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16831 TWELVE MILE ROAD
ROSEVILLE, MICHIGAN 48066
PHONE: 771-6260

January 22, 2013

To: City of Roseville, MI
Hon. Mayor
City Council Members
City Manager

From: Knights of Columbus
Father Solanus Casey Council #3797

Subject: 37th Annual M.I. Drive

Our Council is once again requesting approval to solicit on the City streets for our Annual Tootsie Roll Drive. Funds derived from donations will assist Michigan Citizens with Intellectual Disabilities.

The dates for this year's Tootsie Roll Drive will be Friday, March 22nd, Saturday, March 23rd, and Sunday, March 24th.

As Deputy Grand Knight, I will be coordinating this event for our Council. I look forward to appearing before you at a future City Council Meeting with our request.

If for any reason it is necessary to contact me prior to the City Council Meeting, you may call me or at my office

Respectfully,

Kenneth A. Warzybok
Deputy Grand Knight
Council #3797

*Notified
2-22-13
K/A*

INTER-OFFICE MEMO

TO: Chief James Berlin
FROM: Scott Adkins, City Manager
DATE: January 25, 2013
SUBJECT: Father Solanus Knights of Columbus
Tootsie Roll Drive
March 22nd – March 24th

=====

We have received a request from the Father Solanus Knights of Columbus to solicit donations on the city streets March 22nd – March 24th for the national tootsie roll drive. The K of C is aware of the rules for soliciting established by City Council.

Please review this request and submit a recommendation so this item may appear on the February 26th Council agenda.

att.

/yk

Yvette Krellwitz (City of Roseville)

From: James Berlin [jberlin@rosevillepolice-mi.com]
Sent: Monday, January 28, 2013 8:07 AM
To: Yvette Krellwitz (City of Roseville)
Subject: RE: Tootsie Roll Drive

The police department has no objection to the Knights of Columbus solicit on the dates in question.

Chief James P. Berlin

From: Yvette Krellwitz (City of Roseville) [mailto:ykrellwitz@Roseville-mi.gov]
Sent: Friday, January 25, 2013 4:21 PM
To: James Berlin (Roseville Police)
Cc: Chris Wityshyn
Subject: FW: Tootsie Roll Drive

Sincerely,
Yvette Krellwitz
Administrative Assistant
Manager's Office, City of Roseville
(586) 445-5410

From: bizhub
Sent: Friday, January 25, 2013 5:25 PM
To: Yvette Krellwitz (City of Roseville)
Subject: Message from KMBT_C450



Knights of Columbus

*Holy Innocents/St Barnabas Council 14213
26100 Ridgemont
Roseville, Mi 48066*

February 5, 2013

Mayor and City Council of Roseville

The Knights of Columbus throughout the great jurisdiction of Michigan will be sponsoring our Annual Tootsie Roll Drive for the Mentally Impaired. Members of Holy Innocents/St Barnabas Knights of Columbus, Council 14213 will be taking part in this worthy effort as in the past.

We are requesting permission of the City of Roseville for our members to solicit on the street corners. The drive will take place on the following dates:

March 22nd, 23rd, 24th of 2013

All those involved in the drive are covered by insurance, a copy of which may be provided to you upon request.

Sincerely yours,

Paul Majchrzak
MI Chairman – Council 14213

*Notified
2-22-13
[Signature]*

INTER-OFFICE MEMO

TO: Chief Berlin
FROM: Scott Adkins, City Manager
DATE: February 15, 2013
SUBJECT: Holy Innocents-St. Barnabas Council of the Knights of Columbus
Tootsie Roll Drive
March 22nd – 24th

=====

We received a request from the Holy Innocents-St. Barnabas Council of the Knights of Columbus to solicit donations for the National based Tootsie Roll Drive on the city streets March 22nd – 24th. This is an annual request from this Council and they are aware of the rules for soliciting established by City Council.

Please review this request and submit your recommendation so this item may appear on the February 26th (tentatively) agenda.

yk

att.

Yvette Krellwitz (City of Roseville)

From: James Berlin [jberlin@rosevillepolice-mi.com]
Sent: Friday, February 15, 2013 2:03 PM
To: Yvette Krellwitz (City of Roseville)
Subject: RE: Tootsie Roll Drive - Holy Innocents / St. Barnabus

The Roseville Police Department has no objection to the petitioners request.

Chief Berlin

From: Yvette Krellwitz (City of Roseville) [mailto:ykrellwitz@Roseville-mi.gov]
Sent: Friday, February 15, 2013 12:17 PM
To: James Berlin (Roseville Police)
Cc: Chris Wityshyn
Subject: FW: Tootsie Roll Drive - Holy Innocents / St. Barnabus

Sincerely,
Yvette Krellwitz
Administrative Assistant
Manager's Office, City of Roseville
(586) 445-5410

From: bizhub
Sent: Friday, February 15, 2013 1:27 PM
To: Yvette Krellwitz (City of Roseville)
Subject: Message from KMBT_C450

MOTION MADE BY _____

MOTION SECONDED BY _____

TO AMEND ORDINANCE, CHAPTER 75 - ANIMALS, SECTION 75-1, TO PERMIT THE KEEPING OF CHICKENS AND DUCKS WITHIN CITY LIMITS, TO PROVIDE FOR PERMITTING, PROPERTY REQUIREMENTS, LOCATION AND SPACIAL REQUIREMENTS, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

**CITY OF ROSEVILLE
MACOMB COUNTY, MICHIGAN**

ORDINANCE NO. _____

AMENDMENT TO ORDINANCE, CHAPTER 75 - ANIMALS, SECTION 75-1, TO PERMIT THE KEEPING OF CHICKENS AND DUCKS WITHIN CITY LIMITS, TO PROVIDE FOR PERMITTING, PROPERTY REQUIREMENTS, LOCATION AND SPACIAL REQUIREMENTS, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

CITY OF ROSEVILLE ORDAINS:

Section 1. Chapter 75, Section 75-1, is hereby amended to provide as follows:

§ 75.1. Permission required to keep certain animals.

Except as provided herein, no horses, calves, cows, sheep, new world camelids, goats, bison, privately owned cervids, ratites, equine, poultry, waterfowl, or fowl shall be kept within the corporate limits of the City.

- A. Keeping of chickens and ducks. Subject to the requirements stated herein, a person may keep poultry and/or chickens or ducks as follows:
1. Any person who keeps chickens or ducks in the City of Roseville shall obtain a permit from the City prior to acquiring chickens or ducks. Any person who currently has chickens or ducks at the time of this ordinance becomes effective must comply with the regulations herein, and they are expressly not grandfathered. No permit shall be issued to a person, by the City, and no chickens or ducks shall be allowed to be kept unless the owners of all residentially zoned adjacent properties (as defined below in subsection 3(j)) consent in writing to the permit and this consent is presented along with an application for a permit. Written statements waiving the distance requirement in subsection 3 below shall also be submitted at the time of the application and become a part of the permit if issued. Application shall be made to the Police Department and the fee for the permit shall be as determined by Council resolution.

Permits expire and become invalid three (3) years after the date of issuance. A person who wishes to continue keeping chickens or ducks shall obtain a new permit on or before the expiration date of the previous permit. Application for a renewal permit shall be pursuant to the procedures and requirements that are applicable at the time the person applies for a renewal permit.

2. Notwithstanding the issuance of a permit by the City, private restrictions on the use of property shall remain enforceable and take precedence over a permit. Private restrictions include but are not limited to deed restrictions, condominium master deed restrictions, neighborhood association by-laws, and covenant deeds. A permit issued to a person whose property is subject to private restrictions that prohibit the keeping of chickens or ducks is void. The interpretation and enforcement of the private restriction is the sole responsibility of the private parties involved.
3. A person who keeps or houses chickens or ducks on his or her property shall comply with all of the following requirements:
 - (a) Have been issued the permit required under subsection 1 of this section.
 - (b) Keep no more than a total of four (4) chickens or ducks, or any combination thereof.
 - (c) The principal use of the person's property is for a single-family dwelling or two-family dwelling.
 - (d) No person shall keep any rooster.
 - (e) No person shall slaughter any chickens or ducks.
 - (f) The chickens or ducks shall be provided a covered enclosure and must be kept in the covered enclosure or a fenced enclosure at all times. Fenced enclosures are subject to all provisions of the Fence Ordinance.
 - (g) A person shall not keep chickens or ducks in any location on the property other than in the backyard. For purposes of this section, "backyard" means that portion of a lot enclosed by the property's rear lot line and the side lot lines to the points where the side lot lines intersect with an imaginary line established by the rear of the single-family or two-family structure and extending to the side lot lines.
 - (h) No covered enclosure or fenced enclosure shall be located closer than ten (10) feet to any property line of an adjacent property.
 - (i) All enclosures for the keeping of chickens or ducks shall be so constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure. A covered enclosure or fenced enclosure shall not be

located closer than forty (40) feet to any residential structure on an adjacent property provided, however, this requirement can be waived as follows:

- i. If the principal use of applicant's property is for a single-family dwelling, to obtain such a waiver the applicant shall present at the time of applying for a permit the written statements of all adjacent landowners that there is no objection to the issuance of the permit.
 - ii. If the principal use of the applicant's property is for a two-family dwelling, to obtain such a waiver the applicant shall present at the time of applying for a permit the written statements of all adjacent landowners and of the occupants of the other dwelling stating that there is no objection to the issuance of the permit.
- (j) For purposes of this section, adjacent property means all parcels of property that the applicant's property comes into contact with at one or more points, except for parcels that are legally adjacent to but are in fact separated from the applicant's property by a public or private street.
 - (k) All enclosures for the keeping of chickens or ducks shall be so constructed or repaired as to prevent rats, mice, or other rodents from being harbored underneath, within, or within the walls of the enclosure. In no event shall poultry and/or chickens or ducks be allowed in a residence, porch, or attached garage.
 - (l) All feed and other items associated with the keeping of chickens or ducks that are likely to attract or to become infested with or infected by rats, mice, or other rodents shall be protected so as to prevent rats, mice, or other rodents from gaining access to or coming into contact with them.
 - (m) Sale of eggs shall not be permitted.
 - (n) Persons shall dispose of waste materials (feed, manure and litter) in an environmentally responsible manner by bagging the materials and disposing of same in the trash. Waste materials shall not accumulate on the property and all areas must remain in sanitary condition.
 - (o) At all times, chickens or ducks shall be confined in a coop in the backyard of the residence with a minimum of one square foot per bird. In no event shall chickens or ducks be allowed to run free and shall only be permitted to be in an enclosed run no larger than eight (8') feet by eight (8') feet attached to the coop. Such facility shall be built to keep dogs, cats, and wildlife from gaining entry.
4. A person who has been issued a permit shall submit it for examination upon demand by any police officer or code enforcement officer.

Section 2. Repealer. All ordinances or parts of ordinances in conflict herewith are repealed only to the extent necessary to give this ordinance full force and effect.

Section 3. Severability. If any article, section, subsection, sentence, clause, phrase, or portion of this ordinance is held invalid or unconstitutional by any court of competent jurisdiction, such portion shall be deemed a separate, distinct, and independent provision and such holding shall not affect the validity of remaining portions of the ordinance, being the intent of the City that this ordinance shall be fully severable.

Section 4. Effective Date. Provisions of this Ordinance shall become effective twenty (20) days following adoption.

AYES _____

NAYS _____

ABSENT _____

JOHN CHIRKUN, Mayor

Attested:

RICHARD STEENLAND, City Clerk

I, Richard Steenland, City Clerk of the City of Roseville, Macomb County, Michigan, do hereby certify that Ordinance No. _____ was adopted by the City Council of Roseville, assembled in regular session on February _____, 2013. Said Ordinance was posted in the following places:

Roseville Police Station, 29753 Gratiot Avenue
Roseville Public Library, 29777 Gratiot Avenue
Roseville Civic Center, 29777 Gratiot Avenue

Notice of said posting was published in *The Macomb Daily* on February _____, 2013.

Richard Steenland, City Clerk

MEMORANDUM OF UNDERSTANDING AND AGREEMENT

February 21, 2013

In keeping with the provisions of the Solid Waste Collection, Disposal, Composting and Recycling Contract (AGREEMENT) dated February 25, 2003, between Waste Management (CONTRACTOR) and the City of Roseville (CITY), representatives of the CITY and CONTRACTOR mutually agree as follows:

1. Disposal of solid waste by CONTRACTOR will take place at an "Alternative Disposal Site" in accordance with Section 6, Item C of the AGREEMENT and as described below.
2. The CITY shall require the CONTRACTOR to perform "Extra Work" in accordance with Section 17 of the AGREEMENT by continuing to provide service to the CITY per the AGREEMENT until May 31, 2013. The City agrees to provide the CONTRACTOR, by April 1, 2013, written notice of its intent to end the AGREEMENT on May 31, 2013 or the AGREEMENT shall automatically extend until June 30, 2013.

Section 1 of the AGREEMENT shall be amended to include additional provisions as follows:

Effective March 1, 2013, the CONTRACTOR shall deliver all solid waste collected per the AGREEMENT to a State of Michigan licensed disposal facility other than the South Macomb Disposal Authority Transfer Station. CONTRACTOR shall provide the City, along with its invoice pursuant to Section 7 of the AGREEMENT, a detailed accounting of the total tons of solid waste disposed of at the disposal facility for each day of collection. CITY agrees to pay CONTRACTOR \$24.29 per ton for disposal of solid waste in addition to the amounts paid for the other services rendered by the CONTRACTOR to the City under the AGREEMENT. If the state or other governmental unit assesses any new or additional fees on hauling or disposal of solid waste the added cost will be passed through to the CITY.

By their signatures below the parties hereby agree to the above listed terms and also hereby agree that this Memorandum of Understanding is incorporated by reference into the AGREEMENT dated February 25, 2003 between the parties.

For Waste Management of Michigan, Inc.

Date: _____

For The City of Roseville

Date: _____

Disc Spcl 2-19-13

Memorandum

To: Scott Adkins, City Manager
From: Paul VanDamme, Purchasing Assistant
Date: February 12, 2013
Re: **Janitorial Cleaning Services**
Bid # 101-011301

Bid Advertised: December 21, 2012 in the Macomb Daily
Pre-Bid Meeting: January 10, 2013 at 10:00 a.m. Local Time
Bid Due: January 23, 2013 at 11:00 a.m. Local Time
Present at Bid Opening: Scott Adkins, City Manager
Paul VanDamme, Purchasing Assistant
Virginia Green, Administrative Assistant
Scott Pruzinsky, Maintenance Foreman
Representatives from: McCoy Maint. Inc., Page Bldg. Maint.
Inc., Aaro Companies, American Cleaning, Giant Janitorial and
CMS Group

Specifications were written for Janitorial and Cleaning Services for City buildings. Bid invitations were sent to four (4) companies. A pre-bid meeting was held to review specifications in detail and view the buildings. Twelve (12) companies attended the pre-bid meeting. Eleven (11) companies submitted bids.

A panel was formed, based on the sensitivity of the buildings being cleaned, to interview the two lowest bidders meeting specifications. This panel consisted of Robert Cady, Assistant City Manager, Chief Berlin, Melissa King Shannon, 39th District Court Administrator, Paul VanDamme, Purchasing Assistant and Scott Pruzinsky, Building Maintenance Forman. The panel determined the low bid submitted meeting specifications and qualifications to clean sensitive areas within the City is American Cleaning, LLC of Macomb Township in the amount of \$71,448. This amount includes \$7,968 for the yearly cleaning of SERESA and does not include the cost of cleaning of the Recreation Center.

Robert Webber from Nickel & Saph, Inc. has verified and approved American's certificate of liability insurance coverage. If approved by council the City will be named additional insured. All references have been submitted, reviewed and confirmed. American Cleaning, LLC has similar municipal janitorial cleaning service contracts and has done work in a satisfactory manner with the City of Ferndale, Shelby Township, City of Wixom and City of Rochester.

Therefore, it is recommended that the City accept the bid submitted by **American Cleaning, LLC**. in the amount of **\$71,448** for the Janitorial Cleaning Services Contract. Should you have any questions, please contact my office.

Attachments

Destination Roseville

Planning a New Direction



Opportunity Ahead.....



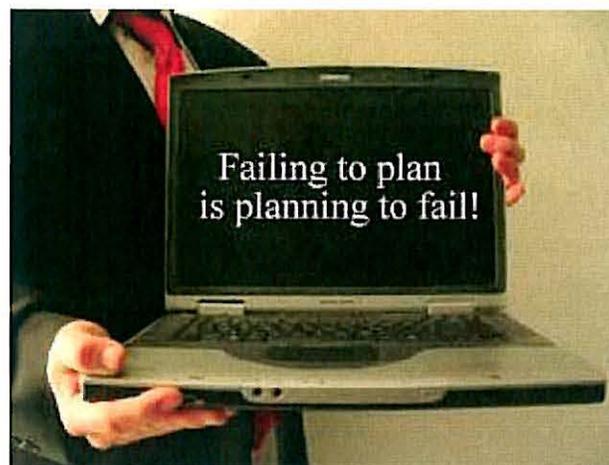
Currently, we find Roseville to be at the crossroads. Largely developed and built-out, our community is poised for prime redevelopment opportunity.

This opportunity needs to be directed through proactive planning and action.

Our opportunity to act is NOW. The development of a redevelopment strategy with specific goals and implementation steps will provide a strong foundation for our future success.

Redevelopment Ready Communities

- The Michigan Economic Development Corporation (MEDC) has recently revived the Redevelopment Ready Communities program (RRC).
- Roseville has been offered the opportunity to be perhaps the first new RRC community in this program.
- We have completed our initial evaluation and are expecting our evaluation report shortly. This report will provide details into the necessary steps to achieve certification.
- Recognition as a Redevelopment Ready Community will bring technical and economic assistance essential to achieving our future development and redevelopment plans.
- RRC designation will provide a critical marketing tool for our City



Corridor Planning

- Proper redevelopment planning is critical to our future success.
- Prime opportunities lie along both the Gratiot and Groesbeck corridors.
- Each corridor has unique positive attributes that lend to great redevelopment potential.
- New projects and programs at the state and regional level currently being undertaken are time-sensitive, and our time to act is Now!
- Development of specific Gratiot and Groesbeck Corridor Plans will lead to quality development and redevelopment.
- We need a Road map for future success!



Redevelopment Team

- The recent establishment of a local Redevelopment Action Team will be critical in guiding our planning and development efforts.
- This team will play a critical role as a liaison to the Planning Commission and City Council in development and redevelopment efforts.
- The Redevelopment Team will also assist in streamlining our planning, zoning and permitting process, playing a key role in the communication and application steps.
- The Redevelopment Team is currently available to conduct one-on-one meetings with potential developers and property owners to provide technical assistance prior to submission of plans and applications.
- The Redevelopment Team is essential in the RRC program.
- The team structure consists of an internal component with membership that includes the City Manager, City Controller, City Assessor, City Building and Zoning Director and the Community and Economic Development Coordinator. Additional members include representation from the Planning Commission (2) and City Council (1).
- The key role of the team is to streamline the planning and application process and provide a key communication link to the Planning Commission, ZBA/City Council.

Development Strategy

- Our development strategy is simple: Prepare a plan that is easy to achieve positive results that will boost the employment and tax base for the City of Roseville through the creation of quality projects with long-term economic vitality.
- Make the process simple: Simplify the application process, make the application forms easy to understand, complete and submit.
- Foster an “Open-Door” environment that consists of face-to-face pre-development meetings, hands-on site-plan assistance, and complete understanding of development process from application through approval and completion.
- Maintain a Redevelopment Team committed to working with developers, the Planning Commission and ZBA/City Council to ensure quality development.
- Create and implement specific corridor development plans that compliment the Master Plan. Provide consideration to methods of planning and zoning that will deliver the wanted results. This may include the use of overlay zones, form-based codes or other planning tools.
- Make Roseville the Destination of Choice for development and redevelopment projects.

Marketing Plan

The key to successful community marketing is the creation and implementation of a Community Marketing Plan. This plan can be simple but must be effective in promoting development opportunities to the outside.

The Plan must be competitive and clearly identify the results we are planning to achieve.

The Plan should identify the type of development/redevelopment we are seeking to bring to our community. It should also identify the possible locations for such development in accordance with the Corridor Plan as well as the Master Plan.

The Marketing Plan should provide for a regularly updated inventory of available buildings and land within the City



Destination Roseville Redevelopment One-Stop

➤ *It is our desire to create within our City website, a development friendly "Redevelopment One-Stop" button that will take potential developers to a fresh new webpage that includes simple links to community development and redevelopment tools.*

















Implementation Steps

- **Establish Redevelopment Team-Complete**
- **Prepare Development/Redevelopment Strategy-Initial strategy Complete**
- Achieve Redevelopment Ready Community Designation
- **Prepare/Solicit Corridor Redevelopment Plan Request for Proposal-Complete**
- **Review/Recommend Corridor Plan Consultant**
- Approve Corridor Plan Consultant Contract
- Implement Corridor Planning Process
- Consultant Develops Corridor Plan
- Approval of Corridor Plan by Planning Commission and City Council
- Amend Master Plan as appropriate for Corridor Plan Implementation
- Implement Corridor Plan
- Develop Marketing Plan
- Continually review Corridor, Marketing and Master Plan-amend as necessary
- Achieve Success!

Timeframe

- Establish Redevelopment Team-July 2012
- Prepare/Solicit Corridor Plan RFP- November 2012
- Review/Recommend Consultant- February 2013
- Begin Planning Process- March 2013
- Complete Planning Process-September 2013
- Approval of Corridor Plan-September 2013
- Amendments to Master Plan (if necessary)-October 2013
- Implementation of Plan Strategies-October 2013
- Amend Corridor Plan- As necessary
- First Periodic Review with Planning Commission and City Council of Corridor Plan Results-April 2014, then every 6-months thereafter

Redevelopment Team:

- ❖City Manager Scott Adkins
- ❖Building/Zoning Director Glenn Sexton
- ❖Community & Economic Development Director Michael Connors
- ❖City Assessor Brook Openshaw
- ❖City Controller Robert Cady
- ❖City Council Representative Colleen McCartney
- ❖Planning Commission Representative Joseph Montgomery
- ❖Planning Commission Representative John Surhigh

What we may want to achieve:



What do we want to avoid?



Questions



I ♥ ROSEVILLE, MI