

MEMORANDUM

DATE: November 16, 2023

TO: Melissa R. Marsh, City Manager

FROM: Sean P. Ballantine, Director of Public Services

SUBJECT: Contract Approval – Removal of former AAC Streetlighting

The due diligence period and process of selling the former Active Adult Center property has included the typical transfer-of-ownership tasks that would be expected with the sale of any property, such as final water billing, discontinuance of gas and electric, and so on. As with our other municipal buildings and facilities, the streetlighting in the parking lots and on the property is owned and operated by DTE. Upon reaching out to DTE to remove these lights from our billing based on the sale of the property, we found that it is the City's responsibility to pay for the removal of the lighting. This is the only way to remove them from billing unless the new purchaser was interested in a transfer of ownership, which they were not amenable to.

Staff was provided with a Master Agreement for the removal of the ten lights on the property, and requests that Council approve this agreement with DTE for removal of existing streetlighting as presented in the amount of \$18,599.31, and authorize the City Manager to sign on behalf of the City. Funding is available in the Streetlighting line item, and DTE is the sole-source vendor in this case as they own and operate the streetlighting system in Madison Heights.

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