

# **AGENDA**

**REGULAR MEETING OF THE COUNCIL OF THE CITY OF SOUTHFIELD TO BE HELD AT 6:00 P.M., LOCAL TIME, IN THE COUNCIL CONFERENCE ROOM AND 7:30 P.M., LOCAL TIME, IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 26000 EVERGREEN ROAD, SOUTHFIELD, MICHIGAN, ON MONDAY, FEBRUARY 12, 2018, PURSUANT TO SECTION 4.3 OF THE CITY CHARTER.**

## **ROLL CALL**

## **STUDY SESSION**

**(Presentation and discussion of each study item will be limited to ten minutes)**

1. Southfield Police Department/Police Training Room Conversion
2. Authorization to Purchase Replacement Vehicles for the Police Department
3. Southfield Police Department/Courts and Law Enforcement Management Information System (CLEMIS) Reimbursement
4. Brownfield Redevelopment Plan & Tax Increment Financing Plan and Development & Reimbursement Agreement for 30915 Southfield Road Gas Station Redevelopment
5. Presentation of Proposed Activities Celebrating Southfield's 60<sup>th</sup> Anniversary

## **MOVE TO COUNCIL CHAMBERS**

## **PLEDGE OF ALLEGIANCE**

## **PRESENTATIONS**

## **APPOINTMENTS**

Appointment and Reappointment to Southfield Public Arts Commission

## **MINUTES**

- A. Regular Meeting of January 22, 2018

## **SUMMARY OF ACTIONS TAKEN AT COMMITTEE-OF-THE-WHOLE MEETINGS**

## **CONSENT AGENDA ITEMS FOR DISCUSSION**

## **CONSENT AGENDA**

- A. Brownfield Redevelopment Plan & Tax Increment Financing Plan and Development & Reimbursement Agreement for 30915 Southfield Road Gas Station Redevelopment

**CONSENT AGENDA continued**

- B. Budget Increase - DTE Energy Improvement Grants
- C. Southfield Police Department/Police Training Room Conversion
- D. Authorization to Purchase Replacement Vehicles for the Police Department
- E. Southfield Police Department/Courts and Law Enforcement Management Information System (CLEMIS) Reimbursement
- F. Authorization to Purchase Replacement Hurst Extrication Rescue Tool (Jaws of life)
- G. Receipt of Bids for Rescue Task Force Personal Protection Equipment (PPE) for the Fire Department
- H. Purchase of High Speed Voting Equipment for Absentee Ballots
- I. Resolution Revoking Commercial Rehabilitation Exemption Certificate No. C2016-019 for Providence Place Holdings LLC, 16176 Cumberland Road, Southfield, MI
- J. Resolution Revoking Commercial Rehabilitation Exemption Certificate No. C2016-020 For Loop Providence Tower LLC, 16300 9 Mile Road, Southfield, MI
- K. Request to Submit Application for Funding from Community Foundation for Southeast Michigan as the Fiduciary Agent for the Dr. Martin Luther King, Jr. Task Force, Inc.

**PUBLIC HEARINGS**

- A. PSLU17-0012, Special Use Request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977 gsf free-standing restaurant with drive-thru on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and West Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

**SITE PLANS**

- A. PSP17-0010, Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of a 9,838gsf retail center and free-standing restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and West Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

**COMMUNICATIONS**

- A. Request for Recognition – Pamela Gerald
- B. Request for Recognition – Gerard Mullin

**COUNCIL**

- A. Approve Travel Expense Report for Daniel Brightwell: Zoning Board of Appeals Workshop, Waterford, Michigan, January 30, 2018.
- B. Approve Travel Expense Report for Donald Fracassi: SEMCOG 50<sup>th</sup> Anniversary Exhibit Grand Opening, Detroit, Michigan, January 26, 2018

**MAYOR**

**ADMINISTRATION**

**ATTORNEY**

**CLERK, TREASURER, PLANNER, ASSESSOR, ENGINEER**

**SCHEDULE**

**ORDINANCES**



Individuals with special needs who plan to attend this meeting should contact the City Clerk's Office at 248-796-5150 (voice) or 711 (TDD). If auxiliary aids or services are needed, reasonable advance notice is required.



February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Southfield Police Department /Police Training Room Conversion**

Dear Sirs and Mesdames:

**Background:** The Police Department has relocated the Record's Division from the second floor to the first level of the police building to make it more accessible and convenient for residents in addition to increasing security of the building.

The vacant area on the second floor is now being converted to a training room. This is needed for our police trainings. It will also be an excellent space for our community gatherings, task force operation meetings and press conferences. The space can be secured from the rest of the second floor for visitors and will minimize disruptions of working employees.

The Police Department is requesting funds to replace the worn and uneven flooring throughout the area, install a raised podium area and purchase tables and chairs for the space. We request funds to purchase decals for the walls and a lectern.

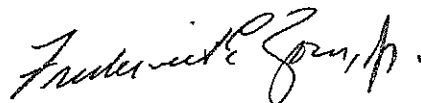
Current cost estimates to purchase the flooring (vinyl, carpeting and base) is \$9,950. Training tables and chairs to seat forty (40) are projected to cost \$7,500. Wall and glass decals cost \$1,400. A lectern equipped with microphone and speakers cost \$1,000. Cost estimates for these purchases total \$19,850.

On all purchases the Police Department will work with Purchasing as appropriate.

**Fiscal Impact:** The fiscal impact of training room conversion is \$19,850. This will be paid out of existing federal forfeiture funds. Funding will be provided through a budget adjustment of \$19,850 to increase various police forfeiture expenditure accounts and corresponding increase to the police forfeiture Use of Fund Balance account.

**Recommendation:** This office respectfully recommends that your Honorable Body approve the accompanying resolution authorizing a 2018 budget adjustment of \$19,850 to increase various police forfeiture expenditure accounts and corresponding increase to the police forfeiture Use of Fund Balance account for purchase of flooring, furniture, decals, and a lectern to equip the police training room. This item was reviewed at the February 12, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**Honorable Mayor and Council**  
**Southfield Police Department /Police Training Room Conversion**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorizes a budget adjustment in fiscal year 2018 in the amount of \$19,850 to increase various police forfeiture expenditure accounts and corresponding increase to the police forfeiture Use of Fund Balance account for purchase of flooring, furniture, decals, and a lectern to equip the police training room.



February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization to Purchase Replacement Vehicles for the Police Department**

Dear Sirs and Mesdames:

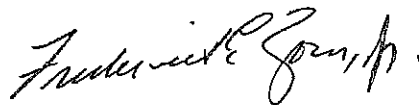
**Background:** Council gave authorization within the 2017-18 budget to purchase various replacement vehicles as indicated below. Accordingly, we are asking for Council approval to purchase these vehicles through MiDeal, an extended purchasing program which allows Michigan local governments to use state contracts to buy goods and services, and the Oakland County Cooperative Purchasing Program. Using these cooperative contracts provides the City with the most advantageous fleet pricing by combining its requirements with those of other public agencies in Oakland County and throughout the State.

Maintaining an inventory of marked Police vehicles allows vehicles damaged beyond repair to be immediately removed from service and replaced with new vehicles, therefore sustaining a strong visible police presence throughout the community without disruption. Furthermore, each of the proposed replacement unmarked vehicles has been reviewed in terms of mileage and repair history. In addition, each task was analyzed, and an appropriate vehicle was selected to meet the required function of the Police Department. None of the proposed replacement vehicles are take home vehicles.

**Fiscal Impact:** Expenditures total \$391,070, and funding is provided in the 2017-18 Motor Pool Equipment Replacement Account (661-1630) as identified in the resolution.

**Recommendation:** Thirteen (13) vehicles are recommended for replacement: three (3) Ford Fusions totaling \$64,572 or \$21,524 per vehicle, eight (8) Ford Police Interceptor Utility Explorers totaling \$276,184, or 434,523 per vehicle, one (1) Dodge Journey SE AWD totaling \$22,397, and one (1) Chrysler Pacifica Touring Plus totaling \$27,917. The Ford vehicles will be purchased from Gorno Ford of Woodhaven, Michigan, and the Chrysler and Dodge vehicles will be purchased from LaFontaine Chrysler of Lansing, Michigan. Therefore, this office requests that Council approve the accompanying resolution authorizing these purchases in the total amount of \$391,070 as indicated. If there is consensus on this item, it will be moved to the Consent Agenda.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FEZ/LMS



**Honorable Mayor and Council**  
**Authorization to Purchase Replacement Vehicles for the Police Department**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**RESOLVED:** That Council does hereby authorize the purchase of the following replacement vehicles for the Police Department:

Three (3) Ford Fusions totaling \$64,572 or \$21,524 per vehicle, eight (8) Ford Police Interceptor Utility Explorers totaling \$276,184, or \$34,523 per vehicle, one (1) Dodge Journey SE AWD totaling \$22,397, and one (1) Chrysler Pacifica Touring Plus totaling \$27,917. The Ford vehicles will be purchased from Gorno Ford of Woodhaven, Michigan, and the Chrysler and Dodge vehicles will be purchased from LaFontaine Chrysler of Lansing, Michigan.

Expenditures will total \$391,070. This recommendation is being made without competitive bidding in accordance with Chapter 8, Section 1.279 (3) of the City's Code of Ordinances "...by contracting with or through another unit of government," namely the State of Michigan and Oakland County Cooperative Purchasing Programs. Funds are provided in the 2017-18 Motor Pool Equipment Replacement Account (661-1630).

**BE IT FURTHER RESOLVED:** That Council authorizes the Purchasing Department to dispose of the vehicles being replaced in the manner most advantageous to the City and hereby directs the Mayor and City Clerk to execute any motor vehicle titles in connection therewith.

## **Police Vehicle Replacement Summary**

**2008 Chevy Impala #94** with 100,000 miles. To be replaced with a 2018 Chrysler Pacifica Touring Plus. The 2008 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2003 Chevy Impala with 144,000 miles, rust, structural and dependability issues and some discontinued parts. To be sold on MITN.

**2005 Dodge Magnum #82** with 46,000 miles. To be replaced with a 2018 Dodge Journey SE-AWD. The 2005 Dodge Magnum has rust, structural and dependability issues and will be sold on MITN.

**2010 Chevy Impala #97** with 90,000 miles. To be replaced with a 2018 Ford Fusion. The 2010 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2000 Chevy Impala with 148,000 miles, rust, structural and dependability issues. To be sold on MITN.

**2010 Chevy Impala #304** with 82,000 miles. To be replaced with a 2018 Ford Fusion. The 2010 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2003 Chevy Impala with 125,000 miles, rust, structural and dependability issues. To be sold on MITN.

**2008 Chevy Impala #124** with 64,000 miles. To be replaced with a 2018 Ford Fusion. The 2008 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2008 Chevy Impala with 133,000 miles, rust, structural and dependability issues and a defective transmission. To be sold on MITN.

**Patrol Cars** – Replacement of 8 inventory patrol vehicles. Eight patrol vehicles will be removed from inventory either by age, mileage and condition, or in the event of an accident resulting in a total loss. and replaced with 2018 Ford Police Interceptor Utility Explorers. Old vehicles will be **XXX**.

None of the replacement vehicles are take home vehicles.



February 12, 2018

**Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan**

**Re: Southfield Police Department / Courts and Law Enforcement Management  
Information System (CLEMIS) Reimbursement**

Dear Sirs and Mesdames:

**Background:** CLEMIS is a regional law enforcement management information system. The City, through the Police Department, has been a member of the consortium since 2007. CLEMIS provides the Police Department with Computer Aided Dispatch, Mobile Data Computers, Law Enforcement Information Network, Records Management Systems, Electronic Citations, Crash Reports, Crime Mapping, as well as other information systems support. CLEMIS also provides residents the ability to purchase crash reports online. A portion of those funds are then returned to the Southfield Police Department.

The Southfield Police Department is requesting a budget adjustment to increase various fiscal year 2018 Police Department expenditures with a corresponding increase in Police Department revenues.

The Police Department has identified several projects for the funds.

**Guardian Tracking** is a software program being used by many local agencies to consolidate their personnel files and improve file management. This software is maintained on the cloud. It will maintain a comprehensive record of each employee, to include: training records, issued equipment, discipline records, citizen complaints as well as compliments and service ratings. Files are protected with limited accessibility and have a visible audit trail of viewing. The startup cost for implementation and the first-year subscription is \$5,686. Subsequent annual amounts will be budgeted by the Police Department.

The Police Department is requesting **forensic cell phone extraction software** which operates on a laptop. The software will allow our forensic examiner to make mobile cell phone extractions at crime scenes, other jurisdictions or while the main forensic computer is being used for other tasks. The software must be compatible with the current software suite used on our main laboratory forensic computer. The cost for the software and recommended laptop is \$14,100. The Oakland County Auto Task Force will reimburse half of the purchase expense to the Police Department in the amount of \$7,050.

The Animal Control Officer will benefit from two additional pieces of equipment. The **Super Talon Animal Catcher** offers a humane alternative to using deadly force in the capture of a fleeing animal. The device discharges a net to trap the animal without injury. The cost of the device is \$1,686.

**Honorable Mayor and Council**  
**Southfield Police Department / Courts and Law Enforcement Management**  
**Information System (CLEMIS) Reimbursement**  
**Page 2**

Additionally, the **Scanfinder Xtend Max** is a tool which allows for identification chip scans of an animal while maintaining a safe distance to avoid bites from aggressive or scared animals. The cost of the device is \$795.

The Police Department's FARO Freestyle 3DX Laser Scanner, which is used to document major crime scenes, requires a **desk top computer** to manipulate large data files. The cost estimated by Information Technologies is \$2,000.

The Police Department is requesting four (4) **laptop/tablet computers** for detectives to use at court and crime scenes. Our department has worked with IT to choose a product. The cost for four of the selected models and required accessories is \$8,177. The Oakland County Auto Theft Task Force will reimburse half of the purchase of one unit to the Police Department in the amount of \$1,022.

The Police Department would like to purchase two (2) **GPS Tracking Devices** to be placed on vehicles during investigations. The trackers can monitor the movement of suspect's vehicles while sending information to an investigator's cell phone. Thus providing accurate, real time information safely and without the cost of expensive physical surveillance. The cost is \$3,250 for two trackers with one year of monitoring service included. The Oakland County Auto Theft Task Force will reimburse the Police Department in the amount of \$1,625.

Finally, the Police Department is requesting to purchase five (5) **Traffic Logic, SafePace 450, Radar Speed Signs**. Also known as driver feedback signs, these are traffic calming devices designed to slow speeders down by alerting them of their speed. We purchased three of these electronic signs in 2017. We will purchase five (5) additional units of our current model along with an additional eight (8) batteries. The total cost of the five units, their first year of monitoring, data storage, a two-year warranty, and eight additional batteries is \$29,500.

Total funds estimated for these projects are \$65,194 with \$9,697 being reimbursed by the Oakland County Automobile Theft Task Force resulting in a net cost to the City of \$55,497

**Fiscal Impact:** There is neutral fiscal impact on the City of Southfield. The funds will be disbursed by CLEMIS upon request of Chief Eric Hawkins. We are requesting a budget adjustment of \$55,497 to various Police Department expenditure accounts and an equal increase in Police Department revenue.

On all purchases the Police Department has worked with Purchasing and Information Technology as appropriate.

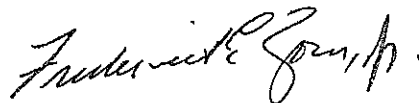
**Honorable Mayor and Council  
Southfield Police Department / Courts and Law Enforcement Management  
Information System (CLEMIS) Reimbursement  
Page 3**

**Recommendation:** This office respectfully recommends that your Honorable Body approve the accompanying resolution authorizing a budget adjustment to receive and expend a portion of funds available through CLEMIS in the amount of \$55,497.

Further, this office respectfully request that your Honorable Body approve the accompanying resolution authorizing the purchase of five (5) Traffic Logic, SafePace 450 Radar Speed signs and eight (8) additional batteries from Traffic Logix Corporation in accordance with our current request for proposal.

Finally, this office respectfully requests that your Honorable Body adopt the below resolution authorizing the purchase of the forensic cell phone extraction software and laptop from Cellebrite of Parsippany, NJ. This recommendation is being made without competitive bidding in accordance with Chapter 8, Section 1.279 (1) "...where no advantage to the City would result from requiring competitive bidding..." as Cellebrite is the sole distributor for said system. If there is consensus on this item, it will be moved to the Consent Agenda.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorizes a budget adjustment to fiscal year 2018 in the amount of \$55,497 to various Police Department expenditure accounts and a corresponding increase to Police Department revenue for the purchase of equipment utilizing available CLEMIS and Oakland County Automobile Theft Task Force funds.

**BE IT FURTHER RESOLVED:** That council authorize the purchase of five (5) Traffic Logic, SafePace 450 Radar Speed signs and eight (8) additional batteries from Traffic Logix Corporation in accordance with our current request for proposal.

**BE IT FINALLY RESOLVED:** That council authorize the purchase of forensic cell phone extraction software and laptop from Cellebrite of Parsippany, NJ.



February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

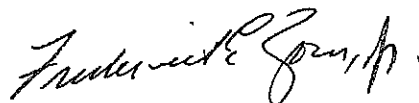
**RE: Brownfield Redevelopment Plan & Tax Increment Financing Plan and  
Development & Reimbursement Agreement for 30915 Southfield Road Gas Station  
Redevelopment**

Dear Sirs and Mesdames:

The Administration would like to make a presentation relative to the adoption of a Brownfield Plan and Tax Increment financing plan on behalf of the Abbas Oil Investment LLC for 30915 Southfield Road Gas Station Redevelopment plan and tax increment financing plan will allow the the owner/developer to redevelop the southwest corner of Southfield Road and 13 Mile Road. The proposed project encompasses the demolition of the former building for the new construction of a 3,800 square foot, larger c-store. Total investment is approximately \$1,500,000-\$2,000,000 dollars. The project will create 14 full-time and 6 part-time jobs. Abbas Oil Investment is seeking up to \$372,000 for assistance with demolition, infrastructure improvements, site preparation, and brownfield plan preparation. For your review, the proposed Brownfield Plan is enclosed.

A Public Hearing is scheduled for Monday, February 26, 2018 for a Brownfield Redevelopment Plan & Tax Increment Financing Plan and Development & Reimbursement Agreement for 30915 Southfield Road Gas Station Redevelopment as proposed by Abbas Oil Investment LLC.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator



**CITY OF SOUTHFIELD  
BROWNFIELD REDEVELOPMENT AUTHORITY**

**BROWNFIELD PLAN**

**GAS STATION REDEVELOPMENT  
LOCATED AT 30915 SOUTHFIELD ROAD  
SOUTHFIELD, MICHIGAN**

**January 30, 2018**

Revised: February 6, 2018

Approved by BRA:

Approved by City Council:

**Prepared on Behalf of:**

**Abbas Oil Investment LLC.**

30915 Southfield Road

Southfield, MI 48076

Contact Person: Mr. Sam Abbas

Telephone: (313) 608-0310

**Prepared By:**

**PM Environmental, Inc.**

4080 West Eleven Mile Road

Berkley, Michigan 48072

Contact Person: Elizabeth Masserang

Telephone: (248) 414-1441



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- Appendix A Legal Description
- Appendix B Property Location Boundary
- Appendix C Preliminary Site Plans and Renderings
- Appendix D Documentation of Eligibility

**TABLES**

- Table 1: Estimated Costs of Eligible Activities
- Table 2: Tax Increment Financing Table

## **PROJECT SUMMARY**

Developer:	Abbas Oil Investment LLC.
Project Name:	30915 Gasoline Station Redevelopment
Project Location:	The property is located at 30915 Southfield Road in Township one north (T.1N), Range ten east (R.10E), Section 11, Southfield, Oakland County, Michigan 48076 (the "Property").
Type of Eligible Property:	The property is determined to be a "Site" per Part 213
Eligible Activities:	Department Specific Activities, Demolition Activities, Asbestos Activities, Infrastructure Improvement Activities, Site Preparation Activities, Brownfield Plan Activities
Developer Reimbursable Costs:	\$466,078 (includes eligible activities and 15% contingency)
Estimated Capital Investment:	Approximately \$1,500,000-\$2,000,000
Project Overview:	This project includes redevelopment of a former gas station property including the new construction of a gas station including a restaurant/convenience store. The proposed commercial building will be approximately 3,900 square feet in size. The building layout consists of an approximately 2,200 square foot area for the convenience store and 1,700 square feet for a restaurant space. It is estimated that approximately 15 construction jobs, 14 full-time, and 6 part-time (17 full-time equivalent (FTE)) jobs will be associated with the redevelopment. The developer is a long-time investor in the City of Southfield and is committed to hiring locally when possible.

## **I. INTRODUCTION AND PURPOSE**

In order to promote the revitalization of environmentally distressed, historic, functionally and economically obsolete and blighted areas within the boundaries of the City of Southfield ("the City"), the City has established the Southfield Brownfield Redevelopment Authority (SBRA) the "Authority" pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, as amended ("Act 381").

The purpose of this Brownfield Plan (the "Plan") is to promote the redevelopment of and investment in the eligible "Brownfield" Property within the City and to facilitate financing of eligible activities at the Brownfield Property. Inclusion of Brownfield Property within any Plan in the City will facilitate financing of eligible activities at eligible properties, and will provide tax incentives to eligible taxpayers willing to invest in revitalization of eligible sites, commonly referred to as "Brownfields." By facilitating redevelopment of the Brownfield Property, this Plan is intended to promote economic growth for the benefit of the residents of the City and all taxing units located within and benefited by the Authority.

The identification or designation of a developer or proposed use for the Brownfield Property that is subject to this Plan shall not be integral to the effectiveness or validity of this Plan. This Plan is intended to apply to the eligible property identified in this Plan and, to identify and authorize the eligible activities to be funded. Any change in the proposed developer or proposed use of the eligible property shall not necessitate an amendment to this Plan, affect the application of this Plan to the eligible property, or impair the rights available to the Authority under this Plan.

This Plan is intended to be a living document, which may be modified or amended in accordance with and as necessary to achieve the purposes of Act 381. The applicable sections of Act 381 are noted throughout the Plan for reference purposes.

This Brownfield Plan contains information required by Section 13(2) of Act 381, as amended

## **II. GENERAL PROVISIONS**

### **A. Description of the Eligible Property (Section 13(2)(h)) and Project**

The Eligible Property consists of one (1) legal parcel totaling approximately 0.7 acres with a street address of 30915 Southfield Road, Southfield, Oakland County, Michigan (the "Property") and the parcel identification number of: 76-24-11-226-069.

Abbas Oil Investments LLC., or any related entity or such other developer as approved by the Authority, are collectively the project developer ("Developer").

The project developer has been a long-time business partner and investor in the City of Southfield. This project is the sole focus of a significant amount of equity investment.

The parcel is currently zoned B-3: General Business. The Property was improved with a gas station and approximately 870 square foot commercial building in an area characterized by commercial uses. The Property's zoning will remain the same and permits the proposed future use.

Standard and other historical sources documented that the Property was developed with various service and/or gasoline stations since the 1950s. The Developer has owned the property since 2004.

The Property's legal description is included in Appendix A. Property location maps are included in Appendix B.

This project includes redevelopment of a former gas station property including the new construction of a gas station including a restaurant/convenience store. The proposed commercial building will be approximately 3,900 square feet in size. The building layout consists of an approximately 2,200 square foot area for the convenience store and 1,700 square feet for a restaurant space. It is estimated that approximately 15 construction jobs, 14 full-time, and 6 part-time (17 FTE) jobs will be associated with the redevelopment.

Demolition activities began in the summer of 2017 with new construction taking place beginning late 2017-early 2018. Development work will continue over a 6-7 month period with an anticipated completion date in the summer of 2018.

Site plans and renderings are included in Appendix C.

#### **B. Basis of Eligibility (Section 13(2)(h) and Section 2(o))**

The Property is considered "Eligible Property" as defined by Act 381, Section 2 because: (a) it was previously utilized or is currently utilized for a commercial purpose; and, (b) the parcel comprising the Property has been determined to meet the definition of a "site," in accordance with Part 213 of P.A. 451 of the Michigan Natural Resources Environmental Protection Act (NREPA), as amended (c) it is located within a qualified local governmental unit or "core community."

During underground storage tank (UST) removal in 2017, a confirmed release was reported based on the presence of free product, staining, and odors within the excavation cavity. The owner is currently undertaking the necessary steps to obtain Leaking Underground Storage Tank (LUST) closure at the property, separate from this Brownfield request. Upon completion, it is anticipated that due care compliance will be required of the property owner. Reimbursement of due care activities is requested as part of the Brownfield Plan.

Site assessment activities document that soil and groundwater contamination exists on-site above the current Michigan Department of Environmental Quality (MDEQ) Part 213 Residential and Nonresidential Risk Based Screening Levels (RBSLs). Soil concentrations also have been identified above the applicable MDEQ August 2017 Nonresidential Media-Specific Volatilization to Indoor Air Interim Action Screening Levels. Based on these analytical results and the open LUST status, the Property meets the definition of a "site," in accordance with Part 213 of P.A. 451 of the Michigan NREPA, as amended.

Documentation regarding the Property's eligibility is provided in Appendix D.

#### **C. Summary of Eligible Activities and Description of Costs (Sec. 13(2)(a-b))**

Tax Increment Financing revenues will be used to reimburse the costs of "eligible activities" (as defined by Section 2 of Act 381, as amended) as permitted under the Brownfield Redevelopment

Financing Act that include: Department Specific Activities, Demolition Activities, Asbestos Activities, Infrastructure Improvement Activities, Site Preparation Activities and Brownfield Plan Activities. A complete itemization of these activities and associated expenses is included in Table 1.

The following Eligible Activities and budgeted costs are intended as part of the development of the Property and are to be financed solely by the developer. All activities are intended to be "Eligible Activities" under the Brownfield Redevelopment Financing Act. The Authority is not responsible for any cost of Eligible Activities and will incur no debt.

1. Department Specific Activities include oversight, sampling, and reporting associated with delineation of identified contamination and necessary vapor mitigation systems, if needed, at an estimated cost of \$94,000.
2. Demolition Activities include demolition of the former building, site demolition associated with redevelopment, and the removal and disposal of former underground storage tanks for an estimated cost of \$107,100.
3. Asbestos Activities include a pre-demolition survey and asbestos abatement for a cost of \$4,350.
4. Infrastructure Improvement Activities include curb and gutter, sidewalks, and paving improvements and new installation in public right-of-ways, landscaping in public right-of-ways, improvements to public water and sewer mains, and professional fees related to these infrastructure improvements at an estimated cost of \$106,400.
5. Site Preparation Activities include temporary facility and controls, earthwork and sheeting/shoring, grading, and land balancing at an estimated cost of \$83,000.
6. Preparation of the Brownfield Plan associated administrative activities at a cost of approximately \$12,000.
7. A 15% contingency of \$59,228 is established to address unanticipated environmental and/or other conditions that may be discovered through the implementation of site activities. This excludes the cost of preparation of the Brownfield Plan.

All activities are intended to be "Eligible Activities" under the Brownfield Redevelopment Financing Act. The total estimated cost of Eligible Activities subject to reimbursement from tax increment revenues is \$406,850 with a potential \$59,228 contingency resulting in a total cost of \$466,078. Therefore the total cost for reimbursement to the applicant is a not-to-exceed amount of \$466,078 (including contingency), unless the Plan is amended and approved by the BRA and City Council.

**D. Estimate of Captured Taxable Value and Tax Increment Revenues (Sec. 13(2)(c))**

Incremental taxes on real property included in the redevelopment project will be captured under this Plan to reimburse eligible activity expenses, to deposit into the City's Local Brownfield Revolving Fund (LBRF), and to cover the costs of BRA administrative duties. The base taxable value of the Property shall be determined by the use of the 2017 tax year tax values, which is \$175,830. Tax increment revenue capture will begin when tax increment is generated by

redevelopment of the Property, which is expected to begin in 2019 or when full redevelopment is completed whichever occurs first. The estimated taxable value of the completed development is \$450,000. This assumes a one-year phase-in for completion of the redevelopment, which has been incorporated into the tax increment financing assumptions for this Plan. An annual increase in taxable value of 1% has been used for calculation of future tax increments in this Plan. Table 2 details the estimate of captured tax increment revenues for each year of the Plan from the eligible property.

**E. Method of Brownfield Plan Financing and Description of Advances by the Municipality (Sec. 13(2)(d))**

Eligible activities will be financed by the Developer. The Developer will be reimbursed for eligible costs as described in Section C and outlined in Table 1. Costs for Eligible Activities funded by the Developer will be repaid under (i) the City's Brownfield Redevelopment Financing Program, and (ii) the Michigan Brownfield Redevelopment Financing Program (Michigan Public Act 381, as amended) with incremental taxes generated by future development of the property.

No advances will be made by the SBRA for this project. All reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement.

**F. Maximum Amount of Note or Bonded Indebtedness (Sec. 13(2)(e))**

No note or bonded indebtedness will be incurred by any local unit of government for this project.

**G. Duration of Brownfield Plan (Sec. 13(2)(f))**

Under applicable state law, in no event shall the duration of the Plan exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsection (4) and (5) of Section 13 of Act 381 or 30 years. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Plan. The Property will become part of this Plan on the date this Plan is approved by the City of Southfield City Council.

**H. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions (Sec. 13 (2)(g))**

Taxes will continue to be generated to taxing jurisdictions on local captured millages at the base taxable value of \$175,830 throughout the duration of this Plan. Local taxes generated based on the base value of the Property will total approximately \$180,300 over the duration of the plan, or \$6,010 per year.

Non-capturable millages; including school millages, debt millages, the zoo authority and art institute, will see an immediate increase in tax revenue following redevelopment and will provide new tax revenue of approximately \$312,777 based on the post-development taxable value of the Property throughout the duration of this Plan.

A summary of the impact to taxing jurisdictions for the life of the Plan is summarized below, which assumes taxes are captured throughout the duration of the Plan as estimated in Table 2.

**Brownfield Plan for the proposed Gas Station Redevelopment  
 Located at 30915 Southfield Road, Southfield, Michigan  
 PM Project No. 01-8798-0-0005; January 30, 2018**

<b>Total Estimated Captured Tax Increment Revenues</b>		
<b>Millage</b>	<b>Rate</b>	<b>Amount Captured</b>
<b>Local Millages</b>		
County Operating	4.0400	\$30,229
ISD (voted)	3.1113	\$23,280
ISD (allocated)	0.1966	\$1,471
OCC	1.5555	\$11,639
County Pk & Rec	0.2368	\$1,772
HCMA	0.2140	\$1,601
OCPTA (SMART)	0.9863	\$7,380
Drains at Large	0.0267	\$200
City General	6.6094	\$49,454
Sanitation	0.2207	\$1,651
Publicity	0.0203	\$152
P&F Pension	4.5249	\$33,857
Pol & Fire 1974	2.8325	\$21,194
Pol & Fire 2011	4.0581	\$30,364
Res Streets 1984	0.9440	\$7,063
Res Streets 2011	0.0560	\$419
P&R 1978	1.6524	\$12,364
P&R 2011	0.0976	\$730
Library 1978	2.0934	\$15,663
Library 2011	0.7066	\$5,287
<b>Total Captured Millages</b>	<b>34.1831</b>	<b>\$255,769</b>
<b>Estimated New Tax Revenue on Non-Capturable Millages</b>		
<b>Millage</b>	<b>Rate</b>	<b>New Taxes Generated</b>
<b>School Taxes</b>		
School Operating	18.0000	\$186,809
SET	6.0000	\$62,270
<b>Sub-Total</b>	<b>24.0000</b>	<b>\$249,079</b>
<b>Debt/ Non-Capturable Millages</b>		
School Debt	3.0000	\$31,135
Zoo Authority	0.0980	\$1,929
Art Institute	0.1961	\$3,858
Road Millage (Debt Millage)	2.5800	\$26,776
<b>Sub-Total</b>	<b>5.8741</b>	<b>\$63,698</b>
<b>Total New Taxes Generated</b>	<b>29.8741</b>	<b>\$312,777</b>



For a complete breakdown of the captured millages and developer reimbursement please see Table 2.

**I. Legal Description, Property Map, Statement of Qualifying Characteristics and Personal Property (Sec. 13(2)(h))**

The legal description of the Property included in this Plan is attached in Appendix A.

Property location maps are included in Appendix B.

Documentation of characteristics that qualify the property as eligible property is provided in Appendix D.

Personal property is not included in this plan.

**J. Displacement/Relocation of Individuals on Eligible Property (Sec. 13(2)(i-l))**

No displacement of residents or families is expected as part of this project.

**K. Local Site Remediation Revolving Fund ("LBRF") (Sec. 13(2)(m))**

The SBRA has established a LBRF and will capture local tax increment revenue for five years after the Developer is fully reimbursed, or for the last five years of the Brownfield Plan, whichever occurs first.

**L. Other Material that the Authority or Governing Body Considers Pertinent (Sec. 13(2)(n))**

It is understood that Developer will only be reimbursed based on actual available tax increment revenue, less SBRA administrative fees. Of the request for up to \$466,078 in Brownfield eligible expense reimbursement, it is projected that \$255,769 will be reimbursed during the length of the Brownfield Plan based on the tax increment revenue anticipated to be available. This is reflected in Table 2.

This Brownfield Plan proposes the capture of local tax revenues only. The capture of school tax revenue is not being sought.

# Appendix A



Legal Description: 30915 Southfield Road, MI Parcel Number: 76-24-11-226-069

*T1N, R10E, SEC 11 FRUIT RIDGE FARMS PART OF LOTS 5 & 6 DESC AS BEG AT PT DIST N 88-54 32 W 33 FT & S 01-00-00 W 33 FT & N 88-54-32 W 69 FT & S 01-00-00 W 27 FT FROM NE SEC COR, TH S 01-00-00 W 185.02 FT, TH N 89-28-43 W 164 FT, TH N 01-00-00 E 186.65 FT, TH S 88-54-32 E 164 FT TO BEG 7-28-16 FR 004 & 005 COMBO ON 08/09/2016 WITH 76-24-11-226-005 INTO 76-24-11-226-069*

# Appendix B



# Assessors Map



- 1/4 Section
- 1/2 Section
- 3/4 Section
- Full Section

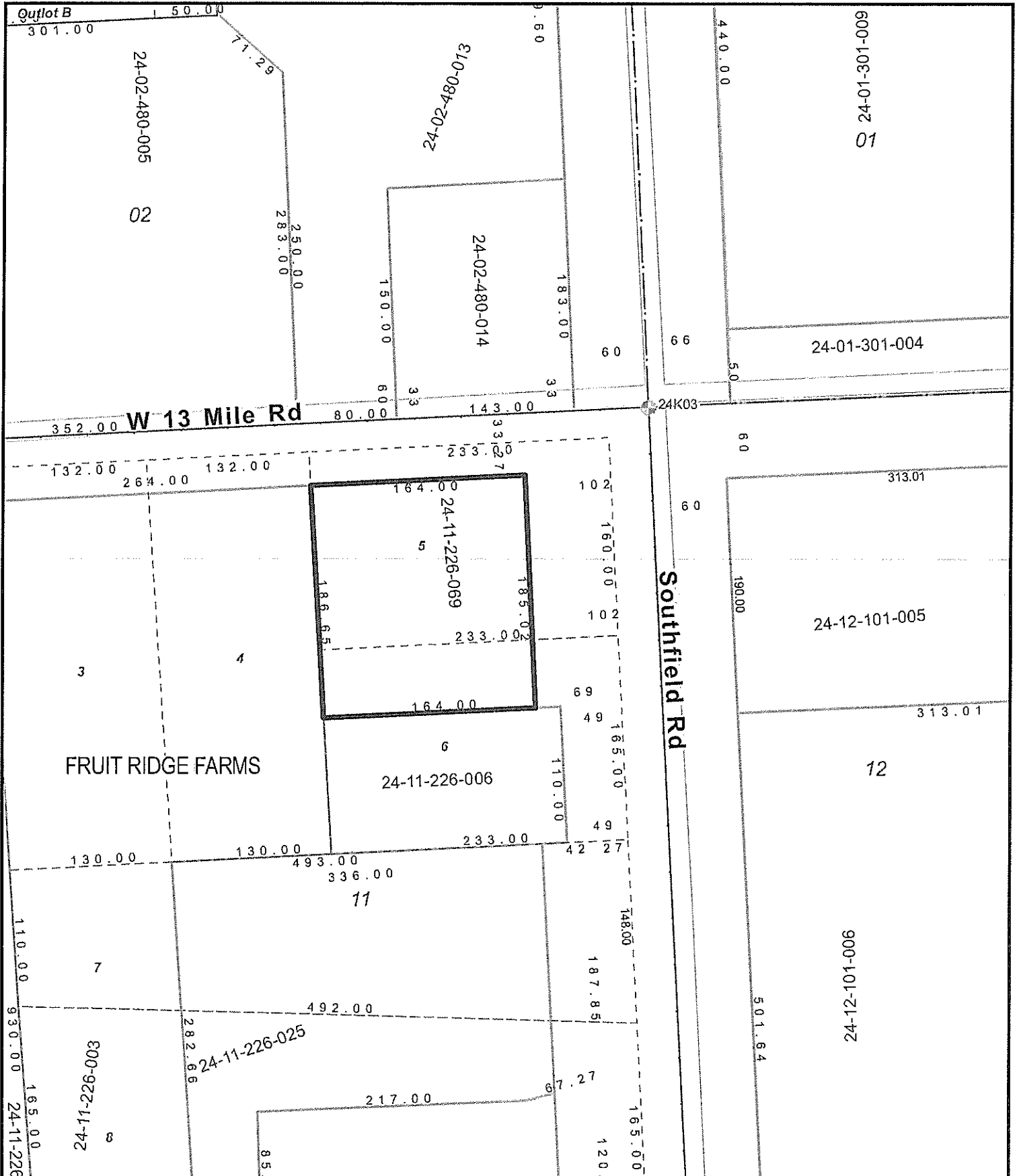
- 1/4 Acre
- 1/2 Acre
- 3/4 Acre
- Full Acre






**Disclaimer:** The information provided hereon has been compiled from recorded deeds, grants, tax maps, plat maps and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the appropriate statute and/or local government for more information. The information may not always be present on this map.

L. Brockin Parkers  
Cassata County Assessor

Cassata County Assessor  
13th - 13th St

# Assessors Map




-  2 Foot Contours
-  5 Foot Contours
-  FEMA Base Flood Elevations
-  FEMA Cross Sections
-  100 yr - FEMA Floodplain
-  100 yr (detailed) - FEMA Floodplain
-  500 yr - FEMA Floodplain
-  FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.

  
**L. Brooks Patterson**  
 Oakland County Executive

Date Created: 2/6/2018

  
**NORTH**  
 1 inch = 100 feet

# Appendix C







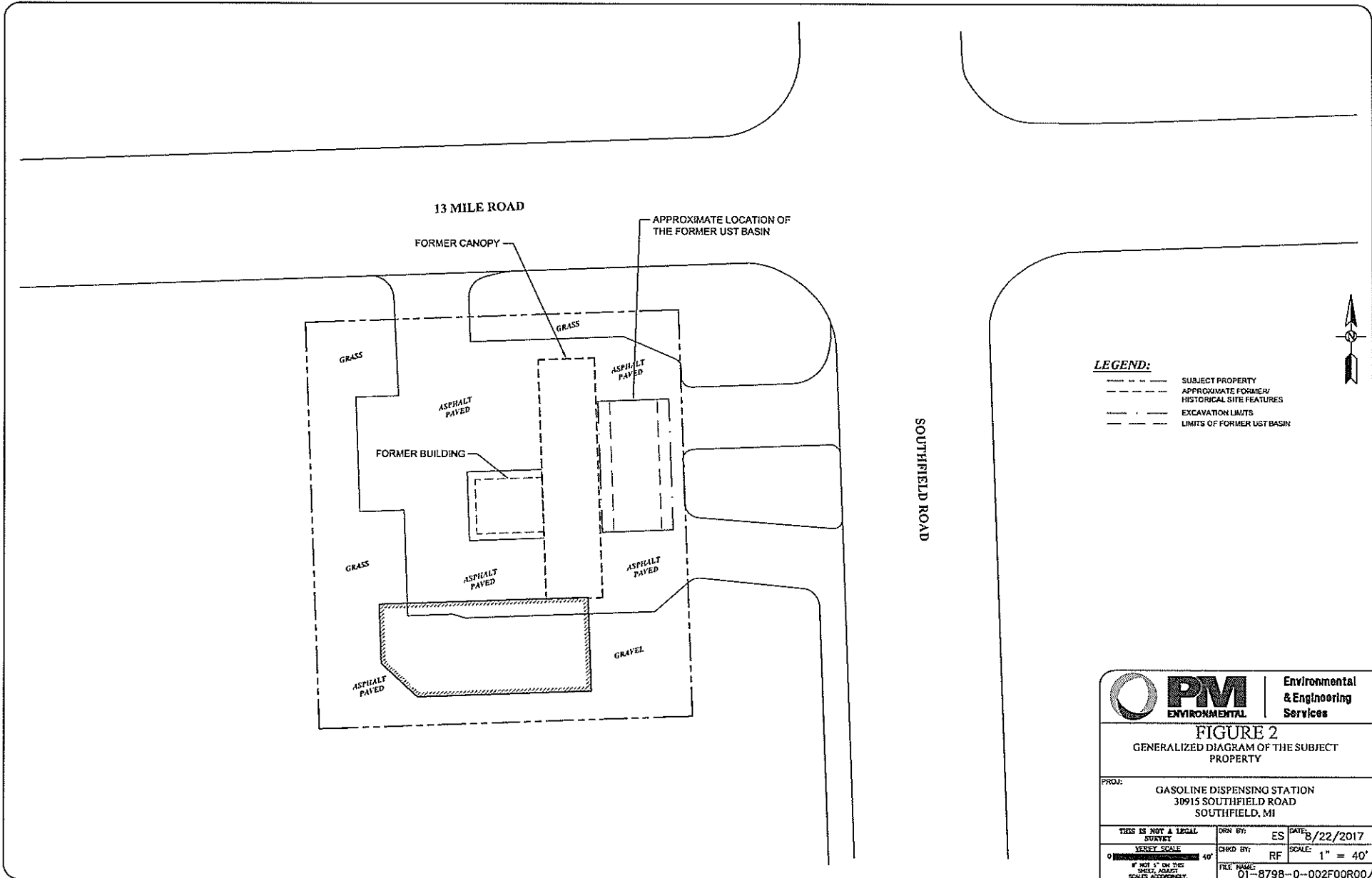






# Appendix D





**LEGEND:**  
 - - - - - SUBJECT PROPERTY  
 - - - - - APPROXIMATE FORMER/HISTORICAL SITE FEATURES  
 - - - - - EXCAVATION LIMITS  
 - - - - - LIMITS OF FORMER UST BASIN



**FIGURE 2**  
 GENERALIZED DIAGRAM OF THE SUBJECT PROPERTY

PROJ: GASOLINE DISPENSING STATION  
 30915 SOUTHFIELD ROAD  
 SOUTHFIELD, MI

THIS IS NOT A LEGAL SURVEY	DRAWN BY: ES	DATE: 8/22/2017
VERIFY SCALE	CHECKED BY: RF	SCALE: 1" = 40'
0 10' 20' 30' 40'	FILE NAME:	01-8798-0-002F00R00
IF NOT 3" ON THIS SHEET, ADJUST SCALE ACCORDINGLY.		

S-1	
7/25/2017	
12.0 - 13.0'	
1,2,4-TMB	240
1,3,5-TMB	80
2-M	300
OTHER GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	6,000

S-6	
7/28/2017	
2.0 - 3.0'	
GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	4,000

S-2	
7/25/2017	
12.0 - 13.0'	
GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-3	
7/25/2017	
12.0 - 13.0'	
1,2,4-TMB	220
1,3,5-TMB	80
2-M	300
OTHER GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-5	
7/25/2017	
5.0 - 8.0'	
GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-4	
7/25/2017	
12.0 - 13.0'	
GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

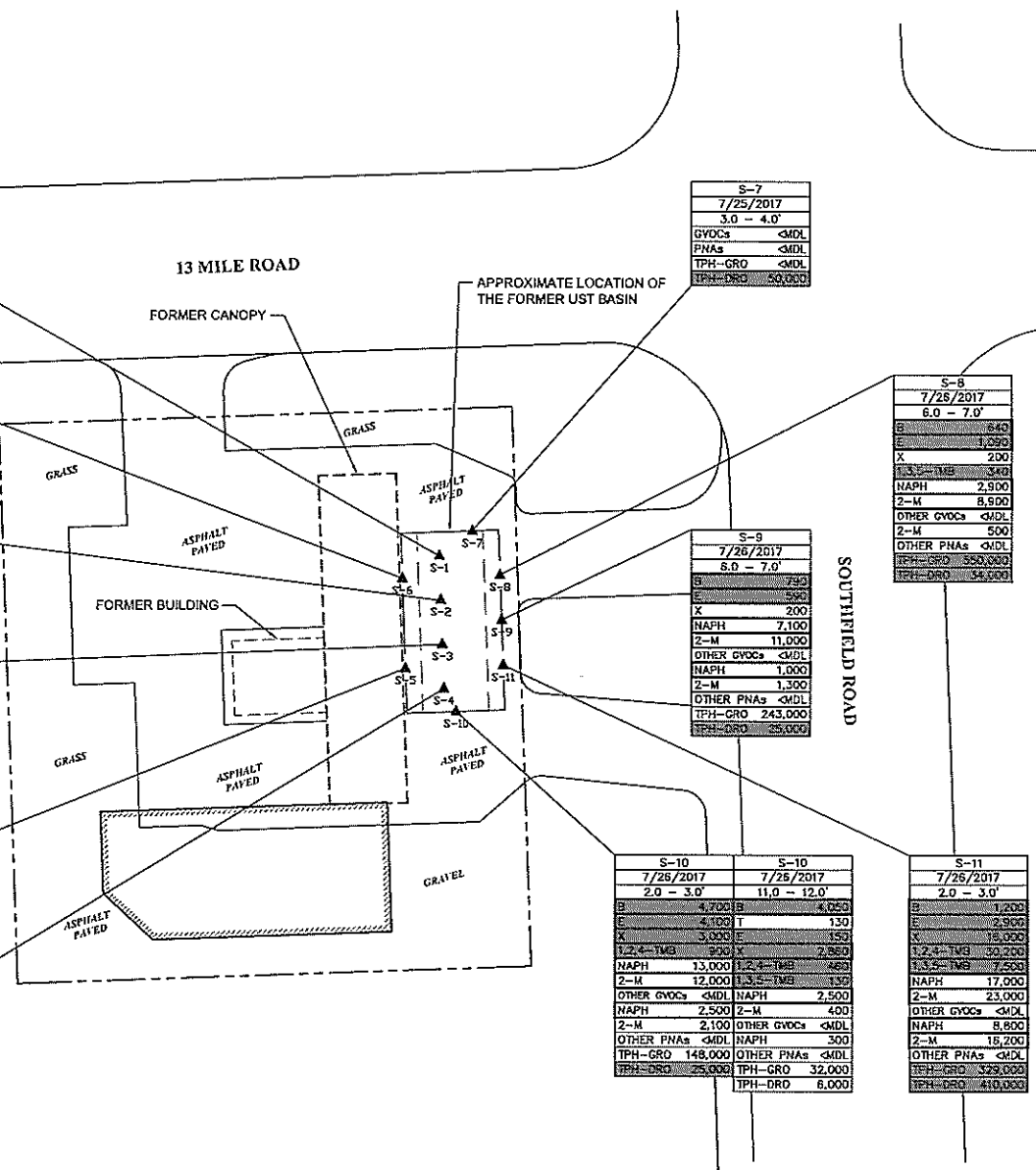
S-7	
7/25/2017	
3.0 - 4.0'	
GVOCs	<MDL
PNAAs	<MDL
TPH-GRO	<MDL
TPH-DRD	50,000

S-8	
7/25/2017	
6.0 - 7.0'	
B	840
T	1,050
E	200
X	340
1,2,4-TMB	2,500
NAPH	8,500
2-M	<MDL
OTHER GVOCs	<MDL
2-M	500
OTHER PNAAs	<MDL
TPH-GRO	550,000
TPH-DRD	34,500

S-9	
7/26/2017	
6.0 - 7.0'	
B	790
T	560
E	200
X	7,100
NAPH	11,000
2-M	<MDL
OTHER GVOCs	<MDL
NAPH	1,000
2-M	1,300
OTHER PNAAs	<MDL
TPH-GRO	243,000
TPH-DRD	25,000

S-10	
7/26/2017	
2.0 - 3.0'	
B	4,700
T	4,050
E	130
X	150
1,2,4-TMB	2,500
NAPH	13,000
2-M	12,000
OTHER GVOCs	<MDL
NAPH	2,500
2-M	2,100
OTHER GVOCs	<MDL
OTHER PNAAs	<MDL
TPH-GRO	148,000
TPH-DRD	25,000

S-11	
7/26/2017	
2.0 - 3.0'	
B	1,200
T	2,500
E	15,000
X	30,000
1,2,4-TMB	7,500
1,3,5-TMB	17,000
NAPH	23,000
2-M	<MDL
OTHER GVOCs	<MDL
NAPH	8,800
2-M	16,200
OTHER PNAAs	<MDL
TPH-GRO	329,000
TPH-DRD	410,000



**LEGEND:**

- SUBJECT PROPERTY
- - - APPROXIMATE FORMER/HISTORICAL SITE FEATURES
- - - EXCAVATION LIMITS
- - - LIMITS OF FORMER UST BASIN
- ▲ VSR EXCAVATION SAMPLE
- B BENZENE
- T TOLUENE
- E ETHYLBENZENE
- X XYLENES
- 1,2,4-TMB 1,2,4-TRIMETHYLBENZENE
- 1,3,5-TMB 1,3,5-TRIMETHYLBENZENE
- 2-M 2-METHYLNAPHTHALENE
- NAPH NAPHTHALENE
- GVOCs VOLATILE ORGANIC COMPOUNDS
- PNAAs POLYNUCLEAR AROMATIC COMPOUNDS
- TPH-GRO TOTAL PETROLEUM HYDROCARBONS-GASOLINE RANGE ORGANICS
- TPH-DRD TOTAL PETROLEUM HYDROCARBONS-DIESEL RANGE ORGANICS
- MDL METHOD DETECTION LIMIT
- UNITS µg/g (UNLESS NOTED)
- VALUE EXCEEDS APPLICABLE CRITERIA
- VALUE EXCEEDS APPLICABLE SCREENING LEVEL

NOTES: REFER TO TABLES FOR SPECIFIC COMPOUNDS ANALYZED

**PM**  
ENVIRONMENTAL  
& Engineering  
Services

**Environmental & Engineering Services**

**FIGURE 3**  
VSR EXCAVATION SAMPLE LOCATION MAP  
WITH VSR EXCAVATION ANALYTICAL RESULTS

PROJ: GASOLINE DISPENSING STATION  
30915 SOUTHFIELD ROAD  
SOUTHFIELD, MI

THIS IS NOT A LEGAL SURVEY	DRN BY: ES	DATE: 8/22/2017
VERIFY SCALE	CHKD BY: RF	SCALE: 1" = 40'
<small>IF NOT 1" ON THIS SHEET, ADAPT SCALES ACCORDINGLY.</small>		
<small>FILE NAME: 01-8798-0-002F00R00</small>		



# Tables





**Table 1: Eligible Cost Estimates**

Item/Activity	Total
<b>Due Care Activities</b>	
Vapor Barrier/Surface Cover or Contaminated Soil Transport and Disposal	\$
Oversight, Sampling and Reporting by Environmental Professional	\$
<b>Due Care Activities Sub-Total</b>	\$
<b>Demolition</b>	
Building Demolition Activities	\$
Site Demolition Activities	\$
Removal/Demolition of Underground Storage Tanks (non environmental costs)	\$
<b>Demolition Sub-Total</b>	\$
<b>Asbestos Activities</b>	
Asbestos Survey, Sampling & Reporting Work	\$
Asbestos Abatement	\$
<b>Asbestos and Lead Activities Sub-Total</b>	\$
<b>Infrastructure Improvements</b>	
Curb and Gutters/Sidewalk/Paving Improvements	\$
Landscaping in ROW	\$
Water and Sewer Mains	\$
Professional Fees Related to Geotechnical, Engineering & Design Work if Directly Related to Infrastructure Improvements	\$
<b>Infrastructure Sub-Total</b>	\$
<b>Site Preparation</b>	
Temporary Facility and Controls	\$
Earthwork/Sheeting and Shoring	\$
Grading and Land Balancing	\$
<b>Site Preparation Sub-Total</b>	\$
<b>Preparation of Brownfield Plan and Act 381 Workplan</b>	
Brownfield Plan	\$
<b>Brownfield Plan and Act 381 Workplan Sub-Total</b>	\$
<b>Eligible Activities Sub-Total</b>	\$
15% Contingency*	\$
<b>Developer Eligible Reimbursement Total</b>	\$

Table 2: Tax Increment Financing Estimates

		2017	2019	2020	2021	2022	2023	2024	2025	2026
			Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8
Increase of 1%) minus Existing Tax Value)	\$	175,830	175,830	175,830	175,830	175,830	175,830	175,830	175,830	175,830
	\$		450,000	454,500	459,045	463,635	468,272	472,955	477,684	482,461
	\$		274,170	278,670	283,215	287,805	292,442	297,125	301,854	306,631
	\$	4,040	710	1,108	1,126	1,144	1,163	1,181	1,200	1,219
	\$	3,113	547	853	867	881	895	910	924	939
	\$	0,1966	35	54	55	56	57	57	58	59
	\$	1,5555	274	426	433	441	448	455	462	470
	\$	0,2368	42	65	66	67	68	69	70	71
	\$	0,2140	38	59	60	61	62	63	64	65
	\$	0,9863	173	270	275	279	284	288	293	298
	\$	0,0267	5	7	7	8	8	8	8	8
	\$	6,6094	1,162	1,812	1,842	1,872	1,902	1,933	1,964	1,995
	\$	0,2207	39	61	62	63	64	65	66	67
	\$	0,0203	4	6	6	6	6	6	6	6
	\$	4,5249	796	1,241	1,261	1,282	1,302	1,323	1,344	1,366
	\$	2,8325	498	777	789	802	815	828	842	855
	\$	4,0581	714	1,113	1,131	1,149	1,168	1,187	1,206	1,225
	\$	0,9440	166	259	263	267	272	276	280	285
	\$	0,0560	10	15	16	16	16	16	17	17
	\$	1,6524	291	453	460	468	476	483	491	499
	\$	0,0976	17	27	27	28	28	29	29	29
	\$	2,0934	368	574	583	593	602	612	622	632
	\$	0,7066	124	194	197	200	203	207	210	213
	\$	34,1831	6,010	9,372	9,526	9,681	9,838	9,997	10,157	10,318
	\$	18,0000	3,165	4,935	5,016	5,098	5,180	5,264	5,348	5,433
	\$	6,0000	1,055	1,645	1,672	1,699	1,727	1,755	1,783	1,811
	\$	24,0000	4,220	6,580	6,688	6,797	6,907	7,019	7,131	7,244
	\$	58,1831	10,230	15,952	16,214	16,478	16,745	17,015	17,288	17,563
	\$	3,0000	527	823	836	850	863	877	891	906
	\$	0,0980	17	27	27	28	28	29	29	30
	\$	0,1961	34	54	55	56	56	57	58	59
	\$	2,5800	454	707	719	731	743	754	767	779
	\$	5,8741	1,033	1,611	1,637	1,664	1,691	1,718	1,745	1,773
	\$	64,0572	11,263	17,563	17,851	18,142	18,436	18,733	19,033	19,336
	\$			9,372	9,526	9,681	9,838	9,997	10,157	10,318
	\$			937	953	968	984	1,000	1,016	1,032
	\$			9,372	9,526	9,681	9,838	9,997	10,157	10,318
	\$			937	953	968	984	1,000	1,016	1,032

Table 2: Tax Increment Financing Estimates

		2027	2028	2029	2030	2031	2032	2033	2034
		Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16
1% Increase of 1%) (Net minus Existing Tax Value)		\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830
		\$ 487,286	\$ 492,158	\$ 497,080	\$ 502,051	\$ 507,071	\$ 512,142	\$ 517,263	\$ 522,436
		\$ 311,456	\$ 316,328	\$ 321,250	\$ 326,221	\$ 331,241	\$ 336,312	\$ 341,433	\$ 346,606
	4.0400	\$ 1,258	\$ 1,278	\$ 1,298	\$ 1,318	\$ 1,338	\$ 1,359	\$ 1,379	\$ 1,400
	3.1113	\$ 969	\$ 984	\$ 1,000	\$ 1,015	\$ 1,031	\$ 1,046	\$ 1,062	\$ 1,078
	0.1966	\$ 61	\$ 62	\$ 63	\$ 64	\$ 65	\$ 66	\$ 67	\$ 68
	1.5555	\$ 484	\$ 492	\$ 500	\$ 507	\$ 515	\$ 523	\$ 531	\$ 539
	0.2368	\$ 74	\$ 75	\$ 76	\$ 77	\$ 78	\$ 80	\$ 81	\$ 82
	0.2140	\$ 67	\$ 68	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74
	0.9863	\$ 307	\$ 312	\$ 317	\$ 322	\$ 327	\$ 332	\$ 337	\$ 342
	0.0267	\$ 8	\$ 8	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
	6.6094	\$ 2,059	\$ 2,091	\$ 2,123	\$ 2,156	\$ 2,189	\$ 2,223	\$ 2,257	\$ 2,291
	0.2207	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74	\$ 75	\$ 76
	0.0203	\$ 6	\$ 6	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7
	4.5249	\$ 1,409	\$ 1,431	\$ 1,454	\$ 1,476	\$ 1,499	\$ 1,522	\$ 1,545	\$ 1,568
	2.8325	\$ 882	\$ 896	\$ 910	\$ 924	\$ 938	\$ 953	\$ 967	\$ 982
	4.0581	\$ 1,264	\$ 1,284	\$ 1,304	\$ 1,324	\$ 1,344	\$ 1,365	\$ 1,386	\$ 1,407
	0.9440	\$ 294	\$ 299	\$ 303	\$ 308	\$ 313	\$ 317	\$ 322	\$ 327
	0.0560	\$ 17	\$ 18	\$ 18	\$ 18	\$ 19	\$ 19	\$ 19	\$ 19
	1.6524	\$ 515	\$ 523	\$ 531	\$ 539	\$ 547	\$ 556	\$ 564	\$ 573
	0.0976	\$ 30	\$ 31	\$ 31	\$ 32	\$ 32	\$ 33	\$ 33	\$ 34
	2.0934	\$ 652	\$ 662	\$ 673	\$ 683	\$ 693	\$ 704	\$ 715	\$ 726
	0.7066	\$ 220	\$ 224	\$ 227	\$ 231	\$ 234	\$ 238	\$ 241	\$ 245
	<b>34.1831</b>	<b>\$ 10,647</b>	<b>\$ 10,813</b>	<b>\$ 10,981</b>	<b>\$ 11,151</b>	<b>\$ 11,323</b>	<b>\$ 11,496</b>	<b>\$ 11,671</b>	<b>\$ 11,848</b>
	18.0000	\$ 5,606	\$ 5,694	\$ 5,782	\$ 5,872	\$ 5,962	\$ 6,054	\$ 6,146	\$ 6,239
	6.0000	\$ 1,869	\$ 1,898	\$ 1,927	\$ 1,957	\$ 1,987	\$ 2,018	\$ 2,049	\$ 2,080
	<b>24.0000</b>	<b>\$ 7,475</b>	<b>\$ 7,592</b>	<b>\$ 7,710</b>	<b>\$ 7,829</b>	<b>\$ 7,950</b>	<b>\$ 8,071</b>	<b>\$ 8,194</b>	<b>\$ 8,319</b>
	58.1831	\$ 18,121	\$ 18,405	\$ 18,691	\$ 18,981	\$ 19,273	\$ 19,568	\$ 19,866	\$ 20,167
	3.0000	\$ 934	\$ 949	\$ 964	\$ 979	\$ 994	\$ 1,009	\$ 1,024	\$ 1,040
	0.0980	\$ 31	\$ 31	\$ 31	\$ 32	\$ 32	\$ 33	\$ 33	\$ 34
	0.1961	\$ 61	\$ 62	\$ 63	\$ 64	\$ 65	\$ 66	\$ 67	\$ 68
	2.5800	\$ 804	\$ 816	\$ 829	\$ 842	\$ 855	\$ 868	\$ 881	\$ 894
	<b>5.8741</b>	<b>\$ 1,830</b>	<b>\$ 1,858</b>	<b>\$ 1,887</b>	<b>\$ 1,916</b>	<b>\$ 1,946</b>	<b>\$ 1,976</b>	<b>\$ 2,006</b>	<b>\$ 2,036</b>
	64.0572	\$ 19,951	\$ 20,263	\$ 20,578	\$ 20,897	\$ 21,218	\$ 21,543	\$ 21,871	\$ 22,203
		\$ 10,647	\$ 10,813	\$ 10,981	\$ 11,151	\$ 11,323	\$ 11,496	\$ 11,671	\$ 11,848
		\$ 1,065	\$ 1,081	\$ 1,098	\$ 1,115	\$ 1,132	\$ 1,150	\$ 1,167	\$ 1,185
		\$ 9,582	\$ 9,732	\$ 9,883	\$ 10,036	\$ 10,191	\$ 10,347	\$ 10,504	\$ 10,662

Table 2: Tax Increment Financing Estimates

		2035	2036	2037	2038	2039	2040	2041	2042
		Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24
1% increase of 1%) (Net minus Existing Tax Value)		\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830
		\$ 527,660	\$ 532,937	\$ 538,266	\$ 543,649	\$ 549,086	\$ 554,576	\$ 560,122	\$ 565,723
		\$ 351,830	\$ 357,107	\$ 362,436	\$ 367,819	\$ 373,256	\$ 378,746	\$ 384,292	\$ 389,893
	4.0400	\$ 1,421	\$ 1,443	\$ 1,464	\$ 1,486	\$ 1,508	\$ 1,530	\$ 1,553	\$ 1,575
	3.1113	\$ 1,095	\$ 1,111	\$ 1,128	\$ 1,144	\$ 1,161	\$ 1,178	\$ 1,196	\$ 1,213
	0.1966	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74	\$ 76	\$ 77
	1.5555	\$ 547	\$ 555	\$ 564	\$ 572	\$ 581	\$ 589	\$ 598	\$ 606
	0.2368	\$ 83	\$ 85	\$ 86	\$ 87	\$ 88	\$ 90	\$ 91	\$ 92
	0.2140	\$ 75	\$ 76	\$ 78	\$ 79	\$ 80	\$ 81	\$ 82	\$ 83
	0.9863	\$ 347	\$ 352	\$ 357	\$ 363	\$ 368	\$ 374	\$ 379	\$ 385
	0.0267	\$ 9	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
	6.6094	\$ 2,325	\$ 2,360	\$ 2,395	\$ 2,431	\$ 2,467	\$ 2,503	\$ 2,540	\$ 2,577
	0.2207	\$ 78	\$ 79	\$ 80	\$ 81	\$ 82	\$ 84	\$ 85	\$ 86
	0.0203	\$ 7	\$ 7	\$ 7	\$ 7	\$ 8	\$ 8	\$ 8	\$ 8
	4.5249	\$ 1,592	\$ 1,616	\$ 1,640	\$ 1,664	\$ 1,689	\$ 1,714	\$ 1,739	\$ 1,764
	2.8325	\$ 997	\$ 1,012	\$ 1,027	\$ 1,042	\$ 1,057	\$ 1,073	\$ 1,089	\$ 1,104
	4.0581	\$ 1,428	\$ 1,449	\$ 1,471	\$ 1,493	\$ 1,515	\$ 1,537	\$ 1,559	\$ 1,582
	0.9440	\$ 332	\$ 337	\$ 342	\$ 347	\$ 352	\$ 358	\$ 363	\$ 368
	0.0560	\$ 20	\$ 20	\$ 20	\$ 21	\$ 21	\$ 21	\$ 22	\$ 22
	1.6524	\$ 581	\$ 590	\$ 599	\$ 608	\$ 617	\$ 626	\$ 635	\$ 644
	0.0976	\$ 34	\$ 35	\$ 35	\$ 36	\$ 36	\$ 37	\$ 38	\$ 38
	2.0934	\$ 737	\$ 748	\$ 759	\$ 770	\$ 781	\$ 793	\$ 804	\$ 816
	0.7066	\$ 249	\$ 252	\$ 256	\$ 260	\$ 264	\$ 268	\$ 272	\$ 275
	<b>34.1831</b>	<b>\$ 12,027</b>	<b>\$ 12,207</b>	<b>\$ 12,389</b>	<b>\$ 12,573</b>	<b>\$ 12,759</b>	<b>\$ 12,947</b>	<b>\$ 13,136</b>	<b>\$ 13,328</b>
	18.0000	\$ 6,333	\$ 6,428	\$ 6,524	\$ 6,621	\$ 6,719	\$ 6,817	\$ 6,917	\$ 7,018
	6.0000	\$ 2,111	\$ 2,143	\$ 2,175	\$ 2,207	\$ 2,240	\$ 2,272	\$ 2,306	\$ 2,339
	<b>24.0000</b>	<b>\$ 8,444</b>	<b>\$ 8,571</b>	<b>\$ 8,698</b>	<b>\$ 8,828</b>	<b>\$ 8,958</b>	<b>\$ 9,090</b>	<b>\$ 9,223</b>	<b>\$ 9,357</b>
	<b>58.1831</b>	<b>\$ 20,471</b>	<b>\$ 20,778</b>	<b>\$ 21,088</b>	<b>\$ 21,401</b>	<b>\$ 21,717</b>	<b>\$ 22,037</b>	<b>\$ 22,359</b>	<b>\$ 22,685</b>
	3.0000	\$ 1,055	\$ 1,071	\$ 1,087	\$ 1,103	\$ 1,120	\$ 1,136	\$ 1,153	\$ 1,170
	0.0980	\$ 34	\$ 35	\$ 36	\$ 36	\$ 37	\$ 37	\$ 38	\$ 38
	0.1961	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74	\$ 75	\$ 76
	2.5800	\$ 908	\$ 921	\$ 935	\$ 949	\$ 963	\$ 977	\$ 991	\$ 1,006
	<b>5.8741</b>	<b>\$ 2,067</b>	<b>\$ 2,098</b>	<b>\$ 2,129</b>	<b>\$ 2,161</b>	<b>\$ 2,193</b>	<b>\$ 2,225</b>	<b>\$ 2,257</b>	<b>\$ 2,290</b>
	<b>64.0572</b>	<b>\$ 22,537</b>	<b>\$ 22,875</b>	<b>\$ 23,217</b>	<b>\$ 23,561</b>	<b>\$ 23,910</b>	<b>\$ 24,261</b>	<b>\$ 24,617</b>	<b>\$ 24,975</b>
		\$ 12,027	\$ 12,207	\$ 12,389	\$ 12,573	\$ 12,759	\$ 12,947	\$ 13,136	\$ 13,328
		\$ 1,203	\$ 1,221	\$ 1,239	\$ 1,257	\$ 1,276	\$ 1,295	\$ 1,314	\$ 1,333
in Fee		\$ 10,824	\$ 10,986	\$ 11,150	\$ 11,316	\$ 11,483	\$ 11,652	\$ 11,823	\$ 11,995

Table 2: Tax Increment Financing Estimates

		2043	2044	2045	2046	2047	2048	
		Year 25	Year 26	Year 27	Year 28	Year 29	Year 30	
1% increase of 1%) (e minus Existing Tax Value)		\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	
		\$ 571,381	\$ 577,094	\$ 582,865	\$ 588,694	\$ 594,581	\$ 600,527	
		\$ 395,551	\$ 401,264	\$ 407,035	\$ 412,864	\$ 418,751	\$ 424,697	
	4.0400	\$ 1,598	\$ 1,621	\$ 1,644	\$ 1,668	\$ 1,692	\$ 1,716	\$ 41,928
	3.1113	\$ 1,231	\$ 1,248	\$ 1,266	\$ 1,285	\$ 1,303	\$ 1,321	\$ 32,290
	0.1966	\$ 78	\$ 79	\$ 80	\$ 81	\$ 82	\$ 83	\$ 2,040
	1.5555	\$ 615	\$ 624	\$ 633	\$ 642	\$ 651	\$ 661	\$ 16,143
	0.2368	\$ 94	\$ 95	\$ 96	\$ 98	\$ 99	\$ 101	\$ 2,458
	0.2140	\$ 85	\$ 86	\$ 87	\$ 88	\$ 90	\$ 91	\$ 2,221
	0.9863	\$ 390	\$ 396	\$ 401	\$ 407	\$ 413	\$ 419	\$ 10,236
	0.0267	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11	\$ 277
	6.6094	\$ 2,614	\$ 2,652	\$ 2,690	\$ 2,729	\$ 2,768	\$ 2,807	\$ 68,594
	0.2207	\$ 87	\$ 89	\$ 90	\$ 91	\$ 92	\$ 94	\$ 2,290
	0.0203	\$ 8	\$ 8	\$ 8	\$ 8	\$ 9	\$ 9	\$ 211
	4.5249	\$ 1,790	\$ 1,816	\$ 1,842	\$ 1,868	\$ 1,895	\$ 1,922	\$ 46,961
	2.8325	\$ 1,120	\$ 1,137	\$ 1,153	\$ 1,169	\$ 1,186	\$ 1,203	\$ 29,397
	4.0581	\$ 1,605	\$ 1,628	\$ 1,652	\$ 1,675	\$ 1,699	\$ 1,723	\$ 42,116
	0.9440	\$ 373	\$ 379	\$ 384	\$ 390	\$ 395	\$ 401	\$ 9,797
	0.0560	\$ 22	\$ 22	\$ 23	\$ 23	\$ 23	\$ 24	\$ 581
	1.6524	\$ 654	\$ 663	\$ 673	\$ 682	\$ 692	\$ 702	\$ 17,149
	0.0976	\$ 39	\$ 39	\$ 40	\$ 40	\$ 41	\$ 41	\$ 1,013
	2.0934	\$ 828	\$ 840	\$ 852	\$ 864	\$ 877	\$ 889	\$ 21,726
	0.7066	\$ 279	\$ 284	\$ 288	\$ 292	\$ 296	\$ 300	\$ 7,333
	<b>34.1831</b>	<b>\$ 13,521</b>	<b>\$ 13,716</b>	<b>\$ 13,914</b>	<b>\$ 14,113</b>	<b>\$ 14,314</b>	<b>\$ 14,517</b>	<b>\$ 354,763</b>
	18.0000	\$ 7,120	\$ 7,223	\$ 7,327	\$ 7,432	\$ 7,538	\$ 7,645	\$ 186,809
	6.0000	\$ 2,373	\$ 2,408	\$ 2,442	\$ 2,477	\$ 2,513	\$ 2,548	\$ 62,270
	<b>24.0000</b>	<b>\$ 9,493</b>	<b>\$ 9,630</b>	<b>\$ 9,769</b>	<b>\$ 9,909</b>	<b>\$ 10,050</b>	<b>\$ 10,193</b>	<b>\$ 249,079</b>
	<b>58.1831</b>	<b>\$ 23,014</b>	<b>\$ 23,347</b>	<b>\$ 23,683</b>	<b>\$ 24,022</b>	<b>\$ 24,364</b>	<b>\$ 24,710</b>	<b>\$ 603,842</b>
	3.0000	\$ 1,187	\$ 1,204	\$ 1,221	\$ 1,239	\$ 1,256	\$ 1,274	\$ 31,135
	0.0980	\$ 39	\$ 39	\$ 40	\$ 345	\$ 345	\$ 345	\$ 1,929
	0.1961	\$ 78	\$ 79	\$ 80	\$ 690	\$ 690	\$ 690	\$ 3,858
	2.5800	\$ 1,021	\$ 1,035	\$ 1,050	\$ 1,065	\$ 1,080	\$ 1,096	\$ 26,776
	<b>5.8741</b>	<b>\$ 2,324</b>	<b>\$ 2,357</b>	<b>\$ 2,391</b>	<b>\$ 3,338</b>	<b>\$ 3,371</b>	<b>\$ 3,405</b>	<b>\$ 63,698</b>
	<b>64.0572</b>	<b>\$ 25,338</b>	<b>\$ 25,704</b>	<b>\$ 26,074</b>	<b>\$ 27,360</b>	<b>\$ 27,736</b>	<b>\$ 28,115</b>	
		\$ 13,521	\$ 13,716	\$ 13,914	\$ 14,113	\$ 14,314	\$ 14,517	
		\$ 1,352	\$ 1,372	\$ 1,391	\$ 1,411	\$ 1,431	\$ 1,452	\$ 35,476
		\$ 12,169	\$ 12,345	\$ 12,522	\$ 12,702	\$ 12,882	\$ 13,066	



February 12, 2018

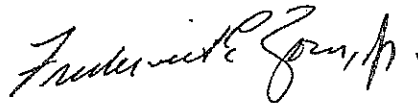
Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Presentation of Proposed Activities Celebrating Southfield's 60<sup>th</sup> Anniversary**

Dear Sirs and Mesdames:

In recognition of April 28, 2018 being the City of Southfield's 60<sup>th</sup> anniversary, and a goal of the City Council, staff would like to give a presentation of the proposed activities planned to celebrate the occasion.

Respectfully submitted,

A handwritten signature in black ink, reading "Frederick E. Zorn, Jr." in a cursive style.

Frederick E. Zorn, Jr., CEcD  
City Administrator





February 12, 2018

Honorable City Council  
Municipal Building  
Southfield, Michigan

Re: Appointment and Reappointment to Southfield Public Arts Commission

Dear Sirs and Mesdames:

Pursuant to provisions of Article VI of Chapter 4 of the Southfield City Code, I herewith present for your confirmation the following appointment and reappointment to the Southfield Public Arts Commission:

Appointment:

Ms. Yvonne Milinsky  
Southfield, Michigan  
Term Expiration: 2/22/2019


Ms. Milinsky received a Bachelor of Fine Arts Degree from Nipissing University in Canada, and has a long, impressive resume of work as an artist. If confirmed by your Honorable Body, Ms. Milinsky's term of service will be effective through February 22, 2019, filling the unexpired term of former member Shaya Baum.

Reappointment:

Mr. Robert McTaggart  
Southfield, Michigan  
Term Expiration: February 23, 2021

Mr. McTaggart has served on the Public Arts Commission since 2015 and has served the Commission well. If confirmed by your Honorable Body, Mr. McTaggart's term of service will be effective through February 23, 2021.

Respectfully submitted,



Kenson J. Siver  
Mayor

KJS:sr

RECEIVED

JAN 23 2017

City Clerk  
City of Southfield



City of Southfield

Southfield, Michigan

## BOARDS & COMMISSIONS APPLICATION

Thank you for your interest and expressed willingness to serve as an official of the City of Southfield. The purpose of this form is to provide the Mayor and Council with basic reference data and information pertaining to any resident being considered for appointment to a City Board or Commission. The information on this form will be available only to the Mayor and City Council in their deliberations for such appointments. Applications will be on file for two years after receipt.

When you have completed this application, please return it to:

Office of the City Clerk  
P.O. Box 2055  
Southfield, MI 48037-2055

Name: Milinsky Yvonne Anna-Tryntje Are you a U.S. citizen?  YES  NO  
please print: last first middle

Address: 30193 Rock Creek Dr. Southfield MI 48076  
number street city state zip

Employer: retired - self employed

Bus. Address: \_\_\_\_\_

How long have you lived (continuously) in the City of Southfield?

Phone (home): 248-645-5992 (work): \_\_\_\_\_ 29 years

E-mail: yvonne.milinsky@gmail.com (cell): 248-854-7280

Have you ever been convicted of anything other than minor traffic violations?  YES  NO If yes, please explain fully on additional sheets.

### Name and location of school last attended:

Name: LCVI High School Indicate highest grade completed: 13

Street Address: 260 Kent St. Did you graduate?  YES  NO

City: Lindsay State: ON, Canada Date you graduated or left school: 6/73  
mo./yr.

College, trade or graduate school or other education	major/work taken	minor	degree	# yrs. cmpltd./ # smstr. hrs.	dates attended
<u>Niagara College of Art (Canada)</u>	<u>Graphic Design</u>		<u>A.O.</u>		<u>1974 to 1976</u>
<u>Nipissing University (Canada)</u>	<u>Fine Art. Design</u>		<u>BFA</u>		<u>1979 to 1985</u>
<u>CCS Detroit MI</u>	<u>3D Animation</u>		<u>A.O.</u>		<u>1998 to 1999</u>
					to _____

**Professional Qualifications and/or Work Experience:**

Ford Mo. Co: 1/1996 to 1/2018 - Sr. Graphic Designer and Animation Specialist  
Design & produce corporate logos & packages, Displays, Collage &  
original art, 3D & 2D animation for Engineering & Training Opts  
Web interface design for courseware, corporate look & feel, etc.

**Community Activities and/or Other Experience:**

Free lance illustration & design - book covers, CD covers, film posters.  
Six Sigma Green-belt Certified - process improvement, leadership,  
problem solving solutions

**References: (Please list name and address.)**

Alan Isner, - Executive Producer, Ford Mo. Co.  
29846 Woodbrook St. Farmington Hills, MI. 248-231-3424.  
Ursula Thorpe, Marketing Specialist, Ford Mo. Co.  
1640 Birmingham Blvd., Birmingham MI. 313-690-8513

**Please indicate reasons for desire to serve:**

Please see attached.

Date: Jan 18/2018 Signature: *[Handwritten Signature]*

**APPOINTED BY CITY COUNCIL**

- Board of Review
- Board of Zoning Appeals
- Building Authority Commission
- Civil Service Commission - Admin.
- Commission on Senior Adults
- Construction Board of Appeals
- Fire & Police Retirement Board
- Fire Prevention Code - Board of Appeals
- Historic Designation Advisory Board
- Library Building Authority

**PLEASE INDICATE UP TO THREE CHOICES:**

- Public Arts Commission
- Southfield Housing Commission
- Southfield Retiree Health Care Benefits Plan & Trust Board (VEBA)
- Southfield Veterans Commission
- Total Living Commission

**APPOINTED BY MAYOR, CONFIRMED BY CITY COUNCIL**

- City Centre Advisory Board
- Civil Service Commission - Fire & Police
- Downtown Development Authority
- Economic Development Corporation
- Historic District Commission
- Library Board
- Local Development Finance Authority
- Local Officers Compensation
- Parks & Recreation Board
- Planning Commission
- Sfld. Employee Retirement Board (SERS)
- Brownfield Redevelopment Authority



Individuals with special needs who plan to attend these meetings should contact the City Clerk's Office at (248) 796-5150 (voic) or 354-4831 (TDD) if auxiliary aids or services are needed. Reasonable advance notice is required.



Printed on recycled paper by the City of Southfield, 01/2017



REGULAR MEETING  
OF THE COUNCIL  
CITY OF SOUTHFIELD

January 22, 2018

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REGULAR MEETING  
OF THE COUNCIL  
CITY OF SOUTHFIELD  
MINUTES

**January 22, 2018**

The meeting of the Council convened at 6:00 p.m. in the Council Conference Room and then moved into the Council Chambers of the Municipal Building, 26000 Evergreen Road, Southfield, Michigan, with Council President Daniel Brightwell in the Chair. PRESENT: Council Members: Daniel Brightwell, Lloyd Crews, Donald Fracassi, Myron Frasier, Michael Ari Mandelbaum and Linnie Taylor EXCUSED: Tawnya Morris ALSO PRESENT: City Clerk Sherikia L. Hawkins, City Attorney Susan Ward-Witkowski and City Administrator Fred Zorn. There being a quorum, Council was in session.

\*\*\*\*\* Planning Commission 2017 Annual Report

City Planner Terry Croad stated that in 2017, the Planning Commission accomplished many tasks, held 26 meetings where they acted on 15 special land uses, 4 zoning amendments, 11 site plans, 1 grant application and attended 33 trainings, special projects and workshops. The Planning Commission has also made zoning ordinance amendments, master plan amendments and the zoning map has been certified.

In 2018, planning initiatives include; Arts Commission (support funding, restoration and installation), Capital Improvement Plan Update prior to 2018 Budget Adoption, City Centre Development (continued placemaking, support of special events and economic development initiatives), Redevelopment Ready Certification Quarterly Reports as required, Northland Redevelopment Master Plan Implementation, Zoning Ordinance Technical Review and alignment with adopted Master Plan, Zoning Ordinance Amendments as required and Sustainable Southfield Master Plan Implementation progress report.

Councilman Fracassi expressed concern regarding the duration of time it takes to process requests from businesses in Southfield. Councilman Fracassi feels the City should expedite projects so that people feel positive about doing business in Southfield.

City Administrator Zorn stated the City has positions unfilled and the positions have been posted numerous times. The City is having a difficult time finding building inspectors. City Administrator Zorn will have the Human Resources Department produce a report of unfilled positions for Council.

Council thanked the Planning Department and the Planning Commission for their dedication to the City of Southfield.

\*\*\*\* Red Pole Park Easement and Authorization to Bid Discussion

Over \$55,000 was raised through the City's Patronicity campaign in the summer of 2017, which exceeded the target of \$50,000. Thus, the Michigan Economic Development Corporation provided the City with a match of \$50,000. Additional funds will be provided by the Southfield City Centre. After the grant was awarded, the City has secured an additional 7.5 ft. wide easement to install the balance of the Red Poles within the designated landscape setback and prepared bid documents.

It is requested that Council authorize the Purchasing Department to put this project out to bid by the end of January with an anticipated completion of installation by June 1, 2018.

There was consensus of Council to place this item on the Consent Agenda for approval.

\*\*\*\* Water Leak Program

Southfield water customers occasionally suffer leaks or other malfunctions of the water supply system on the customer side of the meter. When this occurs, it can result in substantial unintended water use and water bills of up to several thousand dollars. These bills can constitute a substantial financial burden on the resident or property owner and have previously contributed to residents losing their home to tax foreclosure as water bills are eventually added to property taxes if unpaid.

The proposed program will lessen the impact of these aberrant water bills. In instances where a leak or other water system failure results in an unusually high bill, up to two billing periods may be adjusted downward by one half of the amount of the bill(s) more than the normal bill(s) for the same period of time. To qualify for this one-time adjustment, the customer would have to confirm that a leak or other water system failure had caused the high bill(s) and that the failure had been repaired.

Based on a similar program that has operated administratively, it is estimated that this program may result in one adjustment a month averaging about \$1,000 each. It should be noted, however, that only a small percentage of customers will ever qualify for this program because only customers who suffer an actual leak or water supply system failure will qualify for it.

It should also be noted that once Southfield institutes its planned live water meter reading and can notify water customers of excessive water use in a matter of days instead of weeks, that the number of customers qualifying for this program will substantially decrease. A few days of unusually high water flow is not enough to move the bill beyond normal year-to-year variation. The Department of Public Works would administer this program.

There was consensus of Council to place this item on the Consent Agenda for approval.

\*\*\*\* Southfield Goals Discussion

In response to the December 2017 Visioning Session, Councilman Mandelbaum made a presentation to the Council categorizing the discussed goals and rating the goals identified by priority from the Council. The goals were divided into 9 different categories and the top 5 results were listed in each category.



The 9 different categories and results include;

#### Infrastructure

- Continue remediation of east side flooding by separation of the storm and sanitary sewer
- Continue road repair/replacement program
- Continue to see grant money for roads
- Increase use of social media for road and infrastructure project updates
- Institute a water and sewer bond issue

#### Redevelopment

- Make vision for City Centre a reality
- Create online process for building permits and payment
- Resolve concerns with four buildings adjacent to Northland – the old Montgomery Wards Auto Service Center, Vibe Credit Union, Plaza Hotel and Reynolds Building
- Resolve easement issues at Northland to clear property titles
- Form committee for City Centre Development

#### Housing/Neighborhood Support

- Clear backlog of rental home inspections
- Pilot two neighborhood enterprise zones
- Create an ordinance providing for settlement authority on water bill adjustments
- Create online system for overnight parking permits
- Create online registration process for vacant houses

#### Staff

- Conduct performance conferences
- Streamline the hiring process to reduce the time between posting and hiring
- Use improved technology to improve efficiency in Human Resources Department
- Reach contract settlements for all unions by or before 2019
- Institute position analysis for current needs and to identify obsolescence of position

#### Police and Fire

- Continue aggressive hiring of police and fire to budgeted staffing levels
- Work with business community to improve security in commercial areas (camera monitoring)
- Reduce police and fire department overtime
- Use civilian staff to cover some police functions to put more officers on the street
- Initiate a fire department cadet program

#### City Facilities

- Address ADA compliance issues
- Reinvest in park facilities including concrete and equipment repairs
- Increase security in city parks with an improved security camera system
- Improve security systems/measures in the 46<sup>th</sup> District Court
- Update the city Capital Improvement Program

## Public Relations/Communications

- Remake the city website
- Expand communication and marketing efforts to better control the message
- Make external linkages to the city website for City Centre, NRI, etc.
- Fold City Cable 15 into the Community Relations Department
- Plan city 60<sup>th</sup> anniversary observances

## Energy

- Install occupancy sensors
- Decrease electrical usage from 2016 levels by 33% by 2021
- Review street lighting and increase conversion to LED
- Make all thermostats working thermostats
- Decrease natural gas usage 15% by 2021

## Miscellaneous

- Create contract management system to better track city contracts for services and material goods
- Create committee to review the City Charter
- Create system for cash flow analysis
- Expand library hours
- Review use of city credit cards

## \*\*\*\* Closed Session

2018.01 Motion by Crews; seconded by Frasier.

**RESOLVED:** that pursuant to Section 8(d) of the Open Meeting Act, Council adjourned to a Closed Session in order to discuss pending litigation.

A roll call vote was taken.

AYES: Brightwell, Crews, Fracassi, Frasier, Mandelbaum, Taylor

NAYS: None

ABSENT: Morris

Motion passed.

2018.02 Motion by Frasier; seconded by Mandelbaum.

**RESOLVED:** that Council does hereby reconvene into Open Session.

Motion passed.

The Regular Meeting moved into the Council Chambers and continued with the Pledge of Allegiance.

Next on the agenda was a Presentation by Karen Schrock on behalf of the Commission on Senior Adults (COSA). 2017 was the 30<sup>th</sup> anniversary of COSA and with less than 10 members throughout the year, COSA embarked on a major mission improving the quality of life for Southfield's senior residents. Following the September 2016 joint resolution by Council and the Mayor to pursue designation as an "Age Friendly" community by the World Health Organization and AARP, COSA began planning to enter the network of "Age Friendly" communities. Southfield was accepted into the network in 2017 and COSA has taken the lead in the planning efforts. After acceptance into the network, COSA sponsored a community wide kickoff event in May 2017. Over 100 attendees were present. The first community conversation was held in September 2017. This provided an opportunity for over 140 residents to discuss and identify aspirations for the City.

Additional community conversations are planned for 2018 to continue gathering intelligence from the community. COSA is expecting to bring the membership to 12 people in 2018. Ms. Schrock thanked Rhonda Terry, the Parks and Recreation Department and various staff members for all the hard work and assistance with the Commission on Senior Adults. Ms. Schrock looks forward to improving the lives of seniors living in Southfield and helping facilitate that improvement.

There were 5 sets of minutes on the agenda for approval.

2018.03 Motion by Fracassi; seconded by Frasier.

**RESOLVED:** That Council does hereby approve the minutes of the Regular Meeting of November 27, 2017, the Regular Meeting of December 4, 2017, the Committee-of-the-Whole Meeting (Visioning Session) of December 15, 2017, the Regular Meeting of December 18, 2017 and the Committee-of-the-Whole Meeting of January 8, 2018.

Motion passed.

Next was the Consent Agenda.

Consent Item A. Accept and File 2017 Planning Commission Annual Report.

2018.04 Motion by Crews; seconded by Frasier.

**BE IT RESOLVED:** That Council does hereby accept and file the 2017 Planning Commission Annual Report.

Motion passed.

Consent Item B. Red Pole Park Easement and Authorization to Bid.

2018.05 Motion by Crews; seconded by Frasier.

**BE IT RESOLVED:** That Council does hereby approve the additional Red Pole Park Easement subject to review and approval by the City Attorney; and,

**BE IT FURTHER RESOLVED:** That Council authorizes the Purchasing Department to seek qualified bidders for the installation of Red Pole Park.

Motion passed.

Consent Item C. Water Leak Program

2018.06 Motion by Crews; seconded by Frasier.

**WHEREAS**, there are instances where a water leak occurs on the customer's side of the water meter, which results in unusually high water consumption by the customer;

**WHEREAS**, the City Council desires to implement a policy and procedure for adjustment of water bills for water service leaks occurring on the customer's side of the water meter;

**NOW, THEREFORE, BE IT RESOLVED**, the City of Southfield City Council does hereby determine and implement the following policy for adjustment of water bills for water service leaks occurring on the customer's side of the water meter:

1. If a customer has an unusually high consumption due to an unknown, hidden water leak and notifies the City Water and Sewer Department (the "Department") thereof, the Department will undertake a reasonable investigation of the customer's premises in an effort to determine the existence or source of the purported leak. The burden of proving the existence of the leak shall be upon the customer.
2. If the Department can confirm existence of the leak, and the customer provides satisfactory evidence to the Department that the leak has been repaired by the customer within thirty (30) days of notice of the leak, the Department will make an adjustment to the customer's bill based upon and in accordance with the following:
  - a. The adjustment will consist of one half of up to two consecutive unusually high water bills in excess of the typical bills for that period. The typical water bill shall be determined by computing the mean of the previous two years of water bills for the same billing periods for the same address regardless of who the account holder was for those two years. For example, if three consecutive water bills are six hundred dollars each and the mean water bills for each of those billing periods over the past two years is one hundred dollars per billing period, then the adjustment will be \$750.00 which is computed by adding the three \$600 bills together, subtracting the typical bills of \$100 for each billing period, and dividing the sum by one half. If only one year of water billing history exists for the account, then that year's bill will be the only bill used for typical usage within the computation. If no previous bill exists for that account, then the typical water bill shall be computed using similar residential or commercial water accounts.

3. Only one, life-time adjustment as provided in Section 2 hereof shall be given to a customer, including an immediate member of the customer's family residing with customer, regardless of address or location of account. In order to receive the adjustment, the customer shall sign a statement acknowledging that he or she and members of his or her immediate family residing with customer shall only be eligible to receive one adjustment as provided in Section 2 hereof.
4. No adjustments will be granted where any of the following circumstances exist:
  - a. Usage above the customer's typical monthly consumption is due to seasonal usage such as watering of grass, gardening, filling swimming pools, washing vehicles, etc.
  - b. The leak was caused by a third party from whom the customer is able to recover their costs. Examples include, but are not limited to, theft, vandalism, negligence and construction damage.
  - c. The leak occurs in a vacant or unoccupied property which is not being properly monitored or inspected by the owner or an agent of the owner.
  - d. If the leak continues for more than two consecutive billing periods, there shall be no adjustment for subsequent billings periods beyond two.
  - e. The meter at the property has been accessed, tampered with, or turned on/off by anyone other than a City of Southfield employee, and that action results in water loss or consumption.
  - f. An adjustment pursuant to Section 2 hereof was previously made to the customer or a member of the customer's immediate family residing with customer.
  - g. Customer denies access to the premises to Department employee(s) to verify the existence or source of the leak.
5. Adjustments to water bills permitted hereunder shall be administered by the Department. The Department shall make annual reports to the City Council through the City Administrator during the month of August each year. The reports shall cover the previous fiscal year and shall include and identify each residential and commercial water account adjusted pursuant to Section 2 hereof and the total adjustments made for all accounts.
6. The adjustment pursuant to Section 2 is not intended to address billings resulting from an inaccurate water meter or a water meter that is suspected of being inaccurate.

Motion passed.

Consent Item D. Authorize Request from Michigan Department of Transportation for Variance of the City of Southfield Noise Ordinance for Construction Projects on EB and WB I-696 between Drake and I-75 (MDOT Job No. 132113, 202055, 124865, 132246 and M71840)

2018.07 Motion by Crews; seconded by Frasier.

**BE IT RESOLVED:** That Council authorize a variance of the City's noise ordinance to allow the Michigan Department of Transportation (MDOT) to proceed with construction projects on EB and WB I-696 between Drake and I-75, anticipated to commence in April 2018 and be completed in November 2018.

Motion passed.

Consent Item E. Publicly Funded Health Insurance Contribution Act Deduction Correction.

2018.08 Motion by Crews; seconded by Frasier.

**BE IT RESOLVED:** That the following employee premium deductions per pay period are adopted for calendar year 2018:

	<u>SINGLE</u>	<u>EMPLOYEE+SPOUSE</u>	<u>FAMILY</u>
BCBS Community Blue PPO-10	\$53.50	\$128.41	\$160.51
HAP-10	\$68.08	\$158.28	\$166.79
BCBS Community Blue PPO-12	\$42.25	\$101.40	\$126.75

Motion passed.

Next on the agenda was the postponement of one Public Hearing.

2018.09 Motion by Crews; seconded by Frasier.

**RESOLVED:** That Council does hereby postpone the Public Hearing for the Downtown Development Authority 2017 Restated Development Plan and Tax Increment Financing Plan to a date uncertain.

Motion passed.

Next on the agenda was the Communications portion.

Joseph Person, P.O. Box 115, Southfield, Michigan, was not present.

Pamela Gerald, P.O. Box 155, Southfield, Michigan, stated it is a shame that residents in Southfield are living in apartments with deplorable conditions. Ms. Gerald questioned how long these residents must wait until repairs are completed.

Gerard Mullin, P.O. Box 155, Southfield, Michigan, stated in the City Charter Section 4.26, regarding power of Council over salaries and compensation doesn't conform with State Law or City Code.

Richard Kendricks, 27700 East Larkmoor, Southfield, Michigan, was not present.

Debra Browder, 27870 East Larkmoor, Southfield, Michigan, was not present.

Fred Bunker, 24201 Garner, Southfield, Michigan, was not present.

Ronald Peart, 16500 N Park Drive, Southfield, Michigan, thanked the City staff and Elected Officials that came out to the Sapphire Apartments and assisted residents. Mr. Peart stated there is much more to be done and hopes the complex remains under the magnifying glass to make the complex Southfield standard again.

The next item on the agenda was the Council portion.

2018.10 Motion by Crews; seconded by Frasier.

**RESOLVED:** That Council does hereby approve the expense report for Linnie Taylor for the MML Newly Elected Officials Seminar on December 12, 2017.

Motion passed. (Councilwoman Taylor abstained)

Council unanimously wanted the residents of the Sapphire apartments to know the City is doing what can legally be done to help the residents. Councilman Frasier stated the Legislative Committee is working on an ordinance that will allow the City to put the lock on landlords to keep complexes up to date and allow inspectors to enter.

Councilman Mandelbaum stated the Fire Department had a record year in 2017 with 14,255 runs and are currently averaging 42 calls a day. The City is hiring Firefighters and Police. Tuesday January 23, 2018 Southfield Police is hosting Pop with a Cop at Outback Steakhouse at 6:00 p.m. Lastly, Southfield Parks and Recreation Department is hosting a Daddy Daughter dance in the Pavilion at City Hall on January 27, 2018 at 6:30 p.m.

Councilman Crews requested that Council receive a report of all vacant employment positions in the City of Southfield so that Council can discuss with Human Resources a strategy to fill the vacant positions.

City Clerk Hawkins mentioned to Council Parliamentary training dates as requested. The proposed training dates were March 1, March 8 and March 29 of 2018.

Next on the agenda was the Treasurer portion.

City Treasurer Lowenberg stated the Step Forward program in Michigan allows homeowners to apply for up to a \$30,000 loan as long as the homeowner is current with taxes afterward and resides in the home for 5 years. These are federal dollars given to the state. This is administered through the Oakland County Treasurer's Office.

The last item on the agenda was the enactment of Ordinance No. 1687.

2018.11 Motion by Fracassi; seconded by Frasier.

**RESOLVED:** That Council does hereby enact Ordinance No. 1687, rezone 7.695 acres of land from R-2 Single Family Residential to B-2, Planned Business for development of a conference center and banquet facility (PZR17-0003).

Motion passed.

There being no further business, the Regular Meeting adjourned at 8:48 p.m., until the next Regular Meeting scheduled for Monday, January 29, 2018, at 6:00 p.m., in the Council Conference Room of the Municipal Building, 26000 Evergreen Road, Southfield, Michigan.

\_\_\_\_\_  
Daniel Brightwell, Council President

\_\_\_\_\_  
Sherikia L. Hawkins, City Clerk

RP





February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan


**RE: Brownfield Redevelopment Plan & Tax Increment Financing Plan and Development & Reimbursement Agreement for 30915 Southfield Road Gas Station Redevelopment**

Dear Sirs and Mesdames:

The Administration would like to make a presentation relative to the adoption of a Brownfield Plan and Tax Increment financing plan on behalf of the Abbas Oil Investment LLC for 30915 Southfield Road Gas Station Redevelopment plan and tax increment financing plan will allow the the owner/developer to redevelop the southwest corner of Southfield Road and 13 Mile Road. The proposed project encompasses the demolition of the former building for the new construction of a 3,800 square foot, larger c-store. Total investment is approximately \$1,500,000-\$2,000,000 dollars. The project will create 14 full-time and 6 part-time jobs. Abbas Oil Investment is seeking up to \$372,000 for assistance with demolition, infrastructure improvements, site preparation, and brownfield plan preparation. For your review, the proposed Brownfield Plan is enclosed.

A Public Hearing is scheduled for Monday, February 26, 2018 for a Brownfield Redevelopment Plan & Tax Increment Financing Plan and Development & Reimbursement Agreement for 30915 Southfield Road Gas Station Redevelopment as proposed by Abbas Oil Investment LLC.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**CITY OF SOUTHFIELD  
BROWNFIELD REDEVELOPMENT AUTHORITY**

**BROWNFIELD PLAN**

**GAS STATION REDEVELOPMENT  
LOCATED AT 30915 SOUTHFIELD ROAD  
SOUTHFIELD, MICHIGAN**

**January 30, 2018**

Revised: February 6, 2018

Approved by BRA:

Approved by City Council:

**Prepared on Behalf of:**

**Abbas Oil Investment LLC.**

30915 Southfield Road

Southfield, MI 48076

Contact Person: Mr. Sam Abbas

Telephone: (313) 608-0310

**Prepared By:**

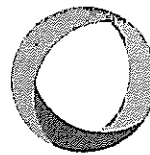
**PM Environmental, Inc.**

4080 West Eleven Mile Road

Berkley, Michigan 48072

Contact Person: Elizabeth Masserang

Telephone: (248) 414-1441



**PM**  
**ENVIRONMENTAL**  
Risk Well Managed

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- Appendix C Preliminary Site Plans and Renderings
- Appendix D Documentation of Eligibility

**TABLES**

- Table 1: Estimated Costs of Eligible Activities
- Table 2: Tax Increment Financing Table

**PROJECT SUMMARY**

Developer: Abbas Oil Investment LLC.

Project Name: 30915 Gasoline Station Redevelopment

Project Location: The property is located at 30915 Southfield Road in Township one north (T.1N), Range ten east (R.10E), Section 11, Southfield, Oakland County, Michigan 48076 (the "Property").

Type of Eligible Property: The property is determined to be a "Site" per Part 213

Eligible Activities: Department Specific Activities, Demolition Activities, Asbestos Activities, Infrastructure Improvement Activities, Site Preparation Activities, Brownfield Plan Activities

Developer Reimbursable Costs: \$466,078 (includes eligible activities and 15% contingency)

Estimated Capital Investment: Approximately \$1,500,000-\$2,000,000

Project Overview: This project includes redevelopment of a former gas station property including the new construction of a gas station including a restaurant/convenience store. The proposed commercial building will be approximately 3,900 square feet in size. The building layout consists of an approximately 2,200 square foot area for the convenience store and 1,700 square feet for a restaurant space. It is estimated that approximately 15 construction jobs, 14 full-time, and 6 part-time (17 full-time equivalent (FTE)) jobs will be associated with the redevelopment. The developer is a long-time investor in the City of Southfield and is committed to hiring locally when possible.

## **I. INTRODUCTION AND PURPOSE**

In order to promote the revitalization of environmentally distressed, historic, functionally and economically obsolete and blighted areas within the boundaries of the City of Southfield ("the City"), the City has established the Southfield Brownfield Redevelopment Authority (SBRA) the "Authority" pursuant to the Brownfield Redevelopment Financing Act, Michigan Public Act 381 of 1996, as amended ("Act 381").

The purpose of this Brownfield Plan (the "Plan") is to promote the redevelopment of and investment in the eligible "Brownfield" Property within the City and to facilitate financing of eligible activities at the Brownfield Property. Inclusion of Brownfield Property within any Plan in the City will facilitate financing of eligible activities at eligible properties, and will provide tax incentives to eligible taxpayers willing to invest in revitalization of eligible sites, commonly referred to as "Brownfields." By facilitating redevelopment of the Brownfield Property, this Plan is intended to promote economic growth for the benefit of the residents of the City and all taxing units located within and benefited by the Authority.

The identification or designation of a developer or proposed use for the Brownfield Property that is subject to this Plan shall not be integral to the effectiveness or validity of this Plan. This Plan is intended to apply to the eligible property identified in this Plan and, to identify and authorize the eligible activities to be funded. Any change in the proposed developer or proposed use of the eligible property shall not necessitate an amendment to this Plan, affect the application of this Plan to the eligible property, or impair the rights available to the Authority under this Plan.

This Plan is intended to be a living document, which may be modified or amended in accordance with and as necessary to achieve the purposes of Act 381. The applicable sections of Act 381 are noted throughout the Plan for reference purposes.

This Brownfield Plan contains information required by Section 13(2) of Act 381, as amended

## **II. GENERAL PROVISIONS**

### **A. Description of the Eligible Property (Section 13(2)(h)) and Project**

The Eligible Property consists of one (1) legal parcel totaling approximately 0.7 acres with a street address of 30915 Southfield Road, Southfield, Oakland County, Michigan (the "Property") and the parcel identification number of: 76-24-11-226-069.

Abbas Oil Investments LLC., or any related entity or such other developer as approved by the Authority, are collectively the project developer ("Developer").

The project developer has been a long-time business partner and investor in the City of Southfield. This project is the sole focus of a significant amount of equity investment.

The parcel is currently zoned B-3: General Business. The Property was improved with a gas station and approximately 870 square foot commercial building in an area characterized by commercial uses. The Property's zoning will remain the same and permits the proposed future use.

Standard and other historical sources documented that the Property was developed with various service and/or gasoline stations since the 1950s. The Developer has owned the property since 2004.

The Property's legal description is included in Appendix A. Property location maps are included in Appendix B.

This project includes redevelopment of a former gas station property including the new construction of a gas station including a restaurant/convenience store. The proposed commercial building will be approximately 3,900 square feet in size. The building layout consists of an approximately 2,200 square foot area for the convenience store and 1,700 square feet for a restaurant space. It is estimated that approximately 15 construction jobs, 14 full-time, and 6 part-time (17 FTE) jobs will be associated with the redevelopment.

Demolition activities began in the summer of 2017 with new construction taking place beginning late 2017-early 2018. Development work will continue over a 6-7 month period with an anticipated completion date in the summer of 2018.

Site plans and renderings are included in Appendix C.

#### **B. Basis of Eligibility (Section 13(2)(h) and Section 2(o))**

The Property is considered "Eligible Property" as defined by Act 381, Section 2 because: (a) it was previously utilized or is currently utilized for a commercial purpose; and, (b) the parcel comprising the Property has been determined to meet the definition of a "site," in accordance with Part 213 of P.A. 451 of the Michigan Natural Resources Environmental Protection Act (NREPA), as amended (c) it is located within a qualified local governmental unit or "core community."

During underground storage tank (UST) removal in 2017, a confirmed release was reported based on the presence of free product, staining, and odors within the excavation cavity. The owner is currently undertaking the necessary steps to obtain Leaking Underground Storage Tank (LUST) closure at the property, separate from this Brownfield request. Upon completion, it is anticipated that due care compliance will be required of the property owner. Reimbursement of due care activities is requested as part of the Brownfield Plan.

Site assessment activities document that soil and groundwater contamination exists on-site above the current Michigan Department of Environmental Quality (MDEQ) Part 213 Residential and Nonresidential Risk Based Screening Levels (RBSLs). Soil concentrations also have been identified above the applicable MDEQ August 2017 Nonresidential Media-Specific Volatilization to Indoor Air Interim Action Screening Levels. Based on these analytical results and the open LUST status, the Property meets the definition of a "site," in accordance with Part 213 of P.A. 451 of the Michigan NREPA, as amended.

Documentation regarding the Property's eligibility is provided in Appendix D.

#### **C. Summary of Eligible Activities and Description of Costs (Sec. 13(2)(a-b))**

Tax Increment Financing revenues will be used to reimburse the costs of "eligible activities" (as defined by Section 2 of Act 381, as amended) as permitted under the Brownfield Redevelopment

Financing Act that include: Department Specific Activities, Demolition Activities, Asbestos Activities, Infrastructure Improvement Activities, Site Preparation Activities and Brownfield Plan Activities. A complete itemization of these activities and associated expenses is included in Table 1.

The following Eligible Activities and budgeted costs are intended as part of the development of the Property and are to be financed solely by the developer. All activities are intended to be "Eligible Activities" under the Brownfield Redevelopment Financing Act. The Authority is not responsible for any cost of Eligible Activities and will incur no debt.

1. Department Specific Activities include oversight, sampling, and reporting associated with delineation of identified contamination and necessary vapor mitigation systems, if needed, at an estimated cost of \$94,000.
2. Demolition Activities include demolition of the former building, site demolition associated with redevelopment, and the removal and disposal of former underground storage tanks for an estimated cost of \$107,100.
3. Asbestos Activities include a pre-demolition survey and asbestos abatement for a cost of \$4,350.
4. Infrastructure Improvement Activities include curb and gutter, sidewalks, and paving improvements and new installation in public right-of-ways, landscaping in public right-of-ways, improvements to public water and sewer mains, and professional fees related to these infrastructure improvements at an estimated cost of \$106,400.
5. Site Preparation Activities include temporary facility and controls, earthwork and sheeting/shoring, grading, and land balancing at an estimated cost of \$83,000.
6. Preparation of the Brownfield Plan associated administrative activities at a cost of approximately \$12,000.
7. A 15% contingency of \$59,228 is established to address unanticipated environmental and/or other conditions that may be discovered through the implementation of site activities. This excludes the cost of preparation of the Brownfield Plan.

All activities are intended to be "Eligible Activities" under the Brownfield Redevelopment Financing Act. The total estimated cost of Eligible Activities subject to reimbursement from tax increment revenues is \$406,850 with a potential \$59,228 contingency resulting in a total cost of \$466,078. Therefore the total cost for reimbursement to the applicant is a not-to-exceed amount of \$466,078 (including contingency), unless the Plan is amended and approved by the BRA and City Council.

**D. Estimate of Captured Taxable Value and Tax Increment Revenues (Sec. 13(2)(c))**

Incremental taxes on real property included in the redevelopment project will be captured under this Plan to reimburse eligible activity expenses, to deposit into the City's Local Brownfield Revolving Fund (LBRF), and to cover the costs of BRA administrative duties. The base taxable value of the Property shall be determined by the use of the 2017 tax year tax values, which is \$175,830. Tax increment revenue capture will begin when tax increment is generated by



redevelopment of the Property, which is expected to begin in 2019 or when full redevelopment is completed whichever occurs first. The estimated taxable value of the completed development is \$450,000. This assumes a one-year phase-in for completion of the redevelopment, which has been incorporated into the tax increment financing assumptions for this Plan. An annual increase in taxable value of 1% has been used for calculation of future tax increments in this Plan. Table 2 details the estimate of captured tax increment revenues for each year of the Plan from the eligible property.

**E. Method of Brownfield Plan Financing and Description of Advances by the Municipality (Sec. 13(2)(d))**

Eligible activities will be financed by the Developer. The Developer will be reimbursed for eligible costs as described in Section C and outlined in Table 1. Costs for Eligible Activities funded by the Developer will be repaid under (i) the City's Brownfield Redevelopment Financing Program, and (ii) the Michigan Brownfield Redevelopment Financing Program (Michigan Public Act 381, as amended) with incremental taxes generated by future development of the property.

No advances will be made by the SBRA for this project. All reimbursements authorized under this Plan shall be governed by the Reimbursement Agreement.

**F. Maximum Amount of Note or Bonded Indebtedness (Sec. 13(2)(e))**

No note or bonded indebtedness will be incurred by any local unit of government for this project.

**G. Duration of Brownfield Plan (Sec. 13(2)(f))**

Under applicable state law, in no event shall the duration of the Plan exceed 35 years following the date of the resolution approving the Plan, nor shall the duration of the tax capture exceed the lesser of the period authorized under subsection (4) and (5) of Section 13 of Act 381 or 30 years. Further, in no event shall the beginning date of the capture of tax increment revenues be later than five years after the date of the resolution approving the Plan. The Property will become part of this Plan on the date this Plan is approved by the City of Southfield City Council.

**H. Estimated Impact of Tax Increment Financing on Revenues of Taxing Jurisdictions (Sec. 13 (2)(g))**

Taxes will continue to be generated to taxing jurisdictions on local captured millages at the base taxable value of \$175,830 throughout the duration of this Plan. Local taxes generated based on the base value of the Property will total approximately \$180,300 over the duration of the plan, or \$6,010 per year.

Non-capturable millages; including school millages, debt millages, the zoo authority and art institute, will see an immediate increase in tax revenue following redevelopment and will provide new tax revenue of approximately \$312,777 based on the post-development taxable value of the Property throughout the duration of this Plan.

A summary of the impact to taxing jurisdictions for the life of the Plan is summarized below, which assumes taxes are captured throughout the duration of the Plan as estimated in Table 2.

*Brownfield Plan for the proposed Gas Station Redevelopment  
 Located at 30915 Southfield Road, Southfield, Michigan  
 PM Project No. 01-8798-0-0005; January 30, 2018*

<b>Total Estimated Captured Tax Increment Revenues</b>		
<b>Millage</b>	<b>Rate</b>	<b>Amount Captured</b>
<b>Local Millages</b>		
County Operating	4.0400	\$30,229
ISD (voted)	3.1113	\$23,280
ISD (allocated)	0.1966	\$1,471
OCC	1.5555	\$11,639
County Pk & Rec	0.2368	\$1,772
HCMA	0.2140	\$1,601
OCPTA (SMART)	0.9863	\$7,380
Drains at Large	0.0267	\$200
City General	6.6094	\$49,454
Sanitation	0.2207	\$1,651
Publicity	0.0203	\$152
P&F Pension	4.5249	\$33,857
Pol & Fire 1974	2.8325	\$21,194
Pol & Fire 2011	4.0581	\$30,364
Res Streets 1984	0.9440	\$7,063
Res Streets 2011	0.0560	\$419
P&R 1978	1.6524	\$12,364
P&R 2011	0.0976	\$730
Library 1978	2.0934	\$15,663
Library 2011	0.7066	\$5,287
<b>Total Captured Millages</b>	<b>34.1831</b>	<b>\$255,769</b>
<b>Estimated New Tax Revenue on Non-Capturable Millages</b>		
<b>Millage</b>	<b>Rate</b>	<b>New Taxes Generated</b>
<b>School Taxes</b>		
School Operating	18.0000	\$186,809
SET	6.0000	\$62,270
<b>Sub-Total</b>	<b>24.0000</b>	<b>\$249,079</b>
<b>Debt/ Non-Capturable Millages</b>		
School Debt	3.0000	\$31,135
Zoo Authority	0.0980	\$1,929
Art Institute	0.1961	\$3,858
Road Millage (Debt Millage)	2.5800	\$26,776
<b>Sub-Total</b>	<b>5.8741</b>	<b>\$63,698</b>
<b>Total New Taxes Generated</b>	<b>29.8741</b>	<b>\$312,777</b>

For a complete breakdown of the captured millages and developer reimbursement please see Table 2.

**I. Legal Description, Property Map, Statement of Qualifying Characteristics and Personal Property (Sec. 13(2)(h))**

The legal description of the Property included in this Plan is attached in Appendix A.

Property location maps are included in Appendix B.

Documentation of characteristics that qualify the property as eligible property is provided in Appendix D.

Personal property is not included in this plan.

**J. Displacement/Relocation of Individuals on Eligible Property (Sec. 13(2)(i-l))**

No displacement of residents or families is expected as part of this project.

**K. Local Site Remediation Revolving Fund ("LBRF") (Sec. 13(2)(m))**

The SBRA has established a LBRF and will capture local tax increment revenue for five years after the Developer is fully reimbursed, or for the last five years of the Brownfield Plan, whichever occurs first.

**L. Other Material that the Authority or Governing Body Considers Pertinent (Sec. 13(2)(n))**

It is understood that Developer will only be reimbursed based on actual available tax increment revenue, less SBRA administrative fees. Of the request for up to \$466,078 in Brownfield eligible expense reimbursement, it is projected that \$255,769 will be reimbursed during the length of the Brownfield Plan based on the tax increment revenue anticipated to be available. This is reflected in Table 2.

This Brownfield Plan proposes the capture of local tax revenues only. The capture of school tax revenue is not being sought.

# Appendix A



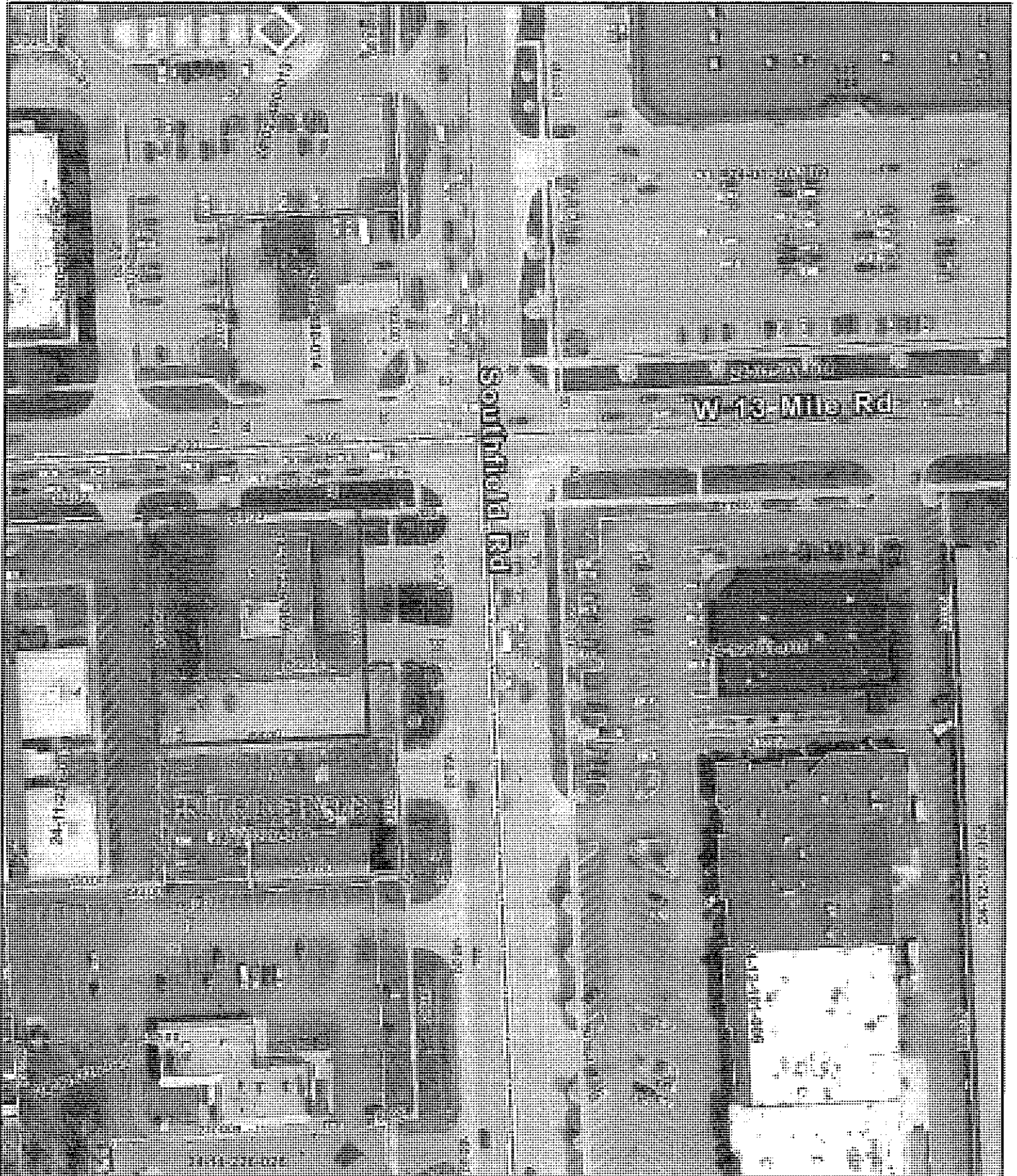
Legal Description: 30915 Southfield Road, MI Parcel Number: 76-24-11-226-069

*T1N, R10E, SEC 11 FRUIT RIDGE FARMS PART OF LOTS 5 & 6 DESC AS BEG AT PT DIST N 88-54 32 W 33 FT & S 01-00-00 W 33 FT & N 88-54-32 W 69 FT & S 01-00-00 W 27 FT FROM NE SEC COR, TH S 01-00-00 W 185.02 FT, TH N 89-28-43 W 164 FT, TH N 01-00-00 E 186.65 FT, TH S 88-54-32 E 164 FT TO BEG 7-28-16 FR 004 & 005 COMBO ON 08/09/2016 WITH 76-24-11-226-005 INTO 76-24-11-226-069*

# Appendix B



# Assessors Map



	1/4 Section		1/2 Acre
	1/2 Section		1/4 Acre
	3/4 Section		1/8 Acre
	Full Section		1/16 Acre

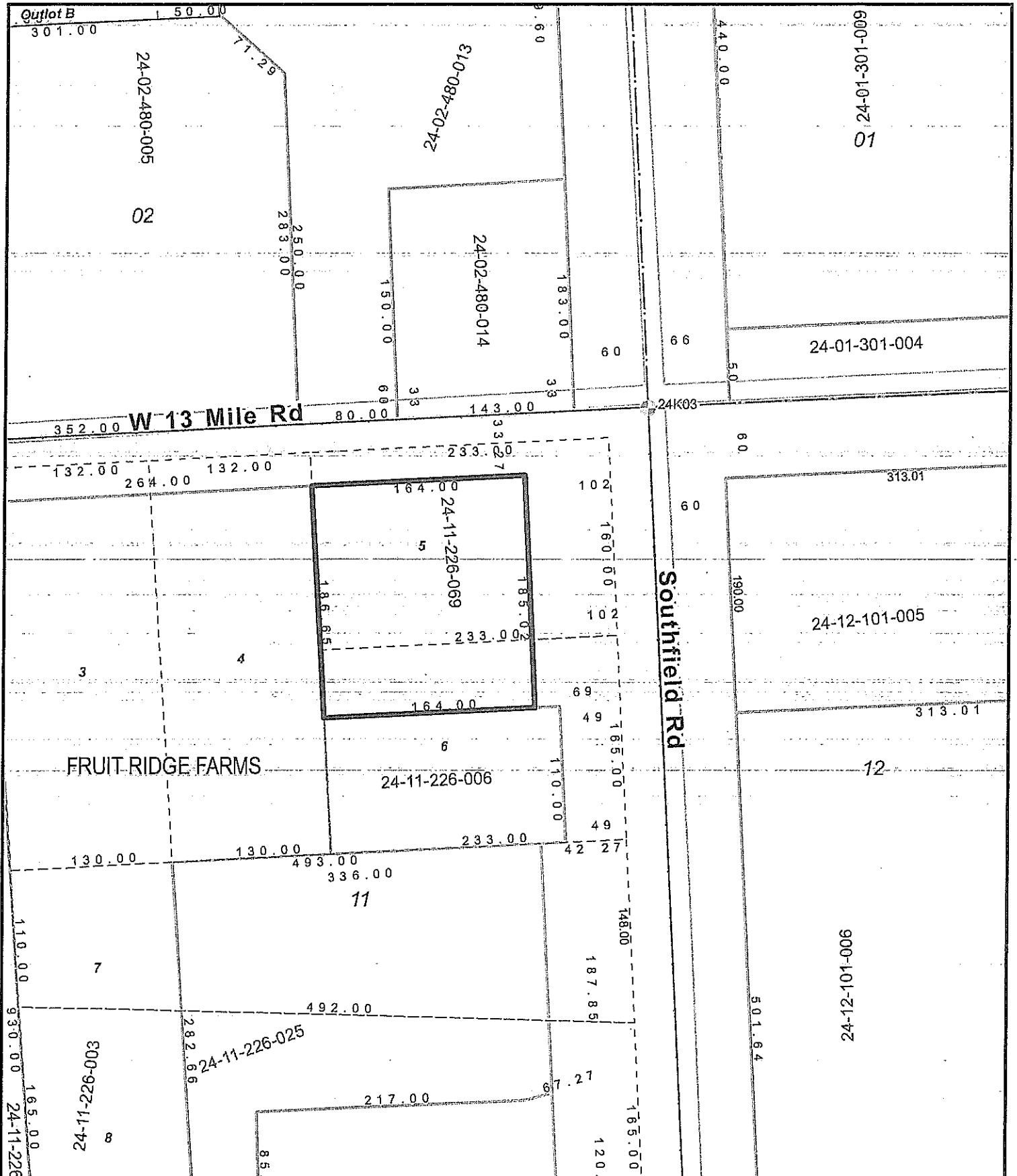
**Disclaimer:** The information provided herewith has been compiled from recorded deeds, plans, tax maps, surveys and other public records. It is not a warranty, guarantee, or survey and is not intended to be used as such. Users should conduct the independent research and/or consult a professional surveyor. FEMA's Floodplain data may not always be present on this map.

**L. Evelyn Fuchsman**  
 Clackamas County Assessor

Date Generated: 06/20/2024

1/2 inch = 100 feet

# Assessors Map



- 2 Foot Contours
- 5 Foot Contours
- FEMA Base Flood Elevations
- FEMA Cross Sections
- 100 yr - FEMA Floodplain
- 100 yr (detailed) - FEMA Floodplain
- 500 yr - FEMA Floodplain
- FLOODWAY - FEMA Floodplain

Disclaimer: The information provided herewith has been compiled from recorded deeds, plats, tax maps, surveys and other public records. It is not a legally recorded map or survey and is not intended to be used as one. Users should consult the information sources mentioned above when questions arise. FEMA Floodplain data may not always be present on the map.



L. Brooks Patterson  
Oakland County Executive

Date Created: 2/6/2018





# Appendix C





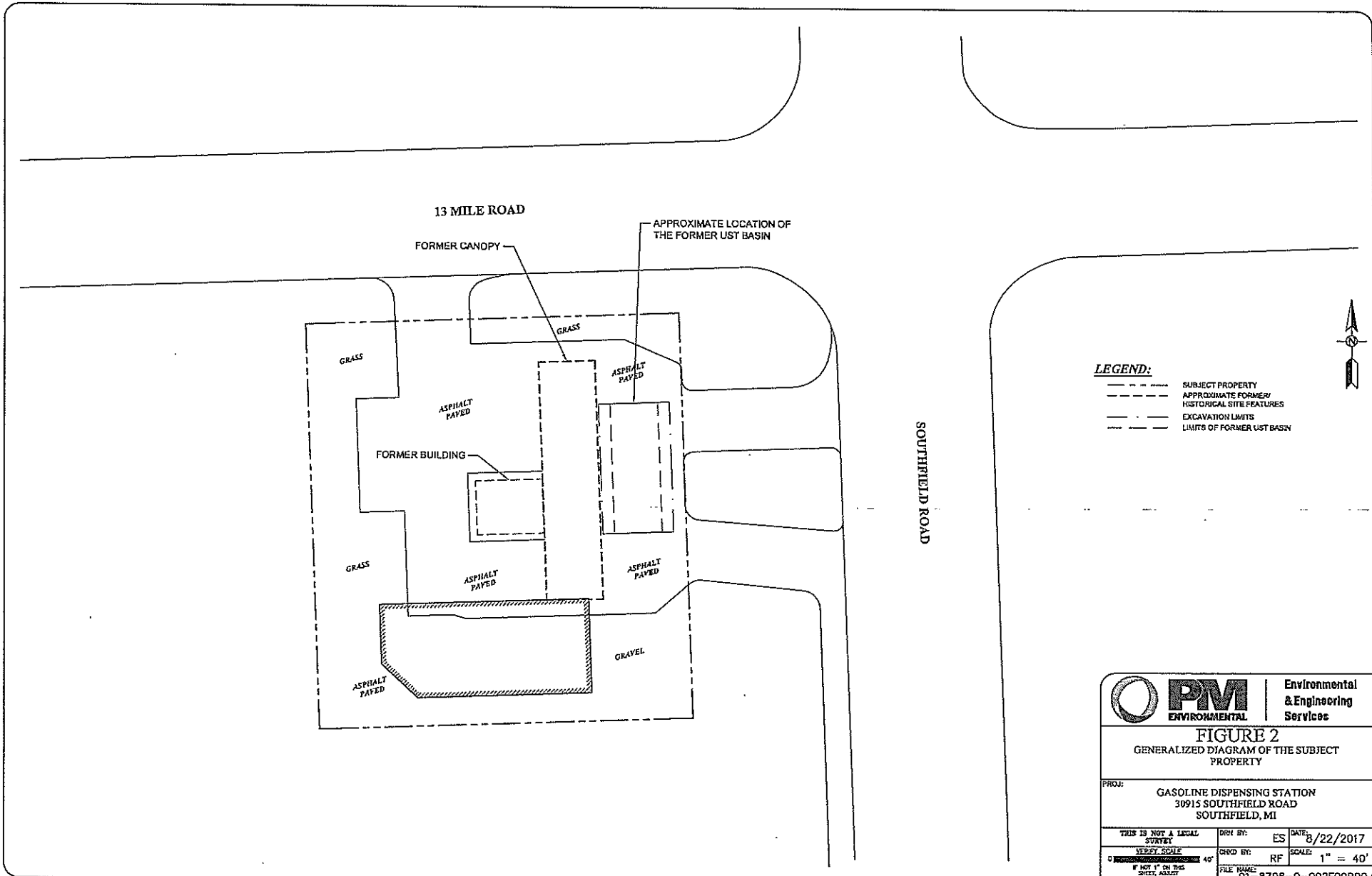






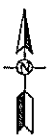
# Appendix D



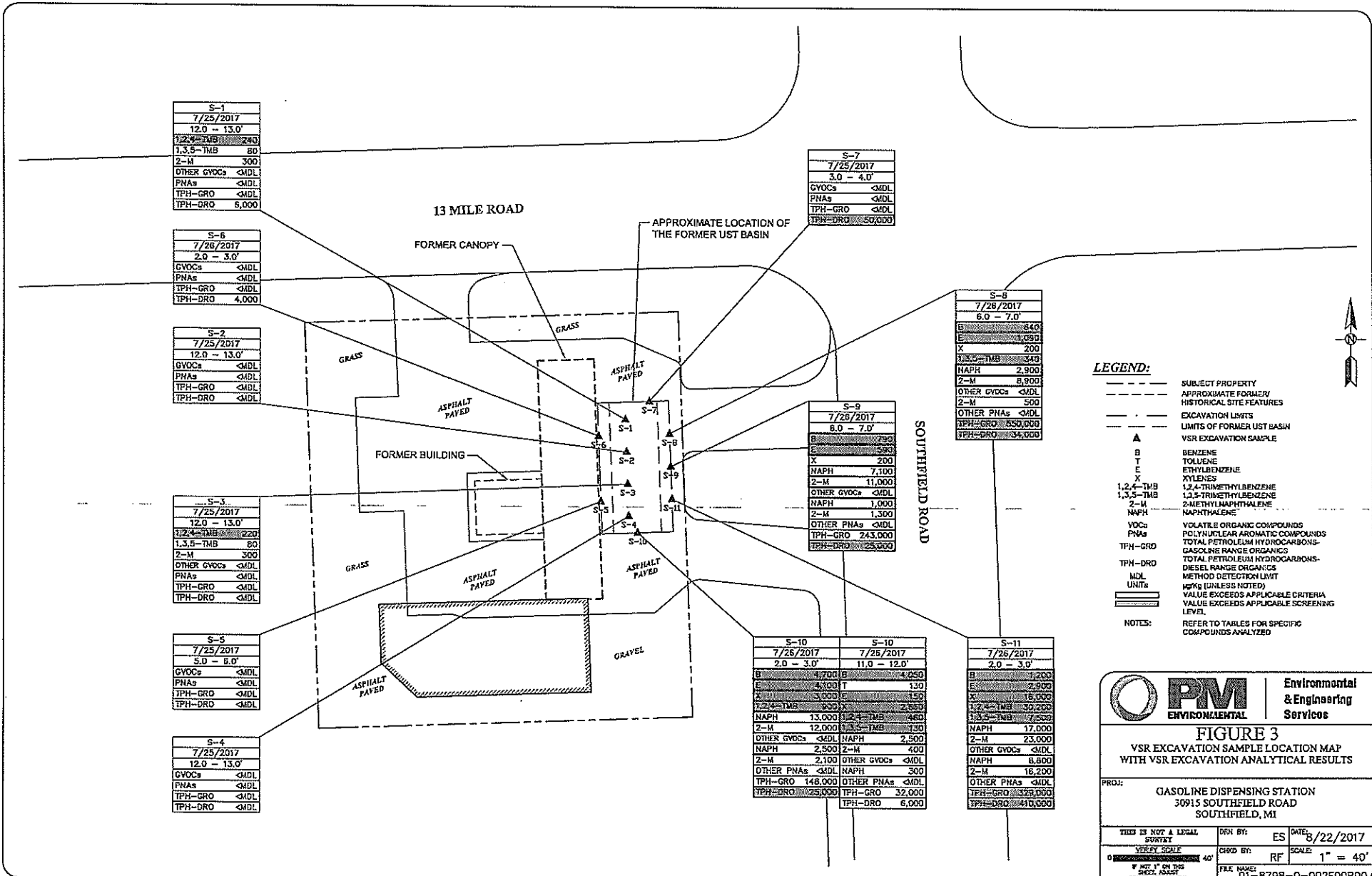


**LEGEND:**

- SUBJECT PROPERTY
- APPROXIMATE FORMER HISTORICAL SITE FEATURES
- EXCAVATION LIMITS
- LIMITS OF FORMER UST BASIN



		<b>Environmental &amp; Engineering Services</b>
<b>FIGURE 2</b> GENERALIZED DIAGRAM OF THE SUBJECT PROPERTY		
PROJ: GASOLINE DISPENSING STATION 30915 SOUTHFIELD ROAD SOUTHFIELD, MI		
<small>THIS IS NOT A LEGAL SURVEY</small>	<small>DRN BY:</small> ES	<small>DATE:</small> 8/22/2017
<small>VERTICAL SCALE</small>	<small>CRKD BY:</small> RF	<small>SCALE:</small> 1" = 40'
<small>IF NOT 1" ON THIS SCALE, ASSESS SCALES ACCORDINGLY.</small>	<small>FILE NAME:</small> 01-8798-0-002F00R00	



S-1	
7/25/2017	
12.0 - 13.0'	
1,2,4-TMB	240
1,3,5-TMB	80
2-M	300
OTHER GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	6,000

S-6	
7/26/2017	
2.0 - 3.0'	
GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	4,000

S-2	
7/25/2017	
12.0 - 13.0'	
GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-3	
7/25/2017	
12.0 - 13.0'	
1,2,4-TMB	220
1,3,5-TMB	80
2-M	300
OTHER GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-5	
7/25/2017	
5.0 - 6.0'	
GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-4	
7/25/2017	
12.0 - 13.0'	
GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	<MDL

S-7	
7/26/2017	
3.0 - 4.0'	
GVOCs	<MDL
PNAs	<MDL
TPH-GRO	<MDL
TPH-DRD	50,000

S-8	
7/26/2017	
6.0 - 7.0'	
B	340
E	1,050
X	200
1,2,4-TMB	340
NAPH	2,900
2-M	8,900
OTHER GVOCs	<MDL
2-M	500
OTHER PNAs	<MDL
TPH-GRO	550,000
TPH-DRD	34,000

S-9	
7/26/2017	
6.0 - 7.0'	
B	790
E	390
X	200
NAPH	7,100
2-M	11,000
OTHER GVOCs	<MDL
NAPH	1,000
2-M	1,300
OTHER PNAs	<MDL
TPH-GRO	243,000
TPH-DRD	25,000

S-10	
7/26/2017	
2.0 - 3.0'	
B	4,700
E	4,000
X	3,000
1,2,4-TMB	900
NAPH	13,000
2-M	12,000
OTHER GVOCs	<MDL
NAPH	2,500
2-M	2,100
OTHER PNAs	<MDL
TPH-GRO	148,000
TPH-DRD	25,000

S-10	
7/26/2017	
11.0 - 12.0'	
B	4,050
E	130
X	150
1,2,4-TMB	2,850
NAPH	13,000
2-M	12,000
OTHER GVOCs	<MDL
NAPH	2,500
2-M	400
OTHER GVOCs	<MDL
OTHER PNAs	<MDL
NAPH	300
TPH-GRO	148,000
TPH-DRD	32,000
TPH-DRD	6,000

S-11	
7/26/2017	
2.0 - 3.0'	
B	1,200
E	2,900
X	16,000
1,2,4-TMB	30,200
1,3,5-TMB	7,500
NAPH	17,000
2-M	23,000
OTHER GVOCs	<MDL
NAPH	8,800
2-M	16,200
OTHER PNAs	<MDL
TPH-GRO	329,000
TPH-DRD	410,000

**LEGEND:**

--- SUBJECT PROPERTY

--- APPROXIMATE FORMER/ HISTORICAL SITE FEATURES

--- EXCAVATION LIMITS

--- LIMITS OF FORMER UST BASIN

▲ VSR EXCAVATION SAMPLE

B BENZENE

T TOLUENE

E ETHYLENENE

X XYLENES

1,2,4-TMB 1,2,4-TRIMETHYLBENZENE

1,3,5-TMB 1,3,5-TRIMETHYLBENZENE

2-M 2-METHYLNAPHTHALENE

NAPH NAPHTHALENE

GVOCs VOLATILE ORGANIC COMPOUNDS

PNAs POLYNUCLEAR AROMATIC COMPOUNDS

TPH-GRO TOTAL PETROLEUM HYDROCARBONS-GASOLINE RANGE ORGANICS

TPH-DRD TOTAL PETROLEUM HYDROCARBONS-DIESEL RANGE ORGANICS


MDL METHOD DETECTION LIMIT

UNITs µg/Kg (UNLESS NOTED)

VALUE EXCEEDS APPLICABLE CRITERIA

VALUE EXCEEDS APPLICABLE SCREENING LEVEL

NOTES: REFER TO TABLES FOR SPECIFIC COMPOUNDS ANALYZED



**Environmental & Engineering Services**

**FIGURE 3**  
VSR EXCAVATION SAMPLE LOCATION MAP  
WITH VSR EXCAVATION ANALYTICAL RESULTS

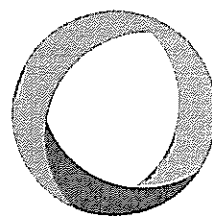
PROJ: GASOLINE DISPENSING STATION  
30915 SOUTHFIELD ROAD  
SOUTHFIELD, MI

THIS IS NOT A LEGAL SURVEY	DEN BY: ES	DATE: 8/22/2017
VERIFY SCALE	CHD BY: RF	SCALE: 1" = 40'
IF NOT 1" ON THIS SHEET, BASE SCALES ACCORDINGLY.	FILE NAME: 01-8798-0-002F00R09	





# Tables



**PIM**  
**ENVIRONMENTAL**  
Risk Well Managed

**Table 1: Eligible Cost Estimates**

Item/Activity	Total
<b>Due Care Activities</b>	
Vapor Barrier/Surface Cover or Contaminated Soil Transport and Disposal	\$
Oversight, Sampling and Reporting by Environmental Professional	\$
<b>Due Care Activities Sub-Total</b>	\$
<b>Demolition</b>	
Building Demolition Activities	\$
Site Demolition Activities	\$
Removal/Demolition of Underground Storage Tanks (non environmental costs)	\$
<b>Demolition Sub-Total</b>	\$
<b>Asbestos Activities</b>	
Asbestos Survey, Sampling & Reporting Work	\$
Asbestos Abatement	\$
<b>Asbestos and Lead Activities Sub-Total</b>	\$
<b>Infrastructure Improvements</b>	
Curb and Gutters/Sidewalk/Paving Improvements	\$
Landscaping in ROW	\$
Water and Sewer Mains	\$
Professional Fees Related to Geotechnical, Engineering & Design Work if Directly Related to Infrastructure Improvements	\$
<b>Infrastructure Sub-Total</b>	\$
<b>Site Preparation</b>	
Temporary Facility and Controls	\$
Earthwork/Sheeting and Shoring	\$
Grading and Land Balancing	\$
<b>Site Preparation Sub-Total</b>	\$
<b>Preparation of Brownfield Plan and Act 381 Workplan</b>	
Brownfield Plan	\$
<b>Brownfield Plan and Act 381 Workplan Sub-Total</b>	\$
<b>Eligible Activities Sub-Total</b>	\$
15% Contingency*	\$
<b>Developer Eligible Reimbursement Total</b>	\$

Table 2: Tax Increment Financing Estimates

	2017	2019	2020	2021	2022	2023	2024	2025	2026
	Year 1	Year 2	Year 3	Year 4	Year 5	Year 6	Year 7	Year 8	
1 increase of 1%) is minus Existing Tax Value)	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830
	\$ 450,000	\$ 454,500	\$ 459,045	\$ 463,635	\$ 468,272	\$ 472,955	\$ 477,684	\$ 482,461	
	\$ 274,170	\$ 278,670	\$ 283,215	\$ 287,805	\$ 292,442	\$ 297,125	\$ 301,854	\$ 306,631	
4.0400	\$ 710	\$ 1,108	\$ 1,126	\$ 1,144	\$ 1,163	\$ 1,181	\$ 1,200	\$ 1,219	\$ 1,239
3.1113	\$ 547	\$ 853	\$ 867	\$ 881	\$ 895	\$ 910	\$ 924	\$ 939	\$ 954
0.1966	\$ 35	\$ 54	\$ 55	\$ 56	\$ 57	\$ 57	\$ 58	\$ 59	\$ 60
1.5555	\$ 274	\$ 426	\$ 433	\$ 441	\$ 448	\$ 455	\$ 462	\$ 470	\$ 477
0.2368	\$ 42	\$ 65	\$ 66	\$ 67	\$ 68	\$ 69	\$ 70	\$ 71	\$ 73
0.2140	\$ 38	\$ 59	\$ 60	\$ 61	\$ 62	\$ 63	\$ 64	\$ 65	\$ 66
0.9863	\$ 173	\$ 270	\$ 275	\$ 279	\$ 284	\$ 288	\$ 293	\$ 298	\$ 302
0.0267	\$ 5	\$ 7	\$ 7	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8	\$ 8
6.6094	\$ 1,162	\$ 1,812	\$ 1,842	\$ 1,872	\$ 1,902	\$ 1,933	\$ 1,964	\$ 1,995	\$ 2,027
0.2207	\$ 39	\$ 61	\$ 62	\$ 63	\$ 64	\$ 65	\$ 66	\$ 67	\$ 68
0.0203	\$ 4	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6	\$ 6
4.5249	\$ 796	\$ 1,241	\$ 1,261	\$ 1,282	\$ 1,302	\$ 1,323	\$ 1,344	\$ 1,366	\$ 1,387
2.8325	\$ 498	\$ 777	\$ 789	\$ 802	\$ 815	\$ 828	\$ 842	\$ 855	\$ 869
4.0531	\$ 714	\$ 1,113	\$ 1,131	\$ 1,149	\$ 1,168	\$ 1,187	\$ 1,206	\$ 1,225	\$ 1,244
0.9440	\$ 166	\$ 259	\$ 263	\$ 267	\$ 272	\$ 276	\$ 280	\$ 285	\$ 289
0.0560	\$ 10	\$ 15	\$ 16	\$ 16	\$ 16	\$ 16	\$ 17	\$ 17	\$ 17
1.6524	\$ 291	\$ 453	\$ 460	\$ 468	\$ 476	\$ 483	\$ 491	\$ 499	\$ 507
0.0976	\$ 17	\$ 27	\$ 27	\$ 28	\$ 28	\$ 29	\$ 29	\$ 29	\$ 30
2.0934	\$ 368	\$ 574	\$ 583	\$ 593	\$ 602	\$ 612	\$ 622	\$ 632	\$ 642
0.7066	\$ 124	\$ 194	\$ 197	\$ 200	\$ 203	\$ 207	\$ 210	\$ 213	\$ 217
34.1831	\$ 6,010	\$ 9,372	\$ 9,526	\$ 9,681	\$ 9,838	\$ 9,997	\$ 10,157	\$ 10,318	\$ 10,482
18.0000	\$ 3,165	\$ 4,935	\$ 5,016	\$ 5,098	\$ 5,180	\$ 5,264	\$ 5,348	\$ 5,433	\$ 5,519
6.0000	\$ 1,055	\$ 1,645	\$ 1,672	\$ 1,699	\$ 1,727	\$ 1,755	\$ 1,783	\$ 1,811	\$ 1,840
24.0000	\$ 4,220	\$ 6,580	\$ 6,688	\$ 6,797	\$ 6,907	\$ 7,019	\$ 7,131	\$ 7,244	\$ 7,359
58.1831	\$ 10,230	\$ 15,952	\$ 16,214	\$ 16,478	\$ 16,745	\$ 17,015	\$ 17,288	\$ 17,563	\$ 17,841
3.0000	\$ 527	\$ 823	\$ 836	\$ 850	\$ 863	\$ 877	\$ 891	\$ 906	\$ 920
0.0980	\$ 17	\$ 27	\$ 27	\$ 28	\$ 28	\$ 29	\$ 29	\$ 30	\$ 30
0.1961	\$ 34	\$ 54	\$ 55	\$ 56	\$ 56	\$ 57	\$ 58	\$ 59	\$ 60
2.5800	\$ 454	\$ 707	\$ 719	\$ 731	\$ 743	\$ 754	\$ 767	\$ 779	\$ 791
5.8741	\$ 1,033	\$ 1,611	\$ 1,637	\$ 1,664	\$ 1,691	\$ 1,718	\$ 1,745	\$ 1,773	\$ 1,801
64.0572	\$ 11,263	\$ 17,563	\$ 17,851	\$ 18,142	\$ 18,436	\$ 18,733	\$ 19,033	\$ 19,336	\$ 19,642
	\$ 9,372	\$ 9,526	\$ 9,681	\$ 9,838	\$ 9,997	\$ 10,157	\$ 10,318	\$ 10,482	
	\$ 937	\$ 953	\$ 968	\$ 984	\$ 1,000	\$ 1,016	\$ 1,032	\$ 1,048	

Table 2: Tax Increment Financing Estimates

		2027	2028	2029	2030	2031	2032	2033	2034
		Year 9	Year 10	Year 11	Year 12	Year 13	Year 14	Year 15	Year 16
		\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830
1% increase of 1%)		\$ 487,286	\$ 492,158	\$ 497,080	\$ 502,051	\$ 507,071	\$ 512,142	\$ 517,263	\$ 522,436
(Net minus Existing Tax Value)		\$ 311,456	\$ 316,328	\$ 321,250	\$ 326,221	\$ 331,241	\$ 336,312	\$ 341,433	\$ 346,606
	4.0400	\$ 1,258	\$ 1,278	\$ 1,298	\$ 1,318	\$ 1,338	\$ 1,359	\$ 1,379	\$ 1,400
	3.1113	\$ 969	\$ 984	\$ 1,000	\$ 1,015	\$ 1,031	\$ 1,046	\$ 1,062	\$ 1,078
	0.1966	\$ 61	\$ 62	\$ 63	\$ 64	\$ 65	\$ 66	\$ 67	\$ 68
	1.5555	\$ 484	\$ 492	\$ 500	\$ 507	\$ 515	\$ 523	\$ 531	\$ 539
	0.2368	\$ 74	\$ 75	\$ 76	\$ 77	\$ 78	\$ 80	\$ 81	\$ 82
	0.2140	\$ 67	\$ 68	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74
	0.9863	\$ 307	\$ 312	\$ 317	\$ 322	\$ 327	\$ 332	\$ 337	\$ 342
	0.0267	\$ 8	\$ 8	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9	\$ 9
	6.6094	\$ 2,059	\$ 2,091	\$ 2,123	\$ 2,156	\$ 2,189	\$ 2,223	\$ 2,257	\$ 2,291
	0.2207	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74	\$ 75	\$ 76
	0.0203	\$ 6	\$ 6	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7	\$ 7
	4.5249	\$ 1,409	\$ 1,431	\$ 1,454	\$ 1,476	\$ 1,499	\$ 1,522	\$ 1,545	\$ 1,568
	2.8325	\$ 882	\$ 896	\$ 910	\$ 924	\$ 938	\$ 953	\$ 967	\$ 982
	4.0581	\$ 1,264	\$ 1,284	\$ 1,304	\$ 1,324	\$ 1,344	\$ 1,365	\$ 1,386	\$ 1,407
	0.9440	\$ 294	\$ 299	\$ 303	\$ 308	\$ 313	\$ 317	\$ 322	\$ 327
	0.0560	\$ 17	\$ 18	\$ 18	\$ 18	\$ 19	\$ 19	\$ 19	\$ 19
	1.6524	\$ 515	\$ 523	\$ 531	\$ 539	\$ 547	\$ 556	\$ 564	\$ 573
	0.0976	\$ 30	\$ 31	\$ 31	\$ 32	\$ 32	\$ 33	\$ 33	\$ 34
	2.0934	\$ 652	\$ 662	\$ 673	\$ 683	\$ 693	\$ 704	\$ 715	\$ 726
	0.7066	\$ 220	\$ 224	\$ 227	\$ 231	\$ 234	\$ 238	\$ 241	\$ 245
	<b>34.1831</b>	<b>\$ 10,647</b>	<b>\$ 10,813</b>	<b>\$ 10,981</b>	<b>\$ 11,151</b>	<b>\$ 11,323</b>	<b>\$ 11,496</b>	<b>\$ 11,671</b>	<b>\$ 11,848</b>
	18.0000	\$ 5,606	\$ 5,694	\$ 5,782	\$ 5,872	\$ 5,962	\$ 6,054	\$ 6,146	\$ 6,239
	6.0000	\$ 1,869	\$ 1,898	\$ 1,927	\$ 1,957	\$ 1,987	\$ 2,018	\$ 2,049	\$ 2,080
	<b>24.0000</b>	<b>\$ 7,475</b>	<b>\$ 7,592</b>	<b>\$ 7,710</b>	<b>\$ 7,829</b>	<b>\$ 7,950</b>	<b>\$ 8,071</b>	<b>\$ 8,194</b>	<b>\$ 8,319</b>
	<b>58.1831</b>	<b>\$ 18,121</b>	<b>\$ 18,405</b>	<b>\$ 18,691</b>	<b>\$ 18,981</b>	<b>\$ 19,273</b>	<b>\$ 19,568</b>	<b>\$ 19,866</b>	<b>\$ 20,167</b>
	3.0000	\$ 934	\$ 949	\$ 964	\$ 979	\$ 994	\$ 1,009	\$ 1,024	\$ 1,040
	0.0980	\$ 31	\$ 31	\$ 31	\$ 32	\$ 32	\$ 33	\$ 33	\$ 34
	0.1961	\$ 61	\$ 62	\$ 63	\$ 64	\$ 65	\$ 66	\$ 67	\$ 68
	2.5800	\$ 804	\$ 816	\$ 829	\$ 842	\$ 855	\$ 868	\$ 881	\$ 894
	<b>5.8741</b>	<b>\$ 1,830</b>	<b>\$ 1,858</b>	<b>\$ 1,887</b>	<b>\$ 1,916</b>	<b>\$ 1,946</b>	<b>\$ 1,976</b>	<b>\$ 2,006</b>	<b>\$ 2,036</b>
	<b>64.0572</b>	<b>\$ 19,951</b>	<b>\$ 20,263</b>	<b>\$ 20,578</b>	<b>\$ 20,897</b>	<b>\$ 21,218</b>	<b>\$ 21,543</b>	<b>\$ 21,871</b>	<b>\$ 22,203</b>
		\$ 10,647	\$ 10,813	\$ 10,981	\$ 11,151	\$ 11,323	\$ 11,496	\$ 11,671	\$ 11,848
		\$ 1,065	\$ 1,081	\$ 1,098	\$ 1,115	\$ 1,132	\$ 1,150	\$ 1,167	\$ 1,185
		\$ 8,582	\$ 9,732	\$ 9,883	\$ 10,036	\$ 10,191	\$ 10,347	\$ 10,504	\$ 10,662

in Fee

Table 2: Tax Increment Financing Estimates

		2035	2036	2037	2038	2039	2040	2041	2042
		Year 17	Year 18	Year 19	Year 20	Year 21	Year 22	Year 23	Year 24
Total Increase of 1%) (Net minus Existing Tax Value)	\$	175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830
	\$	527,660	\$ 532,937	\$ 538,266	\$ 543,649	\$ 549,086	\$ 554,576	\$ 560,122	\$ 565,723
	\$	351,830	\$ 357,107	\$ 362,436	\$ 367,819	\$ 373,256	\$ 378,746	\$ 384,292	\$ 389,893
	4.0400	\$ 1,421	\$ 1,443	\$ 1,464	\$ 1,486	\$ 1,508	\$ 1,530	\$ 1,553	\$ 1,575
	3.1113	\$ 1,095	\$ 1,111	\$ 1,128	\$ 1,144	\$ 1,161	\$ 1,178	\$ 1,196	\$ 1,213
	0.1966	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74	\$ 76	\$ 77
	1.5555	\$ 547	\$ 555	\$ 564	\$ 572	\$ 581	\$ 589	\$ 598	\$ 606
	0.2368	\$ 83	\$ 85	\$ 86	\$ 87	\$ 88	\$ 90	\$ 91	\$ 92
	0.2140	\$ 75	\$ 76	\$ 78	\$ 79	\$ 80	\$ 81	\$ 82	\$ 83
	0.9863	\$ 347	\$ 352	\$ 357	\$ 363	\$ 368	\$ 374	\$ 379	\$ 385
	0.0267	\$ 9	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10	\$ 10
	6.6094	\$ 2,325	\$ 2,360	\$ 2,395	\$ 2,431	\$ 2,467	\$ 2,503	\$ 2,540	\$ 2,577
	0.2207	\$ 78	\$ 79	\$ 80	\$ 81	\$ 82	\$ 84	\$ 85	\$ 86
	0.0203	\$ 7	\$ 7	\$ 7	\$ 7	\$ 8	\$ 8	\$ 8	\$ 8
	4.5249	\$ 1,592	\$ 1,616	\$ 1,640	\$ 1,664	\$ 1,689	\$ 1,714	\$ 1,739	\$ 1,764
	2.8325	\$ 997	\$ 1,012	\$ 1,027	\$ 1,042	\$ 1,057	\$ 1,073	\$ 1,089	\$ 1,104
	4.0581	\$ 1,428	\$ 1,449	\$ 1,471	\$ 1,493	\$ 1,515	\$ 1,537	\$ 1,559	\$ 1,582
	0.9440	\$ 332	\$ 337	\$ 342	\$ 347	\$ 352	\$ 358	\$ 363	\$ 368
	0.0560	\$ 20	\$ 20	\$ 20	\$ 21	\$ 21	\$ 21	\$ 22	\$ 22
	1.6524	\$ 581	\$ 590	\$ 599	\$ 608	\$ 617	\$ 626	\$ 635	\$ 644
	0.0976	\$ 34	\$ 35	\$ 35	\$ 36	\$ 36	\$ 37	\$ 38	\$ 38
	2.0934	\$ 737	\$ 748	\$ 759	\$ 770	\$ 781	\$ 793	\$ 804	\$ 816
	0.7066	\$ 249	\$ 252	\$ 256	\$ 260	\$ 264	\$ 268	\$ 272	\$ 275
	<b>34.1831</b>	\$ <b>12,027</b>	\$ <b>12,207</b>	\$ <b>12,389</b>	\$ <b>12,573</b>	\$ <b>12,759</b>	\$ <b>12,947</b>	\$ <b>13,136</b>	\$ <b>13,328</b>
	18.0000	\$ 6,333	\$ 6,428	\$ 6,524	\$ 6,621	\$ 6,719	\$ 6,817	\$ 6,917	\$ 7,018
	6.0000	\$ 2,111	\$ 2,143	\$ 2,175	\$ 2,207	\$ 2,240	\$ 2,272	\$ 2,306	\$ 2,339
	24.0000	\$ 8,444	\$ 8,571	\$ 8,698	\$ 8,828	\$ 8,958	\$ 9,090	\$ 9,223	\$ 9,357
	<b>58.1831</b>	\$ <b>20,471</b>	\$ <b>20,778</b>	\$ <b>21,088</b>	\$ <b>21,401</b>	\$ <b>21,717</b>	\$ <b>22,037</b>	\$ <b>22,359</b>	\$ <b>22,685</b>
	3.0000	\$ 1,055	\$ 1,071	\$ 1,087	\$ 1,103	\$ 1,120	\$ 1,136	\$ 1,153	\$ 1,170
	0.0980	\$ 34	\$ 35	\$ 36	\$ 36	\$ 37	\$ 37	\$ 38	\$ 38
	0.1961	\$ 69	\$ 70	\$ 71	\$ 72	\$ 73	\$ 74	\$ 75	\$ 76
	2.5800	\$ 908	\$ 921	\$ 935	\$ 949	\$ 963	\$ 977	\$ 991	\$ 1,006
	<b>5.8741</b>	\$ <b>2,067</b>	\$ <b>2,098</b>	\$ <b>2,129</b>	\$ <b>2,161</b>	\$ <b>2,193</b>	\$ <b>2,225</b>	\$ <b>2,257</b>	\$ <b>2,290</b>
	<b>64.0572</b>	\$ <b>22,537</b>	\$ <b>22,875</b>	\$ <b>23,217</b>	\$ <b>23,561</b>	\$ <b>23,910</b>	\$ <b>24,261</b>	\$ <b>24,617</b>	\$ <b>24,975</b>
	\$	12,027	\$ 12,207	\$ 12,389	\$ 12,573	\$ 12,759	\$ 12,947	\$ 13,136	\$ 13,328
	\$	1,203	\$ 1,221	\$ 1,239	\$ 1,257	\$ 1,276	\$ 1,295	\$ 1,314	\$ 1,333

Table 2: Tax Increment Financing Estimates

		2043	2044	2045	2046	2047	2048	
		Year 25	Year 26	Year 27	Year 28	Year 29	Year 30	
1% increase of 1%) (minus Existing Tax Value)	\$	175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	\$ 175,830	
	\$	571,381	\$ 577,094	\$ 582,865	\$ 588,694	\$ 594,581	\$ 600,527	
	\$	395,551	\$ 401,264	\$ 407,035	\$ 412,864	\$ 418,751	\$ 424,697	
	4.0400	\$ 1,598	\$ 1,621	\$ 1,644	\$ 1,668	\$ 1,692	\$ 1,716	\$ 41,928
	3.1113	\$ 1,231	\$ 1,248	\$ 1,266	\$ 1,285	\$ 1,303	\$ 1,321	\$ 32,290
	0.1966	\$ 78	\$ 79	\$ 80	\$ 81	\$ 82	\$ 83	\$ 2,040
	1.5555	\$ 615	\$ 624	\$ 633	\$ 642	\$ 651	\$ 661	\$ 16,143
	0.2368	\$ 94	\$ 95	\$ 96	\$ 98	\$ 99	\$ 101	\$ 2,458
	0.2140	\$ 85	\$ 86	\$ 87	\$ 88	\$ 90	\$ 91	\$ 2,221
	0.9863	\$ 390	\$ 396	\$ 401	\$ 407	\$ 413	\$ 419	\$ 10,236
	0.0267	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11	\$ 11	\$ 277
	6.6094	\$ 2,614	\$ 2,652	\$ 2,690	\$ 2,729	\$ 2,768	\$ 2,807	\$ 68,594
	0.2207	\$ 87	\$ 89	\$ 90	\$ 91	\$ 92	\$ 94	\$ 2,290
	0.0203	\$ 8	\$ 8	\$ 8	\$ 8	\$ 9	\$ 9	\$ 211
	4.5249	\$ 1,790	\$ 1,816	\$ 1,842	\$ 1,868	\$ 1,895	\$ 1,922	\$ 46,961
	2.8325	\$ 1,120	\$ 1,137	\$ 1,153	\$ 1,169	\$ 1,186	\$ 1,203	\$ 29,397
	4.0581	\$ 1,605	\$ 1,628	\$ 1,652	\$ 1,675	\$ 1,699	\$ 1,723	\$ 42,116
	0.9440	\$ 373	\$ 379	\$ 384	\$ 390	\$ 395	\$ 401	\$ 9,797
	0.0560	\$ 22	\$ 22	\$ 23	\$ 23	\$ 23	\$ 24	\$ 581
	1.6524	\$ 654	\$ 663	\$ 673	\$ 682	\$ 692	\$ 702	\$ 17,149
	0.0976	\$ 39	\$ 39	\$ 40	\$ 40	\$ 41	\$ 41	\$ 1,013
	2.0934	\$ 828	\$ 840	\$ 852	\$ 864	\$ 877	\$ 889	\$ 21,726
	0.7066	\$ 279	\$ 284	\$ 288	\$ 292	\$ 296	\$ 300	\$ 7,333
	<b>34.1831</b>	\$ <b>13,521</b>	\$ <b>13,716</b>	\$ <b>13,914</b>	\$ <b>14,113</b>	\$ <b>14,314</b>	\$ <b>14,517</b>	\$ <b>354,763</b>
	18.0000	\$ 7,120	\$ 7,223	\$ 7,327	\$ 7,432	\$ 7,538	\$ 7,645	\$ 186,809
	6.0000	\$ 2,373	\$ 2,408	\$ 2,442	\$ 2,477	\$ 2,513	\$ 2,548	\$ 62,270
	<b>24.0000</b>	\$ <b>9,493</b>	\$ <b>9,630</b>	\$ <b>9,769</b>	\$ <b>9,909</b>	\$ <b>10,050</b>	\$ <b>10,193</b>	\$ <b>249,079</b>
	<b>58.1831</b>	\$ <b>23,014</b>	\$ <b>23,347</b>	\$ <b>23,683</b>	\$ <b>24,022</b>	\$ <b>24,364</b>	\$ <b>24,710</b>	\$ <b>603,842</b>
	3.0000	\$ 1,187	\$ 1,204	\$ 1,221	\$ 1,239	\$ 1,256	\$ 1,274	\$ 31,135
	0.0980	\$ 39	\$ 39	\$ 40	\$ 345	\$ 345	\$ 345	\$ 1,929
	0.1961	\$ 78	\$ 79	\$ 80	\$ 690	\$ 690	\$ 690	\$ 3,858
	2.5800	\$ 1,021	\$ 1,035	\$ 1,050	\$ 1,065	\$ 1,080	\$ 1,096	\$ 26,776
	<b>5.8741</b>	\$ <b>2,324</b>	\$ <b>2,357</b>	\$ <b>2,391</b>	\$ <b>3,338</b>	\$ <b>3,371</b>	\$ <b>3,405</b>	\$ <b>63,698</b>
	<b>64.0572</b>	\$ <b>25,338</b>	\$ <b>25,704</b>	\$ <b>26,074</b>	\$ <b>27,360</b>	\$ <b>27,736</b>	\$ <b>28,115</b>	
		\$ 13,521	\$ 13,716	\$ 13,914	\$ 14,113	\$ 14,314	\$ 14,517	
		\$ 1,352	\$ 1,372	\$ 1,391	\$ 1,411	\$ 1,431	\$ 1,452	\$ 35,476





February 5, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Budget Increase - DTE Energy Improvement Grants**

Dear Sirs and Mesdames:

**Background:** The City of Southfield recently took part in two DTE energy improvement grants. The city purchased and installed energy saving LED T-8 lights and was reimbursed for a portion of the purchase price. Twenty-eight watt fluorescent bulbs were replaced with seventeen watt LED bulbs.

The lights were installed in the public and police parking garages and in 24-hour light fixtures throughout the campus. The lights were installed by facility maintenance staff. A chart showing the purchase price of the lights and the corresponding grant amounts is below.

Location	Purchase Cost	Grant Amount
Public and Police Garages	\$2,876.40	\$2,876.40
24/7 Lights on Campus	\$6899.92	\$6,836.40
<b>Total</b>	<b>\$9,776.32</b>	<b>\$9,712.80</b>

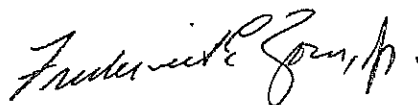
Funding for the purchase was taken from the Facilities Maintenance Repairs and Maintenance Account # 631-212-2122-27750. Increasing this account by \$9,712.80 with a corresponding increase to revenue account #631-212-2122-45802 will, in effect, make the City whole.

Copies of the DTE grant award cover letters are included with this agenda item

**Fiscal Impact:** As the requested action will return grant funds received from DTE to the Facilities Maintenance Fund, these expenditures will have a minimal fiscal impact on the Facilities Maintenance Fund. Specifically, the city recently expended \$9,776.32 and received \$9,712.80 (a difference of \$63.52.) The amount is nominal.

**Recommendation:** This item was discussed at the February 5, 2018 Committee of the Whole Meeting. It is recommended that Council accept the grant funding from DTE and approve an increase to the Facilities Maintenance Repair and Maintenance Account #631-212-2122-27750 with a corresponding increase to revenue account #631-212-2122-45802 for the Fiscal Year 2018 budget in the amount of \$9,712.80.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FZ\JM

**Honorable Mayor and Council**  
**Budget Increase - DTE Energy Improvement Grants**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**WHEREAS**, saving energy and reducing the city's carbon footprint are City of Southfield strategic goals; and

**WHEREAS**, replacing fluorescent lights with LED lights saves energy and reduces the city's carbon footprint; and

**WHEREAS**, The City of Southfield recently expended \$9,776.32 from the Facilities Maintenance Repair and Maintenance Account #631-212-2122-27750 for the Fiscal Year 2018 to purchase LED lights; and

**WHEREAS**, the City of Southfield received \$9,712.80 in DTE Energy grants to reimburse a portion of the purchase of the LED lights; and

**WHEREAS**, returning the \$9,712.80 grant amounts to the account where the purchases were originally funded from will allow Facilities Maintenance to continue its role of maintaining and improving city facilities.

**NOW, THEREFORE, BE IT RESOLVED**, that the City of Southfield City Council does hereby authorize the acceptance of DTE grant #17-59788 for \$6836.40 and DTE grant #17-5937 for \$2,876.40, and

**BE IT FURTHER RESOLVED**, that the City of Southfield City Council does hereby authorize an increase to the Facilities Maintenance Repair and Maintenance Account #631-212-2122-27750 with a corresponding increase to revenue account #631-212-2122-45802 for the Fiscal Year 2018 budget in the amount of \$9,712.80.

**ENERGY EFFICIENCY  
PROGRAM FOR BUSINESS**



Thursday, November 16, 2017

Project ID# DTE-17-59788

JOHN MICHRINA  
CITY OF SOUTHFIELD  
PO BOX 2055  
SOUTHFIELD, MI 48037

**RE: Incentive Check Payment: Customer Payment  
Energy Efficiency Program For  
Project Location: CITY OF SOUTHFIELD 26000 EVERGREEN RD**

Dear JOHN MICHRINA,

Congratulations!

Your incentive check for participating in DTE Energy's Energy Efficiency Program For Business is enclosed. As directed, this check in the amount of \$6,836.40 has been issued to CITY OF SOUTHFIELD\*.

We appreciate your interest in DTE Energy's Energy Efficiency Program For Business and your help in achieving energy savings at your facility and in the State of Michigan. This program and associated incentives have successfully influenced thousands of commercial and industrial customers to implement energy savings projects. Your efforts will reduce your energy consumption for years to come. If you have any questions on your next energy efficiency project please call the Program Team at 866.796.0512, or email us at [saveenergy@dteenergy.com](mailto:saveenergy@dteenergy.com).

Wishing you continued success,

DTE Energy's Energy Efficiency Program For Business  
P.O. Box 11289  
Detroit, MI 48211

*Rec 1/26/18  
P. Achambry*

\*Please be advised that, at the end of the year, a 1099 Form may be issued to the IRS for cumulative incentives paid during year 2017 to your business. You should discuss the tax treatment of these incentives with your tax adviser.

**ENERGY EFFICIENCY  
PROGRAM FOR BUSINESS**



**DTE Energy**  
Rethink. Yield. Drive Forward.

Friday, October 06, 2017

Project ID# DTE-17-59372

JOHN MICHRINA  
CITY OF SOUTHFIELD  
PO BOX 2055  
SOUTHFIELD, MI 48037

**RE: Incentive Check Payment: Customer Payment  
Energy Efficiency Program For  
Project Location: CITY OF SOUTHFIELD 26000 EVERGREEN RD**

Dear JOHN MICHRINA,

Congratulations!

Your incentive check for participating in DTE Energy's Energy Efficiency Program For Business is enclosed. As directed, this check in the amount of \$2,876.40 has been issued to CITY OF SOUTHFIELD\*.

We appreciate your interest in DTE Energy's Energy Efficiency Program For Business and your help in achieving energy savings at your facility and in the State of Michigan. This program and associated incentives have successfully influenced thousands of commercial and industrial customers to implement energy savings projects. Your efforts will reduce your energy consumption for years to come. If you have any questions on your next energy efficiency project please call the Program Team at 866.796.0512, or email us at [saveenergy@dteenergy.com](mailto:saveenergy@dteenergy.com).

Wishing you continued success,

DTE Energy's Energy Efficiency Program For Business  
P.O. Box 11289  
Detroit, MI 48211

*Rec 4/26/18  
P. Schramm*

\*Please be advised that, at the end of the year, a 1099 Form may be issued to the IRS for cumulative incentives paid during year 2017 to your business. You should discuss the tax treatment of these incentives with your tax adviser.



February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Southfield Police Department /Police Training Room Conversion**

Dear Sirs and Mesdames:

**Background:** The Police Department has relocated the Record's Division from the second floor to the first level of the police building to make it more accessible and convenient for residents in addition to increasing security of the building.

The vacant area on the second floor is now being converted to a training room. This is needed for our police trainings. It will also be an excellent space for our community gatherings, task force operation meetings and press conferences. The space can be secured from the rest of the second floor for visitors and will minimize disruptions of working employees.

The Police Department is requesting funds to replace the worn and uneven flooring throughout the area, install a raised podium area and purchase tables and chairs for the space. We request funds to purchase decals for the walls and a lectern.

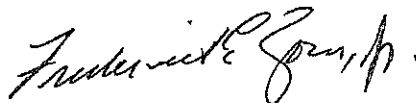
Current cost estimates to purchase the flooring (vinyl, carpeting and base) is \$9,950. Training tables and chairs to seat forty (40) are projected to cost \$7,500. Wall and glass decals cost \$1,400. A lectern equipped with microphone and speakers cost \$1,000. Cost estimates for these purchases total \$19,850.

On all purchases the Police Department will work with Purchasing as appropriate.

**Fiscal Impact:** The fiscal impact of training room conversion is \$19,850. This will be paid out of existing federal forfeiture funds. Funding will be provided through a budget adjustment of \$19,850 to increase various police forfeiture expenditure accounts and corresponding increase to the police forfeiture Use of Fund Balance account.

**Recommendation:** This office respectfully recommends that your Honorable Body approve the accompanying resolution authorizing a 2018 budget adjustment of \$19,850 to increase various police forfeiture expenditure accounts and corresponding increase to the police forfeiture Use of Fund Balance account for purchase of flooring, furniture, decals, and a lectern to equip the police training room. This item was reviewed at the February 12, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**Honorable Mayor and Council**  
**Southfield Police Department /Police Training Room Conversion**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorizes a budget adjustment in fiscal year 2018 in the amount of \$19,850 to increase various police forfeiture expenditure accounts and corresponding increase to the police forfeiture Use of Fund Balance account for purchase of flooring, furniture, decals, and a lectern to equip the police training room.





February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization to Purchase Replacement Vehicles for the Police Department**

Dear Sirs and Mesdames:

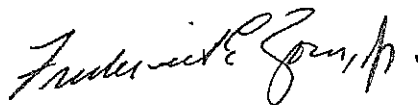
**Background:** Council gave authorization within the 2017-18 budget to purchase various replacement vehicles as indicated below. Accordingly, we are asking for Council approval to purchase these vehicles through MiDeal, an extended purchasing program which allows Michigan local governments to use state contracts to buy goods and services, and the Oakland County Cooperative Purchasing Program. Using these cooperative contracts provides the City with the most advantageous fleet pricing by combining its requirements with those of other public agencies in Oakland County and throughout the State.

Maintaining an inventory of marked Police vehicles allows vehicles damaged beyond repair to be immediately removed from service and replaced with new vehicles, therefore sustaining a strong visible police presence throughout the community without disruption. Furthermore, each of the proposed replacement unmarked vehicles has been reviewed in terms of mileage and repair history. In addition, each task was analyzed, and an appropriate vehicle was selected to meet the required function of the Police Department. None of the proposed replacement vehicles are take home vehicles.

**Fiscal Impact:** Expenditures total \$391,070, and funding is provided in the 2017-18 Motor Pool Equipment Replacement Account (661-1630) as identified in the resolution.

**Recommendation:** Thirteen (13) vehicles are recommended for replacement: three (3) Ford Fusions totaling \$64,572 or \$21,524 per vehicle, eight (8) Ford Police Interceptor Utility Explorers totaling \$276,184, or 434,523 per vehicle, one (1) Dodge Journey SE AWD totaling \$22,397, and one (1) Chrysler Pacifica Touring Plus totaling \$27,917. The Ford vehicles will be purchased from Gorno Ford of Woodhaven, Michigan, and the Chrysler and Dodge vehicles will be purchased from LaFontaine Chrysler of Lansing, Michigan. Therefore, this office requests that Council approve the accompanying resolution authorizing these purchases in the total amount of \$391,070 as indicated. This item was reviewed at the February 12, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

FEZ/LMS

**Honorable Mayor and Council**  
**Authorization to Purchase Replacement Vehicles for the Police Department**  
**Page 2**

**RECOMMENDED RESOLUTION:**

**RESOLVED:** That Council does hereby authorize the purchase of the following replacement vehicles for the Police Department:

Three (3) Ford Fusions totaling \$64,572 or \$21,524 per vehicle, eight (8) Ford Police Interceptor Utility Explorers totaling \$276,184, or \$34,523 per vehicle, one (1) Dodge Journey SE AWD totaling \$22,397, and one (1) Chrysler Pacifica Touring Plus totaling \$27,917. The Ford vehicles will be purchased from Gorno Ford of Woodhaven, Michigan, and the Chrysler and Dodge vehicles will be purchased from LaFontaine Chrysler of Lansing, Michigan.

Expenditures will total \$391,070. This recommendation is being made without competitive bidding in accordance with Chapter 8, Section 1.279 (3) of the City's Code of Ordinances "...by contracting with or through another unit of government," namely the State of Michigan and Oakland County Cooperative Purchasing Programs. Funds are provided in the 2017-18 Motor Pool Equipment Replacement Account (661-1630).

**BE IT FURTHER RESOLVED:** That Council authorizes the Purchasing Department to dispose of the vehicles being replaced in the manner most advantageous to the City and hereby directs the Mayor and City Clerk to execute any motor vehicle titles in connection therewith.

## Police Vehicle Replacement Summary

**2008 Chevy Impala #94** with 100,000 miles. To be replaced with a 2018 Chrysler Pacifica Touring Plus. The 2008 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2003 Chevy Impala with 144,000 miles, rust, structural and dependability issues and some discontinued parts. To be sold on MITN.

**2005 Dodge Magnum #82** with 46,000 miles. To be replaced with a 2018 Dodge Journey SE-AWD. The 2005 Dodge Magnum has rust, structural and dependability issues and will be sold on MITN.

**2010 Chevy Impala #97** with 90,000 miles. To be replaced with a 2018 Ford Fusion. The 2010 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2000 Chevy Impala with 148,000 miles, rust, structural and dependability issues. To be sold on MITN.

**2010 Chevy Impala #304** with 82,000 miles. To be replaced with a 2018 Ford Fusion. The 2010 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2003 Chevy Impala with 125,000 miles, rust, structural and dependability issues. To be sold on MITN.

**2008 Chevy Impala #124** with 64,000 miles. To be replaced with a 2018 Ford Fusion. The 2008 Chevy Impala will be rotated to Motor Pool loaner program to replace a 2008 Chevy Impala with 133,000 miles, rust, structural and dependability issues and a defective transmission. To be sold on MITN.

**Patrol Cars** – Replacement of 8 inventory patrol vehicles. Eight patrol vehicles will be removed from inventory either by age, mileage and condition, or in the event of an accident resulting in a total loss. and replaced with 2018 Ford Police Interceptor Utility Explorers. Old vehicles will be XXX.

None of the replacement vehicles are take home vehicles.



February 12, 2018

**Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan**

**Re: Southfield Police Department / Courts and Law Enforcement Management  
Information System (CLEMIS) Reimbursement**

Dear Sirs and Mesdames:

**Background:** CLEMIS is a regional law enforcement management information system. The City, through the Police Department, has been a member of the consortium since 2007. CLEMIS provides the Police Department with Computer Aided Dispatch, Mobile Data Computers, Law Enforcement Information Network, Records Management Systems, Electronic Citations, Crash Reports, Crime Mapping, as well as other information systems support. CLEMIS also provides residents the ability to purchase crash reports online. A portion of those funds are then returned to the Southfield Police Department.

The Southfield Police Department is requesting a budget adjustment to increase various fiscal year 2018 Police Department expenditures with a corresponding increase in Police Department revenues.

The Police Department has identified several projects for the funds.

**Guardian Tracking** is a software program being used by many local agencies to consolidate their personnel files and improve file management. This software is maintained on the cloud. It will maintain a comprehensive record of each employee, to include: training records, issued equipment, discipline records, citizen complaints as well as compliments and service ratings. Files are protected with limited accessibility and have a visible audit trail of viewing. The startup cost for implementation and the first-year subscription is \$5,686. Subsequent annual amounts will be budgeted by the Police Department.

The Police Department is requesting **forensic cell phone extraction software** which operates on a laptop. The software will allow our forensic examiner to make mobile cell phone extractions at crime scenes, other jurisdictions or while the main forensic computer is being used for other tasks. The software must be compatible with the current software suite used on our main laboratory forensic computer. The cost for the software and recommended laptop is \$14,100. The Oakland County Auto Task Force will reimburse half of the purchase expense to the Police Department in the amount of \$7,050.

The Animal Control Officer will benefit from two additional pieces of equipment. The **Super Talon Animal Catcher** offers a humane alternative to using deadly force in the capture of a fleeing animal. The device discharges a net to trap the animal without injury. The cost of the device is \$1,686.

**Honorable Mayor and Council**  
**Southfield Police Department / Courts and Law Enforcement Management**  
**Information System (CLEMIS) Reimbursement**  
**Page 2**

Additionally, the **Scanfinder Xtend Max** is a tool which allows for identification chip scans of an animal while maintaining a safe distance to avoid bites from aggressive or scared animals. The cost of the device is \$795.

The Police Department's FARO Freestyle 3DX Laser Scanner, which is used to document major crime scenes, requires a **desk top computer** to manipulate large data files. The cost estimated by Information Technologies is \$2,000.

The Police Department is requesting four (4) **laptop/tablet computers** for detectives to use at court and crime scenes. Our department has worked with IT to choose a product. The cost for four of the selected models and required accessories is \$8,177. The Oakland County Auto Theft Task Force will reimburse half of the purchase of one unit to the Police Department in the amount of \$1,022.

The Police Department would like to purchase two (2) **GPS Tracking Devices** to be placed on vehicles during investigations. The trackers can monitor the movement of suspect's vehicles while sending information to an investigator's cell phone. Thus providing accurate, real time information safely and without the cost of expensive physical surveillance. The cost is \$3,250 for two trackers with one year of monitoring service included. The Oakland County Auto Theft Task Force will reimburse the Police Department in the amount of \$1,625.

Finally, the Police Department is requesting to purchase five (5) **Traffic Logic, SafePace 450, Radar Speed Signs**. Also known as driver feedback signs, these are traffic calming devices designed to slow speeders down by alerting them of their speed. We purchased three of these electronic signs in 2017. We will purchase five (5) additional units of our current model along with an additional eight (8) batteries. The total cost of the five units, their first year of monitoring, data storage, a two-year warranty, and eight additional batteries is \$29,500.

Total funds estimated for these projects are \$65,194 with \$9,697 being reimbursed by the Oakland County Automobile Theft Task Force resulting in a net cost to the City of \$55,497

**Fiscal Impact:** There is neutral fiscal impact on the City of Southfield. The funds will be disbursed by CLEMIS upon request of Chief Eric Hawkins. We are requesting a budget adjustment of \$55,497 to various Police Department expenditure accounts and an equal increase in Police Department revenue.

On all purchases the Police Department has worked with Purchasing and Information Technology as appropriate.

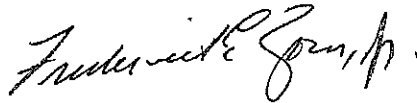
**Honorable Mayor and Council  
Southfield Police Department / Courts and Law Enforcement Management  
Information System (CLEMIS) Reimbursement  
Page 3**

**Recommendation:** This office respectfully recommends that your Honorable Body approve the accompanying resolution authorizing a budget adjustment to receive and expend a portion of funds available through CLEMIS in the amount of \$55,497.

Further, this office respectfully request that your Honorable Body approve the accompanying resolution authorizing the purchase of five (5) Traffic Logic, SafePace 450 Radar Speed signs and eight (8) additional batteries from Traffic Logix Corporation in accordance with our current request for proposal.

Finally, this office respectfully requests that your Honorable Body adopt the below resolution authorizing the purchase of the forensic cell phone extraction software and laptop from Cellebrite of Parsippany, NJ. This recommendation is being made without competitive bidding in accordance with Chapter 8, Section 1.279 (1) "...where no advantage to the City would result from requiring competitive bidding..." as Cellebrite is the sole distributor for said system. This item was reviewed at the February 12, 2018 Study Session.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council authorizes a budget adjustment to fiscal year 2018 in the amount of \$55,497 to various Police Department expenditure accounts and a corresponding increase to Police Department revenue for the purchase of equipment utilizing available CLEMIS and Oakland County Automobile Theft Task Force funds.

**BE IT FURTHER RESOLVED:** That council authorize the purchase of five (5) Traffic Logic, SafePace 450 Radar Speed signs and eight (8) additional batteries from Traffic Logix Corporation in accordance with our current request for proposal.

**BE IT FINALLY RESOLVED:** That council authorize the purchase of forensic cell phone extraction software and laptop from Cellebrite of Parsippany, NJ.





February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Authorization to Purchase Replacement Hurst Extrication Rescue Tool (Jaws of life)**

Dear Sirs and Mesdames:

**Background:** Council gave authorization within the FY 2017-18 budget to purchase an updated replacement set of Battery Operated Rescue Tools. Accordingly, we are asking for Council approval to purchase this Rescue Equipment through the City of Rochester Hills via the MITN Cooperative Purchasing program. Using cooperative contracts provides the City with the most advantageous pricing by combining its requirements with those of other public agencies in Oakland County and throughout the State.

The single set of rescue tools will replace 1 of 5 sets the Fire Department houses on their fire engines. The current tools are approximately 20 years old and powered by a separate gasoline engine driven power plant. The out dated tools attached to the power plant with hydraulic hoses, which are prone to oil leaks. The current design can cut new vehicle High Strength Steel while operationally similar to our previous units, are battery operated self-contained units. The new units are quicker to deploy and the individual cutter/spreader components can be operated concurrently allowing more expedient victim removal. These tools are primarily utilized for vehicle accidents, but also have other uses such as forcible entry into structures. The Fire department would like to purchase the same brand our members are currently trained and familiar with.

**Fiscal Impact:** Expenditures total \$28,000 and funding will be provided from the FY 2017-18 Fire Department Operating Supplies Account (101-400-4005-27400) as identified in the resolution.

**Recommendation:** One set of rescue equipment replacement. This complete set will include the following components:

- Hurst E-draulic S700 E2 Cutter Package
- Hurst E-draulic SP555E2 Spreader Package
- Hurst E-draulic R421E2 Ram Package
- Hurst E-draulic AC/DC Converter Package

The equipment will be purchased from Apollo Fire Equipment Romeo, Michigan. Therefore, this office requests that Council approve the accompanying resolution authorizing these purchases in the total amount of \$28,000 as indicated. This recommendation is being made without competitive bidding in accordance with Chapter 8, Section 1.279 (3) of the City's Code of Ordinances "...by

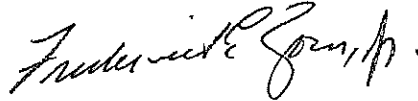
**Honorable Mayor and Council**

**Authorization to Purchase Replacement Hurst Extrication Rescue Tool (Jaws of Life)**

**Page 2**

contracting with or through another unit of government,” namely the City of Rochester Hills via the MITN Cooperative Purchasing Program.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**RECOMMENDED RESOLUTION:**

**RESOLVED:** That Council does hereby authorize the purchase of replacement Hurst E-draulics Rescue Equipment set (Jaws of Life) from Apollo Fire Equipment Company Romeo, Michigan. Expenditures will total \$28,000. This recommendation is being made without competitive bidding in accordance with Chapter 8, Section 1.279 (3) of the City’s Code of Ordinances “...by contracting with or through another unit of government,” namely the City of Rochester Hills via the MITN Cooperative Purchasing program. Funds are provided in the FY 2017-18 Fire Department Operating Supplies Account (101-400-4005-27400).

**BE IT FURTHER RESOLVED:** That Council authorizes the Purchasing Department to dispose of the equipment being replaced in the manner most advantageous to the City.



February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Receipt of Bids for Rescue Task Force Personal Protection Equipment (PPE) for the Fire Department**

Dear Sirs and Mesdames:

**Background:** With recent active assailant incidents occurring throughout the country, victims need urgent care to treat their wounds. Salvageable victims need medical treatment immediately, sometimes prior to law enforcement completing the quarantine or removal of all suspects. Members of the Southfield Fire Department, along with our mutual aid partners, have started training utilizing nationally recognized protocols to work with Law Enforcement protection to treat and remove victims from these scenes. Fire Department personnel will need appropriate PPE for this task. Best practices identify that department members will need a Level III ballistic vest, helmet, safety goggles, storage bag and tactical medical supply bag to accomplish this vital mission.

Two sets of this gear will be housed at each Fire Station #1-5 with additional medical equipment being located with the EMS Coordinator and Training / Safety Officer.

The Purchasing Department received bids on December 1, 2017 for the purchase of personal protection equipment. Four acceptable responses were received as indicated below.

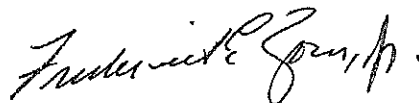
Vendor	Total Bid Amount
<b>Bound Tree Medical, Dublin, OH</b>	<b>\$17,534.50</b>
Botach Inc., Las Vegas	\$20,859.60
CMP Distributors, Lansing	\$25,159.80
North American Rescue, Greer, SC	\$26,611.40

*The following companies submitted partial bids and are not recommended*  
*Body Armor Outlet*  
*Kiesler Police Supply*

**Fiscal Impact:** Funding for this purchase is provided in the FY 17-18 budget, Station Operating Supplies (account number 101-400-4005-27400).

**Recommendation:** Therefore, this office requests that Council approve the accompanying resolution authorizing this purchase from Bound Tree Medical in the total amount of \$17,534.50.

Respectfully submitted,



Frederick E. Zorn, Jr., CECD  
City Administrator

**Honorable Mayor and Council**

**Receipt of Bids for Rescue Task Force Personal Protection Equipment (PPE) for the Fire Department**

**Page 2**

**RECOMMENDED RESOLUTION:**

**RESOLVED:** That Council does hereby authorize the purchase of Rescue Task Force PPE and associated medical equipment from Bound Tree Medical. Expenditures will total \$17,534.50. Funds are provided in the FY 2017-18 budget via Fire Department Operating Supplies Account (101-400-4005-27400).



February 5, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Purchase of High Speed Voting Equipment for Absentee Ballots**

Dear Sirs and Mesdames:

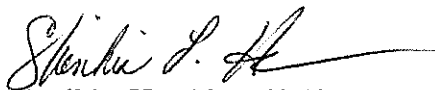
**Background:** In January 2017 the Secretary of State's Office approved new election equipment for the State of Michigan to replace the present outdated equipment throughout the State of Michigan. The Oakland County Clerk selected Hart InterCivic, based in Austin, Texas to provide the county with new election equipment.

On December 18, 2017, Council approved a resolution authorizing the purchase of a high-speed tabulator for approximately \$62,065.00. Due to software enhancement on the high-speed tabulator, there is an additional cost of \$5,045.00, increasing the total purchase price of the high-speed tabular to \$67,110.00.

**Fiscal Impact:** The cost for the high-speed tabulator approximately \$67,110.00. Currently, the Clerk's Office budget has enough money allocated in Account No. 101-300-3002-38180 to purchase the high-speed tabulator. On Friday, December 8, 2017, the Southfield Election Commission met and discussed the high-speed voting tabulator equipment. It was the consensus of the Election Commission that the City purchase the high-speed voting tabulator equipment.

**Recommendation:** It is recommended that Council find an immediate need to act and authorize the City Clerk to purchase a high-speed tabulator at the purchase price of \$67,110.00.

Respectfully Submitted,



Sherikia. Hawkins, CMC  
City Clerk

**RECOMMENDED RESOLUTION:**

**BE IT RESOLVED:** That Council does hereby authorize the City Clerk to purchase a high-speed tabulator for absentee ballots. Funding is provided in the Clerk's Office budget (Account No. 101-300-3002-38180) and shall not exceed \$67,110.00.





**CITY OF SOUTHFIELD  
RESOLUTION REVOKING AN IFE CERTIFICATE**

Minutes of the regular meeting of City Council for the City of Southfield, held on February 12, 2018 in the Council Chambers, at 7:00 P.M.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_  
and supported by \_\_\_\_\_.

**Resolution Revoking Commercial Rehabilitation Exemption Certificate No. C2016-019 For Providence Place Holdings LLC, 16176 Cumberland Road, Southfield, MI**

WHEREAS, pursuant to P.A. 210, of 2005 M.C.L. 207.852 *et seq.*, after a duly noticed public hearing held on November 21, 2016, the City Council by resolution established an Commercial Rehabilitation District for 16176 Cumberland Road; and

WHEREAS, the City of Southfield approved an application from Providence Place Holdings LLC requesting a Commercial Rehabilitation Exemption Certificate (C2016-019) for the property component list for real property in the amount of \$3,000,000 as approved investments located at 16176 Cumberland Road (the "Facility"); and

WHEREAS, Providence Holdings LLC, requested and was approved by the City of Southfield for a Commercial Rehabilitation Exemption Certificate for a period of five (5) years, effective on December 31, 2016; and

WHEREAS, the City of Southfield has recently been made aware that Providence Holdings LLC, has requested that parcels 76-24-25-401-007 & 76-24-25-410-010 be removed from the originally approved Public Act 210; Commercial Rehabilitation Exemption due to the final approval date of December 31, 2017 as established by the State Tax Commission, making the project unrealistic after losing the first year of construction costs.

WHEREAS, the Commercial Rehabilitation Exemption Certificate as approved for Providence Holding LLC, for the five (5) period beginning December 31, 2016 and scheduled to commence as granted by the State Tax Commission as of December 31, 2017, making their project financially unrealistic; and

NOW, THEREFORE, BE IT RESOLVED BY the City Council for the City of Southfield that it hereby revokes its approval of the Commercial Rehabilitation Exemption Certificate number C2016-019 for Providence Holdings LLC for real property in the amount of \$3,000,000 as approved investments located at 16176 Cumberland Road, and hereby formally requests the Michigan State Tax Commission to revoke Providence

Holdings LLC Commercial Rehabilitation Exemption Certificate in whole pursuant to PA 210 of 2005.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Southfield, County of Oakland, Michigan, at a regular meeting held on February 12, 2018.

---

Clerk's Signature



**CITY OF SOUTHFIELD  
RESOLUTION REVOKING AN IFE CERTIFICATE**

Minutes of the regular meeting of City Council for the City of Southfield, held on February 12, 2018 in the Council Chambers, at 7:00 P.M.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_  
and supported by \_\_\_\_\_.

**Resolution Revoking Commercial Rehabilitation Exemption Certificate No. C2016-020 For Loop Providence Tower LLC, 16300 9 Mile Road, Southfield, MI**

WHEREAS, pursuant to P.A. 210, of 2005 M.C.L. 207.852 *et seq.*, after a duly noticed public hearing held on November 21, 2016, the City Council by resolution established an Commercial Rehabilitation District for 16300 9 Nine Mile Road; and

WHEREAS, the City of Southfield approved an application from Loop Providence Tower LLC requesting a Commercial Rehabilitation Exemption Certificate (C2016-020) for the property component list for real property in the amount of \$3,000,000 as approved investments located at 16300 9 Mile Road (the "Facility"); and

WHEREAS, Loop Providence Tower LLC, requested and was approved by the City of Southfield for a Commercial Rehabilitation Exemption Certificate for a period of five (5) years, effective on December 31, 2016; and

WHEREAS, the City of Southfield has recently been made aware that Loop Providence Tower LLC, has requested that parcels 76-24-25-101-008 be removed from the originally approved Public Act 210; Commercial Rehabilitation Exemption due to the final approval date of December 31, 2017 as established by the State Tax Commission, making the project unrealistic after losing the first year of construction costs.

WHEREAS, the Commercial Rehabilitation Exemption Certificate as approved for Loop Providence Tower LLC, for the five (5) period beginning December 31, 2016 and scheduled to commence as granted by the State Tax Commission as of December 31, 2017, making their project financially unrealistic; and

NOW, THEREFORE, BE IT RESOLVED BY the City Council for the City of Southfield that it hereby revokes its approval of the Commercial Rehabilitation Exemption Certificate number C2016-020 for Loop Providence Tower LLC for real property in the amount of \$2,500,000 as approved investments located at 16300 9 Mile Road, and hereby formally requests the Michigan State Tax Commission to revoke Loop Providence Tower

LLC Commercial Rehabilitation Exemption Certificate in whole pursuant to PA 210 of 2005.

AYES:

NAYS:

RESOLUTION DECLARED ADOPTED.

I hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council of the City of Southfield, County of Oakland, Michigan, at a regular meeting held on February 12, 2018.

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Clerk's Signature



February 12, 2018

Honorable Mayor and Council  
Municipal Building  
Southfield, Michigan

**Re: Request to Submit Application for Funding from Community Foundation for Southeast Michigan as the Fiduciary Agent for the Dr. Martin Luther King, Jr. Task Force, Inc.**

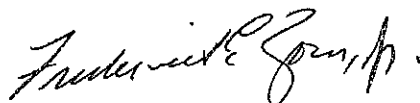
Dear Sirs and Mesdames:

**Background:** The Dr. Martin Luther King, Jr. Task Force, Inc. has identified a funding opportunity from the Community Foundation for Southeast Michigan to assist the task force in developing a program to create education curricula programs and activities that will preserve and share the history of the civil rights movement and introduce, inform and illuminate the next generation of powerful lessons learned to make an impact on society. There is a need to teach children to stand up to bias and to say or do something by acting as an ally or activist. The adults in children's lives should use anti-bias education strategies, children's literature promoting the concepts of respect, inclusiveness, equity and justice so they will grow into adults who can think critically and successfully live and work in our multicultural and global world.

**Fiscal Impact:** The City is proposing to act as a fiduciary agent on behalf of the Dr. Martin Luther King, Jr. Task Force, Inc. There is no fiscal impact.

**Recommendation:** The Administration is requesting that the City Administrator be authorized to execute a Memo of Understanding subject to the review of the City Attorney memorializing the City's role as fiduciary agent on behalf of the Dr. Martin Luther King, Jr. Task Force, Inc. relative to this grant request of \$35,000 from the Community Foundation for Southeast Michigan. Further, that the City be authorized to submit a grant request to the Community Foundation for Southeast Michigan on behalf of the Dr. Martin Luther King, Jr. Task Force, Inc.

Respectfully submitted,



Frederick E. Zorn, Jr., CEcD  
City Administrator

**Honorable Mayor and Council**

**Request to Submit Application for Funding from Community Foundation for Southeast Michigan as the Fiduciary Agent for the Dr. Martin Luther King Jr. Task Force, Inc.**

**Page 2**

**RECOMMENDED RESOLUTION:**

**RESOLVED:** That Council authorize the City Administrator to execute a Memo of Understanding subject to the review of the City Attorney memorializing the City's role as fiduciary agent on behalf of the Dr. Martin Luther King, Jr. Task Force, Inc. relative to the grant request of \$35,000 from the Community Foundation for Southeast Michigan. Further, that the City be authorized to submit a grant request to the Community Foundation for Southeast Michigan on behalf of the Dr. Martin Luther King, Jr. Task Force, Inc.





**NOTICE OF PUBLIC HEARING  
CITY OF SOUTHFIELD**

**NOTICE IS HEREBY GIVEN** that a Public Hearing will be held on Monday, February 12, 2018, at 7:30 P.M., Local Time, in the Council Chambers of the Municipal Building, 26000 Evergreen Road, City of Southfield, County of Oakland, Michigan, at which time and place the Southfield City Council will consider the following request pursuant to Title V, Zoning and Planning, Chapter 45, Zoning, of the Code of the City of Southfield, to wit:


**PSLU17-0012** Special Use Request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977 gsf free-standing restaurant with drive-thru on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and West Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

Written comments may be delivered to the City Clerk's Office, 26000 Evergreen Road, P.O. Box 2055, Southfield, MI 48037-2055, prior to the public hearing.

Questions regarding this matter should be directed to the Planning Department at (248) 796-4150.

SHERIKIA L. HAWKINS – CITY CLERK

Publish Date: January 25, 2018

 **Individuals with special needs who plan to attend this meeting should contact the City Clerk's Office at 248-796-5150 (voice) or 248-354-4831 (TDD). If auxiliary aids or services are needed, reasonable advance notice is required.**

**CITY PLANNER'S RECOMMENDED RESOLUTION FOR CITY COUNCIL  
FEBRUARY 12, 2018**

**RESOLVED:** That PSLU17-0012, Special Use Request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977gsf free-standing restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan., be approved for the following reasons;

1. The submitted special use, with any conditions recommended by the Planning Department and the Planning Commission, will be of such size and character that it will be in harmony with the appropriate and orderly development of the General Business District.
2. The location, size, intensity and periods of operation of the proposed use is designed to eliminate any possible nuisance likely to emanate there from which might be adverse to occupants of any nearby permitted uses.
3. The proposed use is in accord with the spirit and purpose of this chapter and is not inconsistent with, or contrary to, the objectives sought to be accomplished by this chapter and principles of sound planning.
4. The proposed use is of such character and vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or adjacent thoroughfares.
5. The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes.
6. The proposed use will not be adverse to the promotion of the health, safety and welfare of the community.
7. The proposed use is designed and operated so as to provide security and safety to employees and the general public.

Comments: The Council held a Study Meeting on this item on February 5, 2018 and made the following comments:

1. Councilman Frasier had a question about the width of the driveway between the back of the proposed building and parking deck, and if proper circulation would be achieved if a delivery truck was parked in the loading/unloading zone.
2. Councilman Fracassi asked that additional cladding be added to the parking structure façade where the structure could be seen between the restaurant and the retail stores.

Planning Department received the Special Use Request on September 20, 2017. The Planning Commission held a Public Hearing on this matter on January 17, 2018 and made a favorable recommendation.

TC:JLS

L:\Planning\RESOLUTIONS\PSLU17-0012 Advance Building for 2-12-18 Council

**DATA SHEET**

**CASE NO.:** PSLU17-0012

**SECTION:** 25

**PETITIONER:** NORR, on behalf of the owner Advance LLC

**REQUEST:** Special Use

**PRESENT ZONING:** B-3 General Business

**PRESENT LAND USE:** Office

**MASTER PLAN:** Cornerstone Development Authority Subarea

**FRONTAGE:** 640' **ON:** Greenfield Road

**DEPTH:** 550' **AREA:** 8.14 acres

**ABUTTING R.O.W. EXISTING:** 53'-80' **PROPOSED:** Same

**MISCELLANEOUS:** Special Use request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977gsf stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

<b>Parking:</b>	Req'd: 1,154 overall 54 (new development)	Provided:	1,033 (115 space waiver and 6 space credit for bike racks) 63 (new development)
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<b>Landscape:</b>	Req'd: 1,000sf	Provided:	6,912sf
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<b>Bldg. Ht.:</b>	Unlimited	Provided:	25' Retail Building 21' Restaurant
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<b>Setbacks:</b>	Front (east): 25'	Provided:	60'
	North Side: N/A	Provided:	60'-2"
	South Side: 15'	Provided:	+/- 380'
	Rear (west): 15'	Provided:	+/- 419'

**PLANNER'S RECOMMENDATION:** *Favorable*

**COMMISSION ACTION:** *Favorable* **DATE:** *January 17, 2018*

**COUNCIL ACTION:** **DATE:**

**CITY PLANNER'S RECOMMENDATION**  
**January 17, 2018**

**Requested by:** NORR, on behalf of the owner Advance LLC

**Request:** Special Use request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977gsf stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

**Legal Description:** Sidwell Parcel 2425-476-009

**Location:** 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road

**Findings:**

**Existing Zoning/Land Use:** Properties to the north and west are zoned B-3 General Business and are developed with a Dunkin' Donuts and an office building affiliated with Providence Hospital, respectively. The property to the south across W Nine Mile Road is zoned B-2 Planned Business and is developed with a retail center. Properties to the east across Greenfield Road are zoned for commercial and office uses in the City of Oak Park and are developed with a gas station and an office building in the City of Oak Park.

**Site Plan:** The sites contain 8.14 acre of land. There is 640' of frontage on Greenfield Road and a depth of 550'.

Special Use Request is to allow for a stand-alone restaurant in the B-3 General Business District.

Issues considered by the Planning Department during the review of the special use were:

1. Special Use Standards and Conditions of Article 18, General Business.
2. Southfield Comprehensive Master Plan noting Cornerstone Development Authority Subarea for this parcel.
3. The petitioner is to implement the recommendations made by the Southfield Police Department's Crime Prevention Bureau regarding site security.

**Recommendation:** The Planning Department recommends FAVORABLE RECOMMENDATION of the Special Use request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977gsf stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road the following reasons:

1. The submitted special use, with any conditions recommended by the Planning Department and the Planning Commission, will be of such size and character that it will

be in harmony with the appropriate and orderly development of the General Business District.

2. The location, size, intensity and periods of operation of the proposed use is designed to eliminate any possible nuisance likely to emanate there from which might be adverse to occupants of any nearby permitted uses.
3. The proposed use is in accord with the spirit and purpose of this chapter and is not inconsistent with, or contrary to, the objectives sought to be accomplished by this chapter and principles of sound planning.
4. The proposed use is of such character and vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or adjacent thoroughfares.
5. The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes.
6. The proposed use will not be adverse to the promotion of the health, safety and welfare of the community.
7. The proposed use is designed and operated so as to provide security and safety to employees and the general public.



# City of Southfield

26000 Evergreen Rd. • P.O. Box 2055 • Southfield, MI 48037-2055 • www.cityofsouthfield.com

October 24, 2017

NORR

Attn: Ricardo Avila  
150 W Jefferson, Suite 1300  
Detroit, MI 48226

RE: Advance Retail Center

Dear Mr. Avila,

Below please find staff comments I have to date regarding the retail/restaurant proposal on the Advance Building site. Please make the changes needed and return ten (10) sets of plans to me by Noon on Wednesday, November 1 so we will have them for the Planning Commission Study Meeting that night at 6:30pm in the Council Conference Room. Provide seven (7) half-size sets and three (3) full-size set along with a revised colored site plan and colored elevation. Provide a full set in digital form as well via a thumb drive or pdf to my email.

Should you have any questions, feel free to contact me.

Jeffrey Spence – Planning – 248-796-4158

1. Section 5.29(14), Article 4, Chapter 45: All adjacent transit stops shall be designed as an integral part of the development project, with direct access to the bus stop/shelter or waiting area from the development site, including public pathways. Additional pedestrian amenities, including benches, trash receptacles, shelters, etc. may be required depending on the transit usage of each stop. The transit stop shall be maintained by the developer for the life of the development project. If there is a transit stop in front of the building on either Greenfield or W Nine Mile, this requirement comes into play. Petitioner is to check with SMART and DDOT to see if a stop is available.
2. Section 5.29(13), Article 4, Chapter 45: A pedestrian connection/pathway shall be installed from the public sidewalk or pathway system to the main entrance of a building. Indicate on the plan where this connection will be and add striping across the driveway as well to delineate the route.
3. Section 5.30, Article 4, Chapter 45: Indicate required and proposed parking space requirements including stacking spaces, if applicable. Provide calculation for the existing office building as well. We need to know if there is enough parking on site to satisfy all needs.
4. Section 5.29(15), Article 4, Chapter 45: Snow removal plan shall be submitted or adequate on-site snow storage shall be provided that does not impede on the minimum

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Mayor Kenson J. Siver	Council President Myron A. Frasier	1	City Clerk Nancy L. M.Banks	City Treasurer Irv M. Loweberg
City Council				
Daniel Brightwell	Lloyd Crews	Donald F. Fracassi	Michael Ari Mandelbaum	Tawnya Morris
				Joan Seymour

- required parking spaces. Storage of accumulated snow shall not obscure site lines or cause traffic blind spots. Indicate snow storage areas on the plan.
5. Section 2.13(2), Chapter 17: Screening materials shall consist of any of the following:
  6. Masonry, either brick, concrete block or reinforced concrete; Wood, provided the wood is heartwood cedar, redwood, marine grade exterior plywood or equivalent of at least five-eighths-inch thickness or other types of wood which have been pressure treated with preservatives. If cedar, redwood or plywood are used in the screening, it shall be protected from possible rot or decay by the application of an oil-base exterior stain of a neutral color. Wood that has been pressure treated need not be further protected from possible rot or decay. Provide an elevation on the plan showing what the enclosure looks like and from what materials it will be made.
  7. Section 5.31(4), Article 4, Chapter 45: all parking spaces shall be clearly striped with double lines 24" apart to facilitate movement and to help maintain an orderly parking arrangement.
  8. Section 5.29(14), Article 4, Chapter 45: Bumper stops, curbing, or wheel chocks shall be provided to prevent any vehicle from damaging or encroaching upon any required wall, fence or buffer strips, upon any building adjacent to the parking lot, or upon any adjacent property. We recommend the utilization of bumper blocks which facilitate sheet drainage.
  9. All building facades to exhibit a durable material (i.e. stone or brick) at the base of the building either 3' in height or to the sill line of any exterior windows. The use of EIFS is not acceptable.
  10. Section 5.29(12), Section 5.30, Article 4, Chapter 45: A minimum of 4 bicycle parking spaces shall be provided for each non-residential and multi-family development. For every bike rack which accommodates four (4) bicycles, one off-street parking space, up to a maximum of five (5%) percent of the total required parking may be credited by the City Planner. Bicycle parking racks shall be located close to the building entrance, and shall be separated from vehicle parking areas to minimize motor vehicle damage to bicycles. Bicycle racks shall be securely anchored to the supporting surface, and shall be at least three (3) feet in height and able to support a locked bicycle in an upright position. Specific uses may require additional bike parking. Provide detail of bike rack type and installation requirements on the plan.
  11. Indicate Barrier-Free pavement markings and signage locations per State requirements; pole-mounted signs cannot block 5' accessible route and must be installed 6'8" from walking surface to bottom of sign face; wall-mounted signs are to be installed 5' from walking surface to bottom of sign face; one sign required per space in front of the space it is servicing. Provide installation detail on the plan.
  12. Section 5.170 Required Conditions of Article 18 B-3 General Business District requires that 50% of the front yard setback be in landscaping. Since the minimum building setback is 25', 12.5' of landscape width along Greenfield Road is required. If you can't achieve this width, a waiver from the Zoning Board of Appeals will be needed. Indicate on the plan the proposed landscape width and what is required along with the deficiency.
  13. Indicate on the blow-up of the proposed retail center (Sheet C-3.0) the directions of traffic.
  14. Provide dimensions of the striped out areas between the spaces. It needs to be a minimum of 6'.



PSLU17-0011/PSP17-0010 – Advance Retail  
October 24, 2017

Kelly Buckberry – Crime Prevention

1. Exterior and inside service door locks shall have a 1" minimum throw that can be deadlocked (not spring loaded) from the interior with a single thumb turn or lever and from the exterior with a key. Exception: Any door that is required by fire code to be opened by a panic bar or other quick release mechanism. If this required then the door needs to be constructed in such a manner as access cannot be gained from the exterior to the interior opening mechanism by means of any device other than a key.
2. All operating windows need to be equipped with locking mechanisms that require glass breakage for entry from the exterior to be gained.
3. Parking areas and driveways and walkways need to have lighting at a minimum of 1 to 2 maintained foot candles with a uniformity ratio of 4:1. Entry to building needs a minimum of 5 maintained foot candles.
4. Exterior service doors need to be of steel construction with peephole viewers. Lighting installed directly above doors.
5. If door is equipped with a wood frame then the strike plate shall be of the heavy duty or reinforced type attached by four screws of which two shall be a minimum of 2" long that penetrate into studding behind door framing.
6. If door has glass panels they shall be of shatterproof material that resists breakage.
7. Implementing these recommendations will act as a deterrent to criminal activity but does not guarantee that criminal activity will not take place.

Dan Tomaszewski – Fire

1. Approved – no comments.

Sincerely,



Jeffrey Spence  
Asst. City Planner  
Southfield Planning Department  
248-796-4158 Direct Line  
[jspence@cityofsouthfield.com](mailto:jspence@cityofsouthfield.com) Email

**MINUTES OF THE CITY OF SOUTHFIELD PLANNING COMMISSION  
STUDY MEETING OF NOVEMBER 1, 2017  
COUNCIL CONFERENCE ROOM**

**Planning Commission Members Present:** Commissioners Culpepper, Denson, Dyas, Griffis, Huntington, Miah and Willis

**Planning Commission Members Excused:**

**Staff Present:** City Planner Croad  
Planner Spence

Chairman Culpepper called the first item.

**PSLU17-0011** is a Special Use Request of Request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,900gsf stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

**PSP17-0010** is the Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 8,980gsf retail center with stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

Planner Spence gave a brief overview of the project, both the Special Use and Site Plan which included the demo of a portion of the existing parking garage on site. He introduced Mr. Brian Najor, owner.

Mr. Najor noted that the parking garage, as well as other areas on site are underutilized and there is a lot of extra parking on site. They felt they could better use those areas and provide for additional development on their property to serve their patrons and others driving by. He noted the first floor of the parking garage is only half used. City Planner Croad noted that with the removal of a portion of the garage there is concern about what the treatment of the façade would be. He suggested making the façade match the proposed look of the existing office building on site.

Commissioner Huntington asked if Mr. Najor was seeking a fast food user for the free-standing restaurant. Mr. Najor noted they were.

Commissioner Dyas asked what type of tenants they were seeking. Mr. Najor noted the fast food will drive who future tenants are. That may not be until next summer or fall.

Commissioner Willis asked what the back of the proposed buildings looked like. Planner Spence showed the rear elevations of the building.

Chair Culpepper asked that the garage façade needed to look decent. City Planner Croad asked that the top level of the garage compliment the proposed building to tie things together. City Planner Croad asked that a material board be provided.

City Planner Croad asked if outside dining was provided anywhere. Maybe the area between the two buildings? Mr. Najor noted they could use pavers there to expand the walk and provide outside dining.

Chair Culpepper asked what the landscaping looked like. Planner Spence showed Sheet L.1.0 of the Landscape Plan.

Commissioner Griffis asked why there are two buildings and not one. Mr. Najor noted that building endcaps are more popular with restaurant uses. By separating the buildings, they provided opportunities for two more restaurants. Commissioner Griffis noted they are taking a dated building and fixing it up and providing mixed use. He didn't want to see the fast food restaurant get built and nothing else. Mr. Najor noted they aren't going to do all the grading and site prep necessary and NOT construct all the buildings.

Commissioner Huntington asked about snow storage. Mr. Najor noted they will provide for as well as storm water on site.

Commissioner Denson asked if a market study was done. Mr. Najor noted they know what the market can bear.

Commissioner Miah asked how these projects come to be. Mr. Najor noted they talk with the tenants they have in other retail centers.

Commissioner Griffis noted many properties would love to have a parking structure like this one. Too bad this proposal couldn't be utilized somewhere else.

**MINUTES OF THE CITY OF SOUTHFIELD PLANNING COMMISSION  
STUDY MEETING OF JANUARY 10, 2018  
COUNCIL CONFERENCE ROOM**

**Planning Commission Members Present:** Commissioners Culpepper, Denson, Griffis, Huntington, Miah and Willis

**Planning Commission Members Excused:**

**Staff Present:** City Planner Croad  
Planner Spence

Chairman Culpepper called the first item.

**PSLU17-0012** is a Special Use Request of Request of NORR, on behalf of the owner Advance LLC, for the construction of a 2,977gsf stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

**PSP17-0010** is the Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 9,797gsf retail center with stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

Planner Spence noted the first two items are related and have been before the Commission already. He noted the petitioner made revisions to the plan prior to the December Planning Commission meeting. However, staff didn't have the opportunity to review the reorientation of the fast food restaurant so asked for a postponement to January. He noted the change in the plan was to turn the fast food restaurant 90 degrees so the short side faced Greenfield Road. This actually allowed for better circulation around the site and more landscape space between the restaurant and retail center and to the north of the retail center. He introduced Mr. Brian Najor.

Mr. Najor noted the changes proposed and stated that it did change the parking counts as a result. A waiver of parking was still needed.

Commissioner Huntington felt the layout was better than the previous plans.

City Planner Croad noted that he did a quick parking calculation and found the waiver of parking to be 10.6% which is over the amount he felt comfortable with. He asked if shower facilities are available as those amenities can be credited toward parking. Mr. Najor noted that some of the tenants have these.

Commissioner Griffis asked if the square footage of the retail center had gotten bigger. Mr. Najor noted it had by about 1,000sf.

Chair Culpepper thought the layout was much better and this project, along with the façade changes to the existing building, would revitalize the corner.

City Planner Croad agreed this new development would compliment the existing and asked the petitioner to note that during the public hearing.

There were no other comments. The Commission decided this item could move on to the January 17, 2018 Regular Meeting for final review and recommendation to Council.

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CITY OF SOUTHFIELD  
REGULAR MEETING OF THE PLANNING COMMISSION

The PLANNING COMMISSION MEETING,  
Taken at 26000 Evergreen Road,  
Southfield, Michigan,  
Commencing at 6:30 p.m.,  
Wednesday, January 17, 2018,  
Before Earlene Poole-Frazier, CSR-2893.

- 1 COMMISSIONERS:
- 2
- 3 DONALD CULPEPPER, Chair
- 4 DR. LaTINA DENSON, Commissioner
- 5 JEREMY GRIFFIS, Commissioner
- 6 STEVEN HUNTINGTON, Vice Chair
- 7 JACQUETTA MIAH, Commissioner
- 8 ROBERT WILLIS, Secretary
- 9
- 10
- 11 Jeff Spence, Planning Department
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1 Southfield, Michigan  
2 Wednesday, January 17, 2018  
3 6:30 p.m.  
4

5 MR. CULPEPPER: I'd like to call this meeting  
6 to order. Please stand to Pledge Allegiance to the  
7 Flag.

8 (Pledge of Allegiance to the Flag recited at  
9 6:31 p.m.)

10 MR. CULPEPPER: May I have roll call please,  
11 Jeff.

12 MR. SPENCE: Yes. If I may, just before we  
13 get started, there's some technical snafus this  
14 evening. I only have two LCDs that work. The big one  
15 behind you doesn't work. And we only have two  
16 microphones that work. So you're going to have to kind  
17 of share them. Dr. Denson and Mr. Griffis probably  
18 have the easiest time of it. But that's far as that  
19 one can go. The other one between the four of you,  
20 you'll have to share them back and forth,  
21 unfortunately.

22 With that, Mr. Culpepper?

23 MR. CULPEPPER: Present.

24 MR. SPENCE: Mr. Griffis?

25 MR. GRIFFIS: Here.



1 MR. SPENCE: Mr. Huntington?

2 MR. HUNTINGTON: Present.

3 MR. SPENCE: Dr. Denson?

4 DR. DENSON: Present.

5 MR. SPENCE: Ms. Miah?

6 MS. MIAH: Present.

7 MR. SPENCE: Mr. Willis?

8 MR. WILLIS: Here.

9 MR. SPENCE: Mr. Chairman, you do have a  
10 quorum to conduct business this evening.

11 MR. CULPEPPER: Thank you. May I have  
12 approval of the agenda, please?

13 MR. WILLIS: I move for the approval of the  
14 agenda as written.

15 MS. MIAH: Second.

16 MR. CULPEPPER: It's been moved by  
17 Commissioner Willis, second by Commissioner Miah that  
18 the agenda be approved as written. All in favor?

19 (All stated aye.)

20 MR. CULPEPPER: Any opposed? Jeff, you have  
21 any announcements?

22 MR. SPENCE: Not at this time.

23 MR. CULPEPPER: Jeff, you want to take the  
24 first public hearing.

25 MR. SPENCE: Yes. This has been before the

1 Planning Commissioner a number of times. We brought it  
2 to you with revisions at last Wednesday's study  
3 meeting. What had transpired from December to January  
4 was the petitioner through one of the tenants asked  
5 that the fast food restaurant portion with drive-thru  
6 be shifted instead of going north/south, they're going  
7 east/west. So we have a shallower side, smaller side  
8 that now faces Greenfield Road.

9 So staff had an opportunity to take a look at  
10 that, to review that. We also had our traffic engineer  
11 look at it and he likes this layout much better than  
12 the other one because it does remove some odd movements  
13 on the, especially on the north side.

14 So the staff did re-review this plan, we  
15 liked this one better than the one that came before you  
16 in December. And with that, I'm going to provide to  
17 you information both on the special use portion and on  
18 the site plan at the same time.

19 As you know, the special land use does  
20 require a public hearing. You would go through that  
21 item first, take a vote on that and then move to the  
22 site plan. But just for the sake of expediency here,  
23 I'm going to actually present the special use and site  
24 plan at the same time.

25 MR. CULPEPPER: Okay.

1 MR. SPENCE: With that, this is PSLU17-0012.  
2 And the site plan portion is PSP17-0010. For the  
3 special land use, this is a request of NORR on behalf  
4 of the owner Advance, LLC, for the construction of the  
5 2,977 gross square foot stand-alone restaurant. The  
6 property is located at 23077 Greenfield Road on the  
7 northwest corner of Greenfield Road and Nine Mile.

8 The site plan portion, again, the same  
9 request for the same petitioner, NORR, on behalf of the  
10 owner Advance, LLC, to demolish a portion of the  
11 existing parking deck on-site and to allow for the  
12 construction of a 6,861 gross square foot retail center  
13 with 2,977 gross square foot stand-alone restaurant.  
14 It also includes visual site amenities and, obviously,  
15 parking is included, and that goes with site plan  
16 portion.

17 So for presentation, again we're taking  
18 special land use that is up on the screen now, the LCD  
19 is over there. You can see that the location is up in  
20 the upper right-hand corner of the property along  
21 Greenfield Road. And I'm going to have to go over here  
22 and do something with the computer. Excuse me for a  
23 moment.

24 Okay. There we go. So this particular slide  
25 shows what is to the north, to the east, to the west

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1 and to the south. To the north, there is a Dunkin'  
2 Donuts on the adjacent property. To the west is the  
3 existing parking deck. And again, as I had noted, a  
4 portion of that parking deck would have to be removed  
5 to allow for any potential development. To the south  
6 is a parking lot that is a part of the existing Advance  
7 Building. And then to the east, across Greenfield Road  
8 are commercial uses. That, I believe, is the city  
9 boardwalk. The particular site is B-3, General  
10 Business, with B-3 to the north, B-3 to the west, and  
11 to the south we have B-2.

12 The site plan portion, again, for the same  
13 particular location for the 6,861 gross square foot  
14 retail center and 2,977 gross square foot restaurant.  
15 This shows the entire site in relation to the proposed  
16 new buildings with the existing building. And then  
17 this is the site itself.

18 It should be noted that they, from a parking  
19 standpoint, if you recall last week, we did ask some  
20 questions about the number of parking spaces that would  
21 be required versus the number of the waiver. Through  
22 over last week we worked with the petitioner to bring  
23 those numbers into conformance. So the parking  
24 requirement for this particular use for the site plan,  
25 there's a requirement for the entire site of 1,154

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1 spaces. They actually show 1,033 spaces. Now they do  
2 credits for bike racks. There's actually four bike  
3 racks on the site. There are two of them on the new  
4 proposal and then two on the existing proposal. In  
5 addition, inside the existing Advance Building, they do  
6 have showers. I believe it's on the second floor and  
7 the fourth floor. And through our ordinance, based on  
8 ordinance requirements, we can credit those types of  
9 facilities, interior showers for employees as bike  
10 credits as well. So based upon the four bike racks  
11 that they have on-site and giving them two credits for  
12 the existing showers, they do meet their parking  
13 requirements. They would have 115 spaces, which they  
14 would require getting waived through the Zoning Board  
15 of Appeals.

16 In addition, along the Greenfield Road  
17 property, since this is B-3, they're required to have a  
18 minimum of twelve foot six inches of landscaping. They  
19 are currently showing seven foot four inches, so they  
20 would require a waiver from the Zoning Board of Appeals  
21 of five foot two inches of landscaping. I will tell  
22 you right now seven foot four inches of landscaping we  
23 do not have right now. So we're actually gaining  
24 landscaping along Greenfield Road, which they'll be  
25 required to put landscaping in this case. They'll be

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1 showing shrub hedge along the Greenfield frontage.  
2 Other than that, they meet the rest of the requirements  
3 for the site plan and for the B-3, General Business  
4 District.

5 As you know, we do go through now a process  
6 of a memorandum and you have a copy of the memorandum  
7 for special land use. We run through the standards for  
8 special land use to confirm that this particular item  
9 would meet with those particular standards. So staff  
10 has gone through the special use standards for B-3.

11 Number one, the proposed use must be of such  
12 size and character that it will be in harmony with the  
13 appropriate and orderly development of B-3.

14 This does meet the development requirements  
15 for B-3.

16 For the development: Location, size and  
17 intensity and periods of operation must be designed to  
18 eliminate any possible nuisance.

19 We've looked at parking. We've looked at  
20 site location and we believe, again, that it does meet  
21 those requirements.

22 Proposed use must be in accord with the  
23 spirit and purpose of the chapter.

24 Again, we believe that this use is consistent  
25 with a B-3, General Business, and it provides for

1 pedestrian activity from the adjacent existing office  
2 building.

3 So again, we believe that this meets the  
4 objectives.

5 The proposed use must be of such character  
6 that the vehicular traffic generated will not have an  
7 adverse effect.

8 Again, I believe with the change in the site  
9 plan, it actually made it better for traffic  
10 circulation from what the original was.

11 Number five, the proposed use is of such  
12 character and intensity and arrangement on-site so as  
13 to eliminate any adverse effects resulting from noise,  
14 dust, dirt, glare, odor, or fumes.

15 Again, we do believe that this project does  
16 do that.

17 The proposed use or change of use will not be  
18 adverse to the promotion of the health, safety and  
19 welfare of the community.

20 Again, we believe increased greenspace and  
21 pedestrian connectivity we believe this does meet and  
22 is not adverse to the property.

23 So that's the special land use portion memo.  
24 We also do one for the site plan. So under the site  
25 plan review standards, and there are a total of 16. I

1 won't go through every single one of them, except to  
2 say that they do meet the requirements of the site plan  
3 standards, except for landscaping, we'll talk about a  
4 waiver. And the parking requirements. Other than  
5 that, they meet the rest of our standards for site plan  
6 review.

7 With that, that kind of takes care of staff's  
8 comments. I will, just for the sake of the Planning  
9 Commission, kind of show you the floor plan and then  
10 the existing structure from the standpoint of  
11 elevations.

12 So the building itself, this is a look from  
13 on Greenfield Road. We have the proposed fast food  
14 user, again, on the left-hand side. And on the  
15 right-hand side would be the proposal for the strip  
16 center.

17 As you know, one of our concerns, one of our  
18 requirements was that something be done with the  
19 parking garage. Since they are removing a portion of  
20 it, it was concerns from staff what that would end up  
21 looking like. They did provide some slides as to  
22 exactly what that would look like. It looks like some  
23 sort of wood trim or a metal trim, and it just so  
24 happens it matches the proposal of the Advance Building  
25 itself from the exterior. This is what the Advance

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1 Building is to look like, this has already been  
2 approved administratively by staff. Again, it does  
3 match what the proposal for the parking garage would  
4 be. And this just kind of gives you what some of the  
5 materials would look like in the proposal.

6 So with that, that concludes staff's proposal  
7 and the report.

8 MR. CULPEPPER: Thank you. Petitioner, would  
9 you come to the mic and give your name and address for  
10 the record. If you have anything to add, please do.

11 MR. NAJOR: Good evening, everyone. Brian  
12 Najor. Apparently, my microphone works. Najor  
13 Company's address is 600 North Old Woodward, Suite 100,  
14 in Birmingham. We're happy to present this tonight,  
15 and I think Jeff has done a good job of describing all  
16 the details of the project. And I would just like to  
17 thank everybody for coming out tonight and open it up  
18 for questions.

19 MR. CULPEPPER: This is a public hearing, so  
20 if you have nothing else to say, thank you. You can  
21 stay there. I was just saying this is a public  
22 hearing. We ask the questions after the public  
23 hearing.

24 MR. NAJOR: Okay. Well, just to reiterate  
25 what Jeff said here, some of the things that we tried

1 to touch on through our study session were the parking  
2 deck and dressing that up to give a nicer look from the  
3 street. So what we're going to be looking at is some  
4 potentially longboard. It's a metal material. That's,  
5 again, going to match the facade of the Advance  
6 Building.

7 So the thing that we were dealing with were  
8 some of the parking issues. Right now we have an  
9 overabundance of parking. What we're trying to do is  
10 develop and maximize the site and to eliminate some of  
11 this excess parking that has not been used.

12 So in doing so, we were also able to add some  
13 greenspace here, some landscaping that was present  
14 before the Advance Building. Although we're not  
15 meeting the standards of today, we're doing as much as  
16 we could to bring it up to where we want it to be. So  
17 we'll take it from there.

18 MR. CULPEPPER: Okay. Thank you. This is a  
19 public hearing. I now declare the public hearing open.  
20 If there's anyone that would like to discuss or comment  
21 on this issue, please step forward and come to the mic  
22 at this time.

23 Seeing none, I now declare the public hearing  
24 closed.

25 Commissioners, comments? Commissioner

1           Huntington?

2                   MR. HUNTINGTON: Question. What are we doing  
3 as far as artwork? What did we decide?

4                   MR. NAJOR: Well, I'm happy to provide  
5 something. And I think that's been brought up in the  
6 past. I'm not sure if it's a requirement or --

7                   MR. CULPEPPER: Recommendation.

8                   MR. NAJOR: -- recommendation. But, yeah, we  
9 would be happy to do something. I think it would be  
10 something maybe more geared towards the Advance  
11 Building and not the retail center. So I'd like to see  
12 either something that's an interior element inside of  
13 the Advance Building or possibly something that is in  
14 that front entrance of the Advance Building.

15                   MR. HUNTINGTON: So at this point, you don't  
16 have anything in mind at this point?

17                   MR. NAJOR: No, but I'm happy to hear some  
18 suggestions.

19                   MR. HUNTINGTON: Well, overall I think it's a  
20 good project. I like the changes you made. The  
21 activity's good, the circulation's good. I think the  
22 site is good. I think it's going to be a lot of energy  
23 and just like the fact of that area over there. So  
24 hopefully everything works out good.

25                   MR. NAJOR: Great. Thank you.

1 MR. SPENCE: If I may, through the Chair?

2 MR. CULPEPPER: Yes.

3 MR. SPENCE: As you're aware, when  
4 applications come in we do ask the petitioner to  
5 provide for us the cost of the development. In this  
6 case, based on the application, it was \$600,000. Based  
7 on that, it's less than a million, which means they  
8 don't have to meet -- they don't meet the requirement  
9 for art because it's less than a million. Unless  
10 you're telling me -- unless you say it's more than you  
11 provided on the application, if it ends up being more  
12 than that, then that art kicks in. But based on now,  
13 the application, as it stands, it's only \$600,000. It  
14 doesn't mean that they can't put art. They can do that  
15 if they'd like.

16 In essence, if you look at what they're doing  
17 with the existing building, that could almost be  
18 considered art in a way with the trimming they're  
19 putting on the existing building. So it looks like  
20 they may be providing for art through architectural  
21 treatment. But again, from what I've seen here, it's  
22 not a requirement that they provide for art on the  
23 property.

24 MR. CULPEPPER: Commissioner Denson?

25 DR. DENSON: Yes, I was noticing that number

1 three, Art, it says that it's required. So now you're  
2 saying that it's not required?

3 MR. SPENCE: I said that the petitioner is  
4 improving both existing building and the parking  
5 garage.

6 DR. DENSON: Okay.

7 MR. SPENCE: On number three.

8 DR. DENSON: Okay.

9 MR. SPENCE: So again, what you were looking  
10 at was --

11 DR. DENSON: You're saying.

12 MR. SPENCE: -- the architectural treatment  
13 of the building could be considered art.

14 MR. CULPEPPER: Yeah. We understand, based  
15 on the figure of the cost guide that it's not a strong  
16 recommendation. Usually, we put that down there. If  
17 it's that million dollars, we recommend that they come  
18 up with a piece of artwork, or we have quite a few  
19 pieces of art work that we can select from.

20 Saying that, it's up to the petitioner if he  
21 wants to put a nice piece up of art on the outside that  
22 Commissioner Huntington and Denson alluded to, it would  
23 be nice, although we cannot make that a requirement  
24 based on that building.

25 Commissioner Miah?

1 MS. MIAH: I like the aesthetics. It really  
2 looks good. Hopefully, by you doing this, it will  
3 provoke other people in the area to bring that  
4 neighborhood up some more. It looks nice.

5 MR. NAJOR: Thank you.

6 MR. CULPEPPER: Thank you. Mr. Willis?

7 MR. WILLIS: My question is for the retail  
8 space. Do you have prospective tenants for the retail  
9 space?

10 MR. NAJOR: It's a little bit preliminary,  
11 but we have spoken to a few. We're generating these.  
12 Typically after, provided that we do receive approvals,  
13 is when we would start marketing the space. And the  
14 real excitement and the traffic begins when we actually  
15 put a shovel in the ground. So we'd like to in a  
16 perfect world have a pre-lease. But typically when  
17 people start movement and bulldozers and things like  
18 that, then we get some attraction.

19 MR. WILLIS: In this perfect world, when do  
20 you see the first tenant moving in?

21 MR. NAJOR: Wow, that's a tough one. I've  
22 been remodeling my house for a long time, so you might  
23 want to talk to my wife. I would like to say we'll  
24 start construction maybe late spring, maybe early  
25 summer, if we could. And maybe, hopefully, see tenants

1 moving in in the fall, September, October, November.

2 MR. CULPEPPER: Commissioner Griffis?

3 MR. GRIFFIS: I think this is a really  
4 exciting project. This is a tired, no offense to your  
5 building, a '50s building sitting in the middle of a  
6 parking lot that was completely obsolete or mostly  
7 obsolete. And you've really reimagined this site.  
8 You're bringing a new mix in. You're tearing down some  
9 of the really old and ugly, and you're, I think, going  
10 above and beyond of really improving the aesthetics.

11 I always like mixed uses on-site, and this is  
12 a good example of what you can do with a '60s office  
13 building in a sea of asphalt. I think you did go above  
14 and beyond to improve your existing building. And to  
15 me that meets the art requirement, even though this  
16 particular small parcel wouldn't necessarily require  
17 it. It's a smart business move for you, too, you're  
18 going to attract a better quality tenant because it's  
19 an upgraded building. So I think this is really big,  
20 important nice project. I think it's great to see  
21 something of this size. This may be a small piece of a  
22 big pie, but this whole corner, this whole  
23 redevelopment is really an interesting idea.

24 You're tearing down something as expensive as  
25 a parking garage. I mean, a lot of people in

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1 Southfield would kill to have those extra few parking  
2 spaces, but you've really re-prioritized the site and  
3 how tenants are going to use it, and I think it's a  
4 really good example of the redevelopment project. I've  
5 been excited the whole time. It's a really nice  
6 project.

7 MR. NAJOR: Thank you. We're really excited  
8 about it as well. Like you said, it's a brand new  
9 office building. I think this is going to bring a  
10 different feel, provide some mixed use. The office is  
11 a pretty iconic building, so very well-known. And this  
12 is just going to supplement all the tenants in there.

13 MR. CULPEPPER: Yeah, as I said in our study  
14 sessions, I think once this does get approved and  
15 processed it will revitalize that corner. That is a  
16 very busy corner, foot traffic, and vehicle traffic.  
17 And what I really like about it, you turned the  
18 building around. I just thought it gave it a whole  
19 different esthetic. And making that garage into  
20 something that looks decent and presentable, you're  
21 going to generate a lot of business in there. I don't  
22 foresee and hopefully, you don't have a problem with  
23 the zoning board because you're going to add  
24 aestheticss to that corner, it's going to be a nice  
25 corner, nice landscaping. So I hope you don't have a

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1 problem getting away from that. But like I say, I see  
2 it. And it's going to be something to see that corner  
3 revitalized.

4 As Commissioner Griffis says, you're taking a  
5 garage and turning it into something. Not just a  
6 garage, you're turning it into something. We push  
7 mixed use left and right. And I think you're going to  
8 generate a lot of activity and it will pay for itself  
9 when it's done.

10 MR. NAJOR: Thank you.

11 MR. CULPEPPER: Jeff, no more comments.

12 MR. SPENCE: I'm ready to read the  
13 recommendation. Again, this is for special land use,  
14 this is PSLU17-0012. The Planning Department does  
15 recommend favorable recommendation for the special use  
16 request of NORR, on behalf of the owner Advance, LLC,  
17 for the construction of the 2,977 gross square foot  
18 stand-alone restaurant, property located at 23077  
19 Greenfield Road, northwest corner of Greenfield Road  
20 and West Nine Mile for the following reasons:

21 Submitted special use with any  
22 recommendations made by the Planning Commission or  
23 Planning Department will be of such size and character  
24 that will be in harmony with the appropriate and  
25 orderly development of the general business district.

1                   The location, size, and intensity, and  
2 periods of operation of the proposed use is designed to  
3 eliminate any possible nuisances likely to emanate  
4 therefrom which might be adverse to occupants of any  
5 nearby permitted uses.

6                   The proposed use is in accord and spirit and  
7 purpose of the chapter. It is not inconsistent with  
8 nor contrary to the objective sought to be accomplished  
9 by this chapter and principles of sound planning.

10                  The proposed use must be of such character  
11 that the vehicle traffic generated will not have an  
12 adverse effect, or be detrimental, to the surrounding  
13 land uses or adjacent thoroughfares.

14                  The proposed use is of such character and  
15 intensity and arranged on the site so as to eliminate  
16 any adverse effects resulting from noise, dust, dirt  
17 glare, odor, and fumes.

18                  The proposed use will not be adverse to the  
19 promotion of the health, safety, and welfare of the  
20 community. And the proposed use is designed now to  
21 provide security, safety for employees and the general  
22 public.

23                  MR. CULPEPPER: Commissioners, you've heard  
24 the recommendation of the Planning Department. May I  
25 have a motion, please?

1 MR. WILLIS: I would move that PSLU17-0012  
2 special use request of NORR be approved by this  
3 Commission.

4 MS. MIAH: Second.

5 MR. CULPEPPER: It's been moved by  
6 Commissioner Willis and second by Commissioner Miah  
7 that we approve PSLU17-0012. All in favor?

8 (All stated aye.)

9 MR. CULPEPPER: Any opposed? Good job.  
10 Thank you. Good luck.

11 MR. NAJOR: Thank you, everyone.

12 MR. SPENCE: You have the site plan portion.  
13 I don't know if there's additional discussion you want  
14 to have on the site plan.

15 MR. CULPEPPER: Stay at the mic.  
16 Commissioners, you've seen it, you've heard it and we  
17 have it in front of us. If there are some questions or  
18 concerns we need to address to the petitioner, let's do  
19 that at this time.

20 Commissioner Griffis?

21 MR. GRIFFIS: Not a concern. But I think it  
22 was good how everybody worked together to determine the  
23 parking ratios and have some creativity and realize  
24 there's some bike opportunities and some showers for  
25 bikers and realize that we're talking 1100 parking

1 spaces, which is a lot of spaces. And if those are  
2 ever full, that would be interesting to see.

3 MR. NAJOR: We're doing well if those are all  
4 full.

5 MR. GRIFFIS: So ten percent is a very minor  
6 ten percent, in my opinion, when we're talking this big  
7 of a project and now the hours of operations are going  
8 to be spread out a little bit. And the landscaping,  
9 too, you're putting landscaping in that was never  
10 required in the building as approved originally.  
11 You're improving it as much as possible.

12 MR. CULPEPPER: I agree. I like to make sure  
13 that you meet all of the site plan. We have the site  
14 plan. And we have checklists, and regardless of what  
15 we think, you've got to pass that test, which you do.  
16 We like ADA. We have nice unobstructed ADA handicap,  
17 not away from the building, but it's close to the  
18 building as it can possibly be because we do take a  
19 look at that. The environment I think is going to be  
20 tremendously evaluated and changed.

21 Traffic, we want traffic. I know you hear a  
22 lot of stuff about traffic. But when you're running a  
23 business you want traffic, foot traffic and vehicular.  
24 So I think you're doing a good job. We took a look at  
25 the lighting. The lighting is a big deal. We don't

1 want people complaining. We want people walking in  
2 that area and parking in that area to be safe. You  
3 meet the site plan review standards. As Commissioner  
4 Griffis said, you've gone far and above with that  
5 landscaping, because nothing's on that corner as far as  
6 landscaping. And I know for a fact that you're going  
7 to make sure that that area is revitalized and looks  
8 nice.

9 MR. NAJOR: I'll just echo some of the  
10 statements that, you know, I think it was a good  
11 collaboration here because we originally came with a  
12 plan that probably met the requirements as well, but  
13 having to take a step back, taking a little extra time,  
14 we were able to improve upon it by turning the  
15 building, creating a little safer situation for the  
16 cars and adding some additional landscaping and it  
17 worked out very well as well.

18 Once again, I'm very excited about the site.  
19 I love the site. I think it's a great area. Great  
20 corner, very economic, close proximity to the hospital.  
21 And it should do a lot to help this corridor to be  
22 reenergized, because with the upcoming plans for  
23 Northland, there's more and more buildings to come and  
24 maybe this will be the first start.

25 MR. CULPEPPER: Good point. Any other

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1 questions? Commissioner Denson?

2 DR. DENSON: Yes, can you explain the  
3 movement of the drive-thru again?

4 MR. NAJOR: Can I explain the movement of it?

5 DR. DENSON: Yes.

6 MR. NAJOR: The entrance site from north  
7 drive there and then entering in through the  
8 drive-thru. You can also enter through south entrance  
9 off Greenfield as well and then go around the back of  
10 the building. Previously we had some stacking that was  
11 located on the north side of the building. But it  
12 created an awkward traffic pattern. It met the  
13 requirements. It was like a three-lane situation, plus  
14 two lanes, plus a sag lane for the cars. It worked,  
15 but it was a little bit awkward. By turning the  
16 building from going north to south, we turned the  
17 restaurant on the end to go east and west. It enabled  
18 us to, you know, reorient the drive-thru in the back  
19 and do a lot of stacking along the back of the building  
20 and that worked out well.

21 DR. DENSON: So I'm just trying to get my  
22 bearings. You enter where?

23 MR. NAJOR: You could enter off the north  
24 driveway off of Greenfield or off the south driveway  
25 off of Greenfield.

1 DR. DENSON: Okay.

2 MR. NAJOR: Are you talking about  
3 specifically entering the drive-thru?

4 DR. DENSON: And then you turn left, correct?

5 MR. NAJOR: Yes.

6 DR. DENSON: So you're -- the passenger side  
7 will be ordering?

8 MR. NAJOR: No, the driver's side.

9 MR. GRIFFIS: You've got to go up and around.  
10 This is a two way here.

11 DR. DENSON: All right. Thank you. Okay. I  
12 got it.

13 MR. NAJOR: The drive-thru.

14 DR. DENSON: All right. Thank you.

15 MR. CULPEPPER: Any other questions? Jeff?

16 MR. SPENCE: Okay. With regard to  
17 PSP17-0010, site plan review request of NORR, on behalf  
18 of the owner Advance, LLC, for the demolition of the  
19 existing portion of the existing parking deck on-site,  
20 construction of a 6,861 gross square foot retail center  
21 with 2,977 gross square foot stand-alone restaurant the  
22 Planning Department does recommend favorable  
23 consideration with the following conditions:

24 Waiver of five foot two inches of landscape  
25 buffer along Greenfield Road, 12 foot six required,

1 seven foot four inches proposed. Waiver of 115 parking  
2 spaces for the entire site, 1,154 required, 1,033  
3 proposed. And again, that's 1,039 with a six space  
4 credit for bike racks and showers in the existing  
5 building.

6 Landscaping shall be installed in accordance  
7 with the attached landscape plan sheet L1.1.

8 The petitioner is to provide a sprinkler  
9 system for all landscaped areas to encourage  
10 preservation of land material.

11 The petitioner is to execute a perpetual  
12 maintenance agreement for the landscape and parking  
13 areas both on-site and the right-of-way, which includes  
14 maintenance of the stormwater detention system.

15 The petitioner is to implement the  
16 recommendations made by the Southfield Police  
17 Department's Crime Prevention Bureau regarding site  
18 security.

19 New buildings as well as the facade for the  
20 parking structure are to be constructed in accordance  
21 with the submitted elevations shown on NORR sheets 101,  
22 102, and 103.

23 Approval of the site plan and/or building  
24 elevations represented herein does not constitute nor  
25 guarantee approval for signage. Separate approval and

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1 signed permits must be obtained from the building  
2 department for any proposed signs.

3 Exterior lighting will be shielded to prevent  
4 spillage and glare onto adjacent properties.

5 Bike racks shall be installed in accordance  
6 with Article 4, Section 5.29, paragraph 12. And the  
7 site shall be designed and developed to contain public  
8 works of art in accordance with Section 5.2-5, Public  
9 Art, unless exempted based on written stipulations.

10 Again, that is added in case this does go  
11 over more than a million dollars for the project. As I  
12 understand, though, it's based on 600,000. They're not  
13 required to provide art. The building itself that  
14 we've already talked about does provide for some  
15 amenities architecturally and that could be considered  
16 art.

17 MR. CULPEPPER: Thank you. Commissioners,  
18 you've heard the recommendations of the Planning  
19 Department. May I have a motion, please?

20 MR. WILLIS: I would move that PSP17-0010  
21 site plan request of NORR be approved by this panel.

22 MS. MIAH: Second.

23 MR. CULPEPPER: It's been motioned by  
24 Commissioner Willis and second by Commissioner Miah  
25 that we approve PSP17-0010. All in favor?

1 (All stated aye.)

2 MR. CULPEPPER: Any opposed? Thank you.  
3 Good job. Well thought out. Wish you a lot of luck.

4 MR. NAJOR: We hope to see you there when  
5 it's done.

6 MR. CULPEPPER: Yes. We will be there.  
7 Thank you.

8 MR. SPENCE: There's no minutes to approve at  
9 this meeting. Those minutes will be available at your  
10 January 31st meeting. I do have one miscellaneous  
11 item. I think that Terry has mentioned before that the  
12 Planning Commission is one of the reviewers of the CIP  
13 for the city. And what we would like to do is set up  
14 your long-range study meeting for February 21st. That  
15 long-range study meeting for review of the CIP with the  
16 various departments that are required to submit the  
17 final to administration, to this body for review.

18 One of the concerns that we have is that  
19 because it's with staff, we would like to try and do  
20 this meeting during the day. So we were considering a  
21 three p.m. to five p.m. meeting on the 21st of  
22 February. Again, taking into consideration some of you  
23 have other day jobs, we do understand that. But we're  
24 trying to be sensitive to overtime and so on and so  
25 forth for existing staff. So that's what we're

1 shooting for. It has not been confirmed yet. We'll  
2 have to do that with the administration, so we'll no  
3 more at your January 31st meeting. We're just putting  
4 that out right now so you can take a look at your  
5 calendar to see if you'll be available for a long-range  
6 study meeting on the 21st of February.

7 MR. CULPEPPER: Okay. Commissioners, think  
8 about that. And once they confirm it, Jeff will send  
9 out an e-mail to us, as usual, asking us how many of us  
10 will be able to attend that meeting. And we'll get  
11 back with you, Jeff, once you confirm. Any questions?  
12 Commissioner Willis?

13 MR. WILLIS: If not at 3:00, what time would  
14 you have in mind?

15 MR. SPENCE: If we didn't have it at three,  
16 again, it's kind of a sensitive issue because of  
17 overtime with staff. We could have it at the regular  
18 time if that overtime got approved ahead of time for  
19 the staff.

20 MR. WILLIS: Three works for me.

21 MR. SPENCE: We're trying to be sensitive to  
22 that by having a meeting during the day. But also  
23 we're trying to take into consideration some of you  
24 have regular jobs during the day. So we're trying to  
25 walk this tightrope.

U.S. Legal Support

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MR. CULPEPPER: Okay. Commissioners, any questions or concerns? If not, we declare this meeting closed.

(The meeting concluded at 7:10 p.m.)

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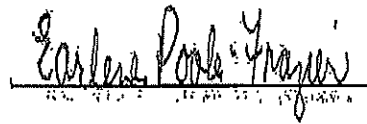
CERTIFICATE OF NOTARY

STATE OF MICHIGAN )

) SS

COUNTY OF OAKLAND )

I, Earlene Poole-Frazier, certify that this meeting was taken before me on the date hereinbefore set forth; that the foregoing was recorded by me stenographically and reduced to computer transcription; that this is a true, full and correct transcript of my stenographic notes so taken; and that I am not related to, nor of counsel to either party nor interested in the event of this cause.



Earlene Poole-Frazier, CSR-2893

Notary Public

Oakland County, Michigan

My Commission expires: March 18, 2018 .



**NOTICE OF SITE PLAN REVIEW  
CITY OF SOUTHFIELD**

**NOTICE IS HEREBY GIVEN** that a Site Plan Review will be held on Monday, February 12, 2018, at 7:30 P.M., Local Time, in the Council Chambers of the Municipal Building, 26000 Evergreen Road, City of Southfield, County of Oakland, Michigan, at which time and place the Southfield City Council will consider the following request pursuant to Title V, Zoning and Planning, Chapter 45, Zoning, of the Code of the City of Southfield, to wit:

**PSP17-0010** Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of a 9,838gsf retail center and free-standing restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and West Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

Written comments may be delivered to the City Clerk's Office, 26000 Evergreen Road, P.O. Box 2055, Southfield, MI 48037-2055, prior to the review.

Questions regarding this matter should be directed to the Planning Department at (248) 796-4150.

SHERIKIA L. HAWKINS – CITY CLERK

Original Publication Date: January 25, 2018

Additional Publication Date: February 1, 2018



**Individuals with special needs who plan to attend this meeting should contact the City Clerk's Office at 248-796-5150 (voice) or 248-354-4831 (TDD). If auxiliary aids or services are needed, reasonable advance notice is required.**

**SP**

**A**

**CITY PLANNER'S RECOMMENDED RESOLUTION FOR CITY COUNCIL  
FEBRUARY 12, 2017**

**RESOLVED:** That PSP17-0010, the site plan review request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 9,797gsf retail center with stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan, 1site plan dated December 20, 2017, received by the Planning Department on December 20, 2017, be approved with the following conditions:

1. Waiver of 5'-2" of landscape buffer along Greenfield Road (12'-6" required, 7'-4" proposed)
2. Waiver of 115 parking spaces for entire site (1,154 required, 1,033 proposed – 1,039 with 6 space credit for bike racks/showers in existing building).
3. The owner is to schedule deliveries to the stores/restaurant in the new development so they occur at off-hours to minimize interaction with the restaurant drive-thru lane.
4. Landscaping shall be installed in accordance with the attached landscape plan, sheet L-1.1.
5. The petitioner is to provide a sprinkler system for all landscape areas to encourage preservation of plant materials.
6. The petitioner is to execute a perpetual maintenance agreement for the landscaped and parking areas both on the site and in the right-of-way, which includes maintenance of the storm water detention system.
7. The petitioner is to implement the recommendations made by the Southfield Police Department's Crime Prevention Bureau regarding site security.
8. The new buildings, as well as the façade for parking structure, are to be constructed in accordance with the submitted elevations shown on NORR Sheets 101, 102 and 103.
9. Approval of this site plan and/or building elevations represented herein does not constitute nor guarantee approval for signage. Separate approval and sign permits must be obtained from the Building Department for any proposed signs.
10. Exterior lighting will be shielded to prevent spillage of glare onto adjacent properties.
11. Bike racks shall be installed in accordance with Article 4, Section 5.29(12).
12. The site shall be designed and developed to contain Public "Works of Art" in accordance with Section 5.22-5 Public Art, Article 4 General Requirements of the Zoning Ordinance, unless exempted based on the written stipulations.

This recommendation is made for the following reasons:

1. The submitted site plan, with the conditions recommended by the Planning Department and the Planning Commission, will be in accord with the spirit and purpose of the Southfield Zoning Ordinance.
2. The location, size, intensity and periods of operation is designed to eliminate any possible nuisance likely to emanate there from which might be adverse to occupants of any nearby permitted uses.
3. The proposed use is of such character and vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or adjacent thoroughfares.
4. The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes.



PSP17-0010 Resolution for Advance Building  
2-12-18

5. The proposed use will not be adverse to the promotion of the health, safety and welfare of the community.

Comments

A Council Study Meeting was held on February 5, 2018 and the following comments were made:

1. Councilman Frasier had a question about the width of the driveway between the back of the proposed building and parking deck, and if proper circulation would be achieved if a delivery truck was parked in the loading/unloading zone.
2. Councilman Fracassi asked that additional cladding be added to the parking structure façade where the structure could be seen between the restaurant and the retail stores.

Planning Department received the Site Plan request on September 20, 2017. The Planning Commission held Site Plan Review at their Regular Meeting on this matter on January 17, 2018 and made a favorable recommendation.

TC:JLS

L:\Planning\RESOLUTIONS\PSP17-0010 Advance Building for 2-12-18 Council

**DATA SHEET**

**CASE NO.:** PSP17-0010  
**SECTION:** 12

**PETITIONER:** NORR, on behalf of the owner Advance LLC

**REQUEST:** Site Plan Review

**PRESENT ZONING:** B-3 general Business

**PRESENT LAND USE:** Office

**MASTER PLAN:** Cornerstone Development Authority Subarea

**FRONTAGE:** 640' **ON:** Greenfield Road

**DEPTH:** 550' **AREA:** 8.14 acres

**ABUTTING R.O.W. EXISTING:** 53'-80' on Greenfield Road **PROPOSED:** Same

**MISCELLANEOUS:** Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 9,797gsf retail center with stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

Parking:	Req'd: 1,154	Provided:	1,033 (waiver of 115 spaces and 6 space credit for bike racks)
Landscape:	Req'd: 1,000sf Waiver of landscape along street needed 12'-6" required	Provided:	6,912sf 7'-4" provided (5'-2" waiver)
Bldg. Ht.:	Unlimited	Provided:	25' for the retail center 21' for the stand-alone restaurant
Setbacks:	Front (east): 25' North Side: N/A South Side: 15' Rear (west): 15'	Provided:	60' 60'-2" +/- 380' +/- 419'

**PLANNER'S RECOMMENDATION:**  
**COMMISSION ACTION:** *Favorable*  
**COUNCIL ACTION:**

*Favorable*

**DATE:** *January 17, 2018*  
**DATE:**

**CITY PLANNER'S RECOMMENDATION**  
**JANUARY 17, 2018**

**Requested by:** NORR, on behalf of the owner Advance LLC

**Request:** PSP17-0010 is a site plan review request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 8,980gsf retail center with stand-alone restaurant on property located at 23077 Greenfield Road on the northwest corner of Greenfield Road and W Nine Mile Road, Sidwell Parcel 2425-476-009, Section 25, City of Southfield, Oakland County, State of Michigan.

**Legal Description:** Sidwell Parcel 2425-476-009

**Location:** Northwest corner of Greenfield Road and W Nine Mile Road

**Findings:**

**Existing Zoning and Land Use:** Properties to the north and west are zoned B-3 General Business and are developed with a Dunkin' Donuts and an office building affiliated with Providence Hospital, respectively. The property to the south across W Nine Mile Road is zoned B-2 Planned Business and is developed with a retail center. Properties to the east across Greenfield Road are zoned for commercial and office uses in the City of Oak Park and are developed with a gas station and an office building in the City of Oak Park.

**Site Plan:** The site contains 8.14 acres of land. There is 640' of frontage on Greenfield Road and a depth of 550'.

Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 8,980gsf retail center with stand-alone restaurant.

Issues considered by the Planning Department during the review of the special use were:

1. Site Plan Standards of Article 18 General Business.
2. The Southfield Comprehensive Master Plan notes Cornerstone Development Authority this parcel.
3. The petitioner is to implement the recommendations made by the Southfield Police Department's Crime Prevention Bureau regarding site security.

**Recommendation:** The Planning Department recommends **FAVORABLE RECOMMENDATION** of the Site Plan Review Request of NORR, on behalf of the owner Advance LLC, for the demolition of a portion of the existing parking deck on site and the construction of an 8,980gsf retail center with stand-alone restaurant, with the following conditions:

1. Waiver of 5'-2" of landscape buffer along Greenfield Road (12'-6" required, 7'-4" proposed)
2. Waiver of 115 parking spaces for entire site (1,154 required, 1,033 proposed – 1,039 with 6 space credit for bike racks/showers in existing building).
3. Landscaping shall be installed in accordance with the attached landscape plan, sheet L-1.1.
4. The petitioner is to provide a sprinkler system for all landscape areas to encourage preservation of plant materials.
5. The petitioner is to execute a perpetual maintenance agreement for the landscaped and parking areas both on the site and in the right-of-way, which includes maintenance of the storm water detention system.
6. The petitioner is to implement the recommendations made by the Southfield Police Department's Crime Prevention Bureau regarding site security.
7. The new buildings, as well as the façade for parking structure, are to be constructed in accordance with the submitted elevations shown on NORR Sheets 101, 102 and 103.
8. Approval of this site plan and/or building elevations represented herein does not constitute nor guarantee approval for signage. Separate approval and sign permits must be obtained from the Building Department for any proposed signs.
9. Exterior lighting will be shielded to prevent spillage of glare onto adjacent properties.
10. Bike racks shall be installed in accordance with Article 4, Section 5.29(12).
11. The site shall be designed and developed to contain Public "Works of Art" in accordance with Section 5.22-5 Public Art, Article 4 General Requirements of the Zoning Ordinance, unless exempted based on the written stipulations.

This recommendation is made for the following reasons:

1. The submitted site plan, with the conditions recommended by the Planning Department and the Planning Commission, will be in accord with the spirit and purpose of the Southfield Zoning Ordinance.
2. The location, size, intensity and periods of operation is designed to eliminate any possible nuisance likely to emanate there from which might be adverse to occupants of any nearby permitted uses.
3. The proposed use is of such character and vehicular traffic generated will not have an adverse effect, or be detrimental, to the surrounding land uses or adjacent thoroughfares.
4. The proposed use is of such character and intensity and arranged on the site so as to eliminate any adverse effects resulting from noise, dust, dirt, glare, odor, or fumes.
5. The proposed use will not be adverse to the promotion of the health, safety and welfare of the community.



## CITY COUNCIL PROCEDURES – Request for Recognition

If you wish to address the City Council at a meeting with regard to a matter not listed on its agenda, please comply with the following:

1. You must submit a written request to address Council to the City Clerk's Office prior to noon on the Wednesday preceding the meeting at which you wish to speak.
2. You have the option of addressing Council at:
  - A. A regular meeting which is conducted in the Council Chambers and is televised on the City's local cable television channel; or
  - B. A regular meeting conducted on a less formal, committee-of-the-whole format, which is held in the Council Conference Room and is not televised.
3. It is recommended that you describe the matter that you wish to address before Council. This will allow City staff to review the issue and provide Council with relevant information which might assist it in better understanding and dealing with your concern.
3. You will be limited to a period of three (3) minutes in which to address the Council.

**SHERIKIA L. HAWKINS**  
**CITY CLERK**

I, Pamela Gerald, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for Monday, February 12, 2018, for the purpose of discussing "What Matters" in Southfield  
Check-out the Southfield Citizens Oversight Committee  
on You-Tube and Like Us on Facebook.

Name: Pamela Gerald  
Address: P.O. Box 155  
City: Southfield,  
State: Michigan  
Zip: 48037-0155  
Phone: 248-346-0439  
Email: NA

02:14:21 01/12/18

RECEIVED

IAN 12 2018

CITY CLERK  
CITY OF SOUTHFIELD

## CITY COUNCIL PROCEDURES – Request for Recognition

If you wish to address the City Council at a meeting with regard to a matter not listed on its agenda, please comply with the following:

1. You must submit a written request to address Council to the City Clerk's Office prior to noon on the Wednesday preceding the meeting at which you wish to speak.
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3. It is recommended that you describe the matter that you wish to address before Council. This will allow City staff to review the issue and provide Council with relevant information which might assist it in better understanding and dealing with your concern.
3. You will be limited to a period of three (3) minutes in which to address the Council.

**SHERIKIA L. HAWKINS**  
**CITY CLERK**

I, Gerard Mullin, do hereby request to be recognized by the Southfield City Council, at the meeting scheduled for Feb. 17, 2018, for the purpose of discussing

"What Matters"

12:00 PM - 12:30 PM

**RECEIVED**

JAN 12 2018

CITY CLERK  
CITY OF SOUTHFIELD

Name: GERARD MULLIN  
Address: P.O. Box 155  
City: Southfield  
State: MI  
Zip: 48034  
Phone: 248 557-4205  
Email: gerardmullin2012@gmail.com





CITY OF SOUTHFIELD  
BUSINESS/TRAVEL EXPENSE/REIMBURSEMENT REPORT

To be completed and submitted, along with all receipts, to the Accounting Department within one month of return. This form should be used to document all expenses involved in the trip, including all items paid for by the City and cash advances. Obligations incurred must be in accordance with City policies and procedures set forth in the Administrative Travel Regulation. All exceptions to the expense guidelines must be approved prior to the trip and documented on the TRAVEL AUTHORIZATION FORM.

Daniel Brightwell	Council	1/30/2018
NAME	DEPARTMENT	DATES OF TRAVEL

Zoning Board of Appeals	Waterford, MI	1/30/2018
TITLE, SPONSOR, AND LOCATION OF PROGRAM	DATE(S) OF PROGRAM	

DAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
DATE:	1/28	1/29	1/30	1/31	2/1	2/2	2/3	
<b>HOTEL:</b>								\$0.00
<b>MEALS:</b>								
Breakfast								\$0.00
Lunch								\$0.00
Dinner								\$0.00
<b>TRANSPORTATION:</b>								
Airfare								\$0.00
Mileage (auto)* 33 @ .545			\$17.98					\$17.98
Taxi/Shuttle/Bus								\$0.00
Gasoline*								\$0.00
Parking Tolls								\$0.00
Other (explain)								\$0.00
								\$0.00
								\$0.00
<b>REGISTRATION:</b>			\$25.00					\$25.00
								\$0.00
<b>BAGGAGE CHGS:</b>								\$0.00
								\$0.00
<b>TELEPHONE:</b>								\$0.00
								\$0.00
<b>OTHER: (identify)</b>								\$0.00
								\$0.00
								\$0.00
								\$0.00
<b>TOTALS:</b>	\$0.00	\$0.00	\$42.98	\$0.00	\$0.00	\$0.00	\$0.00	\$42.98

TOTAL EXPENDED	\$42.98
LESS ITEMS PAID FOR BY CITY	\$25.00
LESS CASH ADVANCES	
LESS EXPENSES NOT ELIGIBLE FOR REIMBURSEMENT	
<b>TOTAL DEDUCTIONS</b>	<b>\$25.00</b>
<b>REIMBURSEMENT DUE EMPLOYEE or</b>	<b>\$17.98</b>
<b>BALANCE DUE CITY</b>	<b>\$0.00</b>

\*Please list the type of vehicle that was used (City, Management Group, or Personal):

Personal

Please complete page 2 before submitting.

Items Paid for by the City

Item	Amount
Registration	\$ 25.00

TOTAL ~~\$25.00~~  
\$ 25.00

Explanatory Notes: \_\_\_\_\_  
\_\_\_\_\_

I hereby certify that the travel indicated hereon was accomplished according to the proper authorization, that the information is correct, and that no part of the compensation claimed was of a personal nature.

Signed: *David B. Stewart*

Date: 1/31/18

Title and Department: COUNCIL

Supervisor's Review and Approval: \_\_\_\_\_

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

City Account Number\*: 101-340-3400-38605

\* Account number should end in 38600 for travel associated with conference attendance, and 39600 for travel associated with participation in training opportunities.

**REMINDER:** Attach a copy of the approved TRAVEL AUTHORIZATION FORM as required in the Travel Policy. Enter an invoice into the Inforum Gold system for reimbursement owed the employee or attach a deposit slip receipted by the cashier for reimbursement owed the City.

FOR OMB / ACCOUNTING USE ONLY

Reviewed by: *Karen Elly*

Date: 1.31.18

Reviewed by: \_\_\_\_\_

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



CITY OF SOUTHFIELD  
BUSINESS/TRAVEL EXPENSE/REIMBURSEMENT REPORT

To be completed and submitted, along with all receipts, to the Accounting Department within one month of return. This form should be used to document all expenses involved in the trip, including all items paid for by the City and cash advances. Obligations incurred must be in accordance with City policies and procedures set forth in the Administrative Travel Regulation. All exceptions to the expense guidelines must be approved prior to the trip and documented on the TRAVEL AUTHORIZATION FORM.

Donald F. Fracassi	Council	26-Jan-18
NAME	DEPARTMENT	DATES OF TRAVEL

SEMCOG 50th Anniversary Exhibit Grand Opening, Detroit, Michigan	26-Jan-18
TITLE, SPONSOR, AND LOCATION OF PROGRAM	DATE(S) OF PROGRAM

DAY	SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY	TOTALS
DATE:	1/21	1/22	1/23	1/24	1/25	1/26	1/27	
<b>HOTEL:</b>								\$0.00
<b>MEALS:</b>								
Breakfast								\$0.00
Lunch								\$0.00
Dinner								\$0.00
<b>TRANSPORTATION:</b>								
Airfare								\$0.00
Mileage (auto)* 38 miles x.545						\$20.71		\$20.71
Taxi/Shuttle/Bus								\$0.00
Gasoline*								\$0.00
Parking Tolls								\$0.00
Other (explain)								\$0.00
								\$0.00
<b>REGISTRATION:</b>								\$0.00
								\$0.00
<b>BAGGAGE CHGS:</b>								\$0.00
								\$0.00
<b>TELEPHONE:</b>								\$0.00
								\$0.00
<b>OTHER: (identify)</b>								\$0.00
								\$0.00
								\$0.00
<b>TOTALS:</b>	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$20.71	\$0.00	\$20.71

TOTAL EXPENDED	\$20.71
LESS ITEMS PAID FOR BY CITY	\$0.00
LESS CASH ADVANCES	
LESS EXPENSES NOT ELIGIBLE FOR REIMBURSEMENT	
<b>TOTAL DEDUCTIONS</b>	<b>\$0.00</b>
<b>REIMBURSEMENT DUE EMPLOYEE or</b>	<b>\$20.71</b>
<b>BALANCE DUE CITY</b>	<b>\$0.00</b>

\*Please list the type of vehicle that was used (City, Management Group, or Personal): \_\_\_\_\_

Please complete page 2 before submitting.

**Items Paid for by the City**

Item	Amount
<b>TOTAL</b>	<b>\$0.00</b>

Explanatory Notes: \_\_\_\_\_

I hereby certify that the travel indicated hereon was accomplished according to the proper authorization, that the information is correct, and that no part of the compensation claimed was of a personal nature.

Signed: 

Date: 2-5-18

Title and Department: COUNCIL

Supervisor's Review and Approval: \_\_\_\_\_

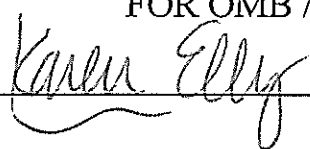
Date: \_\_\_\_\_

City Account Number\*: 101-340-3400-38606

\* Account number should end in 38600 for travel associated with conference attendance, and 39600 for travel associated with participation in training opportunities.

**REMINDER:** Attach a copy of the approved TRAVEL AUTHORIZATION FORM as required in the Travel Policy. Enter an invoice into the Inforum Gold system for reimbursement owed the employee or attach a deposit slip receipted by the cashier for reimbursement owed the City.

**FOR OMB / ACCOUNTING USE ONLY**

Reviewed by: 

Date: 2.6.18

Reviewed by: \_\_\_\_\_

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

