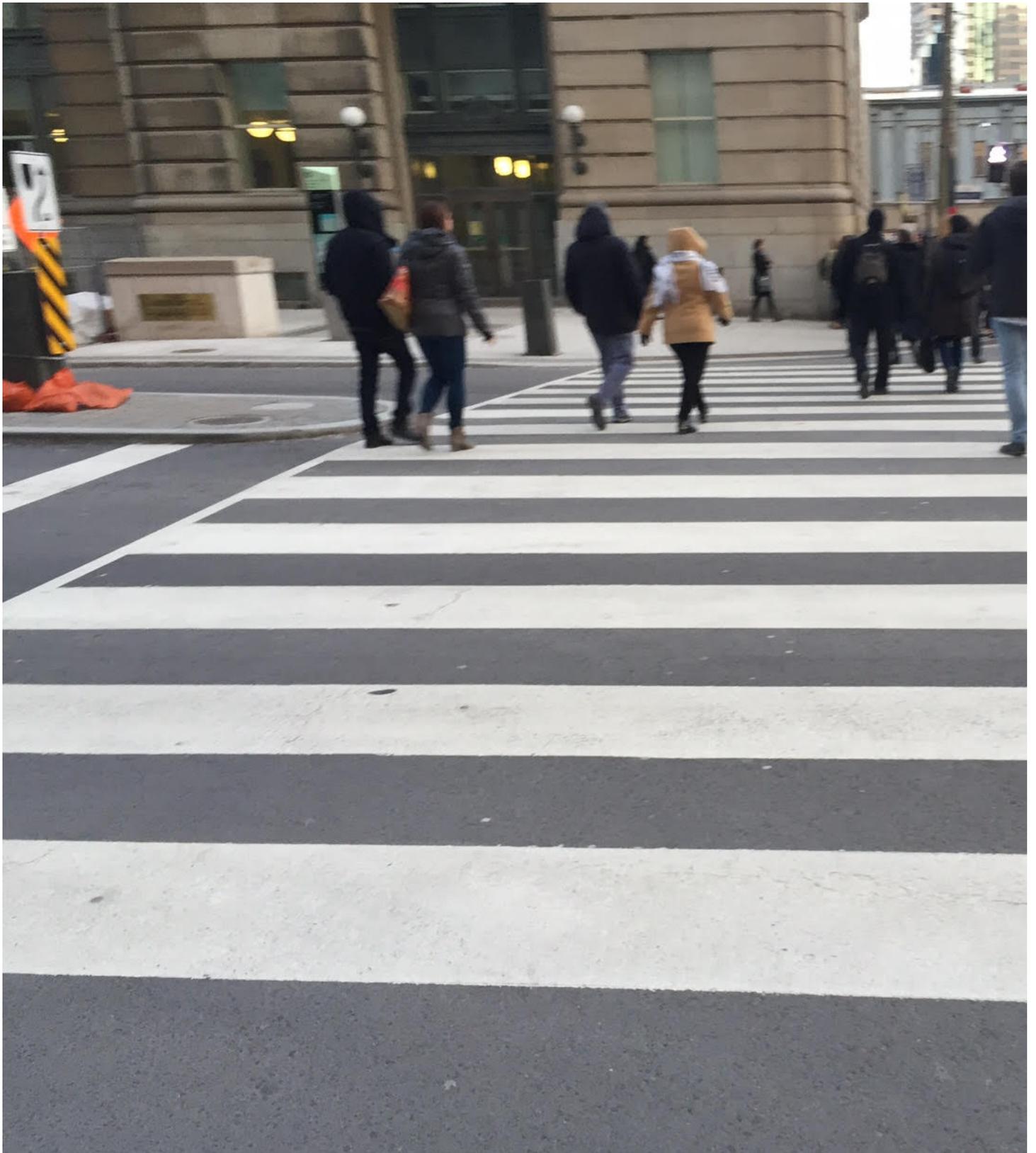
----- Forwarded message -----

From: **Mark Nickita** <mnickita@bhamgov.org>

Date: Fri, Apr 8, 2016 at 10:42 PM

Subject: More continental -2' wide bars - in Toronto....everywhere!

To: Joe Valentine <jvalentine@bhamgov.org>, Jana Ecker <jecker@bhamgov.org>, Paul O'Meara <pomeara@bhamgov.org>, Mclemence@bhamgov.org















Mark Nickita
Mayor Pro-Tem
City of Birmingham, MI

"never worry about action- only about inaction"
- Winston Churchill

@MarkNickita on Twitter
Mark Nickita on FB

--
Joseph A. Valentine

**CITY OF BIRMINGHAM
MULTI-MODAL TRANSPORTATION BOARD
THURSDAY, APRIL 21, 2016
City Commission Room
151 Martin Street, Birmingham, Michigan**

Minutes of the regular meeting of the City of Birmingham Multi-Modal Transportation Board held Thursday, April 21, 2016.

Chairperson Johanna Slanga convened the meeting at 6 p.m.

1. ROLL CALL

Present: Chairperson Johanna Slanga; Board Members Vionna Adams, Lara Edwards, Amy Folberg, Andy Lawson, Michael Surnow, Amanda Warner

Absent: Board Members

Administration: Jana Ecker, Planning Director
Austin Fletcher, Asst. City Engineer
Commander Scott Grewe, Police Dept.
Paul O'Meara, City Engineer

Also Present: Mike Labadie and Julie Kroll from Fleis & Vandenbrink ("F&V"), Transportation Engineering Consultants

2. INTRODUCTIONS

Ms. Folberg, resident at large, introduced herself for those who were not present at the last meeting.

3. REVIEW AGENDA (no change)

4. APPROVAL OF MINUTES, MEETING OF FEBRUARY 11, 2016

Motion by Ms. Warner

Seconded by Ms. Edwards to approve the Minutes of February 11, 2016 as presented.

Motion carried, 7-0.

VOICE VOTE

Yeas: Warner, Edwards, Adams, Folberg, Lawson, Slanga, Surnow

Nays: None

Absent: None

5. HAMILTON AVE. AND PARK ST. INTERSECTION

Mr. O'Meara provided background for Park St., Hamilton Ave. to Maple Rd. He noted the City has received federal funds to reconstruct Maple Rd. from Bates St. to Woodward Ave. in 2018. Since Maple Rd. traffic will be disrupted at that time, the plan is to reconstruct the Maple Rd. and Park St. intersection as a part of that project such that Park St. can accommodate two-way traffic from that point on. A City Commissioner requested that the MMTB look at having a stop sign in all four directions at the intersection to make it more pedestrian friendly.

Mr. Labadie added that the Michigan Manual of Uniform Traffic Control Devices ("MMUTCD") is put together by the State Police, and MDOT with input from county road commissions and city engineers. Also, there is a Federal Manual of Uniform Traffic Control Devices and the two mostly match. According to the Manuals, pedestrian friendly or controlling speeds in neighborhoods are not criteria for installing stop signs. F&V was asked to study the intersection as it currently operates and make recommendations relative to the advisability of making this a four-way stop controlled intersection at this time. Their warrants analysis is that current crash patterns suggest that some of the vehicle crashes could be corrected by the addition of a STOP sign, but not enough to conclude that a STOP sign is warranted. Also, over the most recent four years where data is available there have been zero pedestrian conflicts reported at this intersection.

Therefore, he recommended no changes to this intersection until such time as Park St. is two-way, when it can be revisited.

Mr. O'Meara advised the current project is being implemented to address the poor condition of the pavement. As noted, this block of Park St. is planned for significant changes in its traffic pattern once the Maple Rd. intersection is reconstructed in two to three years. Secondly, an analysis of the current traffic counts and crash history reveals that the current traffic controls for the Hamilton Ave. intersection are appropriate. Once they are redesigning the Maple Rd. intersection, they plan to have the entire block's traffic design reviewed and confirmed prior to recommending a final design. The traffic controls at both intersections will have to be changed at that time anyway. It is staff's recommendation that no changes be made to the existing traffic controls at the Hamilton Ave. and Park St. intersection.

There was no public present to comment on this matter.

Motion by Ms. Warner

Seconded by Mr. Lawson that the Multi-Modal Transportation Board recommends that the Hamilton Ave. and Park St. traffic controls remain as-is at this time. In the future, when the City is prepared to introduce a southbound lane on Park St. south of Hamilton Ave., the entire block's traffic controls should be reviewed at that time.

Motion carried, 7-0.

ROLLCALL VOTE

Yeas: Warner, Lawson, Adams, Edwards, Folberg, Slanga, Surnow

Nays: None

Absent: None

6. CROSSWALK PAVEMENT MARKING STANDARDS

Mr. O'Meara recalled that historically the City had no standard on the design of the pavement markings used for pedestrian crosswalks. In 2009, the City started going to the Continental style crosswalks. Current Mayor Pro-Tem Mark Nickita suggested that the City should standardize the pavement markings to make sure the width of the bars versus the spacing between the bars is standard. The removal of all of the older style pavement markings will continue to take several years.

Also recently, Mayor Pro-Tem Nickita has made observations of crosswalks in large cities that he feels should be reviewed and possibly implemented here. The crosswalks are painted with wider painted bars, and in some cases, the bars are much longer than our current standard of 6 to 8 ft. long. F&V was asked to review this issue and make recommendations toward a common standard that can then be used on all future paving projects where marked crosswalks are proposed.

Guidelines developed both in the MMUTCD and by the Michigan Dept. of Transportation ("MDOT") suggest that usually the 12 in. wide painted bar should be spaced with a 24 in. gap between. You can go up to 30 in. on a 12 in. bar. In those areas where pedestrian demand is higher and the 24 in. wide markings are going to be used, Mr. O'Meara recommends somewhere between 24 and 36 in. gaps. Also recommended is that in the major intersections of the Central Business District ("CBD") a 12 ft. wide crosswalk be used and that all of the other minor crossings in the CBD will be 8 ft. wide.

Chairperson Slanga thought the recommendations should be made based on how wide the street is and how much pedestrian traffic there is. The recommended standards seem quite ridged. She suggested 8 to 12 ft. wide crosswalks in the CBD with the tone of maximizing it for the space available and the amount of pedestrians. Further, it was discussed that demographics can change down the road with regard to the volume of pedestrians and the danger involved in crossing the intersection.

Mr. O'Meara agreed to modify the pavement marking standards based on the board's comments and bring them back.

7. 2016 ASPHALT RESURFACING PROGRAM REVIEW

Mr. O'Meara advised that each year, the City budgets funds to resurface some asphalt streets that are still structurally sound, but have a poor or marginal asphalt surface. This year, funding is available to address several local streets located in the southeast corner of the City, as well as a portion of Brown St. near Southfield Rd.

The segment of Brown St. proposed for rehabilitation has been identified in Phase 3 of the Master Plan as part of a neighborhood connector route that is planned to help connect bicyclists from Southfield Rd. through the south side of the Central Business District and east eventually to Eton Rd. No changes are recommended to this project as a result of the Master Plan. It was discussed that in the future it should be confirmed that people in the lower Phase 3 area can connect up to Kenning Park.

After a review of the Master Plan, it appears that no specific recommended changes are suggested on any of the southeast area streets.

The Cheltenham Rd./Dunstable Rd./Hanley Ct. intersection is being resurfaced as a part of this project. Currently there is no designated path for pedestrians that wish to cross from one side of Cheltenham Rd. to the other. Given the fact that the intersection is controlled by stop signs, a designated crosswalk for pedestrians would be an improvement over the current condition. On the north side of the intersection a ramp from the Cheltenham Rd. north side sidewalk is proposed just east of the existing drive approach for 1500 Cheltenham Rd. The stop bar for eastbound Cheltenham Rd. traffic would be moved northwest about 4 ft. to make room for a ramp and sidewalk connection at that point up to the south side Cheltenham Rd. sidewalk. No other ramps are suggested at this time.

Motion by Mr. Lawson

Seconded by Ms. Adams to recommend to the City Commission that the Engineering Dept. proceed with the design of the 2016 Asphalt

Resurfacing Program. All handicap ramps requiring replacement shall be included in the project. Further, new ramps and a crosswalk shall be installed at the Cheltenham Rd./Dunstable Rd./Hanley Ct. intersection to improve pedestrian accessibility and safety at this location.

Motion carried, 7-0.

ROLLCALL VOTE

Yeas: Lawson, Edwards, Adams, Folberg, Slanga, Surnow, Warner

Nays: None

Absent: None

8. MEETING OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA
(no public was present)

9. MISCELLANEOUS COMMUNICATIONS (items in the packet)

10. ADJOURNMENT

No further business being evident, the chairperson adjourned the meeting at 6:50 p.m.

Jana Ecker, Planning Director

Paul O'Meara, City Engineer

DRAFT



MEMORANDUM

Engineering Dept.

DATE: June 10, 2016
TO: Multi-Modal Transportation Board
FROM: Paul T. O'Meara, City Engineer
SUBJECT: Pedestrian Crosswalk Pavement Marking Standards

At the April meeting of the Multi-Modal Transportation Board (MMTB), the Board reviewed the attached report dated April 14. While the Board was generally in favor of the standards suggested, they felt that they were too restrictive. Specifically, the Board suggested that there may be locations outside of those described that could benefit from the wider crosswalks with wider markings. With that in mind, the suggested standard has been changed to reflect that the larger crosswalk design shall be used not only within the CBD on the specific streets mentioned before, but rather at any major street that has a higher than normal pedestrian traffic demand. Further, based on comments made at the meeting, a mid-grade level crosswalk can be used where pedestrian demand is high, but the street being crossed is more local in nature.

The suggested standards changed as noted above is provided below, as well as in the suggested recommendation below:

CITY OF BIRMINGHAM STANDARDS FOR PAVEMENT MARKINGS AT PEDESTRIAN CROSSWALKS

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

At Central Business District or other High Pedestrian Demand Major Street Crossings:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 feet wide.

At Central Business District or other High Pedestrian Demand Local Street Crossings:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 8 to 10 feet wide.

At All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

SUGGESTED RECOMMENDATION:

The Multi-Modal Transportation Board recommends to the City Commission that the following standards be adopted for the design and installation of painted crosswalk pavement markings on all future projects:

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

At Central Business District or other High Pedestrian Demand Major Street Crossings:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 feet wide.

At Central Business District or other High Pedestrian Demand Local Street Crossings:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 8 to 10 feet wide.

All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

**CITY OF BIRMINGHAM
MULTI-MODAL TRANSPORTATION BOARD
THURSDAY, JUNE 16, 2016
City Commission Room
151 Martin Street, Birmingham, Michigan**

Minutes of the regular meeting of the City of Birmingham Multi-Modal Transportation Board held Thursday, June 16, 2016.

Vice-Chairman Andy Lawson convened the meeting at 6 p.m.

1. ROLL CALL

Present: Board Members Vionna Adams, Lara Edwards, Amy Folberg, Vice-Chairman Andy Lawson, Amanda Warner (arrived at 6:16 p.m.)

Absent: Board Member Michael Surnow

Administration: Sean Campbell, Asst. Planner
Mark Clemence, Police Chief
Jana Ecker, Planning Director
Austin Fletcher, Asst. City Engineer
Paul O'Meara, City Engineer

Also Present: Mike Labadie from Fleis & Vandenbrink ("F&V"), Transportation Engineering Consultants

Vice-Chairman Lawson advised that the former chairperson, Johanna Slanga, has moved outside of the City and for that reason has relinquished her responsibilities on this board. He asked for nominations for a new chairperson.

Motion by Vice-Chairman Lawson

Seconded by Ms. Edwards to nominate Vionna Adams as chairperson.

Motion carried, 4-0.

VOICE VOTE

Yeas: Lawson, Edwards, Adams, Folberg

Nays: None

Absent: Surnow, Warner

2. INTRODUCTIONS

Ms. Ecker introduced Sean Campbell, Asst. Part-Time Planner.

3. REVIEW AGENDA (no change)

4. APPROVAL OF MINUTES, MEETING OF APRIL 21, 2016

Motion by Mr. Lawson

Seconded by Ms. Folberg to approve the Minutes of April 21, 2016 as presented.

Motion carried, 4-0.

VOICE VOTE

Yeas: Lawson, Folberg, Adams, Edwards

Nays: None

Absent: Surnow, Warner

5. RESIDENTIAL PERMIT PARKING ZONES

a. W. Frank St. - Chester St. to Bates St.

Chief Clemence related that the Police Dept. received a petition with signatures from four addresses that share property on Frank St. between Chester St. and Bates St. Their letter requests a change to "Parking Permit Required" in the area.

W. Frank St. from Chester St. to Pierce St. has been a two hour time limit, 8 a.m. to 6 p.m. except Sundays and Holidays zone since 1967.

The current issue per the petition is that residents are unable to park near their homes due to employees of local businesses using this area.

Mr. Henry Velleman, 708 S. Bates St., said their front door is on Bates St., but most of their home is on W. Frank St. They share that small street between Bates St. and Chester St. with three other homes. He spoke to describe the severe problems he and his neighbors are experiencing due to people using Frank St. for all day parking now that Bates St. has become permit parking. Therefore he asked that W. Frank St. be treated much like the other streets in the neighborhood. The parking problem along Frank St. occurs mainly in the evenings or late afternoon.

Chief Clemence affirmed the petition meets the required criteria for permit parking along Frank St.

Motion by Vice-Chairman Lawson

Seconded by Ms. Edwards to set parking by permit only on W. Frank St. from Chester St. to Bates St. from 8 a.m. to 8 p.m., consistent with the restrictions along Bates St.

There were no comments from the audience at 6:18 p.m.

Motion carried, 5-0.

ROLLCALL VOTE

Yeas: Lawson, Edwards, Adams, Folberg, Warner

Nays: None

Absent: Surnow

b. S. Glenhurst Dr. - Lincoln Ave. to Midvale Rd.

Chief Clemence noted that the Police Dept. received a petition with signatures from 26 addresses on S. Glenhurst Dr. between Lincoln Ave. and Midvale Rd. Their letter requests a change to "Parking Permit Required" in the area.

S. Glenhurst Dr. from Lincoln Ave. to Midvale Rd. has never had any parking restrictions.

The current issue per the petition is that Seaholm High School students have been using this area for parking while attending school. Residents are unable to park in front of or near their homes during this time. These parked cars narrow the roadway making it difficult for emergency vehicles and school buses to get by. Further, there is often trash left behind by the drivers of the vehicles.

Mr. Richard Widerstedt, 936 S. Glenhurst Dr. said their street is solidly parked including partially in front of driveways from 7 a.m. until after 3:30 p.m. He added that all of the surrounding streets are posted for permit parking only.

Mr. Steven Gretchko noted that only seniors and some juniors can get parking passes in the Seaholm HS student lot. All of this street parking is unsafe plus it really has affected the quiet enjoyment of the neighborhood.

Chief Clemence indicated this petition meets the requirements for permit parking along S. Glenhurst Dr.

Motion by Ms. Edwards

Seconded by Ms. Warner to set residential permit parking to mirror Golfview St. from 7 a.m. to 4 p.m. school days only along S. Glenhurst Dr. - Lincoln Ave. to Midvale Rd.

Motion carried, 5-0.

VOICE VOTE

Yeas: Edwards, Warner, Adams, Folberg, Lawson

Nays: None

Absent: Surnow

Mr. Labadie advised that about a year ago he was retained by the school district to help develop a new plan for Seaholm HS. Now a plan has been completed that they have endorsed. However he does not know the timing on that. The bus loading area is proposed to change, parent pick-up and drop-off will change, and there will be enough parking for everyone.

6. LINCOLN AVE. AND PIERCE ST. INTERSECTION DESIGN – STATUS UPDATE

Mr. O'Meara recalled that In 2014, the City resurfaced and added Multi-Modal amenities to the section of Lincoln Ave. between Southfield Rd. and Woodward Ave. The multi-modal features were reviewed by the Multi-Modal Steering Committee that existed at that time (the precursor to this board).

Pedestrian bumpouts were constructed at several locations throughout the job. However, it has been demonstrated that large vehicles making right turns here are not always able to make the turn without either crossing the double yellow line, or driving over the curb of the bumpout. Repeated actions such as this have caused grass damage at all four corners.

Interested residents at this location have asked the City for solutions. Staff has been moving forward on these issues. Dept. of Public Services has installed topsoil and seed, along with snow plow edge markers around each corner to discourage drivers from going over the curbs. F&V was asked to conduct a truck turning analysis and has determined that in order to provide sufficient space for turning large vehicles, each stop bar would have to be moved back 21 ft. Doing so then requires that a No Turn on Red provision be placed at each corner as well. That would further restrict movements in that area.

One way to avoid this but still address the current landscaping challenge would be to change the material behind the curb. Landscape stone could be installed, or even a two or three foot wide concrete paved area behind the curbs so that if vehicles need to drive over the curb they are not causing damage to the lawns behind.

Ms. Ecker added that since the City has repaired the area from the damage caused during the winter there has been a lot less damage. People seem to be getting used to the bumpouts.

Ms. Warner indicated she does not like the idea of relocating the stop bar because it would create bad traffic congestion at busy times of the day.

It was discussed that the bumpouts were installed to calm the traffic which is what the neighbors wanted. However, they don't like them to be unsightly. Mr.

Labadie observed that for now things seem to have improved as people are getting used to the bumpouts.

7. PEDESTRIAN CROSSWALK STANDARDS

a. Pavement Marking Design

Mr. O'Meara recalled at the April meeting the MMTB members were generally in favor of the standards suggested, but felt they were too restrictive. They suggested there may be locations outside of those described that could benefit from the wider crosswalks with wider markings. With that in mind the suggested standard has been changed to include any major street that has a higher than normal pedestrian traffic demand. Further, based on comments made at the meeting, a mid-grade level crosswalk can be used where pedestrian demand is high, but the street being crossed is more local in nature.

It was discussed that drivers here really need to be educated that they have to stop for pedestrians. If they do stop, then pedestrians will use the crosswalks.

Ms. Folberg liked the wider markings, and suggested that all crosswalks in the City be marked with them.

Mr. O'Meara was concerned with the cost of painting crosswalks, so he hesitates to always increase their size. Secondly, if all crosswalks are all big and bold, they will begin to lose their effectiveness. He suggested three different standards to accommodate different environments.

It was noted that once crosswalks are painted, they are difficult to remove, and they will likely remain that way for 20 years or more.

Mr. Labadie said that for crossings, crosswalks are placed where you want people to cross, or where there is a demand. It must be determined whether or not that is a safe place to cross.

Motion by Ms. Warner

Seconded by Mr. Lawson the Multi-Modal Transportation Board recommends to the City Commission that the following standards be adopted for the design and installation of painted crosswalk pavement markings on all future projects:

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

Within the Central Business District or other Major Street Crossings:
Painted bars shall be 24 in. wide, spaced at 24 to 36 in. apart. Total width of the crosswalk shall be 12 ft. wide.

Within the Central Business District or other Local Street Crossings:
Painted bars shall be 12 in. wide, spaced at 24 to 30 in. apart. Total width of the crosswalk shall be 8 to 10 ft. wide.

All Other Locations:
Painted bars shall be 12 in. wide, spaced at 24 to 30 in. apart. Total width of the crosswalk shall be 6 ft. wide.

Motion failed, 3-2.

VOICE VOTE

Yeas: Warner, Lawson, Adams

Nays: Edwards, Folberg

Absent: Surnow

Ms. Folberg's issue was that she doesn't like the width of the black between the white stripes. Ms. Edwards was concerned there may be an instance where they want individual bars to be 24 in. wide and it is not in the Central Business District or a place that currently doesn't have high pedestrian demand but may in the future. The second option might say that painted bars should be 12 - 24 in. wide.

The first heading might read: At CBD Major Street Crossings or Other Major Street Crossings.

The second heading could read: At CBD Local Street Crossings or Other Local Street Crossings.

Staff agreed to come back next month with some wordsmithing options.

b. Pedestrian Signal Timing

Mr. O'Meara noted that a City Commissioner recently observed that in Birmingham, the phase where the countdown signals are advancing toward zero can include some time that traffic has a yellow signal present. He observed elsewhere outside of Michigan that the countdown phase ends before the yellow signal begins. He thought perhaps an adjustment to ours would create a safer environment for pedestrians.

Staff asked F&V to review this issue, and provide an explanation as to why signals are timed the way they are in Birmingham.

Mr. Labadie explained that the guidance regarding pedestrian intervals is provided in the Michigan Manual of Uniform Traffic Control Devices ("MMUTCD"). He summarized the three phases of a pedestrian interval: Walk, Flash Don't Walk, and Don't Walk.

Additionally, the Michigan Dept. of Transportation ("MDOT") provides guidance regarding the preferred alternatives to providing the buffer interval in the Manual of Uniform Traffic Control Device Guidelines (MMUTCD). The vehicular and pedestrian signal timing intervals implemented throughout the City of Birmingham are consistent with the MMUTCD guidelines. The guidelines have been established after large amounts of study and consideration. There should be a good reason to deviate from the standards.

Everyone was in agreement to leave the signals the way they are presently.

8. MEETING OPEN TO THE PUBLIC FOR ITEMS NOT ON THE AGENDA
(no more public was present)

9. MISCELLANEOUS COMMUNICATIONS (items in the packet)

10. ADJOURNMENT

No further business being evident, the board members adjourned the meeting at 7:37 p.m.

Jana Ecker, Planning Director

Paul O'Meara, City Engineer

DRAFT

**CITY OF BIRMINGHAM
MULTI-MODAL TRANSPORTATION BOARD
THURSDAY, NOVEMBER 3, 2016
City Commission Room
151 Martin Street, Birmingham, Michigan**

Minutes of the regular meeting of the City of Birmingham Multi-Modal Transportation Board held Thursday, November 3, 2016.

Chairperson Vionna Adams convened the meeting at 6 p.m.

1. ROLL CALL

Present: Chairperson Vionna Adams; Board Members Lara Edwards (arrived at 6:45 p.m.), Amy Folberg, Daniel Rontal, Michael Surnow

Absent: Vice-Chairman Andy Lawson

Administration: Lauren Chapman, Asst. City Planner
Jana Ecker, Planning Director
Austin Fletcher, Asst. City Engineer
Scott Grewe, Operations Commander
Paul O'Meara, City Engineer
Carole Salutes, Recording Secretary

Also Present: Mike Labadie from Fleis & Vandenbrink ("F&V"), Transportation Engineering Consultants

2. INTRODUCTIONS

Mr. O'Meara introduced the newest board member, Daniel Rontal, who briefly discussed his background.

Mr. O'Meara advised that Johanna Slanga has been re-appointed to the board by the City Commission and she will be present for the next meeting.

3. REVIEW AGENDA (no change)

4. APPROVAL OF MINUTES, MEETING OF AUGUST 11, 2016

Motion by Mr. Surnow

Seconded by Ms. Folberg to approve the Minutes of August 11, 2016 as presented.

Motion carried, 4-0.

VOICE VOTE

Yeas: Surnow, Folberg, Adams, Rontal

Nays: None

Absent: Edwards, Lawson

5. OAK ST. RECONSTRUCTION - GLENHURST DR. TO CHESTERFIELD AVE.

Mr. O'Meara recalled that the Multi-Modal Transportation Board was formed in the summer of 2014. Its first major project to study was Oak St., from Glenhurst Dr. to Lakepark Dr. At that time, the City planned to reconstruct this segment in 2015. After various discussions, a preliminary plan was put together depicting the following (from west to east):

1. Maintaining the existing pavement from the west City limit to Glenhurst Dr., as this was not a part of the budgeted project.
2. Installing a separated student drop-off lane for parents in front of Quarton Elementary School, maintaining parking on the north side of the street.
3. Installing bike lanes from Chesterfield Ave. to Lakepark Dr., with the elimination of parking for the majority of the section. A widened section was proposed so that parking could be installed on the south side of the road from Chesterfield Ave. to Suffield Ave. only (2 blocks). The parking was included to handle parking demand from the school.

The City Commission reviewed the recommendation at their meeting of December 15, 2014. They endorsed the plan, with the exception that the parking lane from Chesterfield Ave. to Suffield Ave. was eliminated, allowing the entire six block length of Oak St. from the school to the lake to be a consistent width.

The plan in front of the school was not readily embraced by the Birmingham School District Board. To allow more time for an agreement to be reached, the City decided to proceed with the Oak St. reconstruction on the remaining six blocks in 2015. That segment is now constructed and open to traffic. City staff

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has not received feedback from the school administration that removing the parking east of Chesterfield Ave. has been a hardship.

Earlier this year, the MMTB recommended a neighborhood connector route taken from the Master Plan. The route utilizes the now constructed bike lane segment of Oak St., as well as Chesterfield Ave. south of Oak St. The City Commission approved this route as well. Bidding documents were issued in August to implement the route and have it in place by this time. However, no acceptable bids were received, and the project was not done. This work will be added to another larger project next year to ensure that it is completed early in the 2017 season.

The school district asked to keep the median as narrow as possible to allow more space between the drop off lane and the front face of the building. As a result, most of the median is proposed at 4 ft. wide. To provide the space needed to permit left turns into the area, the median widens to 7 ft. at its west end.

The Agreement with the school district was reached in late September, and is now ready for the City Commission to agree to it as well.

Mr. O'Meara presented two versions of the plan. Option A depicts the drop off area as approved by the school, pedestrian bumpouts in the Glenhurst Dr. intersection, and no changes to the existing pavement west of Glenhurst Dr. Option B is similar, except that bike lanes are added to the existing pavement west of Glenhurst Dr. The bike lanes would extend for a block and one half, before ending at the City limit. Installing bike lanes to the west requires the removal of the proposed bumpouts at the Glenhurst Dr. intersection.

It is unfortunate that there is not sufficient space to extend the bike lanes across the school frontage. However, now that a neighborhood connector route will be implemented encouraging the use of Chesterfield Ave., not extending the lanes across the school will not result in an abrupt ending of the bike feature. Since bike lanes cannot be extended further west beyond the City limit, it is not believed to be appropriate to introduce the lanes for the short 1.5 block segment of Oak St. west of the school.

The block of Oak St. in front of the school is in poor condition. Funding is available in the current budget to proceed with reconstruction in 2017 during the 10-week summer period when school is not in session.

Mr. Surnow said that having a bike lane on Oak St. or not really doesn't matter because it is a wide road and it feels safe to ride there. Option B doesn't make sense to him.

Motion by Mr. Surnow

Seconded by Ms. Folberg that the Multi-Modal Transportation Board recommends that the City Commission accept the agreement presented by the Birmingham School District, and the plan to reconstruct Oak St. between Glenhurst Dr. and Chesterfield Ave., depicted on the concept plan known as Option A, featuring bumpouts at the Glenhurst Dr. intersection, parking on the north side of the road, and separated student drop-off lanes in front of Quarton Elementary School.

Motion carried, 4-0.

VOICE VOTE

Yeas: Surnow, Folberg, Adams, Rontal

Nays: None

Absent: Edwards, Lawson

6. CROSSWALK PAVEMENT MARKING STANDARDS

Mr. O'Meara recalled that the MMTB reviewed standards for future crosswalk pavement markings at the April and June meetings.

When considering crosswalk design standards, it is important to note that there are two dimensions being considered:

1. Crosswalk total width (walking surface) -

The standard sidewalk width is 5 ft., which is especially prevalent outside of commercial areas. Crosswalk widths should match the sidewalk. Installing crosswalk markings with a 6 ft. wide walking surface is appropriate unless pedestrian demand is higher than average. On the upper end of the spectrum, rarely is there sufficient space to build sidewalks wider than 10 ft. and usually they are less.

2. Crosswalk painted bar width -

The standard width is a 12 in. wide bar, with a spacing of 24 to 30 in. between. City staff has been asked to consider the use of wider bars, such as 24 in., in select areas to bring more notice to the area. If 24 in. wide bars are installed, they should have a gap between 24 to 36 in. wide.

At the last discussion of this topic some board members dissented because they felt that the 24 in. wide bar is preferable and its use should be more liberal. However, it is important to note that as the use of a traffic control device becomes more common, the novelty wears off. Staff suggests that it is important that the 24 in. wide bars be reserved for the areas where they are needed the most. Further, the painted crosswalks are a high maintenance item that must be

painted each year. Wider crosswalk markings require more paint, which then raises the cost.

Previously, three general conditions were presented:

1. Major street, high pedestrian demand;
2. Local street, high pedestrian demand;
3. All others.

However, these cases do not well represent conditions where a crosswalk is being built on a major street, but pedestrian demand is relatively low. These conditions represent a unique hazard for pedestrians. Speeds are higher, and drivers are less likely to expect a pedestrian. Under these conditions a wide crosswalk is not necessary, but wider painted bars would be appropriate in order to call attention to the crossing.

In very high demand intersections, large numbers of pedestrians may have to cross the street at the same time. A more pedestrian friendly environment can be achieved if the crosswalk is extra wide.

On local streets where lots of pedestrians are present, 12 in. wide bars are appropriate in most situations, as speeds are low and drivers are more likely to be cautious. The standard now encourages consideration of a 24 in. wide bar in unique areas where a crossing may not be clear to the driver.

Discussion brought out that it is not the intention to have painted markings at every single crossing..

Motion by Ms. Folberg

Seconded by Mr. Surnow that the Multi-Modal Transportation Board recommends to the City Commission that the following standards be adopted for the design and installation of painted crosswalk pavement markings on all future projects:

All new painted crosswalks installed shall be of the continental style, as outlined on MDOT Detail Sheet PAVE-945-C, Sheet 3 of 3. Pavement markings shall be installed as follows:

At Central Business District or other High Pedestrian Demand Major Street Crossings:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 12 to 14 feet wide. Crosswalks at the upper width limit may be installed when high pedestrian demand at traffic signals is present.

At Central Business District or other High Pedestrian Demand Local Street Crossings:

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Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 8 to 10 feet wide. Painted bars at the 24 inch width may be introduced if the crosswalk location has some feature that makes it more hazardous or inconspicuous.

On Major Streets with High Vehicle Demand and Infrequent Crosswalk Locations:

Painted bars shall be 24 inches wide, spaced at 24 to 36 inches apart. Total width of the crosswalk shall be 6 feet wide.

At All Other Locations:

Painted bars shall be 12 inches wide, spaced at 24 to 30 inches apart. Total width of the crosswalk shall be 6 feet wide.

VOICE VOTE

Yeas: Folberg, Surnow, Adams, Rontal

Nays: None

Absent: Edwards, Lawson

7. CONSULTANT SELECTION FOR REVIEW OF OLD WOODWARD AVE. AND MAPLE RD. RECONSTRUCTION PLANS FOR 2017

Ms. Ecker advised that on September 15, 2016 a Request for Proposals (“RFP”) was issued by the City seeking a design/planning consultant to review the City’s preliminary plans for the reconstruction of segments of Old Woodward Ave. and Maple Rd. in downtown that are scheduled for construction between 2017 and 2021. The completion of final plans and detailed renderings for key segments of the project area will be the final deliverables from the selected consultant.

Two proposals were submitted in response to the RFP, one from McKenna Associates and one from MKSK/Parsons. A selection panel was convened made up of City staff and board members to review the responses submitted to complete final plans and renderings for Old Woodward Ave. and Maple Rd. downtown.

The panel unanimously agreed to recommend MKSK/Parsons to the City Commission to complete the final plans and renderings for Old Woodward Ave. and Maple Rd.

On October 10, 2016, the City Commission approved the selection of MKSK/Parsons. MKSK proposed a reduction of \$3100.00 of the originally proposed price, for a not to exceed total of \$69,437.00 to complete the final plans and renderings for Old Woodward Ave. and Maple Rd. downtown.



MEMORANDUM

**Planning Division
Engineering Division
Police Department**

DATE: November 16, 2016

TO: Joseph A. Valentine, City Manager

FROM: Jana L. Ecker, Planning Director
Paul O'Meara, City Engineer
Mark Clemence, Police Chief

SUBJECT: Old Woodward and Maple Reconstruction Plans for 2017

During the spring and summer of 2017, the City plans to reconstruct portions of both Old Woodward and Maple in Downtown Birmingham. A complete reconstruction includes the installation of new water and sewer lines, new curbs, gutters, sidewalks, and new streets. This is being proposed for Old Woodward and Maple for numerous reasons. The water and sewer systems are old and in need of replacement. Some of the water and sewer lines in this area are among the first ever installed by the Village of Birmingham. One section of water main is labeled as constructed in 1889, the oldest known main in our system. It is now well past its expected service life.

Also, after the first water and sewer systems were installed, several other pipelines were installed, particularly on the sewer system. In some areas, there are as many as five parallel sewer lines. Our new design proposes to install newer, larger water mains and sewers so that the majority of the existing systems can be either taken out of service, or internally lined.

In addition to the age and condition of the underground utilities, the at grade infrastructure is also in need of replacement. The existing pavement in the street dates as far back as 1930. It is old and tired, and needs to be routinely resurfaced to keep it in reasonable repair. Accessibility is also poor in several areas, not meeting current ADA standards. Serious grade differences between the front doors of businesses are best resolved by removing and replacing the road at a higher grade.

Finally, the Downtown Birmingham 2016 Master Plan provided guidelines and recommendations on how to rebuild the entire central business district. Several projects featuring consistent pavement design and materials have been undertaken in the area since 2004 working in this direction. Following through with the remaining planned projects on the Old Woodward Ave. and Maple Rd. corridors will bring the City significantly closer to meeting the goals of this master plan that was approved in concept in 1996.

Thus, the reconstruction of both of the City's main downtown streets is upon us. The long term plan for finishing the replacement of streets in the central business district is as follows:

- Phase I – Old Woodward Ave. – Willits St./Oakland Blvd. to Brown St. and Maple - Pierce to east of Old Woodward (2017)
- Phase II – Maple Rd. – Bates St. to Woodward Ave. (2019)
- Phase III – Old Woodward Ave. – Brown St. to Landon Ave. (2021)

In 2012 the City Commission appointed a seven member Old Woodward Ave. Conceptual Design Ad Hoc Committee to discuss in detail the cross-section that should be used for Old Woodward Ave., once it is reconstructed. The goal of that committee was to advise the Engineering Dept. as it was applying for federal funds to help in the cost of this project.

During the meetings for this ad hoc committee, the traffic safety benefits of introducing a left turn lane to the street were discussed. The question that was then wrestled with was whether the left turn lane should extend through the entire project, or should medians be constructed, similar to what was done north of the Willits St./Oakland Blvd. intersection. Concerns were expressed about the frequent congestion that occurs in this area, and how medians would add to this problem. In the end, the Committee concluded that the Old Woodward Ave. cross-section should include a continuous left turn lane.

With that information, the Engineering Dept. applied several times for funding on this segment. Largely due to its relatively low through traffic counts (compared to other major streets in the County), funding was never awarded to this segment. (The Engineering Dept. also began applying for funding on the downtown segment of Maple Rd., where we were successful. Funding on the segment from Bates St. to Woodward Ave. is now set for 2019 construction, as the phase II downtown street project.)

In 2014, the original Multi-Modal Transportation Steering Committee worked with the Greenway Collaborative to prepare the Multi-Modal Transportation Master Plan. The Committee discussed both of these corridors from a multi-modal perspective. An analysis was made relative to the ability to provide room for bike lanes and bike amenities. In the end, it was determined that there was not sufficient room in either corridor to introduce bike lanes, unless parking was sacrificed. Given the high demand for parking in the central business district, the Master Plan was finalized recommending sharrows (symbols advising motorists to share the road with bicyclists) for both streets.

In 2015, City staff worked with F&V, the City's multi-modal transportation consultant, to develop simple engineering drawings for all three phases of the project. Scaled drawings were prepared by F&V, and were reviewed internally by all departments. Due to the complexity and importance of the project given its central location, the City Commission directed staff to hire an outside urban design consultant to review in detail the plans that were prepared and to incorporate design details to ensure that our downtown remains an attractive destination.

Thus, on September 15, 2016 a Request for Proposals ("RFP") was issued by the City seeking a design/planning consultant to review the City's preliminary plans for the reconstruction of segments of Old Woodward and Maple in downtown that are scheduled for construction in 2017. The completion of final plans and detailed renderings for key segments of the project area will be the final deliverables.

Two proposals were submitted in response to the RFP, one from McKenna Associates and one from MKSK. A selection panel was convened made up of City staff and board members to review the responses submitted to complete final plans and renderings for Old Woodward and Maple downtown. The selection panel was comprised of the following representatives:

- Planning Board Chairperson
- Multi-Modal Transportation Board Chairperson
- Architectural Review Committee Member
- Planning Board Member (Design or Architect Member)
- City Manager
- City Engineer
- Planning Director

On October 4, 2016, the selection panel met to review and discuss the proposals submitted. Each member completed an evaluation sheet for each proposal, and the scores were compiled. The top firm based on the raw scores was MKSK/Parsons. The panel then discussed the project needs and the pros and cons of each team of respondents. The panel unanimously agreed to recommend MKSK/Parsons to the City Commission to complete the final plans and renderings for Old Woodward and Maple downtown. However, the panel requested that staff contact MKSK/Parsons and ask if there were any price reductions that could be obtained by removing the use of a new steering committee (as recommended in the proposal), and substituting an established City board in as the principal reviewing board.

In response, MKSK proposed a reduction of \$3100.00 of the originally proposed price, for a not to exceed total of \$69,437.00 to complete the final plans and renderings for Old Woodward and Maple downtown.

On October 10, 2016, the City Commission reviewed MKSK's proposal, and voted unanimously to approve a budget amendment to fund the work described above and to direct staff to execute a contract with MKSK/Parsons, in an amount not to exceed \$69,437.00, to complete the scope of work contained in the RFP to complete final plans and renderings for segments of Old Woodward and Maple downtown.

On October 11, 2016, the MKSK team commenced their field work on the Old Woodward and Maple design project. This basic traffic analysis that was previously completed was provided to MKSK. Since that time, the team has been working quickly to review the plans previously proposed for the project area, and has been formulating design recommendations. Given the extremely tight timeline for this project to ensure construction in the spring of 2017, staff has been meeting with the consulting team on a regular basis to move the project along. The schedule of meetings for the project is summarized in the chart below.

<u>Task</u>	<u>Date</u>
Kick Off Meeting • City staff	October 11, 2016
Task 1 and 2 Meeting • City staff	October 26, 2016
Multi-Modal Transportation Board Update	November 3, 2016
Internal Staff Review Meeting with MKSK	November 4, 2016
Public Open House	November 7, 2016 4:00 – 7:00pm Baldwin Public Library
Task 3 & 4 Meeting • City staff	November 14, 2016
Meeting with Downtown Merchants	November 15, 2016
Draft Plan Complete	November 18, 2016
Multi-Modal Board Meeting	November 21, 2016
City Commission Meeting	November 21, 2016
Completion of Final Plan	December 5, 2016

On November 7, 2016, MKSK conducted a public open house to present two conceptual options for N. Old Woodward and Maple, a standard streetscape option and an enhanced streetscape option. Both options proposed a 66' wide road section, with 9' wide reverse angled parking spaces, a 13' wide travel lane for vehicles in each direction, and a 9' wide center turn lane. The existing road section on Old Woodward is 70' in width, and thus the proposed design allows the sidewalks on either side of the street to be expanded by 2'. This extra width allows for the expansion of the tree wells to accommodate larger and healthy canopy trees, while keeping an extra 2' of sidewalk adjacent to the curb for parking meter access. Public input was gathered on the proposed designs. A majority of participants were in favor of the enhanced streetscape option.

On November 15, 2016, staff conducted a presentation to a group of downtown merchants to provide information on the proposed phasing of the projects and to discuss the impacts and timing of construction.

On November 21, 2016, MKSK will present their plan for a new road design based on the following:

Road Design

The proposed road width for both options remains at 66', with 15.5' deep reverse angle parking, two 13' travel lanes and a 9' center turn lane. However, the width of the reverse angle parking spaces has been increased from 9' to 9.5' to allow more space for reverse maneuvering. The expanded sidewalk space and expanded tree wells remain. The revised plans are attached as Attachment A for your review.

As noted, the recommendation is to propose narrowing Old Woodward Ave. from 70 ft. to 66 ft., using reverse angle parking instead of head-in angle parking. The changed width and parking concept was discussed extensively between City staff, MKSK, Parsons, and F&V. In the end, all parties agree with this concept, and note the following:

- Back-in parking is a safer maneuver, as vehicles have a better line of vision to enter the travel lane if their vehicle is facing forward instead of backward. (The MI Dept. of Transportation (MDOT) has recently adopted a new standard that they will allow angled parking on state highways, but only if the back-in concept is used – see attached details).
- The additional two feet of space on each street allows for an enhanced tree well and planter box design, as now featured in the MKSK drawings. By building a narrow walking area behind the curb, pedestrians have space to exit vehicles, pay at parking meters, and get to the sidewalk, while at the same time allowing for the construction of elongated (12 ft. x 5 ft) tree wells and planter boxes to encourage the growth of larger canopy trees.

The benefits of reverse angle parking compared to conventional head-in angle parking are analyzed in Attachment B. Many cities have been switching to reverse angle parking in downtown areas to improve safety and improve the comfort and accessibility for shoppers to load and unload packages, strollers and mobility assistance devices. Some examples of cities that have switched to reverse angle parking are shown in Attachment C attached to this report. Traffic accident data has been provided for recent years for your review in Attachment D. The Police Department has compiled accident reports for the three years from 2012-2015 for accidents on Old Woodward to determine the number of accidents that has occurred based on the current front in angled parking. The data show that thirty of the sixty-four accidents that occurred during this time frame were related to the angled on street parking condition.

The recommended option includes reverse angle parking, based on increased safety. If however, there is a desire to revert back to forward angle parking after the road has been constructed, this could be done by keeping the 66' road width, but changing the angle of the striping for the on street parking spaces. Doing so would require the following:

- Pavement markings for each parking space would have to be ground off the new concrete pavement, reducing the quality of the finish of the new concrete; and
- Each parking meter post would have to be removed and relocated to the appropriate location to fit the head-in parking locations. The old location would then be filled with a circular cement patch.

Other Considerations

MKSK has proposed an alternate set of materials for the City Commission to consider. They have been advised that the City has developed and invested in a standard design and materials concept consisting of sawcut brush finished concrete, combined with exposed aggregate accents installed between trees, placed typically on 40 ft. spacing. The recommendation is to extend this concept on Maple Rd., but that the Phase I project would be an opportunity to highlight the Old Woodward corridor with enhanced materials that could make it especially prominent. The following section describes the two proposals, which is then followed with cost estimates for both.

City Standard Materials

The Standard Streetscape option that has been prepared is generally consistent with our current downtown streetscape standard which include broom finish concrete and exposed aggregate sidewalks, standard concrete travel and parking lanes, and painted crosswalks. Some changes have been introduced, as follows:

- i. Raised planter boxes measuring 12 ft. x 5 ft. framed with exposed aggregate curbs would be installed at 23 ft. on center. Every other well would contain just plantings, but not a tree. Tree wells would be excavated to either 2 or 3 ft. deep, and backfilled with an organic soil blend designed to allow the trees to thrive better than they have in the past. The wells without trees would be excavated to about 12 inches, to reduce cost and construction time.
- ii. Elongated tree wells are proposed for Maple Rd. as well. In the areas where the left turn lanes are being constructed, the tree wells would be open and curbed, similar to Old Woodward Ave. When Phase II is constructed in areas with parallel parking, the tree wells will be covered with larger 12 ft. x 5 ft. steel grates. The grates will be needed to allow for pedestrians to walk around parking spaces, while the larger size will allow the trees to grow better.

Enhanced Materials Options

The Enhanced Streetscape option is being recommended to add distinctive color and textures to the material palette to draw attention to Old Woodward as Birmingham's "Main Street", and make it a special place that attracts residents and visitors alike. The following are the recommended materials:

- i. Red/brown brick pavers in the main Maple Rd. intersection, to delineate the left turn lane, and delineate the crosswalks in the other intersections. Brick pavers are also recommended in the sidewalk at each intersection. To help reduce costs, the brick pavers shown in the parking areas have been deleted in favor of a brick band delineation between the parking area and the drive lanes;
- ii. Gray brick paver band between the tree wells, constructed similar to the red/brown pavers described above;
- iii. Buff-washed concrete for all remaining sidewalks on Old Woodward Ave. (shown with a medium gray tone). This surface is constructed in a method similar to exposed aggregate, but it does not expose the stone as much;
- iv. Granite curb tree wells instead of exposed aggregate;

- v. Granite curb inlays would be installed at the Maple Rd. intersection, flush with the pavement, to help delineate the line between the street and the sidewalk; and
- vi. On Maple Rd., adjacent the left turn lanes, an exposed aggregate curb would extend from just behind the street curb and then around each tree well. Plantings would fill the area between the trees and the street. The sidewalks would revert back to the standard sawcut brushed concrete finish.

Traffic Signal Replacements

Within Phase I, there are three signalized intersections on Old Woodward Ave. that have not been modernized (Hamilton Ave., Maple Rd., and Brown St.). Staff has included the standard mast arm design that has been installed in several intersections as the preferred method to replace these intersections, so that the design will match those that have already been installed in the vicinity. Additional signal replacements are planned in Phase II (Maple Rd. at Bates St. and Henrietta St.). No signal work is proposed in Phase III. MKSK has endorsed this direction, and included the mast arm design in their recommendations.

Street Light Replacements

The MKSK City Standard option includes the standard DTE Energy installed street lights that have been installed on several other downtown projects over the past 17 years. The luminaire will be similar to the current lights, and the post is enhanced. Electrical outlets would be installed in the posts in order to provide electricity to holiday lighting in the adjacent trees. Overhead lights would also be provided at each intersection to ensure proper light levels on the crosswalks, by attaching cobra head fixtures to the mast arm signal poles.

On the Enhanced Materials option for Old Woodward, the recommendation is to select an updated pedestrian street light and post, as shown on the attached drawings. It is assumed that these would be installed by DTE Energy, and include electrical outlets as well. The recommendation is to select new street lights at the intersections to match the more contemporary style used for the fixtures in the median on N. Old Woodward, and to have these installed on the mast arms. Costs for the revised street light design have not been explored, but are anticipated to be similar to that for the standard design.

During staff discussions, it has been noted that an independent electrical system could also be installed. The system would provide ground mounted electrical outlets at each tree well to light the trees accordingly. The separate system is estimated to cost roughly \$200,000, although the cost of the DTE street lights could be reduced about \$50,000 if the electrical outlets were eliminated from them. Installing a separate electrical system would allow the lights to be powered all day long, where the current system only turns on at night. The cost estimates below do not include this system.

Cost Implications

The following table provides proposed costs to the Major Street Fund for the two designs, as compared to what was budgeted. Additionally, we have included funds that have been reserved for other petition initiated road projects in the current fiscal year that failed to advance. As a result, the additional funding needed to match the cost estimates is indicated in the column to the right.

Cost Elements	Cost Estimate	Phase I Budget Estimate	Variance	Reserved Funds Available	Additional Funding Needed
Phase I Standard Design	\$3,144,100	\$1,550,000	\$1,594,100	\$1,300,000	\$294,100
Phase I Enhanced	\$4,014,300	\$1,550,000	\$2,464,300	\$1,300,000	\$1,164,300

Factors driving up the cost of the standard materials option (compared to budget) include replacement of the trees, enlarged, more numerous raised tree wells including enhanced soil replacement for each tree, and irrigation and perennials in each tree well. Extra cost items for the enhanced materials option include granite curbed tree wells, brick paver street and sidewalk sections, and large areas of buff-washed concrete sidewalks.

On previous downtown projects, the City has charged a streetscape special assessment to the adjacent property owners for the new, enhanced sidewalks. Costs have been based on 75% of all costs attributable to the area between the property line and the curb on the street, such as sidewalks, tree wells, etc. Street light replacement has been paid for by the City, since these are replacing a street lighting system that was assessed previously. Special assessments figures below are different for Old Woodward Ave. vs. Maple Rd. because the level of enhancements envisioned for Maple Rd. is not as great as it is for Old Woodward Ave., on both the standard and enhanced options.

Once input from the Commission is gathered relative to the materials to be used, staff will return at a later date to set a public hearing for this special assessment district, as well as the assessment for the replacement of sewer laterals.

At this time, following a presentation by MKSK, the City Commission will be asked to accept the plan with the new road dimensions, select a preferred parking solution and direct staff to continue to refine the plan based on City Commission input.

Suggested Action:

To accept the recommended road design by MKSK and continue to refine the plan with reverse angle parking;

OR

To accept the recommended road design by MKSK and continue to refine the plan with head in angle parking.

CITY OF BIRMINGHAM

OLD WOODWARD AVENUE AND MAPLE DRIVE CORRIDOR PLAN



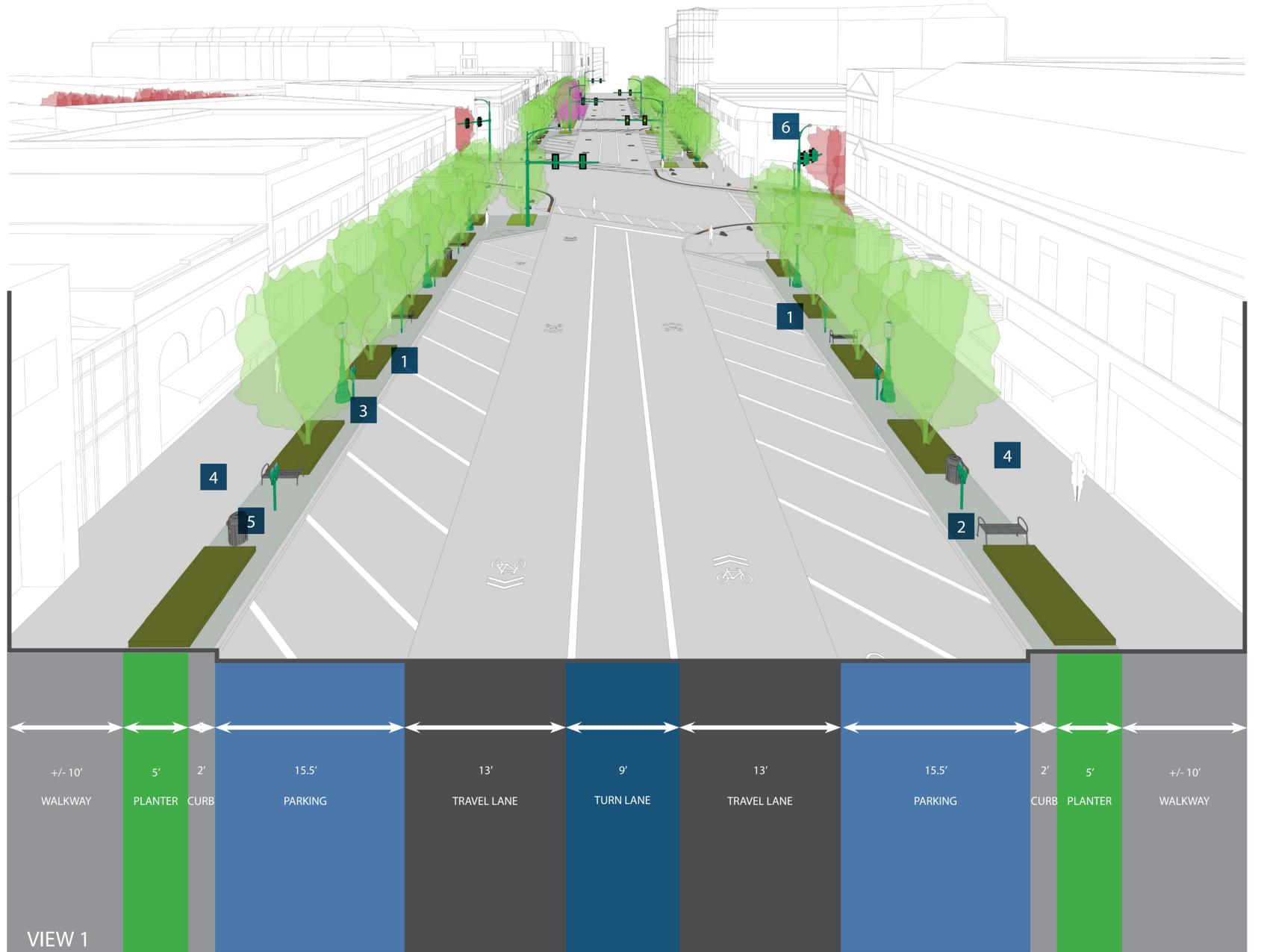
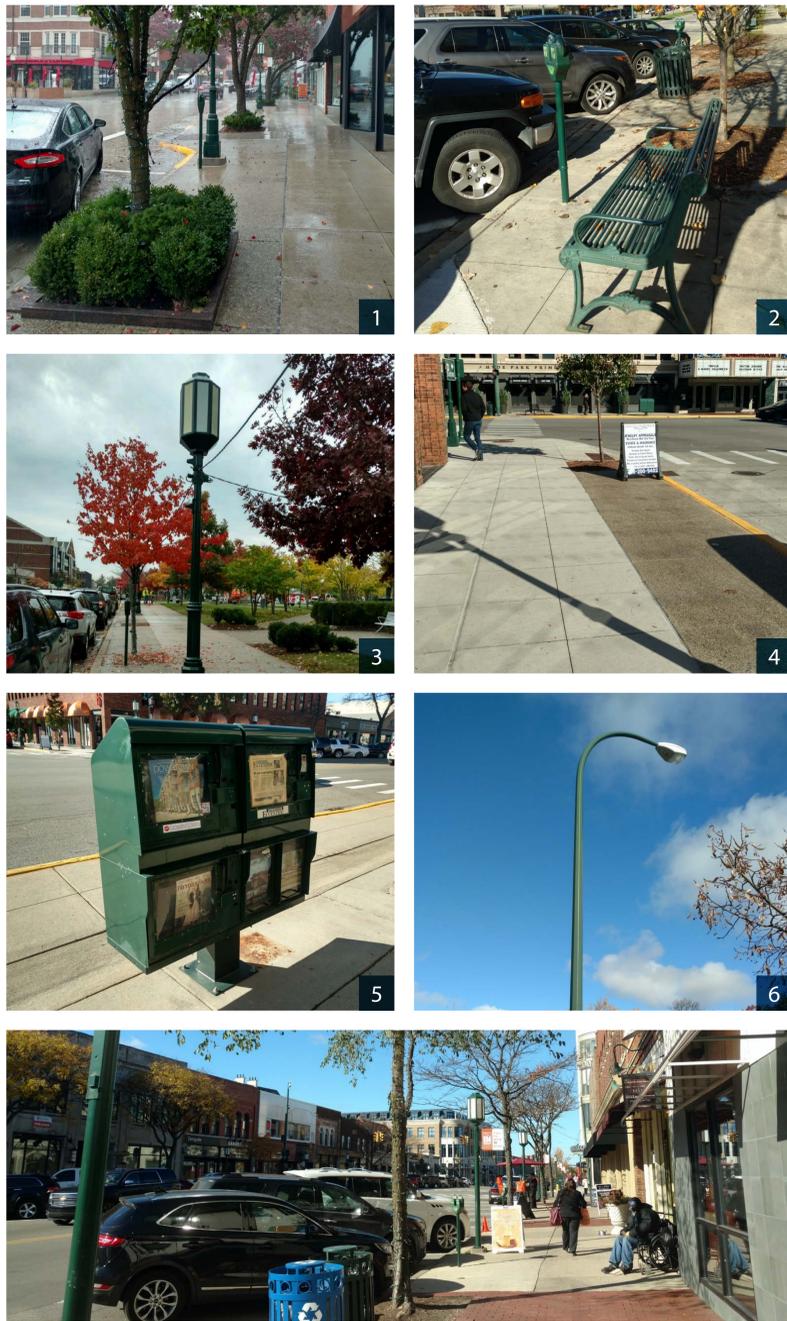
66' ROADWAY SECTION | STANDARD MATERIALS



- | | |
|--------------------------|--------------------|
| 1 BACK-IN ANGLED PARKING | 7 PLAZA W/ SEATING |
| 2 ADA PARKING | 8 BENCH |
| 3 BUS STOP | 9 PARALLEL PARKING |
| 4 LEFT TURN LANE | |
| 5 FLUSH TREE PLANTER | |
| 6 CAST IRON TREE GRATE | |

LEGEND



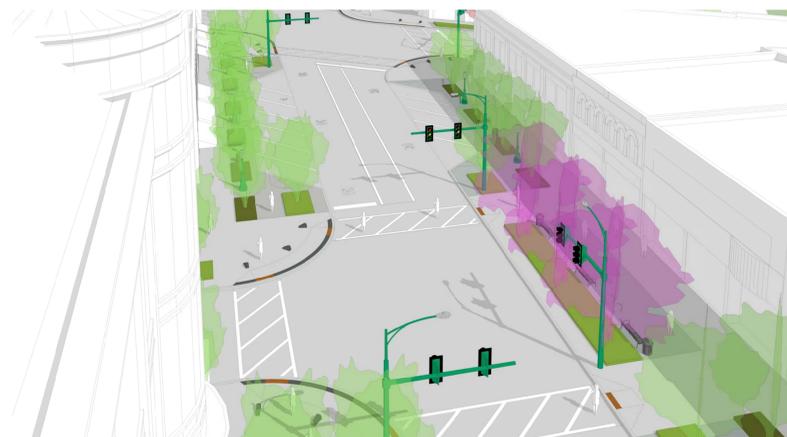


CITY OF BIRMINGHAM | OLD WOODWARD AVE & MAPLE DRIVE CORRIDOR PLAN

66' ROADWAY SECTION | STANDARD MATERIALS



KEY PLAN



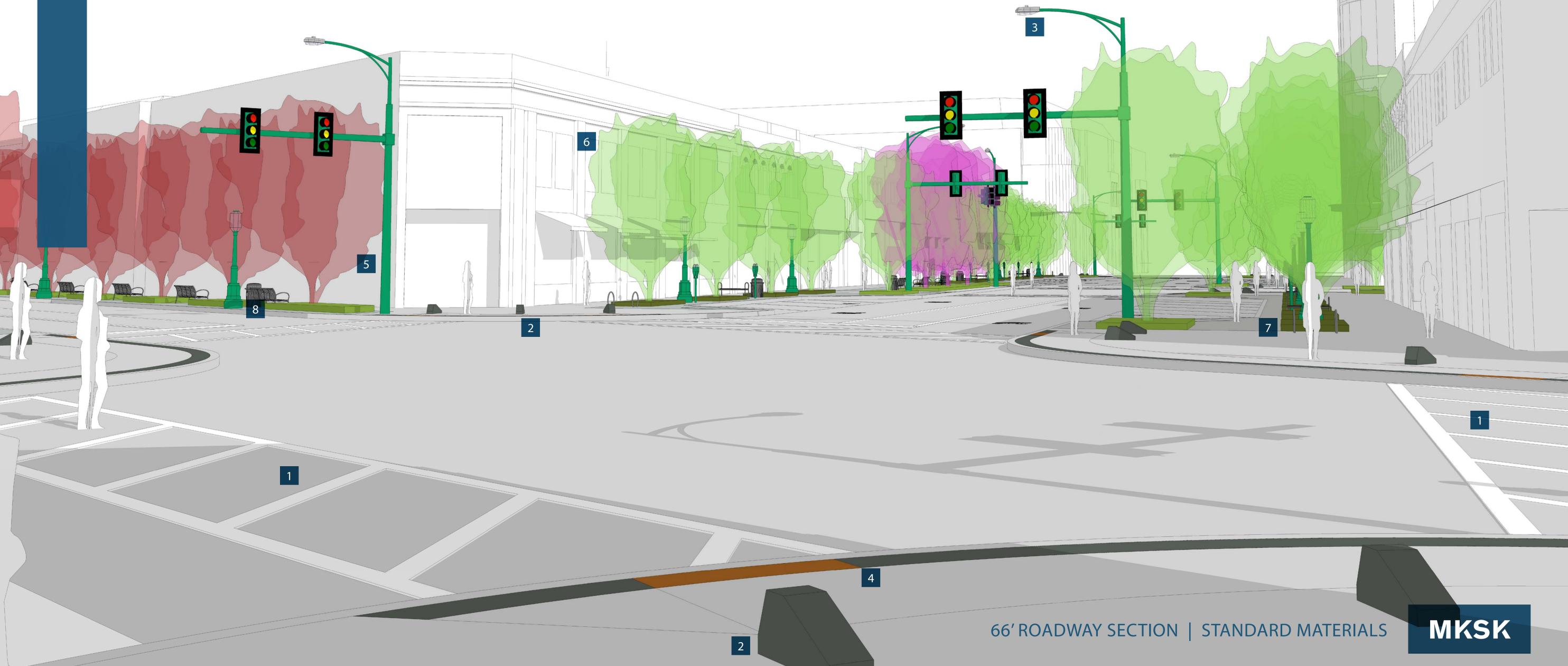
VIEW 2



VIEW 3

CITY OF BIRMINGHAM

OLD WOODWARD AVENUE AND MAPLE DRIVE CORRIDOR PLAN



66' ROADWAY SECTION | STANDARD MATERIALS



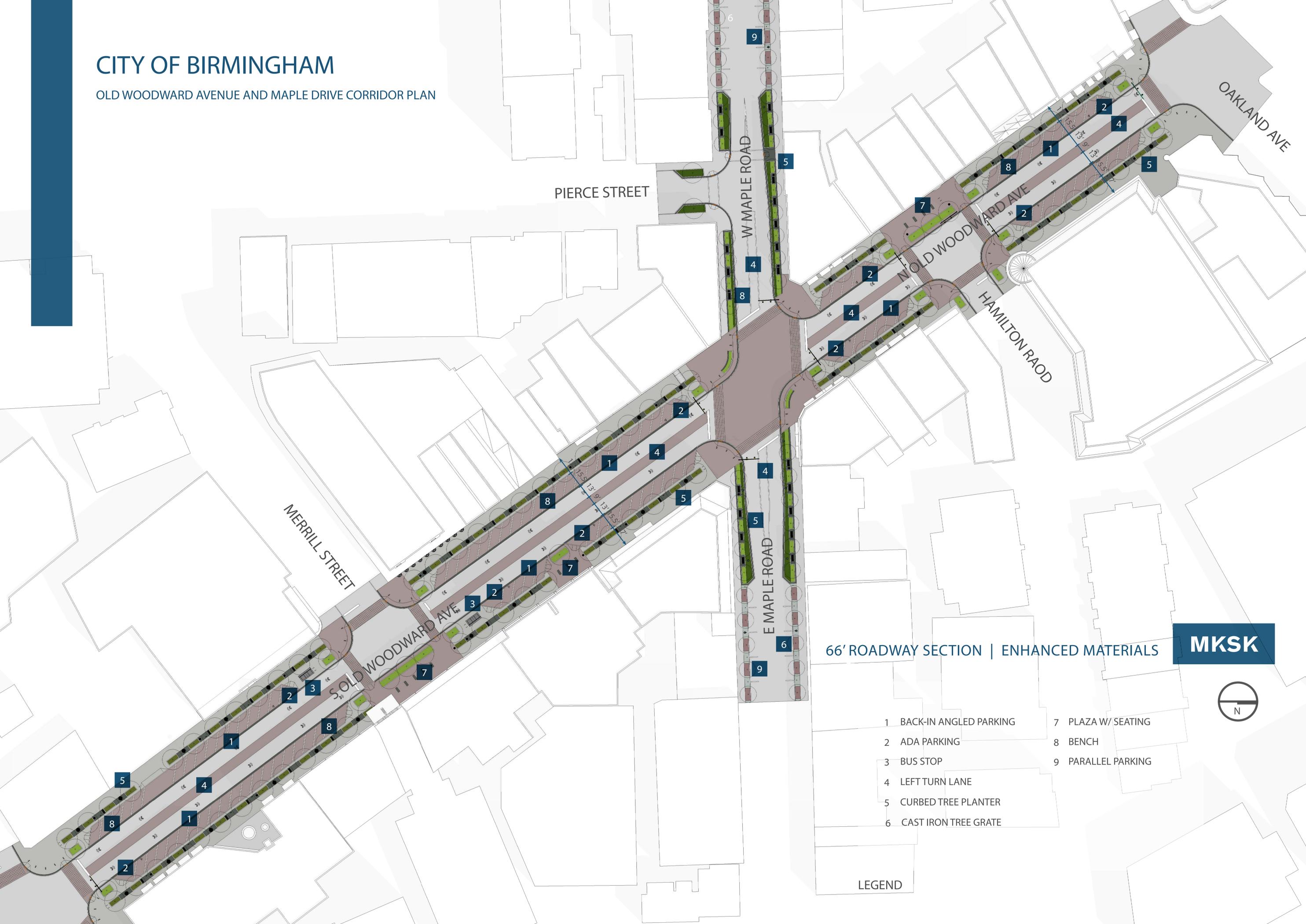
OLD WOODWARD AVE & MAPLE ROAD | BEFORE

- | | |
|------------------------|-----------------|
| 1 CROSSWALK | 8 BENCH SEATING |
| 2 GRANITE BOLLARD | |
| 3 SIGNALS W/ LIGHT | |
| 4 ADA RAMP | |
| 5 UP-RIGHT STREET TREE | |
| 6 CANOPY STREET TREE | |
| 7 FLUSH TREE PLANTER | |

LEGEND

CITY OF BIRMINGHAM

OLD WOODWARD AVENUE AND MAPLE DRIVE CORRIDOR PLAN



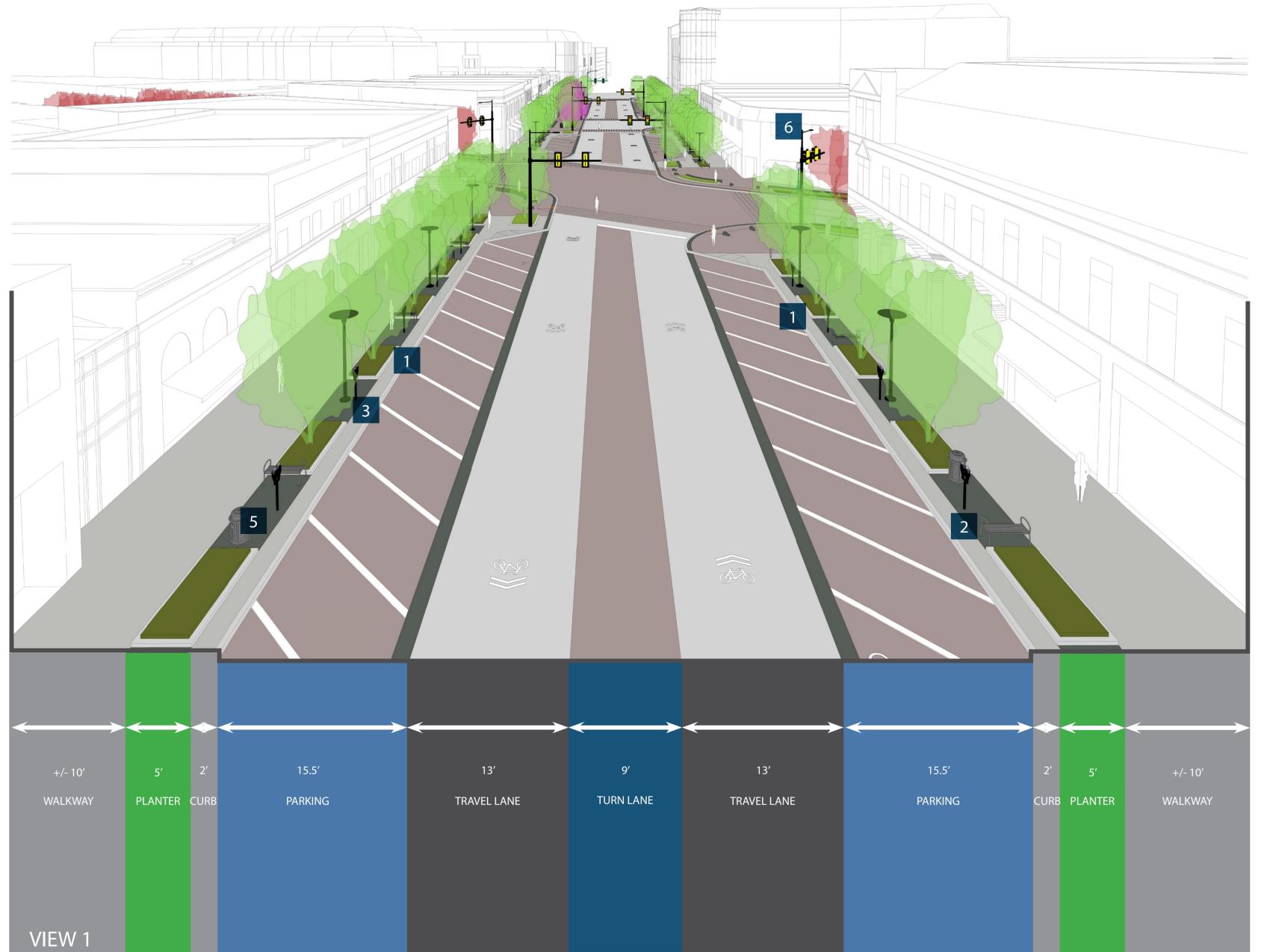
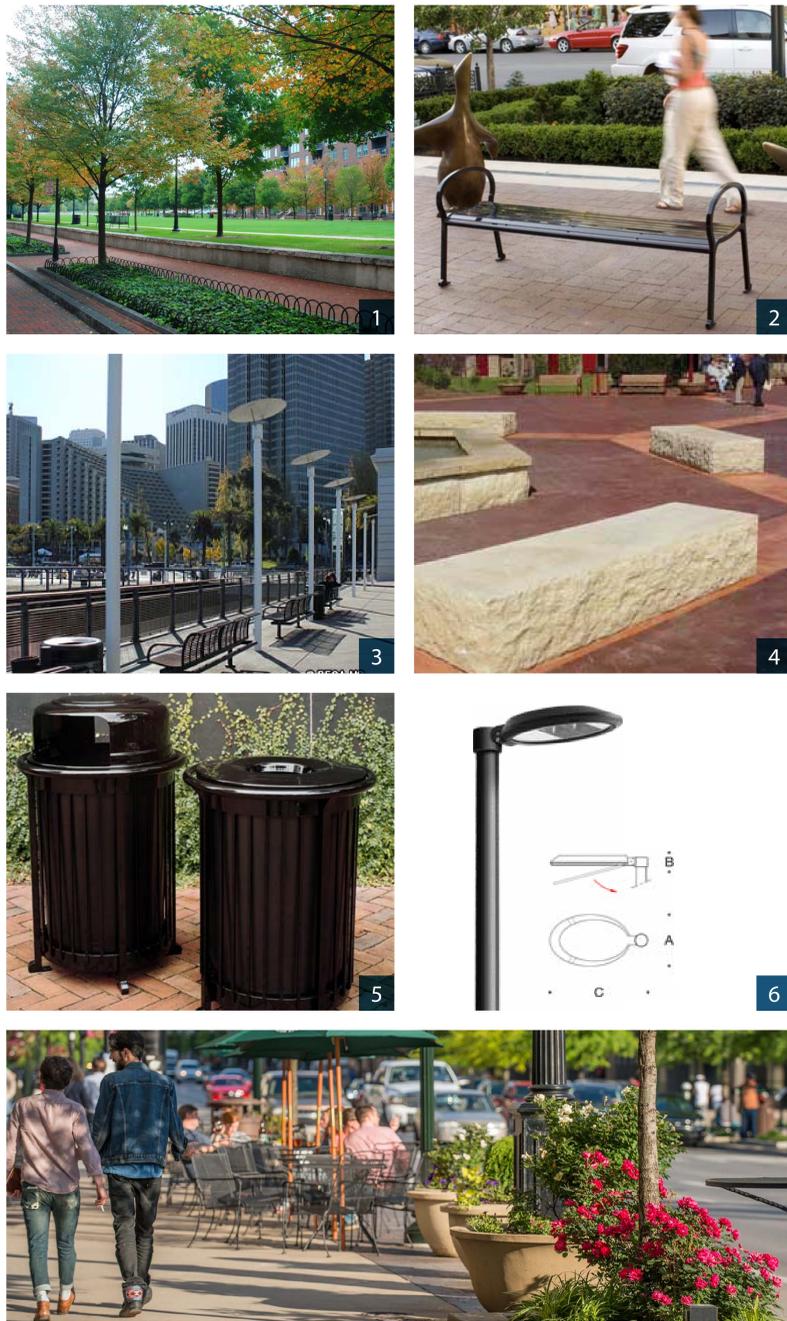
66' ROADWAY SECTION | ENHANCED MATERIALS



- | | |
|--------------------------|--------------------|
| 1 BACK-IN ANGLED PARKING | 7 PLAZA W/ SEATING |
| 2 ADA PARKING | 8 BENCH |
| 3 BUS STOP | 9 PARALLEL PARKING |
| 4 LEFT TURN LANE | |
| 5 CURBED TREE PLANTER | |
| 6 CAST IRON TREE GRATE | |

LEGEND



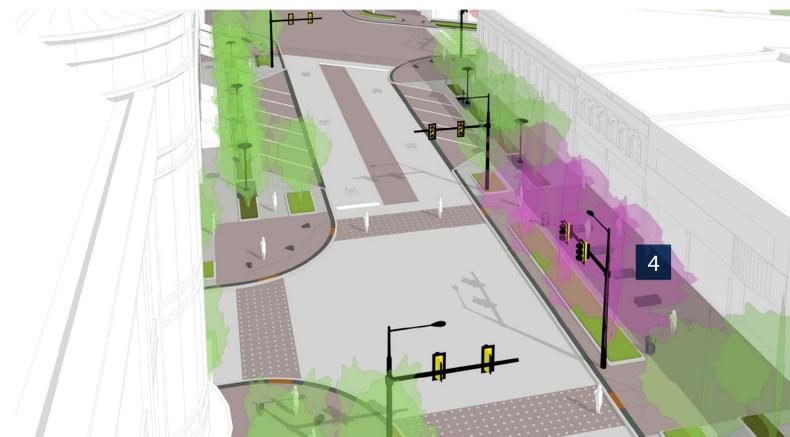


CITY OF BIRMINGHAM | OLD WOODWARD AVE & MAPLE DRIVE CORRIDOR PLAN

66' ROADWAY SECTION | ENHANCED MATERIALS



KEY PLAN



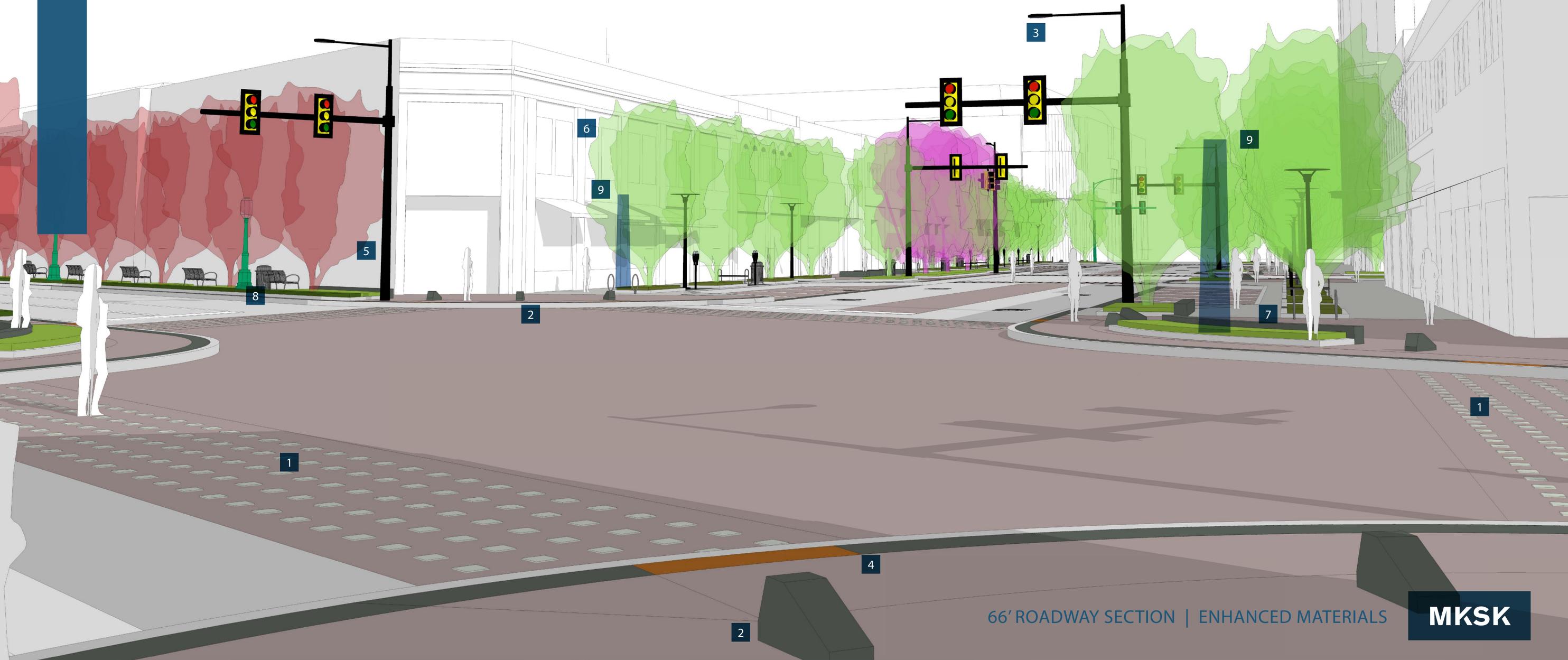
VIEW 2



VIEW 3

CITY OF BIRMINGHAM

OLD WOODWARD AVENUE AND MAPLE DRIVE CORRIDOR PLAN



66' ROADWAY SECTION | ENHANCED MATERIALS

MKSK



INTERACTIVE PYLON



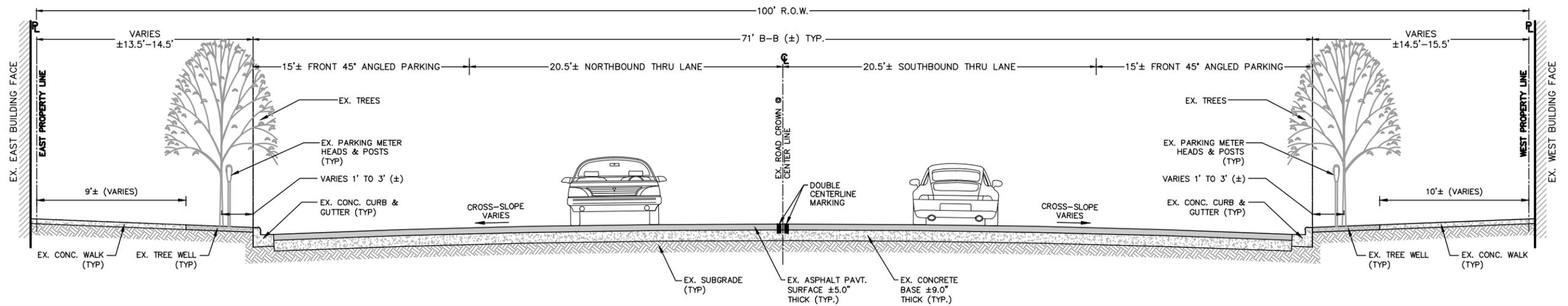
OVERHEAD MONUMENT ALT



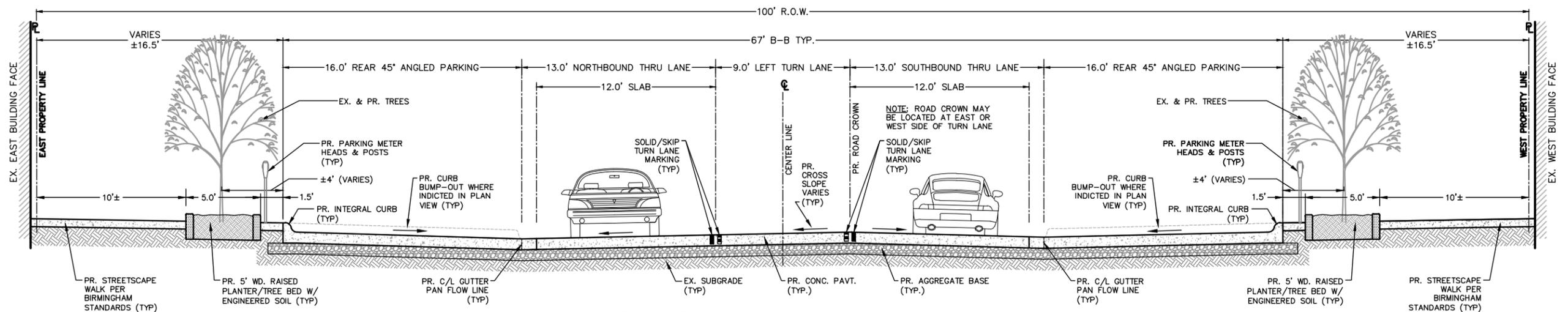
OLD WOODWARD AVE & MAPLE ROAD | BEFORE

- | | |
|------------------------|---------------------|
| 1 CROSSWALK | 8 BENCH SEATING |
| 2 GRANITE BOLLARD | 9 INTERACTIVE PYLON |
| 3 SIGNALS W/ LIGHT | |
| 4 ADA RAMP | |
| 5 UP-RIGHT STREET TREE | |
| 6 CANOPY STREET TREE | |
| 7 CURBED TREE PLANTER | |

LEGEND



OLD WOODWARD AVENUE (EXISTING)
 TYPICAL EXISTING CROSS-SECTION
 BETWEEN OAKLAND AVE. & BROWN ST.
 N.T.S.



OLD WOODWARD AVENUE (PROPOSED)
 TYPICAL PROPOSED CROSS-SECTION
 BETWEEN OAKLAND AVE. & BROWN ST.
 N.T.S.

Attachment B:

Benefits	Drawbacks
Provides motorists better vision of pedestrians, bicyclists, and other cars as they exit a space into oncoming traffic. This allows for a quicker, safer, and easier departure.	Backing a car into a parking space presents a challenge for some drivers, especially those who are unfamiliar with reverse angle parking spaces. Less-skilled drivers may cause damage on adjacent cars in the process of driving in reverse.
Eliminates the risks associated with parallel parking situations, such as a driver opening a door into the path of a bicyclist or a driver-side passenger stepping into passing traffic.	Can take more time for unfamiliar drivers to back into a reverse angle space than to pull into a normal angle space head on.
Allows for easier loading and unloading. Opening vehicle doors would not obstruct one's ability to load or unload items into the cabin space. The trunk would also be easily accessible from the sidewalk, eliminating the need to step in the street to load and unload items.	Sidewalk vegetation can become damaged by exhaust fumes from backing cars. Businesses with open doors and/or outdoor dining facilities are also subject to exhaust fumes.
Reverse angled ADA-accessible parking spaces would have direct access to existing curb ramps. Wheelchair users can load and unload their devices away from oncoming traffic.	Drivers from the opposite lane of traffic may attempt (illegally) to cross the lane to park in the space
Takes less time and steps to park in a reverse angle space than to parallel park.	Vehicles have more overhang in the rear than front, which can obstruct pedestrian access circulation on sidewalks more than a head-in parking situation.
Safer on inclined streets as it forces drivers to curb their tires with the incline instead of against it.	
Reverse angle parking spaces prevent vehicle headlights from shining directly into buildings or homes.	

Attachment C

Ann Arbor, MI

Ann Street; 5th Ave to Division Street
One Way East Bound

15' Angled Parking - 5' Bike Lane - 10' EB Driving Lane - 7' Parallel Parking



Attachment C

Washington, DC

11th Street NW; Rhode Island Street to R Street NW
Two Way East and West Bound

18' Angled Parking – 2x11' Driving Lanes with Sharrows – 18' Angled Parking

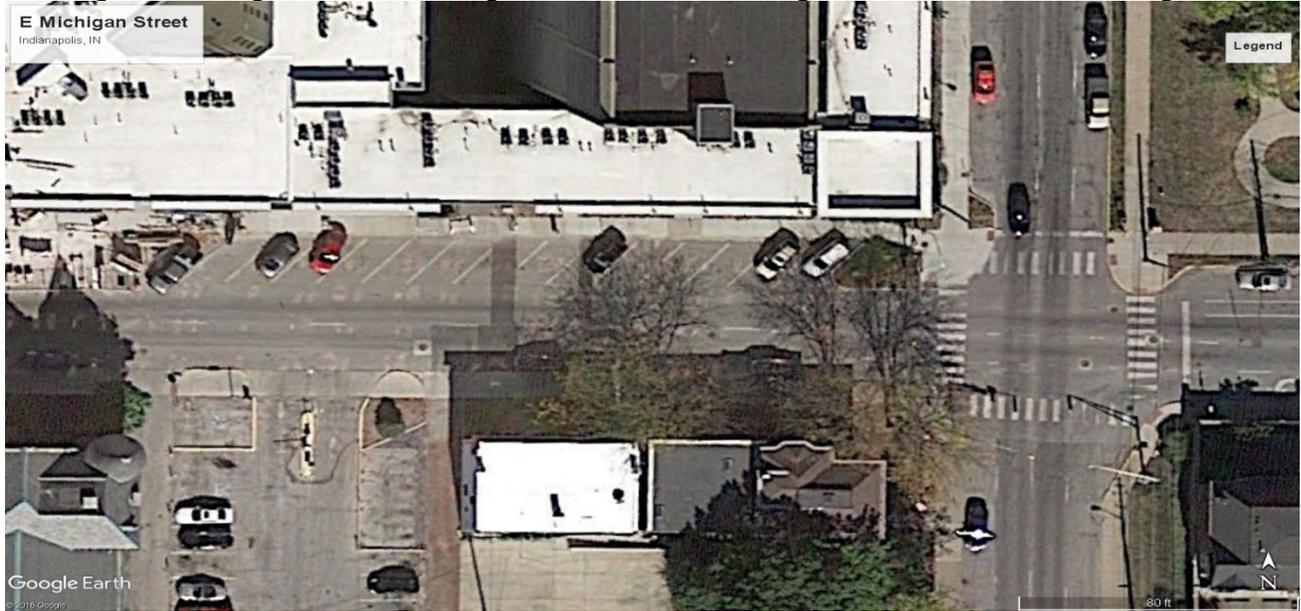


Attachment C

Indianapolis, IN

E Michigan Street; East St to New Jersey St
One Way West Bound

17' Angled Parking – 15' EB Driving Lane – 10' EB Driving Lane – 7' Parallel Parking

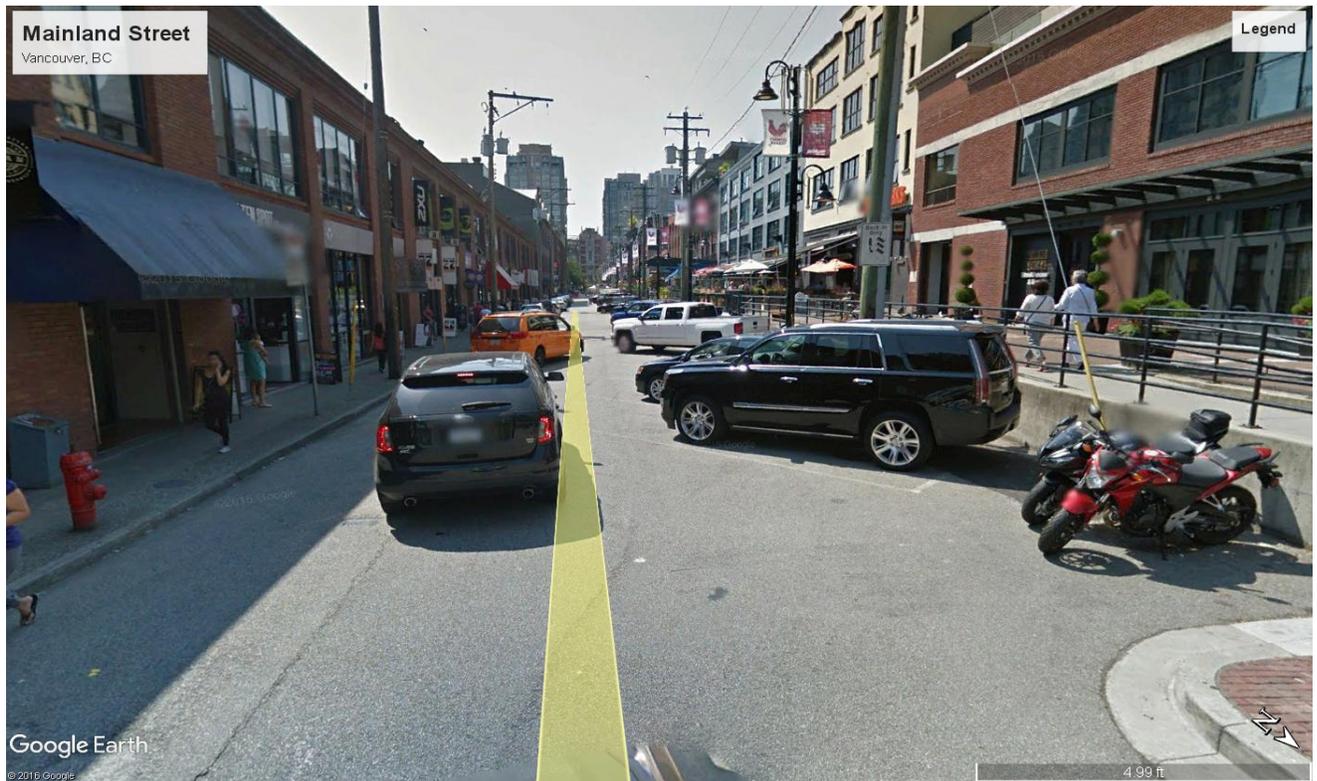


Attachment C

Vancouver, BC

Mainland St; Nelson to Helmcken
One Way West Bound

18' Parking Lane – 10' WB Driving Lane – 7' Parallel Parking

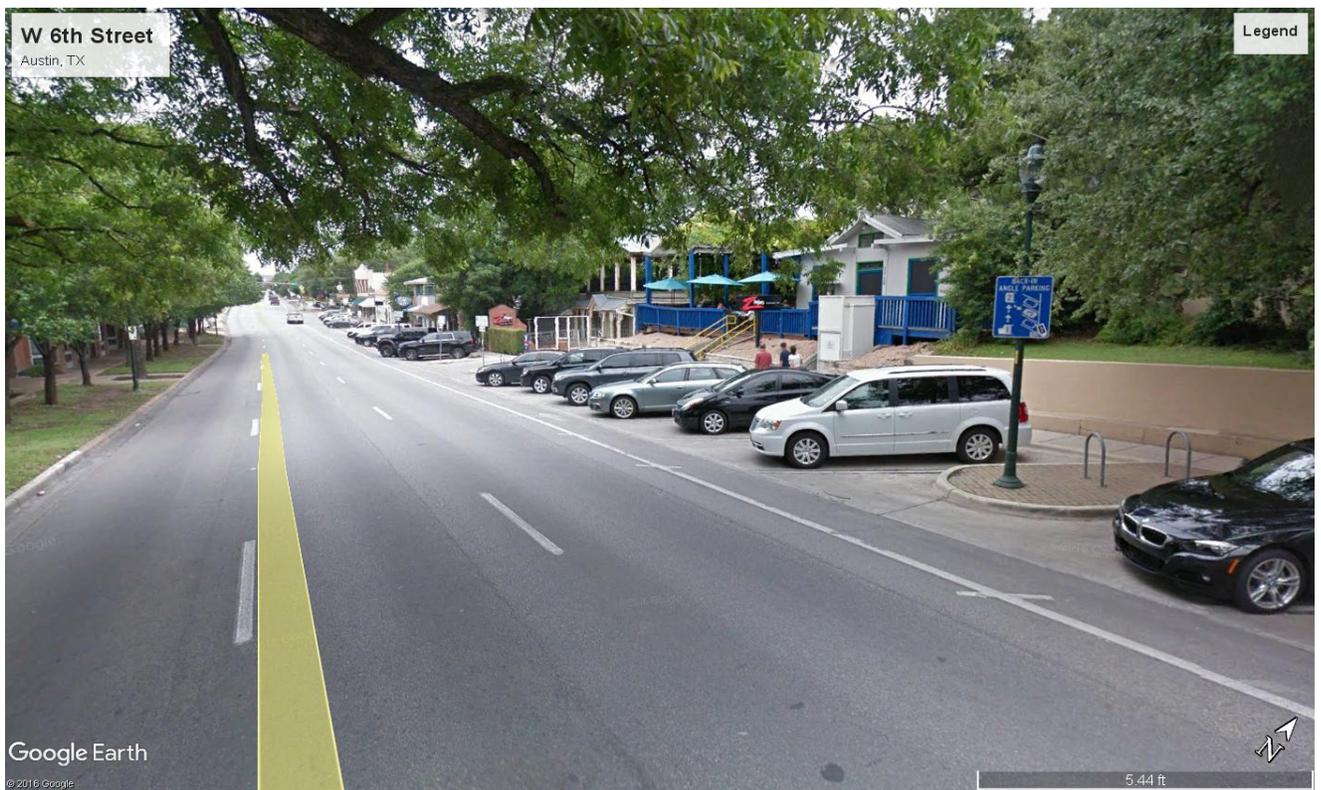


Attachment C

Austin, TX

W 6th Street; Baylor St to Blanco St
One Way West Bound

18' Angled Parking – 6' Bike Lane – 3x11' Westbound Driving Lanes

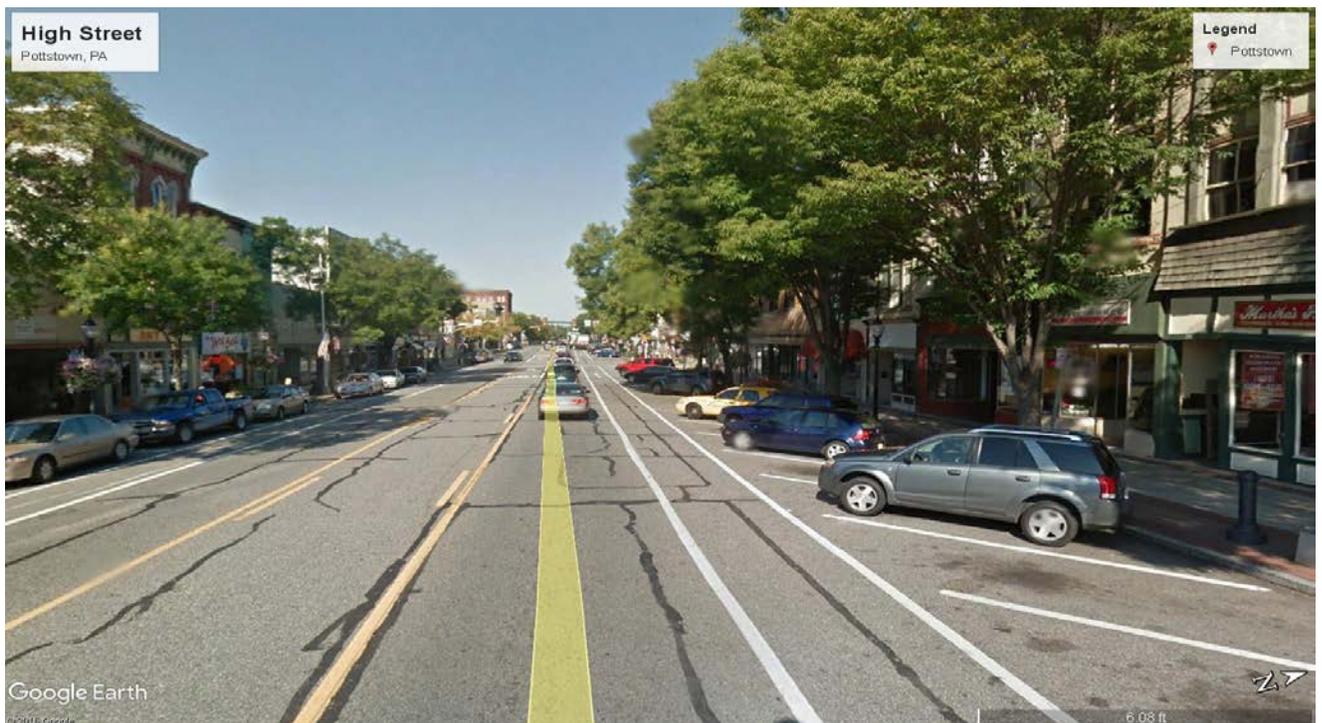
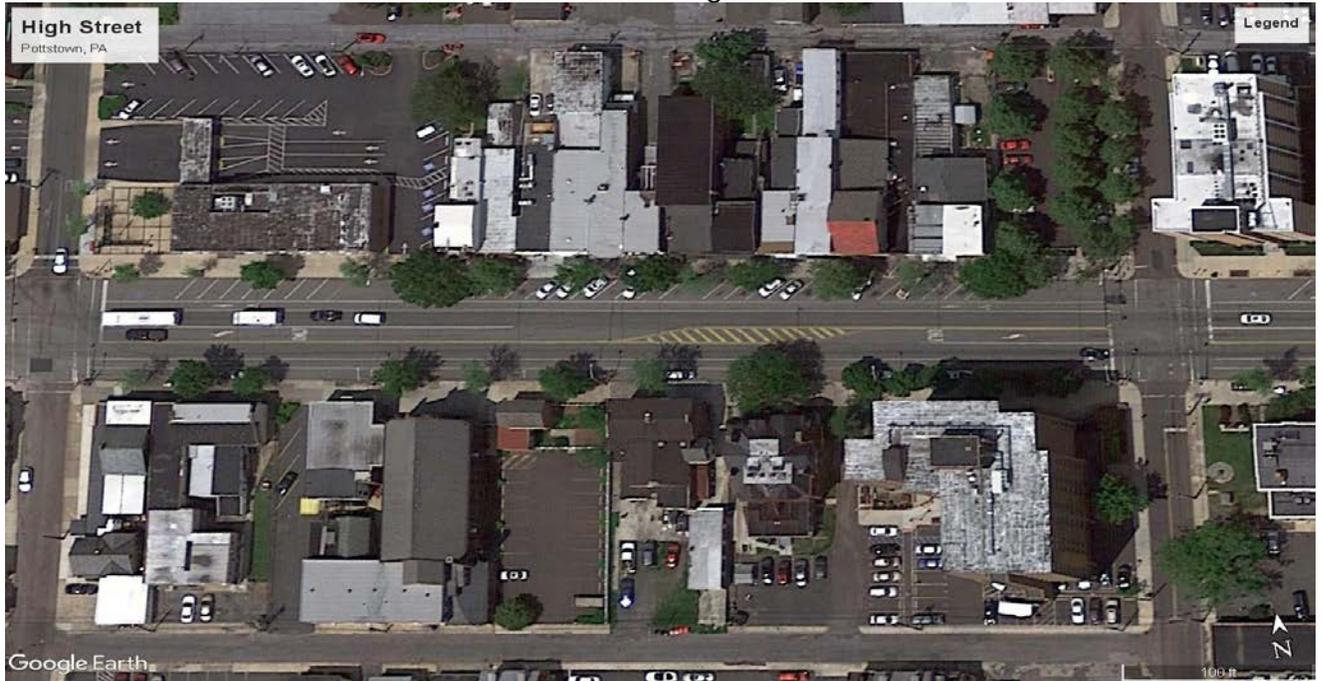


Attachment C

Pottstown, PA

High Street; N Washington to N Franklin Street
Two Way Eastbound and Westbound

15' Angled Parking – 6' Bike Lane – 11' Westbound Lane – 10' Turn Lane – 11' Eastbound Lane – 6' Bike Lane – 7' Parallel Parking



Attachment C

Charlotte, NC

Commonwealth Ave; Thomas Ave to Pecan Ave
Two Way Eastbound and Westbound

19' Angled Parking – 2x13' Driving Lanes – 19' Angled Parking





Attachment D:

MEMORANDUM

Police Department

DATE: November 17, 2016

TO: Joe Valentine, City Manager
Paul O'Meara, City Engineer
Jana Ecker, Planning Director

FROM: Mark Clemence, Police Chief

SUBJECT: Accident Data for Old Woodward between Willits and Brown for 2013, 2014 and 2015

The police department has checked the accident data for Old Woodward, between Willits and Brown, for the calendar years 2013, 2014 and 2015. The following information was obtained:

1. Total number of accidents: 65
 - a. 2013 - 13
 - b. 2014 - 29
 - c. 2015 - 23
2. Accidents related to parking/backing out of a parking space: 30
3. Time of day:
 - a. Daylight - 50 (majority of accidents occurred between 10 a.m. and 6 p.m.)
 - b. Darkness - 10
 - c. Other (dawn, dusk, unknown) - 5
4. Accident unit type:
 - a. Vehicles involved - 129
 - b. Bicycles involved - 1
 - c. Pedestrian involved - 0

5. Road/Weather conditions:
 - a. Dry - 52
 - b. Wet - 7
 - c. Ice - 1
 - d. Snow - 1
 - e. Slush - 1
 - f. Other - 2
6. Crash severity resulting in injury (151 persons involved in crashes) : 6
 - a. Type A (serious injury) - 0
 - b. Type B (minor injury) - 3
 - c. Type C (possible injury) - 3
 - d. Type K (fatal injury) - 0
7. Alcohol related accidents - 1

It should also be noted that the police department completed a reverse angle parking study/trial in 2002. The police department is in possession of a power point presentation from that study/trial. The police department believes that study/trial went before the City Commission on November or December of 2002 and was rejected. Acting City Clerk, Cheryl Arft, is attempting to locate City Commission minutes from 2002 when the study/trial was presented for further clarification.

**PRELIMINARY ENGINEER'S OPINION OF PROBABLE COST
OLD WOODWARD & MAPLE STREET
2017 WORK - PRE-ENGINEERING w/STANDARD UPGRADES OPTION A
ISSUED 11/17/16**

NO.	ITEM DESCRIPTION	PAY UNIT	OLD WOODWARD	MAPLE	TOTAL QUANTITY	UNIT PRICE	TOTAL AMOUNT
SEWER PAY ITEMS							
1	24" Combined Sewer, C76, CL-IV, Trench A	LF	421	0	421	\$ 200.00	\$ 84,200.00
2	18" Combined Sewer, C76, CL-IV, Trench A	LF	464	0	464	180.00	83,520.00
3	15" Combined Sewer, C76, CL-IV, Trench A	LF	0	170	170	120.00	20,400.00
4	12" Combined Sewer, C76, CL-IV, Trench A	LF	0	75	75	100.00	7,500.00
5	10" Combined Sewer, PVC SDR 26, Trench A	LF	372	12	384	90.00	34,560.00
6	8" Combined Sewer, PVC SDR 26, Trench A	LF	10	0	10	85.00	850.00
7	12" Storm Sewer, C76, CL-IV, Trench A	LF	650	400	1,050	65.00	68,250.00
8	Re-Line Ex. 12"-15" Combined Sewer	LF	825	0	825	80.00	66,000.00
9	Sewer Service Tap, 6" to 12"	EA	20	1	21	1,250.00	26,250.00
10	Sewer Service Connection, 6" to 12"	EA	30	3	33	750.00	24,750.00
11	Sewer Service, 6" to 12"	LF	800	100	900	65.00	58,500.00
12	New 6'-0" Diameter Combined Manhole	EA	1	0	1	5,500.00	5,500.00
13	New 5'-0" Diameter Combined Manhole	EA	3	0	3	4,500.00	13,500.00
14	New 4'-0" Diameter Combined Manhole	EA	8	4	12	3,500.00	42,000.00
15	New 4'-0" Diameter Storm Manhole	EA	4	2	6	2,500.00	15,000.00
16	New 4'-0" Diameter Catch Basin	EA	8	4	12	2,500.00	30,000.00
17	New 2'-0" Diameter Inlet	EA	8	4	12	1,500.00	18,000.00
18	6" Perforated Pipe Underdrain (No sock)	LF	640	320	960	20.00	19,200.00
19	Reconstruct Manhole (if & where needed)	VF	40	20	60	300.00	18,000.00
20	Remove Ex. Manhole	EA	10	3	13	600.00	7,800.00
21	Remove Ex. Drainage Structure	EA	12	7	19	600.00	11,400.00
22	Abandon Ex. Manhole	EA	8	1	9	350.00	3,150.00
23	Abandon Ex. Sewer (Including All Bulkheads)	LF	1700	155	1,855	15.00	27,825.00
SUBTOTAL SEWER PAY ITEMS							\$ 686,155.00
WATER MAIN PAY ITEMS							
24	12" D.I. CL54 Water Main w/Polywrap, Trench A	LF	1,430	640	2,070	\$ 105.00	\$ 217,350.00
25	8" D.I. CL54 Water Main w/Polywrap, Trench A	LF	455	0	455	95.00	43,225.00
26	6" D.I. CL54 Water Main w/Polywrap, Trench A	LF	325	0	325	85.00	27,625.00
27	4" D.I. CL54 Water Main w/Polywrap, Trench A	LF	35	42	77	70.00	5,390.00
27	12" Gate Valve & Box	EA	6	5	11	3,000.00	33,000.00
28	8" Gate Valve & Box	EA	2	1	3	2,000.00	6,000.00
29	Fire Hydrant Assembly, Complete	EA	5	0	5	4,500.00	22,500.00
30	Remove & Replace Hydrant	EA	1	0	1	4,000.00	4,000.00
31	New Water Service, 1-1/2" to 2" Type K Copper, Trench A	LF	200	0	200	55.00	11,000.00
32	New Water Service, 3/4" to 1" Type K Copper, Trench A	LF	100	260	360	45.00	16,200.00
33	6" Water Main Connection to Ex. 6" Water Main	EA	1	0	1	2,500.00	2,500.00
34	8" Water Main Connection to Ex. 8" Water Main	EA	2	2	4	3,000.00	12,000.00
35	12" Water Main Connection to Ex. 12" Water Main	EA	4	3	7	3,500.00	24,500.00
36	Install Curb Stop and Box (Material Provided By City)	EA	8	4	12	300.00	3,600.00
36	Water Service Connection (8")	EA	2	0	2	2,500.00	5,000.00
37	Water Service Connection (6")	EA	3	0	3	2,000.00	6,000.00
38	Water Service Connection (4")	EA	6	1	7	1,500.00	10,500.00
39	Water Service Connection (1-1/2" to 2")	EA	12	6	18	1,000.00	18,000.00
40	Water Service Connection (3/4" to 1")	EA	12	6	18	750.00	13,500.00
41	Hydro Stop, 8"	EA	2	2	4	3,500.00	14,000.00
42	Hydro Stop, 12"	EA	2	2	4	4,500.00	18,000.00
43	Abandon Water Mains, Entire Project	LS	0	0	1	10,000.00	10,000.00
SUBTOTAL WATER MAIN PAY ITEMS							\$ 523,890.00
PAVING PAY ITEMS							
44	Station Grading	STA	14	5	19	\$ 4,500.00	\$ 85,500.00
45	Subgrade Undercutting	CY	500	125	625	30.00	18,750.00
46	Removing Brick Pavers	SY	700	200	900	12.00	10,800.00
47	Removing Concrete Sidewalk & Ramp (sawcutting included)	SY	3300	600	3,900	8.00	31,200.00
48	Removing Pavement Full Depth (Curb & Gutter included)	SY	10500	2600	13,100	12.00	157,200.00
49	Cold Milling 2" Asphalt Pavement	SY	240	60	300	7.50	2,250.00
50	Bituminous Mixture No. 3C	TON	30	16	46	200.00	9,200.00
51	Bituminous Mixture No. 13A	TON	10	4	14	200.00	2,800.00
52	Aggregate Base, MDOT 21AA Limestone, 8"	SY	10461	1810	12,271	10.00	122,710.00
53	Concrete Pavement, Non-reinforced, 8", incl. integral Detail F2 Curb & Gutter	SY	9953	1720	11,673	50.00	583,650.00
54	Remove and Replace Concrete Curb & Gutter, 18" Wide	LF	30	20	50	40.00	2,000.00
55	Concrete Sidewalk, 4", Scoring Treatment	SF	33390	4560	37,950	5.00	189,750.00
56	Concrete Sidewalk, 4", Exposed Aggregate	SF	13315	4999	18,314	8.00	146,512.00
57	Concrete Sidewalk, 6", Scoring Treatment (Includes Ramp & Drive Approaches)	SF	4500	300	4,800	6.00	28,800.00
58	Handicap Ramp Truncated Domes (per ramp)	SF	1000	0	1,000	35.00	35,000.00
59	Granite Pavers (For Tree Wells) eliminated item	EA	0	0	0	40.00	-
60	Adjust Structure Cover	EA	10	6	16	350.00	5,600.00
61	Maintenance Aggregate for Entire Project	LS	-	-	1	20,000.00	20,000.00
SUBTOTAL PAVING PAY ITEMS							\$ 1,451,722.00
GENERAL PAY ITEMS							
62	Traffic Maintenance & Control	LS	-	-	1	\$ 150,000.00	\$ 150,000.00
63	Traffic Signal Modernization (Hamilton, Maple, Brown)	LS	-	-	1	400,000.00	400,000.00
64	Water and Sewer Allowance	LS	-	-	1	75,000.00	75,000.00
65	Salvage Existing Signs	LS	-	-	1	1,000.00	1,000.00
66	Sign Post, U-Channel	LF	240	60	300	6.00	1,800.00
67	Plywood Pedestrian Fence	LF	2600	700	3,300	20.00	66,000.00
68	Removing Street Light Foundation	EA	46	14	60	200.00	12,000.00
69	Removing Parking Meter Post	EA	60	6	66	100.00	6,600.00
70	Waterborne Pavement Markings, 4 inch	LF	5000	900	5,900	1.00	5,900.00
71	Waterborne Pavement Markings, Symbols	EA	20	6	26	225.00	5,850.00
72	Waterborne Pavement Marking, 24" Stop Bar	LF	370	130	500	4.00	2,000.00
73	Waterborne Pavement Marking, 12" Cross Hatching	LF	2000	480	2,480	2.00	4,960.00
74	Tree Protection, 3" Dia. To 20" Dia. eliminated item	EA	0	0	0	100.00	-
75	Proposed Tree, 3" Cal	EA	50	15	65	500.00	32,500.00
76	Mulch & Planting Soil for Tree Plantings	CY	334	42	376	35.00	13,160.00
77	Parking Meter Post	EA	60	6	66	400.00	26,400.00
78	Inlet Filter	EA	12	7	19	100.00	1,900.00
79	Inlet Sediment Pit	EA	12	7	19	100.00	1,900.00
80	Road Closure Assessments	DAYS	-	-	100	1,500.00	150,000.00
SUBTOTAL GENERAL PAY ITEMS							\$ 956,970.00
STANDARD OPTION "A" UPGRADES							
1	Concrete Curb, 6" (exposed aggregate) - Planters	LF	3425	995	4,420	35.00	154,700.00
2	Sand-Based Structural Soil, assume 1000 cubic feet per tree	CY	1852	556	2,408	105.00	252,840.00
3	Additional Planting Soil for Planters, 6" Thick	CY	125	34	159	35.00	5,565.00
4	Ground Cover Plantings for All Planters	SF	6700	1800	8,500	7.00	59,500.00
SUBTOTAL STANDARD OPTION "A" UPGRADES PAY ITEMS							\$ 472,605.00
TOTAL ESTIMATE:							\$ 4,091,342.00
NIC	Hadco Street Lights (DTE CHARGE TO CITY)	EA	46	14	60	9,000.00	540,000.00

This sheet for STANDARD upgrades:

- MKSA Option A
- >No Tree Grates, All Raised Planters w/Exposed Aggregate Curb
- >Structural Soil
- >Every other tree eliminated from MKSK Option A
- >Maple holds City Standard Streetscape, except for Standard Upgrades
- >Excludes benches and other amenities

**PRELIMINARY ENGINEER'S OPINION OF PROBABLE COST
OLD WOODWARD & MAPLE STREET
2017 WORK - PRE-ENGINEERING w/ENHANCED UPGRADES OPTION B
ISSUED 11/17/16**

NO.	ITEM DESCRIPTION	PAY UNIT	OLD WOODWARD	MAPLE	TOTAL QUANTITY	UNIT PRICE	TOTAL AMOUNT
SEWER PAY ITEMS							
1	24" Combined Sewer, C76, CL-IV, Trench A	LF	421	0	421	\$ 200.00	\$ 84,200.00
2	18" Combined Sewer, C76, CL-IV, Trench A	LF	464	0	464	180.00	83,520.00
3	15" Combined Sewer, C76, CL-IV, Trench A	LF	0	170	170	120.00	20,400.00
4	12" Combined Sewer, C76, CL-IV, Trench A	LF	0	75	75	100.00	7,500.00
5	10" Combined Sewer, PVC SDR 26, Trench A	LF	372	12	384	90.00	34,560.00
6	8" Combined Sewer, PVC SDR 26, Trench A	LF	10	0	10	85.00	850.00
7	12" Storm Sewer, C76, CL-IV, Trench A	LF	650	400	1,050	65.00	68,250.00
8	Re-Line Ex. 12"-15" Combined Sewer	LF	825	0	825	80.00	66,000.00
9	Sewer Service Tap, 6" to 12"	EA	20	1	21	1,250.00	26,250.00
10	Sewer Service Connection, 6" to 12"	EA	30	3	33	750.00	24,750.00
11	Sewer Service, 6" to 12"	LF	800	100	900	65.00	58,500.00
12	New 6'-0" Diameter Combined Manhole	EA	1	0	1	5,500.00	5,500.00
13	New 5'-0" Diameter Combined Manhole	EA	3	0	3	4,500.00	13,500.00
14	New 4'-0" Diameter Combined Manhole	EA	8	4	12	3,500.00	42,000.00
15	New 4'-0" Diameter Storm Manhole	EA	4	2	6	2,500.00	15,000.00
16	New 4'-0" Diameter Catch Basin	EA	8	4	12	2,500.00	30,000.00
17	New 2'-0" Diameter Inlet	EA	8	4	12	1,500.00	18,000.00
18	6" Perforated Pipe Underdrain (No sock)	LF	640	320	960	20.00	19,200.00
19	Reconstruct Manhole (if & where needed)	VF	40	20	60	300.00	18,000.00
20	Remove Ex. Manhole	EA	10	3	13	600.00	7,800.00
21	Remove Ex. Drainage Structure	EA	12	7	19	600.00	11,400.00
22	Abandon Ex. Manhole	EA	8	1	9	350.00	3,150.00
23	Abandon Ex. Sewer (Including All Bulkheads)	LF	1700	155	1,855	15.00	27,825.00
SUBTOTAL SEWER PAY ITEMS							\$ 686,155.00
WATER MAIN PAY ITEMS							
24	12" D.I. CL54 Water Main w/Polywrap, Trench A	LF	1,430	640	2,070	\$ 105.00	\$ 217,350.00
25	8" D.I. CL54 Water Main w/Polywrap, Trench A	LF	455	0	455	95.00	43,225.00
26	6" D.I. CL54 Water Main w/Polywrap, Trench A	LF	325	0	325	85.00	27,625.00
27	4" D.I. CL54 Water Main w/Polywrap, Trench A	LF	35	42	77	70.00	5,390.00
27	12" Gate Valve & Box	EA	6	5	11	3,000.00	33,000.00
28	8" Gate Valve & Box	EA	2	1	3	2,000.00	6,000.00
29	Fire Hydrant Assembly, Complete	EA	5	0	5	4,500.00	22,500.00
30	Remove & Replace Hydrant	EA	1	0	1	4,000.00	4,000.00
31	New Water Service, 1-1/2" to 2" Type K Copper, Trench A	LF	200	0	200	55.00	11,000.00
32	New Water Service, 3/4" to 1" Type K Copper, Trench A	LF	100	260	360	45.00	16,200.00
33	6" Water Main Connection to Ex. 6" Water Main	EA	1	0	1	2,500.00	2,500.00
34	8" Water Main Connection to Ex. 8" Water Main	EA	2	2	4	3,000.00	12,000.00
35	12" Water Main Connection to Ex. 12" Water Main	EA	4	3	7	3,500.00	24,500.00
36	Install Curb Stop and Box (Material Provided By City)	EA	8	4	12	300.00	3,600.00
36	Water Service Connection (8")	EA	2	0	2	2,500.00	5,000.00
37	Water Service Connection (6")	EA	3	0	3	2,000.00	6,000.00
38	Water Service Connection (4")	EA	6	1	7	1,500.00	10,500.00
39	Water Service Connection (1-1/2" to 2")	EA	12	6	18	1,000.00	18,000.00
40	Water Service Connection (3/4" to 1")	EA	12	6	18	750.00	13,500.00
41	Hydro Stop, 8"	EA	2	2	4	3,500.00	14,000.00
42	Hydro Stop, 12"	EA	2	2	4	4,500.00	18,000.00
43	Abandon Water Mains, Entire Project	LS	0	0	1	10,000.00	10,000.00
SUBTOTAL WATER MAIN PAY ITEMS							\$ 523,890.00
PAVING PAY ITEMS							
44	Station Grading	STA	14	5	19	\$ 4,500.00	\$ 85,500.00
45	Subgrade Undercutting	CY	500	125	625	30.00	18,750.00
46	Removing Brick Pavers	SY	700	200	900	12.00	10,800.00
47	Removing Concrete Sidewalk & Ramp (sawcutting included)	SY	3300	600	3,900	8.00	31,200.00
48	Removing Pavement Full Depth (Curb & Gutter included)	SY	10500	2600	13,100	12.00	157,200.00
49	Cold Milling 2" Asphalt Pavement	SY	240	60	300	7.50	2,250.00
50	Bituminous Mixture No. 3C	TON	30	16	46	200.00	9,200.00
51	Bituminous Mixture No. 13A	TON	10	4	14	200.00	2,800.00
52	Aggregate Base, MDOT 21AA Limestone, 8"	SY	10461	1810	12,271	10.00	122,710.00
53	Concrete Pavement, Non-reinforced, 8", incl. integral Detail F2 Curb & Gutter	SY	7228	1720	8,948	50.00	447,400.00
54	Remove and Replace Concrete Curb & Gutter, 18" Wide	LF	30	20	50	40.00	2,000.00
55	Concrete Sidewalk, 4", Scoring Treatment	SF	0	4560	4,560	5.00	22,800.00
56	Concrete Sidewalk, 4", Exposed Aggregate	SF	0	2670	2,670	8.00	21,360.00
57	Concrete Sidewalk, 6", Scoring Treatment (Includes Ramp & Drive Approaches)	SF	0	300	300	6.00	1,800.00
58	Handicap Ramp Truncated Domes (per ramp)	SF	1000	0	1,000	35.00	35,000.00
59	Granite Pavers (For Tree Wells) eliminated item	EA	0	0	0	40.00	-
60	Adjust Structure Cover	EA	10	6	16	350.00	5,600.00
61	Maintenance Aggregate for Entire Project	LS	-	-	1	20,000.00	20,000.00
SUBTOTAL PAVING PAY ITEMS							\$ 996,370.00
GENERAL PAY ITEMS							
62	Traffic Maintenance & Control	LS	-	-	1	\$ 150,000.00	\$ 150,000.00
63	Traffic Signal Modernization (Hamilton, Maple, Brown)	LS	-	-	1	400,000.00	400,000.00
64	Water and Sewer Allowance	LS	-	-	1	75,000.00	75,000.00
65	Salvage Existing Signs	LS	-	-	1	1,000.00	1,000.00
66	Sign Post, U-Channel	LF	240	60	300	6.00	1,800.00
67	Plywood Pedestrian Fence	LF	2600	700	3,300	20.00	66,000.00
68	Removing Street Light Foundation	EA	46	14	60	200.00	12,000.00
69	Removing Parking Meter Post	EA	60	6	66	100.00	6,600.00
70	Waterbourne Pavement Markings, 4 inch	LF	5000	900	5,900	1.00	5,900.00
71	Waterbourne Pavement Markings, Symbols	EA	20	6	26	225.00	5,850.00
72	Waterbourne Pavement Marking, 24" Stop Bar	LF	370	130	500	4.00	2,000.00
73	Waterbourne Pavement Marking, 12" Cross Hatching	LF	2000	480	2,480	2.00	4,960.00
74	Tree Protection, 3" Dia. To 20" Dia. eliminated item	EA	0	0	0	100.00	-
75	Proposed Tree, 3" Cal	EA	50	15	65	500.00	32,500.00
76	Mulch & Planting Soil for Tree Plantings	CY	334	42	376	35.00	13,160.00
77	Parking Meter Post	EA	60	6	66	400.00	26,400.00
78	Inlet Filter	EA	12	7	19	100.00	1,900.00
79	Inlet Sediment Pit	EA	12	7	19	100.00	1,900.00
80	Road Closure Assessments	DAYS	-	-	100	1,500.00	150,000.00
SUBTOTAL GENERAL PAY ITEMS							\$ 956,970.00
ENHANCED OPTION "B" UPGRADES							
1	Pvmt, Brick on HMA Bed on Conc Base, Xwalks, Turn Lanes & 2' Parking Strip	SY	2725	0	2,725	\$ 150.00	\$ 408,750.00
2	Granite Curb, 6", Flush to Pavement (Maple Intersection only)	LF	200	0	200	75.00	15,000.00
3	Concrete Curb, 6" (exposed aggregate) - Planters	LF	0	1535	1,535	35.00	53,725.00
4	Granite Curb, 5", Mounted on Sidewalk - Planters	LF	3525	0	3,525	55.00	193,875.00
5	Sidewalk, Brick Pavers on HMA Bed on 4" Concrete Base	SF	17100	0	17,100	15.00	256,500.00
6	Concrete Sidewalk, Buff Wash, Old Woodward Only	SF	34105	0	34,105	8.00	272,840.00
7	Granite Bollards	EA	40	0	40	1,500.00	60,000.00
8	Sand-Based Structural Soil, assumes 1000 cubic feet per tree	CY	1852	556	2,408	105.00	252,840.00
9	Additional Planting Soil for Planters, 6" thick	CY	125	80	205	35.00	7,175.00
10	Ground Cover Plantings for All Planters	SF	6700	4300	11,000	7.00	77,000.00
SUBTOTAL ENHANCED OPTION "B" UPGRADES PAY ITEMS							\$1,597,705.00
TOTAL ESTIMATE:							\$ 4,761,090.00

NIC	Hadco Street Lights (DTE CHARGE TO CITY)	EA	46	14	60	9,000.00	540,000.00
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This sheet for ENHANCED upgrades:
 MKSA Option B
 >All Raised Planters w/Granite Curb on Old Woodward
 >Road Granite Curb at Maple/Old Woodward adjacent to brick paver pavement
 >Brick Paver Sidewalks
 >Buff Wash Sidewalks elsewhere on Old Woodward
 >Structural Soil
 >Every other tree eliminated from MKSK Option B
 >Maple holds City Standard Streetscape, except for Enhanced Upgrades
 >Excludes benches and other amenities



MEMORANDUM

Finance Department

DATE: November 11, 2016
TO: Joseph A. Valentine, City Manager
FROM: Mark Gerber, Director of Finance/Treasurer
SUBJECT: First Quarter Financial Reports

Background

Chapter 7, section 3(b) of the City charter requires the Director of Finance to report on the condition of the City quarterly. Quarterly reports are prepared for the first 3 quarters of the year with the annual audit serving as the 4th quarter report. Only the following funds are reported quarterly because by state law they require a budget: General Fund, Greenwood Cemetery Perpetual Care Fund, Major and Local Street Funds, Solid Waste Fund, Community Development Block Grant Fund, Law and Drug Enforcement Fund, Baldwin Public Library Fund, Principal Shopping District Fund, Brownfield Redevelopment Authority Fund, Triangle District Corridor Improvement Authority Fund, and the Debt Service Fund.

Overview

Attached is the first quarter 2016-2017 fiscal year financial reports. The reports compare budget to actual for the current fiscal year and the prior fiscal year for the same quarter. This allows comparisons between fiscal years as well as percentage of budget received/spent for the year. The budget categories used for each fund are the same ones approved by the Commission when they adopted the budget. Budget discussions that follow will focus on each fund individually.

At this point, 25% of the fiscal year has lapsed.

General Fund

Overall, the activity in the General Fund for fiscal year 2016-2017 is comparable to the prior fiscal. Revenues are approximately \$892,000 higher than last year as a result of higher revenue from property taxes and charges for services. Intergovernmental revenues are at 3% of budget because the first state shared revenue check for the fiscal year is not received until November. Fines and forfeiture revenue is at 6% because revenue from the 48th District Court was not received until October.

Expenditures for the General Fund are approximately \$878,000 higher than the prior year. Approximately, \$555,000 of the increase is the result of 7 pay periods occurring before September 30, 2016, whereas there were 6 pay periods the year before. In addition, \$250,000 more was spent on sidewalks (Engineering and Public Services) and \$53,000 more was spent for contractual building inspectors (Community Development) through September 30th this fiscal year versus last year. Transfers out are lower compared to the previous year because there was one quarterly payment made to the 48th District Court as of September 2016 versus two payments as of September 2015.

Greenwood Cemetery Fund

Quarterly revenue from cemetery plot sales was not received until after September 30th. No expenditures were budgeted for this year.

Major Street Fund

Overall, total revenues are approximately the same as last year.

Non-construction expenditures are similar to the previous fiscal year. Construction expenditures are approximately \$700,000 less this fiscal year as compared to the prior year. This is the result of the West Maple Road project being primarily funded by MDOT and timing of other scheduled projects for later in the fiscal year.

Local Street Fund

Total revenues for the year are approximately \$140,000 higher than the prior year as a result of an increase in transfers from the General Fund (\$100,000) and additional funding from the state (\$50,000).

Total expenditures are approximately \$739,000 higher than the prior year mainly as a result of timing of construction projects (\$680,000). Non-construction expenditures are similar to the previous fiscal year except for road maintenance which increased \$58,000 due to an increase in road patching work performed.

Solid Waste Fund

Revenues and expenditures are comparable to the prior fiscal year.

Brownfield Redevelopment Authority Fund

Revenues are comparable to the prior fiscal year.

Expenditures are lower in the current fiscal year as a result of payments to developers for reimbursement of environmental remediation costs made in 2015-2016.

Principal Shopping District

Total revenues are higher in the current fiscal year by approximately \$56,000 as a result of timing differences in receipt of special event revenue received in fiscal year 2016-2017 versus 2015-2016. Expenditures are comparable to prior fiscal year.

Community Development Block Grant Fund

Prior year budget and related revenue and expenditures include funding for new handicap lift in City Hall.

Triangle District Corridor Improvement Authority

No property tax revenue from tax capture has been recorded yet. The City is in the process of contract negotiations with the County regarding tax incremental financing amounts.

Law and Drug Enforcement Fund

Forfeiture revenue is up slightly compared to the previous year. Expenditures are comparable to the previous year.

Baldwin Library

Revenue has increased approximately \$763,000. This is the result of an increase in the property tax levy in order to fund the renovations to the adult services area of the library.

Expenditures are slightly higher than the prior fiscal year as a result of one more pay period occurring before September 30, 2016 than in 2015.

Debt Service Fund

Revenues and expenditures are higher as a result of increased debt service costs for the year.

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 GENERAL FUND
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	374,358	-	0%	-	-	0%
TAXES	21,081,640	21,031,351	100%	20,281,450	20,222,402	100%
LICENSES AND PERMITS	3,070,540	859,956	28%	3,240,750	906,544	28%
INTERGOVERNMENTAL	2,078,000	55,732	3%	1,931,160	53,275	3%
CHARGES FOR SERVICES	2,800,400	674,696	24%	2,848,820	591,813	21%
FINES AND FORFEITURES	1,686,060	105,437	6%	1,697,650	63,236	4%
INTEREST AND RENT	275,810	30,433	11%	204,480	29,051	14%
OTHER REVENUE	240,740	25,553	11%	81,600	25,021	31%
TOTAL REVENUES	31,607,548	22,783,158	72%	30,285,910	21,891,342	72%
EXPENDITURES:						
GENERAL GOVERNMENT	5,332,820	1,190,190	22%	5,439,524	1,009,760	19%
PUBLIC SAFETY	12,813,418	2,858,030	22%	12,258,966	2,531,434	21%
COMMUNITY DEVELOPMENT	2,596,980	541,908	21%	2,383,400	413,704	17%
ENGINEERING AND PUBLIC SERVICES	4,714,330	1,228,719	26%	4,518,184	740,198	16%
TRANSFERS OUT	6,150,000	1,402,452	23%	5,361,230	1,648,470	31%
TOTAL EXPENDITURES	31,607,548	7,221,299	23%	29,961,304	6,343,566	21%

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 GREENWOOD CEMETERY FUND
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
CHARGES FOR SERVICES	360,000	-	0%	30,000	-	0%
INTEREST AND RENT	<u>2,720</u>	<u>363</u>	13%	<u>450</u>	<u>22</u>	5%
TOTAL Revenues	<u><u>362,720</u></u>	<u><u>363</u></u>	0%	<u><u>30,450</u></u>	<u><u>22</u></u>	0%
EXPENDITURES:						
TOTAL EXPENDITURES	<u>-</u>	<u>-</u>		<u>-</u>	<u>-</u>	

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 MAJOR STREETS
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	965,986	-	0%	1,541,229	-	0%
INTERGOVERNMENTAL	1,153,830	241,355	21%	1,978,610	264,210	13%
INTEREST AND RENT	7,540	2,080	28%	25,500	1,917	8%
OTHER REVENUE	401,360	-	0%	2,940	1,107	38%
TRANSFERS IN	<u>1,550,000</u>	<u>387,500</u>	25%	<u>1,580,000</u>	<u>395,000</u>	25%
TOTAL REVENUES	<u>4,078,716</u>	<u>630,935</u>	<u>15%</u>	<u>5,128,279</u>	<u>662,234</u>	<u>13%</u>
EXPENDITURES:						
ADMINISTRATIVE	18,690	3,840	21%	17,920	6,283	35%
TRAFFIC CONTROLS & ENGINEERING	382,990	26,706	7%	263,577	34,115	13%
CONSTRUCTION OF ROADS & BRIDGES	2,622,686	149,260	6%	3,712,125	849,155	23%
MAINTENANCE OF ROADS & BRIDGES	308,060	75,202	24%	356,707	63,480	18%
STREET CLEANING	132,060	38,945	29%	184,920	23,098	12%
STREET TREES	241,450	45,288	19%	227,710	54,147	24%
SNOW AND ICE REMOVAL	<u>372,780</u>	<u>12,752</u>	3%	<u>365,320</u>	<u>7,402</u>	2%
TOTAL EXPENDITURES	<u>4,078,716</u>	<u>351,993</u>	<u>9%</u>	<u>5,128,279</u>	<u>1,037,680</u>	<u>20%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 LOCAL STREETS
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	202,694	-	0%	1,333,904	-	0%
INTERGOVERNMENTAL	484,890	147,895	31%	376,480	95,944	25%
INTEREST AND RENT	15,050	2,616	17%	35,500	5,498	15%
OTHER REVENUE	358,310	10,314	3%	113,770	15,919	14%
TRANSFERS IN	<u>2,650,000</u>	<u>662,500</u>	25%	<u>2,250,000</u>	<u>562,500</u>	25%
TOTAL REVENUES	<u><u>3,710,944</u></u>	<u><u>823,325</u></u>	<u>22%</u>	<u><u>4,109,654</u></u>	<u><u>679,861</u></u>	<u>17%</u>
EXPENDITURES:						
ADMINISTRATIVE	26,370	5,760	22%	25,230	8,110	32%
TRAFFIC CONTROLS & ENGINEERING	64,570	17,221	27%	59,990	14,864	25%
CONSTRUCTION OF ROADS & BRIDGES	2,096,544	1,350,555	64%	2,660,737	669,422	25%
MAINTENANCE OF ROADS & BRIDGES	375,480	164,070	44%	408,957	106,280	26%
STREET CLEANING	184,470	39,071	21%	206,740	52,586	25%
STREET TREES	499,440	116,460	23%	523,980	106,239	20%
SNOW AND ICE REMOVAL	<u>204,640</u>	<u>9,759</u>	5%	<u>224,020</u>	<u>6,495</u>	3%
TOTAL EXPENDITURES	<u><u>3,451,514</u></u>	<u><u>1,702,896</u></u>	<u>49%</u>	<u><u>4,109,654</u></u>	<u><u>963,996</u></u>	<u>23%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 SOLID WASTE
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	10,310	-	0%	-	-	0%
TAXES	1,820,000	1,824,498	100%	1,825,000	1,823,387	100%
CHARGES FOR SERVICES	22,400	5,702	25%	22,900	5,235	23%
INTEREST AND RENT	10,040	1,320	13%	8,500	1,181	14%
OTHER REVENUE	-	55	0%	-	303	0%
TOTAL REVENUES	<u>1,862,750</u>	<u>1,831,575</u>	<u>98%</u>	<u>1,856,400</u>	<u>1,830,106</u>	<u>99%</u>
EXPENDITURES:						
PERSONNEL COSTS	152,810	16,204	11%	194,740	10,399	5%
REFUSE PICKUP	1,580,000	329,505	21%	1,520,620	299,827	20%
EQUIPMENT RENTAL	100,000	1,348	1%	100,000	734	1%
MISCELLANEOUS	9,940	1,588	16%	12,440	3,138	25%
CAPITAL OUTLAY	20,000	-	0%	20,000	4,380	22%
TOTAL EXPENDITURES	<u>1,862,750</u>	<u>348,645</u>	<u>19%</u>	<u>1,847,800</u>	<u>318,478</u>	<u>17%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 BROWNFIELD REDEVELOPMENT FUND
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	-	-	0%	-	-	0%
TAXES	243,230	243,230	100%	226,750	246,100	109%
CHARGES FOR SERVICES	3,000	1,500	50%	-	-	0%
INTEREST AND RENT	1,500	245	16%	1,500	91	6%
OTHER REVENUE	20,000	630	3%	20,000	(3,150)	-16%
TRANSFERS IN	-	-	0%	13,900	3,475	25%
TOTAL REVENUES	<u>267,730</u>	<u>245,605</u>	<u>92%</u>	<u>262,150</u>	<u>246,516</u>	<u>94%</u>
EXPENDITURES	<u>263,230</u>	<u>3,341</u>	<u>1%</u>	<u>260,560</u>	<u>72,524</u>	<u>28%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 PRINCIPAL SHOPPING DISTRICT
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	43,690	-	0%	55,590	-	0%
SPECIAL ASSESSMENTS	887,800	-	0%	884,710	2,344	0%
INTEREST AND RENT	8,020	760	9%	5,400	699	13%
OTHER REVENUE	<u>180,000</u>	<u>96,511</u>	54%	<u>175,000</u>	<u>40,366</u>	23%
TOTAL REVENUES	<u>1,119,510</u>	<u>97,271</u>	<u>9%</u>	<u>1,120,700</u>	<u>43,409</u>	<u>4%</u>
EXPENDITURES	<u>1,119,510</u>	<u>280,756</u>	<u>25%</u>	<u>1,120,700</u>	<u>273,196</u>	<u>24%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 COMMUNITY DEVELOPMENT BLOCK GRANT
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
INTERGOVERNMENTAL REVENUE	<u>31,340</u>	-	<u>0%</u>	<u>72,909</u>	<u>18,350</u>	<u>25%</u>
EXPENDITURES	<u><u>31,340</u></u>	<u>-</u>	<u>0%</u>	<u><u>72,909</u></u>	<u><u>18,350</u></u>	<u>25%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 TRIANGLE DISTRICT CORRIDOR IMPROVEMENT AUTHORITY
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	-	-	0%	-	-	0%
PROPERTY TAXES	90,000	-	0%	115,000	-	0%
INTEREST AND RENT	<u>520</u>	<u>22</u>	4%	<u>1,000</u>	<u>32</u>	3%
 TOTAL REVENUES	 <u>90,520</u>	 <u>22</u>	 <u>0%</u>	 <u>116,000</u>	 <u>32</u>	 <u>0%</u>
 EXPENDITURES	 <u>20,000</u>	 <u>-</u>	 <u>0%</u>	 <u>20,000</u>	 <u>750</u>	 <u>4%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 LAW & DRUG ENFORCEMENT FUND
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	-	-	0%	-	-	0%
FINES & FORFEITURES	37,500	1,709	5%	37,500	-	0%
INTEREST AND RENT	<u>720</u>	<u>109</u>	15%	<u>750</u>	<u>54</u>	7%
TOTAL REVENUES	<u>38,220</u>	<u>1,818</u>	<u>5%</u>	<u>38,250</u>	<u>54</u>	<u>0%</u>
EXPENDITURES:						
PUBLIC SAFETY	-	-	0%	-	-	0%
CAPITAL OUTLAY	<u>8,500</u>	<u>-</u>	0%	<u>8,800</u>	<u>-</u>	0%
TOTAL EXPENDITURES	<u>8,500</u>	<u>-</u>	<u>0%</u>	<u>8,800</u>	<u>-</u>	<u>0%</u>

CITY OF BIRMINGHAM
 QUARTERLY BUDGET REPORT
 BALDWIN LIBRARY
 QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
 % OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
REVENUES:						
USE OF FUND BALANCE	1,210,260	-	0%	18,180	-	0%
TAXES	2,936,970	2,951,377	100%	2,174,180	2,187,329	101%
INTERGOVERNMENTAL	950,810	-	0%	930,508	-	0%
CHARGES FOR SERVICES	96,240	25,774	27%	99,740	27,290	27%
INTEREST AND RENT	16,500	2,449	15%	16,500	2,092	13%
OTHER REVENUE	<u>200,000</u>	<u>-</u>	0%	<u>-</u>	<u>-</u>	0%
TOTAL REVENUES	<u>5,410,780</u>	<u>2,979,600</u>	<u>55%</u>	<u>3,239,108</u>	<u>2,216,711</u>	<u>68%</u>
EXPENDITURES	<u>5,410,780</u>	<u>711,938</u>	<u>13%</u>	<u>3,166,472</u>	<u>651,640</u>	<u>21%</u>

CITY OF BIRMINGHAM
QUARTERLY BUDGET REPORT
DEBT SERVICE FUND
QUARTER ENDED: SEPTEMBER 30, 2016 AND SEPTEMBER 30, 2015
% OF FISCAL YEAR COMPLETED: 25%

	2016-2017			2015-2016		
	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED	AMENDED BUDGET	YEAR-TO-DATE ACTUAL	% OF BUDGET USED
INTERGOVERNMENTAL						
REVENUES:						
USE OF FUND BALANCE	-	-	0%	-	-	0%
TAXES	1,626,220	1,625,793	100%	1,575,090	1,573,735	100%
INTERGOVERNMENTAL	4,000	-	0%	-	-	0%
INTEREST AND RENT	<u>2,380</u>	<u>781</u>	33%	<u>1,400</u>	<u>793</u>	57%
TOTAL REVENUES	<u>1,632,600</u>	<u>1,626,574</u>	<u>100%</u>	<u>1,576,490</u>	<u>1,574,528</u>	<u>100%</u>
EXPENDITURES	<u>1,627,600</u>	<u>1,401,951</u>	<u>86%</u>	<u>1,571,490</u>	<u>1,322,283</u>	<u>84%</u>



MEMORANDUM

Finance Department

DATE: November 8, 2016
TO: Joseph A. Valentine, City Manager
FROM: Mark Gerber, Director of Finance/Treasurer
SUBJECT: September 2016 Investment Report

Public Act 213 of 2007 requires investment reporting on the City's general investments to be provided to the City Commission on a quarterly basis. This information is also required to be provided annually, which the City has and will continue to include within the audited financial statements.

General investments of the City are governed by state law and the City's General Investment Policy approved by the City Commission. The services of an outside investment advisor are utilized to assist the treasurer in determining which types of investments are most appropriate and permitted under the investment policy, maximize the return on the City's investments within investment policy constraints and provide for cash flow needs.

The two primary objectives for investment of City funds are the preservation of principal and liquidity to protect against losses and provide sufficient funds to enable the City to meet all operating requirements that might be reasonably anticipated. Investment activities include all City funds except the retirement and retiree health-care funds as follows:

- General Fund
- Permanent Funds
- Special Revenue Funds
- Capital Projects Fund
- Enterprise Funds
- Debt Service Funds
- Component Unit Funds
- Internal Service Funds

The City has two pooled funds (CLASS Pool and J-Fund), which are used to meet payroll, contractor and other accounts payable needs. As indicated on the attached schedule, there is approximately \$24.3 million invested in pooled funds at the end of September. A maximum of 50% of the portfolio may be invested in pooled funds that meet state guidelines. The amount currently invested in pooled funds is 34%.

Investments in obligations of the state total \$1.5 million, or 2%, of the portfolio. A maximum of 20% of the City's investments may be held in these investment instruments.

The City also holds approximately \$19.6 million, or 27%, of its investments in government securities, which are obligations of the United States. The maximum amount of investments that may be held in government securities is 100%.

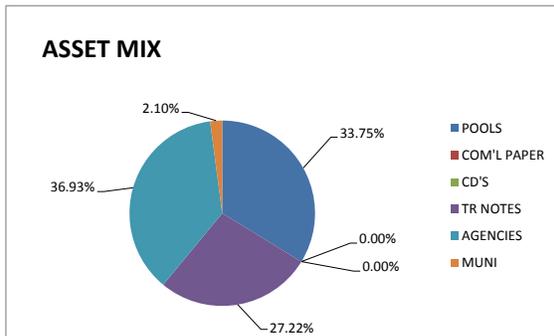
Investments in federal agencies total approximately \$26.6 million, or 37%, of the City's investments. The maximum amount of the portfolio that may be invested in federal agencies is 75%.

The Investment Policy requires that the average maturity of the portfolio may not exceed two and one-half years. The current average maturity of the portfolio is .76 years.

**CITY OF BIRMINGHAM
GENERAL INVESTMENT PORTFOLIO SUMMARY**

9/30/2016

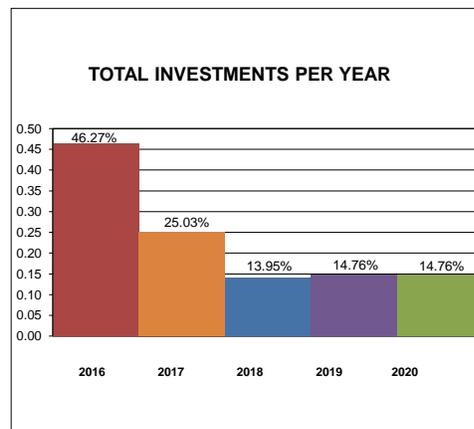
YEAR	MATURITY DATE	DESCRIPTION	% YIELD	*	ISSUER	PAR VALUE	COST	CURRENT MARKET VALUE	YEARLY TOTAL	% OF TOTAL
2016	9/30/2016	CLASS POOL	0.660%	CITY	MICHIGAN CLASS	2,023,123.98	2,023,123.98	2,023,123.98	33,297,103.07	46.27%
	9/30/2016	J FUND	0.411%	CITY	COMERICA BANK	22,268,159.09	22,268,159.09	22,268,159.09		
	10/14/2016	AGENCY	0.570%	INSIGHT	FHLB	2,000,000.00	2,002,018.00	2,000,200.00		
	10/28/2016	AGENCY	1.360%	INSIGHT	FFCB	1,500,000.00	1,497,300.00	1,500,030.00		
	11/1/2016	AGENCY	0.870%	INSIGHT	FHLMC	1,500,000.00	1,488,795.00	1,500,360.00		
	11/14/2016	AGENCY	0.600%	INSIGHT	FHLB	1,000,000.00	999,140.00	1,000,350.00		
	11/30/2016	TR NOTE	0.875%	INSIGHT	U.S.	1,000,000.00	1,002,578.12	1,001,080.00		
	12/9/2016	AGENCY	0.700%	INSIGHT	FHLB	1,000,000.00	1,021,180.00	1,002,340.00		
	12/31/2016	TR NOTE	0.750%	INSIGHT	U.S.	1,000,000.00	1,002,812.50	1,001,460.00		
	2017	1/11/2017	AGENCY	1.075%	INSIGHT	FNMA	1,500,000.00	1,500,000.00		
1/31/2017		TR NOTE	0.780%	INSIGHT	U.S.	1,000,000.00	1,002,187.50	1,001,810.00		
3/31/2017		TR NOTE	1.020%	INSIGHT	U.S.	2,000,000.00	1,998,750.00	2,005,000.00		
4/27/2017		AGENCY	0.770%	INSIGHT	FNMA	1,500,000.00	1,523,970.00	1,504,680.00		
5/15/2017		MUNI	1.100%	INSIGHT	MI	1,500,000.00	1,521,405.00	1,507,995.00		
5/31/2017		TR NOTE	0.625%	INSIGHT	U.S.	1,500,000.00	1,501,523.44	1,500,300.00		
6/30/2017		AGENCY	1.300%	INSIGHT	FNMA	1,500,000.00	1,500,000.00	1,497,540.00		
7/31/2017		TR NOTE	1.000%	INSIGHT	U.S.	1,500,000.00	1,476,210.94	1,498,590.00		
9/8/2017		AGENCY	0.840%	INSIGHT	FHLB	1,500,000.00	1,493,565.00	1,499,970.00		
9/27/2017		AGENCY	1.193%	INSIGHT	FNMA	1,500,000.00	1,497,000.00	1,497,585.00		
10/31/2017		TR NOTE	1.000%	INSIGHT	U.S.	1,500,000.00	1,486,523.44	1,501,050.00		
12/31/2017		TR NOTE	1.120%	INSIGHT	U.S.	1,500,000.00	1,479,375.00	1,500,645.00		
2018		1/15/2018	TR NOTE	0.760%	INSIGHT	U.S.	1,500,000.00	1,503,984.38	1,502,985.00	10,036,650.00
	2/15/2018	TR NOTE	0.770%	INSIGHT	U.S.	1,500,000.00	1,507,968.75	1,505,625.00		
	2/20/2018	AGENCY	1.060%	INSIGHT	FHLB	2,000,000.00	2,000,680.00	1,997,780.00		
	4/24/2018	AGENCY	1.080%	INSIGHT	FFCB	1,000,000.00	999,000.00	1,000,000.00		
	9/7/2018	AGENCY	1.134%	INSIGHT	FHLB	2,000,000.00	1,994,520.00	2,006,240.00		
	10/31/2018	TR NOTE	1.250%	INSIGHT	U.S.	1,000,000.00	1,003,046.88	1,009,060.00		
	12/31/2018	TR NOTE	1.030%	INSIGHT	U.S.	1,000,000.00	1,015,000.00	1,014,960.00		
2019	1/31/2019	TR NOTE	1.050%	INSIGHT	U.S.	1,500,000.00	1,522,031.25	1,523,025.00	10,621,575.00	14.76%
	2/28/2019	TR NOTE	1.375%	INSIGHT	U.S.	2,000,000.00	2,020,625.00	2,025,460.00		
	4/15/2019	AGENCY	1.090%	INSIGHT	FHLMC	1,000,000.00	1,001,060.00	1,004,440.00		
	6/14/2019	AGENCY	1.100%	INSIGHT	FHLB	1,000,000.00	1,015,560.00	1,015,820.00		
	7/19/2019	AGENCY	1.023%	INSIGHT	FHLMC	1,500,000.00	1,493,850.00	1,494,765.00		
2020	1/21/2020	AGENCY	1.084%	INSIGHT	FNMA	1,500,000.00	1,526,535.00	1,526,985.00	10,621,575.00	14.76%
	3/27/2020	AGENCY	1.010%	INSIGHT	FNMA	2,000,000.00	2,044,860.00	2,031,080.00		
			0.801%			71,791,283.07	71,934,338.27	71,967,133.07	71,967,133.07	100.00%



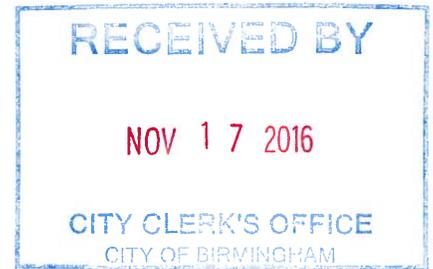
POOLS	\$24,291,283.07	33.75%
COM'L PAPER	\$0.00	0.00%
CD'S	\$0.00	0.00%
TR NOTES	\$19,591,050.00	27.22%
AGENCIES	\$26,576,805.00	36.93%
MUNI	\$1,507,995.00	2.10%
TOTAL	\$71,967,133.07	100.00%

COMPARATIVE RETURNS			
	City Portfolio	1-Yr TR	2-Yr TR
Current Month	0.80%	0.60%	0.72%
Previous Month	0.68%	0.60%	0.72%
1 Year Ago	0.58%	0.37%	0.71%

AVERAGE MATURITY (YEARS):



* INSIGHT INVESTMENTS: \$47,675,850.00 66.25%
 * ASSIGNED TO CITY: \$24,291,283.07 33.75%
 \$71,967,133.07 100.00%



November 14, 2016

Laura Pierce, Clerk
City of Birmingham
151 Martin St.
Birmingham, MI 48012-3001

RE: Important Information—Price Changes

Dear Ms. Pierce:

We are committed to delivering the entertainment and services our customers in Birmingham rely on today, and the new experiences they will love down the road. As we continue to make improvements to our products and services, and as programmers charge more to carry their networks, our cost of doing business increases. As a result, starting January 1, 2017 prices for certain services and fees will be going up. Please see the enclosed schedule of price changes for more information.

While some prices may have increased, we are always investing in technology to drive innovation. We are working hard to bring our customers great value every day and exciting new developments in the near future, including the following.

- The most TV shows and movies available On Demand
- Innovative X1 Voice Remote that makes searching for shows and movies easier
- Self-service options to save our customers time and adapt to their schedule
- Access to Netflix content on XFINITY X1
- Fastest, most reliable in-home WiFi
- Fastest Internet in America according to Speedtest.net
- More than 14 million WiFi hot spots nationwide

We know you may have questions about these changes. If I can be of any further assistance, please contact me at 734-254-1557.

Sincerely,

Kyle V. Mazurek
Manager of External Affairs
Comcast, Heartland Region
41112 Concept Drive
Plymouth, MI 48170

Enclosure

INFORMATION ONLY

Schedule of video-related price changes; effective January 1, 2017

<u>VIDEO & OTHER FEES (Monthly unless noted otherwise)</u>	<u>CURRENT PRICE</u>	<u>NEW PRICE</u>
Broadcast TV Fee	\$4.50	\$5.00
Regional Sports Network Fee	\$3.00	\$5.00
Digital Starter- <i>Includes Limited Basic, additional digital channels, a standard definition digital converter and remote for the primary outlet, MoviePlex, access to Pay-Per-View and On Demand programming and Music Choice</i>	\$67.95	\$68.95
Digital Preferred – <i>Includes Digital Starter, additional digital channels, Encore, access to Pay-Per-View and On Demand programming and Music Choice</i>	\$85.90	\$86.90
Digital Adapter Additional Outlet Service	\$3.99	\$5.99
Professional Installation*	\$75.00	\$60.00
In-Home Service Visit*	\$70.00	\$60.00
Additional Outlet*	\$30.00	-----
Self-Install Kit Shipping and Handling*	\$9.95	\$15.00

Certain services available separately or as a part of other levels of service. Comcast service is subject to Comcast's standard terms and conditions of service. Unless otherwise specified, prices shown are the monthly charge for the corresponding service, equipment or package. Prices shown do not include applicable taxes, franchise fees, FCC fees, Regulatory Recovery Fee, Public Access fees, other state or local fees or other applicable charges (e.g., per-call toll or international charges). Prices, services and features are subject to change. If you are a video service customer and you own a compatible digital converter or CableCARD device, please call 1-800-XFINITY for pricing information or visit www.comcast.com/equipmentpolicy. ©2017 Comcast. All rights reserved.

*One-time charge