

(313) 343-2440 Fax (313) 343-2785

## **NOTICE OF MEETING**

COMMISSIONS:	COMMITTEES:	1	BOARDS:	
Beautification Advisory	Building Authority		Board of Canvassers	
Citizens' Recreation	Compensation & Evaluation		Board of Review	
Community Tree	Construction	X	Construction Board of Appeals	
Historical	Finance		Downspout Board of Appeals	
Local Officers Compensation	Fireworks		Pension	
Planning	Mack Ave Business Study			
Senior Citizens'	Public Relations			

PUBLIC INVITED: IN ACCORDANCE WITH PUBLIC ACT 267 OF 1976 (OPEN MEETINGS ACT), ALL MEMBERS OF THE GROUP SELECTED ABOVE, AS WELL AS THE GENERAL PUBLIC, ARE INVITED TO ATTEND THE FOLLOWING MEETING ON **MONDAY, MARCH 26, 2018,** AT **6:00 P.M.** IN THE **CONFERENCE ROOM AT CITY HALL**, 20025 MACK, GROSSE POINTE WOODS.

### AGENDA

- 1. Call to Order
- 2. Roll Call
- 3. Acceptance of Agenda
- 4. Water/Sewer Capital Improvements
  - a. Memo 03/26/18 City Administrator
  - b. 20-Year Water Main Capital Improvement Plan 03/06/18 AEW
  - c. 5 and 20-Year Capital Improvement Plan Water Main
- 5. Water/Sewer and Parking Fund Purchases
  - a. Memo 03/26/18 City Administrator
  - b. Revenue Report Month Ended June 2018
  - c. Fund Balance Analysis 03/16/18
- 6. New Business
- 7. Public Comment
- 8. Adjournment

CC: Granger Novitke Shetler

Smith Hathaway Schulte Lockwood File Behrens (8) Posting

Submitted by: Vicki Granger

**Office Held: Chair** 

Telephone: 313 343-2440



## CITY OF GROSSE POINTE WOODS

## Office of the Treasurer/Comptroller



## Memorandum

RECEIVED

		MAR 1 4,2018
DATE:	March 26, 2018	CITY OF GROSSE PTE. WOODS
TO:	Chairperson Vicki Granger	
	Committee Member Robert Novitke	
	Committee Member Michael Koester	
FROM:	Bruce J. Smith, City Administrator	
CC:	Cathrene Behrens, Treasurer/Comptroller	
	Frank Schulte, Director	
SUBJECT:	Water/Sewer Fund Capital Improvement Recommendation	

The City of Grosse Pointe Woods implemented a water/sewer billing rate structure in 2011 which included a monthly billing flat rate charge for capital improvements expenses in the water/sewer fund. Current revenues through 2/28/2018 are \$8,501,829. The monies collected for this charge are used to pay a percentage of the cost to maintain the entire infrastructure. This includes water & sewer main repairs and/or replacements as well as debt service (bonding or borrowing costs).

The City currently has three State Revolving Fund (SRF) bond payments for the water reservoir, sewer infrastructure improvements and for water meter main repair and replacement. The term of these bonds goes through fiscal year 2033-34 with the annual total payments through the Michigan Finance Authority with a term from 2012 through 2034. The annual bond payment varies but total debt service payments are approximately \$620,000 per year. The City also has the 2013 Water & Sewer Revenue bond payable through 2023 in an average annual amount not to exceed \$415,000.

DPW Director Frank Schulte, in consultation with Scott Lockwood, has been working on compiling "needs" within the water/sewer fund to begin the replacement of aged infrastructure in the City. Attached is a five-year plan staff is proposing to begin working on these projects over the course of the next five years. Staff is proposing that we begin with the complete replacement of the water main on Fairholme Road, and the cul-de-sacs to the south (Marford, Baltree, Ghesquiere and Berns). The anticipated cost of this project would be approximately \$1.6 million with construction scheduled to begin in Fiscal Year 2017-18, after the solicitation of bids from qualified contractors.

### Recommendation:

Staff is requesting the recommendation of the Construction Committee to the City Council authorizing the beginning phase of bid solicitation and construction on the water main replacement on Fairholme Road, including the cul-de-sacs to the south (Marford, Baltree, Ghesquiere and Berns) to be 100% funded over the current fiscal year (2017-2018) and the upcoming fiscal year (2018-2019).



#### CITY OF GROSSE POINTE WOODS 5-YEAR CAPITAL IMPROVEMENT PLAN - WATER MAINS

RUN ID	STREET	FROM	то	ROAD TYPE	YEAR BUILT	AB LENGTH (FT)	AB SIZE (IN)	WM BREAKS	P.O.F. Probability of Failure	C.O.F. Consequence of Failure	Criticality Total Score (B.R.E.)	т	OTAL COST
R013	Berns Ct	Fairholme Rd	Dead End	Local	1944	280	6	6	5.0	4.55	22.8	\$	93,800.00
R127	Marford Ct	Fairholme Rd	Dead End	Local	1944	230	6	3	5.0	4.55	22.8	\$	77,050.00
R211	Vernier Rd	Mack Ave	Sunningdale Dr	Major	1954	450	6	3	5.0	4.55	22.8	\$	150,750.00
R008	Anita Ave	Charlevoix Ave	Marter Rd	Local	1934	950	6	9	5.0	4.30	21.5	\$	318,250.00
R011	Baltree Ct	Fairholme Rd	Dead End	Local	1944	230	6	1	5.0	3.90	19.5	\$	77,050.00
R217	Vernier Rd South Side	W. City Limits	Mack Ave	Major	1954	1650	8	3	5.0	3.80	19.0	\$	602,250.00
R062	Fairholme Rd	W. of Milk River Bridge	Fairford Rd	Local	1944	1960	8	8	5.0	3.40	17.0	\$	656,600.00
R063	Fairholme Rd	Mack Ave	W. of Milk River Bridge	Local	1944	2215	8	13	5.0	3.40	17.0	\$	742,025.00
R128	Marion Ct	River Rd	Dead End	Local	1964	350	6	3	4.0	4.20	10.8	\$	117,250.00
R071	Ghesquiere Ct	Fairholme Rd	Dead End	Local	1944	280	6	0	5.0	3.30	10.0	\$	93,800.00
R085	Hawthorne Ave	Mack Ave	Goethe Ave	Local	1934	1150	6	0	5.0	3.30	10,8	\$	385,250.00
R033	Clairview Ct	Torrey Rd	Torrey Rd	Local	1944	730	6	5	4.0	4.10	16.4	\$	244,550.00
R058	Emory Ct	Torrey Rd	Torrey Rd	Local	1944	1280	6	9	4.0	4.10	16.4	\$	428,800.00
R182	Severn Rd	W. City Limits	Eastbourne Rd	Local	1934	1050	6	8	4.0	4.10	16-4	\$	351,750.00
R077	Hampton Rd	Wedgewood Dr	Morningside Dr	Local	1934	850	6	4	4.0	3.90	15.6	\$	284,750.00
R105	Kings Ct	Cook Rd	Cook Rd	Local	1944	1200	6	6	4.0	3.90	15.6	\$	402,000.00
R076	Hampton Rd	Morningside Dr	E. City Limits	Local	1934	750	6	1	4.0	3.50	14.0	\$	251,250.00

Total: \$ 5,277,175.00

#### CITY OF GROSSE POINTE WOODS 20-YEAR CAPITAL IMPROVEMENT PLAN - WATER MAINS

RUN ID	STREET	FROM	то	ROAD TYPE	YEAR BUILT	AB LENGTH (FT)	AB SIZE (IN)	WM BREAKS	P.O.F. Probability of Failure	C.O.F. Consequence of Failure	Criticality Total Score (B.R.E.)	TOTAL COST
R013	Berns Ct	Fairholme Rd	Dead End	Local	1944	280	6	6	5.0	4.55	22.8	\$ 93,800.00
R127	Marford Ct	Fairholme Rd	Dead End	Local	1944	230	6	3	5.0	4.55	22.6	\$ 77,050.00
R211	Vernier Rd	Mack Ave	Sunningdale Dr	Major	1954	450	6	3	5.0	4.55	22.8	\$ 150,750.00
R008	Anita Ave	Charlevoix Ave	Marter Rd	Local	1934	950	6	9	5.0	4.30	21.5	\$ 318,250.00
R011	Baltree Ct	Fairholme Rd	Dead End	Local	1944	230	6	1	5.0	3.90	19.5	\$ 77,050.00
R217	Vernier Rd South Side	W. City Limits	Mack Ave	Major	1954	1650	8	3	5.0	3.80	19.0	\$ 602,250.00
R062	Fairholme Rd	W. of Milk River Bridge	Fairford Rd	Local	1944	1960	8	8	5.0	3.40	17.0	\$ 656,600.00
R063	Fairholme Rd	Mack Ave	W. of Milk River Bridge	Local	1944	2215	8	13	5.0	3.40	17.0	\$ 742,025.00
R128	Marion Ct	River Rd	Dead End	Local	1964	350	6	3	4.0	4.20	10.8	\$ 117,250.00
R071	Ghesquiere Ct	Fairholme Rd	Dead End	Local	1944	280	6	0	5.0	3.30	16.5	\$ 93,800.00
R085	Hawthorne Ave	Mack Ave	Goethe Ave	Local	1934	1150	6	0	5.0	3.30	18.5	\$ 385,250.00
R033	Clairview Ct	Torrey Rd	Torrey Rd	Local	1944	730	6	5	4.0	4.10	10.4	\$ 244,550.00
R058	Emory Ct	Torrey Rd	Torrey Rd	Local	1944	1280	6	9	4.0	4.10	18.4	\$ 428,800.00
R182	Severn Rd	W. City Limits	Eastbourne Rd	Local	1934	1050	6	8	4.0	4.10	16.4.	\$ 351,750.00
R077	Hampton Rd	Wedgewood Dr	Morningside Dr	Local	1934	850	6	4	4.0	3.90	15.6	\$ 284,750.00
R105	Kings Ct	Cook Rd	Cook Rd	Local	1944	1200	6	6	4.0	3.90	15.6	\$ 402,000.00
R073	Goethe Ave	N. of Aline Dr	N. City Limits	Local	1964	350	6	2	4.0	3.80	15.2	\$ 117,250.00
R092	Hollywood Ave	Goethe Ave	Marter Rd	Local	1954	1900	8	18	4.0	3.80	15.2	\$ 636,500.00
R026	Brys Dr	Mack Ave	Marter Rd	Local	1934	3160	6	9	4.0	3.70	14.8	\$ 1,058,600.00
R144	N Brys Dr	River Rd	Wedgewood Dr	Local	1964	1500	6	3	4.0	3.60	14.4	\$ 502,500.00
R191	S Rosedale Ct	N. City Limits	Morningside Dr	Local	1964	850	6	3	4.0	3.60	14.4	\$ 284,750.00
R188	S Renaud Rd	Mack Ave	E. of Milk River	Local	1944	2540	8	18	4.0	3.60	14.4	\$ 850,900.00
R010	Ballantyne Ct (E&W)	Fairford Ave	Fairford Ave	Local	1954	1320	6	2	4.0	3.50	14.0	\$ 442,200.00
R076	Hampton Rd	Morningside Dr	E. City Limits	Local	1934	750	6	1	4.0	3.50	14.0	\$ 251,250.00
R089	Higbie PI N & S	Morningside Dr	Morningside Dr	Local	1954	1090	6	2	4.0	3.50	14.0	\$ 365,150.00
R016	Blairmoor Ct	Goethe Ave	Edmunton Ave	Local	1964	2660	6	4	4.0	3.40	13.6	\$ 891,100.00
R029	Canterbury Dr	River Rd	Van K Dr	Local	1964	2850	6	4	4.0	3.40	13.6	\$ 954,750.00
R177	Roslyn Rd	Marter Rd	E. of Milk River Bridge	Local	1964	1670	6	3	4.0	3.40	13.6	\$ 559,450.00
R227	Woods Ln	River Rd	Van K Dr	Local	1964	2680	6	3	4.0	3.40	13.6	\$ 897,800.00
R020	Bournemouth Rd	Leslie Ave	Mack Ave	Local	1944	1760	8	8	4.0	3.40	13.6	\$ 589,600.00
R048	Doyle Pl W	Doyle Pl E	Wedgewood Dr	Local	1954	500	8	2	4.0	3.40	13.6	\$ 167,500.00
R057	Elford Ct	Torrey Rd	Torrey Rd	Local	1944	1160	8	6	4.0	3.40	13.6	\$ 388,600.00
R083	Hawthorne Ave	Marter Rd	E. City Limits	Local	1934	1600	8	8	4.0	3.40	13.6	\$ 536,000.00
R111	Linville Ave	Bournemouth Rd	S. City Limits	Local	1944	600	8	3	4.0	3.40	13.6	\$ 201,000.00
R163	Prestwick Rd	Leslie Ave	Bramcaster Rd	Local	1934	200	8	1	4.0	3.40	13.6	\$ 67,000.00
R181	Severn Rd	Eastbourne Rd	Mack Ave	Local	1934	1300	8	7	4.0	3.40	13.6	\$ 435,500.00
R202	Thorn Tree Rd	Morningside Dr	Cook Rd	Local	1954	900	8	4	4.0	3.40	13.6	\$ 301,500.00

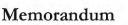
#### CITY OF GROSSE POINTE WOODS 20-YEAR CAPITAL IMPROVEMENT PLAN - WATER MAINS

RUN ID	STREET	FROM	то	ROAD TYPE	YEAR BUILT	AB LENGTH (FT)	AB SIZE (IN)	WM BREAKS	P.O.F. Probability of Failure	C.O.F. Consequence of Failure	Criticality Total Score (B.R.E.)	г	OTAL COST
R079	Hampton Rd	Mack Ave	Marter Rd	Local	1934	3100	8	8	4.0	3.20	12.8	\$	1,038,500.00
R093	Hollywood Ave	Wedgewood Ave	E. City Limits	Local	1954	1650	8	5	4.0	3.20	12.8	\$	552,750.00
R098	Huntington Blvd	Mack Ave	Holiday Ave	Local	1954	1150	8	3	4.0	3.20	12.8	\$	385,250.00
R106	Lakeshore Ln	Morningside Dr	E. City Limits	Local	1954	780	8	3	4.0	3.20	12.8	\$	261,300.00
R164	Prestwick Rd	Bramcaster Rd	W. City Limits	Local	1934	1370	8	5	4.0	3.20	12.8	\$	458,950.00
R223	Wedgewood Dr	Cook Rd	Doyle Pl E	Local	1954	550	8	2	4.0	3.20	12.8	\$	184,250.00
R001	Aline Ave	Mack Ave	E. of Marter Rd	Local	1954	3180	8	4	4.0	3.00	12.0	\$	1,065,300.00
R006	Anita Ave	Marter Rd	E. City Limits	Local	1954	3900	8	3	4.0	3.00	12.0	\$	1,306,500.00
R088	Hidden Ln	E. City Limits	W. of Wedgewood Dr	Local	1954	2360	8	3	4.0	3.00	12.0	\$	790,600.00
R095	Hollywood Ave	Mack Ave	Goethe Ave	Local	1954	3110	8	3	4.0	3.00	12.0	\$	1,041,850.00
R107	Lancaster Ave	W. City Limits	Mack Ave	Local	1934	1670	8	3	4.0	3.00	12.0	\$	559,450.00
R135	Morningside Dr	Cook Rd	S. Oxford Dr	Local	1944	3000	12	1	4.0	3.00	12.0	\$	1,095,000.00
R125	Manchester Blvd	W. City Limits	Mack Ave	Local	1964	2030	8	3	4.0	2.90	11.6	\$	680,050.00
R229	Yorktown Rd	N. City Limits	Marter Rd	Local	1964	1515	8	2	4.0	2.90	11.6	\$	507,525.00
R075	Hampton Rd	Marter Rd	E. of Milk River Bridge	Local	1934	600	8	0	4.0	2.80	11.2	\$	201,000.00
R110	Leslie Ave	Bournemouth Rd	Prestwick Rd	Local	1954	640	8	0	4.0	2.80	11.2	\$	214,400.00
R136	Morningside Dr	S. Oxford Rd	Lochmoor Blvd	Local	1944	1400	12	0	4.0	2.80	11.2	\$	511,000.00
R146	N Renaud	Morningside Dr	E. City Limits	Local	1954	650	8	0	4.0	2.80	11.2	\$	217,750.00
R165	Prestwick Rd	Eastbourne Rd	Leslie Ave	Local	1934	1750	8	0	4.0	2.80	11.2	\$	586,250.00
R166	Prestwick Rd	Eastbourne Rd	Mack Ave	Local	1934	1200	8	0	4.0	2.80	11.2	\$	402,000.00
R167	Raymond Dr	S. City Limits	Bournemouth Rd	Local	1944	600	8	0	4.0	2.80	11.2	\$	201,000.00
R023	Briarcliff Dr	River Rd	Morningside Dr	Local	1964	1700	8	0	4.0	2.70	10.8	\$	569,500.00



# CITY OF GROSSE POINTE WOODS

## Office of the Treasurer/Comptroller



DATE:	March 26, 2018	
то:	Chairperson Vicki Granger Committee Member Robert Novitke Committee Member Michael Koester	DS
FROM:	Bruce J. Smith, City Administrator	
CC:	Cathrene Behrens, Treasurer/Comptroller Frank Schulte, Director	
SUBJECT:	Water/Sewer Fund Balance & Parking Fund Balance Purchase	

DPS Director Schulte has also requested that consideration be given to transferring from the water/sewer fund balance into the Motor Pool fund to replace existing water/sewer department equipment and one vehicle. Water/sewer personnel currently utilize a 2003 Dodge Ram Pickup truck with an exposed bed and exterior mounted tool boxes to perform daily water repairs, shut-offs, meter installation and sprinkler work. Water tools and meters are exposed to the elements in an open bed pickup. The replacement of this pickup with an enclosed high-roof cargo van would allow for the protection of these City assets. The City has received a quote of \$32,469.70 from Galeana's Van Dyke Dodge for a 2018 RAM ProMaster 3500 high-roof cargo van. Pricing is based upon the State of Michigan MIDEAL contract 071B7700182.

In addition, the City is requesting authorization to purchase a Bobcat Tool Cat 5600 Multi-Use Utility vehicle from the water/sewer fund. The Bobcat Tool Cat utility vehicle comes with a hydraulic turbine blower has an enclosed cab with heater and air conditioning. It will be equipped with a deluxe road package, power bob-tach, heavy duty battery, a 68" angle broom, and a 62" general purpose bucket with bolt-on cutting edge. It also comes with a 72" straight blade with rubber cutting edge, and 48" heavy duty pallet fork frame with teeth. The Bobcat Tool Cat will be used in conjunction with the backhoe on water main breaks. The fork lifts can load and move materials to the job site, the bucket can load material and debris at the job site, and broom the street. It will assist the large backhoe and is smaller and more maneuverable.

Secondary duties that the Bobcat will perform include the clearing snow, leaves and other debris from city parking lots. Administration believes that this purchase may be allocated 60% to the water/sewer fund and 40% to the Parking fund to accommodate both needs. The total cost of this piece of equipment is \$63,082.62 with \$37,849.58 to be charged to the water/sewer fund balance, which as of June 30, 2017, is \$7,442,000 and \$25,233.05 to be paid from the Parking fund balance, which as of June 30, 2017, is \$1,282,365. Pricing for this piece of equipment is also based upon the MIDEAL program contract 071B7700088.

The Assistant Director of Public Services is currently assigned a 2016 GMC Sierra pickup truck utilized for the weekly servicing of parking meters along Mack Avenue, as well as other tasks involved in his day-to-day duties. Parking meter collection involves multiple DPW employees, approximately 24 hours per week. The DPS Director would like to replace this 2016 GMC Sierra pickup truck with an enclosed 2018 GMC Terrain AWD 4-door, which will allow for the collection cans being in a better secured environment during weekly collection. The 2017 Sierra pickup truck that is currently utilized would be moved into the existing fleet, replacing an older model pickup currently utilized by LFP (2000 GMC pickup, 102,000 approximate miles, \$1,000 approximate value) which would be sold on MITN (Michigan Intergovernmental Trade Network)

A quote has been obtained from Todd Wenzel Buick GMC, 35100 Ford Road, Westland, MI 48185 for a 2018 GMC Terrain AWD 4-door SLE Utility Vehicle through the Oakland County Bid Purchase Program for a total vehicle cost of \$24,298. This purchase will be charged against the Parking Fund balance (60%) and the General Fund balance (40%).

These vehicle purchases were not budgeted items in the 2017-2018 budget but staff continues to work diligently to evaluate departmental vehicle needs and believes that the purchase of these vehicles, at this time, will continue to ensure department and staff needs are met and that the fund balances being utilized can handle these expenditures without causing a significantly negative impact. The purchase of the 2018 GMC Terrain will require a transfer from the Parking Fund balance account #585-000-697.000 in the amount of \$14,698.80 (60%) and from the General Fund balance account #101-000-699.000 in the amount of \$9,799.20 (40%) into the Capital Equipment-Public Works account #640-852-977.599.

### **Recommendation:**

We would also request authorization for the replacement and purchase of the three vehicles outlined in the memorandum, which include: a 2018 Dodge RAM ProMaster 3500, the Bobcat Tool Cat and the 2018 GMC Terrain. Funds are to be allocated from the fund balances identified in the memorandum.

M	lonth Ended: June				REVENUE RE	EPORT FOR CITY C	F GROSSE POINT	E WOODS						
GLNUMBER	DESCRIPTION	BALANCE AS OF 06/30/2006	BALANCE AS OF 06/30/2007	BALANCE AS OF 06/30/2008	BALANCE AS OF 06/30/2009	BALANCE AS OF 06/30/2010	BALANCE AS OF 06/30/2011	BALANCE AS OF 06/30/2012	BALANCE AS OF 06/30/2013	BALANCE AS OF 06/30/2014	BALANCE AS OF 06/30/2015	BALANCE AS OF 06/30/2016	BALANCE AS OF 06/30/2017	BALANCE AS OF 06/30/2018
Fund 592 - WATEF	R / SEWER FUND													
Revenues														
592-000-643.000	CAPITAL IMPROVE	0.00	0.00	335,313.89	577,431.09	613,512.18	611,366.77	833,020.47	862,953.81	970,448.99	980,459.34	978,752.95	1,011,512.01	727,057.30
TOTAL REVENUES		0.00	0.00	335,313.89	577,431.09	613,512.18	611,366.77	833,020.47	862,953.81	970,448.99	980,459.34	978,752.95	1,011,512.01	727,057.30
	CUMULATIVE TOTAL													8,501,828.80

		_	FUI	NE	<b>BALANCE</b>	A	NALYSIS		-		
UNASSIGNED FUND	NERAL FUND									JE	
BALANCE 6/30/2017	\$ 6,255,011	_		-		-		-		MAD	
Stanhope (Chester to WCL)	\$ (725,000)	\$	(725,000)	\$	(725,000)	\$	(725,000)	\$	(725,000)	\$ MA)P (725,000)	<b>1 6</b> 18 pj
Anita (WCL to Mack)	\$ (389,340)	\$	(389,340)	\$	(389,340)	\$	(389,340)	\$	(389,340)		
Brys (Helen to Mack)	\$ (226,652)	\$	(226,652)	\$	(226,652)	\$	(226,652)	-			
Lochmoor (Holiday to Milk River)	\$ (170,100)	\$	(170,100)	\$	(170,100)						
Lochmoor (Milk River to Fairway)	\$ (353,700)	\$	(353,700)								
Lochmoor Blvd (Sunningdale Park to Holiday)	\$ (501,600)										
Proposed Road Re- Surface Costs	\$ (2,366,392)	\$	(1,864,792)	\$	(1,511,092)	\$	(1,340,992)	\$	(1,114,340)	\$ (725,000)	
Remaining Fund Balance	\$ 3,888,619	\$	4,390,219	\$	4,743,919	\$	4,914,019	\$	5,140,671	\$ 5,530,011	
GENERAL FUND EXPENDITURES	\$ 12,809,347	\$	12,809,347	\$	12,809,347	\$	12,809,347	\$	12,809,347	\$ 12,809,347	
FB % Remaining	30.358%	1	34.274%		37.035%		38.363%		40.132%	43.172%	

	POTENTIAL OTHER FUND BALANCE RESOURCES FOR ROADS														
2015 Road Municipal   Road Bond Bond Grosse-Gratiot												er / Sewer			
Major Road Fund Local Road (GF)		Road (GF)	Fund		Cor	nstruction	Dra	in Fund	Fund		Par	king Fund	Fund	1	
\$	447,755	\$	451,642	\$	(33,214)	\$	2,334,333	\$	2,442,048	\$	23,158	\$	1,282,365	\$	7,670,812