

**CITY OF BERKLEY PUBLIC NOTICE  
REGULAR CITY COUNCIL MEETING  
Monday, January 8, 2024  
7:00 P.M. – City Hall  
248-658-3300**

**CALL 40<sup>th</sup> COUNCIL TO ORDER  
APPROVAL OF AGENDA  
MAYOR-LED MOMENT OF REFLECTION  
PLEDGE OF ALLEGIANCE  
PUBLIC COMMENT  
ORDER OF BUSINESS**

***Consent Agenda***

1. **APPROVAL OF THE MINUTES:** Matter of [approving the minutes](#) of the 40<sup>th</sup> Regular City Council meeting on Monday, December 18, 2023.
2. **WARRANT:** Matter of [approving Warrant No. 1394](#).
3. **PROCLAMATION NO. P-01-24:** Matter of [proclaiming February 2024](#) as Black History Month.

***Regular Agenda***

1. **RECOGNITIONS/PRESENTATIONS:** Matter of any recognitions or presentations from the Consent Agenda.
2. **PRESENTATION:** Matter of receiving a presentation by 44<sup>th</sup> District Court Chief Judge Derek Meinecke and Judge Andrew Kowalkowski.
3. **MOTION NO. M-01-24:** Matter of [approving the purchase and installation](#) of various truck-mounted equipment from Truck & Trailer Specialties, Inc. utilizing the MITN Cooperative Bid Contract at a total cost of \$99,150 to be split between account numbers 202-464-985-000, 226-528-985-000, and 592-536-985-000.
4. **MOTION NO. M-02-24:** Matter of [approving a proposal](#) from Hubbell, Roth, and Clark for Engineering assistance related to the 2024 Road Rehabilitation Project in the amount of \$96,285.37. Account numbers 203-464-821-010 and 443-901-821-000 would be utilized to fund this assistance.
5. **MOTION NO. M-03-24:** Matter of [authorizing the City Manager](#) to approve the contract with McKenna Associates, Inc. to provide building services for trade inspections, non-residential plan review, and code enforcement. Funds from this expenditure will come from account 101-745-822-001.
6. **RESOLUTION NO. R-01-24:** Matter of [adopting a Resolution](#) of the City Council of the City of Berkley to affirm the boundaries of voting precincts in the City of Berkley.
7. **ORDINANCE NO. O-01-24:** Matter of [considering the First Reading](#) of an ordinance of the Council of the City of Berkley, Michigan amending Chapter 46 Elections, Article II Precincts, Section 46-16 through 46-23 of the Berkley City Code.

**COMMUNICATIONS**

**ADJOURN**

Note: The City of Berkley will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audio tapes of printed materials being considered at the meeting, to individuals with disabilities at the meeting upon four working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Victoria Mitchell, ADA Contact, Berkley City Hall, 3338 Coolidge Highway, Berkley, MI 48072 (1-248-658-3310).

Note: Official minutes of City Council Meetings and supporting documents for Council packets are available for public review in the City Clerk's Office during normal working hours. Anyone wishing to submit correspondence for the meeting may send an email to [clerk@berkleymich.net](mailto:clerk@berkleymich.net) or call 248-658-3310 by 5 p.m. on the day of the meeting.

**THE REGULAR MEETING OF THE FORTIETH COUNCIL OF THE CITY OF BERKLEY, MICHIGAN WAS CALLED TO ORDER AT 7:00 PM ON MONDAY, DECEMBER 18, 2023 BY MAYOR DEAN**

**PRESENT:** Councilmember Steve Baker                      Councilmember Gregory Patterson  
                 Councilmember Clarence Black              Councilmember Jessica Vilani  
                 Mayor Pro Tem Ross Gavin                      Mayor Bridget Dean  
                 Councilmember Dennis Hennen

**OTHER STAFF PRESENT:**

City Manager Matt Baumgarten  
City Attorney Ann Christ  
City Clerk Victoria Mitchell  
Facilities Manager Alex Brown  
Downtown Development Authority Executive Director Mike McGuinness  
Deputy Finance Director Laurie Fielder

**APPROVAL OF AGENDA**

Mayor Pro Tem Gavin moved to approve the Agenda.  
Seconded by Councilmember Baker  
Ayes: Black, Gavin, Hennen, Patterson, Vilani, Baker and Dean  
Nays: None  
Motion Approved.

**PLEDGE OF ALLEGIANCE**

**PUBLIC COMMENT**

None.

**Consent Agenda**

Councilmember Hennen moved to approve the following Consent Agenda, seconded by Councilmember Baker:

**APPROVAL OF THE MINUTES:** Matter of approving the minutes of the 40<sup>th</sup> Regular City Council meeting on Monday, December 4, 2023 and the Joint City Council meeting on Thursday, November 30, 2023.

**WARRANT:** Matter of approving Warrant No. 1393.

**ORDINANCE NO. O-16-23:** Matter of considering the Second Reading and Adoption of an ordinance of the City Council of the City of Berkley, Michigan to amend Section 126-7, Installation and Section 126-74, Supervision of Connection in Chapter 126, Utilities of the City of Berkley Code of Ordinances to update the policies and inspection procedures for sewer connections.

Ayes: Gavin, Hennen, Patterson, Vilani, Baker, Black and Dean  
Nays: None  
Motion Approved.

### ***Regular Agenda***

**RECOGNITIONS/PRESENTATIONS:** Matter of any recognitions or presentations from the Consent Agenda.

None

**PRESENTATION:** Matter of receiving a presentation by Raina Emmons of PSLZ, LLC of the annual audit and resulting Annual Consolidated Financial Report (ACFR) and requesting the City Council to Receive and File the ACFR.

Rana Emmons of PSLZ, LLC, presented an overview of the City's 2023-24 annual audit stating the City received an unqualified opinion which is the highest opinion a municipality can receive.

She presented an overview and some highlights of the City's operating millage, general fund revenues, and general fund balance.

#### **Public Comment:**

Joshua Hunter, Berkley, asked a question: What is the \$1.72 million General Fund asset, "Due from Other Funds"; according to Note 5, only \$120,000 was loaned to the Sidewalk fund, which leaves \$1.6 million "due from other funds." Asked why this amount is due to the General Fund.

**MOTION NO. M-83-23:** Matter of awarding the contract for the roof replacement at the Community Center to MTD Construction, 126 Summit Street, Brighton Michigan, at the cost of \$94,000. In addition, please allocate \$10,000 for construction contingencies. Funds for this project are coming from the FY 2024 Special Grant awarded by the State of Michigan.

Councilmember Patterson moved to approve Motion No. M-83-23

Seconded by Councilmember Vilani

Ayes: Hennen, Patterson, Vilani, Baker, Black, Gavin, and Dean

Nays: None

Motion M-83-23 Approved.

**PUBLIC HEARING:** Matter of holding a Public Hearing regarding the Community Development Block Grant Program Year 2024 application in the approximate amount of \$35,012.

#### **Public Hearing opened at 7:29 p.m.**

Public Comments: None.

#### **Public Hearing closed at 7:29:18 p.m.**

**RESOLUTION NO. R-26-23:** Matter of adopting a Resolution for the Community Development Block Grant (CDBG) Program Year 2024 application in the approximate amount of \$35,012 and requesting the Mayor and City Manager to sign the application and submit it to the Oakland County CDBG Division.

Councilmember Baker moved to approve Resolution No. R-26-23.

Seconded by Mayor Pro Tem Gavin

Ayes: Patterson, Vilani, Baker, Black, Gavin, Hennen, and Dean.

Nays: None

Resolution R-26-23 Approved.

**RESOLUTION NO. R-27-23:** Matter of adopting a Resolution of the City Council of the City of Berkley establishing residential and commercial service fees for the collection and disposal of solid waste effective January 1, 2024.

Councilmember Hennen moved to approve Resolution No. R -27-23.

Seconded by Councilmember Black

Public Comment:

Jack Blanchard, Berkley, asked about the American Legion. City Manager Baumgarten said they should reach out to DPW, to be adjusted to the ready-to-serve cost.

Charles Tyrell, Berkley, said the resolution should not have commercial or business service fees in the description as the American Legion, houses of worship, etc. are paying. He reiterated this is a tax not a service fee; he referred to the *Bolt v. City of Lansing* decision. He said because places can not opt out then it is a tax and not a service fee; he stated it does not meet the *Bolt v. City of Lansing* decision criteria and must go to a vote of the people.

Councilmember Hennen asked when letters will go out. City Manager Baumgarten said they will go out this week. Hennen said the *Bolt v. City of Lansing* decision is much more nuanced and that there are case decisions where fees don't fall within the boundaries of *Bolt*. He said he took this allegation seriously and looked into the legality of the matter; he is sympathetic to those that don't need the service, but with the structures as provided by SOCCRA, there is no other way. He stated that the reduced fee is the best way to handle these use cases.

Councilmember Baker said the reduced fee was more well received by business owners at the last DDA meeting. He expressed appreciation for this decision to minimize some of these issues.

Councilmember Vilani asked:

1. What is the process that non-residential stakeholders will go through to indicate their decisions. City Manager Baumgarten said that stakeholders should respond to the letter sent by the City.
2. She is glad this will support the businesses, but she asked how much manual work this will cause our DPW. City Manager Baumgarten said there will be quite a bit of initial work as well as a high amount of work.

Councilmember Black asked how frequently we speak to Tringali. City Manager Baumgarten responded that we communicate almost daily.

Mayor Dean stated she is responding to statements made by Mr. Tyrell. She said she doesn't want any misrepresentation to the public. She stated City Attorney Staran, whom has many decades of experience, said it is legal. She told him to stand back and stop spreading misinformation.

Ayes: Vilani, Baker, Black, Gavin, Hennen, Patterson, and Dean.

Nays: None.

Resolution R-27-23 Approved.

**MOTION NO. M-84-23:** Matter of approving updates to the City of Berkley's Fee Schedule effective January 1, 2024.

Mayor Pro Tem Gavin moved to approve Motion No. M-84-23.

Seconded by Councilmember Hennen

Public Comment:

Jack Blanchard, Berkley, said he gets a lot of questions regarding events. He asked about road closure fees. City Manager Baumgarten said costs would be relative to the size of the closure.

Councilmember Patterson asked:

1. If public safety needs to provide more assistance would it cost more? City Manager Baumgarten said if they have to escalate they would call for mutual aid
2. If multiple streets are closed, would it cost more? City Manager Baumgarten said holiday lights parade is a one-off

Councilmember Black asked if we have to use our Public Safety Dept. to staff events or could we use volunteers; he said at \$112 an hour we should revisit this, we have a lot of people that would be interested.

Councilmember Hennen recommended a language change to make it clear. He asked when we plan on beginning the licensing period for retail dog and cat sales. Baumgarten said that we hope to bring retailers into compliance by the first of February, hopefully.

Councilmember Baker asked about waivers.

Ayes: Baker, Black, Gavin, Hennen, Patterson, Vilani, and Dean

Nays: None

Motion M-84-23 Approved.

## **COMMUNICATIONS**

### **COUNCILMEMBER BLACK**

- Happy to announce that Ms. Flora is finalizing the new Community Engagement Advisory Committee and the Technology Advisory Committee. Said he is excited to report more after the first of the year.
- Encouraged everyone to remember that many people have family and friends who will be serving overseas during the holidays, so please keep service members in your thoughts during the holiday season.

### **COUNCILMEMBER HENNEN**

- Tree planting west of Coolidge has begun. The Tree Board will next meet on January 22<sup>nd</sup>.
- Zoning Board of Appeals will meet on January 9<sup>th</sup>. The auto shop on 11 Mile between Coolidge and Woodward wants to add a gas station, but gas stations aren't zoned for the area so they'll be coming before the ZBA to request a use ordinance.
- Reminded everyone at home about the zoning ordinance rewrite process currently underway; there will be four informational meetings open to the public; feedback is needed for this important process. The workshop is on January 8<sup>th</sup>, 17<sup>th</sup>, 24<sup>th</sup> and 31<sup>st</sup>. the topics are duplexes and multi-family parking as well as the development approval process. All meetings begin at 6 p.m. in the Berkley High School Collaborative Center.
- Wished everyone happy holidays and a happy new year.

### **COUNCILMEMBER BAKER**

- The Historical Committee thanked everyone for their work on the Holiday Lights Parade especially those who visited the museum to warm up a bit.
- The Downtown Development Authority met last week and offered thanks to all the local businesses, sponsors, shoppers, and guests we had downtown during Merri Month for the shopping nights and trolley rides. The DDA is looking for feedback on how this season's events were received as well as looking forward to additional ideas to build upon the successes that we've had the last several years.
- Sharon Salsburg once said, "Holidays can be a time of joy and sorrow. Embrace the joy and make peace with the sorrow."
- The National Alliance on Mental Illness did a survey that found 64% of surveyed adults say they are affected by the holiday blues and 24% of them said they were affected quite a lot by the holiday blues. Tips from Mind Journal: learn to say no to stuff, spend time with the people you enjoy,

do everything in moderation, don't overspend, don't isolate yourself, avoid conflict and drama, identify your triggers, and seek to avoid those things.

- Please be extra sensitive to those around you. They probably need it.

### **MAYOR PRO TEM GAVIN**

- Parks and Recreation report is filled with many thank yous. Thank you to the Friends of Berkley Parks and Rec for all the support for the department during the holiday events as well as all year long. Anyone interested in becoming a member of the Friends group, please check out its Facebook page. Thank you to all of the staff of Parks and Rec for providing so much programming and extra time and care throughout the year to provide fun and healthy activities for the community. Thanked Parks and Recreation Director Theresa McArleton for all of her time and service and said that she will be incredibly missed. She is a kind, thoughtful person and poured her heart into everything she did and all the joy she has helped bring to residents.
- Next meeting of the Parks & Rec Advisory Board is on February 8<sup>th</sup> at 7 pm.
- Next meeting of the Library Board is Wednesday, January 17<sup>th</sup> at 7 pm.
- Have a wonderful holiday season filled with laughs, family, and friends.

### **COUNCILMEMBER VILANI**

- The Berkley Area Chamber of Commerce January Chamber Chat will be on Friday, January 19<sup>th</sup> at 8:30 am at Little Lou's Hot Chicken.
- The gift that keeps giving is the Berk Perk card. It's so small it can fit right in a stocking and makes an excellent extra gift for someone special. Only \$35 and available at participating locations.

### **COUNCILMEMBER PATTERSON**

- Thanked Councilmember Hennen for reading the dates of the Zoning Rewrite sessions.
- Planning Commission meeting for tomorrow was canceled.
- Beautification Committee has luminaries for sale at the Library; they are to be set out on December 21<sup>st</sup>.
- Happy holidays to all.

### **CITY MANAGER MATT BAUMGARTEN**

- Congratulated Mayor Dean as she was appointed by unanimous vote earlier this month to serve as a trustee of the Michigan Municipal League's Workers Compensation Fund Board.
- Last meeting of 2023 and we will have two fireworks seasons between now and next meeting; be safe and when firing off those fireworks be mindful of your neighbors, yourself and everyone around you. Try to keep everyone in mind this season and embody our motto of 'We Care' when celebrating in this manner.
- Thank you to all of my staff with many ups and downs and it is so refreshing to hear everything that went into this year. He said that to hear it laid out in the State of the City broadcast makes him proud of his staff, our city and this organization. He advocates that you take it in and said that it really is a list of triumphs. He thanked Mayor Dean, Communications Director Caitlin Flora, and the staff that contributed. He said it is a pleasure to lead this group of public servants.

### **CITY ATTORNEY ANN CHRIST**

- No updates.

### **MAYOR DEAN**

- Thanked City Manager Baumgarten for his congratulations on her appointment as a trustee to the MML Workman's Compensation Board; she said she is honored to have been

chosen to serve in that capacity and is looking forward to lots of learning as well as bringing that learning back to our City.

- She wished everyone Happy Holidays and may you embrace the new year with a grateful heart.

***ADJOURNMENT:***

Councilmember Patterson moved to adjourn the Regular Meeting at 8:15 p.m.

Seconded by Councilmember Black

Ayes: Hennen, Patterson, Vilani, Baker, Black, Gavin, and Dean

Nays: None

Motion Approved.

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Bridget Dean, Mayor

***ATTEST:***

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Victoria Mitchell, City Clerk





Check Date	Payee	Description	Amount
12/06/2023	74087	MALONEY TRUCKING DPW CONTRACTUAL	<b>5,305.00</b>
12/06/2023	74088	LUIGI FERNINANDI & SON CEMENT CONSTRUCTION - SIDEWALKS	<b>252,137.18</b>
12/07/2023	74089	CHRISTINE WILSON CONTRACTUAL SERVICES	** VOIDED **
12/07/2023	74090	MiSDU PAYROLL DEDUCTIONS PAYROLL DEDUCTIONS PAYROLL DEDUCTIONS	** VOIDED ** ** VOIDED ** ** VOIDED **
12/07/2023	74091	MISSION SQUARE RETIREMENT-107930 ICMA 457 W/H	** VOIDED **
12/07/2023	74091	MISSION SQUARE RETIREMENT-107930 401 ICMA DEFERRED	** VOIDED **
12/07/2023	74092	MISSION SQUARE RETIREMENT-303792 ICMA 457 W/H ICMA 457 W/H ICMA 457 W/H	** VOIDED ** ** VOIDED ** ** VOIDED **
12/07/2023	74093	MISSION SQUARE RETIREMENT-706259 ICMA ROTH IRA	** VOIDED **
12/07/2023	74094	NATIONWIDE RETIREMENT SOLUTIONS NATIONWIDE 457 W/H NATIONWIDE 457 W/H	** VOIDED ** ** VOIDED **

12/07/2023	74095	CHRISTINE WILSON	CONTRACTUAL SERVICES	<b>185.00</b>
12/07/2023	74096	MISDU	PAYROLL DEDUCTIONS	<b>1,240.69</b>
12/07/2023	74097	MISSION SQUARE RETIREMENT-107930	ICMA 457 W/H 401 ICMA DEFERRED	243.64 438.54 <b>682.18</b>
12/07/2023	74098	MISSION SQUARE RETIREMENT-303792	ICMA 457 W/H	<b>3,193.17</b>
12/07/2023	74099	MISSION SQUARE RETIREMENT-706259	ICMA ROTH IRA	<b>110.00</b>
12/07/2023	74100	NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE 457 W/H	<b>7,007.03</b>
12/14/2023	74101	21ST CENTURY MEDIA - MICHIGAN	ADVERTISING	<b>147.69</b>
12/14/2023	74102	3G SEAMLESS GUTTERS SIDING & TRIM	BBB21-0077 - PB21-0262	<b>75.00</b>
12/14/2023	74103	ADAM & MELISSA JULIE NEFF, TRUSTEES	TAXES PAYABLE	<b>5,870.13</b>
12/14/2023	74104	ADN ADMINISTRATORS, INC.	CONSULTANT	<b>994.75</b>
12/14/2023	74105	ADVOCATE CONSTRUCTION	BBA23-0178 - PB23-0318	<b>50.00</b>
12/14/2023	74106	AIRGAS USA, LLC	VEHICLE SUPPLIES	<b>** VOIDED **</b>
12/14/2023	74107	ALBERTO RAMIREZ-MORALES	BBA23-0123 - PB23-0229	<b>15.00</b>

12/14/2023	74108	ALLIANCE MOBILE HEALTH	BLOOD DRAWS	<b>312.00</b>
12/14/2023	74109	AMAZON CAPITAL SERVICES	OFFICE EQUIPMENT MAINTENANCE	17.88
			EQUIPMENT SUPPLIES	218.03
			PROGRAM SUPPLIES	10.96
			SUPPLIES	76.23
			RANGE/TRAINING SUPPLIES	235.77
			PROGRAM SUPPLIES	42.05
			EQUIPMENT	204.88
				<b>805.80</b>
12/14/2023	74110	AMERICAN STANDARD ROOFING LLC	BBA23-0202 - PB23-0376	<b>100.00</b>
12/14/2023	74111	ANDREW ROBERT KOONTZ	BBA22-0203 - PB22-0404	<b>100.00</b>
12/14/2023	74112	APPLIED INNOVATION	OFFICE EQUIPMENT MAINTENANCE	<b>11.66</b>
12/14/2023	74113	AT&T	CONTRACTUAL SERVICES	<b>164.41</b>
12/14/2023	74114	ATEX BUILDERS LLC	BBB22-0117 - PB22-0427	<b>40.00</b>
12/14/2023	74115	BEDIENT CONSTRUCTION	BD21-0021 - PB21-0428	<b>1,000.00</b>
12/14/2023	74116	BERKLEY JR. WOMEN'S CLUB	CONTRACTUAL SERVICES	<b>2,332.62</b>
12/14/2023	74117	BILLINGS LAWN EQUIPMENT	EQUIPMENT MAINTENANCE	** VOIDED **
12/14/2023	74118	BLUE CROSS BLUE SHIELD OF MICH	ACCRUED HEALTH CARE	<b>134,273.04</b>
12/14/2023	74119	BML SIGNS	BSB23-0026 - PS23-0026	<b>50.00</b>

12/14/2023	74120	BRANDON STOLLE	BBB22-0045 - PB22-0196	75.00
12/14/2023	74121	BRENDEL'S SEPTIC TANK SERVICE, LLC	CONTRACTUAL SERVICES	11.43
12/14/2023	74122	BS & A SOFTWARE	COMPUTER SOFTWARE	4,245.00
12/14/2023	74123	CAMELOT CLEANERS	PRISONER BOARD	101.70
12/14/2023	74124	CARDCONNECT	CONTRACTUAL SERVICES	25.00
12/14/2023	74125	CARL JOHNSON	CONSULTANT	2,950.00
12/14/2023	74126	CARLISLE / WORTMAN	CONSULTANT	60.00
			CONTRACTUAL SERVICES	7,872.50
				<u>7,932.50</u>
12/14/2023	74127	CEDAR WORKS	BBA23-0101 - PB23-0181	100.00
12/14/2023	74128	CHAUNCEY JAMES DANIELS SR.	BSP17-0003 - PB17-0290	50.00
12/14/2023	74129	CHRISTINE DASCHKE	CONTRACTUAL SERVICES	34.00
12/14/2023	74130	CINTAS	MAINTENANCE SUPPLIES	815.08
			MEDICAL SUPPLIES	158.43
				<u>973.51</u>
12/14/2023	74131	CLARENCE BLACK	MEETINGS & CONFERENCES	15.00

12/14/2023	74132	CONTRACTORS CONNECTION	VEHICLE SUPPLIES	<b>161.00</b>
12/14/2023	74133	COSTIGAN CONTRACTORS	BBB23-0083 - PB23-0369	<b>75.00</b>
12/14/2023	74134	DEALER AUTO PARTS SALES	VEHICLE MAINTENANCE - DPW	<b>764.42</b>
12/14/2023	74135	DELL MARKETING LP	EQUIPMENT SUPPLIES	41.62
			OFFICE EQUIPMENT	719.98
				<b>761.60</b>
12/14/2023	74136	DENNIS & JENNIFER HENNEN	BBA23-0169 - PB23-0300	<b>50.00</b>
12/14/2023	74137	DIMAMBRO CONSTRUCTION LLC	BS23-0009 - PZC23-0136	<b>200.00</b>
12/14/2023	74138	DOUBLE HAUL SOLUTIONS	CONSULTANT	<b>3,497.50</b>
12/14/2023	74139	DURST LUMBER CO	MAINTENANCE SUPPLIES	25.98
			EQUIPMENT SUPPLIES	35.56
			EQUIPMENT	49.03
				<b>110.57</b>
12/14/2023	74140	ETHAN GURSKI	BBA23-0083 - PB23-0144	<b>100.00</b>
12/14/2023	74141	FERGUSON WATERWORKS #3386	EQUIPMENT	<b>19,740.00</b>
12/14/2023	74142	FOREMAN CONSTRUCTION CO.	BBA23-0190 - PB23-0348	100.00
			BBA23-0139 - PB23-0254	100.00
				<b>200.00</b>

12/14/2023	74143	FOUNDATION RESTORATION	BBB23-0074 - PB23-0352	<b>75.00</b>
12/14/2023	74144	FOUNDATION SYSTEMS OF MICHIGAN	BBA22-0153 - PB22-0303	100.00
			BBA22-0182 - PB22-0355	100.00
				<b>200.00</b>
12/14/2023	74145	FOUR SEASON ROOFING & SHEET METAL	BBD22-0012 - PB22-0311	<b>** VOIDED **</b>
12/14/2023	74146	FOUR SEASONS GARDEN CENTER	BBA23-0187 - PB23-0345	<b>50.00</b>
12/14/2023	74147	FREDERICK ERNEST SMITH	BBB22-0124 - PB22-0442	<b>75.00</b>
12/14/2023	74148	FROST SOLUTIONS, LLC	CONTRACTUAL SERVICES	1,500.00
			CONTRACTUAL SERVICES	1,500.00
				<b>3,000.00</b>
12/14/2023	74149	GABRIEL ROEDER SMITH & COMPANY	CONTRACTUAL SERVICES	<b>** VOIDED **</b>
			CONTRACTUAL SERVICES	<b>** VOIDED **</b>
12/14/2023	74150	GAITS HOME IMPROVEMENT	BBB22-0070 - PB22-0258	<b>75.00</b>
12/14/2023	74151	GARRETT DOOR CO.	BUILDING MAINTENANCE	<b>191.00</b>
12/14/2023	74152	GERALD B. MARSHALL	BBB22-0038 - PB22-0186	<b>75.00</b>
12/14/2023	74153	GORDON FOOD SERVICE INC.	CONTRACTUAL SERVICES	<b>69.41</b>
12/14/2023	74154	GREAT LAKES PEST CONTROL CO	BUILDING MAINTENANCE	60.00
			BUILDING MAINTENANCE	75.00
			PEST CONTROL	40.00
				<b>175.00</b>

				<b>175.00</b>
12/14/2023	74155	GREENLEAF HOME SERVICES, LLC.	BBA23-0131 - PB23-0246	<b>100.00</b>
12/14/2023	74156	H.D. EDWARDS & CO.	EQUIPMENT	<b>66.75</b>
12/14/2023	74157	HADLEY CONSTRUCTION	BBB22-0121 - PB22-0437	<b>75.00</b>
12/14/2023	74158	HAFELI, STARAN, & CHRIST, P.C.	CITY ATTORNEY	<b>6,686.50</b>
12/14/2023	74159	HANDYDAN HOME IMPROVEMENTS	BBB23-0058 - PB23-0264	<b>75.00</b>
12/14/2023	74160	HARTWELL CEMENT CO.	CONSTRUCTION - MAJOR STREETS	28,609.74
			CONTRACTUAL SERVICES	31,786.42
			LAND IMPROVEMENTS	12,390.74
			STREETSCAPE IMPROVEMENTS	64,536.06
				<b>137,322.96</b>
12/14/2023	74161	HENRY FORD @ WORK	MEDICAL EXPENSES	<b>361.00</b>
12/14/2023	74162	HONORS	OFFICE SUPPLIES	<b>39.00</b>
12/14/2023	74163	HUBBELL, ROTH & CLARK	PROJECT ESCROW ENGINEERING IVY	937.67
			EATON/OXFORD PARKING LOT	1,013.44
			MOSES ROSES - 3120 11 MILE	275.04
			SEVEN POINTS-28557 WOODWARD AVE	1,543.95
			PROJECT ESCROW ENGINEERING-LUME	173.77
			PROJECT ESCROW ENG-3462/3478 GREENFIEL	6,152.74
			BUILDING ESCROW-ENGINEERING REVIEW	1,950.00
			PLANNING/ENG REVIEWS	611.43
			CONTRACTUAL SERVICES	465.45
			ENGINEERING	85,228.32

ENGINEERING	557.78
ENGINEER - ROAD PROJECT	67,376.07
CONTRACTUAL SERVICES	1,490.47
ENGINEER	5,765.37
ENGINEER	24,500.71
	<b>198,042.21</b>

12/14/2023	74164	VOID	** VOIDED **	** VOIDED **
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12/14/2023	74165	HYDROCORP	CROSS CONNECTIONS	<b>1,658.00</b>
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12/14/2023	74166	INDIGITAL	E-911 EQUIPMENT MAINTENANCE	<b>593.26</b>
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12/14/2023	74167	ITALY AMERICAN CONSTRUCTION	BBA23-0176 - PB23-0312	100.00
			BD23-0013 - PB23-0294	1,000.00
				<b>1,100.00</b>

12/14/2023	74168	J.H. HART URBAN FORESTRY	CONTRACTUAL SERVICES	3,169.60
			CONTRACTUAL SERVICES	1,358.40
				<b>4,528.00</b>

12/14/2023	74169	JAANA S. ASHTIANI-ZARANDI	BBA22-0170 - PB22-0333	<b>50.00</b>
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12/14/2023	74170	JACOB KETEKE CHAPMAN	BBA23-0207 - PB23-0384	<b>100.00</b>
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12/14/2023	74171	JADE STRATEGIES, INC.	PROFESSIONAL DEVELOPMENT	3,200.00
			PROFESSIONAL DEVELOPMENT	1,000.00
				<b>4,200.00</b>

12/14/2023	74172	JULIE TYBURSKI	CONTRACTUAL SERVICES	<b>550.00</b>
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12/14/2023	74173	JVK CONSTRUCTION	BBB23-0052 - PB23-0230	<b>75.00</b>
12/14/2023	74174	KANOPY, INC.	DOWNLOADABLE CONTENT	<b>167.45</b>
12/14/2023	74175	KARYN CARRICO	BOOKS / PERIODICALS	<b>112.00</b>
12/14/2023	74176	KELLY GARBIG	CONTRACTUAL SERVICES	<b>102.00</b>
12/14/2023	74177	KELRAY CONSTRUCTION INC.	BBB23-0090 - PB23-0389	<b>75.00</b>
12/14/2023	74178	KEVIN SADOWY & LAUREN PROVENCHER	BS23-0013 - PZC23-0151	<b>** VOIDED **</b>
12/14/2023	74179	KIESLER'S POLICE SUPPLY, INC.	RANGE/TRAINING SUPPLIES	<b>4,264.00</b>
12/14/2023	74180	KONICA MINOLTA BUSINESS SOLUTIONS	OFFICE EQUIPMENT RENTAL	9.10
			OFFICE EQUIPMENT RENTAL	25.50
			OFFICE EQUIPMENT MAINTENANCE	9.67
			OFFICE EQUIPMENT RENTAL	25.49
				<b>69.76</b>
12/14/2023	74181	LARRY'S WELDING SUPPLY	VEHICLE SUPPLIES	<b>62.65</b>
12/14/2023	74182	LECLERC DISPLAY CO. INC.	HOLIDAY LIGHTS	<b>35,157.00</b>
12/14/2023	74183	LERMA, INC.	MEMBERSHIPS	<b>75.00</b>
12/14/2023	74184	LGC GLOBAL ENERGY FM, LLC	CUSTODIAL SERVICES	919.40
			CUSTODIAL	1,711.71
			CUSTODIAL SERVICES	141.41
			CUSTODIAL SERVICES	2,268.85

			CUSTODIAL SERVICES	1,510.46
			CUSTODIAL	141.40
				<b>6,693.23</b>
12/14/2023	74185	LIGHTING SUPPLY COMPANY	MAINTENANCE SUPPLIES	<b>153.00</b>
12/14/2023	74186	LOCKHART ROOFING	BBB22-0120 - PB22-0430	<b>75.00</b>
12/14/2023	74187	LUNAR GARAGE & MODERNIZATION	BBA22-0116 - PB22-0206	<b>100.00</b>
12/14/2023	74188	LUNGHAMER FORD OF OWOSSO	VEHICLES	<b>57,273.00</b>
12/14/2023	74189	MAIN DRAIN SEWER & REPAIR LLC	BUILDING BONDS	<b>5,000.00</b>
12/14/2023	74190	MALONEY TRUCKING	DPW CONTRACTUAL	<b>545.00</b>
12/14/2023	74191	MARYANN BUCIA	CONTRACTUAL SERVICES	<b>** VOIDED **</b>
12/14/2023	74192	MCKENNA	INSPECTIONS - BUILDING	22,239.38
			HOUSE INSPECTIONS-RENTALS	4,342.50
			CONTRACTUAL INSPECTIONS	10,126.12
			BUSINESS LICENSE INSPECTION-ALL	825.00
			VACANT HOUSING INSPECTION	300.00
				<b>37,833.00</b>
12/14/2023	74193	METRO PUMP SERVICE	FUEL & OIL	<b>2,121.25</b>
12/14/2023	74194	MICHAEL MCGUINNESS	DDA - EVENTS	<b>841.73</b>
12/14/2023	74195	MIDWAY SIGNS INC	BSB22-0012 - PB22-0198	<b>50.00</b>

12/14/2023	74196	MIDWEST PAVEMENT CONSULTING	BBA23-0137 - PB23-0253	15.00
12/14/2023	74197	MIDWEST TAPE	DOWNLOADABLE CONTENT	411.27
12/14/2023	74198	MITCHELL W. BOW	BS23-0012 - PZC23-0142	200.00
12/14/2023	74199	MOTOROLA SOLUTIONS, INC.	RADIO EQUIPMENT	7,690.80
12/14/2023	74200	MPB CO.	BBB23-0081 - PB23-0367	75.00
12/14/2023	74201	MR. KABOB	BERKLEY CRUISEFEST EXPENSES	120.05
12/14/2023	74202	MR. ROOF HOLDING COMPANY LLC	BBA23-0167 - PB23-0298	65.00
12/14/2023	74203	NEW YORK TIMES	BOOKS / PERIODICALS	455.00
12/14/2023	74204	NICOLA HOME BUILDING AND DESIGN CO.	BBE23-0005 - PB23-0027	800.00
			BUILDING PERMITS	3,907.50
				<b>4,707.50</b>
12/14/2023	74205	NYE UNIFORM	UNIFORMS-CLEANING & PURCHASES	788.00
12/14/2023	74206	O'REILLY AUTOMOTIVE, INC.	VEHICLE MAINTENANCE	27.98
			VEHICLE MAINTENANCE - DPW	6.53
			VEHICLE SUPPLIES	908.17
			VEHICLE MAINTENANCE	6.53
				<b>949.21</b>

12/14/2023	74207	OAKES ROOFING SIDING & WINDOWS INC.	BBB23-0009 - PB23-0060	<b>75.00</b>
12/14/2023	74208	OAKLAND COUNTY TREASURER	BULK SEWAGE STORM FLOW	96,015.16 163,485.27 <b>259,500.43</b>
12/14/2023	74209	OAKLAND SCHOOLS	POSTAGE-PRINTING-MAILING	<b>1,935.73</b>
12/14/2023	74210	ORLINS CONSTRUCTION	BBA23-0181 - PB23-0326	<b>50.00</b>
12/14/2023	74211	OUR LADY OF LASALETTE	BBB23-0069 - PB23-0319	<b>50.00</b>
12/14/2023	74212	PAUL R. OESTRICK	BBA23-0144 - PB23-0265	<b>100.00</b>
12/14/2023	74213	PITNEY BOWES GLOBAL FINANCIAL SERV.	OFFICE EQUIPMENT RENTAL	<b>924.72</b>
12/14/2023	74214	POMP'S TIRE SERVICE, INC.	VEHICLE MAINTENANCE - DPW VEHICLE MAINTENANCE	705.91 447.64 <b>1,153.55</b>
12/14/2023	74215	POWER HOME REMODELING GROUP	BBA22-0264 - PB22-0521	<b>100.00</b>
12/14/2023	74216	PRINTING SYSTEMS	STATIONARY	<b>1,944.63</b>
12/14/2023	74217	QUANTUM SERVICES GROUP, LLC	CONTRACTUAL SERVICES	<b>2,304.50</b>
12/14/2023	74218	RACHEL ZALUPSKI	BBB23-0031 - PB23-0161	<b>75.00</b>
12/14/2023	74219	RAD HATTER MARKETING	CONTRACTUAL SERVICES	<b>4,200.00</b>

12/14/2023	74220	REVOLUTION SOLAR	BBA23-0003 - PB23-0004	<b>100.00</b>
12/14/2023	74221	RICHARD RZECZKOWSKI	PROFESSIONAL DEVELOPMENT	<b>95.00</b>
12/14/2023	74222	RKA PETROLEUM COS, INC	INVENTORY - FUEL & OIL	<b>2,249.01</b>
12/14/2023	74223	ROBERT FREDERICK WAGNER	BBB23-0089 - PB23-0385	<b>75.00</b>
12/14/2023	74224	ROYAL OAK FORD	VEHICLE MAINTENANCE - DPW	<b>874.94</b>
12/14/2023	74225	ROYAL PLUMBING LLC	BSW23-0041 - PUT23-0147	<b>500.00</b>
12/14/2023	74226	RYKO ENTERPRISES LLC	EQUIPMENT	<b>1,416.09</b>
12/14/2023	74227	S/E OAK CO PUBLIC WORKS ASSO	MEMBERSHIPS	<b>125.00</b>
12/14/2023	74228	S/E OAK. CTY WATER AUTHORITY	BULK WATER	<b>69,892.45</b>
12/14/2023	74229	SABO PR	CONTRACTUAL SERVICES	<b>2,070.00</b>
12/14/2023	74230	SARAH FISHER	CONTRACTUAL SERVICES	<b>102.00</b>
12/14/2023	74231	SCOTT FRANCIS IDE	BBB22-0053 - PB22-0220	<b>75.00</b>
12/14/2023	74232	SECOND TO NONE CONSTRUCTION	BBA23-0193 - PB23-0351	<b>100.00</b>

12/14/2023	74233	SERVPRO OF OAK PARK / FERNDALE 9678	BUILDING MAINTENANCE	<b>22,140.61</b>
12/14/2023	74234	SIGNARAMA	BSB23-0015 - PS23-0015	<b>50.00</b>
12/14/2023	74235	SJR PAVEMENT REPAIR	CONTRACTUAL SERVICES	<b>8,100.00</b>
12/14/2023	74236	SJR PAVEMENT REPAIR	CONTRACTUAL SERVICES	<b>49,105.00</b>
12/14/2023	74237	SMOLYANOV HOME IMPROVEMENT	BBA23-0199 - PB23-0365	<b>100.00</b>
12/14/2023	74238	SOCRRA	RUBBISH COLLECTION	33,381.88
			TRASH DISPOSAL	22,013.12
				<b>55,395.00</b>
12/14/2023	74239	STAPLES	STATIONARY	144.18
			FURNITURE	159.99
			PROGRAM SUPPLIES	55.95
			OFFICE SUPPLIES	35.53
				<b>395.65</b>
12/14/2023	74240	STATE ELECTRIC COMPANY	ELECTRICAL PERMITS	<b>47.50</b>
12/14/2023	74241	SUPERIOR RENOVATION & PROPERTY MAIN	BBA23-0128 - PB23-0236	<b>100.00</b>
12/14/2023	74242	SWIFT SERVICES LLC	BBA22-0083 - PB22-0149	50.00
			BUILDING PERMITS	82.50
				<b>132.50</b>
12/14/2023	74243	T-MOBILE	DOWNLOADABLE CONTENT	<b>459.20</b>

12/14/2023	74244	THE KITCHEN INC.	PRISONER BOARD	<b>600.05</b>
12/14/2023	74245	THE ORIGINAL PRINT SHOPPE	ADVERTISING/MARKETING	<b>1,260.00</b>
12/14/2023	74246	THE PRINT STOP, INC	HISTORIC COMMITTEE	<b>83.00</b>
12/14/2023	74247	THE RAPID GROUP, LLC	CONSULTANT	<b>33.00</b>
12/14/2023	74248	TRANSUNION RISK AND ALTERNATIVE	MEMBERSHIPS	<b>110.80</b>
12/14/2023	74249	TRESNAK CONSTRUCTION	BBB23-0050 - PB23-0222	75.00
			BBA23-0105 - PB23-0188	100.00
			BBA23-0168 - PB23-0299	100.00
				<b>275.00</b>
12/14/2023	74250	UNIQUE MANAGEMENT SERVICES, INC.	CONTRACTUAL SERVICES	<b>34.95</b>
12/14/2023	74251	UNITED FACILITY SUPPLIES	MAINTENANCE SUPPLIES	261.65
			BUILDING MAINTENANCE	440.57
			MAINTENANCE SUPPLIES	294.86
			MAINTENANCE SUPPLIES	89.65
				<b>1,086.73</b>
12/14/2023	74252	VERIZON WIRELESS	TELEPHONE	76.02
			TELEPHONE	38.01
			CONTRACTUAL SERVICES	152.04
				<b>266.07</b>
12/14/2023	74253	VESCO OIL CORPORATION	CONTRACTUAL SERVICES	<b>109.75</b>
12/14/2023	74254	WINDSTREAM	TELEPHONE	490.63

TELEPHONE	70.09
TELEPHONE	35.04
TELEPHONE	35.05
TELEPHONE	70.09
	<b>700.90</b>

12/14/2023	74255	WOW! BUSINESS	CONTRACTUAL SERVICES	<b>852.98</b>
12/14/2023	74256	XEROX CORPORATION	OFFICE EQUIPMENT MAINTENANCE	<b>145.88</b>
12/19/2023	74257	UNITED STATES POSTAL SERVICE	POSTAGE-PRINTING-MAILING	<b>1,500.00</b>
12/21/2023	74258	MiSDU	PAYROLL DEDUCTIONS	<b>1,240.69</b>
12/21/2023	74259	MISSION SQUARE RETIREMENT-107930	ICMA 457 W/H 401 ICMA DEFERRED	243.64 438.54 <b>682.18</b>
12/21/2023	74260	MISSION SQUARE RETIREMENT-303792	ICMA 457 W/H	<b>3,140.07</b>
12/21/2023	74261	MISSION SQUARE RETIREMENT-706259	ICMA ROTH IRA	<b>110.00</b>
12/21/2023	74262	NATIONWIDE RETIREMENT SOLUTIONS	NATIONWIDE 457 W/H	<b>6,950.67</b>
12/28/2023	74263	A & B ALARM SYSTEMS, INC.	BUILDING MAINTENANCE	<b>279.00</b>
12/28/2023	74264	ACS ROOFING INC	BBB23-0099 - PB23-0410	<b>75.00</b>
12/28/2023	74265	AERIAL DETROIT, LLC	HOLIDAY LIGHTS	<b>300.00</b>



12/28/2023	74266	AIRGAS USA, LLC	VEHICLE SUPPLIES	<b>43.46</b>
12/28/2023	74267	AMAZON CAPITAL SERVICES	OFFICE SUPPLIES	19.99
			OFFICE SUPPLIES	4.00
			OFFICE SUPPLIES	3.99
			EQUIPMENT	12.92
				<b>40.90</b>
12/28/2023	74268	ANELA MIHAESCU	BEAUTIFICATION COMMITTEE	<b>606.25</b>
12/28/2023	74269	ARNOLD ROOFING & CONSTRUCTION	BBB23-0092 - PB23-0394	<b>75.00</b>
12/28/2023	74270	BELL EQUIPMENT COMPANY	VEHICLE SUPPLIES	<b>3,050.66</b>
12/28/2023	74271	BILLINGS LAWN EQUIPMENT	VEHICLE SUPPLIES	7.61
			EQUIPMENT MAINTENANCE	70.16
				<b>77.77</b>
12/28/2023	74272	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	1,036.14
			HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	2,763.04
				<b>3,799.18</b>
12/28/2023	74273	BLUE CROSS BLUE SHIELD OF MICHIGAN	HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	11,311.80
			HEALTH CARE-BC/BS RETIREE-MED ADVANTAGE	8,211.60
				<b>19,523.40</b>
12/28/2023	74274	CARL JOHNSON	CONSULTANT	<b>2,850.00</b>
12/28/2023	74275	CDW GOVERNMENT, INC.	EQUIPMENT SUPPLIES	<b>22.02</b>

12/28/2023	74276	CECILE GRAZIANO	TAXES PAYABLE	<b>2,232.49</b>
12/28/2023	74277	CINTAS	CUSTODIAL SERVICES	148.45
			CUSTODIAL	148.45
				<b>296.90</b>
12/28/2023	74278	CINTAS	CONTRACTUAL SERVICES	<b>157.84</b>
12/28/2023	74279	CMNTV	CABLE PRODUCTION	<b>940.00</b>
12/28/2023	74280	COLEEN STOMBER	BBA23-0039 - PB23-0070	<b>50.00</b>
12/28/2023	74281	CONTRACTORS CLOTHING CO.	UNIFORMS	406.65
			UNIFORMS	58.49
			UNIFORMS	103.35
			UNIFORMS	547.94
			UNIFORMS	372.55
				<b>1,488.98</b>
12/28/2023	74282	CONTRACTORS CONNECTION	EQUIPMENT	<b>1,035.00</b>
12/28/2023	74283	COY CONSTRUCTION	BBB22-0112 - PB22-0402	<b>75.00</b>
12/28/2023	74284	DEALER AUTO PARTS SALES	VEHICLE MAINTENANCE - DPW	1,217.94
			VEHICLE SUPPLIES	3,176.00
				<b>4,393.94</b>
12/28/2023	74285	DELANG FLUID POWER, INC.	VEHICLE SUPPLIES	<b>271.30</b>
12/28/2023	74286	DESIREE DUTCHER	DDA - EVENTS	<b>800.05</b>

12/28/2023	74287	DETROIT BUILD, INC.	BBD23-0005 - PB23-0059 BBA23-0158 - PB23-0283	385.00 100.00 <b>485.00</b>
12/28/2023	74288	DOUBLE HAUL SOLUTIONS	CONSULTANT	<b>2,378.75</b>
12/28/2023	74289	DRY BASEMENTS PLUS LLC	BBA22-0143 - PB22-0288	<b>100.00</b>
12/28/2023	74290	DURST LUMBER CO	MAINTENANCE SUPPLIES VEHICLE SUPPLIES EQUIPMENT	8.99 4.99 28.97 <b>42.95</b>
12/28/2023	74291	ERIC OSTROWSKI	CONTRACTUAL SERVICES	<b>358.40</b>
12/28/2023	74292	EUROTECH CONSTRUCTION LLC	BBB23-0097 - PB23-0408	<b>75.00</b>
12/28/2023	74293	FASTSIGNS OF BIRMINGHAM	BSB23-0028 - PS23-0028	<b>50.00</b>
12/28/2023	74294	FOUR SEASON ROOFING & SHEET METAL	BBD22-0012 - PB22-0311	<b>500.00</b>
12/28/2023	74295	GABRIEL ROEDER SMITH & COMPANY	CONTRACTUAL SERVICES	<b>26,500.00</b>
12/28/2023	74296	GREAT LAKES SECURITY HARDWARE	BUILDING MAINTENANCE	<b>235.39</b>
12/28/2023	74297	GREAT LAKES WATER AUTHORITY	NONRESIDENTIAL SURCHARGE	<b>3,235.96</b>
12/28/2023	74298	HERITAGE CHRISTIAN SCHOOL	CONTRACTUAL SERVICES	<b>825.00</b>

12/28/2023	74299	HERSCH'S INC.	UNIFORMS	63.00
			PROGRAM SUPPLIES	420.00
				<u>483.00</u>
12/28/2023	74300	HILLAN HOMES INC.	BD23-0014 - PB23-0309	<b>1,000.00</b>
12/28/2023	74301	HOME DEPOT CREDIT SERVICES	MAINTENANCE SUPPLIES	18.56
			PROGRAM SUPPLIES	65.70
			PROGRAM SUPPLIES	28.16
				<u>112.42</u>
12/28/2023	74302	HUNT SIGN CO LTD	BUILDING MAINTENANCE	<b>509.00</b>
12/28/2023	74303	IMAGE PRINTING	OFFICE SUPPLIES	<b>495.00</b>
12/28/2023	74304	INTEGRATED SUPPLY NETWORK	EQUIPMENT	<b>272.88</b>
12/28/2023	74305	J.H. HART URBAN FORESTRY	CONTRACTUAL SERVICES	8,129.10
			CONTRACTUAL SERVICES	3,483.90
				<u>11,613.00</u>
12/28/2023	74306	JASON BRZEG	TAXES PAYABLE	<b>2,198.50</b>
12/28/2023	74307	KEVIN SADOWY & LAUREN PROVENCHER	BS23-0013 - PZC23-0151	<b>200.00</b>
12/28/2023	74308	KIESLER'S POLICE SUPPLY, INC.	AMMUNITION	<b>1,161.00</b>
12/28/2023	74309	KONICA MINOLTA BUSINESS SOLUTIONS	OFFICE EQUIPMENT RENTAL	662.99
			OFFICE EQUIPMENT RENTAL	122.91
				<u>785.90</u>

12/28/2023	74310	KROLL CONSTRUCTION CO.	BBA23-0136 - PB23-0252	<b>100.00</b>
12/28/2023	74311	LISA LITTELL	HOLIDAY LIGHTS	<b>600.00</b>
12/28/2023	74312	MALONEY TRUCKING	DPW CONTRACTUAL	<b>545.00</b>
12/28/2023	74313	MARINE CITY NURSERY CO	PROGRAM SUPPLIES	15,439.50
			PROGRAM SUPPLIES	36,025.50
				<b>51,465.00</b>
12/28/2023	74314	MARYANN BUCIA	CONTRACTUAL SERVICES	<b>102.00</b>
12/28/2023	74315	MICHIGAN DOWNTOWN ASSOCIATION	MEMBERSHIPS AND DUES	<b>350.00</b>
12/28/2023	74316	MICHIGAN GRAPHICS & AWARDS	OFFICE SUPPLIES	<b>20.00</b>
12/28/2023	74317	MICHIGAN PETROLEUM	FUEL & OIL	<b>121.20</b>
12/28/2023	74318	NELSON BROTHERS SEWER & PLUMBING	BUILDING MAINTENANCE	<b>145.00</b>
12/28/2023	74319	PATRICE VON LISKI	CONTRACTUAL SERVICES	<b>210.00</b>
12/28/2023	74320	PERFORMANCE RESIDENTIAL REMODELING	BBA23-0191 - PB23-0350	<b>100.00</b>
12/28/2023	74321	PINCH PROPERTIES LLC	FACADE GRANT INCENTIVE PROGRAM	<b>10,000.00</b>
12/28/2023	74322	PITNEY BOWES GLOBAL FINANCIAL SERV.	OFFICE EQUIPMENT RENTAL	<b>799.14</b>

12/28/2023	74323	RAUHORN ELECTRIC, INC.	CONTRACTUAL SERVICES STREETSCAPE IMPROVEMENTS	7,205.70 14,629.75 <b>21,835.45</b>
12/28/2023	74324	ROAD COMMISSION OF OAKLAND CO	EQUIPMENT MAINTENANCE EQUIPMENT MAINTENANCE	603.85 67.10 <b>670.95</b>
12/28/2023	74325	ROYAL OAK FORD	VEHICLE MAINTENANCE - DPW	<b>3,602.70</b>
12/28/2023	74326	SADIER ISRAEEL ABRO	BBA23-0020 - PB23-0034	<b>100.00</b>
12/28/2023	74327	SANCHIN SYSTEMS INC. & THE O.S.K.A.	CONTRACTUAL SERVICES	<b>1,225.00</b>
12/28/2023	74328	SOCRRA	RUBBISH COLLECTION TRASH DISPOSAL	33,381.88 16,439.19 <b>49,821.07</b>
12/28/2023	74329	SONIC FREEWAY LLC	CONTRACTUAL SERVICES	<b>150.00</b>
12/28/2023	74330	STEVE POLLACK	REIMBURSEMENT FOR LOST/DAMAGED BOOK	<b>21.99</b>
12/28/2023	74331	SYSTEMP CORPORATION	BUILDING MAINTENANCE	<b>1,701.08</b>
12/28/2023	74332	THE LIBRARY NETWORK	BOOKS RENTED MATERIALS	2,498.49 741.75 <b>3,240.24</b>
12/28/2023	74333	THE ORIGINAL PRINT SHOPPE	BOOKLEY SKELETONS	825.00

DOWNTOWN MERCHANDISE EXPENDITURES	326.48
ADVERTISING/MARKETING	190.00
	<u>1,341.48</u>

12/28/2023	74334	TRESNAK CONSTRUCTION	BBA23-0073 - PB23-0125	100.00
12/28/2023	74334	TRESNAK CONSTRUCTION	BBB23-0023 - PB23-0119	75.00
				<u>175.00</u>

12/28/2023	74335	UNITED FACILITY SUPPLIES	BUILDING MAINTENANCE	45.00
			MAINTENANCE SUPPLIES	83.20
				<u>128.20</u>

12/28/2023	74336	VERIZON WIRELESS	TELEPHONE	131.35
			TELEPHONE	45.45
			TELEPHONE	80.90
			SOFTWARE MAINT AND SUBSCRIPTIONS	123.75
			TELEPHONE	130.91
			TELEPHONE	80.90
			TELEPHONE	308.54
			CAR COMPUTERS	53.49
			TELEPHONE	40.45
			TELEPHONE	90.90
			TELEPHONE	45.45
			TELEPHONE	49.00
			CONTRACTUAL SERVICES	45.52
			TELEPHONE	264.53
			CONTRACTUAL SERVICES	184.24
			TELEPHONE	41.06
			TELEPHONE	40.45
			TELEPHONE	262.19
				<u>2,019.08</u>

12/28/2023	74337	VIGILANTE SECURITY, INC.	BOOKS / PERIODICALS	312.00
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12/28/2023	74338	WINDER POLICE EQUIPMENT	VEHICLE SUPPLIES	120.00
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12/28/2023	74339	WOLVERINE POWER SYSTEMS	MAINTENANCE SUPPLIES	884.00
		<b>TOTAL - ALL FUNDS</b>	<b>TOTAL OF 253 CHECKS (13 voided)</b>	<b><u>1,737,533.67</u></b>

**CITY OF BERKLEY  
ACH TRANSACTIONS**

<b>DATE</b>	<b>VENDOR</b>	<b>AMOUNT</b>
12/1/2023	A D N DENTAL	25,000.00
12/1/2023	DTE ENERGY	508.23
12/4/2023	INTERNAL REVENUE SERVICE	15,943.31
12/4/2023	DTE ENERGY	6,870.72
12/5/2023	CONSUMERS POWER	3,626.32
12/7/2023	UNION DUES	400.00
12/7/2023	UNION DUES	240.00
12/7/2023	UNION DUES	720.00
12/7/2023	ALERUS	8,689.43
12/8/2023	ALERUS	1,995.24
12/11/2023	INTERNAL REVENUE SERVICE	50,294.10
12/11/2023	MERS	98,591.82
12/11/2023	FLAGSTAR-CREDIT CARD STATEMENT	21,929.87
12/12/2023	DTE ENERGY	19,113.80
12/18/2023	DTE ENERGY	713.61
12/20/2023	PITNEY BOWES - POSTAGE	4,000.00
12/20/2023	STATE OF MICHIGAN -PAYROLL TAXES	4,046.45
12/20/2023	STATE OF MICHIGAN -PAYROLL TAXES	18,481.78
12/21/2023	UNION DUES	720.00
12/21/2023	UNION DUES	400.00
12/21/2023	ALERUS	8,592.96
12/21/2023	INTERNAL REVENUE SERVICE	47,250.64
12/22/2023	INTERNAL REVENUE SERVICE	199.54



12/22/2023	ALERUS	41.26
12/22/2023	PITNEY BOWES - POSTAGE	4,000.00
		<b><u>342,369.08</u></b>

We hereby certify that the foregoing is a true and correct list of bills and that they have been approved by the City Council and this is the authority to issue checks in the amounts stated and charge them in the various accounts.

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Bridget Dean, Mayor

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Victoria Mitchell, City Clerk

**A PROCLAMATION**  
**of the Council of the City of Berkley, Michigan**  
**Proclaiming February 2024 as Black History Month**

- WHEREAS,** Black History Month grew out of the establishment of Negro History Week in 1926 by Carter G. Woodson and the Association for the Study of African American Life and History; and
- WHEREAS,** It became a month-long celebration in 1976. The month of February was chosen to coincide with the birthdays of Frederick Douglass and Abraham Lincoln.; and
- WHEREAS,** During Black History Month, we commemorate Black history and its cultural contributions to American life, and is designed to recognize and pay tribute to the many contributions of African Americans to the history, society, and culture of the United States of America; and
- WHEREAS,** Black History Month grants us an opportunity to recognize and honor the heroes of African American history and celebrates the achievements of African Americans in the Arts, Civil Rights, Education, Entertainment, Government, History, Law, Literature, Medicine, Military, Music, Politics, Science, Sports, and other endeavors; and
- WHEREAS,** The City of Berkley continues to work toward becoming an inclusive community in which all citizens—past, present, and future—are respected and recognized for their contributions and potential contributions to our community, the state, the country, and the world; and
- WHEREAS,** The City of Berkley is proud to honor the history and contributions of African Americans in our community, throughout our state, and nation.

**NOW, THEREFORE, THE COUNCIL OF THE CITY OF BERKLEY HEREBY PROCLAIMS**

- SECTION 1:** That February 2024 shall be recognized as *Black History Month* in the City of Berkley.
- SECTION 2:** The City of Berkley also calls upon the community to celebrate the many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development.
- SECTION 3:** The City of Berkley urges the citizens, government agencies, public and private institutions, businesses, and schools in the City of Berkley to celebrate our diverse heritage and culture, and continue our efforts to create a world that is more just, peaceful, and prosperous for all.

*Proclaimed this 8<sup>th</sup> day of January 2024 at a Regular Meeting of the Berkley City Council.*

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*Bridget Dean, Mayor*

Attest:

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*Victoria Mitchell, City Clerk*

January 8, 2024 City Council Meeting


Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to approve the purchase and installation of various truck-mounted equipment from Truck & Trailer Specialties, Inc. utilizing the MITN Cooperative Bid Contract at a total cost of \$99,150 to be split between account numbers 202-464-985-000, 226-528-985-000, and 592-536-985-000.

Ayes:

Nays:

Motion:

# Transmittal Memo

To: Matthew Baumgarten, City Manager  
Cc: Laurie Fielder, Interim Finance Director  
From: Shawn Young, DPW Director   
Date: December 28th, 2023  
Subject: Recommendation for Truck/Van Equipment and Buildout  
Bidnet/MITN-Truck & Trailer Specialties, Inc.

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As part of the FY 2022-2023 budget process, funds were allocated for the purchase and outfit of various truck mounted equipment. The equipment will be utilized to build out previously ordered chassis such as a 2023 Ford F550, 2023 Freightliner 108SD, and a 2023 Ford EL-250 Transit Van.

We propose to utilize the existing Bidnet/MITN cooperative bid with Truck and Trailer Specialties for this purchase. Several purchases have been made previously utilizing this contract without any issues or concerns.

All parts and installation come with a minimum one-year warranty for parts and labor (no deductible).

Funds are allocated in the 2022-2023 Fiscal Budget under account number 101-441-985-000 and 592-536-985-000 but we are proposing a change to shift the burden from account 101-441-985-000 to a split between Major Road Funds (202-464-985-000) and Sanitation Funds (226-528-985-000). This change would require budget amendments to each of these accounts.

We recommend moving forward with the purchase of various truck mounted equipment and buildout from Truck & Trailer Specialties, Inc. in an amount of \$99,150 split between account numbers 202-464-985-000 in the amount of \$75,475.00, 226-528-985-000 in the amount of \$12,150.00, and 592-536-985-000 in the amount of \$11,525.00

Feel free to contact our office with any questions or concerns.

# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

**November 29, 2023**

City of Berkley  
3238 Bacon Avenue, Berkley, MI 48072  
Attn: Shawn Young, ph: (248) 658-3490  
HQ0002991

## Equipment Quotation

The following pricing will be based on City of Rochester Hills RFP-RH-20-023 contract awarded September 2020

**Install 14' Poynette Recycling Container Body including the following:**

Attachment mounted to skid assembly for SwapLoader SL-412 (54" loop height)

168" long with 38" tall walls

12-yard cubic yard capacity

Standard door, swinging open to the streetside (to clear Wing Plow)

2-sided roof with 2 cardboard slots on each side

Cardboard slots to be 54" up from ground, 52" long, 12" tall with hoods to prevent rain & snow entry

**Paint:**

Painted Green, paint code required

**Skid:**

Body attachment on 14' hooklift subframe with 54" hook height

Rear heavy-duty steel drum wheels

**Base Attachment installed pricing:           \$12,150.00 ea.**

**Minimum full 1-year warranty on parts and labor on all equipment.**

**Payment Terms:** Net 30. Pricing effective for 30 days.

**FOB:**                   City of Berkley

**Delivery:**           60-90 days ARO

**Thank you for the opportunity to quote.**

Respectfully submitted by,  
Jon Luea/Brian Bouwman

# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

**November 20, 2023**

City of Berkley  
3238 Bacon Avenue, Berkley, MI 48072  
Attn: Shawn Young, phone: (248) 658-3490  
HQ0003988

## Equipment Quotation

The following pricing will be based on City of Rochester Hills RFP-RH-20-023 contract awarded September 2020

### Chassis information:

2023 Ford Transit 250 EL High Roof (109.4") Cargo Van, 148" extended length, AWD, upfitter switches, factory rearview camera, integrated trailer brake controller, dual AGM batteries, backup alarm, front & rear vinyl floor covering & rear step bumper

### Install Weather Guard Van Storage including the following:

#### Bulkhead items:

One (1) bulkhead transit high roof steel mesh, deep offset (mo. 96322-3-01D)

One (1) hinge kit (mo. 96901-3-01)

#### Driver-side items:

One (1) adjustable 4-shelf unit, 60" x 16" x 60" (mo. 9366-3-03)

Two (2) accessory back panels, 60" (mo. 9606-3-01)

One (1) small 6-bin set, 13" (mo. 9858-7-01)

One (1) medium 6-bin set, 13" (mo. 9859-7-01)

#### Accessory items:

One (1) van shelf mounting kit (mo. 975104-3-01)

### Install Mobile Computer Mount including the following:

Jotto Desk Laptop Mount (mo. 425-5626/5215)

Mobile laptop mount between front seats

### Install Custom Lighting & Electrical including the following:

Chassis switches to operate warning & work lighting including:

1. Flashers (battery)
2. Cargo/Rear Work Lights (key on)
3. Left Work Light (key on)
4. Right Work Light (key on)

Six (6) SoundOff mPower (mo. EMPC2SMS4) amber/green flashers mounted:

Two (2) in chassis grille

Four (4) at rear of van with one (1) on each pillar and two (2) at top frame above doors

Two (2) SoundOff Pinnacle (mo. EPL7PDPC) amber/green mini lightbars, one towards front of van and a second one mounted above rear brake light on riser

One (1) Whelen (mo. TACF-85) and in-cab control mounted above rear brake light (wired to battery)

Two (2) Maxxima (mo. MWL-61) 5000-lumen rotational LED scene work lights mounted, one on each side

Two (2) 4" LED work lights mounted at interior corners of rear doors

Three (3) Maxxima LED strip lighting (mo. MSLS-4569) mounted to ceiling in cargo area

Install city-supplied radio, mounted between front seats on center-mount laptop bracket

Install antenna, roof-mount on front lightbar riser bracket

### Install Miscellaneous items including the following:

# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

Aluminum fabricated cover over rear heater in van storage area  
**Install WeatherTech Floor Liners, Black (mo. 4416121V)**

**Above installed equipment pricing: \$11,525.00 ea.**

**Payment Terms:** Net 30. Pricing effective for 30 days.

**FOB:** City of Berkley

**Delivery:** 8-12 weeks ARO, 6 weeks leadtime on Weather Guard

**Thank you for the opportunity to quote.**

Respectfully submitted by,  
Jon Luea/Brian Bouwman

# TRUCK & TRAILER Specialties, Inc.

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

November 20, 2023

City of Berkley  
3238 Bacon Avenue, Berkley, MI 48072  
Attn: Shawn Young, ph: (248) 658-3490  
HQ0003989

## Equipment Quotation

The following pricing will be based on City of Rochester Hills RFP-RH-20-023 contract awarded September 2020

**Chassis:** 2024 Ford F550, 84" CA, 169" WB, Regular Cab, 4x4, 19,500# GVW, 7.3L gas engine including live power PTO provision, upfitter switches, OEM camera, integrated brake controller & snow plow prep

**Install SwapLoader hooklift hoist model SL-105 including the following:**

Compatible for 84" CA  
Dump capacity 10,500 lbs.  
Hook height to bottom of pin 36"

**Install Hydraulic system to operate SwapLoader hoist including the following:**

Muncie power take-off with direct-mounted pump with over speed protection  
30-gallon side-mounted stainless steel tank with return line oil filter and shut-off valve  
Low-oil shutdown sensor

**Rexroth 5m4-12 Control Valve with 3,250 PSI unloader inlet and the following sections:**

DA on/off motorspooled Hoist (15 GPM)  
DA on/off cylinder-spoolled Jib (10 GPM)  
SA EPC Spinner w/2000 PSI B Port LS Relief (8 GPM)  
DA A Port on/off Auxiliary & B Port EPC Conveyor w/2000 PSI A&B Port LS Reliefs (15 GPM)  
DA A Port EPC Anti-Ice (18 GPM) & B Port on/off Hose Reel (10 GPM) A&B Port LS Reliefs

Stainless steel valve enclosure mounted on frame

All necessary hoses and fittings

Return line header

Plumb 3/8" lines to the front curb side for post puller set up like last trucks

**OEM switches will be used for the following:**

Front flashers  
Rear flashers  
Two (2) rear work lights  
Body flashers  
Hose reel  
Plow on switch

**Indicator lights including the following:**

Low-oil light  
Body-up light  
PTO light

**InPower ten (10) switch console includes the following:**

Pump on override  
Jib out



# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

Jib in  
Hoist up  
Hoist down  
Left boom  
Center boom  
Right boom  
Vibrator  
Toolcircuit

- Install Rexroth CS660 Electric Spreader Controller including the following:**  
Touch screen monitor  
Closed-loop operation for spreader, spinner, pre-wet and anti-ice operations  
Programmable blast and pause  
Data download and programming is available via thumb drive  
WiFi & GPS antennas and necessary attachments to integrate with CS660 controller  
All necessary wiring for valves  
Training is included  
Wire trucks just like last 2 550's so attachments interchange.
- Install RoadWatch Temperature Sensor with all necessary wiring to integrate into the CS660 controller and including a mirror mounting bracket, driver's side**
- Install Custom Lighting & Electrical including the following:**  
Two (2) SoundOff mPower (mo. EMPS20V38-P) amber/green LED flashers mounted in chassis grille  
One (1) SoundOff Pinnacle (mo. EPL7PDP) amber/green mini lightbar on cab roof 3<sup>rd</sup> brake light bracket  
Two (2) Maxxima LED work lights mounted rear-facing on light boxes  
Install Betts Dri-box junction box at the rear  
Backup alarm  
Electrical disconnects for attachments will be located behind cab/ driver's side
- Install Frame-mounted (3) hole 6" oval stainless steel light bars at chassis rear including the following:**  
LED STT lights, LED back-up lights & SoundOff LED nForce (mo. ENFSLSRV12) amber/green flashers  
Two (2) side-facing SoundOff LED mPower (mo. EMPC2STS4) amber/green flashers, one on each side  
Mounted aft of rear tires/fender both sides of chassis
- Install Recordable Camera System including the following:**  
Four (4) cameras VCMS50i, VCMS50RCMHD, VCMS50LCMHD & VCMSYL50i with one front-facing, two side-facing and one at rear  
CEC10, CEC25L1, CEC34L1 cables for monitor  
MSF5026A stainless steel stealth mount  
VOM719WP 7" LCD color monitor, with built-in speaker & single/split or quadview modes, dash-mounted  
DVR41RX3CAM recordable DVR system featuring 8hr loop & 32GB card
- Install ¾" Rear Hitch Plate including the following:**  
2" Pintle/Ball combination hitch, mounted at 22" with multiple mounting holes  
D-rings for safety chains  
7-way RV flat-pin plug  
Integrated trailer brake controller (to come with chassis)
- Install Underbed Toolbox including the following:**  
Bawer (mo. TU823000) 36" wide x 24" deep x 18" high (as big as possible but low-profile)  
Polished stainless construction toolbox, frame-mounted on passenger-side  
Patented lockable T-handle, gas-shock door openers & rubber gasket seal
- Install WeatherTech Floor Liners, Black (mo. 4410541V)**
- Install Luverne Grip-Step Running Boards (mos. 415060 & 401721)**
- Install Stainless steel fender kit including all necessary mounting brackets and flaps at the rear**

# TRUCK & TRAILER *Specialties, Inc.*

900 Grand Oaks Drive | Howell, MI 48843 | [www.ttspec.com](http://www.ttspec.com) | ph: (517) 552-3855 | fx: (517) 552-3666

**Install Boss 9' 2" Power-V DXT Stainless Steel Blade Snow Plow including the following:**  
Stainless steel, full-trip moldboard with trip-edge  
Rubber snow deflector, plow shoes and blade guides  
Includes truck under-carriage mount, wiring harnesses and in-cab SmartTouch2 controls  
Plow lights with SmartLight3 LED lighting

**Above chassis-installed equipment pricing:                   \$75,475.00 ea.**

Minimum full 1-year warranty on parts and labor on all equipment.

**Payment Terms:** Net 30. Pricing effective for 30 days.

Pricing does not include any of the Rochester Hills RFQ discounts that may be applicable.  
2% discount off total taken at invoice if payment received within 30 days.

**FOB:** City of Berkley

**Delivery:** 180-210 days ARO, depending on chassis arrival

**Thank you for the opportunity to quote.**

Respectfully submitted by,  
Jon Luea/Brian Bouwman



innovative by nature

Bryan K. Barnett  
Mayor

### CONTRACT AMENDMENT

City Council

Ravi Yalamanchi  
District 1

Adam Kochenderfer  
District 2

Greg Hooper  
District 3

Nathan Klomp  
District 4

James Rosen  
At-Large

Mark Tisdell  
At-Large

Michael Webber  
At-Large

City of Rochester Hills  
Purchasing Division  
1000 Rochester Hills Drive  
Rochester Hills, MI 48309

Re: RFP-RH-20-023

Contract Amendment 1 - Truck and Trailer Specialties. - Truck Body

This contract is amended as follows:

### Single and Tandem Axle Dump Trucks, Parts, and Related Equipment/Services

This is a Contract Amendment, dated this 1st day of December, 2023, to the Single and Tandem Axle Dump Trucks, Parts, and Related Services between Truck and Trailer Specialties ("Contractor"), a Michigan corporation, whose address is 6726 Hanna Lake Road, S.E., Dutton, MI 49316, and the City of Rochester Hills ("City") a Michigan municipal corporation, whose address is 1000 Rochester Hills Drive, Rochester Hills, Michigan 48309, dated September 25th, 2020.

1. The parties agree that by execution of this Addendum that the contract's two year renewal option of the contract has been exercised and the new term of the contract will expire as of September 30, 2025.
2. All other provisions of the contract shall remain the same

In witness whereof, the Parties hereto have executed this Addendum the day and year written above.

Contractor hereby acknowledges receipt of and understanding of the above amendment.

Daniel J. Boyer  
Daniel J. Boyer, President  
Truck and Trailer Specialties

Daniel J. Boyerman Pres.  
Printed name and title  
Truck & Trailer Specialties, Inc.  
Company name

The above referenced contract amendment is hereby executed this 1st day of December 2023 at Rochester Hills, Michigan.

Bryan Barnett  
Bryan Barnett  
Mayor

January 8, 2024 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to approve a proposal from Hubbell, Roth, and Clark for Engineering assistance related to the 2024 Road Rehabilitation Project in the amount of \$96,285.37. Account numbers 203-464-821-010 and 443-901-821-000 would be utilized to fund this assistance.

Ayes:

Nays:


Motion:



## CITY OF BERKLEY DEPARTMENT OF PUBLIC WORKS

3238 BACON AVE, BERKLEY, MICHIGAN 48072

# Transmittal Memo

To: Matthew Baumgarten, City Manager  
Cc: Laurie Fielder, Interim Finance Director  
From: Shawn Young, DPW Director   
Date: December 28<sup>th</sup>, 2023  
Subject: 2024 Road Rehabilitation Project (Approval of Design Services)

---

Since the passing of the Berkley Infrastructure Millage in 2018 the City of Berkley has been generating approximately \$1 million each year for infrastructure improvements. During the first two years (2020 & 2021) we chose to use this revenue on Citywide concrete road repairs. This citywide program addressed roughly 200 locations throughout the city. Year three (2022) we chose to combine both mileage revenue along with Water funds to complete a ½ mile of road and water main replacement on Kenmore/Cornwall. Year four was a blended project on Wiltshire Rd that included a total reconstruct on Phase 1 (Mortenson to Woodward) and a less expensive Mill and Overlay Method on Phase 2 (Coolidge to Mortenson)

For year 5 we are looking to combine Millage Revenue and Road Funds to potentially address the needs of the following sections of roads utilizing the same Mill and Overlay Method that was used on Phase 2 of Wiltshire Rd

This project would have three road sections that could be awarded independently based on cost:

1. Gardner Rd from Oxford Rd to 11 Mile Rd
2. Griffith Ave from 11 Mile Rd to Cambridge Rd
3. West Blvd from Mortenson Blvd to Cass Blvd

Selection of these sections was a combined effort considering road Condition (Paser Ranking), existing water main condition including known lead water services. Depending on the section the Paser ratings vary between a 2 and a 4. These sections were ultimately chosen due to the low numbers of known or assumed Lead Water Services associated with each section. Our intention is to physically verify all of the water services on these sections and replace any that are found to be lead or Galvanized previously connected to lead prior to the completion of this project.

Please find the attached engineering proposal for this project. Professional services included with this proposal include several items such as communication and engagement, pavement cores and soil borings, topographic survey, coordination with third-party utilities, preparation of construction plans/specifications, and permitting/public bidding.

Contingent upon approval final plans would be complete in January 2024 with public bidding to follow up in February 2024. Final Construction would tentatively be scheduled to start in the spring of 2024. We recommend approval of the attached design proposal in the amount not to exceed \$96,285.37. Design funds have been allocated in the current fiscal year under account 443-901-821-000 (Infrastructure Millage-Engineering)

Please feel free to contact me with any questions or concerns.



555 Hulet Drive  
Bloomfield Hills, MI 48302-0360

248-454-6300

www.hrcengr.com



December 20, 2023

City of Berkley  
3338 Coolidge Highway  
Berkley, Michigan 48072

Attn: Mr. Matthew Baumgarten, City Manager  
Mr. Shawn Young, Director of Public Works

Re: Proposal for **Design Engineering Services**  
2024 Road Rehabilitation Program

HRC Job No. 20230819.86

Dear Mr. Baumgarten and Mr. Young:

Thank you for the opportunity to allow Hubbell, Roth & Clark, Inc. (HRC) to submit this proposal for professional design engineering services for the proposed 2024 Road Rehabilitation Program. We understand that the City wishes to move forward with the next phase of the Infrastructure Millage program. For the 2024 construction year, the City desires to complete a road rehabilitation project similar in scope to Division II of the Wiltshire Road Water Main Replacement and Pavement Reconstruction project, which consisted primarily of a mill and overlay road rehabilitation. At this time, no water main construction is being proposed for next year.

As we understand it, the 2024 budget, as established in the City's Capital Improvement Project (CIP) Millage (for Road/Infrastructure) that passed in the November 2018 election, will be approximately \$1.8 million, which is funding to be used for all aspects of the road improvement projects, includes construction, contingencies, and design and construction engineering.

Berkley Public Works and HRC staff(s) have worked together to identify candidates for next years' road rehabilitation project. In August 2022, HRC completed a PASER roadway rating survey for all City owned roadways and we will continue to utilize the survey for next year's project candidates. Utilizing this data, we developed estimated project budgets for several proposed road rehabilitation sections as shown on the attached map and in the summary table below. Preliminary cost estimates for all project sections are attached to this Proposal letter.

Street	Limits	Length (ft)
Gardner	Oxford to 11 Mile	1,700
Griffith	Cambridge to 11 Mile	850
West	Mortenson to Cass	900

**Scope of Proposed Construction:**

As with last year's Division II work, the proposed scope of work will entail the removal of a minimum of 2" of asphalt pavement by machine milling and replacement of a minimum of 2" of asphalt pavement. The proposed depth of milling/scope of pavement rehabilitation will be finalized once the pavement cores are obtained and analyzed during the design phase. This method of reconstruction is commonly called a "mill and fill" project. We understand the City's goal again is to establish more reveal on the existing curbs as well as provide additional, temporary stormwater storage and thus we are recommending either a variable/profile mill and overlay or a deep mill and thin overlay (i.e., 4" mill and 2" overlay, etc.) be undertaken. The scope of work will also include replacement of driveway approaches and curbs as necessary to provide for appropriate drainage; miscellaneous sidewalk ADA ramps reconstructed to meet current standards; structure cover adjustments; drainage structure and manhole reconstruction, as required, and final restoration.

**Scope of Design Engineering Services:**

1. Notify/coordinate this project with Utility Agencies to assist in avoiding future conflicts.
2. Pavement and sub-base investigation will be completed utilizing pavement cores and hand augers. This will help determine the existing pavement cross section and to evaluate the general condition of the pavement and subbase. HRC will provide the City a written report with findings and recommendations.
3. Complete a topographic survey of the proposed sections of roadway to be included in the Program and to collect field data on the existing road, utilities, and topographic information necessary to prepare construction drawings.
4. Assist City staff with the planned public engagement effort, including flyer creation and distribution, prior to job start.
5. Prepare preliminary Construction Documents and Cost Estimates at the 60% and Final completion levels and provide them to the City for review.
6. Conduct Design Coordination Meetings at the beginning of the project and at the 60% and Final Construction Document Completion Stages.
7. Prepare applications for Oakland County Soil Erosion Control, RCOC ROW, and Drain and Tap permits (as required).
8. HRC will prepare and provide Final Plans, Specifications, Engineer's Estimate and Bid Documents and assist with advertising for bidding.
9. HRC will assist in the bidding process, make recommendation of award and prepare the Contract Documents for execution by the selected Contractor.

**Schedule:**

January 08, 2024	City Council Authorizes HRC to proceed with project
January 2024	Complete topographic survey and soils investigation (weather permitting)
January 2024	Preliminary Design Coordination Meeting
February 2024	60% Design Review Meeting
March 2024	Final Review Meeting
March 2024	Final Bid Documents Delivered
March 2024	Project Let for Bidding
Early-April 2024	Award of Project to Lowest Responsible Bidder

**Clarifications:**

1. Construction Engineering services are not included in this proposal and will be outlined after the bid opening. HRC will provide an additional proposal to include construction engineering, construction administration, survey layout, materials testing, progress meetings, record drawing preparation, and full-time construction observation.
2. Grading easement acquisition services are not included in this proposal but can be provided on a time and material basis if needed.

**Design Engineering Fees (See detailed breakdown of costs attached):**

Task 1 – Pavement Cores, Soil Borings and Subgrade Investigation	\$ 4,874.76
Task 2 – Topographic Survey	\$ 23,229.58
Task 3 – Completion of Design and Bid Documents	\$ 47,716.89
Task 4 – Public Engagement	\$ 2,249.24
Task 5 – Bidding Assistance	\$ 1,724.34
Task 6 – Project Management and Meetings	<u>\$ 16,490.56</u>
<b>Total Not-to-Exceed Fee</b>	<b>\$ 96,285.37</b>

Fees will be invoiced monthly and shall be based on our cost times a 2.9 multiplier in accordance with our current agreement with the City.

If this proposal is deemed acceptable to the City, please sign and return one copy to this office. Thank you for this exciting opportunity to serve the City on this project. If you have any questions or require any additional information, please feel free to contact our office at 248-454-6300.

Very truly yours,

HUBBELL, ROTH & CLARK, INC.



Roland N. Alix, P.E.  
Vice President



Edward Zmich  
Project Manager

Accepted By:

City of Berkley

Signature: \_\_\_\_\_

Written Name: \_\_\_\_\_

Title: \_\_\_\_\_

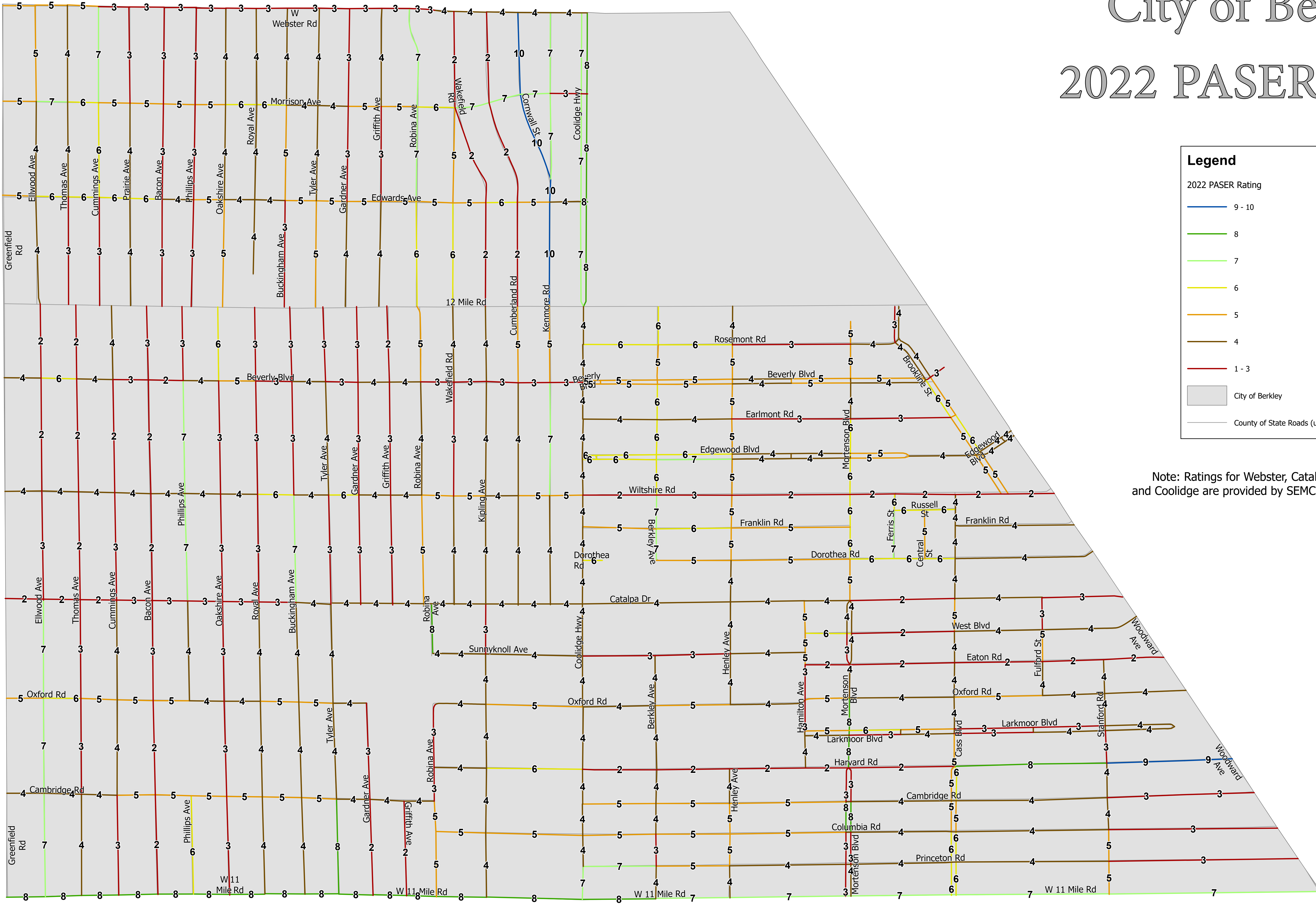
Date: \_\_\_\_\_

Cc: HRC; M. Stark, Business Office, File

Attachments: 2022 PASER Rating Map  
2024 Road Rehabilitation Options (Map)  
Preliminary Cost Estimates  
Detailed breakdown of HRC Fees



# City of Berkeley 2022 PASER Rating



**Legend**

2022 PASER Rating

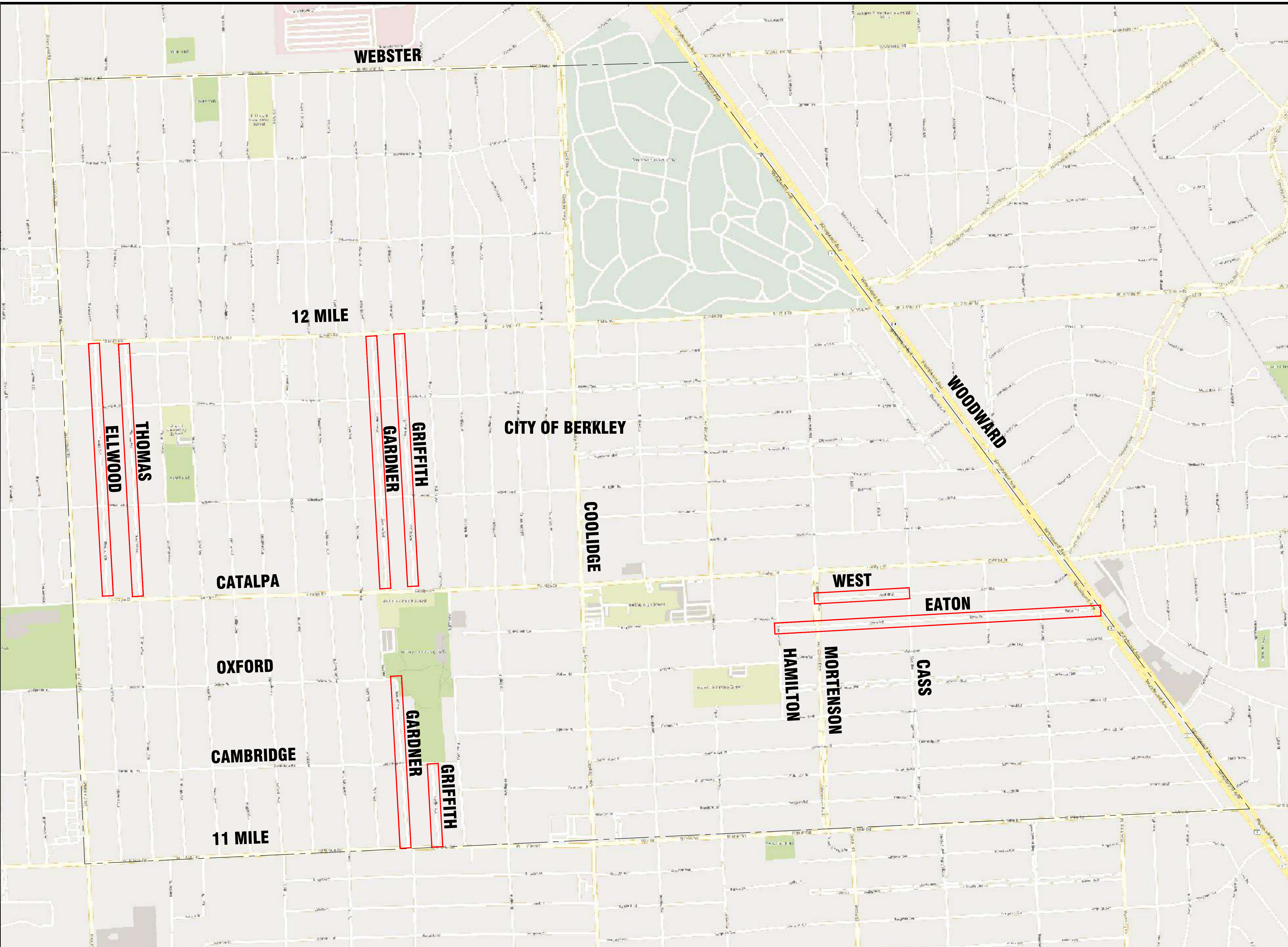
- 9 - 10
- 8
- 7
- 6
- 5
- 4
- 1 - 3

City of Berkeley


County of State Roads (unrated)

Note: Ratings for Webster, Catalpa, 11 Mile, and Coolidge are provided by SEMCOG (from 2021)

N:\Masters\GIS\municipal\Berkeley\2012\_Road\_Jurisdiction.mxd



**HRC**  
HUBBELL, ROTH & CLARK, INC  
CONSULTING ENGINEERS SINCE 1915  
555 HULEY DRIVE P.O. BOX 824  
BLOOMFIELD HILLS, MICH. 48303 - 0824  
PHONE: (248) 454-6300  
FAX (1st Floor): (248) 454-6312  
FAX (2nd Floor): (248) 454-6359  
WEB SITE: www.hrcengr.com




DATE	ADDITIONS AND/OR REVISIONS


### CITY OF BERKLEY

## 2024 ROAD REHABILITATION PROGRAM

### 2024 ROAD REHABILITATION PROGRAM OPTIONS

HRC JOB NO. 20230819	SCALE
DATE NOVEMBER 2023	SHEET NO. OF

555 Hulet Dr., Bloomfield Hills, MI 48302 ph. (248) 454-6300

**PROJECT: 2024 Road Rehabilitation Program**

**ENGINEER'S OPINION OF PROBABLE PROJECT COST**

DATE:	<b>11/3/2023</b>
LOCATION: <b>Gardner Ave</b> (Oxford to 11 Mile)	PROJECT NO. <b>20230819</b>
BASIS FOR ESTIMATE: <input checked="" type="checkbox"/> PRELIMINARY <input type="checkbox"/> FINAL	ESTIMATOR: <b>mas</b>
WORK:	CHECKED BY: <b>edz</b>

The project consists of a 6" mill and a 4" HMA overlay to increase curb reveal. Includes replacement of driveway approaches to match the lowered road surface, and replacement of curb, sidewalk and ramps as needed.

Description	Quantity	Unit	Unit Price	Total Cost
1 Mobilization Division II (Max. 5%)	1	Lsum	\$ 22,800.00	\$ 22,800.00
2 Color Audio-Video Route Survey	1	Lsum	\$ 2,500.00	\$ 2,500.00
3 Traffic Maintenance, Incl. Flag Control	1	Lsum	\$ 10,000.00	\$ 10,000.00
4 Erosion Control, Inlet Protection, Fabric Drop	14	Ea	\$ 135.00	\$ 1,890.00
5 Tree Protection Fence	1075	Lft	\$ 4.50	\$ 4,837.50
6 Cold Milling, HMA Surface, 6 inch	4330	Syd	\$ 7.00	\$ 30,310.00
7 Driveway, Rem	380	Syd	\$ 11.00	\$ 4,180.00
8 Sidewalk, Rem	170	Syd	\$ 15.00	\$ 2,550.00
9 Curb, Rem	1417	Lft	\$ 25.00	\$ 35,425.00
10 Pavt Repair, Non-Reinforced Concrete, 6", MOD	140	Cyd	\$ 120.00	\$ 16,800.00
11 Maintenance Gravel, Special	700	Ton	\$ 50.00	\$ 35,000.00
12 Hand Patching, HMA	60	Ton	\$ 250.00	\$ 15,000.00
13 Void Reducing Asphalt Membrane (Spray, J-Band Type)	1417	Lft	\$ 5.50	\$ 7,793.50
14 HMA, 5EML, MOD. 2" (Wearing)	530	Ton	\$ 130.00	\$ 68,900.00
15 HMA, 4EML, MOD. 2" (Leveling)	530	Ton	\$ 130.00	\$ 68,900.00
16 Driveway, Nonreinf Conc, 6-inch (incl. sand base)	380	Syd	\$ 65.00	\$ 24,700.00
17 Curb, Conc, MDOT Det E2	1417	Lft	\$ 35.00	\$ 49,595.00
18 Sidewalk, Conc, 4-inch, Special (incl. sand base)	810	Sft	\$ 8.00	\$ 6,480.00
19 Sidewalk, Conc, 6-inch, Special (incl. sand base)	570	Sft	\$ 10.00	\$ 5,700.00
20 Sidewalk Ramp, Conc, 6-inch, Special (incl. sand base)	700	Sft	\$ 10.00	\$ 7,000.00
21 Detectable Warning Surface (5'x2', ADA Solutions, Brick Red, or equal)	14	Ea	\$ 450.00	\$ 6,300.00
22 Dr Structure Cover, Adjust	14	Ea	\$ 700.00	\$ 9,800.00
23 Dr Structure, Reconstruct	7	Ea	\$ 900.00	\$ 6,300.00
24 Topsoil, 4 inch	630	Syd	\$ 6.00	\$ 3,780.00
25 Sodding (incl. 14-day watering)	630	Syd	\$ 15.00	\$ 9,450.00
26 Pavt Mrkg, Ovly Cold Plastic, 24 inch, Stop Bar	14	Lft	\$ 15.00	\$ 210.00
27 Pavt Mrkg, Ovly Cold Plastic, 12 inch, Crosswalk	55	Lft	\$ 6.00	\$ 330.00
28 Observation Crew Days	45	Day	\$ 800.00	\$ 36,000.00
<b>Subtotal - Gardner Ave</b>				<b>\$ 492,531.00</b>
Contingencies (10%)				\$ 49,254.00
<b>Subtotal - Gardner Ave w/ Contingencies</b>				<b>\$ 541,785.00</b>

555 Hulet Dr., Bloomfield Hills, MI 48302 ph. (248) 454-6300

**PROJECT: 2024 Road Rehabilitation Program**

**ENGINEER'S OPINION OF PROBABLE PROJECT COST**

DATE:	<b>11/3/2023</b>
LOCATION: <b>Griffith Ave</b> (Cambridge to 11 Mile)	PROJECT NO. <b>20230819</b>
BASIS FOR ESTIMATE: <input checked="" type="checkbox"/> PRELIMINARY <input type="checkbox"/> FINAL	ESTIMATOR: <b>mas</b>
WORK:	CHECKED BY: <b>edz</b>

The project consists of a 6" mill and a 4" HMA overlay to increase curb reveal. Includes replacement of driveway approaches to match the lowered road surface, and replacement of curb, sidewalk and ramps as needed.

Description	Quantity	Unit	Unit Price	Total Cost
1 Mobilization Division II (Max. 5%)	1	Lsum	\$ 12,100.00	\$ 12,100.00
2 Color Audio-Video Route Survey	1	Lsum	\$ 1,500.00	\$ 1,500.00
3 Traffic Maintenance, Incl. Flag Control	1	Lsum	\$ 7,000.00	\$ 7,000.00
4 Erosion Control, Inlet Protection, Fabric Drop	3	Ea	\$ 135.00	\$ 405.00
5 Tree Protection Fence	375	Lft	\$ 4.50	\$ 1,687.50
6 Cold Milling, HMA Surface, 6 inch	2560	Syd	\$ 7.00	\$ 17,920.00
7 Driveway, Rem	190	Syd	\$ 11.00	\$ 2,090.00
8 Sidewalk, Rem	60	Syd	\$ 15.00	\$ 900.00
9 Curb, Rem	769	Lft	\$ 25.00	\$ 19,225.00
10 Pavt Repair, Non-Reinforced Concrete, 6", MOD	90	Cyd	\$ 120.00	\$ 10,800.00
11 Maintenance Gravel, Special	350	Ton	\$ 50.00	\$ 17,500.00
12 Hand Patching, HMA	30	Ton	\$ 250.00	\$ 7,500.00
13 Void Reducing Asphalt Membrane (Spray, J-Band Type)	769	Lft	\$ 5.50	\$ 4,229.50
14 HMA, 5EML, MOD. 2" (Wearing)	310	Ton	\$ 130.00	\$ 40,300.00
15 HMA, 4EML, MOD. 2" (Leveling)	310	Ton	\$ 130.00	\$ 40,300.00
16 Driveway, Nonreinf Conc, 6-inch (incl. sand base)	190	Syd	\$ 65.00	\$ 12,350.00
17 Curb, Conc, MDOT Det E2	769	Lft	\$ 35.00	\$ 26,915.00
18 Sidewalk, Conc, 4-inch, Special (incl. sand base)	290	Sft	\$ 8.00	\$ 2,320.00
19 Sidewalk, Conc, 6-inch, Special (incl. sand base)	280	Sft	\$ 10.00	\$ 2,800.00
20 Sidewalk Ramp, Conc, 6-inch, Special (incl. sand base)	200	Sft	\$ 10.00	\$ 2,000.00
21 Detectable Warning Surface (5'x2', ADA Solutions, Brick Red, or equal)	4	Ea	\$ 450.00	\$ 1,800.00
22 Dr Structure Cover, Adjust	3	Ea	\$ 700.00	\$ 2,100.00
23 Dr Structure, Reconstruct	2	Ea	\$ 900.00	\$ 1,800.00
24 Topsoil, 4 inch	350	Syd	\$ 6.00	\$ 2,100.00
25 Sodding (incl. 14-day watering)	350	Syd	\$ 15.00	\$ 5,250.00
26 Observation Crew Days	25	Day	\$ 800.00	\$ 20,000.00
<b>Subtotal - Griffith Ave</b>				<b>\$ 262,892.00</b>
Contingencies (10%)				\$ 26,290.00
<b>Subtotal - Griffith Ave w/ Contingencies</b>				<b>\$ 289,182.00</b>

555 Hulet Dr., Bloomfield Hills, MI 48302 ph. (248) 454-6300

**PROJECT: 2024 Road Rehabilitation Program**

**ENGINEER'S OPINION OF PROBABLE PROJECT COST**

DATE:	<b>11/3/2023</b>
LOCATION: <b>West Blvd</b> (Mortenson to Cass)	PROJECT NO. <b>20230819</b>
BASIS FOR ESTIMATE: <input checked="" type="checkbox"/> PRELIMINARY <input type="checkbox"/> FINAL	ESTIMATOR: <b>mas</b>
WORK:	CHECKED BY: <b>edz</b>

The project consists of a 6" mill and a 4" HMA overlay to increase curb reveal. Includes replacement of driveway approaches to match the lowered road surface, and replacement of curb, sidewalk and ramps as needed.

Description	Quantity	Unit	Unit Price	Total Cost
1 Mobilization Division II (Max. 5%)	1	Lsum	\$ 12,900.00	\$ 12,900.00
2 Color Audio-Video Route Survey	1	Lsum	\$ 1,500.00	\$ 1,500.00
3 Traffic Maintenance, Incl. Flag Control	1	Lsum	\$ 7,000.00	\$ 7,000.00
4 Erosion Control, Inlet Protection, Fabric Drop	4	Ea	\$ 135.00	\$ 540.00
5 Tree Protection Fence	450	Lft	\$ 4.50	\$ 2,025.00
6 Cold Milling, HMA Surface, 6 inch	2630	Syd	\$ 7.00	\$ 18,410.00
7 Driveway, Rem	220	Syd	\$ 11.00	\$ 2,420.00
8 Sidewalk, Rem	60	Syd	\$ 15.00	\$ 900.00
9 Curb, Rem	867	Lft	\$ 25.00	\$ 21,675.00
10 Pavt Repair, Non-Reinforced Concrete, 6", MOD	90	Cyd	\$ 120.00	\$ 10,800.00
11 Maintenance Gravel, Special	350	Ton	\$ 50.00	\$ 17,500.00
12 Hand Patching, HMA	40	Ton	\$ 250.00	\$ 10,000.00
13 Void Reducing Asphalt Membrane (Spray, J-Band Type)	867	Lft	\$ 5.50	\$ 4,768.50
14 HMA, 5EML, MOD. 2" (Wearing)	320	Ton	\$ 130.00	\$ 41,600.00
15 HMA, 4EML, MOD. 2" (Leveling)	320	Ton	\$ 130.00	\$ 41,600.00
16 Driveway, Nonreinf Conc, 6-inch (incl. sand base)	220	Syd	\$ 65.00	\$ 14,300.00
17 Curb, Conc, MDOT Det E2	867	Lft	\$ 35.00	\$ 30,345.00
18 Sidewalk, Conc, 4-inch, Special (incl. sand base)	310	Sft	\$ 8.00	\$ 2,480.00
19 Sidewalk, Conc, 6-inch, Special (incl. sand base)	320	Sft	\$ 10.00	\$ 3,200.00
20 Sidewalk Ramp, Conc, 6-inch, Special (incl. sand base)	200	Sft	\$ 10.00	\$ 2,000.00
21 Detectable Warning Surface (5'x2', ADA Solutions, Brick Red, or equal)	4	Ea	\$ 450.00	\$ 1,800.00
22 Dr Structure Cover, Adjust	4	Ea	\$ 700.00	\$ 2,800.00
23 Dr Structure, Reconstruct	2	Ea	\$ 900.00	\$ 1,800.00
24 Topsoil, 4 inch	390	Syd	\$ 6.00	\$ 2,340.00
25 Sodding (incl. 14-day watering)	390	Syd	\$ 15.00	\$ 5,850.00
26 Observation Crew Days	25	Day	\$ 800.00	\$ 20,000.00
<b>Subtotal - West Blvd</b>				<b>\$ 280,553.50</b>
Contingencies (10%)				\$ 28,056.00
<b>Subtotal - West Blvd w/ Contingencies</b>				<b>\$ 308,609.50</b>

**PROJECT FEE/MANHOURLY TABLE**

JOB NUMBER: **20230819**

PROJECT NAME: **2024 Road Rehabilitation Program**

PRINCIPAL: **Roland Alix**

PROJECT MANAGER: **Eddie Zmich**

DATE: **December 19, 2023**

TASK	HRC STAFF POSITION																					
	PRINCIPAL		MANAGER		GRADUATE ENGINEER		SENIOR CONSTRUCTION SUPERVISOR		ASSOCIATE		DESIGNER		TESTING TECHNICIAN		SR. SURVEY OFFICE TECH		SURVEY PARTY CHIEF		TOTAL			
	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE	HRS	FEE		
<b>1 Pavement Cores and Subgrade Investigation</b>																						
Pavement Cores													16	\$1,299.20						16	\$1,299.20	
Coordination, Evaluation of Data & Report of Findings			1	\$149.93	1	\$103.10	4	\$499.38	4	\$662.36	4	\$493.00									14	\$1,907.77
Development of Pavement Cross Section			2	\$299.86	2	\$206.19	4	\$499.38	4	\$662.36											12	\$1,667.79
																						<b>\$4,874.76</b>
<b>2 Topographic Survey</b>																						
Field Topographic Survey and Support			28	\$4,198.04					2	\$331.18							100	\$10,817.00			130	\$15,346.22
Office Work & Coordination			4	\$599.72	4	\$412.38			2	\$331.18	32	\$3,944.00			24	\$2,596.08					66	\$7,883.36
																						<b>\$23,229.58</b>
<b>3 Completion of Design and Bid Documents</b>																						
Utility Coordination			2	\$299.86	4	\$412.38					4	\$493.00									10	\$1,205.24
60% Design Documents			20	\$2,998.60	120	\$12,371.40					100	\$12,325.00									240	\$27,695.00
Final Bid Documents			20	\$2,998.60	40	\$4,123.80					30	\$3,697.50									90	\$10,819.90
Specifications			10	\$1,499.30	30	\$3,092.85															40	\$4,592.15
Submit Dwgs for OCWRC & RCOC Permits			2	\$299.86	8	\$824.76															10	\$1,124.62
QA/QC	2	\$319.00	2	\$299.86			8	\$998.76	4	\$662.36											16	\$2,279.98
																						<b>\$47,716.89</b>
<b>4 Public Engagement</b>																						
"Upcoming Construction" Flyer Creation & Distribution			4	\$599.72	16	\$1,649.52															20	\$2,249.24
																						<b>\$2,249.24</b>
<b>5 Bidding Assistance</b>																						
Questions During Bidding			2	\$299.86	4	\$412.38															6	\$712.24
Addendum			2	\$299.86	2	\$206.19															4	\$506.05
Bid Tab & Recommendations			2	\$299.86	2	\$206.19															4	\$506.05
																						<b>\$1,724.34</b>
<b>6 Project Management and Meetings</b>																						
Administration	8	\$1,276.00	40	\$5,997.20																	48	\$7,273.20
Engineering Award Council Meeting	2	\$319.00	2	\$299.86																	4	\$618.86
Initial Kickoff Meeting	4	\$638.00	4	\$599.72	4	\$412.38	4	\$499.38													16	\$2,149.48
60% Design Review Mtg	4	\$638.00	8	\$1,199.44	8	\$824.76															20	\$2,662.20
60% & Final Cost Estimates	2	\$319.00	4	\$599.72	4	\$412.38															10	\$1,331.10
Finalize Docs & Prepare Bid Package			4	\$599.72	12	\$1,237.14															16	\$1,836.86
Construction Award Council Meeting	2	\$319.00	2	\$299.86																	4	\$618.86
																						<b>\$16,490.56</b>
<b>TOTAL NOT-TO-EXCEED DESIGN ENG. FEE</b>	<b>24</b>	<b>\$3,828.00</b>	<b>165</b>	<b>\$24,738.45</b>	<b>261</b>	<b>\$26,907.80</b>	<b>20</b>	<b>\$2,496.90</b>	<b>16</b>	<b>\$2,649.44</b>	<b>170</b>	<b>\$20,952.50</b>	<b>16</b>	<b>\$1,299.20</b>	<b>24</b>	<b>\$2,596.08</b>	<b>100</b>	<b>\$10,817.00</b>	<b>796</b>	<b>\$96,285.37</b>		

2024 Road Rehabilitation Program  
Cost Summary

Project No: 20230819

	Street	Limits	Length (ft)	Construction	Contingency	Design Engineering	Constr. Engineering / Testing	Total
2600-3400	Ellwood	12 Mile to Catalpa	2600	\$ 795,047.00	\$ 79,505.00	\$ 64,000.00	\$ 56,000.00	\$ 994,552.00
"	Thomas	12 Mile to Catalpa	2600	\$ 784,870.50	\$ 78,488.00	\$ 63,000.00	\$ 56,000.00	\$ 982,358.50
"	Gardner	12 Mile to Catalpa	2600	\$ 781,204.00	\$ 78,121.00	\$ 63,000.00	\$ 56,000.00	\$ 978,325.00
1700-2300	Gardner	Oxford to 11 Mile	1700	\$ 492,531.00	\$ 49,254.00	\$ 40,000.00	\$ 35,000.00	\$ 616,785.00
2600-3400	Griffith	12 Mile to Catalpa	2600	\$ 745,700.50	\$ 74,571.00	\$ 60,000.00	\$ 53,000.00	\$ 933,271.50
1700-2000	Griffith	Cambridge to 11 Mile	850	\$ 262,892.00	\$ 26,290.00	\$ 22,000.00	\$ 20,000.00	\$ 331,182.00
- 1800	Eaton	Hamilton to Woodward	3150	\$ 971,755.00	\$ 97,176.00	\$ 78,000.00	\$ 69,000.00	\$ 1,215,931.00
1500-1800	West	Mortenson to Cass	900	\$ 280,553.50	\$ 28,056.00	\$ 23,000.00	\$ 21,000.00	\$ 352,609.50

Ellwood - 86 - 46 lead? - 16 confirmed not lead

Thomas - 86 - 47 lead? - 18 confirmed not lead

Gardner - 84 - 42 lead? - 8 confirmed not lead

(12 to Catalpa)

Gardner - 56 - 2 lead? - 6 confirmed no lead

(11 to Oxford)

Griffith - 86 - 41 lead? - 15 confirmed no lead (12 to Catalpa)

Griffith - 28 - 2 lead? - 0 confirmed no lead (11 to Cambridge)

Eaton - 90 - 36 lead? - 14 confirmed no lead

West - 35 - 8 lead? - 3 confirmed no lead (Mortenson to Cass)

January 8, 2024 City Council Meeting

Moved by Councilmember \_\_\_\_\_ and seconded by Councilmember \_\_\_\_\_ to authorize the City Manager to approve the contract with McKenna Associates, Inc. to provide building services for trade inspections, non-residential plan review, and code enforcement. Funds from this expenditure will come from account 101-745-822-001.

Ayes:

Nays:

Motion:





# CITY OF BERKLEY COMMUNITY DEVELOPMENT

3338 COOLIDGE HWY, BERKLEY, MICHIGAN 48072

## MEMORANDUM

**To:** City Council

**From:** Kristen Kapelanski, Community Development Director

**Subject:** Building Services – Revised Contract with McKenna Associates, Inc.

**Date:** December 21, 2024

---

The Community Development Department has worked with McKenna Associates, Inc to renegotiate the contract for building services. Regular building official services have been removed from the list of services provided as we have hired an in-house building official. McKenna will continue to complete all trade inspections, non-residential plan review and code enforcement services. A building official will be available to cover for vacations.

The revised payment structure provides McKenna with 15% of revenues for building permits and 100% of all trade permit revenue. Plan reviews will be billed at a rate of .15% of the construction value, consistent with the City's adopted fee schedule. A step-down payment schedule during the January and February transition is also included.

---

INDEPENDENT CONTRACTOR AGREEMENT  
FOR PLAN REVIEW AND INSPECTION SERVICES

This Independent Contractor Agreement for plan Review and Inspection Services made this \_\_\_\_\_ day of \_\_\_\_\_, 2024, by and between the City of Berkley (the "City") with its offices located at 3338 Coolidge Hwy, Berkley, MI 48072 and McKenna Associates, Inc., a Michigan corporation (the "Contractor") whose address is 235 E. Main Street, Suite 105, Northville, MI 48167.

**WITNESSETH:**

The City is a Michigan municipal corporation duly and legally incorporated as a Home-Rule City under the provisions of 1909 PA 278, being Michigan Compiled law (MCL) 117.1 et seq; and

The City is bound by the terms and provisions of state law, the City Charter and the ordinances adopted by the City Council of the municipality; and

The City desires to enforce and implement Its Building Code in structures located within the City boundaries of the City of Berkley by conducting Plan Reviews for proposed construction of structures, issuing building permits for construction, and inspecting the construction for compliance with the approved plans or with accepted construction procedures where plans are not required; and

The City has provided by ordinance for the issuance of building permits when construction is proposed; and

The Contractor employs registered building officials, plan reviewers, building inspectors, mechanical, electrical and plumbing inspectors registered and licensed by the State of Michigan; and

The Contractor desires to perform the mandatory plan review and building code inspection services for the City; and

The parties have come to certain understandings and agreements in connection therewith and desire to formalize the same in writing by this agreement;

NOW, **THEREFORE**, the City and Contractor mutually agree as follows:

**SECTION 1: PERFORMANCE**

The Contractor represents and warrants to the City that it employs or contracts for registered (by the State of Michigan) building officials, building inspectors and plan reviewers, mechanical, electrical and plumbing inspectors and they shall remain so registered during the term of this agreement. The Contractor shall:

- a. Review all non-residential plans provided by the City for new construction, alterations, or improvements to structures which are subject to review and approval by the City for conformance with the requirements of the City and State building codes. Contractor shall delineate on the plans provided to it items requiring correction or alteration for conformances with the appropriate codes. Upon request by City, the Contractor shall re-review all such plans to determine whether corrections previously noted have been made.
  - 1) Contractor shall provide the City a written report of each plan review within ten (10) working days of receipt of each plan by the Contractor.
  - 2) Contractor shall perform all plan reviews in a professional and workmanlike manner.
  - 3) Upon notification and request of the City, Contractor shall perform all trade inspections for all structures for which a building permit has been issued by the City in order to determine whether the construction meets the requirements of the appropriate building code and the building permit requirements. Upon the completion of each inspection, Contractor shall provide the City a written report of each Inspection within two (2) working days of the inspection, which reports shall be signed by the inspector performing the inspection. The reports shall delineate items requiring correction or alteration for conformance with the building trade permit requirements.
  - 4) Within the time provided in any Violation Notice or as scheduled by contractor or homeowner, Contractor shall re-inspect all structures in which code violations have been noted in the Contractor's written report in order to determine whether the code violations cited in the report have been corrected. If all violations have been corrected, the Contractor shall notify the City in writing of any continuing violations previously cited in the Contractor's original inspection report which have not been corrected.
- b. The Contractor shall provide, on-site at City Hall, Building Official services on an as-needed basis at times mutually agreed upon.
- c. The Contractor shall provide Code Enforcement services for Construction Code, Property Maintenance Code and Zoning and Land Use regulations for five days each week. Prepare any and all reports, approved and not approved notices, violation and appearance tickets to enforce the meaning and intent of the City's General, Construction, and Zoning Ordinances in cases of violations and in the normal course of performing the assigned duties of the job, and as otherwise may be assigned.

- d. Provide additional services as requested by the City, compensated by the City at the hourly rate set forth in Section 3. Compensation, including:
- 1) Testimony and Hearings. Participate in enforcement hearings, activities, court testimony, etc. Our professionals are available for enforcement hearings and to provide court testimony. We have successfully defended enforcement actions and provided court testimony for over 25 years.
  - 2) Public Meetings. Participate in meetings with the public, other City agencies and elected officials, or other jurisdiction, State or Federal representatives.
  - 3) Professional Support. When requested, provide opinions in the development and implementation of goals, objectives, fee schedules, ordinances, budgets, policies and priorities for the City.

## **SECTION 2: RELATIONSHIP**

The Contractor acknowledges and agrees that it is a Contractor and is not an employee of the City of Berkley. As such, the Contractor shall not be entitled to participate in any fringe benefit programs adopted by the City, nor will the Contractor be reimbursed for any expenses incurred unless approved in advance by the City. The City will not be responsible for withholding any Income taxes, social security taxes, or other payroll taxes from compensation paid to the Contractor for services. Said obligations to pay such taxes shall be borne solely by the Contractor.

Further, the Contractor acknowledges that the City is not responsible for providing or insuring the Contractor under any automobile insurance, liability insurance, worker's compensation insurance, or any other type of insurance, except as hereinafter provided. Further, the Contractor shall have no right or authority to obligate the City to any contract or commitments of any kind, including but not limited to, contracts with contractors to purchase materials and/or equipment.

## **SECTION 3: COMPENSATION**

During the term of this Agreement, the City agrees to pay the Contractor the following fees for professional services:

- a. Fifteen percent (15%) of all City building permit revenues-and One hundred percent (100%) of all trade permit revenue.
- b. Additionally, Contractor shall be available for building official services four (4) days a week in January, 2024 and shall receive Seventy percent (70%) of all City revenue for permits in January and Contractor shall be available for building official services for a total of five (5) days in February, 2024 and shall receive Forty percent (40%) of all City revenues for permits in February.

c. Plan reviews performed by Contractor will be billed at a rate of .15% of the construction value of the submitted project, minimum of \$150. This fee shall include up to two rounds of comment/revision review on a permit application, further reviews shall be billed hourly per the Additional Services fee schedule.

d. Additional Services – At the request of the City, Contractor shall perform any services not included in the above terms at an hourly rate specified by the below Additional Services Fee Schedule.

Professional Classification	Rate Per Hour*	
President	\$175	<p>* Rates include the following overhead: Accounting, Advertising and Promotion, Books, Publications and Maps, Business Entertainment, Charitable Contributions, Computers, Furniture and Fixtures, Graphics Supplies and General Insurance, Interest, Legal, Licenses, Meals, Memberships and Subscriptions, Office Equipment, Office Space and Parking, Office Supplies, Postage (Except Overnight), Professional Dues, Software, Taxes and Telephone.</p> <p>These rates do not include photography, outside reproduction, document or materials purchases, which are invoiced additionally. Rates also do not include reimbursable costs for travel, courier, overnight mail, etc. Mileage will be invoiced at the Federal mileage rate.</p> <p>These hourly rates are valid through December 31, 2024, after which they may change per classification by a percentage equal to the increase in the Consumer Price Index for the prior 12 months per U.S. Department of Labor, Bureau of Labor Statistics.</p>
Executive or Senior Vice President	\$160	
Vice President	\$155	
Director	\$145	
Senior Principal or Manager	\$135	
Principal	\$130	
Senior	\$115	
Building Official	\$105	
Associate	\$100	
Building Inspector/Plan Reviewer	\$100	
Plumbing, Mechanical, Electrical Trade Inspector/Plan Reviewer	\$100	
GIS Specialist	\$90	
Assistant	\$90	
Code Enforcement Officer	\$85	
Administrative Assistant	\$75	
Consultation, preparation for, and sitting as expert witness in legal matters.	\$200	

During the term of the agreement, the Contractor shall submit, each month, BS&A reports detailing its activity reviewing plans and a list of inspections completed along with an invoice for services performed. The City shall within thirty (30) days satisfy

itself as to the performance of such work and pay the amount for services and reimbursement requested by the invoice.

#### **SECTION 4: TERMS OF AGREEMENT**

The Contractor agrees that it shall commence work immediately upon execution of this agreement, and that the terms of this agreement shall be considered as on an "At Will" basis. This means that the City may terminate this agreement, at its sole discretion, by giving the Contractor thirty days written or verbal notice of the same. Notwithstanding the foregoing, the City may terminate this agreement immediately for "cause". The term "cause" shall mean a material breach of the ethics of a Registered Plan Reviewer, Inspector or Planner, a violation of any applicable law or regulation concerning a Plan Reviewer, Inspector or Planner, dishonesty or theft with respect to the City, or allegations of a felony or high misdemeanor involving a crime of moral turpitude. The Contractor may terminate this agreement by giving the City at least thirty (30) days written notice of the same.

#### **SECTION 5: CONFLICT**

The City acknowledges that the Contractor may be working as a full-time or part-time Plan Reviewer and/or Inspector for neighboring communities. Further, the Contractor agrees that no vehicles or equipment from other communities will be used to perform services in the City of Berkley and that no equipment from the City of Berkley will be used to perform services in other communities.

#### **SECTION 6: INDEMNIFICATION**

To the fullest extent permitted by law, Contractor shall defend, indemnify, and hold harmless the Municipality, its elected and appointed officials, employees and volunteers and others working on behalf of the Municipality, from and against any and all claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities, by reason of personal injury, including bodily injury or death and/or property damage with respect to any third party claim ("Claims(s)") to the extent that any such injury, loss or damage is caused by the negligence of or material breach of any obligation under this Agreement by Contractor or any officer, employee, representative, or agent of Contractor. To the extent allowable by law and without waiver of sovereign immunity, the Municipality shall be responsible for and shall defend, save, indemnify, and hold harmless Contractor, Its officers, employees, representatives, and agents, from and against any and all claims, demands, suits, costs (including reasonable legal costs), expenses, and liabilities by reason of personal injury, including bodily injury or death and/or property damage with respect to Claims to the extent that any such injury, loss or damage is caused by the negligence or material breach of duty obligation under this Agreement by the Municipality or any officer, employee, representative, or agent of the Municipality. If either Party becomes aware of any incident likely to give rise to a Claim under the

above indemnities, it shall notify the other and both Parties shall cooperate fully in investigating the incident.

## **SECTION 7: CONTRACTOR COOPERATION**

The Contractor shall communicate with all members of the public in a professional and courteous manner. The Contractor shall attend meetings and otherwise consult with the City at the City's request at the hourly rate described in 3. Compensation.

## **SECTION 8: GENERAL PROVISIONS**

This Agreement shall constitute the entire Agreement between the parties. This Agreement shall be binding upon and inure to the benefit of the successor and assigns of the City and the Contractor. If any provision, or any portion, contained in this agreement is held unconstitutional, invalid, or unenforceable, the remainder of this Agreement or portion, shall be deemed severable, and shall not be affected and shall remain in full force and effect. This Agreement embodies the whole Agreement between the parties and there are no inducements, promises, terms, conditions or obligations made or entered into by either party other than as contained herein. No modification of this Agreement shall be valid unless such modification is in writing and signed by the City and the Contractor. No waiver of any provision of this Agreement shall be valid unless such modification is in writing and signed by both parties. This Agreement shall be governed by the laws of the State of Michigan, the City of Berkley and the City of Berkley Code of Ordinances. This Agreement shall become effective upon the date indicated in the preamble.

## **SECTION 9: PERFORMANCE STANDARDS**

Contractor shall use that degree of care, skill, and professionalism ordinarily exercised under similar circumstances by members of the same profession practicing or performing the substantially same or similar services. Contractor represents and warrants to the Municipality that it will retain employees that possess the licenses, skills, knowledge, and abilities to competently, timely, and professionally perform the Services In accordance with this Agreement.

## **SECTION 10: INSURANCE REQUIREMENTS**

The Contractor shall, throughout the period of this Agreement, procure and maintain professional liability and general liability, property damage covering all operations of the Contractor, its agents and employees, with minimum liability limits as set forth below. The City and its directors, officers, agents and employees shall be named as additional insureds on the general liability insurance policy. The Contractor shall also procure and maintain, throughout the period of this Agreement, Workers' compensation coverage for all of its employees involved in the performance of this Agreement and employers' liability insurance.

- a) All insurance policies and certificates must include an endorsement providing thirty (30) days prior written notice to the City of cancellation and/or reduction of coverage. The Contractor shall cease operations on the occurrence of any such cancellation or reduction in coverage, and it shall not resume operations until new insurance is in full force and effect. The Contractor shall provide proof of such coverages at the time this agreement is signed and executed.
  
- b) c. The limits of liability for the insurance shall be for not less than the following amounts or greater where required by Laws and Regulations:

Workers' Compensation Employer's Liability:	State Statutory \$100,000.00 each Accident/Occurrence.
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Comprehensive General Liability

Bodily Injury or Death:	
\$1,000,000.00	Each Person
\$1,000,000.00	Each Occurrence
Property Damage:	
\$1,000,000.00	Each Occurrence
\$1,000,000.00	Aggregate

Professional liability:	
\$1,000,000.00	Each Person
\$2,000,000.00	Each Accident/Occurrence

- d) At all times during Contractor's performance under this Agreement, Contractor agrees is and its employees and agents shall procure and maintain during the life of this Agreement motor vehicle liability insurance, including Michigan no-fault coverage, with limits of liability of not less than \$1,000,000.00 per occurrence, and shall upon request of the City provide evidence of such coverage to City.

**SECTION 11: DISPUTE RESOLUTION**

The parties agree that any litigation over a dispute concerning this Agreement shall be filed in the 44<sup>th</sup> District Court or the Oakland County Circuit Court.

**SECTION 12: OWNERSHIP OF DATA**

All documents and records (paper or digital) shall become the property of the City, and shall not be furnished to any other party or used for any purpose other than performance of services under this agreement without written permission of the City.



**IN WITNESS WHEREOF**, the City of Berkley has caused this agreement to be signed and executed on its behalf, and the Contractor has signed and executed this agreement on the day and year first above written.

WITNESSES:

CITY OF BERKLEY

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
Matt Baumgarten, City Manager Date

\_\_\_\_\_  
Signature Date

MCKENNA ASSOCIATES

\_\_\_\_\_  
Signature Date

\_\_\_\_\_  
John R. Jackson, President Date

\_\_\_\_\_  
Signature Date

***Addendum: Independent Contractor Agreement between  
McKenna Associates and the City of Berkley for  
Plan Review and Inspection Services Provided***

1. Building Official and Code Enforcement Duties

Contractors assigned to Building Official and Code Enforcement activities shall be sworn in by the City Clerk. Sworn in contractors shall have the right to issue code enforcement tickets and citations, building code and ordinance violations within the City of Berkley.

2. Code Enforcement Weekend Schedule

Contractors performing code enforcement activities shall be available every other Saturday as agreed to by the City. The Contractor shall be compensated for weekend hours according to the provision stated in the Independent Contractor Agreement for Plan Review and Inspection Services, Section 3 Compensation.

3. After Hours (Emergency) Contact for Code Enforcement?:

The Contractor will provide the City with contact information (name and phone number) for an inspector who will respond to urgent code enforcement matters that occur before or after regular business hours. Compensation for services provided after hours shall be in accordance with the Independent Contractor Agreement for Plan Review and Inspection Services, Section 3 Compensation.

4. Electronic Communications

Contractors shall have access to the City's computer network for the express purpose of satisfying the terms of the Independent Contractor Agreement for Plan Review and Inspection Services.

- a) The City shall provide Contractors with an email account for use in the performance of services.
- b) Contractors shall respond to email correspondence residents and City staff in a timely, professional manner. Email requests for services that are not included in the Contractor Agreement shall be forwarded to the Community Development Director or designee for further action.
- c) To satisfy the City's public information and record retention requirements, emails sent to Contractors should not be deleted.

5. Access to City Network

The City shall ensure that all non-city devices (laptops, tablets, etc.) used to access the city network are compliant with the security protocols that reside on its network. The City shall examine and approve non-city devices used by Contractors and provide user names and passwords.

6. Electronic Reporting

Contractors will have access to the City BS&A system in order to record and update inspection results, document code enforcement violations, citations and related matters so that the City can retrieve data required for administrative purposes. Contractor entries should be completed within 2 days of the inspection or issuance of a code enforcement action.

7. Code Enforcement Visual Presence

The Contractor shall provide vehicle for code enforcement services provided in the City of Berkley. A sign should be affixed to the vehicle that states:

City of Berkley Code Enforcement 248-658-3320  
Services provided by McKenna Associates  
[codeenforcement@berkleymich.net](mailto:codeenforcement@berkleymich.net)

8. Business Cards, Correspondence

The Contractor shall provide business cards for its inspectors providing services in the City of Berkley. The card should include the Inspectors name, McKenna Associates, along with the contact phone number and email provided by the City.

City staff will coordinate all USPS mailings for official City correspondence related to inspections, issued tickets, citations, or violations and related matters.

9. Resident Contact/Conflict resolution

The City shall be responsible for resolving all matters, as needed, when a complaint related to issued tickets, citations or violations are filed by a city resident. Contractors will assist by providing information as requested.

CITY OF BERKLEY

COUNTY OF OAKLAND, MICHIGAN

**A RESOLUTION OF THE CITY COUNCIL TO AFFIRM THE  
BOUNDARIES OF VOTING PRECINCTS IN THE CITY OF BERKLEY**

**WHEREAS**, under Act No. 88 (HB 4702) of Public Acts of 2023, the City Election Commission may, by resolution, draw election precincts with no more than 5,000 active registered electors in the City. Before this, the limit was set at 2,999; and

**WHEREAS**, MCL 168.662(1) states, “The legislative body in each city and township shall designate and prescribe the place or places of holding an election for a city, village, or township election”; and

**WHEREAS**, Per Chapter 1 Sec. 1.3 of the Charter of the City of Berkley, the Election Commission shall establish and maintain convenient election precincts which shall comply with the provisions of the state law; and

**WHEREAS**, the rearrangement of precinct boundaries is governed under Michigan Election Law, MCL 168.654-661, and must be submitted to the Michigan Secretary of State by December 29, 2023; and

**WHEREAS**, On December 18, 2023, the Election Commission approved reducing the number of precincts from seven to four, effective immediately; and

**WHEREAS**, the City of Berkley had 7 voting precincts and 6 polling locations and now consists of 4 voting precincts and 4 polling locations; and

**WHEREAS**, under the adopted precinct alignment, voters from former precincts 1 and 2 will vote at Rogers School, former precincts 3 and 7 will vote at Berkley High School, former precincts 4 and 5 will vote at the Community Center, and former precinct 6 will remain at Pattengill School; and

**WHEREAS**, a review of voter registration data, local voter habits, and past practices regarding the siting of polling locations along with the increased opportunities to early vote and vote via absentee ballot resulted in a determination that the City will be able to provide the most accessible and equitable experience to City voters and highlight fiscal responsibility by establishing four polling locations; and

**WHEREAS**, reducing the number to 4 voting precincts and 4 polling locations will reduce the overall cost of elections by decreasing the need for supplies, equipment, worker salaries, and DPW overtime hours while providing additional flexibility relative to staffing; and

**WHEREAS**, the new precinct locations were carefully drafted with the consideration of being compact and contiguous while remaining clearly defined and observable boundaries without creating differing ballot styles.

**NOW, THEREFORE, BE IT RESOLVED**, the Berkley City Council affirms the precinct boundary changes to be adopted for all elections in the City of Berkley until further modified:

- Former Precincts 1 and 2 (New Precinct 1): Rogers School, 2265 Hamilton

- Former Precincts 3 and 7 (New Precinct 2): Berkley High School, 3525 Catalpa Drive
- Former Precincts 4 and 5 (New Precinct 3): Community Center, 2400 Robina Avenue
- Former Precinct 6 (New Precinct 4): Pattengill School, 3540 Morrison Avenue

Introduced and Passed at a Regular City Council Meeting on Monday, January 8, 2024.

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Bridget Dean, Mayor

Attest:

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Victoria Mitchell, City Clerk

# BERKLEY, MICHIGAN PRECINCT MAP



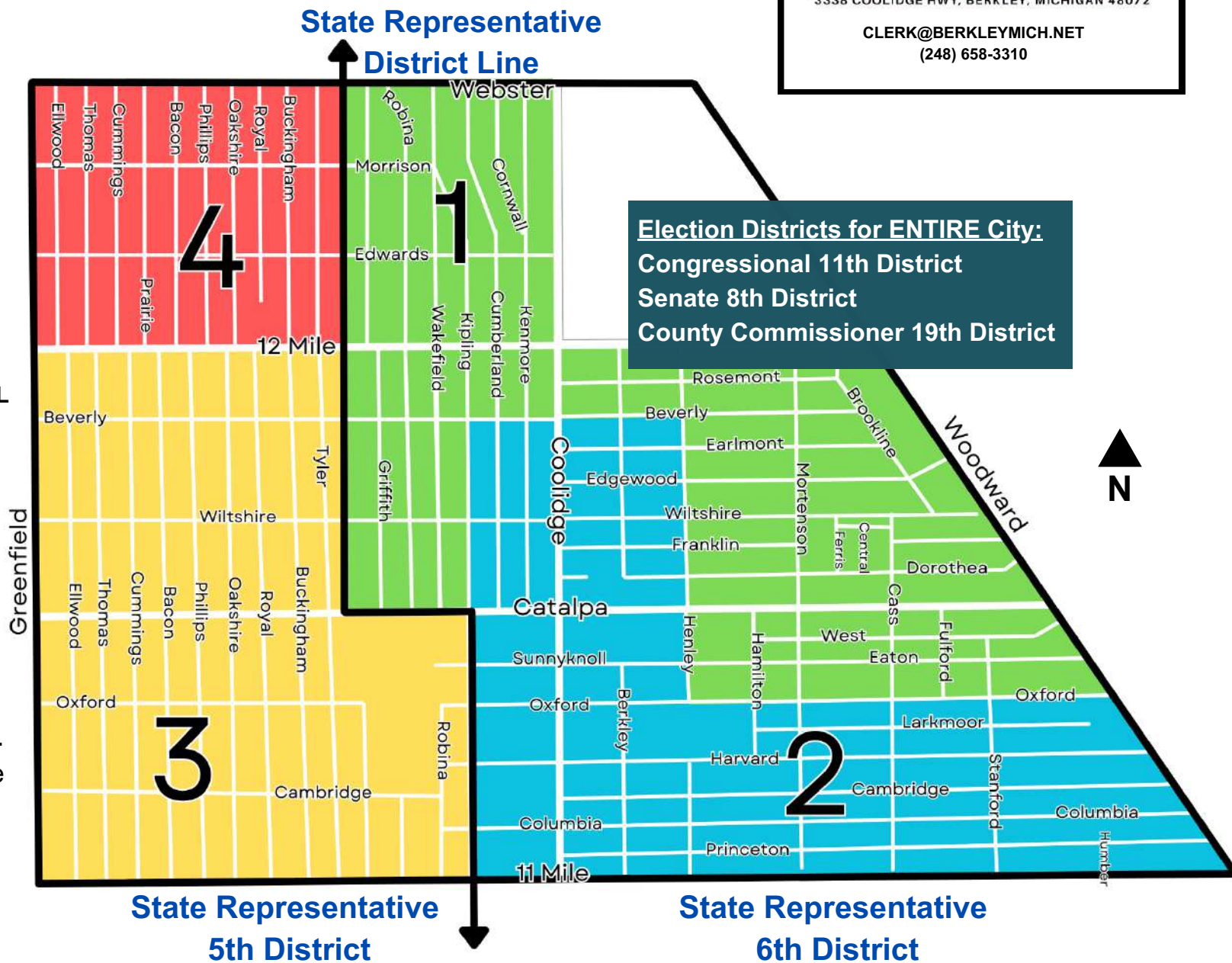
## LOCATION LEGEND & ADDRESS

**1** ROGERS SCHOOL  
2265 Hamilton Avenue

**2** BERKLEY HIGH SCHOOL  
3525 Catalpa Drive

**3** COMMUNITY CENTER  
2400 Robina Avenue

**4** PATTENGILL SCHOOL  
3540 Morrison Avenue



**Election Districts for ENTIRE City:**  
Congressional 11th District  
Senate 8th District  
County Commissioner 19th District

State Representative  
5th District

State Representative  
6th District

**AN ORDINANCE****of the Council of the City of Berkley, Michigan  
amending Chapter 46 Elections, Article II Precincts,  
Section 46-16 through Section 46-23  
of the Berkley City Code****THE CITY OF BERKLEY ORDAINS:**

**SECTION 1:** That Chapter 46 Elections, Article II Precincts, Sections 46-16 through Section 46-23 of the Berkley City Code be and hereby is amended as follows:

**ARTICLE II. PRECINCTS****Sec. 46-16. Established.**

The city is hereby divided into four election precincts, the respective boundaries of which shall be as specified in this article.

**Sec. 46-17. First precinct.**

The first precinct is bound by a line beginning at the intersection of Gardner Ave. and Webster Ave. thence, easterly along the centerline of Webster Ave. to the intersection of Webster Ave. and Woodward Ave. thence, southeasterly along the center of Woodward Ave. to the intersection of Woodward Ave. and Oxford Rd., thence, westerly along the center of Oxford Rd. to the intersection of Oxford Rd. and Henley Ave., thence, northerly along the center of Henley Ave. to the intersection of Henley Ave. and Beverly Blvd. thence, westerly along the center of Beverly Ave. to the intersection of Beverly Ave. and Kipling Ave. thence, southerly along the center of Kipling Ave. to the intersection of Kipling Ave. and Catalpa Dr. thence, westerly along Catalpa Dr. to the intersection of Catalpa Dr. and Gardner Ave. thence, northerly along the center of Gardner Ave. to the intersection of Gardner Ave. and Webster Ave. also being the point of beginning.

**Sec. 46-18. Second precinct.**

The second precinct is bound by a line beginning at the intersection of Kipling Avenue and Beverly Blvd., thence easterly along the center of Beverly Blvd. to the intersection of Beverly Blvd. and Henley Avenue, thence southerly along the center of Henley Avenue to the intersection of Henley Avenue and Oxford Road, thence easterly along the center of Oxford Road to the intersection of Oxford Road and Woodward Avenue, thence southeasterly along the center of Woodward Avenue to the intersection of Woodward Avenue and 11 Mile Road, thence westerly along the center of 11 Mile Road to the intersection of 11 Mile Road and Kipling Avenue, thence northerly along the center of Kipling Avenue to the intersection of Kipling Avenue and Beverly Blvd. Rd. also being the point of beginning.

**Sec. 46-19. Third precinct.**

The third precinct is bound by a line beginning at the intersection of 12 Mile Rd.

and Greenfield Road. thence, easterly along the center of 12 Mile Road to the intersection of 12 Mile Road and Gardner Avenue thence, southerly along the center of Gardner Avenue to the intersection of Gardner Avenue and Catalpa Road thence, easterly along the center of Catalpa Road to the intersection of Catalpa Road and Kipling Avenue thence, southerly along the center of Kipling Avenue to the intersection of Kipling Avenue and 11 Mile Road thence, westerly along the center of 11 Mile Road to the intersection of 11 Mile Road and Greenfield Road thence, northerly along the center of Greenfield Road to the intersection of Greenfield Road and 12 Mile Road also being the point of beginning.

**Sec. 46-20. Fourth precinct.**

The fourth precinct is bound by a line beginning at the intersection of Greenfield and Webster Ave. thence, easterly along the center of Webster Ave. to the intersection of Webster Ave. and Gardner Ave. thence, southerly along the center of Gardner Ave. to the intersection of Gardner and 12 Mile Rd. thence, westerly along the center of 12 Mile Rd. to the intersection of 12 Mile and Greenfield Rd. thence, northerly along the center of Greenfield Rd. to the intersection of Greenfield and Webster Ave. also being the point of beginning.

**SECTION 2:** That the City Council directs the City Clerk to publish a summary of this ordinance in compliance with Public Act 182 of 1991 and Section 6.5 of the Berkley City Charter.

Introduced on the First Reading at the Regular City Council Meeting on Monday, January 8, 2024 and approved on the Second Reading at the Regular City Council Meeting on \_\_\_\_\_.

\_\_\_\_\_  
Bridget Dean, Mayor

Attest:

\_\_\_\_\_  
Victoria Mitchell, City Clerk





**OFFICE OF THE CITY CLERK**  
3338 COOLIDGE HWY, BERKLEY, MICHIGAN 48072

## MEMORANDUM

**TO:** City Manager Mathew Baumgarten  
**FROM:** City Clerk Victoria Mitchell  
**SUBJECT:** Updated Voting Precincts  
**DATE:** January 4, 2024

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### **Background**

Act No. 88 (HB 4702) of Public Acts of 2023, which amended state election law (MCL 168.661), increased the number of registered voters residing in a single precinct to 4,999. Before this, the limit was set at 2,999.

On December 18<sup>th</sup>, the Election Commission approved reducing the number of precincts from seven to four:

- Former Precincts 1 and 2 (New Precinct 1): Rogers School, 2265 Hamilton
- Former Precincts 3 and 7 (New Precinct 2): Berkley High School, 3525 Catalpa Drive
- Former Precincts 4 and 5 (New Precinct 3): Community Center, 2400 Robina Avenue
- Former Precinct 6 (New Precinct 4): Pattengill School, 3540 Morrison Avenue

The boundary change took immediate effect as under Michigan Election Law, MCL 168.654-661, the deadline to submit changes to the Michigan Secretary of State is December 29, 2023, to be in effect for the February 27<sup>th</sup> Presidential Primary Election.

### **Required Action**

Council approval is subsequently needed to amend Ordinance O-1-12 which outlines the legal description of the City's precinct boundaries by street name. Ordinance O-1-24 accomplishes this requirement and the Office of the City Clerk requests approval upon first reading.

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