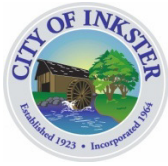


1. City Council Regular Meeting Documents

Documents:

[AGENDA 8-21-17.PDF](#)
[PACKET 8-21-17.PDF](#)



INKSTER CITY COUNCIL

August 21, 2017
26215 Trowbridge, Inkster, MI 48141
(313) 563-4232 www.cityofinkster.com

Mayor – Byron Nolen
Mayor Pro Tem – Timothy Williams, District I

Council Members:

Clarence Oden, Jr., District II
Sandra K. Watley., District III
Steven Chisholm, District IV
Kim Howard, District V
Connie R. Mitchell, District VI

FELICIA RUTLEDGE
CITY CLERK

BYRON NOLEN
MAYOR

TREASURER
DARIN CARRINGTON

DAVID JONES
CITY ATTORNEY

Council may be addressed during the Regular Meeting by filling out the Public Participation Form. Address Council as a whole through the Mayor. Please state your name and your address for the record prior to providing your comments. Comments are limited to three (3) minutes.

Council Orientation Agenda – 6:00 PM

1. Call to Order
2. Discussion
 - A. Agenda Discussion
 - B. Leightronix – Mayor Pro-Tem Williams

Public Participation (limit to 3 minutes)

3. CLOSED SESSION – Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).
4. Adjournment

August 21, 2017

Regular City Council Agenda – 7:00 PM

1. Call Meeting to Order

- A. Pledge of Allegiance
- B. Roll Call

2. Approval of Agenda

3. Presentations/Discussion

- A. Ball Moulin Rouge Awards – Connie Mitchell, Councilwoman District VI
- B. Thank you letter from Barack and Michelle Obama

4. Public Hearing

5. Consent Agenda

- A. August 7, 2017 Regular City Council Meeting Minutes.

Pg. 1

6. Boards and Commissions

- A. Update of current list of appointments to Boards & Commissions. **Pg. 8**

7. Previous Business

- A. Discussion/Action (Felicia Rutledge) Consideration and approval ***to table*** the authorizing signing a professional services agreement with Giffels Webster for a citizen's reporter/tracker as an additional component to the SAW Grant in the amount of \$7,975.00 budgeted account (101-228-801-030)

(Remove from the Table)

Pg. 16

8. Ordinance(s)

- A. First Reading(s)

- B. Second Reading(s)

1. A **second** reading and **approval** for Hotel licensing of rooming houses and motels. This is necessary to protect the health, safety commercial and general welfare of the residents of the City of Inkster. **Pg. 26**

2. A **second** reading and **approval** of an Open Burn Policy Ordinance 92.60 for the City of Inkster to address current requirements for the utilization of Bon Fires, Fire Pits, etc., not in use when original stipulations were enacted. **Pg. 32**

9. New Business

- A. Discussion/Action: (Felicia Rutledge) Consider Consideration and approval to refund the Inkster Summerfest Committee the \$7,947.00 paid for city services during the Inkster Summerfest.

- B. Discussion/Action: (Jeannie Fields) Consider approval of an offer to purchase (Case # LD 17-11) 3586 Williams Ave which is located on the west side of Williams Ave between Carlisle Ave and Beech Ave and is legally described as LOT 365 ALSO E ½ ADJ VAC ALLEY WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR (Property ID #44-010-06-0365-000) in the amount of \$1,500.00 to Marcus Maurice – Dwight Poole. **Pg. 35**

- C. Discussion/Action: (Jeannie Fields) Consider approval of an offer to purchase (Case # LD 17-07) 28151 Cherry St. which is located on the south side of Cherry St. between Ash Ave and Hickory Ave and is legally described as LOTS 97 AND 98 ALSO THE N ½ OF ADJ VAC ALLEY WEST DEARBORN SUB T2S R9E L50 P32 WCR (Property ID #44-010-01-0097-000) in the amount of \$2,000.00 to Peggy Bishop. **Pg. 45**

- D. Discussion/Action: (Jeannie Fields) Consider approval of an offer to purchase (Case # LD 17-08) 28924 Rosewood which is located on the north side of Rosewood between Eastern and Central (East of Middlebelt Road) and is legally described as LOT 257 GRAND VIEW GARDENS SUB T2S R9E L45 P94 WCR (Property ID #44-005-01-0257-000) in the amount of \$2,000.00 to James Edward Murphy **Pg. 54**

- E. Discussion/Action: (William Riley) Consideration and approval to use Wheatley Park on August 26, 2017 for the Inkster Auxiliary Police Annual Appreciation Picnic hosted by the Inkster Police Department. **Pg. 63**

- F. Discussion/Action: (Felicia Rutledge) Consideration and authorization to approve the City of Inkster administration to sign the Seedclickfix License Agreement for citizen's tracker software. **Pg. 78**

- G. Discussion/Action: (Jeannie Fields) Consider purchase of Vacant Stanford Ave (Property ID #44-025-02-1764-000) and Vacant Lehigh Ave (Property ID #44-

025-02-1765-300) from the Wayne County Land Bank in the total amount of \$1,525.00 (\$500.00 and \$1,025.00 respectively).

Pg. 85

H. Discussion/Action: (Jeannie Fields) Consider approval of an offer to purchase (Case # LD 17-12) 26073 Dartmouth which is legally described as LOT 140 AND THE W 10 FT OF LOT 141 ALSO N ½ OF ADJ VAC ALLEY FRANK H. FELLRATHS SUB T2S R10E L33 P58 WCR (Property ID #44-024-01-0140-000) and 26040 Stanford which is legally described as LOT 334 ALSO S ½ ADJ VAC ALLEY ROUGELVANIA SUB NO.1 T2S R10E L54 P81 WCR (Property ID #44-024-02-0334-000) in the total amount of \$4,000.00 (\$2,000.00 per property) to Platinum Real Estate Holdings LLC (Anthony Rea).

Pg. 91

I. Discussion/Action: (Felicia Rutledge) Consideration and authorization for the City of Inkster to sign the authorization for General Code's Content Management Solutions Terms and Conditions License Agreement for the Laserfiche software and authorize General Code to proceed with the Project for the City of Inkster.

10. Public Participation (limit to 3 minutes)

11. City Clerk

12. City Treasurer

13. Mayor and Council Communication

14. Closed Session

Council may enter into Closed Session to discuss contract negotiations, purchase or lease of real property and/or pending litigation in accordance with MCL 15.268 (a), (c), (d), (e) and/or (f).

15. Adjournment

Felicia Rutledge
City Clerk

August 7, 2017
Regular City Council Meeting – 7:00 PM

The regular meeting of the Council of the City of Inkster, Wayne County, Michigan convened in the Council Chambers, 26215 Trowbridge, on Monday, August 7, 2017

Prior to the Regular Council Meeting: City Council members discussed:

- A. Agenda Discussion
- B. Inkster Summerfest – Ruth E. Williams
- C. Eco-Friendly Homes – Owen Roper

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to go into Executive Session 6:53 p.m. to discuss pending litigation, personnel and land sales in accordance with MCL 15.286 (e). Motion carried unanimously

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to adjourn the closed Executive Session at 7:35 p.m. – Motion carried unanimously.

Call Meeting to Order

Mayor Nolen called the meeting to order at 8:15 p.m.

Pledge of Allegiance

City Council and the public in attendance pledged allegiance to the flag of the United States of America.

Prayer

Prayer was led by Reverend George Williams

Roll Call

Mayor Nolen	Present	Councilwoman Howard	Present
Councilwoman Watley	Present	Mayor Pro-Tem Williams	Present
Councilman Oden	Present	Councilman Chisholm	Present
Councilwoman Mitchell	Present		

Approval of Agenda

Moved by Councilmember Mitchell, Seconded by Councilmember Oden
to approve the agenda with the deletions of items "A" and "E" under New Business.
8-17-179R - Motion carried.

Presentations/Discussion

- A. The Green Solutions – Trent Woloveck and Michael Schatz
- B. Gulfstream Gardens – Dr. Stephen Goldner from Regulatory Science Affairs
- C. Proclamation for Camp Inspire – Byron Nolen, Mayor

Public Hearings

- A. A public hearing for Hotel licensing of rooming houses and motels. This is necessary to protect the health, safety commercial and general welfare of the residents of the City of Inkster.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to open the public hearing for Hotel licensing of rooming houses and motels. Resolution 8-17-180R – Motion carried.

- **Octavia Smith** – Stated that the hotels in Inkster don't look the best and can regulations be put in place.
- **Attorney Jones** – Invited residents to attend court the fourth Tuesday of each month to see what is being done regarding the hotels in Inkster.
- **Mr. Rose** – Asked if people could only stay for thirty days.
- **Shirley Hankerson** – Thanked administration for this Ordinance.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to close the public hearing for Hotel Licensing of rooming houses and motels. Resolution 8-17-181R – Motion carried.

- B. A public hearing on an Open Burn Policy Ordinance 92.60 for the City of Inkster to address current requirements for the utilization of Bon Fires, Fire Pits, etc., not in use when original stipulations were enacted.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Chisholm to open the public hearing on an Open Burn Policy Ordinance 92.60 for the City of Inkster to address current requirements for the utilization of Bon Fires, Fire Pits, etc., not in use when original stipulations were enacted. Resolution 8-17-182R – Motion carried.

- **Dawn Wall** – Explained that the Ordinance defines where fire pits are located and if they are a nuisance.
- **George Williams** – Stated that there are fire pits on Harrison and Beech. He said that children have to go inside and turn on the air because they have headaches.

Moved by Councilmember Oden, Seconded by Mayor Pro-Tem Williams to close the public hearing on an Open Burn Policy Ordinance 92.60 for the City of Inkster to address current requirements for the utilization of Bon Fires, Fire Pits, etc., not in use when original stipulations were enacted. Resolution 8-17-183R – Motion carried.

Consent Agenda

- A. July 17, 2017 Regular City Council Meeting Minutes.
- B. Allen Brother's and Attorney's PLLC Invoice \$43,454.40

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Howard to approve the Consent Agenda.
Resolution 8-17-184R – Motion carried.

Boards and Commission

- A. Update of current list of appointments to Boards & Commissions.

Moved by Councilmember Watley, Seconded by Councilmember Chisholm to appoint Guy Borrusch to the Condemnation Board.
Resolution 8-17-185R – Motion carried.

Moved by Councilmember Chisholm, Seconded by Mayor Pro-Tem Williams to appoint Jim Wright to the Condemnation Board.
Resolution 8-17-186R – Motion carried.

Moved by Councilmember Oden, Seconded by Mayor Pro-Tem Williams to appoint Debra Owens to the Condemnation Board.
Resolution 8-17-187R – Motion carried.

Moved by Councilmember Watley, Seconded by Mayor Pro-Tem Williams to appoint Dorsey Williams to the Condemnation Board.
Resolution 8-17-188R – Motion carried.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Howard to appoint Toni Bailey to the Commission on Aging.
Resolution 8-17-189R – Motion carried.

Moved by Councilmember Oden, Seconded by Mayor Pro-Tem Williams to appoint Ned Sanders to the Parks and Recreation Commission.
Resolution 8-17-190R – Motion carried.

Previous Business

Ordinance(s)

- A. First Reading(s)

1. A ***first*** reading for Hotel licensing of rooming houses and motels. This is necessary to protect the health, safety commercial and general welfare of the residents of the City of Inkster.
2. A ***first*** reading of an Open Burn Policy Ordinance 92.60 for the City of Inkster to address current requirements for the utilization of Bon Fires, Fire Pits, etc., not in use when original stipulations were enacted.

- B. Second Reading(s)

New Business

~~A. Discussion/Action: (Jerome Bivins) Consider approval authorizing the Director of DPS to make application to the Wayne County Department of Public Service for permit to maintain the storm water management system in accordance with the drawing attached as Exhibit "A", the terms of long term maintenance plan attached Exhibit "B", and the Wayne County Storm water ordinance and administrative rules. A Resolution from the local municipality to maintain the proposed storm water management system and its facilities is required (Remove)~~

A. Discussion/Action (Felicia Rutledge) Consideration of a Special Event for the Robichaud Alumni Annual Picnic, a three year permit; on September 2, 2017 from 9:00 a.m. until 10:00 p.m. in Wheatley Park.

Moved by Councilmember Chisholm, Seconded by Councilmember Mitchell to approve of a Special Event; for the Robichaud Alumni Annual Picnic, a three year permit; on September 2, 2017 from 9:00 a.m. until 9:00 p.m. in Wheatley Park.

Resolution 8-17-191R – Motion carried.

B. Discussion/Action: (Jeannie Fields) Consideration and approval authorizing the City to enter into a development agreement with Platinum Real Estate Holdings LLC to participate in the Inkster Neighborhood Stabilization Program (INSP)

Moved by Councilmember Oden, Seconded by Councilmember Chisholm to approve authorizing the City to enter into a development agreement with Platinum Real Estate Holdings LLC to participate in the Inkster Neighborhood Stabilization Program (INSP)

Resolution 8-17-192R – Motion carried

C. Discussion/Action: (Jeannie Fields) Consideration and approval of an offer to purchase (Case # LD 17-14) 4160 Isabelle which is located on the west side of Isabelle between Pine St. and Andover and is legally described as LOTS 615 to 615—DEARBORN ACRES SUB NO. 2 T2S R9E L33 WCR (Property ID #44-009-02-0615-301) in the amount of \$4,500.00 to Alto Baker.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to approve of an offer to purchase (Case # LD 17-14) 4160 Isabelle which is located on the west side of Isabelle between Pine St. and Andover and is legally described as LOTS 615 to 615—DEARBORN ACRES SUB NO. 2 T2S R9E L33 WCR (Property ID #44-009-02-0615-301) in the amount of \$4,500.00 to Alto Baker.

Resolution 8-17-193R – Motion carried

NAY: (Watley)

~~E. Discussion/Action: (Jeannie Fields) Consider purchase of 3015 Inkster Road Legally described as E 98FT OF LOTS 29 AND 30 WESTWOOD SUB OF VAN ALSTINE FARM T2S R10E L40 P2, 30 WCR (Tax ID # 44-022-01-0029-001) from the Wayne County Treasurer's 2017 First Right of Refusal Program for Tax Foreclosed Property in the amount of \$86,032.83. (Remove)~~

- D. Discussion/Action: (Jeannie Fields) Consider approval of an offer to purchase (Case # LD 17-02) one (1) vacant parcel of land in the RM District (Restricted Multiple Dwelling District – Low Rise) located on the east side of Harrison between Beech Ave and Carlyle Ave and is legally described as Lot 1060 DEARBORN ACRES SUB NO. 2 T2S R9E L33 P79 WCR (Property ID #44-009-02-1060-000) in the amount of \$250.00 to JRH & Sons LLC (Haneef Sabree)

Moved by Councilmember Chisholm, Seconded by Mayor Pro-Tem Williams to approve of the offer to purchase (Case # LD 17-02) one (1) vacant parcel of land in the RM District (Restricted Multiple Dwelling District – Low Rise) located on the east side of Harrison between Beech Ave and Carlyle Ave and is legally described as Lot 1060 DEARBORN ACRES SUB NO. 2 T2S R9E L33 P79 WCR (Property ID #44-009-02-1060-000) in the amount of \$250.00 to JRH & Sons LLC (Haneef Sabree)
Resolution 8-11-194R – Motion carried.

- E. Discussion/Action: (Mayor Nolen) Consider approval of a Resolution affirming the approval of the Senior Alliance 2018 Annual Implementation Plan for Aging Services.

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Oden to approve of a Resolution affirming the approval of the Senior Alliance 2018 Annual Implementation Plan for Aging Services.
Resolution 8-11-195R – Motion carried.

- F. Discussion/Action: (Felicia Rutledge) Consideration and approval of a street closure of Spring Arbor between Lexington and Wesley for a 1st Birthday Party on August 19, 2017 from 2:30 p.m. until 7:00 p.m. (Isis Welch)

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Mitchell to approve of a street closure of Spring Arbor between Lexington and Wesley for a 1st Birthday Party on August 19, 2017 from 2:30 p.m. until 7:00 p.m. (Isis Welch)
Resolution 8-17-196R – Motion carried.

- G. Discussion/Action (Felicia Rutledge) Consideration and approval to table the authorizing signing a professional services agreement with Giffels Webster for a citizen's reporter/tracker as an additional component to the SAW Grant in the amount of \$7,975.00 budgeted account (101-228-801-030)

Moved by Mayor Pro-Tem Williams, Seconded by Councilmember Chisholm to approve to table authorizing the signing a professional services agreement with Giffels Webster for a citizen's reporter/tracker as an additional component to the SAW Grant in the amount of \$7,975.00 budgeted account (101-228-801-030)
Resolution 8-17-197 – Motion carried.

Public Participation

- **Carolyn Smith** – Announced Starfish University fall and summer sessions that are free to the public. She further announced Starfish Finance programs that include credit repair, home purchasing, and garden projects.
- **Haneef Sabree** – Asked questions regarding school debt and taxpayers paying the debit with no school districts. He further asked about what could be done about the influx of homes.

- **Octavia Smith** – Announced the Western Wayne Family Health Fair on August 16, 2017, the Western Wayne Leadership Banquet on October 3, 2017 and the Inkster Task Force 5K Run/Walk on October 28, 2017.
- **Tov Pauling** – Thanked administration for getting trees cut down on Stollman. He asked how he could start a block club. He further stated that his neighbor is in a wheelchair and the city tore up her driveway. He asked when the driveway would be repaired. He also asked for city council meetings to begin on time.
- **Officer Lebo** – Stated that the last movie night the Police Department had was a huge success. She further announced the new Movie Night on August 28, 2017 at 8:30 p.m. She lastly announced the Senior Bake Sale on August 9, 2017.
- **Tyrone Clemons** – Stated he was at the city council meeting to follow up on the murals for the cultural district. He stated he would like to do the murals in a batch as opposed to one by one.
- **Gina Wilson** – Stated the NAACP meeting would be August 14, 2017 at the Romulus Recreation Center.
- **Akindele Akinyemi** – Announced the DDA meeting would be next Tuesday. He further stated that Wayne County Community College is still registering for students for fall classes.
- **William Miller** – Asked how many companies are part of the city INSP program. He further asked if cities from Inkster would be included. He further asked about jobs in the cannabis industry.

City Clerk

- Stated the city is having a millage election in District 1, Precinct 1 for the city of Romulus. She further stated that this election is reimbursable.

City Treasurer

- Announced tree trimming in the city.

Mayor and Council

- **Councilwoman Mitchell** – Stated a backpack give-away would be had at the Dozier Recreation complex. She further stated she is getting complaints that yard waste is not being picked up.
- **Councilman Oden** – Stated he was out with National Action Network at a protest march at Chase Bank. He stated he is getting complaints about rats on Emerson. He further stated that dumping is still a problem in the city. He lastly stated that he is glad to see the grass was cut on Middle belt.
- **Councilwoman Watley** – Thanked Preston Peterson and the Office of State Representative Jewell Jones for the information regarding the tax millage for Romulus. She further stated that Mayor Pro-Tem Williams and she passed out several flyers in District 1, Precinct 1 for a forum that was had with the Romulus School District representatives.
- **Councilman Chisholm** – Stated that the public access channel for the city thru AT&T is still not working. He said that Troy Seaton the city technology person stated that the part is on back order. He further stated that he has conferred with the city attorney regarding a bike waiver for the bike program he plans to initiate. He thanked the Police Department for assisting with some children that broke into St. Clemmons Church.
- **Mayor Pro-Tem Williams** – Stated that a stop sign is down on Middle belt and Pine. He further stated that a lot of trees are on the side of the city sidewalk and need to be trimmed. He thanked the Police Department for assisting with the Parkside Housing clean-up. Lastly, he invited everyone to shop Inkster.
- **Mayor Nolen** – Stated that persons dumping were recently caught. He said the cameras that are strategically placed around the city are paying for themselves. He further stated that city representatives, Councilman Chisholm and he met with Chase Bank. He said he asked for the building back from Chase Bank and for them to consider some ATM locations within the city. He

stated that Chase Bank explained their business decision but stated they are willing to help with sponsorships and home mortgage programs. He lastly stated he is excited to see new faces at the city council meeting. He wished everyone a good night and thanked them for coming to the meeting.

Closed Session

Adjournment

There being no further business to come before Council, on a motion duly made by Mayor Pro-Tem Williams, Seconded by Councilmember Oden and carried, the Regular Council meeting of August 7, 2017 was adjourned at 9:55 p.m.



Felicia Rutledge, City Clerk
City of Inkster

CITY OF INKSTER

Boards & Commissions

[MADE OPERATIVE BY STATE LAW, CITY OF INKSTER CHARTER PROVISION OR CITY OF INKSTER ORDINANCE]

AGING COMMISSION

[MEETINGS: Third Friday of each month at 1:00 p.m., Twin Towers Activity Room]

2 Year Term

9 Members

Ordinances: 414,457 & 508

Denise Champagne, Project Dir.
- (Ex-Officio Member)

Tenure

Rochelle Wells

Exp. 02/16/17

Audrey Jean Searcy

Exp. 01/17/19

Doris Horne

Exp. 02/16/17

Henry Wade

Exp. 02/01/18

Toni Bailey

Exp. 07/07/19

Dorothy Gardner

Exp. 01/17/20

Chuck Coleman

Exp. 02/01/18

Gabe Henderson

Exp. 02/01/18

Jean Liddell

Exp. 05/15/19

Patricia Donald

Exp. 07/06/17

Iris Love

Exp. 01/17/20

BOARD OF REVIEW

[MEETINGS: March, July and December]

Annual Appointment

3 Members

Charter Provision and State Law

WCA Assessing

Clerk of the Board – Non Voting

William Miller

Exp. 02/06/2018

Gina Triplett (Alternate)

Exp. 03/06/18

Lenoria Warmack

Exp. 01/17/18

Celeste McDuffie

Exp. 02/06/18

BEAUTIFICATION COMMITTEE

[MEETINGS: Second Monday of each month @ 6:00 p.m., Recreation Center]

2 Year Term

Toni Bailey

Exp. 05/16/18

Kathleen Gibbs

Exp. 02/06/19

Gabe Henderson

Exp. 05/16/18

Avis Love

Exp. 03/16/17

Vacant

Vacant

Vacant

Vacant

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Vacant

Vacant

BUILDING AUTHORITY COMMISSION - *Inactive*

[MEETINGS: Second Monday in January]

3 Year Term

5 Members

State Law and Resolution 74-1-39

Nathaniel Elcock
Hersey Bryant, (C)
Horace Wells

Exp. 12/31/05
Exp. 12/31/00
Exp. 12/31/01

CABLE TELEVISION COMMISSION

[MEETINGS: Second Tuesday of each month at 6:00 p.m., Recreation Center]

3 Year Term

9 Members

Ordinances 593 and 609

Timothy Williams Ex-Official
Troy Seaton Dist. 1
Leon Houston Dist. 2
Charmaine Kennedy Dist. 3
Octavia Smith Dist. 4
Thelma Jean Overman Dist. 5
Dist. 6
Sandra Watley **Mayoral**
Steven Chisholm At-Large

Exp. 01/17/20
Exp. 06/19/22
Exp. 01/17/20
Exp. 07/03/20
Exp. 02/06/20
Exp. 01/04/19
Exp. 01/03/20
Exp. 01/17/20

CIVIL SERVICE COMMISSION AND BOARD OF ETHICS

[MEETINGS: Monthly]

3 Year Term

3 Members

Ordinances 237 & 559

Clarence Oden
Vacant - (Employee Representative)
~~James White~~
- (Commission Appointment)

Exp. 6/18/15
Exp. 12/04/11

CONDEMNATION BOARD

[MEETINGS: AS NEEDED]

5 Members

Ordinance 150.140 thru 150.145

Jim Wright (Building Contractor)
Deborah Owens (General Member)
Guy Borrusch (General Member)
Dorsey Williams (Contractor)
(Engineer)

CONSTRUCTION BOARD OF APPEALS/PROPERTY MAINTENANCE BOARD

[MEETINGS: As required]

3 Year Term	3 Members	Ordinance
Henry Wade		Exp. 12/17
- (Licensed Plumber)		
Stephen Lawrence		Exp. 12/17
Tiara Jones		Exp. 10/17
Kenyatta Mason		Exp. 10/17
- (Licensed Electrician)		
Marcus Hendricks –		Exp. 12/17
- (Licensed Electrician)		
- Tom Michelini		Exp. 04/19
- Building Inspector		
- (Licensed Engineer/Inspector)		

DOWNTOWN DEVELOPMENT AUTHORITY

[MEETINGS: Third Tuesday of each month, 6:00 p.m. City Hall Council Chambers]

4 Year Term	12 Members	State Law and Ordinances 687 and 741
Connie R. Mitchell		Tenure
Martha Theis		Exp. 01/14/18
Vacant		
Cynthia Adams (Secretary)		Exp. 01/14/18
Brittini Abiolu (Vice Chair)		Exp. 05/18/19
Peter Cimeot		Exp. 01/21/18
Akindele Akinyemi (Chair)		Exp. 02/16/19
Val Ogbonaya		Exp. 07/20/19
Winston Wade		Exp. 07/17/21
Rerhi Onomake (Treasurer)		Exp. 3/16/19
Uche Ndubuisi		Exp. 7/20/19

ECONOMIC DEVELOPMENT CORPORATION (BOARD OF DIRECTORS)

[MEETINGS: Second Thursday each month, held in the Conference Room, City Hall]

6 Year Term	11 Members	State Law and Ordinances 517 and 570
Byron Nolen		Tenure
Bishop Walter Starghill, Jr.		Exp. 06/07/16
Winnie Nwankwo		Exp. 05/18/21
Akindele Akinyemi		Exp. 05/18/21
Deborah Walker		Exp. 06/07/16
Mary Weislo		Exp. 03/07/17
Cassandra Leonard		Exp. 06/07/16
Herbert Johnson		Exp. 06/07/16
Dennis Weislo		Exp. 06/07/19
Charmaine Kennedy		Exp. 01/17/23
Connie R. Mitchell		Exp. 02/06/23

ELECTRICAL EXAMINING BOARD

Indefinite Terms	4 Members	State Law and Ordinance 616
Walter Bays (Elec. Cont.)		
Andrew Hughes (Adm. Official)		
Carlton Trouteaud (Rep. of Detroit Edison)		

ELECTION COMMISSION

[Per the City Charter; Chapter 4; Section 4.1]
4 Year Term

Council Member (most votes)	
City Attorney	Tenure
City Clerk	Tenure
Catherine Morris (Mayor and Council appointee)	
Vacant (Mayor and Council appointee)	

HOUSING AND REDEVELOPMENT

[MEETINGS: Third Tuesday of each month at 6:30 p.m., 4500 Inkster Road]
5 Year Term 6 Members State Law and Ordinance 99

Caroline Smith	Exp. 12/21
Mable Stroman	Exp. 12/21
Ellis Clifton	Exp. 12/21
DaSalla Scott	Exp. 01/22 (Resident Housing)
George Williams	Exp. 12/21

INKSTER HISTORICAL COMMISSION

[MEETINGS: Third Saturday of each month at 10:30a.m. Library Study Room]
2 Year Term 7 Members State Law and Ordinance 196

Theola Jones	Dist. 1	Exp. 02/06/19
Rhoda Littles	Dist. 2	Exp. 02/06/19
Ruth E. Williams	Dist. 3	Exp. 02/06/19
Vacant	Dist. 4	
Vacant	Dist. 5	
Vacant	Dist. 6	
Vacant		

LIBRARY BOARD 4 year term

Michael Wells	Exp. 2019
Akindele Akinyemi	Exp. 2019
DeAndra Crystal-Rikay Watley	Exp. 2019
Dosye A. Thompson	Exp. 2019
Emmereal Shawn Wells	Exp. 2019
Ruth E. Williams	Exp. 2019

LOCAL BUSINESS ENTERPRISE ADVISORY COMMITTEE

[MEETINGS: Third Tuesday of every month at 6:30 P.M., Inkster City Hall]
2 Year Term 7 Members Ordinance: 603

Nell Harrison	Dist. 1	Exp. 3/21/18
Curtistine Barge	Dist. 2	Exp. 1/20/18
Brittni Abiolu	Dist. 3	Exp. 3/7/18
Olubisi B. Ajetunmobi	Dist. 4	Exp. 1/20/18
Vacant	Dist. 5	
Barbara Cooper	Dist. 6	Exp. 5/2/18
Marie Jenkins	Mayoral	
	Exp. 1/20/18	

August 21, 2017

LOCAL OFFICERS COMPENSATION COMMISSION

[MEETINGS: Minimum of One Meeting Each Odd-Numbered Year.]

7 Year Term

7 Members

State Law and Ordinance 409

Lenoria Warmack

Exp. 10/17/2023

Thelma Jean Overman

Exp. 10/17/2023

Debra Owens

Exp. 10/17/2023

Ann Gross

Exp. 12/5/2023

Ronald Johnson

Exp. 12/19/2023

George Williams

Exp. 12/19/2023

Aaron Sims

Exp. 01/03/2024

PARKS AND RECREATION COMMISSION

[MEETINGS: First Tuesday of each month at 7:30 P.M., Recreation Complex]

2 Year Term

9 Members

Ordinances: 493 & 551

John White	Dist. 1	Exp. 03/20/19
Deborah Owens	Dist. 2	Exp. 03/25/16
Shelby Johnson	Dist. 3	Exp. 09/15/16
Vernell Massey	Dist. 4	Exp. 12/01/16
Lenardo Gambrio	Dist. 5	Exp. 10/15/16
James Richardson IV	Dist. 6	Exp. 09/15/16
Tonia Williams	Mayoral	Exp. 02/20/19
Shirley Hankerson	Mayoral	Exp. 05/01/19
Ned Sanders	Council	Exp. 07/07/19

PARKS AND RECREATION YOUTH COMMISSION

2 Year Term

6 Members

Alisa Todd	Dist. 1	Exp. 3/7/18
Katrina Coats	Dist. 2	Exp. 3/7/18
Zeavean Johnson	Dist. 3	Exp. 3/7/18
William Grubbs	Dist. 4	Exp. 3/7/18
Taylor Todd	Dist. 5	Exp. 3/7/18
Demon Zimmerman	Dist. 6	Exp. 3/7/18
Tiwain Smith	Mayoral	Exp. 3/7/18

PLANNING COMMISSION

[MEETINGS: Fourth Monday of each month at 6:00 p.m., City Council Chambers]

3 Year Term

9 Members

State Law and Ordinance 33

Marcus Hendricks (Council appointee)	Exp. 12/18
Byron Nolen (Mayor)	Tenure
Darryl Davis (City appointee)	Exp. 10/18
Timothy Williams (Mayor Pro-Tem)	Exp. 7/19
Mack Willis	Exp. 2/20
James Garrett	Exp. 08/17
William Ratliff (Vice-Chair)	Exp. 04/19
Lynette Cain (Secretary)	Exp. 05/19
Steven Chisholm (Chair)	Exp. 04/19

POLICE AND FIREMAN RETIREMENT SYSTEM BOARD OF TRUSTEES

[MEETINGS: First Thursday of each month at 1:00 p.m., TIFA Room]

2 Year Term

5 Members

Charter

Lorenzo A. Moner, Jr.	Mayoral	Exp. 12/17
Barry O'Bryan	Police Rep	
Jason Kaye	Fire Rep	
Sandra K.Watley	City Council Rep	Exp. 06/19
Velma Overman	Board of Trustee Rep	

WATER REVIEW COMMITTEE

[MEETINGS: Scheduled by Chairman Marcus Hendricks, City Hall TIFA Room]

Sam Brown	App. 01/07/13
Carl Woods	App. 01/07/13
Ann Coleman	App. 01/07/13
Courtney Owens	App. 01/07/13
Councilmember Williams	App. 02/04/13
Marcus Hendricks	App. 02/18/13
Dennis Welslo	App. 02/18/13

 Vacancies and/or Expired terms

*Has not taken the oath

REQUEST FOR COUNCIL ACTION

To: Byron Nolen – Mayor

Date: August 9, 2017

From: Felicia Rutledge, City Clerk

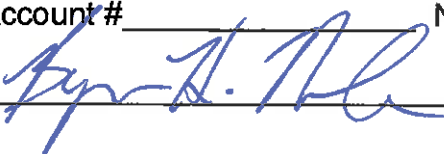
Date for Council Consideration: August 21, 2017

ACTION REQUESTED: Consideration and approval to enter into a professional agreement with Giffels Webster for a separate component to the SAW Grant, the Citizens Tracker Web Application.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Mayor's Approval



BACKGROUND INFORMATION

The city was awarded the SAW Grant for GIS Tracking. The GIS Tracking includes managing storm water drains and underground systems for the city. As part of the GIS tracking administration would like to include a citizens tracker/reporter application. This will allow for citizens to report blithe, dumping and any citizen concerns remotely. Once reported the information will be tracked until the concern has been closed.

SCOPE OF SERVICES

The public-facing citizen reporter web application allows citizens to report issues in their community. The web application window will be separated into two panes: a map pane and an issues pane. Citizens will have the ability to submit reports in the issues pane and then view their report and others in both the issues and map panes. The issues pane will be separated into eight categories that are predetermined from ESRI's sample application. Each issues category will have a unique form with multiple fields predetermined from ESRI's sample application (such as type of problem, name, phone number, and issue details) for the citizen to fill out with relevant details.

The Forms will also be reviewed through the Discovery session with the Client, and will include pre-defined drop-down fields from ESRI's sample application and a photo attachment option. Each form will include a section to submit a location for the issue by searching for an address or by navigating the map and clicking on the location. Once the report is submitted, the citizen sees a map showing the location of the incident and will be able to check on the status of their report.

The citizen-reported data is automatically updated into the internal report manager and internal report dashboard web applications. The internal report manager is a web application that allows a city employee to review the submitted reports,

update the status of each report, and assign each report to the appropriate staff member. Reports will be organized by the issue categories described above.

The citizen who reported an issue will be able to log back into the online web application and check the status of their submitted claim along with any other citizen that logs into the web application through an interactive map. Further, when a report is assigned to a staff member in the report manager, it will be configured to send an alert to the assigned staff member where they will receive details of the report. The notification system requires staff email addresses for those that may be assigned reports and requires the configuration of Windows Task Scheduler on the Client's server, which will be provided by the City with the aid of Giffels Webster and not included in our scope of work.

The report dashboard will allow city employees to monitor the reports submitted by citizens. It provides an overview of submitted reports through a map pane and a widget pane. The widget pane visualizes report data in a variety of ways, options of which will be selected by the Client in a discovery session. Widgets will be based on the issue categories described in the public-facing citizen reporter web application.

JUSTIFICATION

To connect and engage with citizens and create a streamlined, problem-solving work flow that is to the benefit of the resident and the city departments.

PROJECT OR IMPROVEMENT TASKS

COSTS

The city shall pay all of the cost of review, inspection, zoning, assessment, permit and bond fees, capital/later charges ,tap fees as well as another fees not specifically covered by terms of the agreement:

Task	Basis	Fee
Discovery	Lump Sum	\$ 1,000
System Design	Lump Sum	\$ 4,975
System Implementation	Lump Sum	\$2,000
		\$7,975

PROJECT TIME TABLE

RESOLUTION

Approval to enter into a professional agreement with Giffels Webster for a separate component to the SAW Grant, the Citizens Tracker Web Application for the amount of \$7,975.00 (account # 101-228-801-030)

Resolved by _____

Seconded by _____

Yes:

No:

Absent:

AGREEMENT FOR PROFESSIONAL SERVICES

This Agreement is effective as of this 1st day of August 2017, between Giffels Webster located at 28 W. Adams Street, Suite 1200, Detroit, MI 48226 and the following person or entity ("Client"):

Client name and address: City of Inkster
26215 Trowbridge Street
Inkster, MI 48141

Client contact and phone no: Mr. Byron Nolen
P 734.620.9685
bnolen@cityofinkster.com

Project Name: Citizen Engagement Web Application Project No.: TBD

Site Area: n/a Location: City of Inkster, MI

The Client and Giffels Webster enter into this Agreement for certain professional consulting and related services to be provided by Giffels Webster in relation to the above Project ("Project"). The parties agree as follows:

I. PROJECT DESCRIPTION

The project involves the development of online geographic information system (GIS)-based applications to connect and engage with the Client's citizens and create a streamlined, problem-solving workflow for the Client's departments. The online GIS requires named user logins, which have been purchased by the City through the Client's Storm and Wastewater (SAW) Grant. Through a discovery session with the Client, roles and rights will be determined for each named user login granted access into this new Project. The discovery session will also determine how the Client and its citizens will access the Project, either through a weblink or an embedded webpage within the Client's website.

Giffels Webster will build three web applications that will function as one overarching system. These interactive applications include a public-facing citizen reporter, an internal report manager, and an internal report dashboard. These applications will be web-based, but optimized for viewing and submitting in internet browsers of smartphones, tablets, and desktop or laptop computers.

The public-facing citizen reporter web application allows citizens to report issues in their community. The web application window will be separated into two panes: a map pane and an issues pane. Citizens will have the ability to submit reports in the issues pane and then view their report and others in both the issues and map panes. The issues pane will be separated into eight categories that are predetermined from ESRI's sample application. Each issues category will have a unique form with multiple fields predetermined from ESRI's sample application (such as type of problem, name, phone number, and issue details) for the citizen to fill out with relevant details.

The Forms will also be reviewed through the Discovery session with the Client, and will include pre-defined drop-down fields from ESRI's sample application and a photo attachment option. Each form will include a section to submit a location for the issue by searching for an address or by navigating the map and clicking on the location. Once the report is submitted, the citizen sees a map showing the location of the incident and will be able to check on the status of their report.

The citizen-reported data is automatically updated into the internal report manager and internal report dashboard web applications. The internal report manager is a web application that allows a city employee to review the submitted reports,

update the status of each report, and assign each report to the appropriate staff member. Reports will be organized by the issue categories described above.

The citizen who reported an issue will be able to log back into the online web application and check the status of their submitted claim along with any other citizen that logs into the web application through an interactive map. Further, when a report is assigned to a staff member in the report manager, it will be configured to send an alert to the assigned staff member where they will receive details of the report. The notification system requires staff email addresses for those that may be assigned reports and requires the configuration of Windows Task Scheduler on the Client's server, which will be provided by the City with the aid of Giffels Webster and not included in our scope of work.

The report dashboard will allow city employees to monitor the reports submitted by citizens. It provides an overview of submitted reports through a map pane and a widget pane. The widget pane visualizes report data in a variety of ways, options of which will be selected by the Client in a discovery session. Widgets will be based on the issue categories described in the public-facing citizen reporter web application.

Based on this assessment, we have assumed the following deliverables will be developed within our scope of work:

3	Web Applications	1 Citizen Reporter 1 Report Manager 1 Report Dashboard
17	Web Maps	8 maps for the Citizen Reporter (one map for each issue category) 8 maps for the Report Manager (one map for each issue category) 1 map for the Report Dashboard (one map that contains all eight layers)
8	Layers	1 layer for each issue category

II. BASE SCOPE OF SERVICES

Giffels Webster will provide consulting services for the Project, as summarized in Exhibit A | Scope of Services. Only those services summarized Exhibit A | Scope of Services are included in this Agreement. Giffels Webster and the Client agree that services not identified in Exhibit A | Scope of Services are not the responsibility of Giffels Webster unless provided for under a separate Agreement.

III. COMPENSATION

The fees associated with each task identified in our scope of services are summarized below. The Client shall pay all of the costs of review, inspection, zoning, assessment, permit and bond fees, capital/lateral charges, tap fees, as well as any other fees not specifically covered by the terms of this Agreement.

Task	Basis	Fee
Discovery	Lump Sum	\$1,000
System Design	Lump Sum	\$4,975
System Implementation	Lump Sum	\$2,000
Total		\$7,975

IV. REIMBURSABLE EXPENSES

Giffels Webster's fees, as outlined in Section III, do not include certain reimbursable expenses, which include shipping, handling, postage and delivery fees or out of town travel not identified as included above. This also includes outside reproduction of drawings, reports or other deliverables not being used internally by Giffels Webster for the completion of our effort. Subconsultant costs, if not expressly included in the scope of work outlined above, are also considered reimbursable expenses. The Client agrees to reimburse Giffels Webster for said fees at cost plus 15%.

V. INVOICING

Time and material portions of this Agreement will be invoiced in accordance with Exhibit B | Schedule of Fees. Lump-sum portions will be invoiced on a percentage completion-to-date basis.

Progress invoices for all work will be submitted to the Client monthly and a final bill will be submitted upon completion of the services. Each invoice will be considered due within 30 days of the invoice date, and past due thereafter. Client agrees that all invoices will be reviewed with any requests for amendments or clarifications forwarded in writing to Giffels Webster within 30 days of the date of the invoice. It is further agreed that all invoices 30 days past due cannot be contested.

Payment not received within 60 days of the date of the invoice is subject to a 5% penalty fee. Giffels Webster reserves the right to suspend and terminate work under this Agreement upon failure of the Client to pay invoices as due.

VI. STANDARD OF CARE

All services performed by Giffels Webster will be conducted in a manner consistent with that level of care and skill ordinarily exercised by members of the profession currently practicing under similar circumstances at the same time and in the same locality. No warranty, express or implied, is made or intended by this proposal to provide consulting services.

The Client recognizes that actual conditions may vary from those encountered at the location where feasibility studies or surveys are made by Giffels Webster and that Giffels Webster's data, interpretations and recommendations are based solely on the information readily available. To the extent that Giffels Webster performs any services to researching the location of underground services, Giffels Webster shall use reasonable means to identify and locate underground utilities and structures, such as complying with Miss Dig and reviewing existing, available facility drawings provided by franchise and public utility agencies.

VII. LIABILITY

Giffels Webster and its agents, staff and contracted consultants are protected by worker's compensation insurance. Giffels Webster has such coverage under public liability, professional liability and property damage insurance policies which it deems to be adequate. Giffels Webster shall not be responsible for any loss, damage or liability beyond the amounts, limits and conditions of such insurance.

To the fullest extent permitted by law and notwithstanding any other provision of this Agreement, the total liability in the aggregate of Giffels Webster and Giffels Webster's officers, directors, partners, employers, agents, and contracted consultants to the Client and anyone claiming by, through or under the Client for any and all claims, losses, costs, or damages whatsoever arising out of, resulting from or in any way related to the Project or the Agreement from any cause or causes, including, but not limited to the negligence, professional errors or omissions, strict liability or breach of contract, or warranty express or implied of Giffels Webster or Giffels Webster's officers, directors, partners, employees, agents, or contracted consultants shall not exceed the total compensation received by Giffels Webster under this Agreement.

Any unauthorized deviations from the plans, specification or contract documents by the contractor or the Client shall be their responsibility and not that of Giffels Webster. Giffels Webster shall not be liable to Client for any indirect or consequential damages whatsoever, whether such liability arises in contract or warranty, tort, including negligence, strict or statutory liability, or any other cause of action. Giffels Webster shall not be responsible for the acts or omissions of any Contractor, or of any of their subcontractors, suppliers, or of any other individual or entity performing or furnishing any of the work. Giffels Webster shall not be responsible for failure of any Contractor to perform or furnish the work in accordance with the Contract Documents.

VIII. PUBLIC AGENCY APPROVALS

Giffels Webster shall not be liable for damages resulting from the actions or inactions of public agencies including, but not limited to, permit processing, environmental impact reports, zoning matters, use or conditional use permits and building permits. Giffels Webster shall only act as an advisor to the Client in the governmental and public relations aspects of the Project.

Client understands that if construction documents are bid and/or awarded prior to the completion of public agency reviews, there may be increases in construction costs and change orders for which Giffels Webster has no responsibility. Client agrees to pay for any increased construction or design costs due to the Project being fast-tracked.

IX. OWNERSHIP OF DOCUMENTS

All reports, field data, field notes, calculations, estimates, drawings, and other documents, including those in electronic form, prepared by Giffels Webster and their contracted consultants are considered instruments of service and intended for use solely with respect to this Project. Giffels Webster and its contracted consultants shall be deemed the authors and owners of their respective materials and shall retain all common law, statutory and other reserved rights, including copyrights. The Client agrees that all documents and other work furnished to the Client or its agents, which are not paid for within 30 days of delivery, will be returned upon demand to Giffels Webster, and will not be used or transferred by the Client for any purpose whatsoever.

CADD files and other electronic data submitted by Giffels Webster to the Client shall be reviewed by the Client and compared to the paper contract documents including plans, drawings and specifications. The Client shall notify Giffels Webster within 10 days of any defects it discovers in the files or any inconsistencies between the electronic files and paper contract documents. Giffels Webster shall not be responsible for any deviation, alterations, modifications or additions in the electronic data or any reuse of the data without the prior express written consent of Giffels Webster. Copies of documents that may be relied upon by Client are limited to the printed copies (also known as hard copies) that contain original signatures and seals of the design professional. Files in electronic media format of text, data, graphics, or of other types that are furnished by Giffels Webster to the Client are only for the convenience of Client and shall not be construed as containing original signatures and seals of the design engineer or surveyor.

X. COST ESTIMATES

Giffels Webster has no control over (a) the cost of labor, material or equipment; (b) the means, methods and procedures of the Contractor's work; or (c) the results of competitive bidding. Giffels Webster's estimates of probable cost are based on Giffels Webster's experience and qualifications and represent our judgment as a design professional, but shall not be a guarantee that construction costs will not vary from Giffels Webster's cost estimates. If Client wishes greater assurance as to probable construction cost, Client should employ an independent cost estimator at Client's cost.

The earthwork cut and fill quantities determined by Giffels Webster are to be considered estimates only. Client acknowledges that calculating cuts and fills is not an exact science due to variations in topsoil thickness, shrinkage, compaction methods, material inconsistencies and other natural conditions. It is the Client's responsibility to have earthwork quantities independently verified by an experienced earthwork contractor.

XI. METHODS AND PROCEDURES

Giffels Webster shall not be responsible for the means, methods, techniques, sequences, or procedures of construction selected by the Client, or the safety precautions and safety programs incidental to the work of the Client. Giffels Webster shall not be responsible for the job safety or site safety of the Project and shall not be responsible for compliance with safety programs and related OSHA or MIOSHA regulations required to be followed by the Contractor or its employees, subcontractors and agents. Jobsite safety shall be the sole responsibility of the Client and their contractor. Similarly, Giffels Webster shall not be liable for the actions or inactions of the Client's contractor(s).

XII. CERTIFICATIONS

If the Client requests Giffels Webster to execute certificates, the proposed language of such certificates shall be submitted to Giffels Webster for review at least 14 days prior to the requested dates of execution. Giffels Webster shall not be required to execute certificates that would require Giffels Webster's knowledge, services or responsibilities beyond the scope of this Agreement. Giffels Webster shall not be required to sign any documents that would result in Giffels Webster having to certify, guarantee or warrant the existence of conditions whose existence Giffels Webster cannot ascertain. The Client agrees not to make the resolution of any dispute with Giffels Webster or the payment of any amount due to Giffels Webster in any way contingent upon Giffels Webster signing any such documents.

XIII. HAZARDOUS SUBSTANCES

Hazardous substances may exist at a site where there is no reason to believe they should or could be present. Giffels Webster and Client agree that the discovery of unanticipated hazardous substances constitutes a changed condition, which requires the renegotiation of the Scope of Work or termination of this Agreement. Giffels Webster and Client also agree that the discovery of unanticipated hazardous substances may make it necessary to take immediate measures to protect health and safety. Client agrees to compensate Giffels Webster for the additional cost of those measures. In addition, Client waives any claim against Giffels Webster and agrees to defend, indemnify, and hold Giffels Webster harmless from any claim or injury or loss arising from Giffels Webster's discovery of unanticipated hazardous substances. It is understood and agreed that Giffels Webster is not, and has no responsibility as, a handler, generator, operator, treater, storer, transporter, or arranger for transport or disposal of hazardous or toxic substances found or identified at the site, and that Giffels Webster shall not be responsible to arrange for any of the same.

XIV. RIGHT-OF-ENTRY

The Client will arrange for right-of-entry and access to the property for the purpose of performing studies, tests, surveying and evaluations required in accordance with this Agreement. While Giffels Webster will take reasonable precautions to minimize any damage to the property, it is understood by the Client that some damage may occur, the correction of which is not Giffels Webster's responsibility under this Agreement, or otherwise.

XV. ASSIGNMENT

Neither the Client nor Giffels Webster may delegate or assign its duties or rights under this Agreement without the written consent of the other party, such consent not to be unreasonably withheld.

XVI. DELAYS

If Giffels Webster is delayed at any time in the progress of the services by any reason beyond its control, including any act or omission of the Client, by any act or omission of a contractor or by adverse weather or other conditions not reasonably anticipated, the time for completion of the services shall be extended by a time equal to the time of such delay and an equitable adjustment in Giffels Webster's fee shall be made as may be reasonable under the circumstances.

XVII. CHANGES TO THE AGREEMENT

The Client and Giffels Webster agree that the discovery of unanticipated or changed conditions may require a renegotiation of the Scope of Work, or termination of the Agreement. Furthermore, changes in the scope of the project or to any of the assumptions used in the preparation of the Agreement may also require a renegotiation of the Scope of Work. In the event that the Agreement is changed, Giffels Webster shall be entitled to an appropriate adjustment in schedule and compensation. If renegotiated terms cannot be agreed to, Client agrees that Giffels Webster has the right to terminate this Agreement subject to the provisions of paragraph 5 of these general conditions.

XVIII. TERMINATION

Either party may terminate this Agreement, on at least 5 days written notice to the other, in the event of the other party's breach of the Agreement. In addition, wholly without reference to breach, any party may terminate this Agreement on 10 days written notice to the other (without cause). In the event of termination, Giffels Webster shall be paid for all services rendered and all costs incurred up to the date of termination, in accordance with the compensation provisions of this Agreement. Client shall also reimburse Giffels Webster for all termination expenses.

XIX. RECOVERY OF COSTS

In the event that legal action is brought by either party against the other in the courts (including an action to enforce or interpret any aspect of this Agreement), the prevailing party shall be reimbursed by the other for the prevailing party's legal cost, in addition to whatever other judgments or settlement sums, if any, may be due. Such legal costs shall include, but not be limited to, reasonable attorney's fees, court costs, expert witness fees, and other documented expenses, in addition to any other relief to which it may be entitled. The maximum liability for Giffels Webster will be that amount established in Section VII above.

XX. PHOTOGRAPHY

The Client permits the taking and use of photographs of by Giffels Webster (or Giffels Webster's agent) of the Client's project site; and irrevocably grants to Giffels Webster and its legal representatives, agents, and assigns full perpetual rights to take and use such photographs in Giffels Webster's advertising, trade, or for any purpose. The Client also consents to the use of any printed matter in conjunction therewith and hereby waives any right to inspect or approve the finished product or products, or the advertising copy or other published matter that may be used in connection therewith, or the use to which it may be put. This release shall be binding upon the Client and his (her, or its) legal representatives, successors, and assigns.

XXI. ACCEPTANCE AND AUTHORIZATION TO PROCEED

The Client certifies that the person executing this Agreement is authorized to sign on behalf of the Client's organization. The Client understands that this Agreement includes Exhibit A | Scope of Services, Exhibit B | Schedule of Fees and all issued change orders and amendments. The Client also certifies that, if it is a business entity, it is registered with the State of Michigan and is authorized to conduct business in Michigan. If Client agrees with the terms of this Agreement, Client should sign both copies of the Agreement and return one copy to Giffels Webster. Giffels Webster's receipt of the signed Agreement from the Client will constitute a written notice to proceed unless otherwise indicated in writing by the Client.

GIFFELS WEBSTER

CITY OF INKSTER

BY:



Mike Kozak, PE
Partner

BY:

Byron Nolen
Mayor

EXHIBIT A SCOPE OF SERVICES

A. GIS SERVICES

1. **Discovery:** Confirmation of desired deliverables and review of hardware and software needs for the project, resulting in the completion of a document summarizing the agreed upon requirements and solution to be designed and implemented.
 - a. Meet with the Client and their designated stakeholder group 1-2 times during this phase to determine:
 - i. The review of ESRI's pre-determined categories and understanding of the Client's branding standards.
 - ii. Review of pre-determined data fields, categories and organizational structure.
 - iii. Identification of mapping needs and requirements.
 - b. Obtain and analyze existing GIS data available from the Client.
 - c. Preparation of a brief report identifying project requirements and the general project solution approach.
2. **System Design:** Creation of the web applications and geodatabase solution, outlined during the Discovery phase and the project approach.
 - a. Creation of the product system and process workflow.
 - b. Creation and population of the layers and attribute fields.
 - c. Web application population, including customization of the user interface (GUI).
 - d. Creation and customization of layout and symbology packages and print capabilities.
 - e. Creation of pre-defined available reports.
3. **System Implementation:** Installation of the GIS system designed above and activation for live use.
 - a. Migration of all content prepared by Giffels Webster to Client based servers and aid the Client in the configuration of Windows task scheduler for email routing.
 - b. System testing from multiple accounts as well as documentation of bugs and fixes applied.
 - c. System adjustments to functionality based on testing.
 - d. Training of stakeholders in the use of the system in 1-2 classroom settings (1 hour each).
 - e. Creation of a one page "How To" document directed at general public users. Document to be placed on the City's website (by others) to assist residents in understanding how to use the new system.

XXII. **EXCLUSIONS:**

In addition to the clarifications identified above, the following services are specifically excluded for our scope of work unless a separate written agreement is made between Giffels Webster and the Client.

- A. Development of a mobile application, which would be downloaded from an app store.
- B. Additional issue categories that exceed the eight categories mentioned above and the ability to customize each one.
- C. Archiving, data cleaning, and general maintenance.
- D. Creation of an archive system for viewing and retrieving archived data.
- E. Additional creation of map layers (such as parcels, schools, parks, building footprints).
- F. Additional training beyond the 1-2 classroom sessions.
- G. Setting up automated reports and mass public notification

EXHIBIT B
BILLING RATE SCHEDULE

All work will be billed according to the following minimum rate schedule unless specific agreement is made in writing with an officer of Giffels Webster for another basis of charges. Time and material agreements will be invoiced in accordance with the rates identified below while lump sum portions of Agreements will be invoiced on a percentage completion-to-date basis.

Intern.....	\$55.00 per hour
Staff Technician	\$75.00 per hour
GIS/IT Specialist.....	\$95.00 per hour
GIS Manager	\$120.00 per hour
Project Manager	\$120.00 per hour
Senior Project Manager.....	\$135.00 per hour
Partner	\$150.00 per hour

Notes to the Billing Rate Schedule:

1. The assignment of personnel is solely the responsibility Giffels Webster.
2. These rates include charges for computer and survey equipment, local travel, stakes, staff benefits, internal printing costs, telephone, fax and other overhead costs and profit.
3. Outside services not normally provided by Giffels Webster, and other reimbursable expenses (special equipment, printing, reproduction, printing and reproduction, out-of-town travel, shipping and subcontracted services) used for this project will be billed at cost plus 15% and are not included in the above hourly charge rates.
4. Overtime work (over 8 hours per day) for Construction Inspector time will be invoiced at a rate equal to 1.5 times the above scheduled rate.

REQUEST FOR COUNCIL ACTION

To: Byron Nolen – Mayor

Date: August 1, 2017

From: Felicia Rutledge, City Clerk

Date for Council Consideration: August 21, 2017

ACTION REQUESTED: Consideration of a second reading and approval for Hotel licensing of rooming houses and motels. This is necessary to protect the health, safety commercial and general welfare of the residents of the City of Inkster. Ordinance 118.01 through 118.08 will provide regulations for enforcement.

Current Action ☒ Emergency ☐ Future ☐

Funds Budgeted: If Yes ☐ Account # ☐ No ☐ N/A ☒

Mayor's Approval



BACKGROUND INFORMATION

Certain aspects of the City of Inkster Ordinance regarding licensing of this nature need updates to ensure all regulatory authorities are equipped to provide effective, efficient performance of duties.

SCOPE OF SERVICES

Guidelines initiated to both ensure enactment and alert the owners/operators of such establishments the regulatory requirements to maintain lawful accordance in the City of Inkster

JUSTIFICATION

To update standards and laws to ensure understanding and compliance

PROJECT OR IMPROVEMENT TASKS

Ensure health, safety adherent to applicable to establishments

COSTS

N/A

PROJECT TIME TABLE

RESOLUTION

To approve a first reading for Hotel Licensing of rooming houses and motels; which is necessary to protect the health and safety commercial and general welfare of the residents of the City of Inkster. Ordinance 118.01 through 118.08 will provide regulations for enforcement.

Resolved by _____

Seconded by _____

Yes:

No:
Absent:

118.01 INTENT.

The City Council finds that the licensing of rooming houses and motels is necessary to protect the health, safety, commercial and general welfare of the residents in the city.

(Ord. 698, passed 2-18-91)

§ 118.02 DEFINITION.

For the purpose of this chapter, the following definition shall apply unless the context clearly indicates or requires a different meaning.

A. ROOMING, LODGING OR BOARDING HOUSES. A dwelling having one kitchen and used for the purpose of providing meals or lodging or both meals and lodging for pay or compensation of any kind, computed by day, week or month to persons other than members of the family occupying such dwellings. In the case of single and two-family dwellings the number of roomers or boarders shall not exceed the two per dwelling unit unless such dwellings be made to comply in all respects with the provisions of this chapter relating to multiple dwellings.

(Ord. 698, passed 2-18-91)

B. HOTEL. Any building or part thereof kept, used or maintained as or held out to the public to be an inn, hotel or motel where travelers or members of the public (including gratuitous guests) are furnished with sleeping accommodations, and which may include a general kitchen and a public dining room where the guests and general public may be served with food and drink. (From 93.30)

('68 Code, § 4-1101) (Ord. 370, passed 12-21-70)

§ 118.03 APPLICABILITY TO HOTELS.

Every provision of this chapter which applies to rooming houses shall also apply to hotels and motels, except to the extent that any such provision may be found in conflict with the laws of the state or with the lawful regulations of any state board or agency. No roomers, boarders, occupant or guests shall be allowed to occupy any hotels or motels, in excess of 30 days in any quarterly period. The Mayor, or his designee, may extend the occupancy of a hotel or motel guest or occupant for up to 30 additional days upon a showing of hardship by the guest or occupant.

(Ord. 698, passed 2-18-91)

§ 118.04 OPERATION, OCCUPANCY, COMPLIANCE REQUIRED.

No person shall operate a rooming house, or shall occupy or let to another for occupancy any rooming unit in any rooming house, except in compliance with the provisions of this chapter.

(Ord. 698, passed 2-18-91) Penalty, see § [10.99](#)

(A) **REGISTER REQUIRED; INSPECTION; FALSE INFORMATION** Every owner, operator, manager or their agent, servant or employee under this subchapter shall provide and maintain a register in which shall be inscribed, in ink, at the time of arrival, the correct name of every guest renting or occupying a room **as verified by and photocopy held of valid photo identification**, together with the home street and city address of each such guest, and the number of the space assigned, together with the time when such was rented. When any guest shall terminate his stay, it shall be the duty of the owner, operator, manager, or their agent, servant or employee, to see to it that the time thereof is entered in the register. **Each such check in/out is required to be recorded in the register.** Such register shall be open to inspection to police, fire and health officers on official business. ('68 Code, § 4-1102)

(B) False information.

(1) Any person who shall put up at any hotel, motel, inn, restaurant or café as a guest and shall procure any food, entertainment or accommodation without paying therefor, except when credit is given therefor by express agreement, with the intent to defraud such keeper thereof out of the pay for the same, or, who, with intent to defraud such keeper out of the pay therefor, shall obtain credit at any hotel, motel, inn, restaurant or café for such food, entertainment or accommodation, by means of any false show of baggage or effects brought thereto, is guilty of a misdemeanor. No conviction shall be had under the provisions of this section unless complaint is made within 60 days of the time of the violation hereof.

a) Wherein a guest is in violation of the above section, hotel management or staff who can provide proof of proper registry to include valid photocopy of identification, sign in/room assignment and payment log, Code Enforcement or any other city authority able to enforce city ordinance, may be contacted to cite violator to the fullest extent allowable.

(2) Whenever an owner, operator or manager, or his agent, servant or employee, knows or has reasonable cause for believing that any person has inscribed a false name or given false information in such register, it shall be his duty to forthwith notify the **code enforcement** of such fact.

(3) It shall be unlawful for any person to write or cause or permit to be written in any hotel register any other or different nature or designation than the true name of the person so registered.

(C) *"Short Stay"* shall be prohibited. The minimum increment of time per rental or occupying shall not be less than 24 hours.

('68 Code, § 4-1103) (Ord. 370, passed 12-21-70) Penalty, see § 10.99 *(From 93.31 with changes)*

Remove 93.30 and 93.31

118.05 LICENSE TO OPERATE REQUIRED.

No person shall operate a rooming house unless he holds a valid rooming house license issued by the City Clerk in the name of the operator and for the specific dwelling or dwelling unit. The operator shall apply annually to the City Clerk for such license which shall be issued by the Clerk. Upon compliance by the operator with the applicable provisions of this chapter and of any rules and regulations adopted pursuant thereto. A copy of a current rate schedule is required to be provided at the time of application. This rate schedule must be maintained current at all times. Such license shall be issued only if a Certificate of Occupancy (or approved point of sale inspection *whichever language is adopted*) and a Certificate of Compliance are current with the Building Department. The City Council may, by resolution, establish a licensing fee to be paid by the operator at the time of application.

(Ord. 698, passed 2-18-91) Penalty, see § 10.99

§ 118.06 DENIAL OF LICENSE, APPEAL, PROCEDURE.

Any person whose application for a license to operate a rooming house has been denied may appeal the matter to the Board of Zoning and Housing Appeals.

(Ord. 698, passed 2-18-91)

§ 118.07 INSPECTION, SUSPENSION OF LICENSE.

Whenever, upon inspection of any rooming house, the Department of Building **or other enforcement officials**, finds that conditions or practices exist which are in violation of any provision of this chapter or of any rule or regulation adopted pursuant thereto, the Department of Building **or other enforcement officials**, shall give notice in writing to the operator of such rooming house that unless such conditions or practices are corrected within a maximum period of time, to be determined by the Department of Building **or other enforcement officials**, the operator's rooming house license shall be suspended. At the end of such period, the Department of Building **or other enforcement officials** shall reinspect such rooming house, and if it finds that such conditions or practices have not been corrected, it shall give notice in writing to the operator that the later's license has been suspended. Upon receipt of suspension, **the Department of Building shall suspend the Certificate of Compliance**. Such operator shall immediately cease operation of such rooming house, and no person shall occupy for sleeping or living purposes any rooming unit therein.

(Ord. 698, passed 2-18-91) Penalty, see § 10.99

§ 118.08 APPEAL, REVOCATION OF LICENSE.

Any person whose license to operate a rooming house has been suspended, or who has received notice from the Department of Building that his license is to be suspended unless existing conditions or practices at his rooming house are corrected, may appeal the matter to the Board of Zoning and Housing Appeals under the procedure provided in the city ordinances. If no petition for such appeal is filed within ten days following the day on which such license was suspended, such license **and Certificate of Compliance** shall be deemed to have been automatically revoked.

(Ord. 698, passed 2-18-91)

§ 118.09 MINIMUM BASIC FACILITIES REQUIRED.

At least one flush water closet, lavatory basin and bathtub and/or shower, properly connected to a water and sewer system approved by the Department of Building and in good working condition, shall be supplied for each eight persons or fraction thereof residing within a rooming house, including members of the operator's family whenever they share the use of the said facilities. In a rooming house where rooms are let only to males, flush urinals may be substituted for not more than one-half of the required number of water closets. All such facilities shall be so located within the dwelling as to be accessible from a common hall or passageway to all persons sharing such facilities. Every lavatory basin and bathtub or shower shall be supplied with hot water at all times. No such facilities shall be located in a basement except by written approval of the Department of Building.

(Ord. 698, passed 2-18-91) Penalty, see § [10.99](#)

§ 118.10 BED LINEN AND TOWELS.

The operator of every rooming house shall change supplied bed linen and towels therein at least once each week, and prior to letting of any room to any occupant. The operator shall be responsible for the maintenance of all supplied bedding in a clean and sanitary manner.

(Ord. 698, passed 2-18-91) Penalty, see § [10.99](#)

§ 118.11 MINIMUM SPACE.

Every room occupied for sleeping purposes by one person shall contain at least 80 square feet of floor space and every room occupied for sleeping purposes by more than one person shall contain at least 50 square feet of floor space for each occupant thereof.

(Ord. 698, passed 2-18-91) Penalty, see § [10.99](#)

§ 118.12 MEANS OF EGRESS.

Every rooming unit shall have safe, unobstructed means of egress leading to safe and open space at ground level as required by the laws of the state and the city.

(Ord. 698, passed 2-18-91) Penalty, see § [10.99](#)

§ 118.13 RESPONSIBILITY FOR MAINTENANCE.

The operator of every rooming house shall be responsible for the sanitary maintenance of all walls, floors and ceilings, and for maintenance of a sanitary condition in every other part of the rooming house; and he shall be further responsible for the sanitary maintenance of the entire premises where the entire structure or building is leased or occupied by the operator.

(Ord. 698, passed 2-18-91) Penalty, see § [10.99](#)

REQUEST FOR COUNCIL ACTION

To: Byron Nolen – Mayor

Date: August 9, 2017

From: Felicia Rutledge, City Clerk

Date for Council Consideration: August 21, 2017

ACTION REQUESTED: Consideration of a second reading and approval of an Open Burn Policy Ordinance 92.60 for the City of Inkster to address current requirements for the utilization of Bon Fires, Fire Pits etc., not in use when original stipulations were enacted.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Mayor's Approval

BACKGROUND INFORMATION

Items addressed in this ordinance were not in use during the time any previous regulations were enacted.

SCOPE OF SERVICES

To assist any enforcement division in the application of duties and to ensure enforcement authorization

JUSTIFICATION

To update or inform when the use of certain apparatus require enforcement action

PROJECT OR IMPROVEMENT TASKS

Provide enforcement divisions with the ability to address issues involving such usage.

COSTS

N/A

PROJECT TIME TABLE

RESOLUTION

To approve a first reading of an Open Burn Policy Ordinance 92.60 for the city of Inkster to address the current requirements for the utilization of Bon Fires, Fire Pits, etc., not in use when original stipulations were enacted.

Resolved by

Seconded by

Yes:

No:

92.38 SEIZURE AND COST RECOVERY.

(A) All fireworks used, discharged and ignited and possessed in violation of the Act and this subchapter are subject to seizure. Any costs incurred by the city to seize and store the fireworks shall be paid by the responsible person.

(B) Any costs the city incurs to respond and remediate any damage to private or public property or injury to another person shall be paid by any person responsible for the damage or injury. The city may pursue any legal remedies to collect the costs.

(Ord. 842, passed 8-20-11)

§ 92.39 DISPLAY FIREWORKS.

No display fireworks shall be ignited, used or displayed at any time unless approved in advance by the City Council, upon application made to the City Clerk on a form provided by the Michigan Department of Licensing and Regulation. At a minimum, the applicant be adequately insured and bonded, the applicant has submitted a security plan, safety compliance plans, and pay the application fee in an amount to be determined by the City Council. A permit for display fireworks is supplemental to any other requirement for the display under the ordinances, including a permit under § 92.30. In addition to other penalties, a violation of this act is a misdemeanor punishable by up to 90 days in jail and/or a fine up to \$500. An exemption is allowed for fireworks displayed at a city event that is sponsored and approved by the city or one of its commissions or boards, acting within the scope of its jurisdiction.

(Ord. 842, passed 8-20-11)

SMOKE DETECTORS

§ 92.45 DEFINITIONS.

For the purpose of this subchapter, the following definitions shall apply unless the context clearly indicates or requires a different meaning.

MULTIPLE DWELLING UNITS. Apartment buildings of two or more units, hotels, boarding houses, convalescent homes, motels, and like establishments. ('68 Code, § 6-2204)

SMOKE DETECTOR. A device capable of sensing visible or invisible products of combustion. Such smoke detectors shall be approved or listed by a recognized independent testing laboratory, and when actuated shall provide an alarm suitable to warn the occupants within the individual dwelling unit. ('68 Code, § 6-2201) (Ord. 515, passed 6-20-77)

OPEN BURN

92.60 DEFINITIONS

For the purposes of this subchapter, the following shall apply unless the context clearly indicates or requires a different meaning.

BON FIRE- An outdoor fire conducted for ceremonial purposes.

RECREATIONAL FIRE- An outdoor fire utilized for the purposes of cooking food for human consumption.

PERMANENT FIRE PIT- A below ground or grade level outdoor fireplace intended to contain and control outdoor wood fires.

PORTABLE FIRE PIT- Constructed of steel, brick, or masonry that shall be used in accordance with the manufactures specifications and safety guidelines and must be placed on a non-combustible surface.

(A) Requirements and restrictions

- 1) No fire identified above may be constructed any closer than 15 feet from any structure or other combustible material including overhead.
- 2) Only natural seasoned firewood or commercial logs may be burned. Burning of trash, yard waste or any other unapproved materials is prohibited.
- 3) No accelerants, other than standard butane lighter fluid, may be used to ignite any fire.
- 4) No fire can be permitted to exceed 2 feet in width and 2 feet in height.
- 5) All fires must be attended and supervised by a competent adult responsible for the property where fire is located until such time as the fire is extinguished.
- 6) A portable ten (10) pound ABC type fire extinguisher, garden hose, or bucket of sand/dirt must be readily available at all times of an active fire.

(B) Creation of Nuisance

- 1) In the event any outdoor burning creates and unreasonable light, heat, smoke, odor or other offensive condition which is deemed a hazard by the Fire Department or any other enforcement official, or causes an objectionable condition to neighboring residents, the Fire department or any other enforcement official shall cause fire to be extinguished.

(C) Penalty

- 1) Any person found in violation of any condition of the aforementioned stipulations shall be guilty of a misdemeanor with a penalty of up to a \$500.00 fine and/or 90 days in jail. Additional fees may be incurred if a Fire Department response warrants the extinguishing of the offending fire. (This sentence in my opinion would be vague and therefore unenforceable; I suggest deletion with (2) added).
- 2) Any person responsible for an offending fire in need of extinguishing by the Fire Department; may be liable for restitution payments in addition to fines and costs.

 § 72.46 NEWLY CONSTRUCTED DWELLINGS; SMOKE DETECTORS REQUIRED.

(A) Every newly constructed single or multiple dwelling unit shall be provided with smoke detectors capable of sensing visible or invisible products of combustion. A minimum of one smoke detector shall be located in each of the following areas:

- (1) In each apartment, suite or sleeping area;
- (2) (2) In the basement at the head of the landing leading to the ground level floor; and

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: Aug 14, 2017

From: M. Jeannie Fields *mf2*
Director of Special Projects

Date for Council Consideration: Aug 21, 2017

ACTION REQUESTED: Consider approval of an offer to purchase (Case # LD 17-11) 3586 Williams Ave which is located on the west side of Williams Ave between Carlysle Ave and Beech Ave and is legally described as LOT 365 ALSO E ½ ADJ VAC ALLEY WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR (Property ID #44-010-06-0365-000) in the amount of \$1,500.00 to Marcus Maurice – Dwight Poole.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Mayor's Approval *Byron H. Nolen*

BACKGROUND INFORMATION

Marcus Maurice – Dwight Poole made application to purchase 3586 Williams Ave which is located on the west side of Williams Ave between Carlysle Ave and Beech Ave and is legally described as LOT 365 ALSO E ½ ADJ VAC ALLEY WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR (Property ID #44-010-06-0365-000) in the amount of \$1,500.00. The property is situated in the middle of the block. A picture and associated maps are attached. The property is being purchased for homeowner occupancy.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording of the deed. It is highly recommended that the applicant complete a title search of the property.

JUSTIFICATION

3586 Williams, built in 1949 at 696 sq. ft., is located in the R-1B zoning district (One Family Residential). The intended use for the properties is an authorized use. The applicant is offering to purchase the property for a price of \$1,500.00. Comparable sales were provided (see attached). Per the applicant, repairs include the following:

- Replace drywall
- Pipe replacement
- Kitchen
- Flooring
- Bathroom
- Furnace
- Hot water tank
- Clean debris in yard

Previous properties have been sold at \$2,000.00 with similar repair required. Based on the size of the property along with the amount of the repairs, the offering price could be considered reasonable.

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The applicant has deposited \$600.00 for the property and is offering a total purchase price of \$1,500.00.

RESOLUTION

Authorization is hereby given for the sale of 3586 Williams Ave which is located on the west side of Williams Ave between Carlisle Ave and Beech Ave and is legally described as LOT 365 ALSO E ½ ADJ VAC ALLEY WOLVERNINE TRACTOR SUB T2S R9E L38 P34 WCR (Property ID #44-010-06-0365-000) in the amount of \$1,500.00 to Marcus Maurice – Dwight Poole subject to the following conditions:

- Obtain a Certificate of Occupancy/Compliance prior to moving into the property.
- Complete closing on the properties within 30 days by paying the balance of the price of sale (\$900.00), paying the cost of recording each deed (\$18), entering into a purchase agreement, and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



44 010 06 0365 000

3586 WILLIAMS

5-4-2015



Deposit/Administrative Fee Received \$ 600.00
Date Received 7.18.17
Case # 17-11

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Marcus Maurice - Dwight Poole
Applicant's Address Inkster mt 48141
Applicant's Phone Number: _____
Proposed Owner's Name (as indicated on deed): Same

PROPERTY INFORMATION -- Purchase Offer \$ 1500.00

Property Location: on West side of Williams Street/Avenue
Between Beech Street/Avenue and Carlyle Street/Avenue

Tax ID, Legal Description, and Address if Structure 44010060365000

254365 Lot 365 also E 1/2 adj vac alley wolverine
tractor sub T2S A9E P34 WCR 3586 Williams

Parcel Size: 36 x 116.82 (Width) 36 X (Length) 116 Current Zoning R

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Occupy premises.
Use additional sheets as needed

I understand and accept as evidenced by the good-faith deposit of \$ 600 .00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Marcus Poole
Applicant's Signature

6/23/2017
Date

[Signature]
Broker's Name

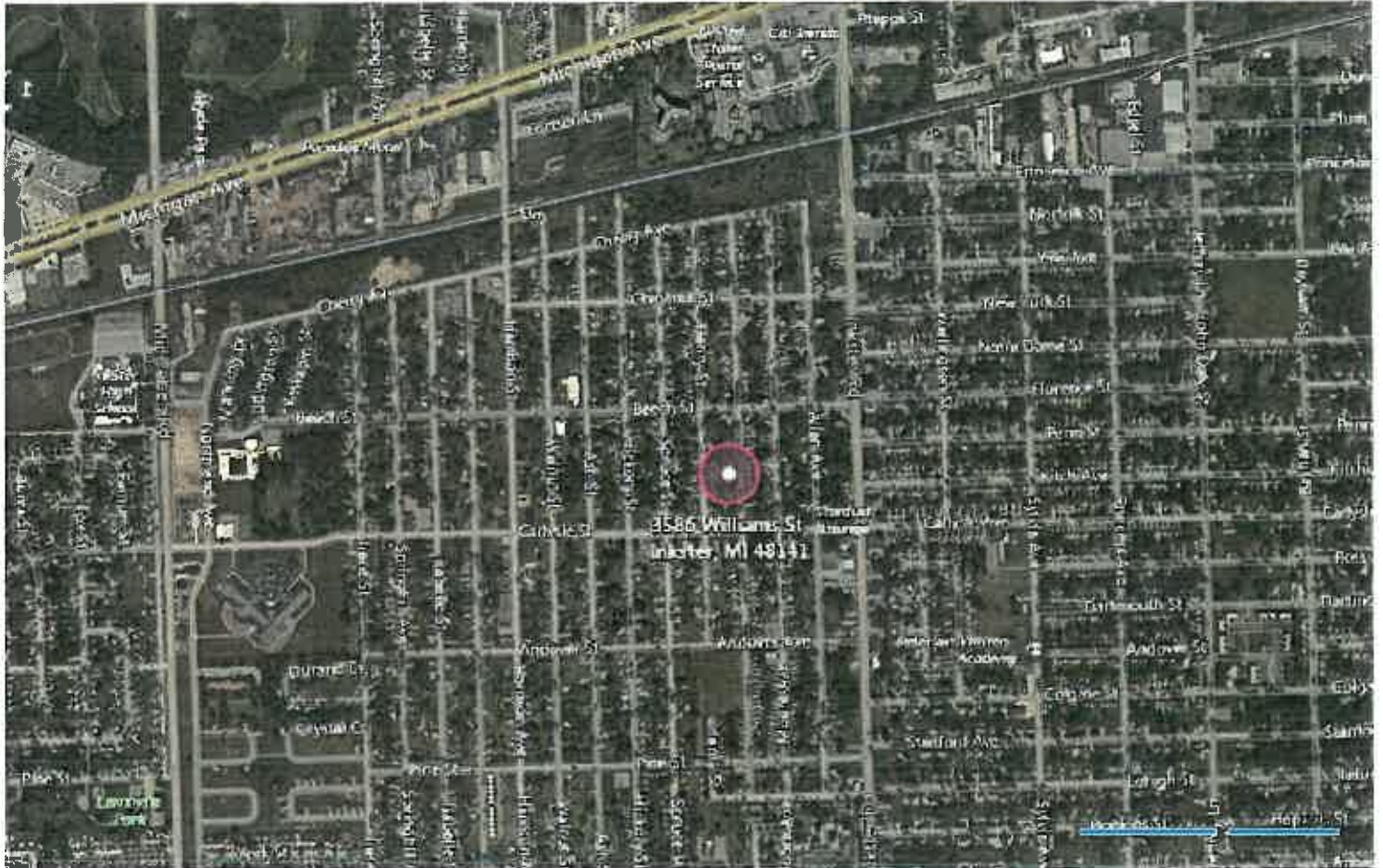


3586 Williams St, Inkster, MI 48141

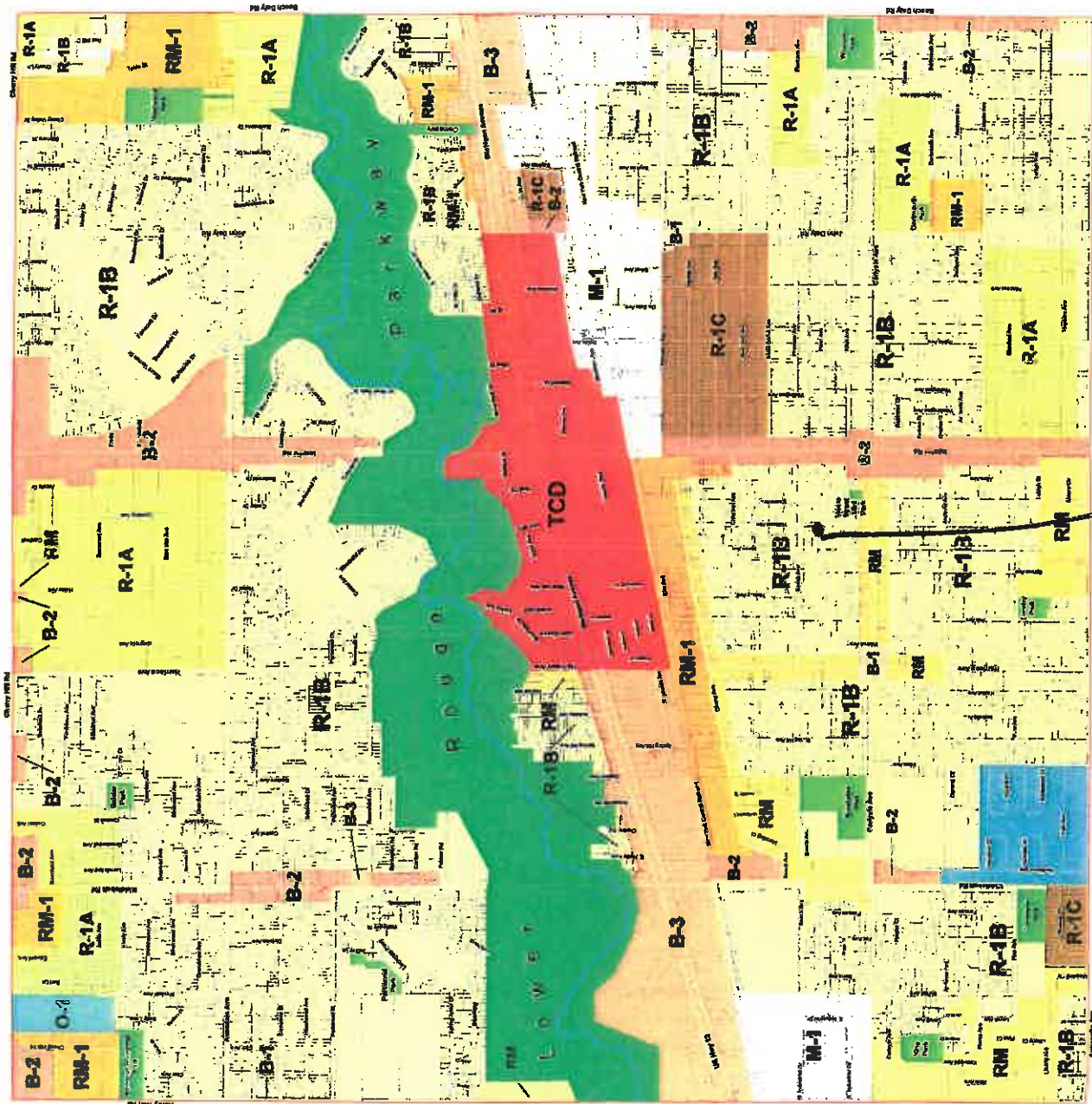




3586 Williams St, Inkster, MI 48141



City of Inkster, Michigan



3586 WILLIAMS

149	147	136	131	120	50	533	532	50	419	406	385	289	184	166
150	146	137	130	121		534	531		420	405	386	290	185	165
151	145	138	129	122		535	530		421	404	387	288	186	164
152	144	139	128	123		536	529		422	403	388	287	187	163
153	143	140	127	124		537	528		423	402	389	286	188	162
154	142	141	126	125	538	527	424	401	390	285	189	161		

NUT CHESTNUT

INKSTER SCHOOL DISTRICT	701 119	702 120	703 121	704 122	705 123	706 124	707 125	708 126	709 127	710 128	711 129	712 130	713 131	714 132	715 133	716 134	717 135	718 136	719 137	720 138	721 139	722 140	723 141	724 142	725 143	726 144	727 145	728 146	729 147	730 148	731 149	732 150	733 151	734 152	735 153	736 154	737 155	738 156	739 157	740 158	741 159	742 160	743 161	744 162	745 163	746 164	747 165	748 166	749 167	750 168	751 169	752 170	753 171	754 172	755 173	756 174	757 175	758 176	759 177	760 178	761 179	762 180	763 181	764 182	765 183	766 184	767 185	768 186	769 187	770 188	771 189	772 190	773 191	774 192	775 193	776 194	777 195	778 196	779 197	780 198	781 199	782 200	783 201	784 202	785 203	786 204	787 205	788 206	789 207	790 208	791 209	792 210	793 211	794 212	795 213	796 214	797 215	798 216	799 217	800 218	801 219	802 220	803 221	804 222	805 223	806 224	807 225	808 226	809 227	810 228	811 229	812 230	813 231	814 232	815 233	816 234	817 235	818 236	819 237	820 238	821 239	822 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593	1176 594	1177 595	1178 596	1179 597	1180 598	1181 599	1182 600	1183 601	1184 602	1185 603	1186 604	1187 605	1188 606	1189 607	1190 608	1191 609	1192 610	1193 611	1194 612	1195 613	1196 614	1197 615	1198 616	1199 617	1200 618	1201 619	1202 620	1203 621	1204 622	1205 623	1206 624	1207 625	1208 626	1209 627	1210 628	1211 629	1212 630	1213 631	1214 632	1215 633	1216 634	1217 635	1218 636	1219 637	1220 638	1221 639	1222 640	1223 641	1224 642	1225 643	1226 644	1227 645	1228 646	1229 647	1230 648	1231 649	1232 650	1233 651	1234 652	1235 653	1236 654	1237 655	1238 656	1239 657	1240 658	1241 659	1242 660	1243 661	1244 662	1245 663	1246 664	1247 665	1248 666	1249 667	1250 668	1251 669	1252 670	1253 671	1254 672	1255 673	1256 674	1257 675	1258 676	1259 677	1260 678	1261 679	1262 680	1263 681	1264 682	1265 683	1266 684	1267 685	1268 686	1269 687	1270 688	1271 689	1272 690	1273 691	1274 692	1275 693	1276 694	1277 695	1278 696	1279 697	1280 698	1281 699	1282 700	1283 701	1284 702	1285 703	1286 704	1287 705	1288 706	1289 707	1290 708	1291 709	1292 710	1293 711	1294 712	1295 713	1296 714	1297 715	1298 716	1299 717	1300 718	1301 719	1302 720	1303 721	1304 722	1305 723	1306 724	1307 725	1308 726	1309 727	1310 728	1311 729	1312 730	1313 731	1314 732	1315 733	1316 734	1317 735	1318 736	1319 737	1320 738	1321 739	1322 740	1323 741	1324 742	1325 743	1326 744	1327 745	1328 746	1329 747	1330 748	1331 749	1332 750	1333 751	1334 752	1335 753	1336 754	1337 755	1338 756	1339 757	1340 758	1341 759	1342 760	1343 761	1344 762	1345 763	1346 764	1347 765	1348 766	1349 767	1350 768	1351 769	1352 770	1353 771	1354 772	1355 773	1356 774	1357 775	1358 776	1359 777	1360 778	1361 779	1362 780	1363 781	1364 782	1365 783	1366 784	1367 785	1368 786	1369 787	1370 788	1371 789	1372 790	1373 791	1374 792	1375 793	1376 794	1377 795	1378 796	1379 797	1380 798	1381 799	1382 800	1383 801	1384 802	1385 803	1386 804	1387 805	1388 806	1389 807	1390 808	1391 809	1392 810	1393 811	1394 812	1395 813	1396 814	1397 815	1398 816	1399 817	1400 818	1401 819	1402 820	1403 821	1404 822	1405 823	1406 824	1407 825	1408 826	1409 827	1410 828	1411 829	1412 830	1413 831	1414 832	1415 833	1416 834	1417 835	1418 836	1419 837	1420 838	1421 839	1422 840	1423 841	1424 842	1425 843	1426 844	1427 845	1428 846	1429 847	1430 848	1431 849	1432 850	1433 851	1434 852	1435 853	1436 854	1437 855	1438 856	1439 857	1440 858	1441 859	1442 860	1443 861	1444 862	1445 863	1446 864	1447 865	1448 866	1449 867	1450 868	1451 869	1452 870	1453 871	1454 872	1455 873	1456 874	1457 875	1458 876	1459 877	1460 878	1461 879	1462 880	1463 881	1464 882	1465 883	1466 884	1467 885	1468 886	1469 887	1470 888	1471 889	1472 890	1473 891	1474 892	1475 893	1476 894	1477 895	1478 896	1479 897	1480 898	1481 899	1482 900	1483 901	1484 902	1485 903	1486 904	1487 905	1488 906	1489 907	1490 908	1491 909	1492 910	1493 911	1494 912	1495 913	1496 914	1497 915	1498 916	1499 917	1500 918	1501 919	1502 920	1503 921	1504 922	1505 923	1506 924	1507 925	1508 926	1509 927	1510 928	1511 929	1512 930	1513 931	1514 932	1515 933	1516 934	1517 935	1518 936	1519 937	1520 938	1521 939	1522 940	1523 941	1524 942	1525 943	1526 944	1527 945	1528 946	1529 947	1530 948	1531 949	1532 950	1533 951	1534 952	1535 953	1536 954	1537 955	1538 956	1539 957	1540 958	1541 959	1542 960	1543 961	1544 962	1545 963	1546 964	1547 965	1548 966	1549 967	1550 968	1551 969	1552 970	1553 971	1554 972	1555 973	1556 974	1557 975	1558 976	1559 977	1560 978	1561 979	1562 980	1563 981	1564 982	1565 983	1566 984	1567 985	1568 986	1569
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PRO RL M N

26339 TROWBRIDGE Street, Inkster 48141-2467

MLS#: **216066218**
 County: **Wayne**
 School D: **Westwood**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **RE/MAX Leading Edge**
 Office Ph: **(313) 277-7777**

Status: **SOLD** Stat Dt: **09/28/16**
 Area: **05080** Sqft Abv: **660**
 Beds: **2** Yr Built: **1924**
 Baths: **1.0** Fireplace: **No**
 Sum Tx: **\$1,174** Wntr Tx: **\$254**

S Price: **\$1,500**
 L Price: **\$3,500**
 DOM: **N/55/55**
 Acreage: **0.16**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **SHERRI S SAAD**
 Agent Ph: **(313) 277-7777**



PRO RL M N

3740 SPRUCE Street, Inkster 48141-2922

MLS#: **216060761**
 County: **Wayne**
 School D: **Taylor**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Century 21 Castelli**
 Office Ph: **(734) 525-7900**

Status: **SOLD** Stat Dt: **09/22/16**
 Area: **05080** Sqft Abv: **796**
 Beds: **2** Yr Built: **1938**
 Baths: **1.0** Fireplace: **No**
 Sum Tx: **\$432** Wntr Tx: **\$156**

S Price: **\$2,600**
 L Price: **\$2,600**
 DOM: **Y/187/187**
 Acreage: **0.1**
 Grg Size: **No Garage**
 Bsmt: **No**

Agent: **DONALD G CASTELLI**
 Agent Ph: **734-458-6129**



PRO RL M N

26933 KITCH Street, Inkster 48141-2515

MLS#: **217039748**
 County: **Wayne**
 School D: **Westwood**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Imagine Home Realty**
 Office Ph: **(313) 456-9898**

Status: **SOLD** Stat Dt: **05/23/17**
 Area: **05080** Sqft Abv: **720**
 Beds: **2** Yr Built: **1950**
 Baths: **1.0** Fireplace: **No**
 Sum Tx: **\$717** Wntr Tx: **\$329**

S Price: **\$5,000**
 L Price: **\$5,000**
 DOM: **N/3/3**
 Acreage: **0.14**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **GREGORY WHITE**
 Agent Ph: **(313) 456-9898**

Data not guaranteed. Verify independently. All warranties, express or implied, disclaimed.
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Repairs needed to restore city of Inkster property:

Property address: 3586 Williams

Drywall

pipes

Kitchen

Flooring

bathroom

Furnace

hot water tank

Clean up yard.

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: Aug 15, 2017

From: M. Jeannie Fields *MF*
Director of Special Projects

Date for Council Consideration: Aug 21, 2017

ACTION REQUESTED: Consider approval of an offer to purchase (Case # LD 17-07) 28151 Cherry St. which is located on the south side of Cherry St. between Ash Ave and Hickory Ave and is legally described as LOTS 97 AND 98 ALSO THE N ½ OF ADJ VAC ALLEY WEST DEARBORN SUB T2S R9E L50 P32 WCR (Property ID #44-010-01-0097-000) in the amount of \$2,000.00 to Peggy Bishop.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Mayor's Approval *Byron H. Nolen*

BACKGROUND INFORMATION

Peggy Bishop made application to purchase 28151 Cherry St. which is located on the south side of Cherry St. between Ash Ave and Hickory Ave and is legally described as LOTS 97 AND 98 ALSO THE N ½ OF ADJ VAC ALLEY WEST DEARBORN SUB T2S R9E L50 P32 WCR (Property ID #44-010-01-0097-000) in the amount of \$2,000.00. The property is situated at the corner of Cherry St. and Ash Ave. A picture and associated maps are attached. The property is being purchased as investment property. Ms. Bishop currently works for Murray's Real Estate. No commission will be paid for this land sale.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording of the deed. It is highly recommended that the applicant complete a title search of the property.

JUSTIFICATION

28151 Cherry St., built in 1949 at 1,102 sq. ft., is located in the RM zoning district (Restricted Multiple Dwelling District – Low Rise). The intended use for the properties is an authorized use. The applicant is offering to purchase the property for a price of \$2,000.00. Comparable sales were provided (see attached). Per the applicant, repairs include the following:

- Roof
- Updated electrical and plumbing
- Remodel kitchen & install cabinets
- Repair ceiling (including drop ceiling in basement)
- Repair glass in windows
- Drywall
- Flooring
- Furnace
- Hot water tank

Based on the amount of the repairs, condition of the property and recent land sales, the offering price is reasonable.

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The applicant has deposited \$600.00 for the property and is offering a total purchase price of \$2,000.00.

RESOLUTION

Authorization is hereby given for the sale of 28151 Cherry St. which is located on the south side of Cherry St. between Ash Ave and Hickory Ave and is legally described as LOTS 97 AND 98 ALSO THE N ½ OF ADJ VAC ALLEY WEST DEARBORN SUB T2S R9E L50 P32 WCR (Property ID #44-010-01-0097-000) in the amount of \$2,000.00 to Peggy Bishop subject to the following conditions:

- Obtain a Certificate of Occupancy/Compliance prior to moving into the property.
- Complete closing on the properties within 30 days by paying the balance of the price of sale (\$1,400.00), paying the cost of recording each deed (\$18), entering into a purchase agreement, and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



44 010 01 0097 000

28151 CHERRY

5-4-2015



Deposit/Administrative Fee Received \$ 600.00
Date Received 6.21.17
Case # 17-07

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Peggy Bishop
Applicant's Address 28074 Fortson Lane Inkster MI 48141
Applicant's Phone Number: 734 306-1066
Proposed Owner's Name (as indicated on deed): Peggy Bishop
PROPERTY INFORMATION -- Purchase Offer \$ 2000.00

Property Location: on South side of Cherry Street/Avenue
Between Harrison Street/Avenue and Inkster Street/Avenue
Tax ID, Legal Description, and Address if Structure 44010010097000

25P97 98 Lots 97 and 98 also the N1/2 of adj vac alley west dearborn sub T&S R9E L50 P32 WCR 28151 Cherry

Parcel Size: 44x110 (Width) 44 X (Length) 110 Current Zoning R

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Investment Property
Use additional sheets as needed

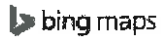
I understand and accept as evidenced by the good-faith deposit of \$ 600 .00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Peggy Bishop
Applicant's Signature

6-14-17
Date

Broker's Name



28151 Cherry St, Inkster, MI 48141





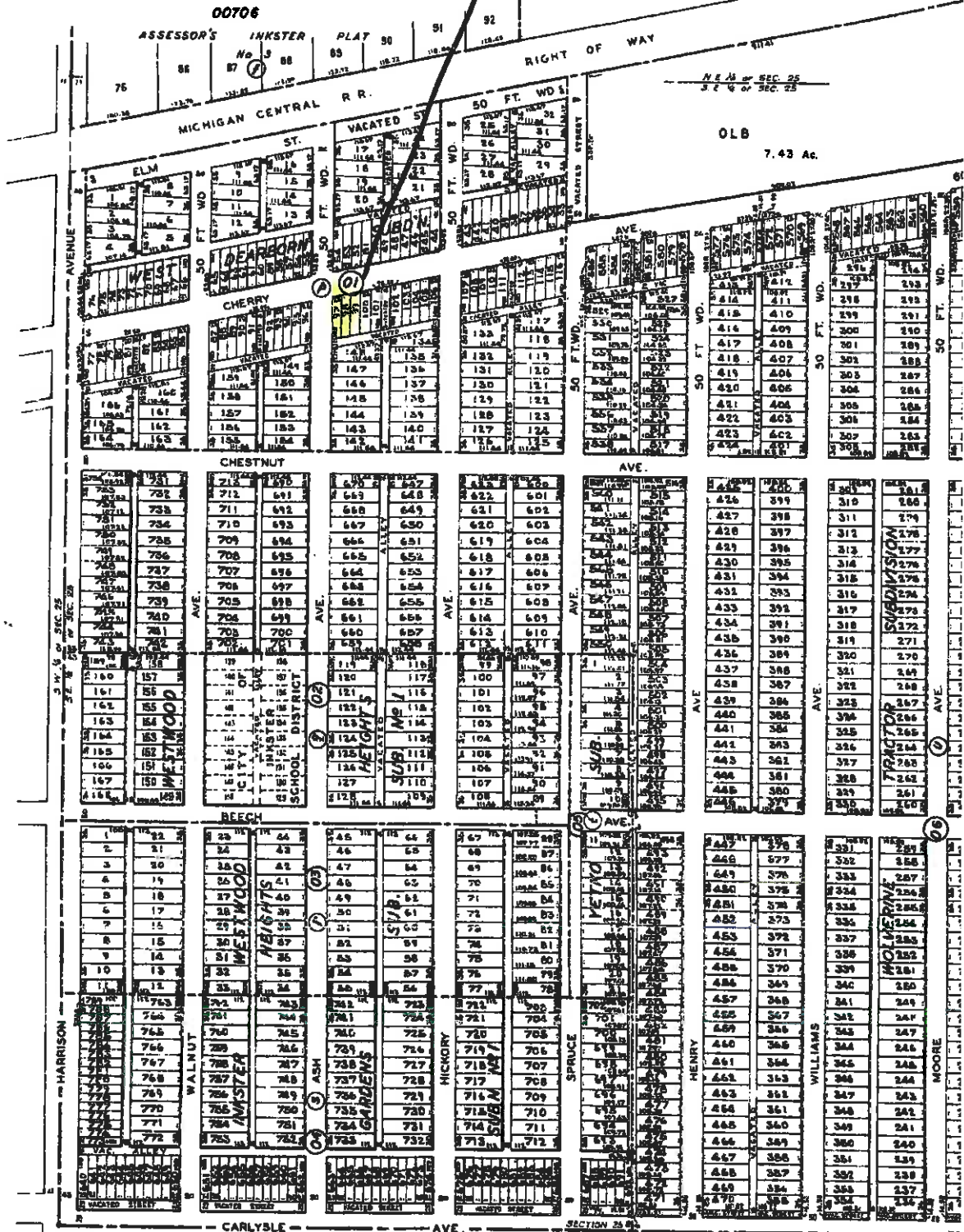
28151 Cherry St, Inkster, MI 48141



28151 CHERRY

82-08-253

Date: 9-1-86;
Drawn by: Abrams
Checked by:
Approved by:
Revised: 2-23-88,
4-27-88,
7-23-88,
6-1-90,
8-1-91,
3-8-92,
1-28-93,
7-19-93,
8-9-93,
3-18-94,
6-2-95,
8-1-95,
4-18-99,
2-18-00,
8-19-00,
8-30-00,
11-19-00,
5-23-00,
4-1-01,
8-30-02,
3-24-06,
6-20-03,
2-14-08,
3-28-09,
11-10-09,
5-30-00,
9-7-05



ZONING MAP

City of Inkster, Michigan

Districts

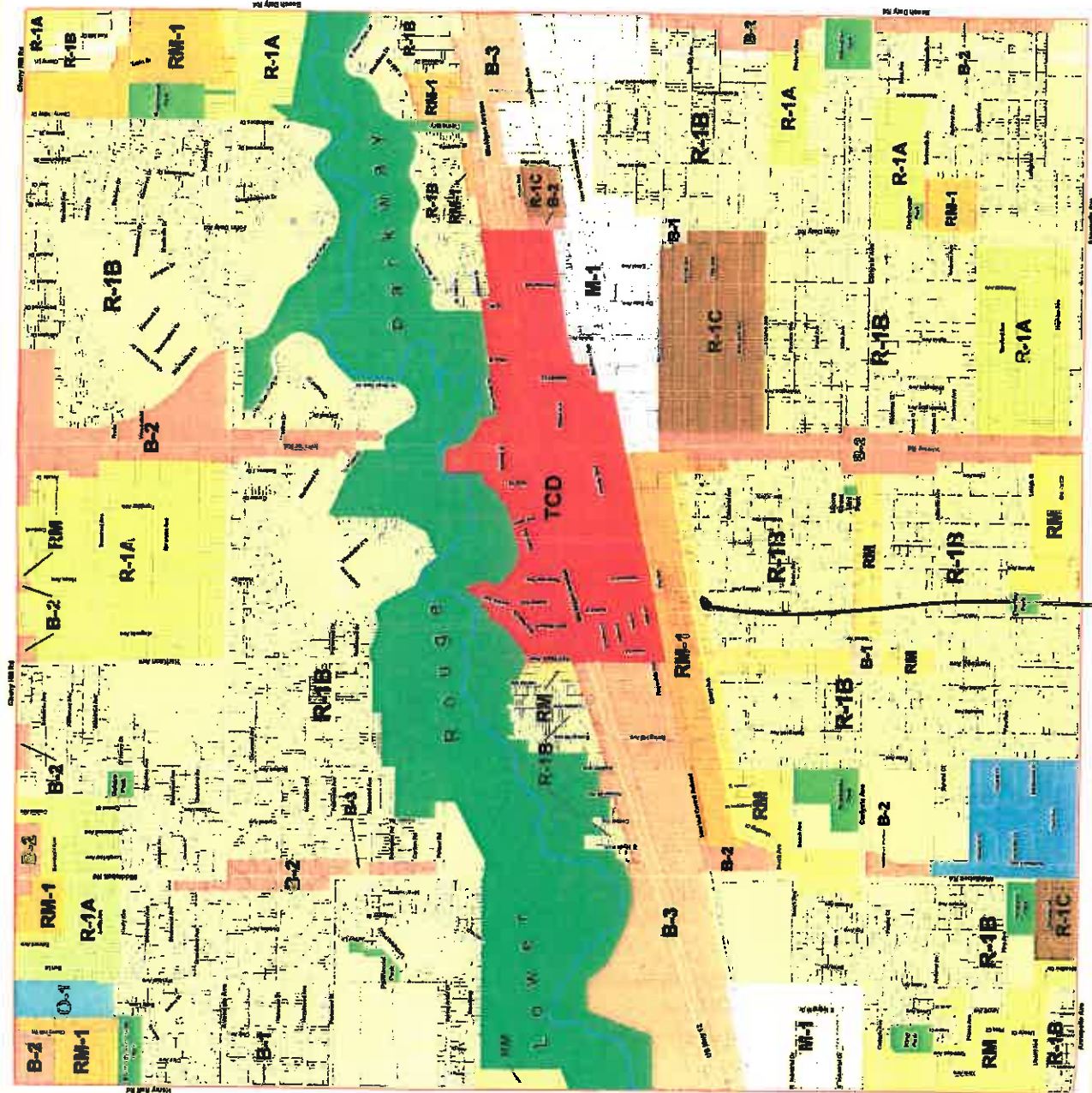
R-1A	One Family Residential District
R-1B	One Family Residential District
R-1C	One Family Residential District
RM	Restricted Multiple Dwelling District (Low Rise)
RM-1	Multiple Family Residential District (Low Rise)
O-1	Office District
B-1	Local Business District
B-2	Thoroughfare Mixed-Use District
B-3	General Business District
M-1	Light Industrial District
TCD	Town Center District
	Planned Unit Development (PUD)
	Parks and Open Space
	Rouge River Parkway

APPROVED FOR THE CITY OF INKSTER, MICHIGAN
BY THE CITY ENGINEER
DATE: 10/15/2010

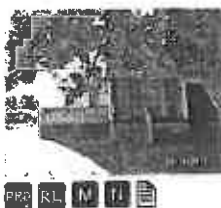


CITY OF INKSTER
INKSTER, MICHIGAN

WADE TRIM
734-942-5700 www.wadetrim.com



28151 CHERRY

**3434 MOORE Street, Inkster 48141-2296**MLS#: **216113655**County: **Wayne**School D: **Taylor**Prop Type: **Residential**Style: **Ranch**Office: **Encore Realty**Office Ph: **(248) 833-0078**Status: **SOLD**Area: **05080**Beds: **3**Baths: **1.0**Sum Tx: **\$799**Stat Dt: **01/20/17**Sqft Abv: **875**Yr Built: **1945**Fireplace: **No**Wntr Tx: **\$398**S Price: **\$6,500**L Price: **\$6,500**DOM: **N/7/7**Acreage: **0.09**Grg Size: **1 Car**Bsmt: **Yes**Agent: **JAY ALHASHEMY**Agent Ph: **(248) 833-0078****28550 ROSEWOOD Street, Inkster 48141-1674**MLS#: **217002832**County: **Wayne**School D: **Westwood**Prop Type: **Residential**Style: **Ranch**Office: **Reach Realty Group, LLC**Office Ph: **(248) 395-6885**Status: **SOLD**Area: **05080**Beds: **3**Baths: **1.0**Sum Tx: **\$1,138**Stat Dt: **01/28/17**Sqft Abv: **967**Yr Built: **1954**Fireplace: **No**Wntr Tx: **\$684**S Price: **\$6,500**L Price: **\$8,999**DOM: **N/4/4**Acreage: **0.18**Grg Size: **2 Car**Bsmt: **Yes**Agent: **MILTON G OWENS-CRAWFORD**Agent Ph: **(313) 363-3991****2159 SPRING HILL Avenue, Inkster 48141-1617**MLS#: **217018404**County: **Wayne**School D: **Westwood**Prop Type: **Residential**Style: **Ranch**Office: **Century 21 Castelli**Office Ph: **(734) 525-7900**Status: **SOLD**Area: **05080**Beds: **3**Baths: **1.0**Sum Tx: **\$762**Stat Dt: **03/27/17**Sqft Abv: **1,033**Yr Built: **1956**Fireplace: **No**Wntr Tx: **\$360**S Price: **\$7,000**L Price: **\$7,000**DOM: **N/4/4**Acreage: **0.17**Grg Size: **1 Car**Bsmt: **No**Agent: **DONALD G CASTELLI**Agent Ph: **(734) 525-7900**

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- Comps For 28151 Cherry

The property needs:

- roof repairs
- Updated electrical & plumbing
- Remodel Kitchen and install all cabinets
- Repair ceiling
- Repair drop ceiling in basement
- Repair glass in windows
- Replace side door
- Some drywall
- flooring
- Replace Furnace
- Replace hot water tank
- Repair cement in bad sections

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: Aug 14, 2017

From: M. Jeannie Fields *mjf*
Director of Special Projects

Date for Council Consideration: Aug 21, 2017

ACTION REQUESTED: Consider approval of an offer to purchase (Case # LD 17-08) 28924 Rosewood which is located on the north side of Rosewood between Eastern and Central (East of Middlebelt Road) and is legally described as LOT 257 GRAND VIEW GARDENS SUB T2S R9E L45 P94 WCR (Property ID #44-005-01-0257-000) in the amount of \$2,000.00 to James Edward Murphy.

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Mayor's Approval *By H. Nolen*

BACKGROUND INFORMATION

James Edward Murphy made application to purchase 28924 Rosewood which is located on the north side of Rosewood between Eastern and Central (East of Middlebelt Road) and is legally described as LOT 257 GRAND VIEW GARDENS SUB T2S R9E L45 P94 WCR (Property ID #44-005-01-0257-000) in the amount of \$2,000.00. The property is situated near the end of the block close to Eastern Ave. A picture and associated maps are attached. The property is being purchased for homeowner occupancy.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording of the deed. It is highly recommended that the applicant complete a title search of the property.

JUSTIFICATION

28924 Rosewood, built in 1955 at 936 sq. ft., is located in the R-1B zoning district (One Family Residential). The intended use for the properties is an authorized use. The applicant is offering to purchase the property for a price of \$2,000.00. Comparable sales were provided (see attached). Per the applicant, repairs include the following:

- Roof
- Replace side door
- Replace drywall
- Clean debris in yard
- Flooring
- Replace glass in windows
- Replace ceiling in living room
- Update electrical and plumbing

Based on the amount of the repairs, condition of the property and recent land sales, the offering price is reasonable.

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The applicant has deposited \$600.00 for the property and is offering a total purchase price of \$2,000.00.

RESOLUTION

Authorization is hereby given for the sale of 28924 Rosewood which is located on the north side of Rosewood between Eastern and Central (East of Middlebelt Road) and is legally described as LOT 257 GRAND VIEW GARDENS SUB T2S R9E L45 P94 WCR (Property ID #44-005-01-0257-000) in the amount of \$2,000.00 to James Edward Murphy subject to the following conditions:

- Obtain a Certificate of Occupancy/Compliance prior to moving into the property.
- Complete closing on the properties within 30 days by paying the balance of the price of sale (\$1,400.00), paying the cost of recording each deed (\$18), entering into a purchase agreement, and executing a property transfer affidavit.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



44 005 01 0257 000

28924 ROSEWOOD

04-27-2015



Deposit/Administrative Fee Received \$ 600.00
Date Received 6.21.17
Case # 17-08

**CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY**

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name James Edward Murphy
Applicant's Address INKSTER, MI
Applicant's Phone Number: 734-211-2055
Proposed Owner's Name (as indicated on deed): Same

PROPERTY INFORMATION -- Purchase Offer \$ 2000.00

Property Location: on North side of Rosewood Street/Avenue
Between Middlebelt Street/Avenue and Inkster Street/Avenue

Tax ID, Legal Description, and Address if Structure 28924 Rosewood

24J257 Lot 257 Grand View Gardens Sub T2S R9E
L45 P94 WCR (44005010257000)

Parcel Size: 55 X 193 (Width) 55 X (Length) 193 Current Zoning R

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Owner with occupy the premises
Use additional sheets as needed

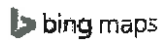
I understand and accept as evidenced by the good-faith deposit of \$ 600 .00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

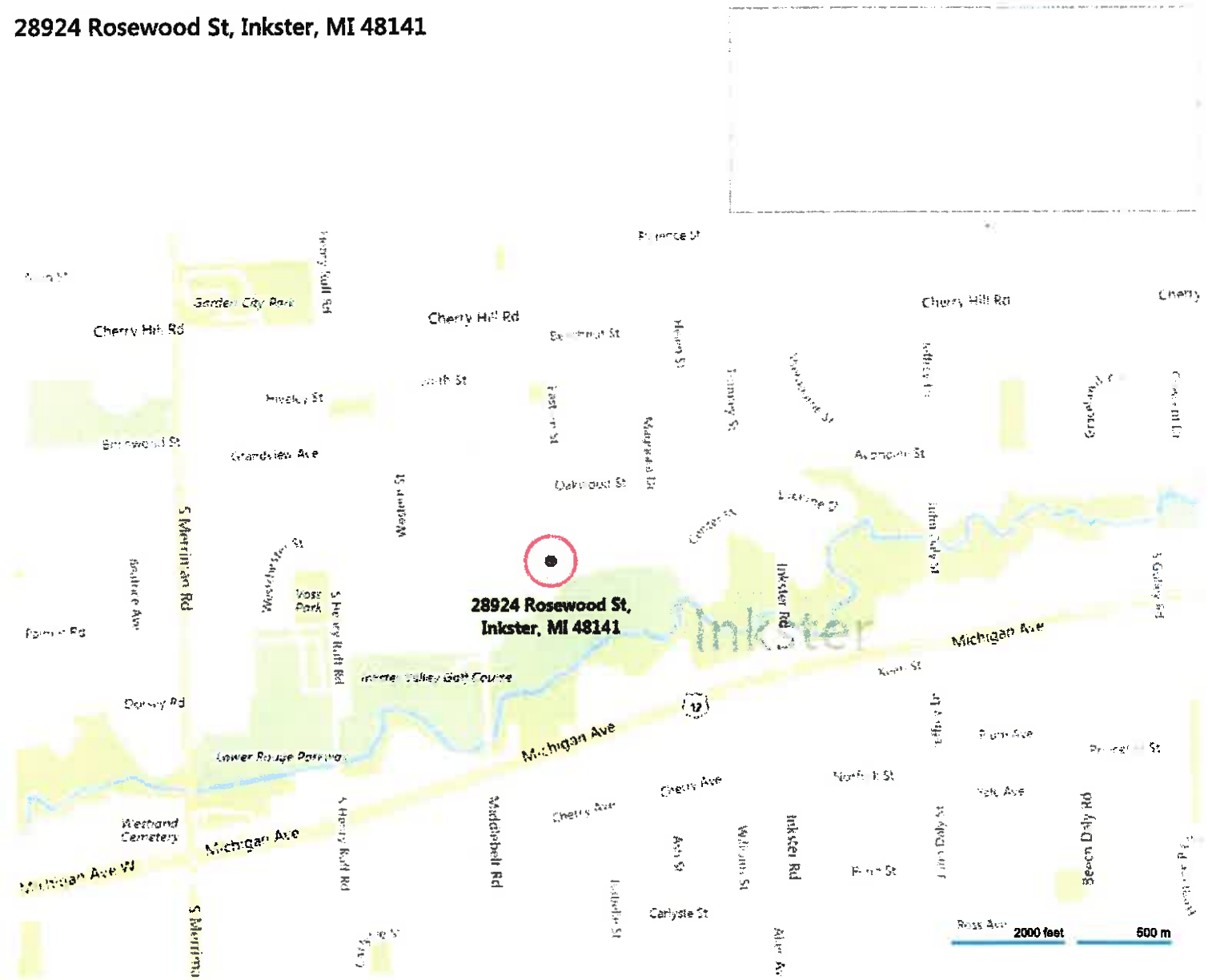
James Edward Murphy
Applicant's Signature

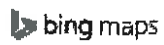
6-12-17
Date

[Signature]
Broker's Name

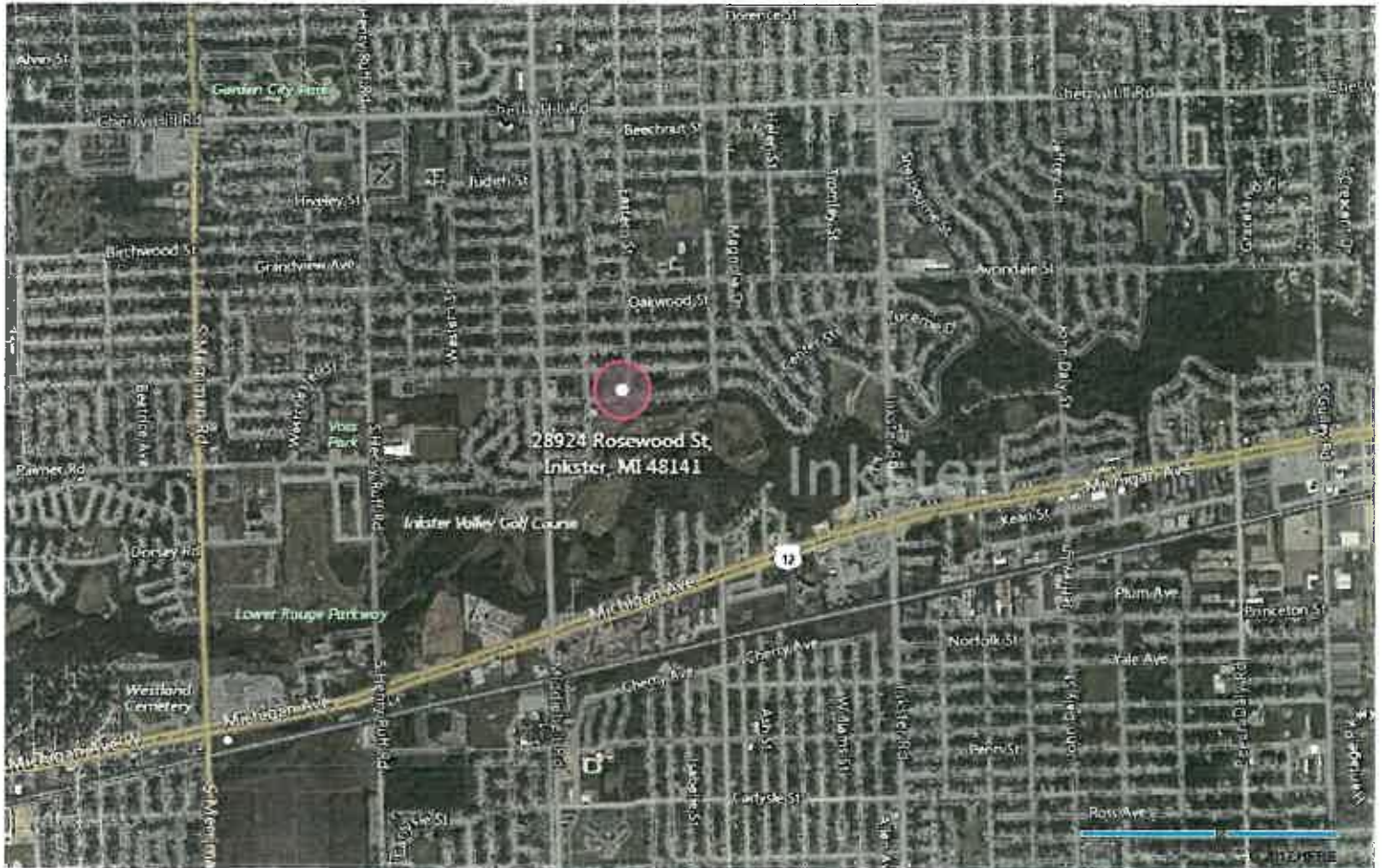


28924 Rosewood St, Inkster, MI 48141





28924 Rosewood St, Inkster, MI 48141

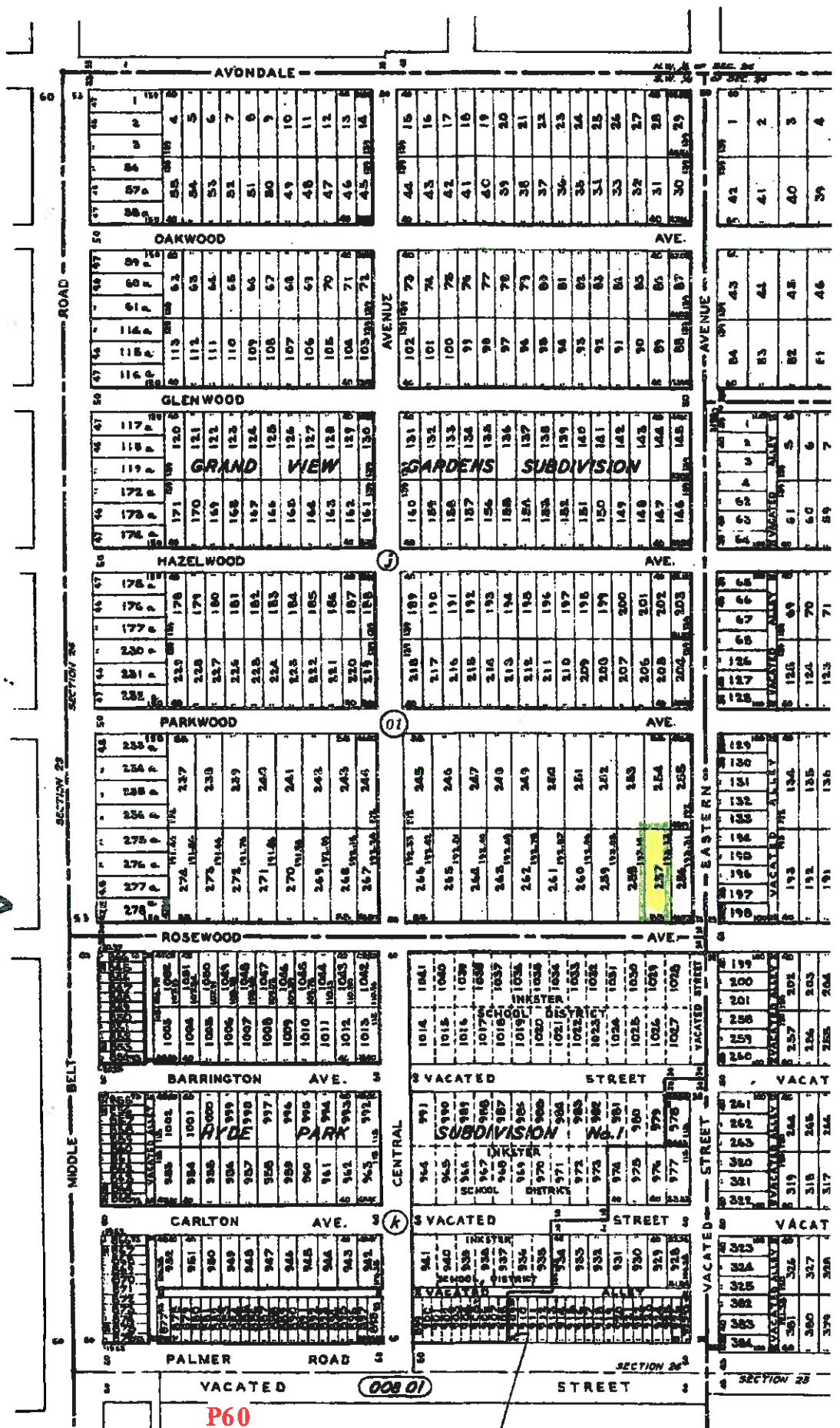


82-08-244

28924
ROSEWOOD

Date	6-1-36.
Drawn by	Abrams
Checked by	
Approved by	
Revised	3-12-32
	5-2-35
	4-18-38
	9-11-38
	2-12-40
	5-1-41
	1-15-43
	11-19-44
	10-9-47
	4-1-71
	5-26-72
	10-12-71
	6-20-83
	5-30-90
	8-21-97

2



28924 ROSEWOOD

ZONING MAP

City of Inkster, Michigan

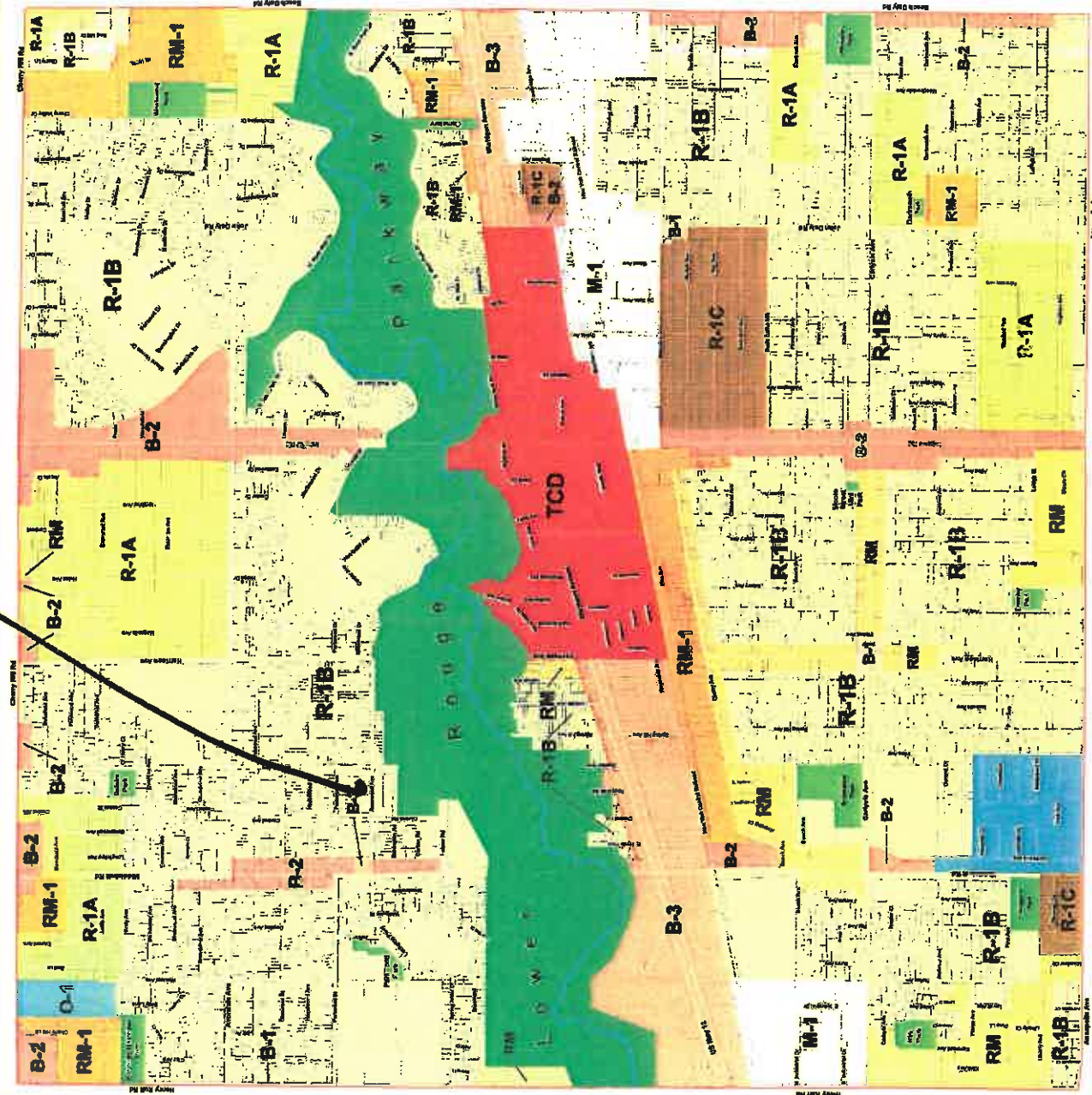
Districts

- R-1A One Family Residential District
- R-1B One Family Residential District
- R-1C One Family Residential District
- RM Restricted Multiple Dwelling District (Low Rise)
- RM-1 Multiple Family Residential District (Low Rise)
- O-1 Office District
- B-1 Local Business District
- B-2 Thoroughfare Mixed-Use District
- B-3 General Business District
- M-1 Light Industrial District
- TCD Town Center District
- Planned Unit Development (PUD)
- Parks and Open Space
- Rouge River Parkway



CITY OF INKSTER
INKSTER, MICHIGAN

WADE TRIM
www.wadetrims.com





PRD RL M N

29049 GLENWOOD Street, Inkster 48141-1693

MLS#: **217015508**
 County: **Wayne**
 School D: **Wayne-Westland**
 Prop Type: **Residential**
 Style: **Bungalow**
 Office: **Century 21 Castelli**

Office Ph: **(734) 525-7900**

Status: **SOLD**
 Area: **05080**
 Beds: **2**
 Baths: **1.0**
 Sum Tx: **\$779**

Stat Dt: **03/27/17**
 Sqft Abv: **720**
 Yr Built: **1885**
 Fireplace: **No**
 Wntr Tx: **\$164**

S Price: **\$3,500**
 L Price: **\$3,500**
 DOM: **N/7/7**
 Acreage: **0.13**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **DONALD G CASTELLI**
 Agent Ph: **(734) 525-7900**



PRD RL M N

26933 KITCH Street, Inkster 48141-2515

MLS#: **217039748**
 County: **Wayne**
 School D: **Westwood**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Imagine Home Realty**

Office Ph: **(313) 456-9898**

Status: **SOLD**
 Area: **05080**
 Beds: **2**
 Baths: **1.0**
 Sum Tx: **\$717**

Stat Dt: **05/23/17**
 Sqft Abv: **720**
 Yr Built: **1950**
 Fireplace: **No**
 Wntr Tx: **\$329**

S Price: **\$5,000**
 L Price: **\$5,000**
 DOM: **N/3/3**
 Acreage: **0.14**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **GREGORY WHITE**
 Agent Ph: **(313) 456-9898**



PRD RL M N

3434 MOORE Street, Inkster 48141-2296

MLS#: **216113655**
 County: **Wayne**
 School D: **Taylor**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Encore Realty**

Office Ph: **(248) 833-0078**

Status: **SOLD**
 Area: **05080**
 Beds: **3**
 Baths: **1.0**
 Sum Tx: **\$799**

Stat Dt: **01/20/17**
 Sqft Abv: **875**
 Yr Built: **1945**
 Fireplace: **No**
 Wntr Tx: **\$398**

S Price: **\$6,500**
 L Price: **\$6,500**
 DOM: **N/7/7**
 Acreage: **0.09**
 Grg Size: **1 Car**
 Bsmt: **Yes**

Agent: **JAY ALHASHEMY**
 Agent Ph: **(248) 833-0078**

Data not guaranteed. Verify independently. All warranties, express or implied, disclaimed.
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Comps For 28924 Rosewood

Repair list

- roof repair
- replace side door
- replace some drywall
- Clean debris in yard
- flooring
- Have Furnace and hot water tank checked
- Replace glass in windows.
- replace ceiling in living room and drop ceiling in basement
- Update electrical and plumbing

REQUEST FOR COUNCIL ACTION

To: Mayor Byron H. Nolen

Date: 08-14-2017

From: William T. Riley, III – Chief of Police *WTR*

Date for Council Consideration: 08-21-17

ACTION REQUESTED: Approve use of Wheatley Park on August 26th, 2017 for the Inkster Auxiliary Police Annual Appreciation Picnic hosted by the Inkster Police Department.

Current Action ☒ X _____ Emergency _____ Future _____

Funds Budgeted: If Yes _____ Account # _____ No _____ N/A ☒ X _____

MAYOR Approval

Byron H. Nolen

BACKGROUND INFORMATION

The Inkster Auxiliary Police Officer's Association is comprised of approximately 40 volunteers who aid and augment the Inkster Police Department. The Inkster Police Department hosts an appreciation picnic on an annual basis at different locations throughout the community. This year Wheatley Park is the location that has been selected for this event. The event will take place from 1:00 p.m. until 7:00 p.m. This event is reserved for members of the Inkster Police Auxiliary, their families, members of the Inkster Police Department, Inkster Fire Department, City of Inkster Employees and retirees.

JUSTIFICATION

The Auxiliary Police volunteer over 10,000 hours annually to the Inkster Police Department and the City of Inkster. This event is hosted every year to demonstrate the City of Inkster's and the Inkster Police Department's appreciation for these volunteer's hard work and continuing efforts to keep our city safe.

PROJECT OR IMPROVEMENT TASKS

Inkster Auxiliary Police Annual Appreciation Picnic

Which of the Five (5) Council Goals does this request meet?

Note to Department Heads: You may indicate anywhere from one to all five goals, if applicable.

1. Enhance Public Safety & Strengthen the Police Department
2. Revitalize the Michigan Avenue Corridor and the area covered by the DDA
3. Develop a plan to Diversify the tax base to ensure a sustainable budget for Inkster
4. Develop a plan to address the City's current debt and legacy costs
5. Improve and promote the image of Inkster
- 6.

COSTS

There are no costs associated with the approval to host this event at this city park.

PROJECT TIME TABLE

August 26, 2017

RESOLUTION

Inkster City Council hereby approves the Inkster Police Department's request to utilize Wheatley Park to host the annual Inkster Auxiliary Police Appreciation Picnic on Saturday August 26, 2017 from 1:00 p.m. until 7:00 p.m. including use of the shelter and restroom facilities.

Resolved by _____

Seconded by _____

Yeas: _____

Nays: _____

Absent: _____



City of Inkster, Michigan

Application Packet For Class 1 and Class 2 Events

Received: 8/15/17

NOTICE OF INTENT TO APPLY FOR AN EVENT PERMIT

The first page of this packet implies your intent to hold an event, reserve a park, or close a street in the city of Inkster. The due date for the Notice of Intent can be found on the next page under your event class. In order to reserve a date and location, please fill out this first page and mail or email it to:

City Clerk's Office
26215 Trowbridge Rd. Inkster, MI. 48141
Office: (313) 563-9770; Fax: (313) 563-7378
E-Mail: frutledge@cityofinkster.com
www.cityofinkster.com

Event Title: Inkster Auxiliary Police Appreciation Picnic

Type of Event: Picnic

Estimated Class Level (please circle): Class 1 Class 2

Event Date (s): Saturday, August 26, 2017 Event Hours: 1:00 PM until 7:00 PM

Park Name and Location (If only interested in a portion of a park, please specify the portion):
Wheatley Park

***Additional days for set up: n/a ***Additional days for clean-up: n/a

***Please note, the rental rate allows for set up to begin after 5:00 pm the day prior and clean up to end by 10:00AM following your event. If this does not allow you enough time, please discuss with the Clerk's Office.

Please name the person(s) principally responsible for this event (applicant):
Name: Commander William Ratliff E-mail Address: wratliff@cityofinkster.com

Phone 1: (313) 498-7586 (work/home/cell) Phone2: (313) 919-8427 (work/home/cell) Fax: (313) 561-1077

Legal name of applicant's organization: Inkster Police Department

Form of ownership:
☐ Doing Business As ☐ Corporation ☒ Non-Profit

**City of Inkster
Event Permit**

☐ Individual

☐ Association

☐ Partnership

Applicant organization is:

☒ Resident or located in the City (proof of residency is required) ☐ Non-resident

Legal address: 26279 Michigan Avenue

Mailing address: 26279 Michigan Avenue

City: Inkster State: MI Zip: 48141

Phone: (313) 563-9850 Fax: (313) 561-1077 E-mail: wratliff@cityofinkster.com

The permit shall not be issued until the application (pages 8-13) has been reviewed and approved by the Clerk's Office, DPW, Police, Fire Departments City Manager and City Council.

CLASSES/CATEGORIES

Alcohol is strictly prohibited in any City Street and/or any Public Property pursuant to the Inkster City Code.

	Pre-event meeting	Security Deposit Req.	City services Requirement	Notice of intent due	Applicable sections
Class 1 event: - Any street closure or park reservation that is not open to the public - Neighborhood association block parties. - Family reunion or private organization park reservation. - Less than 500 people in attendance at any one time. - No alcoholic beverages sold, served, or consumed. - Single day event.	May be Required	\$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14
Class 2 event: - Any event, street closure or park reservation that is open to the public - Less than 1,000 people in attendance at any one time. - No alcoholic beverages sold, served, or consumed.	Determined by City Event Organizer	\$300	May require DPW services post-event.	30 days prior to event	1, 2, 5, 6, 8, 9, 10, 11, 12, 13, 14

Please note your Security Deposit will be returned to you upon completed payment of your invoice. Fees are based on services provided.

DEADLINES

Class 1 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of Insurance rider (if necessary). • Security Deposit
---	---

Class 2 Permit Deadlines

30 Days Prior to Event Date: • Notice of Intent • Application Fee	30 Days Prior to Event Date: • Application • Copy of Insurance rider. • Pre-event meeting scheduled (if necessary). • Security Deposit
---	--

INSURANCE REQUIREMENTS

TIP: Check with your own insurance carriers (business, organization, auto, renters, home owners, etc.) to see if they will extend your coverage to cover the event before starting from scratch.

Please submit only the Certificate of Liability Insurance page of the policy with your application if your event class requires it.

Class 1 Insurance requirements

Insurance will be required for all Class 1 Events in the amount of \$250,000 per occurrence, naming the City of Inkster as additionally insured if **any of the following instances are planned:**

- Planned/Organized athletic event.
- Any commercial service being provided, including but not limited to:
 - Setting up of tents/canopies, such as family reunions, weddings, etc.
 - A hired act – magician, animal rides, band, etc.
 - A hired service, such as caterers, portable toilets, moonwalks, rides, etc.

Class 2 Insurance requirements

Insurance will be required for all Class 2 Events in the amount of \$250,000 per occurrence, naming the City of Inkster as additionally insured.

FEES

The City of Inkster provides a variety of public services for events. Event permit holders shall reimburse the City for 100% of the cost of services provided. The fees and rates below do not constitute a written or implied contract. The need for services and cost estimates will be determined at the pre-event meeting between the event permit applicant and City staff.

Fees paid via cash, check, credit card or money order payable to "City of Inkster" should be submitted with the application. If you wish to pay your application fee via credit card, please complete the Credit Card Authorization Form. Only MasterCard and Visa can be accepted for payment and a 3% fee is associated with using a credit card. If the actual costs differ from the amount paid, the City of Inkster or the permit holder must refund or pay the difference within 30 days after the event. Penalties and interest will be charged for late payments. The penalty for late payments is 3.0% of the outstanding balance. The interest charge for late payments is 0.5% of the outstanding balance each month until paid in full.

These rates are subject to change without notice on July 1.

Park key fee

To ensure that you have access to the park during the hours on the approved application, you can pick up a key for your event at the DPW office anytime Monday through Thursday between 9a - 4p for a \$20 key deposit. The deposit is 100% refundable after the key is returned.

Application Fee (non-refundable)

- Payable to "City of Inkster"

	Application Fee	
Class 1 Resident	\$75	
Class 1 Non-Resident	\$150	
Class 2 Resident	\$100	
Class 2 Non-Resident	\$200	

Security Deposit (refundable minus any costs incurred)

- Class 1 Event: \$300
- Class 2 Event: \$300
- Paid via check or money order or credit card payable to "City of Inkster"

**City of Inkster
Event Permit**

Inkster Police Department Service Fees/Auxiliary

Labor Rates: These rates change annually on July 1 and are subject to change at any time

- Uniformed police officer: \$45/hour
- Uniformed sergeant: \$67/hour
- Uniformed lieutenant: \$69/hour
- Volunteer Service Corps: The Police Department's Volunteer Service Corps (VSC) is designed to supplement or substitute uniformed police personnel when appropriate. However, the Police Department has the sole authority to determine the level of use and deployment, if any, of the VSC for an event. In other words, some events may have VSC service and others events may not – the decision lies solely with the Police Department and its evaluation of event service needs. Although VSC members are volunteers, event permit holders are charged for a Sergeant's time to organize and schedule VSC members (1 hour for every 4 VSC members).
 - 1-4 VSC members \$67/Per Day
 - 5-8 VSC members \$134/Per Day
 - 9-12 VSC members \$201/Per Day

Equipment Rates:

- Mobile command post \$11.44/hour
- Police cruiser \$8.09/hour

Department of Public Works Service Fees

Labor Rates:

- Park worker (Straight Time): \$18.48/hour
- Park worker (Overtime): \$27.72/hour
- Crew Chief (straight time) \$20.76/hour
- Crew Chief (overtime) \$31.14/hour

Fire Department Rates

- Firefighter (Straight Time):\$ 38.00 /hour
(Rescue Vehicle)

Equipment Rates

- Trailer \$75.00/hour
- Pick Up Truck \$420.00/hour
- Stake Truck \$75.00/hour
- Weed Whip 4.16/hour
- Mower 26.43/hour
- Sweeper \$150.00/hour
- Loader \$150.00/hour

**City of Inkster
Event Permit**

INVOICE EXAMPLES FROM PREVIOUS YEARS

Department of Public Works (DPW)

This is a common invoice for trash removal. Four of Republics trash boxes (55 gallons each) are equal to one cubic yard of trash. So the example below shows disposal of 18 boxes of trash.

Qty	Description	Unit Price	Total
2.5 hrs.	DPW Crew Chief Employee	\$20.76	\$51.90
2.5 hrs.	DPW Employee	\$18.48	\$46.20
.5 hrs.	Pick-up Truck	\$ 20.00	\$ 10.00
.5 hrs.	Loader	\$150.00	\$75.00
1 hrs.	Stake Truck	\$75.00	\$75.00
.5 hrs.	Trailer	\$50.00	\$25.00
4.5 cubic yards	Trash removal	\$20 per cubic yard (1 Republic Management box = 55 gallon trash bag = 1/4 a cubic yard. I.e. 4 55 gallon trash bags = \$20	\$85.00

Received: _____

EVENT PERMIT

Please note Event Organizer (s) is responsible for notifying vendors and attendees: Of the No Alcohol Policy/Ordinance.

Event Title: Inkster Auxiliary Police Appreciation Picnic

Location: Wheatley Park

Estimated Class Level (please circle): Class 1 Class 2

Event Date/time (s):

Date: Saturday, August 26, 2017 Start: 1:00 PM AM/PM End: 7:00 PM AM/PM

Please name the person (s) principally responsible for this event (applicant):

Name: Commander William Ratliff E-mail Address: wratliff@cityofinkster.com

Mailing address: 26279 Michigan Avenue

City: Inkster State: MI Zip: 48141

Day Phone: (313) 563-9853 Evening Phone: (313) 498-7586

Cell Phone: (313) 498-7586 Fax: (313) 561-1077

Names and addresses of all officers and directors (attach separate sheet if necessary):

President: n/a Secretary: n/a

Vice President: n/a Treasurer: n/a

+++++

Were there any changes to event date/location/time/structure/etc. since the Notice of Intent was submitted?
If yes, please describe and explain:

n/a

**City of Inkster
Event Permit**

Section requirement by class	
1, 2	Please read and check the boxes stating that you are aware of the following. 1a. Ordinance Inclusion on Promotional Materials <i>Please check the box to indicate you have read and understood this section.</i> The City of Inkster <i>highly encourages</i> adding the following information on all promotional materials, fliers, websites, etc. because people violating this ordinance will be asked to leave the premises: ☒ The City's event ordinance prohibits the allowance of Alcoholic Beverages on premises. 1b. Ordinance Inclusion on Signage: ☒ The City does not allow posting of flyers on any poles (utility or otherwise) within the City limits, nor does it allow posting of signs in any public right of way (space between street and sidewalk) without express permission (please attach copies of written authorization). Please note that the event organizer is responsible for informing vendors and other participants of these ordinances.
1, 2	2. Attendance: Please estimate the number of people you expect to attend the event: <u>100-150</u>
1, 2 DPW	3. Utilities: Does this event require any utilities? (Electricity in the parks may need to be requested in order to be turned on; not all parks are equipped with electricity). ☒ Yes (see below) ☐ No ☒ Electricity ☒ Water ☐ Other _____ Are the necessary utilities available at the location? ☒ Yes ☐ No (see below) If not, how do you propose supplying the required utilities? _____ _____

**City of Inkster
Event Permit**

**Section
requirement
by class**

**1, 2
DPW**

4. Street closures:

Does your event require street closures: ☐ Yes (see below) ☒ No

Michigan Ave., is considered a State Trunkline. MDOT must be notified of any closings of these streets. If you are listing a state trunkline, please put a Y in the trunkline column.

Please list all streets that will be closed, including their intersecting streets on either end.

EXAMPLE:

Street to close	From	To	Date	Time	Trunkline?
Penn	9/1/13	9/5/13	8/30/13	Noon-3p	N

Street to close	From	To	Date	Time	Trunkline?

(Please be sure to include enough time for event set up and clean up. Please attach additional sheets as necessary).

Will you require the use of City owned barricades to close the street(s)? Yes ☐ No ☒
If no, by what means will you close the street? _____

If yes, please provide the name and address of the person who will take responsibility for the barricades during the course of the event. (Barricades can be picked up at the Inkster Police Department the day before your event. Barricades should be returned to the Inkster Police Department upon completion of your event or a fee will be incurred.
If it's the same as the applicant, please write SAME in the name field.

Name: _____ Address: _____ Phone: _____

Describe the means by which you intend to inform residents of the street closing.

Will you permit local residential traffic street access during the event? Yes ☒ No ☐

If no, how do you intend to accommodate residents? _____

****Must have an entrance and exit for Emergency Vehicles.**

**City of Inkster
Event Permit**

**Section
requirement
by class**

1, 2

5. Food Permit:

Will any food be prepared, distributed, or sold at event?

☐ Yes (see below) ☒ No

If food will be prepared on site, distributed or sold each vendor must apply for and receive a permit from the City Clerk's Office/Wayne County. ~~*****~~

Please note that the Wayne County Health Department must be contacted and advised of event date (s), times, and event organizer contact information in case they have any questions.

1, 2

6. Restrooms:

***Wheatley Park has Restrooms.**

Does your event require restroom facilities?

☒ Yes (see below) ☐ No

How many portable restrooms are you supplying? _____

1, 2
IPD

7. Noise Permit:

Does your event require a noise permit: ☐ Yes (see below) ☒ No

Type of sound at this event:

☐ P.A. system ☐ live band ☐ stereo equipment ☐ other: _____

Event coordinators are responsible for monitoring noise levels and ensuring compliance with the stated noise policy for park events.

1. Permissible Noise Levels – Maximum decibel levels shall not exceed 80 dB (A) from the hours of 10 am thru 10 pm. Maximum decibel levels shall not exceed 75 dB (A) from the hours of 10 pm thru 10 am. These measurements shall be taken from the ROW along the perimeters of the parks. Parties in violation will be given (1) warning to correct violations. If a second violation occurs, then the event will be shut down. Event holders are responsible for any cost incurred to the IPD in this respect.
2. No obscene language or racial epithets shall be allowed during stage productions.
3. The IPD reserve the right to cancel any production for any violation of item (1) or (2). No refunds shall be given and additional costs may be deducted from the security deposit.

Please state the days and times that music or P.A. system will be used:

Date:	Time from:	Time to:

Please attach a scaled layout/set up for the event

Section

**City of Inkster
Event Permit**

**requirement
by class**

**1, 2
DPW**

8. Temporary Apparatus:
Will your event include any of the following?

☐ Yes (see below) ☒ No

If yes, check all that apply and include placement of each on event site plan:
(Note that the city can only supply bleachers and picnic tables)

☐ Tent (s)
devices***

☐ Portable toilet (s)***

☐ Inflatable

☐ Portable lights

☐ Other _____

☐ Bleacher (s) Number requested from the City _____

☐ Picnic Table (s) Number requested from the City _____

*****Please see page 4 for insurance requirements if these are utilized.**

**1, 2
DPW**

9. Trash:
How many trash receptacles (with liners) do you intend to
provide 6

How do you intend to dispose of the trash following your event? _____

Police Department/city event – DPS will pick up.

Republic sells event trash boxes (55 gallons each, 1box is equal to ¼ cubic yard). You
can contact them at 877-264-5544

**1, 2
DPW**

10. Site Restoration:
***Site restoration and equipment removal are required by 10:00 am the morning
following your event.***

What date do you agree to restore the location to the condition in which you found it?
8/26/2017

**City of Inkster
Event Permit**

Event Title: Inkster Auxiliary Police Appreciation Picnic
Event Date(s): Saturday, August 26, 2017 Event Hours: 1:00 PM to 7:00 PM

ATTESTATION

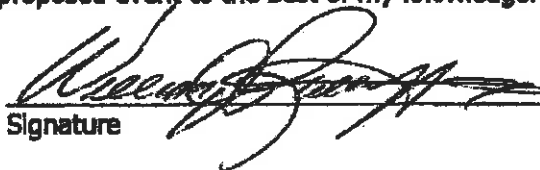
As applicable to event, applicant understands and agrees to comply with City ordinances and rules governing events and agrees to make final payment within thirty (30) days after the scheduled event invoice is received for any additional services required. Failure to comply within thirty (30) days shall place the applicant in default status. Further, it is understood that in the event a permit holder is placed in default status, the permit holder will be denied any other event permit (s) for a period of at least eighteen (18) months from the date of final payment and/or default resolution.

I hereby agree to comply with all Federal and State Statutes and with all City of Inkster Ordinances, including the curfew and noise ordinances. I understand and agree that in the event any nuisance or disturbances are caused by the individuals attending the event, the use of the location may be terminated without prior notice by the Police Chief or the City Manager or their designee. I authorize the Fire Chief to determine the maximum number of persons who may attend this event based on available space. Further, I understand and agree to abide by any additional City requirements that may be deemed necessary to safely operate the proposed event.

This application represents my intent for the proposed event to the best of my knowledge. I am authorized to sign on behalf of the organization:

Commander William Ratliff

Applicant Name (printed)


Signature

8/15/2017

Date

City of Inkster Approvals

<u>Department Approval</u>	<u>Name (printed)</u>	<u>Approved?</u>	<u>Date</u>
City Council	Resolution Number		
Public Works	Jerome Bivins		
Inkster Fire Dept.	Chief Chuck Hubbard		
Inkster Police	Chief William Riley		
City Manager	Darin Carrington (Interim)		
City Clerk	Felicia Rutledge		

A permit shall not be issued until all information has been submitted, application and security deposit fees paid and approved by all departments.

REQUEST FOR COUNCIL ACTION

To: Byron Nolen, Mayor

Date: August 9, 2017

From: Felicia Rutledge, City Clerk/Chief of Staff

Date for Council's Consideration: August 21, 2017

ACTION REQUESTED: Consideration and authorization to approve the City of Inkster administration to sign the SeeClickfix License Agreement for citizen's tracker software.

Current Action _____ Emergency _____ Future X

Funds Budgeted: If Yes _____ Account # _____ No _____

Mayor's Approval By D. Nolen

BACKGROUND:

SeeClickfix was founded in 2009 to empower citizens with tools to publicly document quality of life concerns in their neighborhood. SeeClickfix uses an integrated tracking system to track citizen concerns. SeeClickfix is in use by local governments with some of the largest being Houston, Oakland and Boston. To date, more than 2 million resident issues have been resolved via SeeClickfix software usage.

SCOPE OF SERVICES:

SeeClickfix will design an app that is fully integrated with the city website and mobile devices.

JUSTIFICATION:

SeeClickfix is an integrated solution to collect and manage public needs and request from residents. It further will track the process of resident complaints from beginning until close-out.

PROJECT IMPROVEMENTS:

Improve and promote the image of the City of Inkster.
Improve the way city business is conducted.
Efficiently handle resident complaints.

COST

The cost to build the infrastructure will be \$8,000 and then a yearly cost of \$8,000.

PROJECTED TIME TABLE:

Upon signage of the contract with SeeClickfix will begin project implementation.

RESOLUTION:

Authorization and approval is hereby given for the City of Inkster to sign the authorization for Seeclckfix citizen's tracker License Agreement and authorize the city to proceed with implementation of the citizen tracker project.

Resolved by _____ Seconded by _____

Yes:
No:
Absent:



Partnership Proposal

SeeClickFix, Inc.
770 Chapel Street
New Haven, CT 06510

Prepared for:

*City of Inkster, Michigan
26215 Trowbridge
Inkster, MI 48141
(313) 563-4232*

Prepared by:

*Carlos Galo,
Regional Account Director
SeeClickFix, Inc.
770 Chapel St., Fl. 3
New Haven, CT 06510
carlos@seeclickfix.com
(203) 349-6615*



ORIGIN

SeeClickFix was founded in 2009 to empower citizens with tools to publicly document quality of life concerns in their neighborhoods. By radically improving the quantity and quality of data related to these concerns, SeeClickFix was quickly adopted by local governments as well — who needed a better way to receive information from citizens.

These partnerships began with some of the largest and most innovative cities in the country, including Houston, Albuquerque, Minneapolis, Oakland, and Boston. During the early years, SeeClickFix also helped to establish the Open311 standard used by many of the most progressive 311 centers.

To date, more than 2 million issues have been resolved via SeeClickFix. 500,000 users use SeeClickFix every month and we are working with more than 300 municipalities, counties and state agencies.

As we grew, we leveraged the knowledge and need of these partners. This customer development has pushed us further and further down the stack, from citizen input tools toward municipal work management. While we started as a citizen endpoint into a separate municipal platform, we are increasingly serving the role of a stand alone system, where municipalities can manage services from beginning to end.

PLATFORM

SeeClickFix connects local neighborhoods with government services. This engagement has both a tangible and emotional effect — improving infrastructure, increasing understanding and building trust.

At its core, SeeClickFix is a robust routing system built on top of a public platform — allowing for complex routing based on location and issue type. In addition to this, SeeClickFix Admin tools give service organizations an integrated platform for service request collection and work management.

Citizens submit requests via SeeClickFix mobile apps and website tools — city call takers enter phone calls, drop ins, emails and tweets into the SeeClickFix as well. From there, these requests are routed either manually or automatically based on location and request type, to the right person with the right information.

Then, city staff will be notified within SeeClickFix (or an external work order system via integration) that work has been assigned. As the work is updated and subsequently closed, the citizen will receive automatic updates. Through this process, SeeClickFix increases the total level of citizen participation as well as the perceived quality of these services. SeeClickFix also reduces the costs associated with these services by reducing phone calls, introducing automated responses and reducing the frictional costs of communication.

SeeClickFix is building the future of service management, with internal communication systems that are foundationally connected to public needs and interests.



COMMUNITY

The foundation of SeeClickFix is a free, public network for neighbors, community groups, and local governments around the world. We call this global network the SeeClickFix Community. Anyone can join the SeeClickFix Community and use these web and mobile tools to collaborate around solving neighborhood issues and improving communities.



REQUEST

SeeClickFix Request is an integrated solution to collect and manage public needs and requests. This begins with comprehensive input tools like mobile apps, web forms and a call-taker interface. From there, Request gives you internal communication tools to assign and track these issues to completion. Meanwhile, SeeClickFix Request keeps citizens in the loop on public and private issue pages where they are able to track the progress of issues and well ask questions, share with neighbors and thank the city.



WORK

SeeClickFix Work addresses the two primary needs of work management — Groups and Roles and Workflow Management — with a suite of internal communication tools. Now, crews can use SeeClickFix to manage field work. Customer service staff can use SeeClickFix as a direct connection and view into the progress of requests. Management can use SeeClickFix for a single view into the entire service operation.



ENGAGE

SeeClickFix Engage gives you tools to customize the brand and content of your mobile app and develop messaging and notification systems that further connect your community. SeeClickFix brings together some of the most passionate neighbors in your community. Engage allows you leverage this audience to promote new services, events and information.



ANALYZE

Organizations use SeeClickFix to measure the success of services and the health of neighborhoods. SeeClickFix Analyze offers dashboards, reports and interactive analytics to help organizations better access, understand and present data internally and to the public.



CONNECT

Integrate SeeClickFix with your current asset, work or task management, CRM, or ERP system. Bi-directional synchronization means no more double entry and all departments are up to date and in-sync.



SeeClickFix Admin Tools

The SeeClickFix Admin tools are built around the four pillars of successful service delivery: Requests, Work, Engagement, and Analysis. Each module has been designed based on the needs of our government partners – who represent some of the most experienced and innovative government officials in the world.



Request

Your service organization needs a central system to collect data, route and assign requests and communicate with citizens so nothing gets lost.

SeeClickFix iOS and Android Apps

Interactive Website Forms

Facebook Application

SeeClickFix iOS and Call Taker

Public Issue Page and Watch Areas

Request Management System

Structured Request Categorization

Public Comments & Status Updates

Customizable Email Status Updates

Multi-Agency Routing

Digital and Printable Work Orders

Internal Comments

Priority and Re-categorization

Assignment and Email Routing

@Mention References



Work

Your workforce needs group controls and user permissions to manage communication, measure cost and increase efficiency.

Roles and Permissions

Workflow Stages

Stage Escalations

Scheduled Work



Engage

Your communications team needs a way to engage citizens and distribute information in a way that is simple and accessible.

Custom iOS and Android Apps

Geo-driven Email Notifications

Mobile Content Management

Native Push Notifications



Analyze

Your management team needs to measure success, identify risks and report to stakeholders in a way that is complete and concise.

Insight Analytics Tool

Customized and Recurring Exports

Image, PDF, and Excel Exports

Enhanced Dashboards



Connect

Integrate SeeClickFix with your asset, work or task management, CRM, or ERP system. Bi-directional synchronization means no more double entry.



Community

SeeClickFix will always offer a completely free platform for communities around the world to connect around problems in the public space.

Issues w/ Commenting and Voting

Watch Areas and Points of Interest

Public Place Page

 In development



Prepared for:

City of Inkster, Michigan
26215 Trowbridge
Inkster, MI 48141
(313) 563-4232

Prepared by:

Carlos Galo,
Regional Account Director
SeeClickFix, Inc.
770 Chapel St., Fl. 3
New Haven, CT 06510
carlos@seeclickfix.com
(203) 349-6615

Issue Date: 8/14/2017

ANNUAL PRODUCT SUBSCRIPTIONS

Package Details

- ✓ **Request** system to improve data collection, work order assignment and tracking, and citizen communication across various platforms
- ✓ **Mobile App** a dedicated city mobile app, available for free to download on iOS and Android devices.
- ✓ **Analyze** flexible and customizable data analytics tools (numerical reporting, graphing, and geographic based visualization)
- ✓ **Setup, Training** proven implementation process with marketing support
- ✓ **Users** 10 distinct internal users included

TOTAL ANNUAL SUBSCRIPTION FEES

\$8,000.00

TOTAL ANNUAL FEES

Year One Fee Due at Contract Signing

\$8,000.00

The undersigned agree to the following Terms and Conditions and have caused this Contract to be executed as of the date signed by the Customer which will be the Effective Date: <http://legal.seeclickfix.com/terms-and-conditions/>

SeeClickFix's W9 information is available here: https://drive.google.com/file/d/0BwW_zrHi8QH2anF0bElKU3h5bFk/view

SeeClickFix, Inc.

City of Inkster, Michigan

Name

Name

Title

Title

Date

Date

Signature

Signature

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: July 12, 2017

From: M. Jeannie Fields *MJF*
Director of Special Projects

Date for Council Consideration: July 17, 2017

ACTION REQUESTED: Consider purchase of Vacant Stanford Ave (Property ID #44-025-02-1764-000) and Vacant Lehigh Ave (Property ID #44-025-02-1765-300) from the Wayne County Land Bank in the total amount of \$1,525.00 (\$500.00 and \$1,025.00 respectively).

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No X N/A

Mayor's Approval

BACKGROUND INFORMATION

The Wayne County Land Bank currently owns Vacant Stanford Ave which is located on the south side of Stanford Ave just east of Inkster Road (Property ID #44-025-02-1764-000) and Vacant Lehigh Ave which is located on the north side of Lehigh Ave just east of Inkster Road (Property ID #44-025-02-1765-300). Legal descriptions are as follows:

- 1) Vacant Stanford Ave: LOT 1764 ALSO N ½ ADJ VAC ALLEY WATSONIA PARK SUB NO.2 T2S R10E L55 P9 WCR (Property ID #44-025-02-1764-000)
- 2) Vacant Lehigh Ave: LOTS 1765 AND 1766 ALSO S OF ½ OF ADJ VAC ALLEY WATSONIA PARK SUB NO.2 T2S R10E L55 P9 WCR (Property ID #44-025-02-1765-300)

Pictures of the properties and associated maps are attached.

Vacant Lehigh Ave was recently part of a development project for the construction of a Dollar General Store on Inkster Road. This project is not moving forward. As a result, the land is available for future projects.

SCOPE OF SERVICES

Purchase Vacant Stanford Ave and Vacant Lehigh Ave from the Wayne County Land Bank to gain control of the property for a future development project on Inkster Road between Stanford and Lehigh.

JUSTIFICATION

The Lehigh Ave parcel was needed for the Dollar General Development project. Staff is recommending purchase of this parcel as well as the adjoining parcel to gain control of properties for a future development project on Inkster Road.

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The total cost for both properties is \$1,525.00 (Vacant Stanford @ \$500.00 and Vacant Lehigh @ \$1,025.00). The parcels may be purchased utilizing Inkster Neighborhood Stabilization Program (INSP) administrative funds.

RESOLUTION

Authorization is hereby given for the purchase of Vacant Stanford Ave (Property ID #44-025-02-1764-000) and Vacant Lehigh Ave (Property ID #44-025-02-1765-300) from the Wayne County Land Bank in the total amount of \$1,525.00 (\$500.00 and \$1,025.00 respectively).

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



44 025 02 1764 000

STANFORD

05-07-2015



44 025 02 1765 300

LEHIGH

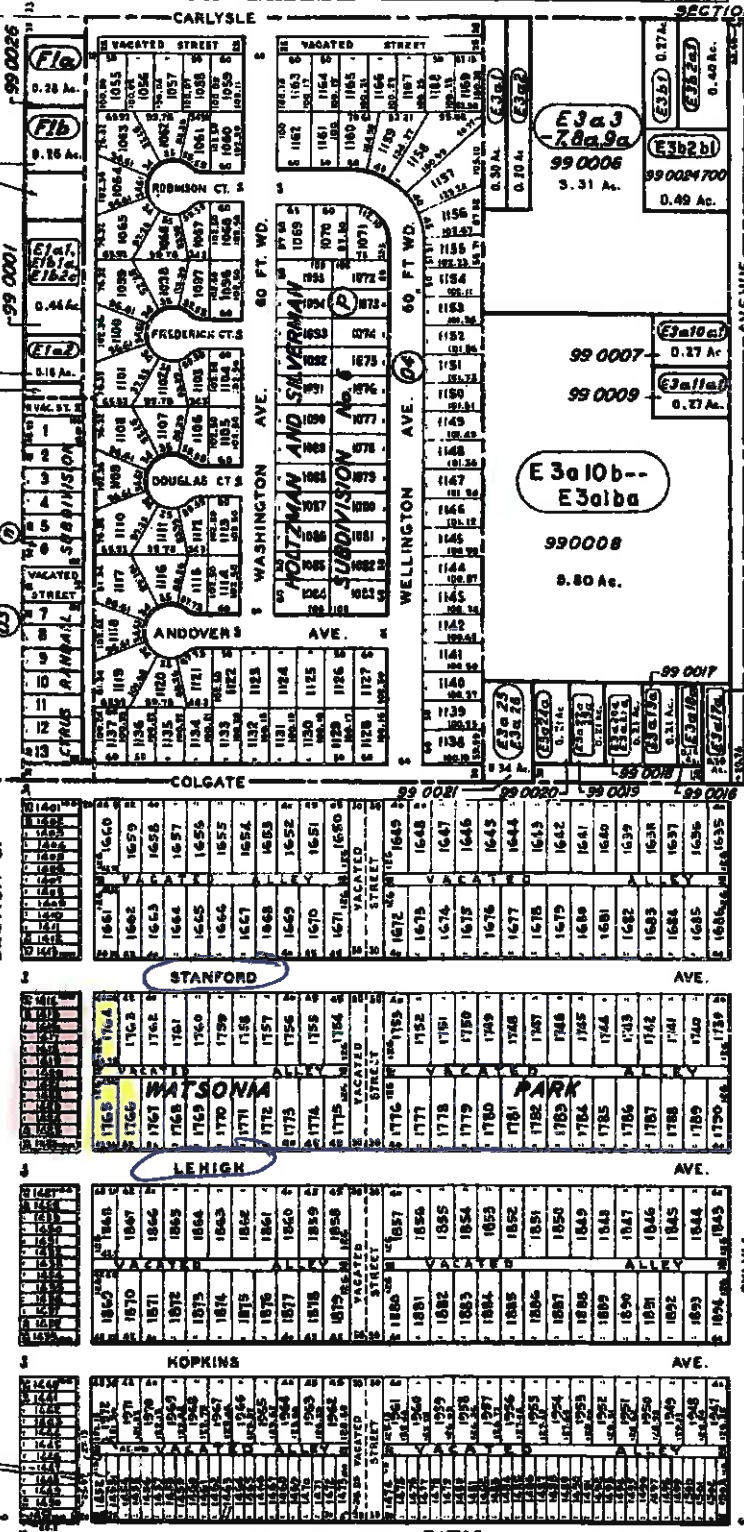
05-07-15

3-2-35
by JAMES E. AGGAR
Traced by *[Signature]*
+d

- 8-10-47
- 2-3-43
- 8-9-47
- 5-25-48
- 9-7-49
- 10-7-49
- 4-28-51
- 8-15-52
- 10-16-52
- 3-18-53
- 2-18-55
- 6-3-56
- 11-21-56
- 5-22-57
- 1-9-58
- 3-18-58
- 4-27-59
- 8-21-59
- 3-24-61
- 7-18-60
- 12-18-62
- 2-11-63
- 3-17-63
- 8-9-63
- 4-27-64
- 11-20-64
- 10-12-65
- 4-28-67
- 8-23-61
- 3-5-70
- 1-9-73
- 6-20-83
- 5-30-90
- 4-18-94
- 4-27-84
- 11-20-84
- 10-12-85
- 4-28-87
- 8-23-91
- 3-5-70
- 1-9-73
- 6-20-83
- 5-30-90
- 4-18-94

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SECTION 36
SECTION 31
INKSTER RD.



CITY OWNED
LAND BANK OWNED
P89

ZONING MAP

City of Inkster, Michigan

Districts

- R-1A One Family Residential District
- R-1B One Family Residential District
- R-1C One Family Residential District
- RM Restricted Multiple Dwelling District (Low Rise)
- RM-1 Multiple Family Residential District (Low Rise)
- O-1 Office District
- B-1 Local Business District
- B-2 Thoroughfare Mixed-Use District
- B-3 General Business District
- M-1 Light Industrial District
- TCD Town Center District
- Planned Unit Development (PUD)
- Parks and Open Space
- Rouge River Parkway

THIS ZONING MAP IS SUBJECT TO THE CITY OF INKSTER'S ZONING ORDINANCE, AS AMENDED, AND TO ANY FUTURE CHANGES THEREOF.

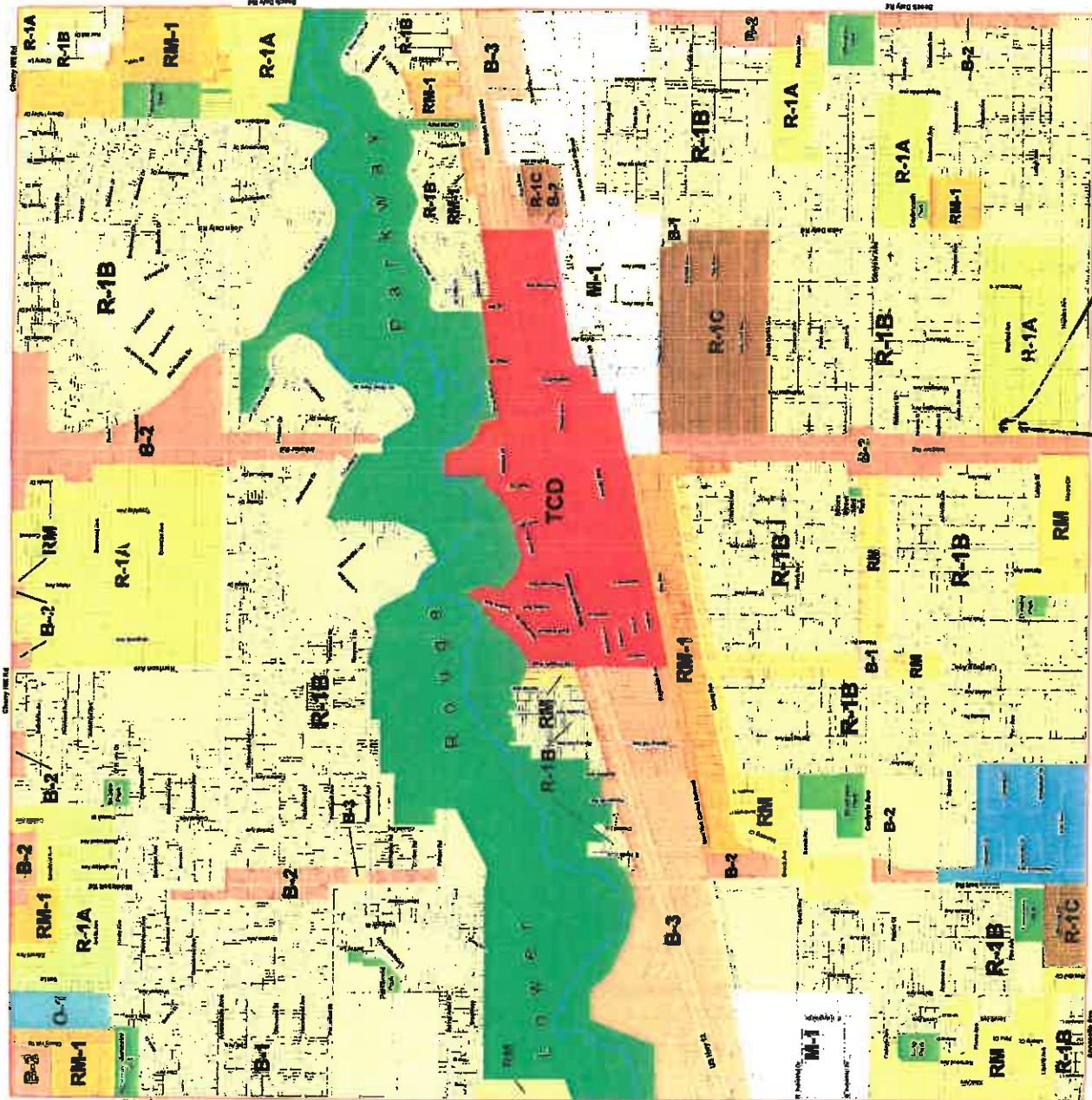
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June



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CITY OF INKSTER
INKSTER, MICHIGAN

WADE TRIM
2550 Northline Road, Suite 201, Inkster, MI 48140
734-967-5700 www.wadetrims.com



VACANT
STANFORD

VACANT
LEHIGH

REQUEST FOR COUNCIL ACTION

To: Byron H. Nolen, Mayor

Date: August 15, 2017

From: M. Jeannie Fields *mgf*
Director of Special Projects

Date for Council Consideration: August 21, 2017

ACTION REQUESTED: Consider approval of an offer to purchase (Case # LD 17-12) 26073 Dartmouth which is legally described as LOT 140 AND THE W 10 FT OF LOT 141 ALSO N ½ OF ADJ VAC ALLEY FRANK H. FELLRATHS SUB T2S R10E L33 P58 WCR (Property ID #44-024-01-0140-000) and 26040 Stanford which is legally described as LOT 334 ALSO S ½ ADJ VAC ALLEY ROUGELVANIA SUB NO.1 T2S R10E L54 P81 WCR (Property ID #44-024-02-0334-000) in the total amount of \$4,000.00 (\$2,000.00 per property) to Platinum Real Estate Holdings LLC (Anthony Rea).

Current Action X Emergency Future

Funds Budgeted: If Yes Account # No N/A X

Mayor's Approval *By A. Rea*

BACKGROUND INFORMATION

Platinum Real Estate Holdings LLC (Anthony Rea) made application to purchase two residential properties:

- 1) 26073 Dartmouth which is located on the south side of Dartmouth at the corner of Dartmouth and Meadowdale and is legally described as LOT 140 AND THE W 10 FT OF LOT 141 ALSO N ½ OF ADJ VAC ALLEY FRANK H. FELLRATHS SUB T2S R10E L33 P58 WCR (Property ID #44-024-01-0140-000) in the amount of \$2,000.00 and
- 2) 26040 Stanford which is located on the north side of Stanford between Meadowdale and Bayhan and is legally described as LOT 334 ALSO S ½ ADJ VAC ALLEY ROUGELVANIA SUB NO.1 T2S R10E L54 P81 WCR (Property ID #44-024-02-0334-000) in the amount of \$2,000.00.

A picture and associated maps are attached. Both properties are being purchased as investment property.

SCOPE OF SERVICES

Preparation and execution of purchase agreement, quit claim deed, property transfer affidavit, and recording of the deed. It is highly recommended that the applicant complete a title search of the property.

JUSTIFICATION

26073 Dartmouth, built in 1954 at 696 sq. ft., is located in the R-1B zoning district (One Family Residential). 26040 Stanford, built in 1955 at 952 sq. ft., is located in the R-1B zoning district (One Family Residential). The intended use for the properties is an authorized use. The applicant is offering to purchase the subject properties for a total price of \$4,000.00 (\$2,000.00 per property). Comparable sales were provided (see attached). Per the applicant, repairs for both properties include the following:

- Plumbing
- Electrical
- All new drywall
- Furnace
- Hot water tank
- Updated kitchen
- Updated bathroom
- New flooring
- Repair or replace roof, siding and gutters

Based on the amount of the repairs, condition of the property and recent land sales, the offering price is reasonable.

PROJECT OR IMPROVEMENT TASK

1. Develop a plan to address the City's current debt and legacy costs.
2. Improve and promote the image of Inkster.

COST

The applicant has deposited \$1,200.00 for the properties (\$600 per property) and is offering a total purchase price of \$4,000.00 (\$2,000 per property).

RESOLUTION

Authorization is hereby given for the sale of 26073 Dartmouth which is legally described as LOT 140 AND THE W 10 FT OF LOT 141 ALSO N ½ OF ADJ VAC ALLEY FRANK H. FELLRATHS SUB T2S R10E L33 P58 WCR (Property ID #44-024-01-0140-000) and 26040 Stanford which is legally described as LOT 334 ALSO S ½ ADJ VAC ALLEY ROUGELVANIA SUB NO.1 T2S R10E L54 P81 WCR (Property ID #44-024-02-0334-000) in the total amount of \$4,000.00 (\$2,000.00 per property) to Platinum Real Estate Holdings LLC (Anthony Rea) subject to the following conditions:

- Obtain a Certificate of Occupancy/Compliance prior to moving someone into the property.
- Complete closing on the properties within 30 days by paying the balance of the price of sale (\$2,800.00), paying the cost of recording each deed (total = \$36.00/\$18 per deed), entering into a purchase agreement, and executing property transfer affidavits.

Finally, it is highly recommended that the applicant complete a title search of the property.

Resolved by _____

Seconded by _____

Yes:

No:

Absent:



44 024 01 0140 000

26073 DARTMOUTH

05-07-2015



Deposit/Administrative Fee Received \$ 600⁰⁰
Date Received 7.18.17
Case # 17-12

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Anthony BEA

Applicant's Address Livonia MI 48150

Applicant's Phone Number: _____

Proposed Owner's Name (as indicated on deed): Platinum Real Estate Holdings, LLC

PROPERTY INFORMATION -- Purchase Offer \$ 2000

Property Location: on North side of Dartmouth Street/Avenue

Between Beech Daly Street/Avenue and Meadowdale Street/Avenue

Tax ID, Legal Description, and Address if Structure 44024010140000

31A140.141A, Lot 140 and the W 10 Ft of Lot 141 also N 1/2 of adj
Vac. alleg. Frank H. Fellows sub T2S Commonly known As 26073 Dartmouth
R10E L33 PS8 WCR INKSTER, Michigan 48141
Parcel Size: 40 X 138 (Width) 40 X (Length) 138 Current Zoning R1-B

☐ Additional Parcels/Lots (attach Request for Additional Property Form)

Summary of Proposed Use: Investment
Use additional sheets as needed

I understand and accept as evidenced by the good-faith deposit of \$ 600 00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

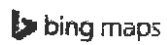
NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Applicant's Signature

Date

6/26/17

Broker's Name



26073 Dartmouth St, Inkster, MI 48141



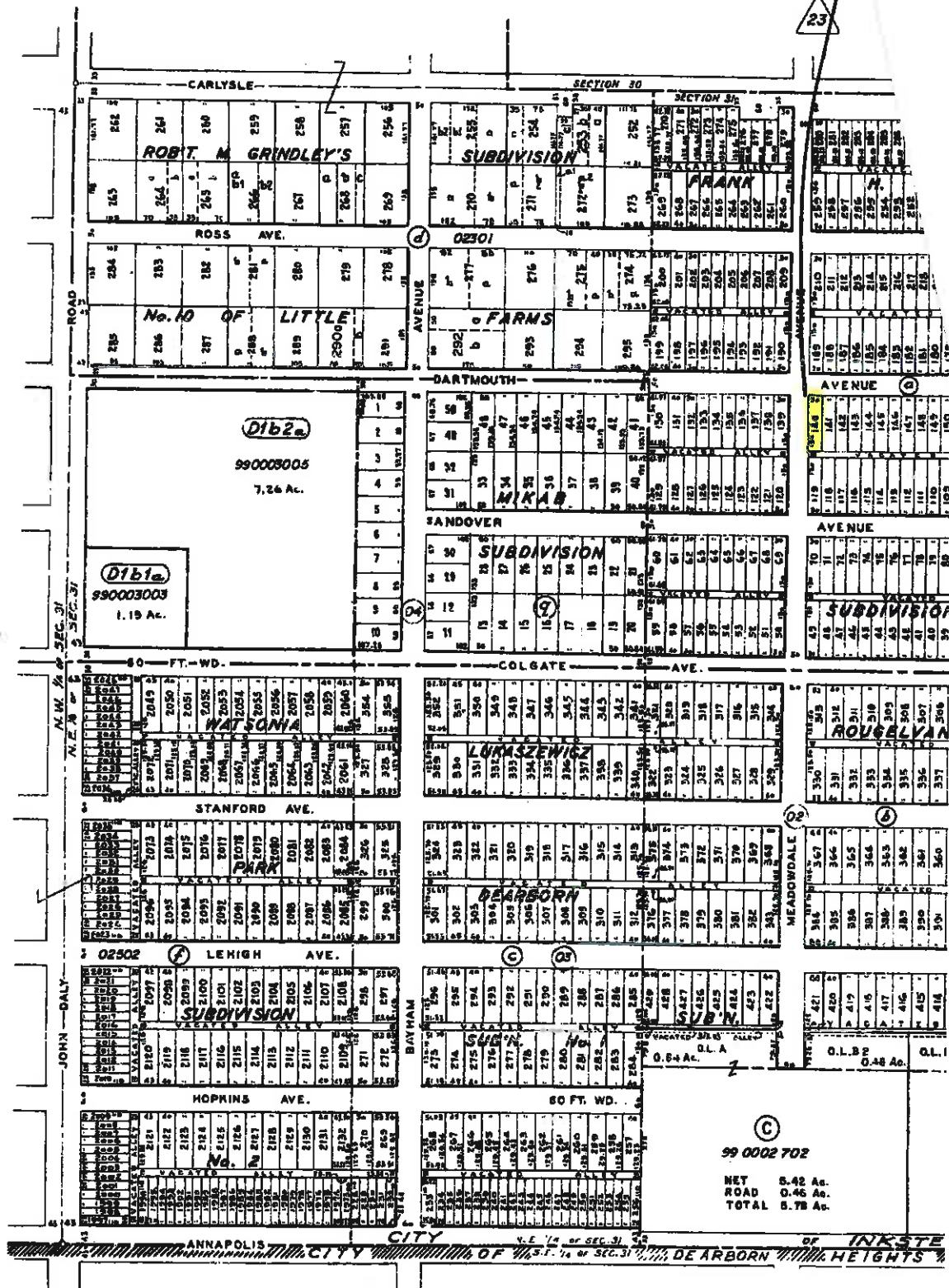


26073 Dartmouth St, Inkster, MI 48141



82-09-312

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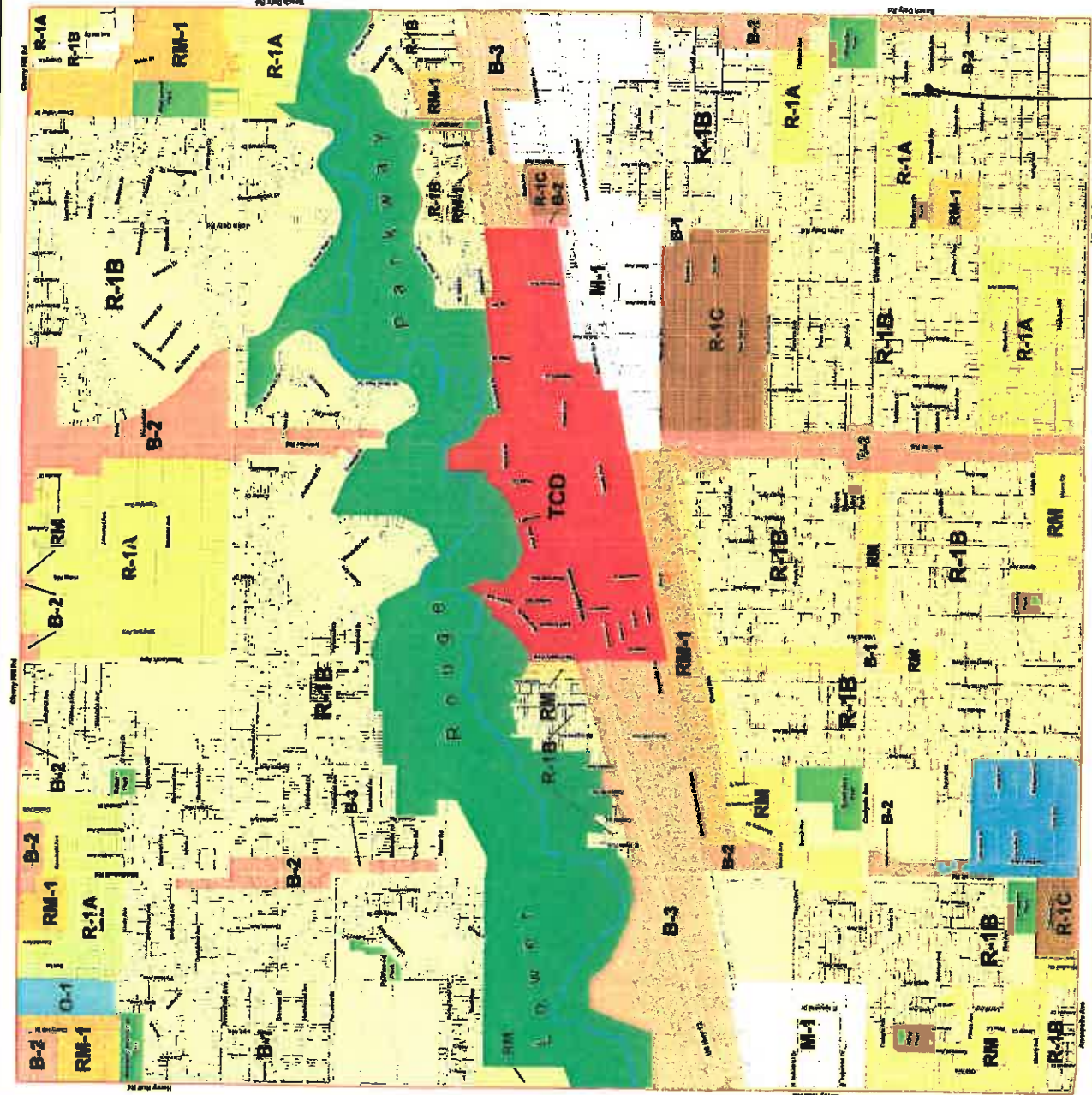


Date 3-2-35
Drawn by JANETTE - Adams
Checked by *[Signature]*
Approved by *[Signature]*
Revised

1-2-35 7-14-35
 5-30-90 6-24-45 7-3-90
 6-25-46 3-2-00
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 10-18-65
 6-21-66
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 9-14-70
 5-30-72
 10-19-72
 1-8-73
 5-12-81
 4-20-83

ZONING MAP

City of Inkster, Michigan



Districts

	R-1A	One Family Residential District
	R-1B	One Family Residential District
	R-1C	One Family Residential District
	RM	Restricted Multiple Dwelling District (Low Rise)
	RM-1	Multiple Family Residential District (Low Rise)
	O-1	Office District
	B-1	Local Business District
	B-2	Thoroughfare Mixed-Use District
	B-3	General Business District
	M-1	Light Industrial District
	TCD	Town Center District
	Planned Unit Development (PUD)	
	Parks and Open Space	
	Rouge River Parkway	

INKSTER ZONING MAP (AMENDING ORD. A, ZONING MAP
IN 1970) AND CODES OF ORDINANCES
APPROVED BY THE CITY OF INKSTER

Handwritten signature: H. J. Hest
Handwritten signature: J. J. J.



0 200 400 600 800 1,000 Feet

CITY OF INKSTER
INKSTER, MICHIGAN

WADE TRIM
2833 Northfield Road Taylor, MI 48180
734-257-7777
www.wadetrimsolutions.com

26073 DARTMOUTH

**29049 GLENWOOD Street, Inkster 48141-1693**

MLS#: **217015508**
 County: **Wayne**
 School D: **Wayne-Westland**
 Prop Type: **Residential**
 Style: **Bungalow**
 Office: **Century 21 Castelli**

Status: **SOLD**
 Area: **05080**
 Beds: **2**
 Baths: **1.0**
 Sum Tx: **\$779**

Stat Dt: **03/27/17**
 Sqft Abv: **720**
 Yr Built: **1885**
 Fireplace: **No**
 Wntr Tx: **\$164**

S Price: **\$3,500**
 L Price: **\$3,500**
 DOM: **N/7/7**
 Acreage: **0.13**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **DONALD G CASTELLI**
 Agent Ph: **(734) 525-7900**

**29477 HAZELWOOD Street, Inkster 48141-1541**

MLS#: **216013382**
 County: **Wayne**
 School D: **Wayne-Westland**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Benjamin Management Group, Inc**

Status: **SOLD**
 Area: **05080**
 Beds: **3**
 Baths: **1.0**
 Sum Tx: **\$8,341**

Stat Dt: **11/22/16**
 Sqft Abv: **954**
 Yr Built: **1955**
 Fireplace: **No**
 Wntr Tx: **\$802**

S Price: **\$5,000**
 L Price: **\$5,000**
 DOM: **N/275/275**
 Acreage: **0.13**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **ALAN STALTER**
 Agent Ph: **(248) 593-8080**

**28550 ROSEWOOD Street, Inkster 48141-1674**

MLS#: **217002832**
 County: **Wayne**
 School D: **Westwood**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Reach Realty Group, LLC**

Status: **SOLD**
 Area: **05080**
 Beds: **3**
 Baths: **1.0**
 Sum Tx: **\$1,138**

Stat Dt: **01/28/17**
 Sqft Abv: **967**
 Yr Built: **1954**
 Fireplace: **No**
 Wntr Tx: **\$684**

S Price: **\$6,500**
 L Price: **\$8,999**
 DOM: **N/4/4**
 Acreage: **0.18**
 Grg Size: **2 Car**
 Bsmt: **Yes**

Agent: **MILTON G OWENS-CRAWFORD**
 Agent Ph: **(313) 363-3991**

Data not guaranteed. Verify independently. All warranties, express or implied, disclaimed.
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Projects to restore city of Inkster Properties

26079 DARIMOUTH

Plumbing

Electrical

All new drywall

Furnace

Hot water tank

Update Kitchen

Update Bathroom

New Flooring

Repair or Replace Roof, Sliding and gutters

Paint

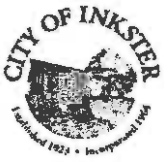


44 024 02 0334 000

26040 STANFORD

05-07-2015

P101



Deposit/Administrative Fee Received \$ 600.00
Date Received 7.18.17
Case # 17-12

CITY OF INKSTER
APPLICATION TO PURCHASE CITY-OWNED PROPERTY

APPLICANT INFORMATION (Please Print Clearly)

Applicant's Name Anthony Rea
Applicant's Address Frank MI 48141
Applicant's Phone Number: 6
Proposed Owner's Name (as indicated on deed): Platinum Real Estate Holding LLC.

PROPERTY INFORMATION -- Purchase Offer \$ 2000

Property Location: on North side of (Stanford) Street/Avenue
Between Beech Daly Street/Avenue and Bayham St Street/Avenue
Tax ID, Legal Description, and Address if Structure 44024020334000
316334 10-334 ALSO 5 1/2 ADJ VAC Ailey Rougeluana SUB
NO. 1 TOS R102 LS4 P81 WCB 26090 STANFORD INKSTER MI
Parcel Size: _____ (Width) 48 X (Length) 13250 Current Zoning Residential
☐ Additional Parcels/Lots (attach Request for Additional Property Form) RI-B

Summary of Proposed Use: Investment
Use additional sheets as needed

I understand and accept as evidenced by the good-faith deposit of \$ 6000 .00 for the offer to purchase city-owned property. I also understand that the offer to purchase is subject to acceptance and approval by the City of Inkster City Council. I further understand that the Council can reject the offer in the best interest of the City, but that acceptance of this offer binds me to the specific use of the property as provided by the codes and ordinances of the City.

NOTE: All City-owned property is sold "AS IS". The City is not responsible for clear title.

Applicant's Signature

Date

Broker's Name

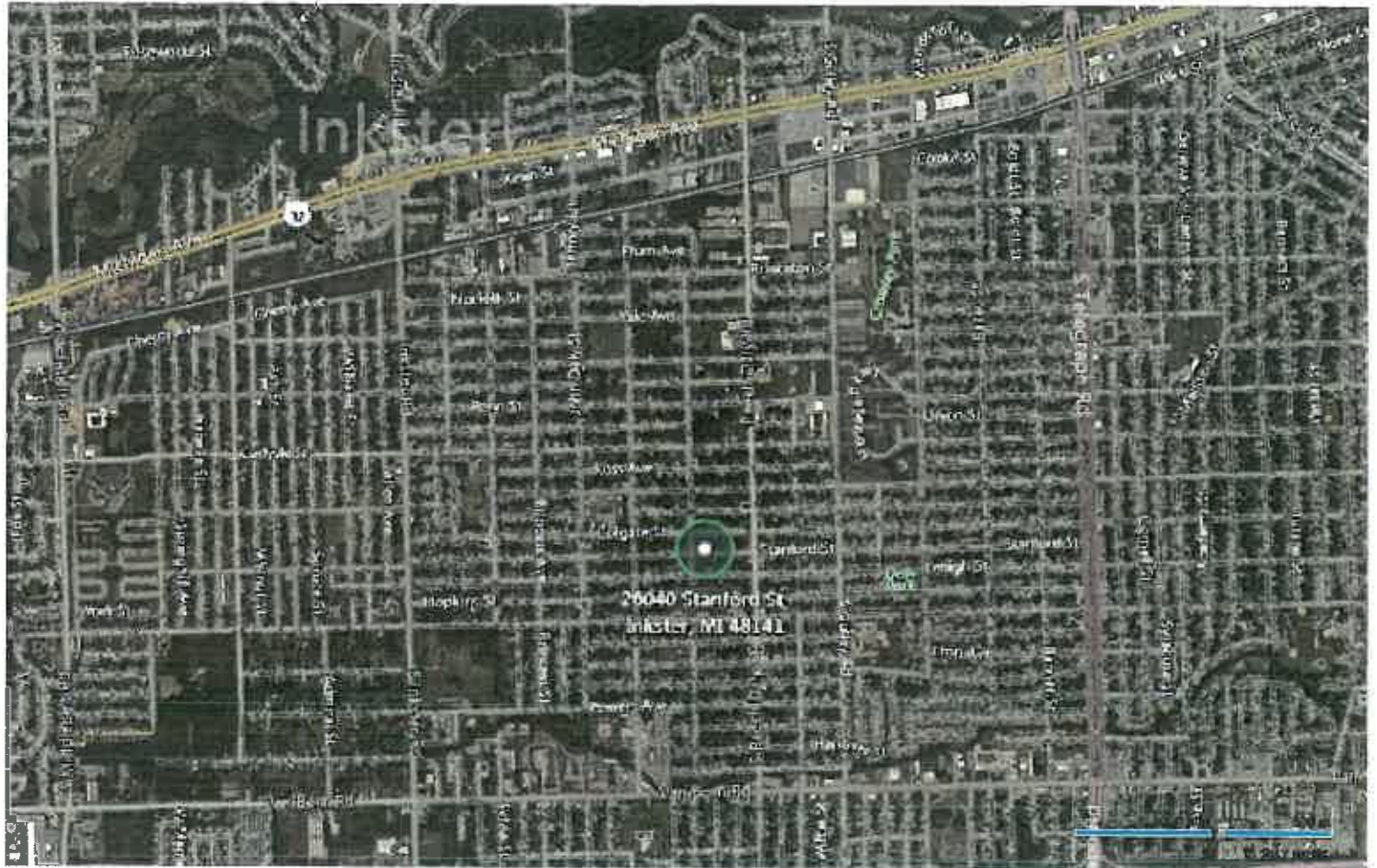


26040 Stanford St, Inkster, MI 48141





26040 Stanford St, Inkster, MI 48141



26040 STANFORD

JOHN DAILY

N.W. 1/4 of SEC. 31
N.E. 1/4 of SEC. 31

HOPKINS AVE.

LEHIGH AVE.

STANFORD AVE.

80 FT. WD.

COLGATE AVE.

35 FT. WD.

SANDOVER

DARTMOUTH

AVENUE

AVENUE

2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119	2120
2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143	2144

2096	2097	2098	2099	2100	2101	2102	2103	2104	2105	2106	2107	2108	2109	2110	2111	2112	2113	2114	2115	2116	2117	2118	2119
2120	2121	2122	2123	2124	2125	2126	2127	2128	2129	2130	2131	2132	2133	2134	2135	2136	2137	2138	2139	2140	2141	2142	2143

2049	2050	2051	2052	2053	2054	2055	2056	2057	2058	2059	2060	2061	2062	2063	2064	2065	2066	2067	2068	2069	2070	2071	2072
2073	2074	2075	2076	2077	2078	2079	2080	2081	2082	2083	2084	2085	2086	2087	2088	2089	2090	2091	2092	2093	2094	2095	2096

590003005	7.26 Ac.	D1B2a
590003603	1.19 Ac.	D1B1a

273	274	275	276	277	278	279	280	281	282	283	284	285	286	287	288	289	290	291	292	293	294	295	296
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325	326	327	328	329	330	331	332	333	334	335	336	337	338	339	340	341	342	343	344	345	346	347	348

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377	378	379	380	381	382	383	384	385	386	387	388	389	390	391	392	393	394	395	396	397	398	399	400

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119	120	121	122	123	124	125	126	127	128	129	130	131	132	133	134	135	136	137	138	139	140	141	142
143	144	145	146	147	148	149	150	151	152	153	154	155	156	157	158	159	160	161	162	163	164	165	166

99 0002 702

99 0

ZONING MAP

City of Inkster, Michigan

Districts

- R-1A One Family Residential District
- R-1B One Family Residential District
- R-1C One Family Residential District
- RM Restricted Multiple Dwelling District (Low Rise)
- RM-1 Multiple Family Residential District (Low Rise)
- O-1 Office District
- B-1 Local Business District
- B-2 Thoroughfare Mixed-Use District
- B-3 General Business District
- M-1 Light Industrial District
- TCD Town Center District
- Planned Unit Development (PUD)
- Parks and Open Space
- Rouge River Parkway

THIS ZONING MAP IS THE PROPERTY OF THE CITY OF INKSTER, MICHIGAN. IT IS TO BE KEPT IN THE OFFICE OF THE CITY CLERK.

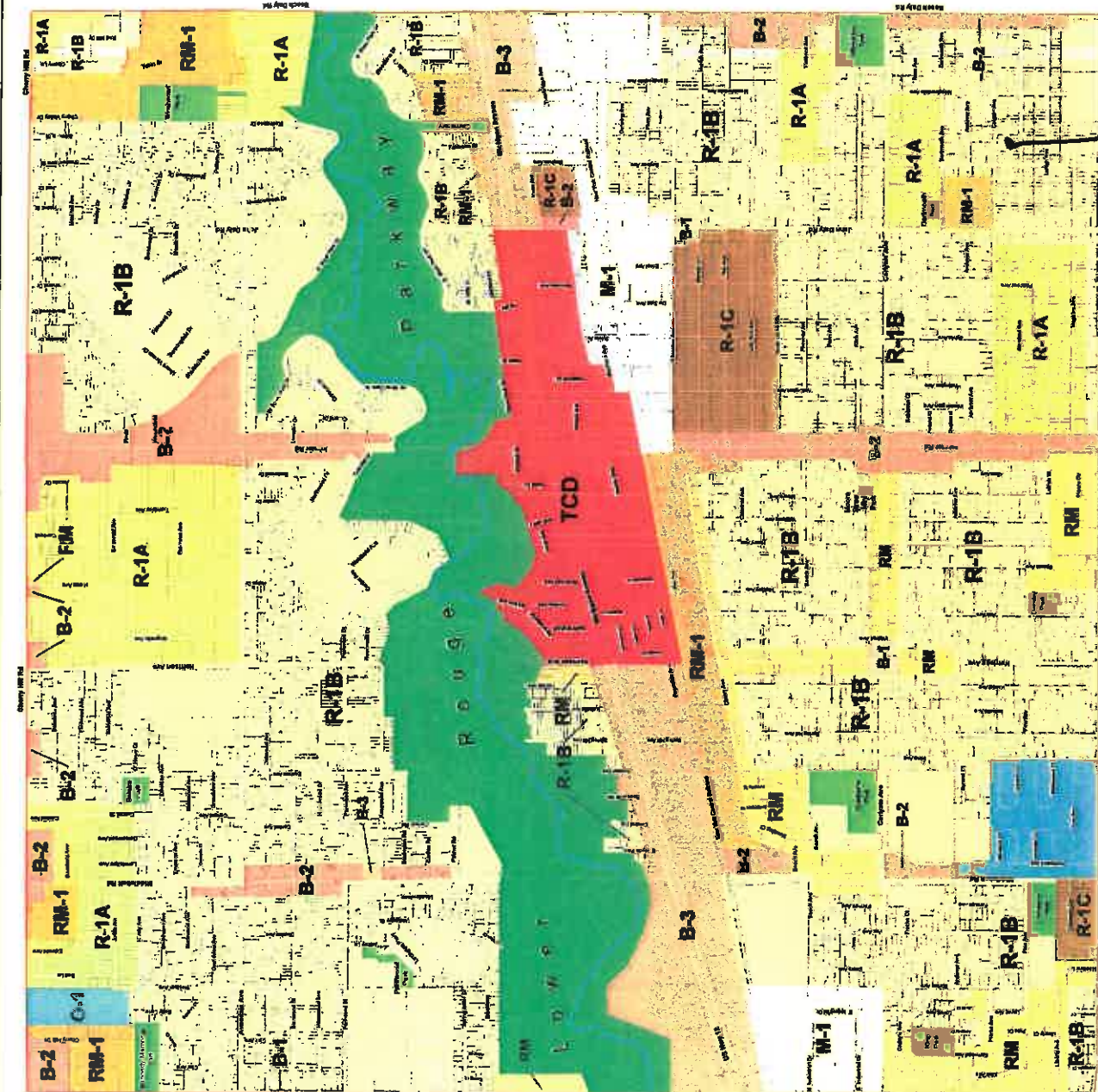
Handwritten signature: H. J. H.

Handwritten signature: J. J. J.



CITY OF INKSTER
INKSTER, MICHIGAN

WADE TRIM
3000 Northline Road, Suite 311, Inkster, MI 48734
734-947-2000 www.wadetrims.com



26040 STANFORD

PEGGY JORDAN

MURRAY'S REAL ESTATE SERVICES

peggy.jordan@realcomp.net

**29049 GLENWOOD Street, Inkster 48141-1693**

MLS#: **217015508**
 County: **Wayne**
 School D: **Wayne-Westland**
 Prop Type: **Residential**
 Style: **Bungalow**
 Office: **Century 21 Castelli**

Office Ph: **(734) 525-7900**

Status: **SOLD**
 Area: **05080**
 Beds: **2**
 Baths: **1.0**
 Sum Tx: **\$779**

Stat Dt: **03/27/17**
 Sqft Abv: **720**
 Yr Built: **1885**
 Fireplace: **No**
 Wntr Tx: **\$164**

S Price: **\$3,500**
 L Price: **\$3,500**
 DOM: **N/7/7**
 Acreage: **0.13**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **DONALD G CASTELLI**
 Agent Ph: **(734) 525-7900**

**29477 HAZELWOOD Street, Inkster 48141-1541**

MLS#: **216013382**
 County: **Wayne**
 School D: **Wayne-Westland**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Benjamin Management Group, Inc**

Office Ph: **(248) 593-8080**

Status: **SOLD**
 Area: **05080**
 Beds: **3**
 Baths: **1.0**
 Sum Tx: **\$8,541**

Stat Dt: **11/22/16**
 Sqft Abv: **954**
 Yr Built: **1955**
 Fireplace: **No**
 Wntr Tx: **\$802**

S Price: **\$5,000**
 L Price: **\$5,000**
 DOM: **N/275/275**
 Acreage: **0.13**
 Grg Size: **No Garage**
 Bsmt: **Yes**

Agent: **ALAN STALTER**
 Agent Ph: **(248) 593-8080**

**28550 ROSEWOOD Street, Inkster 48141-1674**

MLS#: **217002832**
 County: **Wayne**
 School D: **Westwood**
 Prop Type: **Residential**
 Style: **Ranch**
 Office: **Reach Realty Group, LLC**

Office Ph: **(248) 395-6885**

Status: **SOLD**
 Area: **05080**
 Beds: **3**
 Baths: **1.0**
 Sum Tx: **\$1,138**

Stat Dt: **01/28/17**
 Sqft Abv: **967**
 Yr Built: **1954**
 Fireplace: **No**
 Wntr Tx: **\$684**

S Price: **\$6,500**
 L Price: **\$8,999**
 DOM: **N/4/4**
 Acreage: **0.18**
 Grg Size: **2 Car**
 Bsmt: **Yes**

Agent: **MILTON G OWENS-CRAWFORD**
 Agent Ph: **(313) 363-3991**

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Projects to restore city of Inkster Properties

26040 STANFORD

Plumbing

Electrical

All new drywall

Furnace

Hot water tank

Update Kitchen

Update Bathroom

New Flooring

Repair or Replace Roof, Siding and gutters

Paint

City of Inkster

Wayne County

Enterprise Content Management System

August 7, 2017

Valid for 3 months



Michael Leidlein
Solutions Account Executive
616-540-4135
MLeidlein@generalcode.com

**GENERAL
CODE**

CMS Division

CONTENTS

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INTRODUCTION

RECOMMENDED SOLUTION

Based on the City's current needs and looking to the City's potential future uses of electronic content management, General Code recommends implementation of Laserfiche Subscription.

Laserfiche Subscription is a robust system that provides the flexibility to configure the system to your specific way of doing business without your having to "shoehorn" your processes to fit the mandates of a software solution. Laserfiche is also easily expanded – to different departments, different types of documents, and many other users in the future as you see other uses.

General Code's experienced staff will help you configure your system to maximize efficiencies now and for decades to come.

ABOUT GENERAL CODE

General Code provides a variety of information management solutions to more than 2,700 local governments, educational and commercial organizations throughout the United States. We set the standard for improving document management processes and are on the cutting edge of technology, providing new and reliable tools to our customers to better serve their clients. We pride ourselves in our level of experience, our technical knowledge in the industry and our focus on the customer.

General Code is a top 5 government reseller of Laserfiche in the United States, offering more than 14 years of experience, coupled with an industry-leading service, integration, training and helpdesk team.

With Laserfiche at the center of your Enterprise Content Management Solution, you get what nearly 30,000 other public and private organizations are already getting – the most powerful combination of electronic capture, storage and business process automation tools available today. We selected Laserfiche as our technology platform because of its open architecture, integration capabilities and the capacity to scale up as your demand for information sharing and access grows.

Every system designed and implemented by General Code fits your specific needs and requirements. Configuration of your Enterprise Content Management Solution to your situation reduces the time and additional resources required to “adjust” or “optimize” a one-dimensional system.

As a values-based company we adhere to the principles outlined in our “General Code.” These guides for conduct are integral to building a comprehensive content management solution – one that leverages our 50+ years of service to public organizations and governments of all sizes.

Elements of our “code”:

Digital information must be designed and implemented in ways that support the success of the entire organization.

Our content management solutions must run on a platform that we believe in.

The quality of our service and support determines the ultimate value of the solution we develop.

Our content management solutions are based on the practical—if there is a better way to do something we will design and implement it.

RECOMMENDED SOLUTION – LASERFICHE SUBSCRIPTION

Laserfiche Subscription combines comprehensive Enterprise Content Management (ECM) functionality with powerful business process management (BPM), security and auditing tools. Laserfiche Subscription provides a solid ECM infrastructure that:

- Manages your content.
- Grants the IT Department central control over standards, security and auditing.
- Gives individual departments flexibility to customize their filing structures, views and workflows

Laserfiche Subscription integrates with your existing IT portfolio supporting intelligent decision making enterprise-wide.

With a fundamental design structure engineered to meet the needs of the IT Department, Laserfiche Subscription is designed to be easy to purchase, easy to deploy, easy to support and easy to extend.

The Laserfiche Subscription system includes:

- A **licensing server** to produce system licenses as you determine system topology based on your specific needs.
- Unlimited **Laserfiche content servers** that provide document imaging, document management and records management functionality as part of the core architecture – not through separate modules that are stacked together.
- A fully functional, **true thin-client interface** that does not require any software to be installed, maintained or updated at the workstation level.
- The **Laserfiche Workflow system**, capable of automating business processes in high volume transactional environments, as well as customizing the way the system reacts to user input.
- A built-in **auditing solution** for security and compliance.
- **Production-level document capture and processing**, including a variety of image enhancements, data extraction and processing tools to automate document identification, indexing, classification and filing.
- A **Laserfiche Records Management Edition**, with integrated records management, security, auditing and reporting capabilities.

Laserfiche Subscription was developed specifically to meet the needs of organizations that view ECM technology as a foundational component of their technical infrastructure.

With bundled functionality, unlimited content servers and its own licensing server, Laserfiche Subscription provides with unmatched deployment flexibility:

- **Scale easily to full enterprise deployment.** Named user licenses with volume discounts simplify the procurement process, eliminating long requisitions and making budgeting for an enterprise deployment must easier.
- **Integrate with your existing IT portfolio.** As an open platform, Laserfiche Subscription facilitates and encourages integration with line-of-business and legacy applications to solve transactional document problems and provide a rapid ROI.
- **Extend local flexibility.** No ECM system will offer centralized control over content if it isn't used. Laserfiche Subscription is designed to provide centralization and standardization without compromising the flexibility and customization of information delivery required for defined business applications.
- **Configure, don't customize.** Configuration of Laserfiche Subscription's standardized solutions leverage existing administration platforms—including Microsoft skill sets—and offer a lower total cost of ownership.
- **Maintain control over your ECM environment.** Support for virtualization, mirroring, test, development and other environments without the need to purchase additional software licenses puts you in complete control of system topology, high availability and recovery.
- **Grow with your organization.** Because needs change, Laserfiche Subscription maintains flexibility to change system attributes even after release to production. Changes are made with the same intuitive tools used for initial configuration.

PRELIMINARY DOCUMENT MANAGEMENT PROJECT PLAN

- I. Upon completion of contract signing, the Project Manager will call you to review the Project Plan and discuss the following:
 - Designate a main contact for the project
 - Discuss the proposed schedule and set dates
 - Determine any necessary hardware purchase, installation or configuration that must take place prior to the system installation and schedule completion of that work
 - Confirm availability of required personnel, equipment and facilities
 - Address any outstanding questions, concerns or issues
- II. The Initial Design and System Implementation Phase will include the following:
 - Installation and configuration of the main server components
 - Installation and configuration of the named user licenses, including Laserfiche client software, Snapshot Plug-In and the E-mail functionality, and also includes scanner configuration and testing.
 - Complete system testing of all installed components
 - A file structure review and creation of a hierarchical tree structure designed to maximize efficient use of the document management system
 - Discussion of file-naming conventions to be used in the document management system
 - Establishment of an initial set of Templates (electronic index cards)
 - Configuration of users, groups, and user rights
 - Training for users
 - Administrator training for up to two (2) people who will be responsible for administration of the system

INVESTMENT DETAIL & OPTIONS

Hardware or any applicable taxes are not included in price.

Line Item Description	Model #	Quantity	Unit Price	Total
Subscription				
Subscription 10-49 users	JENF-10-49 Tier	10	\$540.00	\$5,400.00
Laserfiche ScanConnect	JSC01-SUB	1	\$90.00	\$90.00
Subscription Subtotal				\$5,490.00
Professional Services				
Laserfiche Installation and Training (per hour)		16	\$188.00	\$3,008.00
Laserfiche Forms Installation and Training (per hour)		16	\$188.00	\$3,008.00
Project Management (per hour)		5	\$188.00	\$940.00
Professional Services Subtotal				\$6,956.00
Grand Total				\$12,446.00

Anticipated Annual Subscription fees after the included 1st year for the above configuration: \$5,490.00

Automated Workflow Module (software) is included with Laserfiche Subscription. If/when the City wishes to implement Automated Workflow, there will be additional development and configuration time required. We will be happy to assess any Workflow implementation desires with you and provide any relevant fees at your request. (Fees will be based on the number and complexity of the desired workflows to be implemented.) These additional service fees would not apply until you are ready to implement this component.

Expiration and Renewal: Laserfiche Subscription will expire one year from the date of purchase: the anniversary date. Subscriptions must be renewed before the anniversary date to continue functionality without interruption.

Increase, Decrease, Cancellation: Subscription count can be increased at any point and will be pro-rated to the anniversary date. Subscription count may be decreased at least 45 days prior to the anniversary date. When canceling Subscription products, the VAR must notify Laserfiche at least 45 days prior to the anniversary date.

All Subscription products include the equivalent of Basic LSAP Support. Premium and Diamond Support also available upon request.

Subscription pricing is subject to change. Laserfiche reserves the right to modify the Subscription pricing by notifying the customer at least 90 days prior to the customer's anniversary date.

Multi-year agreements are available. The customer that signs a multi-year agreement with Subscription is exempt from Subscription fee changes and is locked into the original agreed-upon rate for the number of paid years.

1. Adjustments to Performance Schedule; Rescheduling.

Adjustments to Schedule. Upon the mutual consent of the City and General Code, the "Performance Schedule" may be changed or extended as outlined below.

Rescheduling. The City must notify General Code, in writing, immediately upon learning or otherwise becoming aware, of any difficulties that may delay the delivery of services or deliverables. Such notification must identify the reason for the delay, as well as the anticipated length of delay.

Travel-related penalties incurred by General Code due to a change in the Installation / Training schedule by the City may be charged directly to the City unless the delay is a result of a state of emergency.

2. **Contract Cancellation Policy.**

If the City chooses to cancel this contract, it must do so in writing. The City will be billed for the following contract-related expenses incurred and services provided up to the receipt of written contract cancellation, including:

- Any and all travel-related expenses incurred by General Code,
- Any and all consultation, installation and training services performed by General Code,
- Any and all software-related expenses incurred by General Code as per the Laserfiche Software Return Policy.

3. **Laserfiche Software Return Policy:**

- Unopened and not activated products can be returned within 30 days from the date of purchase at no charge.*
- Unopened and not activated products returned between 31 days to 120 days from the date of purchase will incur a 15% restocking fee on the original purchase price.*
- There is no return of products over 120 days from the date of purchase.
- There is no return of products that have been opened or activated.

**Return Credit, less applicable charges, will only be given after Laserfiche receives a letter of confirmation that the software was not opened or activated.*

AUTHORIZATION & AGREEMENT

The **City of Inkster, Michigan** hereby agrees to the procedures outlined above, to General Code's Content Management Solutions Terms & Conditions and to the License Agreements for the software referred to above, all of which are available at <http://cms.generalcode.com/terms-conditions>, and are incorporated herein by reference, and authorizes General Code to proceed with the project.

Electronic Document Management Project

\$12,446.00

Estimated Annual Subscription fee second year forward: \$5,490.00

Note: *This estimate is subject to change based upon the then-current support prices for that year.*

SOFTWARE ORDER, PAYMENT AND PERFORMANCE SCHEDULE

All software components will be ordered approximately three weeks prior to installation and shipped to customer. The software maintenance (annual support) will start 30 days after software order.

- 50% of the project price shall be invoiced upon authorization of the project – payable within 30 days of authorization.
- 50% of the project price shall be invoiced upon completion of the installation and training.

(Client please fill out) Invoice for this Project to be sent to:

Department: _____ **Contact Name:** _____

CITY OF INKSTER, WAYNE COUNTY, MICHIGAN

By: _____ In the Presence of: _____

Title: _____ Title: _____

Date: _____ Date: _____

GENERAL CODE, CMS, LLC

By: _____ In the Presence of: _____

Title: _____ Title: _____

Date: _____ Date: _____

1. Sign the Proposal

2. Fax or email the Authorization & Agreement Section only to: Sales@generalcode.com • fax (585) 328-8189

3. Mail the signed Proposal to General Code at: 781 Elmgrove Road • Rochester, NY 14624

General Code will then sign and mail a copy of this agreement back to the City for its records.

APPENDIX A - DESCRIPTION OF RECOMMENDED COMPONENTS

Laserfiche Subscription	Laserfiche Subscription is functionality and simplicity combined into an enterprise document/content management solution. Subscription includes document management, business process management and Web publishing for your entire enterprise, all in one bundle. Subscription's named-user licensing makes budgeting and purchasing easy—all you need to do is count the number of users. And with its tiered pricing structure, Subscription becomes more affordable with increased number of users. As your organization grows, Subscription scales easily to accommodate new departments and an expanding workforce. In addition to volume discounts on user licenses, Subscription includes an unlimited number of servers, so you can create failover clusters, redundant servers, departmental servers, or whichever structure best fits the way your organization runs. <u>Included:</u> Laserfiche Automated Workflow Module: The Laserfiche Automated Workflow Module is a robust component that facilitates the flow of documents. By automating the flow of documents and/or folders between users, work can be distributed to different users in an orderly and predetermined manner. The Laserfiche Automated Workflow Module also can help enforce timelines by sending e-mail notifications when routed items are inactive beyond a designated time or when documents arrive in certain folders. Laserfiche Workflow activities can be triggered by any activity within your Laserfiche database. Web Access is a browser-based thin client offering virtually all of the document management capabilities of the thick client interface. Authorized users organization-wide can simultaneously access documents, whether they are accessing Laserfiche from their desks or a remote location. IT can add new users without installing software on individual workstations. Users access Laserfiche through a Web browser. Authorized users scan, index and otherwise manage documents with Web Access. Staff can also search, retrieve, create, move, rename and annotate documents from the Web. Web Access has real time access to the Laserfiche repository, which means that information input into Laserfiche is instantly available to all users, whether connected directly to your server, or using Web Access. Laserfiche Mobile/App is an app that lets you capture, upload, and securely access and work with documents in and outside your Laserfiche repository while on the go. You can review and submit forms from the app as well. You can browse for documents in a
--------------------------------	--

	folder structure; search the entire repository or a specific folder; create, copy, move, rename, sign, download, print, and delete documents; modify document fields; view annotations; submit and approve forms; view and work with offline documents and forms; and start and view business processes. Additionally, you can add documents to your repository from other apps, the mobile device's gallery, or its camera. Gallery and camera images can be processed and enhanced for easier viewing Advanced Audit Trail provides you with the ability to track activity within your Laserfiche database (e.g., who accessed which document when, who input a document, who added pages, or moved a document, etc.). Advanced Audit Trail also tracks failed attempts to access or change content and allows custom auditing per trustee. It also tracks changes of rights to documents (who changed which rights), tracks search events, allows supplemental reasons for exporting, printing and e-mail, and supports tracking of printed documents via watermark. A built-in Report Wizard guides you through creating auditing reports and enables you to save frequently viewed reports. If you wish to create more advanced reports, you can also use 3rd party reporting software, such as Crystal Reports, with Audit Trail. Audit Trail is an excellent tool for an added level of security and/or for monitoring staff productivity Laserfiche Digital Signatures allows you to automatically sign and validate your documents as they are created, reviewed and archived without leaving the Laserfiche environment. Digital signatures are a form of electronic signature that acts like a “digital notary” to your electronic assets, allowing you to verify the condition of your documents for the duration of their lifecycle. Laserfiche Digital Signatures: • Establish User Credentials • Perform Trusted Validation Checks • Validate Document Contents • Optimize Business Processes For more information on Laserfiche Digital Signatures (including vaSubscriptionus compliance standards), go to: http://www.laserfiche.com/en-us/products/Digital-Signatures Laserfiche Forms Essentials allows all full named users, as defined in the Laserfiche Administration Console, can sign in to Laserfiche Forms, submit forms, access tasks, and perform any other action in Laserfiche Forms that their Laserfiche Forms security settings allow them (e.g., creating or administering business processes). These users are automatically retrieved from the Laserfiche Server and are managed on the System Security page in Laserfiche Forms. Forms
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	Essentials Full Users have access to the core features necessary to design processes and forms.
Named Users	Named users have the ability to utilize all of the features of the software, including scanning, importing, file and volume management, search and retrieval, annotations, e-mail routing and workflow participation, as applicable and as security rights permit. Additional named user licensees can be added at any time. <u>Included:</u> SnapShot Functionality: The SnapShot functionality allows designated users the capability to print existing electronic files into the Laserfiche system directly rather than having to print them out and then scan them into the system. E-Mail Functionality: The E-Mail Plug-in allows users to send Laserfiche documents as e-mail attachments to anyone using a MAPI-compatible E-mail system.
Laserfiche Import Agent	Laserfiche Import Agent provides you with the ability to use multi-function devices (copier/scanners) or other “non-connected” scanners to bring documents automatically into Laserfiche using devices that are not directly-supported scanners. Import Agent is rules-based and can automatically bring documents into Laserfiche into pre-determined folders in Laserfiche based on their location on your network or other “rules.” Import Agent is often used to “kick off” workflows to further automate your processes.
Laserfiche Quick Fields Complete Bundle for Subscription	Laserfiche Quick Fields is a suite of input automation tools that is built into Laserfiche, not a 3rd party software that needs to be integrated with the base ECM software. The Laserfiche Quick Fields Complete Bundle for Subscription includes all of the Quick Fields functional components, as follows: Quick Fields Basic enhances and cleans up images, provides a location zoom to facilitate entering index data information, and streamlines document previewing. Quick Fields Basic is the required foundation module for all advanced Quick Fields components. Quick Fields Zone OCR allows you to automatically extract index information from an image (rubber banding capability to select a given area with the mouse). Zone OCR can capture machine-readable text from the designated zone to automatically populate key index fields, name documents and file in Laserfiche. Zone OCR is ideal for uniform documents, where the same spot on each contains relevant index information. Quick Fields Pattern Matching identifies patterns or formats that recur (such as dates, initial letters, etc.) and allows extraction of certain data within that pattern. Pattern Matching also enhances the capture capability of Zone OCR. For example, Pattern Matching enables you to file documents in an alphabetic folder (e.g., “A”, “B”) based on the initial letter of a last name, or in a “year” field based on the last digits of a date.

	Quick Fields Bar-Code Recognition helps in the scanning process by reading bar-codes to automatically break up large groups of documents and automating population of index fields. Bar-coding saves valuable time while maximizing the number of documents that can be processed daily. Quick Fields Document Classification automates the processing of documents according to established classes of documents. This would be beneficial to you if you have a number of different forms that are used over and over and you want to scan in large batches of documents and let the computer sort them by type of form and process each according to rules that you have set up for that form. Document Classification is also useful for automating filing in subfolders. Quick Fields Real-Time Lookup enables you to extract data from 3rd party databases to automatically populate Laserfiche template fields. Quick Fields Optical Mark Recognition detects marks in form elements, such as checkboxes. Results can be used to populate index fields, determine document names, and where the document will be stored, etc. Quick Fields Scripting Kit extends possibilities for integrating Quick Fields into existing business processes by enabling custom processes. The Scripting Kit enables you to run custom C# and VB.NET scripts or exchange data with outside databases and applications. Quick Fields Forms components Forms Alignment corrects misaligned forms to improve accuracy of automated data extraction. Forms Identification automatically identifies the type of form being processed based on its overall structure, even in the absence of bar codes, form data, or other distinguishing information. Forms Extractor improves data extraction by removing the forms structure (e.g., horizontal/vertical lines), leaving only the information to be extracted and indexed. (As with all Quick Fields functional components, this could be a “temporary” removal while processing only, or it can be permanent, depending on how the session is configured.) Quick Fields Auto-Stamp/Redaction/Bates Numbering is a powerful tool that can automatically apply annotations (redactions, highlights, personal stamps, sticky notes) to specified regions of a document, permanently affix stamped text or images to a processed document, or automatically apply Bates Numbering for evidentiary documents. The Auto Annotation can also redact, strike through, or underline a word, phrase or numerical pattern on pages according to patterns you specify (e.g., ###-##-#### for a social security number).
Quick Fields Agent	Quick Fields Agent is a powerful tool for automating your document processing. Used with Quick Fields functional components (such as Zone OCR, Bar Code Recognition, Real Time Lookup, etc.), Quick Fields Agent

	schedules Quick Fields sessions and runs them automatically at specified times. Processing can take place continuously, 24/7, since no one needs to start the session. Quick Fields Agent, through the use of the Laserfiche Capture Engine, can allow for centralized processing of documents. By having 1 Quick Fields Agent installed centrally, an organization can avoid cost and labor associated with having to have separate Quick Fields modules installed at multiple processing stations server.
Subscription Records Management Edition	SUBSCRIPTION Records Management is a turnkey solution for managing imaged, electronic, and physical (paper) records. Records Management is fully integrated within the Laserfiche interface, presenting a uniform look and feel to all users and simplifying the adherence to records management rules and policies. Records Management helps you to enforce consistent organization-wide records policies regardless of location or content, provides secure records tracking from cutoff to final destruction/disposition, and enables you to manage your paper records from the same application as your digital records. Records Management Edition (Laserfiche server software, Advanced Audit Trail and the Records Management Module) is one of the few software packages that have received Department of Defense records management standard 5015.2 certification. These standards have also been endorsed by the United States National Archives & Records Administration (NARA).
Laserfiche Connector	Laserfiche Connector provides a streamlined experience for integrating Laserfiche with line of business applications such as Customer Relationship Management (CRM) and Enterprise Resource Planning (ERP) systems. Laserfiche Connector integrates easily through user-defined hotkeys and embedded icons. Laserfiche Connector allows: • Searching the Laserfiche repository based on fields from third-party applications such as CRM and ERP systems. Both basic and advanced searching are supported. If only one result is found, the document will automatically open in the Laserfiche Client, Laserfiche Web Access or Laserfiche WebLink. • Launching Laserfiche Scanning and automatically populating metadata for the scanned documents with information from a third-party application. • Connecting two applications by allowing one of them to start the other (including the ability to pass parameters between them). • Choosing whether any of the above actions are activated from a keyboard shortcut, a button embedded in the application's title bar, or both.
Laserfiche Forms Automation* <i>*limited to installation on one server</i>	Laserfiche understands that forms are a key component of many organizational business processes. If the base ECM application is considered the “engine,” many consider automated forms the “transmission” that drives paperless business processes.

	Therefore, Laserfiche has designed forms automation solutions to help you integrate this key element into your overall ECM strategy: • PDF Forms Automation through Laserfiche Workflow. Built into the core Laserfiche Workflow are activities specifically designed around automating PDF forms. Some of these workflow/process activities include: retrieving values from a PDF form and storing them as tokens; pre-filling portions of a PDF form; verify PDF signatures, and more. • Laserfiche Forms Professional is a product that provides a solution for organizations to build web forms and manage their business processes. Laserfiche eForms has a drag and drop graphic user interface which allows business users to easily model their processes and design the forms associated with the process. The web based application provides out-of-the-box integration with the Laserfiche ECM suite, as well as the ability to automate complicated processes and integrate with external systems. You can set security levels to designate administrators or users for each process. Also, you can assign a form to a specific user or group, making team collaboration easy and secure.
Laserfiche ScanConnect	A software interface that allows Laserfiche to interface with a number of supported scanners using the ISIS communication standard.

APPENDIX B - INSTALLATION, TRAINING AND SUPPORT

Pre-Installation Teleconference and Technical Review

Prior to the on-site installation and training, one of General Code's technicians will work with your technical staff or consultant to review the hardware and other technical requirements and ensure that all hardware is ready for the installation. We will also work with your designated contact person to establish the agenda for the on-site days.

Customized, Hands-On Training

General Code provides practical hands-on training sessions to ensure that your users keep pace with "best practices" and that your Laserfiche system continues to provide your organization with the maximum efficiencies possible. Our training experts will come on-site to your facility and provide thorough training for your staff with manuals customized to your specific system and needs. Whether you are a new Laserfiche user or an existing user seeking refresher training, we pride ourselves on maintaining a team of trainers who can relate to users at any level of expertise.

Our standard Laserfiche user training covers the basic functions of the program and provides you with the necessary skills to put the system into immediate use. Based on the file organization and file naming structures that were determined by your organization, the training covers input, search and manipulation features using your documents to address file-organization and file-naming structures

Administrator Training covers the system administrative functions and typically takes place throughout the on-site sessions, as appropriate.

Support and Maintenance

With the purchase of a Laserfiche System, the customer will also have the Laserfiche Software Assurance Plan ("LSAP") – support and maintenance agreement. LSAP is renewable on an annual basis and was created to deliver critical program updates and provide ongoing technical support for your Laserfiche ECM. With LSAP, you will always be confident that you are receiving the very best performance and quality possible.

Technical Support

"Technical Support" covers all questions that might arise with your Laserfiche system should a technical issue arise. Technical Support covers the installation of software patches and minor upgrades, as appropriate.

The first line of technical support is via telephone, using our toll-free number (800-836-8834) or via e-mail at lfsupport@generalcode.com. Many clients who call or e-mail General Code's Laserfiche support desk are connected immediately with a technician who is able to discuss your issue with you at that time. However, should all helpdesk technicians be engaged with other clients at that time, they will return your call/e-mail as soon as they are available. With Basic LSAP service, technical support requests not immediately addressed are guaranteed to be acknowledged within 8 business hours. However, we find that the majority of call-back times are within two hours.

When you contact us with a technical issue, General Code's support technician will discuss the situation with you. If there are more detailed diagnostics needed, the technician will log into your system remotely, using the Internet. In this way, the technician can see what the user is seeing, do diagnostics, and generally remedy the situation remotely during this initial contact. In situations that require additional research or work by the technician, we will let you know what still needs to be done, along with a timeframe for getting back to you. You will also receive a Case number for future reference.

All technical support issues (along with their resolution or current status) are logged into General Code's support database, and the current status of any open work order is available to you at any time during normal business hours by calling General Code's helpdesk and providing your Case number. This log also enables all of our support technicians to know the history of your system, providing consistency and efficiency in our services to you.

By providing remote diagnostics and remediation to our customers, we can provide you with quick resolution of your issues to keep you up and running. General Code's helpdesk receives accolades from our clients constantly for the quality and timeliness of their assistance, as well as for their "user friendly" personalities.

Software Patches and Upgrades:

In addition to receiving technical support, customers with a current LSAP contract will receive **critical program updates within the current version of Laserfiche**. This is extremely important because Laserfiche document-imaging systems are continuously improved to be even more powerful and efficient. You will receive routine system updates released by the manufacturer after a period of additional General Code in-house testing, as applicable. These patches and software upgrades are available for download at our FTP site. Customers are given the option of applying the patches themselves or having one of our Laserfiche technicians apply the patch remotely.

There is no additional cost for the installation of minor software updates or patches (typically called 'point releases'). Major software updates (typically called 'version releases') may have associated service charges to install, upgrade, or to migrate your Laserfiche software to the new major release level. Related training on new functionality of the upgraded software may also have associated service charges. Any additional charges will be outlined and quoted to you in advance.