

Regular Meeting
Madison Heights City Council
Madison Heights, Michigan
May 9, 2022

A Regular Meeting of the Madison Heights City Council was held on Monday, May 9, 2022 at 7:30 p.m. in the Municipal Building at 300 West Thirteen Mile Road, Madison Heights, Michigan.

Present: Mayor Grafstein. Councilmembers: Aaron, Bliss, Fleming, Rohrbach, Soltis and Wright.

Others Present: City Manager Marsh, City Attorney Sherman, and City Clerk Rottmann.

Councilor Wright gave the invocation and the Pledge of Allegiance followed.

CM-22-153. Approval of the Agenda.

Motion by Mayor Pro Tem Bliss, seconded by Councilor Rohrbach, to add D-3, Agreement with the Police Command Officers Union; and, D-4, Appointment to the Planning Commission, to the agenda.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein

Nays: None

Motion carried.

CM-22-154. May 15-21, 2022 National Public Works Week.

Mayor Grafstein read the 2022 National Public Works Week Proclamation and Department of Public Services Director Almas presented a slide show highlighting the employees of the Department of Public Services for the City. On behalf of City Council, Mayor Grafstein presented the proclamation to Department of Public Services Director Almas.

CM-22-155. May 15, 2022 Police Officers Memorial Day and May 15-21, 2022 Police Week Proclamations.

Mayor Grafstein read the May 15, 2022 Police Officers Memorial Day and May 15-21, 2022 Police Week Proclamations and on behalf of City Council, Mayor Grafstein presented Police Chief Haines the proclamation and thanked his department for their work on behalf of the citizens of Madison Heights.

**CM-22-156. Special Use PSP 22-03 – Cadillac Straits Outdoor Seating,
27651 John R.**

City Manager Marsh reviewed the proposed Special Use PSP 22-03, Cadillac Straits, for outdoor seating area associated with a brewery/restaurant that serves alcohol at 27651 John R Road.

A public hearing was held at 7:48 p.m. to hear comments pertaining to Special Use PSP 22-03, Cadillac Straits Outdoor Seating at 27651 John R. Road. Seeing no public wishing to speak, Mayor Grafstein closed the public hearing at 7:49 p.m.

Motion by Mayor Pro Tem Bliss, seconded by Councilman Fleming:

WHEREAS, a Special Approval Board application has been received from 27651 John R Road, requests for approval for the outdoor seating associated with a brewery/restaurant that serves alcohol.

WHEREAS, a public hearing was published in the Madison Park News on April 20, 2022 and notices were mailed to property owners within 500 feet of the aforementioned property; and,

WHEREAS, a report has been received from the Community and Economic Development Department stating:

Introduction

The applicant, Gordon Davignon d/b/a Cadillac Straits Brewing Company, requests special use approval for an outdoor seating area associated with a brewery/restaurant that serves alcohol. The subject property is located at 27651 John R. Road (PIN 44-25-14-432-001) and is zoned B-3, General Business. The property is improved with an existing brewery known as Cadillac Straits.

Background and Analysis

The applicant, Cadillac Straits, proposes to utilize a portion of the private sidewalk in front of their business for permanent outdoor seating. The applicant has utilized the sidewalk space for outdoor seating since 2020 as part of the City's COVID-19 outdoor seating waiver resolution, which is set to expire on May 2nd, 2022.

Per the project narrative and site plan, the applicant intends to utilize a private sidewalk area measuring 33 feet by 6 feet (198 square feet). The seating area is proposed on the east side of the building adjacent to the parking lot. Hours of operation for the outdoor seating area are proposed to match that of the brewery.

Per Section **10.326(10)**, outdoor seating areas associated with restaurants that serve alcohol require special use approval through City Council. Additional use-specific standards for outdoor seating areas are contained in Section **10.318(5)**.

Existing Zoning and Land Use

The table below denotes existing adjacent land uses and zoning designations.

	Existing Land Use	Existing Zoning
Site	Commercial (Multi-tenant)	B-3, General Business
North (across Farnum Ave.)	Commercial (personal service) and Single-Family Residential	B-3, General Business, and R-3, One-Family Residential
South	Commercial (Multi-tenant)	B-3, General Business
East (across John R Rd.)	Vacant	B-3, General Business
West (across Brush St.)	Single-Family Residential	R-3, One-Family Residential

The subject site is located along the John R. Rd. corridor within the boundaries of the Downtown Development Authority (DDA) district. Adjacent properties are zoned and used for a mixture of commercial and residential. The subject site is zoned B-3 which, per the Zoning Ordinance, is intended to “*provide sites for more diversified business types and [...] serve passer-by traffic.*”

Future Land Use and Master Plan

The table below denotes adjacent future land use designations as contained within the 2021 Madison Heights Master Plan.

	Future Land Use
Site	Commercial
North (across Farnum Ave.)	Commercial and Single-Family Residential
South	Commercial
East (across John R Rd.)	Commercial
West (across Brush St.)	Single-Family Residential

The future land use designation of the subject site is ‘*Commercial.*’ Per the Master Plan, the Commercial designation is intended to provide for a broad

range of goods and services. Further, the Master Plan, “*recognizes the need for improvements of the function and appearance of the City’s linear commercial corridors.*”

Site Plan Review Committee

The Site Plan Review Committee (SPRC) reviewed the special use application at their January 20th, 2022 meeting. The SPRC recommended that a minimum width of four (4) feet be maintained on the private sidewalk for pedestrian accessibility.

Findings and Recommendation

Staff offers the following findings for City Council consideration:

1. The applicant requests special use approval for an outdoor seating area associated with an existing brewery/restaurant that serves alcohol at 27651 John R. Road, ‘Cadillac Straits Brewing Company.’ The property is zoned B-3, General Business and is located within the Downtown Development Authority (DDA) District. The proposed patio area is compatible with uses permitted in the B-3, General Business, zoning district.
2. The proposed patio area is located in front of the building on a private sidewalk adjacent to the parking lot and will not likely be detrimental to adjacent residential and commercial properties.
3. The proposed use is consistent and compatible with the description and intent of the ‘*Commercial*’ future land use designation, as contained within the 2021 Master Plan, and will improve the aesthetic appearance of the 11 Mile Road corridor and DDA district.
4. The proposed use generally satisfies the special use approval review standards and criteria listed in Section 10.201(4).
5. The Site Plan Review Committee (SPRC) reviewed the proposed special use request at their April 20th, 2022 meeting and recommended that a minimum pedestrian pathway of four (4) feet be maintained.
6. The outdoor seating use, if approved, will be required to satisfy the use-specific criteria for outdoor seating areas listed in Section 10.318(5) of the Zoning Ordinance.

Based on these findings, staff recommends that the City Council **approve** the requested special use application with the following condition:

1. The applicant shall submit an administrative plot plan to the Community and Economic Development Department that demonstrates the following:

- a. A minimum pedestrian pathway width of four (4) feet adjacent to the patio area; and
- b. A permanent enclosure around the outdoor seating area (adjacent to the parking lot) consisting of either metal railing, a brick wall, bollards, or other suitable materials subject to the approval of the City Planner, consistent with the standards of Section 10.318(5).

NOW, THEREFORE, BE IT RESOLVED, that the Madison Heights City Council, acting as Special Approval Board in accordance with section 10.201 of the Code of Ordinances, hereby APPROVES the requested Special Use PSP 22-03 at 27651 John R Road to permit in a R-2, One-Family Residential District, with the following conditions:

- a. A minimum pedestrian pathway width of four (4) feet adjacent to the patio area; and
- b. A permanent enclosure around the outdoor seating area (adjacent to the parking lot) consisting of either metal railing, a brick wall, bollards, or other suitable materials subject to the approval of the City Planner, consistent with the standards of Section 10.318(5).

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein

Nays: None

Motion carried.

CM-22-157. Fiscal Year 2023 Budget Resolution, Tax Levy and Fee Schedule.

City Manager Marsh stated that the FY 2023 Budget Workshop was held on April 18, 2022. This public hearing is scheduled to receive public comments on the Proposed Budget. Pursuant to Section 8.4 of the City's Charter, a resolution has been drafted which, if approved, will adopt the Proposed FY 2023 Budget, appropriate funds, establish the property tax levy, and approve several fee adjustments. She stated that a tax millage decrease is proposed for FY 2023, and no increase for water and sewer rates. The City is currently conducting a rate study related to stormwater, with a recommendation expected later in the year.

Mayor Grafstein opened a public hearing on Fiscal Year 2023 Budget Resolution, Tax Levy and Fee Schedule at 7:50 p.m.

Seeing no one present wishing to comment, Mayor Grafstein closed the public hearing at 7:51 p.m.

Motion by Councilor Rohrbach, seconded by Councilor Wright, to approve the Fiscal Year 2023 Budget Resolution, tax levy and fee schedule, as follows:

FY 2022-23 Budget Resolution

A RESOLUTION TO ADOPT A BUDGET FOR MUNICIPAL PURPOSES FOR THE CITY OF MADISON HEIGHTS FOR THE FISCAL YEAR 2022-23 TO APPROPRIATE FUNDS FOR SAID PURPOSES AND TO PROVIDE FOR A LEVY OF TAXES FOR SAID BUDGET APPROPRIATIONS

WHEREAS, in accordance with Section 8.4 of the Charter of the City of Madison Heights, it is provided that the City Council shall adopt a budget for the fiscal year, appropriate funds for said purposes and provide for a levy of taxes for said Budget appropriations; and

WHEREAS, on May 9, 2022, a public hearing was held in accordance with Section 8.3 of the Charter of the City of Madison Heights, and the statutes of the State of Michigan for the fiscal year.

NOW, THEREFORE, BE IT RESOLVED as follows:

1. That the Budget hereto as Exhibit "A" is hereby adopted.
2. That the amounts set forth in said Budget are hereby appropriated for the purposes stated therein.
3. That 26.0771 mills per \$1,000 State Taxable Valuation on the real and personal property in the City of Madison Heights be levied to provide funds for said Budget for municipal purposes:

General Operating	12.8746
Solid Waste	.4976
Police & Fire Retiree benefits	7.0000
Neighborhood Road Improvements	.8882
Senior Citizens	.4484
Fire Stations Bond	.4283
Chapter 20 Drain Debt	<u>.9400</u>
Total	<u>26.0771</u>

4. That the City of Madison Heights approves the imposition, by the City Treasurer, of a one percent (1%) property tax administration fee for all property taxes levied in Fiscal Year 2022-23 and for the imposition of a late penalty charged, when applicable, in accordance with Public Act 1982, specifically Michigan Compiled Laws, Section 211.44(7).

5. That the City of Madison Heights approves the levying of taxes to cover the necessary expenses for the operation of the Police and Fire Pension System.
6. That the City of Madison Heights assigns the authority to the City Manager and/or Finance Director to assign amounts for fund balance to be used for specific purposes.
7. That the City of Madison Heights approves and establishes Water, Sewer and Stormwater Charges set forth in Exhibit "B", Stormwater Charges and Department Fee schedule.
8. That the City of Madison Heights approves the levying of taxes to cover the necessary expenses for principal and interest for the Chapter 20 Drain Debt Obligations.

BE IT FURTHER RESOLVED, that the City Manager is hereby authorized to make budgetary transfers within the appropriation centers established throughout the Budget, and all transfers between appropriations may be made only by further action of the Council, pursuant to the provisions of the Michigan Uniform Accounting and Budget Act.

EXHIBIT "A"
CITY OF MADISON HEIGHTS
ADOPTED BUDGET RESOLUTION
FISCAL YEAR 2022-23

EXPENDITURES		REVENUES	
GENERAL FUND			
General Government	\$11,958,452	Property Taxes and Fees	\$23,677,745
Public Safety	20,123,193	Intergovernmental Revenues	7,687,129
Community Services	4,105,144	Other	4,565,616
Cultural and Recreation	2,876,181	Use of Fund Balance	5,299,210
Community Development	1,138,451		
Debt Service	1,028,279		
TOTAL	<u>\$41,229,700</u>		<u>\$41,229,700</u>
MAJOR STREET FUND			
Program Expenditures	\$1,955,259	Intergovernmental Revenues	\$2,504,143
		Other	0
		Use of Fund Balance	(548,884)
	<u>\$1,955,259</u>		<u>\$1,955,259</u>

	LOCAL STREET FUND		
Program Expenditures	\$2,859,097	Property Taxes	\$1,718,796
		Intergovernmental Revenues	1,138,232
		Other	5,000
		Transfers In	300,000
		Use of Fund Balance	(302,931)
	<u>\$2,859,097</u>		<u>\$2,859,097</u>

	PARKS MAINTENANCE & IMPROVEMENT FUND		
Program Expenditures	\$43,246	Other	\$43,246
		Use of Fund Balance	0
	<u>\$43,246</u>		<u>\$43,246</u>

	DOWNTOWN DEVELOPMENT AUTHORITY		
Program Expenditures	\$129,259	Property Taxes	\$60,624
		Intergovernmental Revenues	35,213
		Other	250
		Use of Fund Balance	33,172
	<u>\$129,259</u>		<u>\$129,259</u>

	DRUG FORFEITURE FUND		
Program Expenditures	\$64,250	Intergovernmental Revenues	\$64,000
		Other	250
		Use of Fund Balance	0
	<u>\$64,250</u>		<u>\$64,250</u>

	COMMUNITY IMPROVEMENT FUND		
Program Expenditures	\$145,607	Intergovernmental Revenues	\$145,607
		Use of Fund Balance	0
	<u>\$145,607</u>		<u>\$145,607</u>

	FIRE STATIONS BONDS		
Program Expenditures	\$459,714	Property Taxes	\$409,886
		Intergovernmental Revenues	25,000
		Use of Fund Balance	24,828
	<u>\$459,714</u>		<u>\$459,714</u>

	MUNICIPAL BUILDING BOND		
Program Expenditures	\$275,000	Transfers In	\$275,000
	<u>\$275,000</u>		<u>\$275,000</u>

	FIRE STATIONS BUILDING		
Program Expenditures	\$2,044,671	Transfers In	\$2,044,671
	<u>\$2,044,671</u>		<u>\$2,044,671</u>
	MUNICIPAL BUILDING		
Program Expenditures	\$10,727,524	Other	\$6,321,000
		Transfers In	4,406,524
	<u>\$10,727,524</u>		<u>\$10,727,524</u>
	WATER AND SEWER FUND		
Program Expenditures	\$11,647,463	Sales to Customers	\$11,203,082
		Other	320,800
		Use of Retained Earnings	123,581
	<u>\$11,647,463</u>		<u>\$11,647,463</u>
	MOTOR AND EQUIPMENT POOL		
Program Expenditures	\$994,211	Other	\$994,211
	<u>\$994,211</u>		<u>\$994,211</u>
	DEPARTMENT OF PUBLIC SERVICES		
Program Expenditures	\$2,244,259	Other	\$2,244,259
	<u>\$2,244,259</u>		<u>\$2,244,259</u>
	CHAPTER 20 DRAIN DEBT SERVICE		
Program Expenditures	\$899,454	Property Taxes	\$899,454
	<u>\$899,454</u>		<u>\$899,454</u>

EXHIBIT "B"
CITY OF MADISON HEIGHTS
STORMWATER CHARGES AND DEPARTMENT FEES

FISCAL YEAR 2022-23
CITY OF MADISON HEIGHTS
FEE SCHEDULE
FY 2023

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The FY 2023 City of Madison Heights Fee Schedule will be effective July 1, 2022 unless otherwise noted. The entire schedule will be adopted with the Budget Policy document. Revisions since the adoption of the schedule for FY 2023 are listed below and can occur throughout the year on various dates which will be listed below:

SUMMARY OF REVISIONS:

Section 1. Community Development Department Services

- Landlord License: Three Year Registration Fees Increased:
- Single Family: \$195 increased to \$200,
- 2 to 4 Units: Increased from \$240 to \$245
- 5 or more Units: Increased from \$46.50 Per Unit to \$47.50 Per Unit
- Locked-out inspections and the second re-inspection of all failed inspections increased from \$40 per inspection to \$70 per inspection.
- Site Plan Review: Residential (Multi-family) removed additional fee of \$15.00 per unit & Non Residential removed additional fee of \$100 per acre fraction thereof.
- Zoning Fee Special Use Approval: removed the site plan fee of \$750.00 Plus site plan fee
- Engineering Plan Review: fee increased from \$200.00 to \$400.00

Section 2. City Clerk Services
No Changes.

Section 3. Water and Sewer
No Changes.

Section 4. Treasury and Assessing Services

- Stop Payment Fee Decreased from \$32 to \$25

Section 5. Library Services

- Library Material Check out period changed from 90 days to 21 days
- Addition of Kindle replacement fee of \$212 if not returned or damaged.

Section 6. Fire Services

- ALS Emergency Transport increase from \$710 to \$900
- ALS Emergency Transport II decrease from \$950 to \$550
- ALS Non-Emergency Transport increase from \$400 to \$1,200
- Treat No Transport Increase \$225 to \$400
- BLS Emergency Transports Increased from \$550 to \$750
- BLS Non-Emergency Transport Increased from \$400 to \$500
- Loaded Mile (scene to hospital fee per mile) Increase \$14.00 to \$18.00

Section 7. Police Services:

- Under FOIA, the \$0.20 fee has been removed for In-Car Video Recordings, Audio Tapes & Photographs sections.
- Accident Report Fee increased from \$13.00 to \$ 15.00

Section 8. Department of Public Services

- Increased Mobile Home Refuse Collection increase from \$8.00 to \$10.00

Section 9. Parks and Recreation

- The addition of park rental fee: \$25/hour (Resident) \$30/hour (non-resident) with a minimum of 2 hours up to 6 hours. Rentals exceeding 6 hours will incur an additional \$20/hour (Resident) \$25/hour (non-resident) up to a maximum of 14 hours + minimum \$100 refundable damage deposit, subject to change based on the nature of the event.
- Baseball/Softball Diamonds Prep fee increased \$20 to \$40 (Resident) \$60 (Non-Resident)
- Soccer/Football Field Prep fee changed to \$25/hour of use (Residents) \$45/hour(Non-Resident)

Section 10. Active Adult Center Services
No change

Section 11. General Government
No Changes.

Section 1. COMMUNITY DEVELOPMENT DEPARTMENT SERVICES
SCHEDULE OF FEES FOR PERMITS AND SERVICES

BUILDING FEES AND INSPECTION SCHEDULE

Notice for all permits: A permit remains valid as long as work is progressing and inspections are requested and conducted. A permit shall become invalid if the authorized work is not commenced within 180 days after issuance of the permit or if the authorized work is suspended or abandoned for a period of 180 days after the time of commencing the work. A permit will be closed when no inspections are requested and conducted within 180 days of the date of issuance or the date of a previous inspection. Closed permits cannot be refunded. The charge to re-open a closed permit is \$75.00. Permits may be renewed, *prior to their expiration*, for a period of 180 days.

1.0 ELECTRICAL, MECHANICAL & PLUMBING PERMIT FEE SCHEDULE

Receipted to 101-017-4771-000

- 1.1 All permits shall be assessed a non-refundable application fee of \$30.00.
- 1.2 The permit fees for any electrical, mechanical or plumbing permit shall be \$70.00 per inspection. A minimum of one inspection and the application fee are required on all permits. Permit renewals shall be \$35.00. Permit fees are non-refundable after work has started and non-transferable.
- 1.3 Contractor registration fee shall be \$15.00 for all categories of electrical, mechanical and plumbing contractors.
- 1.4 Permits shall be for the minimum number of inspections required in Section 3.
- 1.5 A fee of \$70.00 per inspection shall be charged for the re-inspection of all failed inspections.

2.0 BUILDING, MOVING, DEMOLITION AND SIGN PERMIT FEE SCHEDULE

Receipted to 101-017-4771-000

- 2.1 All permits shall be assessed a non-refundable application fee of \$30.00.
- 2.2 The permit fees for building permits shall be an application fee plus the applicable permit fee. One inspection and the application fee are required on all permits. Permit renewals shall be \$35.00. Permit fees are non-refundable after work has started and non-transferable.
- 2.3 Contractor registration fee shall be \$15.00 for building, moving, demolition and sign contractors.

2.4 A fee of \$70.00 per inspection shall be charged for the re-inspection of all failed inspections.

2.5 FEE SCHEDULE

Building Permit Fees Residential Alterations, Additions and Accessory Structures

Receipted to 101-017-4771-000

Accessory structures, remodels, repairs, alterations, and other small jobs based on improvement cost as follows:

\$30.00 non-refundable application fee plus permit fees as follows:

<u>Improvement Cost</u>		<u>Fee</u>
\$0.00 to \$1,000.00	=	\$70.00
\$1001.00 up	=	\$70.00 + \$6.30 per thousand or fraction thereof, over \$1000.00

Plan review fee when required = \$55.00

Certificate of Occupancy including replacement certificates = \$100.00

New One and Two Family Residential Construction

Receipted to 101-017-4771-000

\$30.00 non-refundable application fee plus permit fees as follows:

\$850.00 plus \$1.15 per square foot over 1,000 square feet. For fee purposes all finished areas are included including habitable basement spaces and all attached garages.

Plan review fee when required = \$80.00

Certificate of Occupancy including replacement certificates = \$25.00

Exception: Permit and inspection fees for the construction of barrier free ramps serving one and two family dwelling units shall be waived.

Multiple Family, Commercial, and Industrial

Receipted to 101-017-4771-000

\$30.00 non-refundable application fee plus permit fees as follows:

<u>Improvement Cost</u>		<u>Fee</u>
\$0.00 to \$6000.00	=	\$78.00
\$6,001.00 and above	=	\$0.013 x construction cost

Plan review fee = .005 x cost, minimum \$200.00, maximum \$5,000.00 In the event that the Department requires review by outside consultants as part of the plan review, all costs for required outside architectural or engineering reviews shall be paid by the applicant in addition to the standard plan review fees.

Certificate of Occupancy - Multiple-Family, Commercial, Industrial

Receipted to 101-017-4771-000

Additions/New Construction/Change in use, owner or occupant: \$200.00.

(Where only the ownership of a multi-tenant building changes, the building owner shall be responsible for obtaining a new certificate of occupancy for each tenant. The fee for each new tenant certificate shall be 20% of the regular fee. Where it has been less than one year since issuance of a certificate of occupancy for any tenant space, the fee and inspection will be waived for that tenant space.)

Attached residential condominiums: \$25.00 per unit.

Replacement certificates: \$25.00

Temporary Certificate of Occupancy

Received into 101-017-4770-000 with bonds in 705-000-2830-000

Single-family residential - \$250.00 plus bond of \$500.00 per incomplete item or 100% of cost, whichever is greater. Bondable items are concrete, sod and final grade in the winter months only. Bond for an as-built plot plan shall be \$1000.00.

All other construction - \$325.00 plus bond for 100% of incomplete work.

All temporary certificates are 90 days maximum with one renewal.

Signs

Received into 101-017-4770-000

All permits shall be assessed a non-refundable application fee of \$30.00.

Permit Fees: Permit fees are non-transferable.

Permanent signs

Ground signs: Up to 60 square feet \$200.00

Wall signs: Up to 100 square feet \$200.00
Over 100 square feet \$280.00

Re-Facing Permanent signs

Ground signs: Up to 60 square feet \$185

Wall signs: Up to 100 square feet \$185
Over 100 square feet \$265

Demolition

Received into 101-017-4770-000 with bonds in 705-000-2830-000

All permits shall be assessed a non-refundable application fee of \$30.00.

Residential \$210.00 (Includes pre-demolition, open hole and final site inspections. Additional inspections \$70.00 each. The inspector shall estimate the number of visits required.)

Permit Fees:

Commercial and Industrial

Permit Fees: Up to 30,000 cubic square feet \$210 (Includes pre-demolition, open hole and final site inspections. Additional inspections \$70.00 each. The inspector shall estimate the number of visits required.)

Over 30,000 cubic square fee \$210 plus \$5 per 1,000 cubic square feet (Includes pre-demolition, open hole and final site inspections. Additional inspections \$70.00 each. The inspector shall estimate the number of visits required.)

Performance Bond \$5,000.00 (Note: Bond required for all demolition permits including homeowner permits. Bond may be reduced to \$1,000.00 for qualified homeowners at the Department's discretion.)

Moving

Receipted into 101-017-4770-000 with bonds in 705-000-2830-000

All permits shall be assessed a non-refundable application fee of \$30.00.

Permit Fees: \$140.00 (Includes pre and post move inspection. Additional inspections \$70.00 each. The inspector shall estimate the number of visits required)

Performance Bond \$5,000.00

Utility Disconnect Fees for Demolition (established by Utility Department):

Receipted into 590-551-8180-000

See page 15, Miscellaneous Service Fees

Code Inspections

Receipted into 101-017-4770-000

\$70.00 per inspector/per hour, or fraction thereof.

Overtime Inspections

Receipted into 101-017-4770-000

\$105.00 per hour.

Additional/Add-on Inspections, All Permits

Receipted into 101-017-4770-000

\$70.00 per inspection.

Appeal Boards

Receipted into 101-017-4770-000

Construction Board of Appeals. \$250.00

3.0 INSPECTIONS: MINIMUM NUMBER AND WHEN REQUIRED

3.1 Electrical: Single-Family Residential

For new construction a minimum of three inspections are required, a service, rough and final inspection. An additional inspection shall be required if temporary service is provided.

Remodels shall require a minimum of two inspections, a rough and a final. For all other types of work of this class, inspections shall be required for each visit required from the electrical inspector.

3.2 Electrical: Multiple-Family, Commercial, and Industrial

For a multiple-family structure or multi-tenant commercial or industrial building, a minimum of two inspections, a rough and a final, shall be required for each living or work unit in such a structure. An inspection shall also be required for the service.

For all other buildings of this class, inspections shall be required for each visit required from the electrical inspector. The inspector shall estimate the number of visits required.

A separate inspection shall be required for temporary service.

3.3 Mechanical: Single-Family Residential

1. For new construction a minimum of three inspections, a rough, final, and gas line inspection shall be required for each heating system. A separate inspection shall be required for each cooling system. A heating or cooling unit without a distribution system shall require one inspection.

Remodels shall require a minimum of a rough and final inspection. For all other types of work of this class, inspections shall be required for each visit required from the mechanical inspector.

2. Pre-fab fireplaces shall require a minimum of one inspection per dwelling unit. Multiple fireplaces in the same dwelling unit and inspected on the same visit shall require one inspection. Units may also require a gas line pressure test and inspection.

3.4 Mechanical: Multiple-Family, Commercial, Industrial

Each heating and/or cooling unit shall require one inspection. Each multi-family dwelling unit shall require a rough and final. Installation or modification of any distribution system not involving the associated heating/cooling unit shall require one inspection. Where an underground inspection(s) is required, an additional inspection shall be charged per visit. Gas lines require an additional pressure test and inspection per system.

Refrigeration units of one horsepower or greater shall require one inspection per unit.

Concealed piping shall require an additional inspection per system.

3.5 Plumbing: Single-Family Residential

For new construction an underground, rough and final plumbing inspection shall be required.

Remodels shall require a minimum of two inspections, a rough and final. For all other types of work of this class, inspections shall be required for each visit required from the plumbing inspector.

3.6 Plumbing: Multiple-Family, Commercial, Industrial

Each unit in a multiple-family structure or in a multi-tenant structure shall require a rough and a final inspection. An additional inspection for underground plumbing shall be required for each unit in a strip center. A multiple-family structure or other multi-tenant building shall require an additional inspection for underground plumbing at the rate of one inspection per building. An additional inspection shall be required for sewer and water service.

All other commercial and industrial buildings shall be charged at the rate of one inspection for each visit required from the plumbing inspector. The inspector shall estimate the number of visits required.

3.7 Building: All Construction

Building inspections shall follow the schedule below to the extent applicable:

- a. Footing - before footing is poured. Property lines must be identified for the inspection.
- b. Backfill - before foundation wall is backfilled and before slab floors and with sill plate and foundation drain in place and anchor bolts installed.
- c. Brick Ledge - after first course of brick, flashing, weep holes, and pea stone are installed.

- d. Rough - before any framing is covered and after rough electrical, mechanical and plumbing inspections are approved.
- e. Insulation - prior to covering insulation.
- f. Slab - prior to pouring concrete slab with sub-base, forms and any reinforcement and insulation installed.
- g. Fireplace - Masonry - when damper and first flue liner are in place.
- h. Drywall - fastener inspection before drywall is taped.
- i. Final - after final electrical, plumbing, and mechanical inspections are approved.
- j. Final Site/Certificate of Occupancy - when all inspections are approved and prior to Occupancy. It is illegal to occupy a building before a Certificate of Occupancy is issued. As built drawings including the approved, existing, final grade elevations must be received before an occupancy certificate can be issued.

CONCRETE PERMITS INCLUDING NON-TELECOMMUNICATION WORK IN R.O.W.

Received into 101-017-4770-000 with bonds in 705-000-2830-000

- 1.1 All permits shall be assessed a non-refundable application fee of \$30.00.
- 1.2 Permit Fees: Permit fees are non-refundable after work has started and non-transferable.

Cutting, repair, sawing, removal, replacement or modification of street surface, aprons or curb and gutter:
\$70.00 per required inspection
(Two inspections required minimum unless work is covered by a site plan and bond.)
\$5,000 bond (\$1,000 for qualified homeowner permits at the Departments discretion) required for r.o.w. work. Waived for registered contractors with annual bond posted and projects with site plan guarantee bonds posted.

Concrete flatwork \$70.00 per inspection (fees waived for five (5) squares or less of public sidewalk)
- 1.3 Contractor registration fee:

Registration	\$15.00
Performance Bond	Minimum \$5,000.00 (Required for r.o.w.)

PRIVATE SEWER AND WATER SERVICE

Received into 101-017-4770-000 with bonds in 705-000-2830-000

- 1.1 All permits shall be assessed a non-refundable application fee of \$30.00.
- 1.2 Permit Fees: Permit fees are non-refundable after work has started and non-transferable. Private sewer and water leads (from the building to the storm sewer, sanitary sewer or water main) including replacements:

Storm or sanitary sewer lead	\$70.00 each.
Water lead	\$70.00 each.
Gate wells or structures	\$70.00 each.

Public sewer and water mains: See non-telecommunication engineering fees below

1.3	Contractor registration fee:	
	Registration	\$15.00
	Performance Bond	\$5,000.00 (Required for r.o.w.)

PLANNING FEES

Received into 101-030-6071-000

Site Plan Review	
Residential (multi-family)	\$700.00
Non-Residential	\$850.00
Revised Site Plans (changes of 30% or more)	75% of original fee
Plats and Site Condominiums	\$1,000.00 + \$15 per unit for residential and \$75 per acres for nonresidential
Easements:	
Vacations	\$500.00
Encroachments	\$ 50.00
Land Divisions	\$500.00 plus \$50 per resulting lot
Land Divisions with road	\$750 plus \$50 per resulting lot
Landscape Plan Review	\$500.00
Variance Review (Single Family)	\$300.00
Variance Review (Dimensional)	\$400.00 plus \$300 per variance
Use Variance Review	\$1,000.00
Parking or Traffic Study Review	\$500 minimum with actual cost due upon completion

ZONING FEES

Received into 101-044-6701-000

Z.B.A.	
Variance Review (Single Family)	\$300.00
Variance Review (Dimensional)	\$400.00 plus \$300 per variance
Use Variance Review	\$1,000.00
Special Use Approvals	\$750.00
Re-zonings	\$1,500.00

BROWNFIELD REDEVELOPMENT AUTHORITY FEES

Received into 101-044-6701-000

Application fee: \$1,500.00 plus \$2,500.00 engineering escrow.

ENGINEERING FEES - (NON-TELECOMMUNICATION)

Received into 101-030-6701-000

Engineering Plan Review	Application fee (Non-refundable)	\$400.00 for all projects
	Public projects - Review fee	2% of site construction cost
	Inspection fee	4% of site construction cost (see r.o.w. inspection below.)
	Private projects - Review fee	2% of site construction cost (\$200.00 Minimum)
	Residential site/plot plan review	\$75.00

Engineering Inspections: \$70 / Inspection + \$100 for each Compaction / Material Test

Landfill permits: \$60.00 + \$0.05 per cubic yard of fill.

RIGHT-OF WAY PERMITS – (NON-TELECOMMUNICATION)

Receipted into 101-030-6701-000

Application Fee: \$200.00 (non-refundable)

Review fee 2% of the cost of the project. Minimum \$200.00

Inspection Fees: 4% of the cost of the project. If the inspection fees exceed 4% of the project cost, the permittee shall be charged 175% of the actual payroll costs (including but not limited to wages, fringe benefits and/or expenses) for all inspection fees exceeding the non-refundable 4% inspection fee.

\$100.00 for each road crossing/driveway compaction test

Bonds Cash Bond \$5,000

GIS Fee \$150.00.

LANDLORD LICENSING

Receipted into 101-017-4771-000

<u>Three-Year Registration Fees:</u>	<u>New Registrations and Renewals Through Renewal Date*</u>
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Single-family	\$200.00
2 to 4 units	\$245.00
5 or more units	\$47.50 per unit

*Code enforcement action will commence if the application and fee are not received before the current expiration date; if the renewal is not completed within thirty (30) days after the renewal date; or if a new application is not completed within thirty (30) days of the initial application date.

A fee of \$70.00 per inspection shall be charged for all locked-out inspections and the second re-inspection of all failed inspections.

Note: All renewal licenses are for thirty-six (36) months. New and pro-rated licenses may be for less than thirty-six (36) months. All licenses for the same landlord will expire on the same date.

CODE ENFORCEMENT PROPERTY MAINTENANCE FEES

Service:	Cost: (Note: Mowing, labor and disposal costs are based on the current contract.)
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Mowing	First Offense \$100.00 Administrative Fee + Actual Contractor Charges
	Second Offense (same growing season) \$200 + Actual Contractor

Charges	Third or more Offenses (same growing season) \$300 + Actual
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Contractor Charges

Receipted into 101-030-6260-000

Clean-up/Debris Removal (ROW)	\$150.00 Administrative Fee + Actual Labor and Disposal Charges
	Repeat Offenders \$250.00 Administrative Fee + Actual Labor and

Disposal Charges

Clean-up/Debris Removal (PVT)	\$250.00 Administrative Fee + Actual Labor and Disposal Charges *
Disposal Charges *	Repeat Offenders \$500 Administrative Fee + Actual Labor and

*Warrant required prior to contractor authorization

Receipted into 101-030-6270-000

Snow Removal (Public Walks)	First Offense \$100.00 Administrative Fee + Actual Contractor Charges
Charges	Second Offense (same growing season) \$200 + Actual Contractor

Contractor Charges

Third or more Offenses (same growing season) \$300 + Actual

Receipted into 101-030-6250-000

HOTEL INSPECTIONS

Receipted into 101-017-4771-000

Annual Building and Fire Inspections	\$15 per unit / per year
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MEDICAL MARIHUANA FACILITY/MEDICAL MARIHUANA GROW OPERATION

Application Fee	\$500 nonrefundable
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Receipted into 101-030-6073-000

Annual License Fee	\$5,000 per year
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Receipted into 101-014-4570-000

GEOGRAPHIC INFORMATION SYSTEM FEES

Receipted into 101-030-6075-000

Digital prices are for digital raw data of City of Madison Heights. Datasets are to be distributed “AS IS” at the time of sale. The cost DOES NOT include, updates to ongoing coverage projects. Creation of mapping products that do not exist; shall be \$75.00 per hour plus printing costs.

	Small Format (11 x 17)	Large Format (24 x 36 & up)
Hardcopy Maps		
Aerial Photos (City wide)	NA	\$25.00-\$45.00
Existing Land Use Map	\$5.00	\$25.00
Future Land Use Map	\$5.00	\$25.00
Zoning Map	\$5.00	\$25.00
General Street Map	\$5.00	\$25.00
Utility ¼ Section Map	\$5.00	\$25.00
Benchmark Map	\$5.00	\$25.00
Street Map	\$5.00	\$25.00
Misc. (Future printed products)	\$5.00	\$25.00

Electronic File Format Prices (when available)

Layers	Prices	Per Section
Benchmarks (elevations)	\$50.00	NA
Contours	\$250.00	\$75.00
Aerial Photos	\$250.00	\$75.00
Parcel Coverage (property lines)	\$500.00	\$135.00
Pictures of all parcels	\$200.00	NA
Pavement Management (profiles)	\$500.00	NA
Road Projects	\$50.00	NA
Sidewalk Gap	\$50.00	NA
Utilities (each)	\$500.00	\$135.00
City Fiber Network	\$200.00	NA

Street ROW	\$200.00	NA
Street light network	\$200.00	NA
Street sign	\$100.00	NA
Public Facilities (buildings, properties)	\$100.00	NA
Zoning	\$100.00	NA
Existing Land Use	\$100.00	NA
Future Land Use	\$100.00	NA

Section 2. CLERK DEPARTMENT SERVICES

Business License/Permits

Business Licenses:

Received into 101-014-4570-000

Business Licenses: \$100.00 per year

Marihuana - Medical/Adult-Use Business License: \$5,000.00 per year

Marihuana – Caregiver Business License: \$300.00 per year + any applicable re-inspection fees

Massage Business License: \$300 per year + \$150 per licensed massage therapist

Late Fee is double the fee listed above.

Temporary/Seasonal Business Licenses \$100.00

Home Solicitation Licenses \$100.00

Medical or Adult-Use Marihuana Facility/Medical or Adult Use Marihuana Grow Operation Business License
Application fee \$500.00 non-refundable

Animal License/Permits

1.0 Dogs and Cats.

Received into 101-017-4800-000

All dogs and cats, six (6) months of age or older, must be licensed and have a current Rabies Vaccination Certificate. Residents must provide a valid rabies vaccination certificate signed by the veterinarian to obtain a license.

- Rabies Vaccination must be valid for:

6 months to receive a 1-year license	\$10.00	Spayed/Neutered: \$7.00
24 months to receive a 2-year license	\$15.00	Spayed/Neutered: \$10.00
36 months to receive a 3-year license	\$20.00	Spayed/Neutered: \$15.00

A \$5.00 penalty per pet will be imposed if the license renewal occurs more than 30 days after the rabies vaccination expires

- Animal Tag Replacement \$1.00 per tag

2.0 Domestic Hens

Received into 101-017-4800-000

Single-family residence shall be allowed to keep up to six (6) domesticated hens. Roosters or male chickens are prohibited. An annual license valid from January 1 – December 31 of each calendar year, is required. Each hen licensed shall at all times have attached to the hen a City-issued leg band corresponding to the City issued license.

\$20 per single-family residence.

Miscellaneous Fees

1.0 **Bicycle Licenses**

Receipted into 101-017-4810-000

All bicycles to be ridden in the City on a street or public path shall be licensed.

Bicycle \$2.00 one-time fee per bicycle

2.0 **Vital Health Statistics**

Receipted into 101-030-6078-000

Birth Certificates – First Copy	\$15.00
Birth Certificates – Second and additional copies	\$ 5.00
Death Certificates – First Copy	\$15.00
Death Certificates – Second and additional copies	\$ 5.00

3.0 **Video/Vending Machine**

Receipted into 101-014-4570-000

Distributor Licenses	\$10.00
Amusement Devices (Pool Tables, Jukeboxes)	\$20.00
Vending Machines	\$20.00
Video/Electronic Amusement Devices	\$62.50

4.0 **Voter Registration Records**

Processing Fee and Excel spreadsheet	\$12.00
Electronic Media Storage and Excel spreadsheet device	\$12.00 + actual price of storage

5.0 **Notary Fees**

Notarizing Documents	Residents	– first documents no-charge – additional documents \$10
	Non-resident	– each documents \$10

6.0 **Copy Fees**

Copies \$0.10 per page

Section 3. WATER AND SEWER OPERATION SERVICE FEES

Utility Rates

1.0 **Water and Sewer Rates**

Residential water receipted into 590-010-6430-000

Commercial/industrial water receipted into 590-010-6440-000

Sewer receipted into 590-020-6115-000

Residential customers of the City are billed quarterly depending on what district or area of the City they live. All residential customers that are connected to the City water/sewer system is subject to a minimum bill of 10 units per quarter.

Commercial customers of the City are billed monthly. All commercial customers that are connected to the City water/sewer system are subject to a minimum bill of 3.33 units per month.

Water and Sewer is billed in units. 1 unit = 100 cubic feet = approximate 748 gallons.

Water	\$3.27 per unit
Sewer	\$3.69 per unit

2.0 Stormwater

Receipted into 590-020-6118-000

Stormwater fees shall be charged to all properties within the city based on Equivalent Residential Units (ERUs) calculated for each property.

ERUs are a subunit of measurement that related the volume of storm water discharge from the parcel based on the amount of total and impervious lot area. One ERU equaling 2,600 square feet with runoff factor.

Single Family Residential \$12.60 per ERU per quarter

Commercial/Industrial \$ 4.20 per ERU per month

Service Fees

1.0 Service Tapping Fees

Meter & Materials receipted into 590-000-2735-000

Service Connection receipted into 590-000-2736-000

Transmission receipted into 590-000-6113-000

Paving receipted into 590-010-6111-000

Sewer Privilege Fee receipted into 590-020-6117

If the service requires crossing a five (5) lane highway, additional charges will apply.

Supply/ Meter Size						
Description	1"	1 ½"	2"	3"	4"	6"
Meter & Materials	\$1,080	\$1,460	\$1,980	\$3,190	\$4,070	\$6,050
Service Connection	\$825	\$1,045	\$1,238	-	-	-
Transmission	\$72	\$72	\$72	-	-	-
Paving	\$275	\$275	\$275	-	-	-
Sewer Privilege Fee	\$622	\$897	\$1,183	\$2,310	\$3,493	\$3,575
Total	\$2,874	\$3,749	\$4,748	\$5,550	\$7,563	\$9,625

2.0 Meter Fees

Receipted into 590-010-6111-000

GLWA pass through charges receipted into 590-010-6490-000

Description	5/8"	¾"	1"	1 ½"	2"	3"	4"	6"
Frozen Meter Charge w/service charge	\$180	\$180	\$275	\$505	\$620	\$2,300	\$3,100	\$4,600
Damaged/Missing Transmitter (R900)	\$105	\$105	\$105	\$105	\$105	\$105	\$105	\$105
Damaged Register Head (Per Head if Compound)	\$95	\$95	\$95	\$95	\$95	\$95	\$95	\$95
GLWA (Pass Through)	\$3.38	\$5.07	\$8.45	\$18.59	\$27.04	\$49.01	\$67.60	\$101.40

3.0 Miscellaneous Service Fees

Receipted into 590-010-6111-000

Fire Suppression Private Water Line Charge	\$5 per month
Final Reading	\$20 per account processed
"No Show" Charge for service calls	\$25 per occurrence
Turn-Off/Turn-On	\$60
Reinstall Meter with Turn-On	\$60
Meter Bench Test (5/8 – 1 ½") – Reading within AWWA range	\$60
Meter Bench Test (2" and above)– Reading outside AWWA range	\$350
Fire Suppression System – Turn-Off/Turn-On	\$60
Construction Water Use	\$125

Hydrant Meter Deposit	\$2,000
Disconnect Water Service from Main (3/4"-2")	\$700
Disconnect Water Service from Main (3"-6")	\$1,000
Service Call Overtime Charge (Mon- Sat)	\$150
Service Call Overtime Charge (Sun & Holidays)	\$300
Hydrant Flow Test	\$100
Hydrant Flow Test with Salt Needed	\$175
Hydrant and Meter Rental	\$5 per day + water consumption
Hydrant Inspection	\$5 per inspection

Tampering with meter or water service:

Residential	50-unit penalty plus the City may prosecute
Commercial/Industrial	100-unit penalty plus the City may prosecute
Bypass violations	100 unit penalty plus the City may prosecute

Section 4. TREASURY AND ASSESSING SERVICE FEES

Property Affidavit Penalty

Receipted into 101-011-4040-000

A Property Affidavit must be filed within 45 days of the property transfer. Filing is mandatory and required Form 2766 from the Michigan Department of Treasury.

Penalty for failure to complete and submit all required paperwork to the City:

- Industrial and Commercial property:

If the sale is \$100,000,000 or less - \$20 per day for each separate failure beginning after the 45 days have elapsed up to a maximum of \$1,000

If the sale is \$100,000,000 or more - \$20,000 after the 45 days have elapsed

- Real property other than industrial and commercial:

\$5 per day for each separate failure beginning after the 45 days has elapsed, up to a maximum of \$200.

Tax Administration Fee

Receipted into 101-011-4470-000

The City of Madison Heights bills and collects taxes on behalf of all taxing jurisdictions in the City. A 1% fee of all taxes billed is added to cover this service as allowed in the State of Michigan General Property Tax Act 211.4 (3).

Duplicate Bill Fee

Receipted into 101-044-6701-000

If a duplicate bill must be printed for payment or customer records the City charged a duplicate bill fee. This fee is set by the Department Head

Based on an estimate of time and materials.

\$3 per bill requested

Stop Payment Fee

Receipted into 101-044-6701-000

If the City must stop payment of a check issued a \$25 stop payment fee may be charged to the payee of the check. This fee is set by the Department Head based on the fee the City is charged from our banking institution.

Returned Check/ACH Fee

Receipted into 101-044-6705-000

If a customer has a payment returned for any reason including (non-sufficient funds, closed account, wrong account information) a \$25 returned check/ach fee will be charged to the customer. This fee is set by the Department Head based on the fee the City is charged from our banking institution.

Section 5. LIBRARY SERVICE FEES

Rental and Late Fee

Library materials that are not returned within 21 days or are returned damaged are charged the full replacement cost of item at the time of purchase

Kindles	\$212 full replacement cost if not returned or damaged
Hotspot	\$112 full replacement cost if not returned or damaged
Laptop (Chromebook)	\$300 full replacement cost if not returned or damaged

Program Fees

Receipted into 705-000-2918-000

Coffee Concerts	\$5 per concert
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Computer and Printer Fees

Printer Fees receipted into 101-033-6086-000

Computer Use fees receipted into 101-030-6085-000

Computer Use fees – A Madison Heights library card is needed to use the public computers including internet or MS Office programs. If the customer does not have a Library Network library card, or wish computer time beyond the three hours per day allowed with that card, a \$2 per hour visitor pass can be purchased.

All pages printed	\$0.15 per page (black and white) \$0.50 per page (color)
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Miscellaneous

Printer Fees receipted into 101-030-6085-000

Fax – Local Calls	\$1 per page
Fax – Long Distance Calls	\$2 first page and \$1.50 each additional page
Replacement Library Card	\$2 per card
Library Card non-resident	\$100

Section 6. FIRE SERVICE FEES

Ambulance and Emergency Response Fees

1.0 Advanced Life Support Services

Receipted into 101-044-6707-000

ALS Emergency Transport	\$900
ALS Emergency Transport II	\$550
ALS Non-Emergency Transport	\$1,200
Treat No Transport	\$400

2.0 Basic Life Support Services

Receipted into 101-044-6707-000

BLS Emergency Transports	\$750
BLS Non-Emergency Transport	\$500

3.0 Miscellaneous Fees

Receipted into 101-044-6707-000

Loaded Mile (scene to hospital fee per mile)	\$18.00 per mile
Oxygen	\$50
Extrication	\$500
Defibrillator	\$50
Cost Recovery for Structure Fires	\$500

Miscellaneous Fees

1.0 Cardiopulmonary Resuscitation (CPR) Course Courses

Receipted into 101-044-6709-000

Course fees include supplies and materials used.

Basic CPR	\$50 per participant
CPR and Automatic Defibrillation	\$50 per participant
CPR/First Aid	\$50 per participant
CPR for Professional Health Care Providers	\$50 per participant
On-line CPR Practical Skill Verification	\$25 per participant

2.0 Inspections and Reporting

Fire incident reports	See Section 12 – FOIA Fees
EMS reports	See Section 12 – FOIA Fees
Environmental Inspection Assessment	\$25 per assessment
Fire Re-Inspection	no charge 1 st and 2 nd inspection 3 rd inspection \$100 each 4 th inspection \$200 each 5 th or more inspection \$300 each

False alarms – see fee schedule in the Police Department in Section 7.

Section 7. POLICE SERVICES FEES

False Alarm Fees

Number of alarms is determined on a rolling calendar year from the date of the first false alarm.

1st False Alarm	No Charge
2nd False Alarm	No Charge

3rd False Alarm	\$100
4th False Alarm	\$200
5th False Alarm	\$300
6th False Alarm	\$400
7th and all subsequent violations	\$500

Police FOIA and Miscellaneous Fees

1.0 FOIA

In-Car Video Recordings	actual wages to prepare
Audio Tapes	actual wages to prepare
Photographs	actual wages to prepare
File size requiring an external drive	\$7.50 in addition to actual wages to prepare

2.0 Reports

Accident Reports	\$15 per report set by contract with Oakland County
Police Report Photographs (excluding accident report)	\$0.10 per page of photographs

Section 8. DEPARTMENT OF PUBLIC SERVICES

RV Lot Rental Fee

Receipted into 101-030-6285-000

RV Lot Rental based on availability	\$250 annually with renewals on July 1, 2021
RV Lot Late Payment Fee year	\$50 late fee after renewal due date of June 30 each

Brush Chipping Fee

Receipted into 101-030-6270-000

Curbside brush chipping service	\$25 per every 15 minutes
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Mobile Home Solid Waste Collection Fee

Receipted into 101-030-6240-000

Solid Waste Collection	\$10.00 per unit
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This fee is invoiced twice per year based on per unit count as verified by a representative of the Department of Public Services.

The City of Madison Heights offers numerous classes and programs through our recreation department. The resident and non-resident fees are set each class cycle based on cost for instructors, program expenses and staff. These fees are published by class/program in the recreation brochure.

The City of Madison Heights allows groups to use meeting rooms at the Library/Breckenridge Room and Fire Department Room.

Programs sponsored by the City
Meeting of Madison Heights non-profit (501 C3) political, educational organizations
Organizations where all members reside in Madison Heights (i.e. sports leagues, condo associations, etc.)
Service clubs that reside in Madison Heights
County, state and federal offices requesting usage for business use

Any non-profit groups (must provide a copy of 501-C3 documentation) that do not reside in Madison Heights (this would include organizations such as Toy Dog Club, Trout Unlimited, etc.)
Any adult* group/club providing an activity to make money for the club/group
Any adult* group desiring to have instructional or social activity for their own benefit where a fee is assessed to participants

Any group originating from a business establishment such as union meetings, company staff meetings
Groups other than civic, cultural, educational, political groups, deriving personal or financial gain
(such as sales meetings, investment clubs, training sessions, etc.)
Any group not comprised of 75% Madison Heights residents.

The City of Madison Heights allows the rental of Pavilions A, B and C at Civic Center Park and the Monroe Park Pavilion. Residents have first choice of reservations through March 31st each year. On or after April 1st each year rental is available to residents and non-residents on a first come first served basis.

Park Rental Fees \$25/hour with a minimum of 2 hours up to 6 hours. Rentals exceeding 6 hours will incur an additional \$20/hour up to a maximum of 14 hours + minimum \$100 refundable damage deposit, subject to change based on the nature of the event.

Non-Resident Park Rental Fees \$30/hour with a minimum of 2 hours up to 6 hours. Rentals exceeding 6 hours will incur an additional \$25/hour up to a maximum of 14 hours + minimum \$100 refundable damage deposit, subject to change based on the nature of the event.

Pavilion Rental Fees	\$50 per pavilion + \$50 refundable damage/cleaning deposit
Non-Resident Rental Fee	\$100 per pavilion + \$50 refundable damage/cleaning deposit
Cancellation Fee	\$10 with one week (7 days) notice
	No refund will be given if cancelled in less than one week (7 days) of the rental date
Park Building Rental Fee	\$50/2 hour block of time, rounded to each 2 hour period per building + \$100 refundable damage/cleaning deposit
Non-Resident Park Building Rental Fee	\$100/2 hour block of time, rounded to each 2 hour period per building + \$100 refundable damage/cleaning deposit
Park Building Lost Key Fee	\$25 if key is not returned

Nonprofits and volunteer groups in the City Nonprofit and volunteer groups that regularly volunteer in the City shall rent the Library (Breckenridge Room), Fire Station (Training Room), Park Buildings, and City Hall (Basement,

when not occupied by gymnastics) at no cost if the rental does not require staffing. If staffing is required fees shall cover staffing cost. A refundable deposit of \$100 would be required.

Active Adult Center Rentals

The City of Madison Heights allows residents and groups to rent the Active Adult Center Building.
[Received into 101-030-6530-000](tel:101-030-6530-000)

\$50 per hour	3 hour minimum for Madison Heights residents and businesses.
\$25 per hour	3 hour minimum for civic groups, schools and scout troops
\$200	Refundable damage deposit.

Sports Field Preparation

The City of Madison Heights will prepare any of its available sports fields to include dragging, lining, and/or striping. Groups wishing to have a field prepared must have a field permit and follow all guidelines to obtain such.
[Received into 101-030-6530-000](tel:101-030-6530-000)

Baseball/Softball Diamonds	\$40 (Residents) \$60 (Non-Residents) to have field dragged and lined
Soccer/Football Fields	\$25/hour (Residents) \$45/hour (Non-Residents)

Section 10. ACTIVE ADULT CENTER SERVICE FEES

The City of Madison Heights offers numerous trips, classes and programs through our Senior citizens Center. The resident and non-resident fees are set for each trip/program based on cost by the Center Coordinator.

Transportation

The City of Madison Heights transports residents who are age 50 and older and/or disabled Monday through Friday to banks, beauty shops, grocery stores, Active Adult Center and social service appointments.

Rides	\$1 each way, within Madison Heights
Doctor appointments	\$2.50 each way Monday & Friday, appointments must stay within a seven (7) mile radius of the Active Adult Center

Lunch Program

Lunch served daily at the Senior Center \$3.50 per person suggested donation

Miscellaneous

Trip Cancellation Fee	\$5
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Section 11. GENERAL GOVERNMENTAL SERVICE FEES

Message Board Greetings

City Hall Message Board week	Non-Roundtable members \$10 for one per day or \$20 for a week
	Roundtable members no charge
Active Adult Center Message Board	\$10 for one day or \$20 for a week

Wedding Ceremony

Administration fee	\$50 per wedding
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Items for Sale

Garbage Bags Receipted into 101-033-6421-000	Box of 100 Heavy Duty bags \$20 per box
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Recycling Bin and Lid Receipted into 101-033-6422-000	\$20
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Section 12. FOIA FEES

A fee will not be charged for the cost of search, examination, review and the deletion and separation of exempt from nonexempt information unless failure to charge a fee would result in unreasonably high costs to the City because of the nature of the request in the particular instance, and the City specifically identifies the nature of the unreasonably high costs.

The Michigan FOIA statute permits the City to assess and collect a fee for six designated processing components. The City may charge for the following costs associated with processing a request:

- Labor costs associated with searching for, locating and examining a requested public record.
- Labor costs associated with a review of a record to separate and delete information exempt from disclosure of information which is disclosed.
- The cost of computer discs, computer tapes or other digital or similar media when the requester asks for records in non-paper physical media.
- The cost of duplication or publication, not including labor, of paper copies of public records.
- Labor costs associated with duplication or publication, which includes making paper copies, making digital copies, or transferring digital public records to non-paper physical media or through the Internet.
- The cost to mail or send a public record to a requestor.

1.0 Labor Costs

- All labor costs will be estimated and charged in 15-minute increments with all partial time increments rounded down.
- Labor costs will be charged at the hourly wage of the lowest-paid City employee capable of doing the work in the specific fee category, regardless of who actually performs work.
- Labor costs will also include a charge to cover or partially cover the cost of fringe benefits.

2.0 Non-paper Physical Media

- The cost for records provided on non-paper physical media, such as computer discs, computer tapes or other digital or similar media would be at the actual and most reasonably economical cost for the non-paper media.
- This cost will only be assessed if the City has the technological capability necessary to provide the public record in the requested non-paper physical media format.

3.0 Paper Copies

- Paper copies of public records made on standard letter (8 ½ x 11) or legal (8 ½ x 14) sized paper will be \$.10 per sheet of paper. Copies for non-standard sized sheets will reflect the actual cost of reproduction.
- The City may provide records using double-sided printing, if cost saving and available.

4.0 Mailing Costs

- The cost to mail public records will use a reasonably economical and justified means.
- The City may charge for the least expensive form of postal delivery confirmation.
- No cost will be made for expedited shipping or insurance unless requested.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein
Nays: None
Motion carried.

CM-22-158. Meeting Open to the Public.

Merri Busch noted that it is Mental Health Month and spoke on the topic of dysphoria.

CM-22-159. West Nile Virus Reimbursement Resolution.

Motion by Mayor Pro Tem Bliss, seconded by Councilwoman Aaron, to approve the resolution requesting the annual West Nile Virus Fund Expense Reimbursement from Oakland County in the amount of \$3,573.07, as follows:

RESOLUTION

WHEREAS, upon the recommendation of the Oakland County Executive, the Oakland County Board of Commissioners has established a West Nile Virus Fund Program to assist Oakland County cities, villages and townships in addressing mosquito control activities; and

WHEREAS, Oakland County's West Nile Virus Fund Program authorizes Oakland County cities, villages and townships to apply for reimbursement of eligible expenses incurred in connection with personal mosquito protection measures/activity, mosquito habitat eradication, mosquito larviciding or focused adult mosquito insecticide spraying in designated community green areas; and

WHEREAS, The City of Madison Heights of Oakland County, Michigan has incurred expenses in connection with mosquito control activities believed to be eligible for reimbursement under Oakland County's West Nile Virus Fund Program.

NOW THEREFORE BE IT RESOLVED, The Mayor and City Council of Madison Heights authorizes and directs its Director of Public Services, R.

Corey Almas, as agent for the City of Madison Heights, in the manner and to the extent provided under Oakland County Board of Commissioners 2022 Mosquito Smarts Program to request reimbursement of eligible mosquito control activity under Oakland County's West Nile Virus Fund Program.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein
Nays: None
Motion carried.

CM-22-160. Offer to Purchase the Madison Heights Active Adult Center – 29448 John R Road.

Motion by Councilor Rohrbach, seconded by Councilman Fleming, to accept the offer from MMD Acquisition, LLC and authorize the City Manager to execute the Offer to Purchase the Madison Heights Active Adult Center, 29448 John R Road, together with any and all necessary additional documentation.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein
Nays: None
Motion carried.

CM-22-161. Agreement with the Police Command Officers Union.

Motion by Mayor Pro Tem Bliss, seconded by Councilor Rohrbach, to approve the agreement between the City of Madison Heights and the Police Command Officers Union.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein
Nays: None
Motion carried.

CM-22-162. Appointment to the Planning Commission.

Motion by Mayor Pro Tem Bliss, seconded by Councilman Soltis, to confirm the appointment of Melissa Kalnasy to the Planning Commission with a term to expire 08-31-22.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein
Nays: None
Motion carried.

CM-22-163. Tree Trimming and Removal Service.

Motion by Councilwoman Aaron, seconded by Councilman Fleming, to award a three-year contract (with two one-year extension options) for DPS Tree Trimming and Removal Services to Limb Walkers Tree and Snow, of Avoca, Michigan, at the unit prices specified.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein

Nays: None

Motion carried.

CM-22-164. Ordinance No. 2181 – Marihuana Scoring Amendment.

Motion by Mayor Pro Tem Bliss, seconded by Councilor Rohrbach, to approve Ordinance No. 2181, Marihuana Scoring Amendment on First Reading and schedule the Second Reading for June 13, 2022.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Wright, Grafstein

Nays: Soltis

Motion carried.

CM-22-165. Ordinance No. 2182 – Mobile Food Vendors.

Motion by Mayor Pro Tem Bliss, seconded by Councilor Wright, to approve Ordinance No. 2182, Mobile Food Vendors, on First Reading and schedule a Second Reading for May 23, 2022.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein

Nays: None

Motion carried.

CM-22-166. Minutes.

Motion by Councilor Wright, seconded by Councilwoman Aaron, to approve the Regular City Council meeting minutes of 04-25-22, as printed.

Yeas: Aaron, Bliss, Fleming, Rohrbach, Soltis, Wright, Grafstein

Nays: None

Motion carried.

CM-22-167. Mayor and Council - Comments.

Councilwoman Aaron wished everyone a happy Mother's Day. May holds some very important recognitions including weeks for Public Service, Public Works, Teachers Appreciation, Police and Nurses. These professionals never stop and are some of the most demanding positions that often get little recognition. Thank you to all the teachers and nurses that showed up to work during the

pandemic, thank you for public works for collecting our garbage and shoveling our snow and to every man and woman in blue who walked our streets and protected us, I want you all to know that you are appreciated and she thanked them for their work. It is Mental Health Awareness month and May 19th is a Mental Health Day of Action to inspire people to talk about their experiences and destigmatize mental health; to make awareness into an action. She hopes the Mental Health Month will continue to move forward and make people comfortable to continue to express themselves about their experiences.

Mayor Pro Tem Bliss stated that the City is filled with humans and humans have struggles that they don't always wish to share, so remember to show kindness, give space and show empathy. You don't know what people are going through. The disc golf course is now open at Rosie's Park and the backboard and rim are back up at Wildwood. He noted that the Active Adult Center offer Council accepted this evening is part of Civic Center project. He stated that he is looking forward to serving on the Election Commission this year.

Councilor Wright acknowledged public service workers and stated that he has seen firsthand their dedication and professionalism; thank you for all that you do. Public service workers don't often get recognized for the dirty jobs that they do and he also expressed kudos to our public safety workers; we greatly appreciate you. He challenged everyone to take action on mental health awareness; it is not about extremes, you have to take care of yourself mentally as well as physically. I am a human being and we have to normalize that mental health is about us not other people. If you feel you would like to talk to someone, he recommended Psychology Today as well as the use of the Calm App to meditate. When we talk about mental health, take this as a challenge to practice and figure out what you are doing to maintain your mental health. Happy Asian Pacific American History Month and Jewish American History Month. He attended the disc golf course ribbon cutting and he is happy to see improvements in the community. If you can't remember anything else from today, just remember to be kind.

City Attorney Sherman hoped everyone had a nice Mother's Day. He noted that Mayor Pro Tem Bliss was the only eligible member of Council left to serve on the Election Commission.

City Manager Marsh stated that due to the Civic Center project, starting June 13th, City Hall staff will be moving to the Council Chambers and City Council meetings will be held in the training room at Fire Station No. 1. The State of City will be held May 19th at the Associated Building and Contractors located at 31800 Sherman Ave. The Parade Committee has been working very hard on the Memorial Day ceremony which will be May 28th.

City Clerk Rottmann stated that voters will be receiving both absentee applications and new voter identification cards in the mail shortly. She noted that due to the law, although some people may have moved from their address, the Clerk has to send their voter identification card if they have not reregistered at their new address yet. If you receive a card for someone no longer at your address, please notify our office.

Councilor Rohrbach stated that in conjunction with Mental Health Awareness month, it has been a tough week for woman who are struggling with the news of the leaked *Roe v Wade and Casey* draft opinion; please take care of you and take action. She stated that she believes everyone has right to full access to healthcare including women. She spoke to her personal experiences and stated that some things that are being discussed at the State levels would criminalize the actions of women and some of the actions that she took to become a mother. She stated that government does not have any business in her bedroom or in her doctor's office. The draft opinion attacks the right to privacy and this will really affect everyone. If you have a private life of any kind, it enables the government to become involved. The right to privacy is the basis for LGBTQ and interracial marriage. While she realizes that we at the local level do pass legislation on these topics, but we need to take action to protect our privacy.

Councilman Fleming stated that today Council passed, on First Reading, a food truck ordinance. He stated that this is an idea he requested staff to look into further and is happy that this is moving forward.

Councilman Soltis thanked Councilwoman Aaron for her words on teachers and stated as a new teacher, he appreciates her words. He is sad that we have to acknowledge Police Officers Memorial Week and wishes that there wasn't a need to do so, but unfortunately there is. So far in 2022, there have been 102 deaths in the line of duty. He stated that he always has appreciation for the officers. He shared a personal experience with his interaction with the Madison Heights Police and thanked them for what they do.

Mayor Grafstein echoed comments on Mental Health and shared her personal experience of growing up with a bi-polar parent. She stated that back then you did not talk about mental health. Since she was unable to obtain support, her mother founded the Mood Disorders Association. She stated that there are all sorts of experts in mental health and it is important to know that we all have good and bad days, that is situational. When it continues on for days and you don't even know why you are feeling the way you are, that is dysphoria. She spoke of our Police and how they are very kind and do a great job with some of the mental health issues, especially with our teenagers. Mental health has a stigma, but it is a chemical imbalance and it needs to be treated just like we would treat diabetes. Please be kind, you don't know what someone's journey is. The next regular Council meeting is May 23rd.

CM-22-168. Adjournment.

There being no further business, the meeting was adjourned at 8:32 p.m.

Roslyn Grafstein
Mayor

Cheryl E. Rottmann
City Clerk