



City of Fenton

301 South Leroy Street · Fenton, Michigan 48430-2196 • (810) 629-2261 • FAX (810) 629-2004

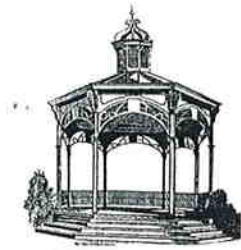
COUNCIL WORK SESSION AGENDA

Monday, January 3, 2011
City Hall Conference Room
301 South Leroy Street
7:30 PM

1. Call to Order.
2. Roll Call.
3. Citizen Comments: Request by citizens to speak on specific agenda items.
4. Review of the City's Financial Audit for Fiscal Year ending June 30, 2010.
5. Discussion on City Engineering Services.
6. Discussion on Special Assessment for Streets in Eagle at the Waters Edge.
7. Discussion on a contract with BCI Engineers for services for the Water Treatment Plant required for the State of Michigan Discharge Permit.
8. Call to the Audience.
9. Adjournment.

IF ACCOMMODATIONS ARE NEEDED DUE TO A DISABILITY, PLEASE CONTACT THE CITY CLERK'S OFFICE.

Memorandum



THE CITY OF
FENTON

DATE: December 30, 2010

TO: Mayor Sue Osborn and City Council

FROM: Lynn Markland, City Manager

A handwritten signature in blue ink, appearing to read 'L. Markland', is written over the printed name of the City Manager.

RE: Engineering Services

A committee consisting of Mayor Osborn, Councilman Rauch, Assistant City Manager Mike Burns, DPW Director Les Bland and myself have interviewed five engineering firms who have submitted proposals for serving as engineers to the City, DDA and LDFA. Following the interviews, Mayor Osborn and I met with Bill Costick, Director of Community Relations for OHM Engineering Advisors. The committee was very impressed with their presentation and their references (which have been reviewed).

A letter from OHM has been attached for your review.

December 29, 2010



Mr. Lynn Markland, City Manager
City of Fenton
301 S. Leroy Street
Fenton, MI 48430

Re: Confirmation of Rates for Engineering Services

Dear Mr. Markland:

On November 8, 2010, Orchard, Hiltz & McCliment, Inc. (OHM) responded to the City of Fenton's Request for Proposal to provide professional engineering services. Included in OHM's proposal was a description of how various project fees would be developed, depending upon the scope of services requested, the particular needs of each project and approach that would best fit the City's needs. Also included was an hourly rate schedule depicting OHM's rates for 2010.

Following our December 9, 2010 interview and subsequent discussions, the City has asked that we review the difference in fee approach between our proposal and your current rates/fees, and if OHM would be willing to reconfigure the fee approach and hourly rate schedule so that it would be more comparable and consistent with the format and structure for rates to those the City is accustomed to seeing.

This will confirm that we have examined the provisions of the City's current contract for engineering services and OHM is willing to discount and revise our basis of fees and rates to be consistent with those currently in effect. We understand it is the City's goal to reduce overall costs and we will work with the City Administration to that end. We trust that if the City chooses to make a change in firms that the foregoing would be reflected in a contract document for engineering services.

On behalf of OHM, we look forward to meeting with you and members of the City Council and to answer further questions.

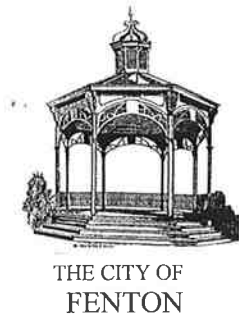
Sincerely,

A handwritten signature in blue ink, appearing to read "William M. Costick", is written over a horizontal line.

William M. Costick
Director of Community Relations

cc: Mayor Osborn
John Hiltz, OHM President
Kent Early, OHM Director Municipal Engineering

Memorandum



DATE: December 30, 2010

TO: Mayor Sue Osborn and City Council

FROM: Lynn Markland, City Manager

RE: Eagle on the Waters Edge Townhouse SAD

The Eagle on the Waters Edge Development was started approximately 10 years ago with the development constructed in phases. Most of the roads in the development were built with the base coat of asphalt with the intention of completing the road when the development was done. However, the development began having financial problems due, at least, in part from the recession. The finishing coat of asphalt was never installed. Many of the streets were not intended to be dedicated to the city and were therefore not built to our standards. It was the intention of the development that the roads/drives would be "owned" by a Homeowners Association. The association would like to have the roads completed but do not have the necessary funds to pay for the improvement.

They have circulated petitions for the project to be financed by a Special Assessment District. The District would be made up of the property owners in the association. The petitions have been submitted to the city and the City Clerk and Assessor have reviewed the petitions to make sure that they comply with the requirements of our ordinance. After reviewing the petitions, it has been determined that they are in compliance with the city ordinance relating to Special Assessment Districts. In order to commence with the Special Assessment District, the City Council has to approve a resolution directing the City Manager to prepare a report of the improvements, which shall include necessary plans, profiles, specifications, estimates of costs, and estimate of the life of the improvement, a description of the assessment district and such other pertinent information.

This issue is on the agenda tonight to discuss the merits of the City Council approving a Special Assessment District for improvements to a private road. I have discussed this issue with the City Attorney and he has recommended that the city follow this process, if the City Council wishes to consider the Special Assessment District as requested by the property owners. If the City Council wishes to proceed, the administration will prepare a resolution as required for your consideration.



Memorandum

DATE: November 11, 2010
TO: Lynn Markland, City Manager
FROM: Tonya Molloseau, City Assessor *jm*

CITY OF FENTON

RE: Waters Edge Townhome Special Assessment

Attached you will find the petitions submitted for the Waters Edge Townhome Paving Special Assessment request. The Clerk has verified the signatures and I have calculated the SEV and have determined that 63.5% of the total value is in favor of this project. I have also included a map of the area showing the street to be paved, as well as a complete list of all property owners that will be impacted by this Special Assessment if approved.

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

TO: City Council of the City of Fenton

We, the undersigned record owners of properties in Waters Edge Townhomes, a condominium project described as:

Planned Units 1 through 138, inclusive, Waters Edge Townhomes, according to the Master Deed thereof recorded as Instrument No. 200105030044730, Genesee County Records, and designated as Genesee County Condominium Subdivision Plan No. 265.

who will be specially benefited by the following described "Project":

Asphalt repair, resurfacing and finishing for Eagle Drive, Eagle Drive East, garage and parking areas, private roadways located in Waters Edge Townhomes

petition the City Council of the City of Fenton (the "City Council") to undertake and finance the Project and all related expenses by specially assessing the costs thereof against the individual condominium units located in Waters Edge Townhomes, which units consist of all the lands benefited by the Project.

SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. <i>James Hef</i>	✓ 707 Eagle Dr	70	9/1/2010
2. <i>Mark W</i>	✓ 707 Eagle Dr	70	9/9/2010
3. <i>RBS</i>	✓ 741 Eagle Dr	59	9/2/2010
4. <i>John L. Solt</i>	✓ 741 Eagle Dr	59	9/2/2010
5. <i>Shirley French</i>	✓ 933 Eagle Dr East	125	9/2/2010
6. <i>George Kunch</i>	✓ 933 Eagle Dr East	125	9/2/2010
7. <i>Esther D. Spadell</i>	✓ 937 Eagle Dr East	123	9/2/2010
8. <i>Robert G. Bull</i>	✓ 937 Eagle Dr East	123	9/2/2010
9. <i>Al Clark</i>	✓ 939 Eagle Drive East	124	9/5/2010
10. <i>Janet M</i>	✓ 939 Eagle Drive East	124	9/5/2010

CERTIFICATION OF CIRCULATOR

The undersigned, as the circulator of the foregoing petition, being first duly sworn, deposes and says that each signature on the petition was signed in his/her presence, that to the best of his/her knowledge, information and belief, each signature is the genuine signature of the person purporting to sign the same and that such person was at the time of signing a record owner of lands described therein and was qualified to sign the petition.

RBS _____ 9/1/2010
(Signature of Circulator) (Date)

741 Eagle Dr _____
(Address of Circulator)

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. Mary E. Robinson	749 EAGLE DR	63	8/31/2010
2. Anna M. Sliter	743 Eagle Dr	60	8/31/2010
3. Florian W. Albitz	743 Eagle Dr	60	8/31/2010
4. Nelson H. Kellner	745 Eagle Drive	60	9/1/2010
5. J. A. D.	751 Eagle Drive	64	9/1/2010
6. Cindy Durr	751 Eagle Drive	64	9/1/2010
7. Dorothea G. L.	753 EAGLE DRIVE	65	9/1/2010
8. Rosamund Johnson	763 EAGLE DRIVE	68	9/1/2010
9. Donald Palakowski	761 EAGLE DRIVE	67	9/1/2010
10. Wanda J. Kobayashi	765 EAGLE DRIVE	69	9/1/2010

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 _____ 8/31/2010
 (Signature of Circulator) (Date)

741 EAGLE DR

 (Address of Circulator)

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. <i>[Signature]</i>	808 Eagle Dr	808	9/9/2010
2. <i>[Signature]</i>	808 Eagle Dr.	808	9/9/2010
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

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 (Signature of Circulator) 9/9/2010
 (Date)



 (Address of Circulator)

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

TO: City Council of the City of Fenton

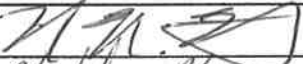




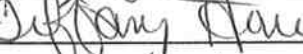

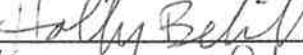

We, the undersigned record owners of properties in Waters Edge Townhomes, a condominium project described as:

Planned Units 1 through 120, inclusive, Waters Edge Townhomes, according to the Master Deed thereof recorded as Instrument No. 200105030044730, Genesee County Records, and designated as Genesee County Condominium Subdivision Plan No. 265.

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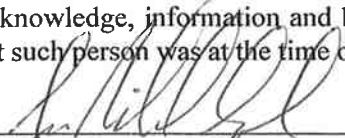
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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. 	830 Eagle Drive	41 41	08/30/2010
2. 	830 Eagle Drive	41 41	8/30/2010
3. 	810 Eagle Drive	35 35	8/30/2010
4. 	810 Eagle Drive	35	8/30/2010
5. 	808 Eagle Dr	40	8/31/2010
6. 	808 Eagle Dr	40	8/31/2010
7. 	826 EAGLE DR	43	8/31/2010
8. 	806 Eagle Drive	37	8/31/2010
9. 	804 Eagle Drive	38	08-31-2010
10.			

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 (Signature of Circulator)

(Date)

810 Eagle Drive Fenton MI
 (Address of Circulator)

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PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

TO: City Council of the City of Fenton

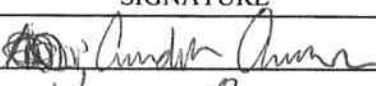
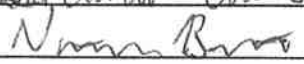
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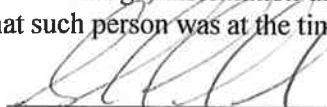
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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. 	802 EAGLE DRIVE	39	9/1/2010
2. 	822 Eagle Drive	45	9/1/2010
3.			
4.			
5.			
6.			
7.			
8.			
9.			
10.			

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 (Signature of Circulator) 9-1-2010
 (Date)

810 Eagle Drive Fenton MI 48430
 (Address of Circulator)

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

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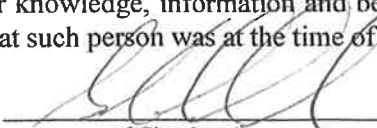
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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. <i>Jean L Camp</i>	902 Eagle Dr	77	9-1-10
2. <i>Paul B...</i>	906 EAGLE DR	75	9-1-10
3. <i>Ignacio E...</i>	906 EAGLE DR	75	9-1-10
4. <i>Chelle Brown</i>	904 EAGLE DR	78	9-1-10
5. <i>Chelle Brown</i>	912 Eagle Dr	74	9-2-10
6. <i>Jayne Brown</i>	912 Eagle Dr	74	9-2-10
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 (Signature of Circulator)

9-2-2010

 (Date)

810 Eagle Drive Fenton MI 48430

 (Address of Circulator)

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

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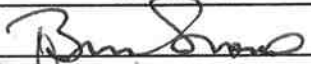
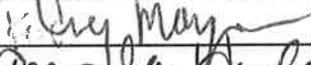
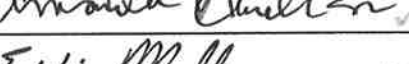

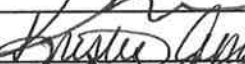


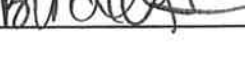

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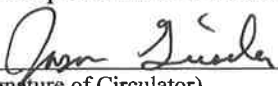
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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
1. 	888 EAGLE DR. FENTON, MI 48430	54	09/02/10
2. 	866 Eagle Dr Fenton 48430	5449	9/3/10
3. 	882 Eagle Dr. Fenton 48430	57	9/3/10
4. 	880 EAGLE DR FENTON 48430	58	9/3/10
5. 	864 EAGLE DR. FENTON 48430	50	9/7/10
6. 	860 Eagle Dr. Fenton 48430	52	9/7/10
7. 	880 Eagle Dr. Fenton 48430	55	9/9/10
8. 	884 Eagle Dr. Fenton 48430	56	9/9/10
9. 	884 Eagle Dr. Fenton 48430	50	9/12/10
10.			

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 (Signature of Circulator)

9-30-2010

 (Date)

870 Eagle Dr

 (Address of Circulator)

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

TO: City Council of the City of Fenton

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Table with 4 columns: SIGNATURE, STREET ADDRESS, UNIT NO., MONTH/DAY/YEAR. Contains two entries for Douglas Barrow at 784 Eagle Dr and 710 Eagle Dr.

CERTIFICATION OF SIGNATURES

STATE OF MICHIGAN)
) ss.
COUNTY OF WAYNE)

The foregoing instrument was signed before me this 27th day of SEPT, 2010, by the individual(s) noted above, who acknowledged the same as their free act and deed.

Signature of Jeffrey M. Mitchell, Notary Public, Wayne County, Michigan. Acting in Wayne County Michigan. My Commission Expires: 10-25-2015

JEFFREY M. MITCHELL
NOTARY PUBLIC, STATE OF MI
COUNTY OF WAYNE
MY COMMISSION EXPIRES Oct 25, 2015
ACTING IN COUNTY OF WAYNE

CITY OF FENTON, GENESEE COUNTY, MICHIGAN

PETITION FOR ROADWAY PAVING PROJECT TO BE FINANCED BY SPECIAL ASSESSMENT

TO: City Council of the City of Fenton

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SIGNATURE	STREET ADDRESS	UNIT NO.	MONTH/DAY/YEAR
M. Ann Deveney	728 Eagle Dr.	728 ⁽¹³⁾	9-12-10
2. Brenda Guluch	734 Eagle Dr	26	9-12-10
3. Chris Reluga	730 Eagle Dr	14	9-12-10
4. Carol Lebert	700 Eagle Dr.	1	9-12-10
5. Vaneeta Smith	746 Eagle Dr.	31	9-12-10
6. Ken	11 11	11	11 11 11
7. Kim Woylasing	742 EAGLE DRIVE	33	09 12 2010
8. Steve Campbell	704 Eagle Drive	3	9-12-10
9. Andrew Reilly	720 Eagle Drive	709	9-12-10
10. Todd (Spoke)	746 EAGLE DRIVE	31	9/12/10

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 (Signature of Circulator)

9/13/10
 (Date)

732 Eagle Dr, Fenton
 (Address of Circulator)