

CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Tuesday, September 3, 2024 - 7:30 pm

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

3. PRESENTATIONS & CITIZENS COMMENTS

- a. Presentations
 - i. BHS Dance Team
- b. Citizen Comments

4. APPROVAL OF AGENDA

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

- a. Approval of Minutes
 - i. August 19, 2024, Regular City Council Meeting
 - ii. August 26, 2024, Special City Council Meeting
- b. Communications
- c. Council Follow Up List
- d. DPS Activity Report
- e. Special Events
 - i. Pop-Up Market
 - ii. Witches Ball
 - iii. 2025 St. Patrick's Day Event

6. PUBLIC HEARINGS

- a. 5-Year Parks Plan Refresh

7. INTRODUCTION OF ORDINANCES

8. GENERAL BUSINESS DISCUSSION

- a. KCI Utility Billing and Newsletter Printing and Mailing Quote
- b. City Hall rear parking lot repair quote from CB Asphalt Paving

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

- a. Accounts Payable

- b. Departmental Expenditures
 - i. Advanced Underground Inspection (2)
 - ii. Williams Emergency Vehicles

10. CITY MANAGER COMMENTS

11. CITY COUNCIL MEMBER COMMENTS

12. MAYOR'S COMMENTS

13. CITIZENS COMMENTS

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

15. ADJOURNMENT

**CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, August 19, 2024 - 7:30 pm**

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Council Member Beebe	Present
Council Member Kissel	Present
Council Member Priest	Present
Mayor Pro-Tem Bates	Absent - Excused
Mayor Voigt	Present

3. PRESENTATIONS & CITIZENS COMMENTS

a. Presentations

i. Introductions

1. SEMCOG video

a. City Manager Smith presented the Experience Belleville video produced by SEMCOG, which featured various businesses and attractions in the city.

2. 2023 Audit – Alan Young & Associates

a. The results of the 2023 financial audit were presented by Jay Wilde of Plante Moran. He stated that there were no significant deficiencies noted.

b. Citizen Comments

i. John Juriga

1. Asked how the SEMCOG presentation will be used, and if the city has ownership of the video.

4. APPROVAL OF AGENDA

MOTION: Motion by Priest, supported by Beebe to approve the agenda as presented.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

5. CONSENT AGENDA

The Consent Agenda groups routine meeting discussion points into a single agenda item. In so doing, the grouped items can be approved in one action, rather than through the filing of multiple motions.

- a. Approval of Minutes
 - i. August 5, 2024, Regular City Council Meeting
- b. Communications
- c. Council Follow Up List
- d. DPS Activity Report
- e. Special Events
 - i. Harvest Fest
 - ii. Monster Mutt Walk
 - iii. Halloween 2024
 - iv. Photos with Santa

MOTION: Motion by Kissel, supported by Priest approving the consent agenda items as presented.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

6. PUBLIC HEARINGS

- a. None

7. INTRODUCTION OF ORDINANCES

8. GENERAL BUSINESS DISCUSSION

- a. Establish the September 3, 2024 City Council meeting as the time and place for the public hearing for the 5-year Parks Plan refresh.

MOTION: Motion by Kissel, supported by Priest to establish the September 3, 2024 City Council meeting as the time and place for the public hearing for the 5-year Parks Plan refresh.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

- b. BHS Dance Team – *Report on the BHS Dance Team community service project and consideration of a donation to the team.*

MOTION: Motion by Beebe, supported by Kissel to approve a donation to

the BHS Dance Team in the amount of \$1,500 in appreciation of their community service efforts.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

- c. Leffler's Property Maintenance Tree Removal at 3rd and Church and the Cemetery.

MOTION: Motion by Beebe, supported by Priest to approve tree removal at 3rd and Church St., and Hillside Cemetery, at a cost of \$6,600.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

- d. Resolution #24-028 – Michigan CLASS

MOTION: Motion by Kissel, supported by Priest to approve the opening of an account with Michigan CLASS for investment of city funds.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

- e. Refuse Bulk Pickup Discussion

- i. City Manager Smith explained the following services provided through Stevens Disposal, and their applicable charges:

1. Residents are permitted to dispose of two excess bags of waste, in addition to their regular bins, at no charge.
2. Bulk (large) items such as appliances, furniture, etc. can be picked up at a cost of \$10 per item. Pick-up of these items must be scheduled with Stevens Disposal by the resident.

- ii. City Council discussed absorbing costs of bulk pickup on behalf of residents, for a trial period.

MOTION: Motion by Beebe, supported by Kissel to approve absorption of bulk pickup costs by the city through December 31st, with a limit of 3 pickups per household, with the data tracked by Stevens Disposal.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

f. Bid Award – Victory Park Projects

MOTION: Motion by Priest, supported by Kissel to approve a contract with C&S Construction General Contractors for renovation of Victory Station in the amount of \$63,300, and construction of new restrooms in Victory Park in the amount of \$123,200.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

9. ACCOUNTS PAYABLE AND DEPARTMENTAL EXPENDITURES

MOTION: Motion by Priest, supported by Kissel to approve Accounts Payable and Departmental Expenditures in excess of \$500, as presented.

ROLL CALL VOTE:

Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Pro-Tem Bates	Aye
Mayor Voigt	Aye

Motion Carried.

10. CITY MANAGER COMMENTS

- a. There will be a pre-construction meeting pertaining to the Harbour Pointe road project this Friday at 10 am, at which point a firm start date for the project will be established.
- b. The city received a \$175,000 grant from the State of Michigan for the Harbour

- Pointe road project.
- c. No parking signs have been placed in Victoria Commons. Parking permits for the subdivision's residents are slated to arrive on Friday, with two permits being distributed to each household.
 - d. Stevens Disposal is expected to begin replacing residents' current refuse bins for bins from their company during the first week of September. As a reminder, dumpsters will need to be empty before this occurs.

11. CITY COUNCIL MEMBER COMMENTS

- a. **Kissel**
 - i. Had a fun weekend at the Boat Parade on Belleville Lake.
 - ii. Met with Giffels Webster on August 9th to discuss revamping the city's current Master Plan, which is expected to start rolling out this fall.
 - iii. The Fire Auxiliary will be providing reimbursement for parts on the city's new fire truck.
 - iv. Would like to see the City Works software utilized more often and hopes that city administration will take the time to tie up any loose ends.
- b. **Priest**
 - i. Had great feedback from residents and non-residents alike about the Taste of Belleville, Music Lakeside, and Margaritas in the Ville events.
- c. **Beebe**
 - i. There was positive energy at local events he was able to attend recently, confirming that Belleville is a fun and unique place to live.
 - ii. The DPS report generated through the City Works software and provided to the Council was much appreciated.
 - iii. Owen Intermediate School has a new principal, who was notified of the new parking enforcement in Victoria Commons.

12. MAYOR'S COMMENTS

- a. Enjoyed the Taste of Belleville, and there was a great turnout at the post-event concert.
- b. Margaritas in the Ville was a fun event.
- c. Wished Assistant City Manager Jones a happy birthday.

13. CITIZENS COMMENTS

- a. **John Juriga**
 - i. There were nine Music Lakeside concerts this summer, averaging about 500 attendees per show.
 - ii. Thank you to the Methodist Church for providing restrooms to the attendees of Music Lakeside.
 - iii. USPS mail carriers were recently gleaning food for the local food closet, and the Butcher Shop graciously provided hot dogs for the entire crew.
- b. **Chris Zweng**
 - i. Reminder that the Fire Department will be holding an open house on August 24th from noon to 4 p.m. Thank you to the Warthogs Motorcycle Club for funding the costs of food for the event.
- c. **Brian Loranger**
 - i. The Taste of Belleville was fantastic, and the Butcher Shop did a great job.

14. ACTION ITEMS FOR NEXT REGULARLY SCHEDULED MEETING

- a. None.

15. ADJOURNMENT

MOTION: Motion by Kissel, supported by Beebe to adjourn at 8:30 PM.
No objections were noted.

Motion Carried.

**CITY OF BELLEVILLE REGULAR CITY COUNCIL MEETING
AGENDA
Monday, August 26, 2024 – 6:00 pm**

1. PLEDGE OF ALLEGIANCE & MOMENT OF SILENCE

2. ROLL CALL

Council Member Beebe	Present
Council Member Kissel	Present
Council Member Priest	Absent - Excused
Mayor Pro-Tem Bates	Absent - Excused
Mayor Voigt	Present

3. GENERAL BUSINESS DISCUSSION

- a. Resolution 24-028 - Resolution expressing concern regarding the radioactive waste scheduled to come to Wayne County, MI

MOTION: Motion by Kissel, supported by Beebe to approve **Resolution # 24-028**, as presented.

ROLL CALL VOTE:

Council Member Beebe	Aye
Council Member Kissel	Aye
Council Member Priest	Aye
Mayor Voigt	Aye

Motion Carried.

4. CITY MANAGER COMMENTS

- a. Reminder that the next regular meeting of the City Council will be on Tuesday, September 3rd.

5. CITY COUNCIL MEMBER COMMENTS

- a. None.

6. MAYOR'S COMMENTS

- a. None

7. CITIZENS COMMENTS

- a. None

8. ADJOURNMENT

MOTION: Motion by Beebe, supported by Kissel to adjourn at 6:28 PM.
No objections were noted.

Motion Carried.

Belleville Special Event Application



Name/Type of Event	Pop-Up Market
Organization Name of Event Sponsor	Belleville Central Business Community
Type of sponsoring organization	Non-Profits
Organization Website Address	www.bellevillecentralbusinesscommunity.com
Complete Address of Organization <i>(PO Box is not acceptable)</i>	152 Main Street, Suite 2 Belleville, MI 48111
Responsible Individual	Janet Millard
Complete address of Responsible Individual <i>(PO Box is not acceptable)</i>	
24-hour emergency telephone number	(
Cellular Phone Number	See Above
Email Address	
Driver's License Number and Date of Birth	
Alternate Responsible Individual	
Complete address of Alternate Responsible Individual <i>(PO Box is not acceptable)</i>	
Telephone Number	
Cellular Phone Number	
Email Address	
Driver's License Number and Date of Birth	
Schedule & Location	
Date(s) of Event (including Set-Up and Tear-Down)	Thursday, September 19 & October 17
Actual operational dates and hours of event	5pm-8pm
Beginning Time of Event (including Set-Up time)	3pm
Ending Time of Event (including Tear-Down time)	9pm
Location(s) of Event	4 th Street Square
**Please Note: Emergency lanes for public safety access must be available at all times.	
Event Description	
Describe the purpose of this event	To enhance the Third Thursday special shopping evening in downtown Belleville
Activities associated with event i.e. parade, vendors, concert, etc. <i>(Attach additional documentation if necessary)</i>	Local farms & crafter/vendors

Belleville Special Event Application

Funding

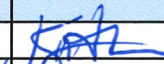
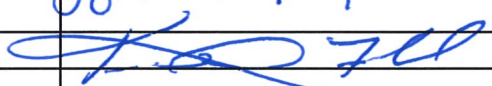
How will this event be funded?	Belleville CBC
Who will be compensated for goods or services that support this event?	None
Will the City be reimbursed for services rendered?	No _____
Have you applied for and been granted an insurance policy for this event? <i>Please attach a copy of the policy.</i>	_____X_____ YES NO

Public Safety / Public Services

Approximate number of participants expected.	12 to 15
What is the plan for parking?	Parking lot & street
How will this event be staffed / supervised?	By organizer
Will event require Police, Fire, EMS services?	_____YES _____NO X
If this is a multi-day event, please describe how goods / supplies that may be left on site overnight will be stored and secured.	N/A
Describe in detail your plans to meet social distancing requirements and disinfection practices. <i>(Attach additional documentation if necessary)</i>	N/A
Will event require City street closures? If yes, please attach a map clearly indicating which streets will be closed and when.	_____ _____
Will event require utilization of barricades, traffic cones, or caution tape? If yes, please identify how it will be set up, taken down, maintained and returned to the City. <i>(Attach additional documentation if necessary)</i>	_____YES ____X____NO
Describe signage to be used for event. Include dates that signs will be put up and taken down, size and location of signage. <i>(Attach additional documentation if necessary)</i>	
Refer to Sign Ordinance for details regarding allowable type(s) and permissible location(s) of signs	
Describe the plan for rubbish collection and removal. <i>(Attach additional documentation if necessary)</i>	If there is any it will be put in existing containers

DPS to remove

Belleville Special Event Application

Public Safety / Public Services (continued)	
<u>Will food be available / sold at event?</u> <u>If yes, describe by whom.</u>	Bakery Items
Will alcoholic beverages be available / sold at event? If yes, describe by whom.	_____YES _____NO X
Please describe your plan for meeting State Law and all requirements for sale and service of food and alcoholic beverages. <i>(Attach additional documentation if necessary)</i>	Operating under Cottage Laws.
**Please Note: Special permission and permit is required	
List Attachments:	
1CBC Insurance Policy	
2	
3	
4	
5	
Applicant must be present at the City Council Meeting when this application is presented	
Action	Signature / date
Preliminary Approval from City Manager	 8/22/24
Preliminary Approval from DPS Director	
Preliminary Approval from Police Chief	 8/22/24
Preliminary Approval from Fire Chief	
Presented to City Council	
Amendments to application if any	
1	
2	
3	
4	
5	
Action	Signature / date
FINAL APPROVAL	

COMMON POLICY DECLARATIONS

MESA UNDERWRITERS SPECIALTY
INSURANCE COMPANY A Stock Company
40 Wantage Avenue, Branchville, NJ 07890

Policy Number: MP004203400204303

Previous Policy Number: MP002100100204302

☐ New ☒ Renewal ☐ Rewrite

Policy Period: From 11/04/2023 To 11/04/2024 at **12:01 A.M.** Standard Time at your mailing address shown below.

Named Insured:

BELLEVILLE CENTRAL BUSINESS COMMUNITY

DBA:

Mailing Address:

248 MAIN ST

BELLEVILLE

MI 48111 2644

Agent and Mailing Address:

42034-McGowan Wholesale

Agent Number: 42034

This insurance has been placed with an insurer that is not licensed by the state of Michigan. In case of insolvency, payment of claims may not be guaranteed.

Premium:	\$2,262.00
Underwriting Fee:	\$80.00
Surplus:	\$45.24
Regulatory:	\$11.31
Total:	\$2,398.55

Tax State: MI

State Control Number (NJ & PA):

Surplus Lines Broker Name: Surplus Lines Broker Number:

Form of Business

☐ Individual ☐ Joint Venture ☐ Partnership ☒ Limited Liability Company ☐ Corporation

☐ Organization (other): _____

Business Description:

Exhibitions - Outside - No stadiums or grandstands

Select Coverage Part (for which insurance is being afforded)

☒ Commercial General Liability	\$	2,262.00
☐ Liquor Liability	\$	
☐ Owners & Contractors Protective	\$	
☐ Commercial Property	\$	
☐ Commercial Inland Marine	\$	
☐ Commercial Crime	\$	
☐ Farm & Ranch	\$	
☐ Auto Dealers	\$	
☐ Other (Describe)	\$	
☐ TRIA	\$	

Policy Taxes and Fees

Surplus Lines	\$45.24
Stamp fee	\$11.31
Policy Fee	\$80.00

Total Advance Premium \$ 2,262.00

Total Other Charges \$ 136.55

Total \$ 2,398.55

Premiums Shown are payable at inception or as indicated on the individual Coverage Declarations.

Form(s) and Endorsement(s), including edition dates, made a part of this policy at the time of issue: See Schedule of Forms

10/04/2023
Date

By: _____
Authorized Agent

City of Belleville
Special Event Application



PLEASE NOTE:

Applicant or their chosen representative must be present at the City Council Meeting when this application is presented

General Event Information	
Name of event:	Egan's Pub Annual Witches Ball
Describe the purpose of the event	Gathering of women to celebrate Halloween and raise money for guiding Harbor
Name of organization sponsoring event:	Egan's Pub
Complete address of sponsoring organization: (PO Boxes are not acceptable)	396 Main Street, Belleville MI 48111
Website of organization:	
List of activities associated with the event (i.e. parades, vendors, concerts, etc.) *Attach additional documentation if necessary*	DJ with dancing
If there are any unusual activities planned or anticipated as a result of this event, list them here: (i.e. large groups of people, protests, gun salutes, fireworks, etc.)	150+- women in costumes
Location & Schedule	
Location(s) of event	4 th street square
**Note: Emergency lanes allowing for public safety access must be available at all times. **	

City of Belleville

Special Event Application



Location & Schedule (continued)	
Actual operational dates and hours of event	Friday October 18 th from 7pm to 12am
If additional dates are required for setup and tear-down, list them here:	Tent set up on Thursday October 17 and taken down Monday October 20
Beginning time of event (including setup time)	5pm
Ending time of event (including tear-down time)	1am
Funding	
How will this event be funded?	Ticketed sales
Who will be compensated for goods or services that support this event?	Egan's Pub
Will the City of Belleville be reimbursed for any services rendered?	☐ Yes ☒ No
Have you applied for and been granted an insurance policy for this event?	☒ Yes ☐ No (If yes, please attach a copy of the policy)
Public Safety / Public Services	
Approximate number of participants expected:	150+-
What is the plan for parking?	City parking lot and local streets
How will this event be staffed/supervised?	By Egan's Pub employees
Will event require assistance from Police, Fire, or EMS?	☐ Yes ☒ No
If this is a multi-day event, please describe how goods/supplies that may be left on site overnight will be stored and secured:	no
Will this event require the closure of any City streets?	☐ Yes ☒ No (If yes, please attach a map that clearly indicates which streets will be closed, and when)

City of Belleville

Special Event Application



Public Safety / Public Services (continued)	
Will event require utilization of barricades, traffic cones, or caution tape? (Attach additional documentation if necessary)	☐ Yes ☒ No (If yes, please identify how they will be setup, taken down, maintained, and returned to the City)
Describe any signage to be used for the event including how they will be setup and removed, size, and location(s). (Attach additional documentation if necessary)	none
** Note: Refer to City's Sign Ordinance for details regarding allowable types and permissible locations of signs **	
Describe the plan for rubbish collection and removal: (Attach additional documentation if necessary)	Will use our dumpster
Will food be available/sold at event?	☒ Yes ☐ No If yes, describe by whom: Egan's Pub/Angel food catering
Will alcoholic beverages be available/sold at the event?	☒ Yes ☐ No If yes, describe by whom: Egan's Pub
Please describe your plan for meeting State law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	We have additional bar license along with our Class "C" license and will obtain a special license from the MLCC for this event
List of Document Attachments (if applicable)	
1.	4.
2.	5.
3.	6.

City of Belleville
Special Event Application



PLEASE NOTE:

Applicant or their chosen representative must be present at the City Council Meeting when this application is presented

General Event Information	
Name of event:	Egan's Pub Annual St. Patrick's DAY CELEBRATION
Describe the purpose of the event	To celebrate our patron Saint and heritage
Name of organization sponsoring event:	Egan's Pub
Complete address of sponsoring organization: (PO Boxes are not acceptable)	396 Main Street, Belleville MI 48111
Website of organization:	N/A
List of activities associated with the event (i.e. parades, vendors, concerts, etc.) *Attach additional documentation if necessary*	Dancing with a D.J.
If there are any unusual activities planned or anticipated as a result of this event, list them here: (i.e. large groups of people, protests, gun salutes, fireworks, etc.)	500+ people throughout the day and evening
Location & Schedule	
Location(s) of event	4 th Street Square. Tented and fenced off
**Note: Emergency lanes allowing for public safety access must be available at all times. **	

City of Belleville

Special Event Application



Location & Schedule (continued)	
Actual operational dates and hours of event	Monday March 17 th , 2025, from noon to 10pm
If additional dates are required for setup and tear-down, list them here:	Tent will be set up Friday 14 th and removed Wednesday the 19 th
Beginning time of event (including setup time)	Saturday March 15 th set up at noon
Ending time of event (including tear-down time)	March 17 th by 10pm
Funding	
How will this event be funded?	Egan's Pub
Who will be compensated for goods or services that support this event?	Egan's Pub
Will the City of Belleville be reimbursed for any services rendered?	☐ Yes ☒ No
Have you applied for and been granted an insurance policy for this event?	☒ Yes ☐ No (If yes, please attach a copy of the policy)
Public Safety / Public Services	
Approximate number of participants expected:	400-500 persons
What is the plan for parking?	Parking in parking lot and street
How will this event be staffed/supervised?	We will have staff in the tent. All staff are TAM certified
Will event require assistance from Police, Fire, or EMS?	☐ Yes ☒ No
If this is a multi-day event, please describe how goods/supplies that may be left on site overnight will be stored and secured:	Only supplies left in tent are from the rental agency of their items, table/chairs/heaters etc.
Will this event require the closure of any City streets?	☐ Yes ☒ No (If yes, please attach a map that clearly indicates which streets will be closed, and when)

City of Belleville

Special Event Application



Public Safety / Public Services (continued)	
Will event require utilization of barricades, traffic cones, or caution tape? (Attach additional documentation if necessary)	☒ Yes ☐ No (If yes, please identify how they will be setup, taken down, maintained, and returned to the City) We request the use of "bike" barricades from the city delivered on Thursday 13th.
Describe any signage to be used for the event including how they will be setup and removed, size, and location(s). (Attach additional documentation if necessary)	an Egan's pub sign hanged on front of tent. Attached with zip ties. Put up and taken down on the 17th.
** Note: Refer to City's Sign Ordinance for details regarding allowable types and permissible locations of signs **	
Describe the plan for rubbish collection and removal: (Attach additional documentation if necessary)	We will utilize our own trash cans and dumpster
Will food be available/sold at event?	☐ xYes ☐ No If yes, describe by whom: food will be for sale, from Egan's Pub
Will alcoholic beverages be available/sold at the event?	☒ Yes ☐ No If yes, describe by whom: Alcohol will be sold by Egan's Pub in the tent.
Please describe your plan for meeting State law and all requirements for sale and service of food and alcoholic beverages. (Attach additional documentation if necessary)	We will file an application for temporary service for 4th Street Square. This will make that area NOT part of the BORA DORA. Only drinks from Egan's will be allowed.
List of Document Attachments (if applicable)	
1.	4.
2.	5.
3.	6.



Parks and Recreation

Master Plan Refresh

DECEMBER 18, 2023
CITY OF BELLEVILLE, MICHIGAN
6 Main Street, Belleville, MI 48111

Acknowledgements

Mayor

Ken Voigt

City Council

Mayor Pro Tem Kelly Bates

Jeremiah Beebe

Julie Kissel

Randy Priest

City Manager

Jason Smith

Assistant City Manager/Project Administrator

Steve Jones

Clerk

Brianna Hootman

Director of DPS

Rick Rutherford

Police Chief

Kris Faull

Fire Chief

Brian Loranger

The council and staff would like to say a special thank you to Kerreen Conley and Tom Fielder for their passion and dedication to the Belleville Community, and their years of service to the City of Belleville.

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Executive Summary

As of 2023, we present a comprehensive refresh to the Parks and Recreation Master Plan, reflecting the evolving needs and aspirations of our vibrant community. This refresh builds upon the foundation established in the original master plan, incorporating valuable insights gathered through extensive community engagement, rigorous assessments, and contemporary best practices in parks and recreation planning. As mentioned in the Executive Summary of the 2003 version of this plan, particular elements or features may change over time, as this document is meant to evolve with us as the parks evolve and community needs and desires change.

This Parks and Recreation Master Plan Refresh is a dynamic and community-driven roadmap, embodying our commitment to creating and maintaining spaces that enhance the quality of life for residents of our community. By embracing innovation, sustainability, and inclusivity, we aim to cultivate an environment that fosters well-being, recreation, and community cohesion.

The plan will update the City of Belleville’s community demographics, using 2020 census data, the current parks and recreation inventory, and outline the roadmap for maintenance, upgrades, and improvements to the city’s park infrastructure. Belleville is known for its high quality of life, proximity to Belleville Lake, a “Main Street” downtown filled with locally owned businesses, and just a few minutes’ drive from major amenities.

The success of this refresh depends on continued collaboration with the community, local government, and stakeholders. Together, we look forward to bringing this vision to life and creating parks and recreational spaces that reflect the unique character and aspirations of our community.

Sincerely,

Jason Smith, MPA

City Manager

Introduction

This process started in 1995 with the Parks and Recreation Master Plan, which was redone in 2003 by the city, the Parks and Recreation Commission, City Council, and McKenna Associates. This update will celebrate the accomplishments made by the city since the 1995 plan and reflect the changes in the community's overall makeup. The refreshed plan will serve as a guide in decision-making, and aid in the targeting of available grant funding.

The plan includes an update of the social and demographic characteristics considered in the context of the community's historical, physical, and geographical circumstances. All the existing facilities and programs available in the city have been re-inventoried and reviewed. The inventory includes City, school, county, regional, state, and private facilities.

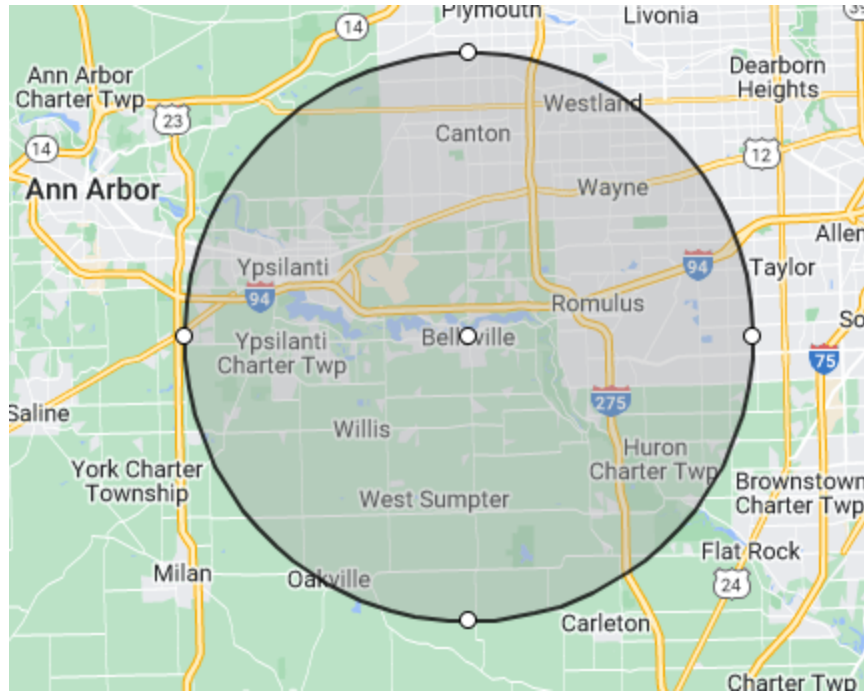
An important goal of the plan is to establish a basis for funding the various improvement projects and programming. The city has used a variety of funding sources including general fund revenues, and grants from State and Federal agencies. It is intended that additional funding be obtained from all available sources.

Community Description

Physical Characteristics

Regional Setting

From the 2003 plan: "The City of Belleville lies in the gently rolling terrain along the southern shoreline of Belleville Lake in the center of Van Buren Township in Wayne County, Michigan. While the city is mainly a residential community, it does contain a unique, and traditional downtown". The city is approximately 9 miles from Detroit Metro Airport to the east, and 21 miles from Ann Arbor to the West.



Map 1 - Regional Setting

Community Resources

The original plat of the Village of Belleville was recorded in 1848. In 1905, Belleville was first incorporated as a Village. In 1924-25, the Detroit Edison Company constructed a dam across the Huron River, which created the six-mile-long lake now known as Belleville Lake. In 1946, Belleville became incorporated as a city. The lake is active in the summer, with several boat launches and recreational activities taking place.

The community is also home to the Belleville Area District Library, with its new facility constructed in 2020. The library supports residents in the Tri-Community (Sumpter and Van Buren Townships, and the City of Belleville). The Belleville Area Museum, a partnership between the City of Belleville and Van Buren Township, re-opened in 2023 after interior renovations.

The city also features numerous places of worship and service clubs. The Belleville Yacht Club resides just outside the city limits but is very active in community events.

Educationally, Van Buren Public Schools features three schools within the city limits; Belleville High School, Owen Intermediate School (formerly South Middle School), and Edgemont Elementary School. Wayne County Community College's Western Campus sits just 4.5 miles from the city, with Washtenaw Community College 9.5 miles away. Eastern Michigan University is ten miles from Belleville, and the University of Michigan is 17 miles away.

Generalized Existing Land Use

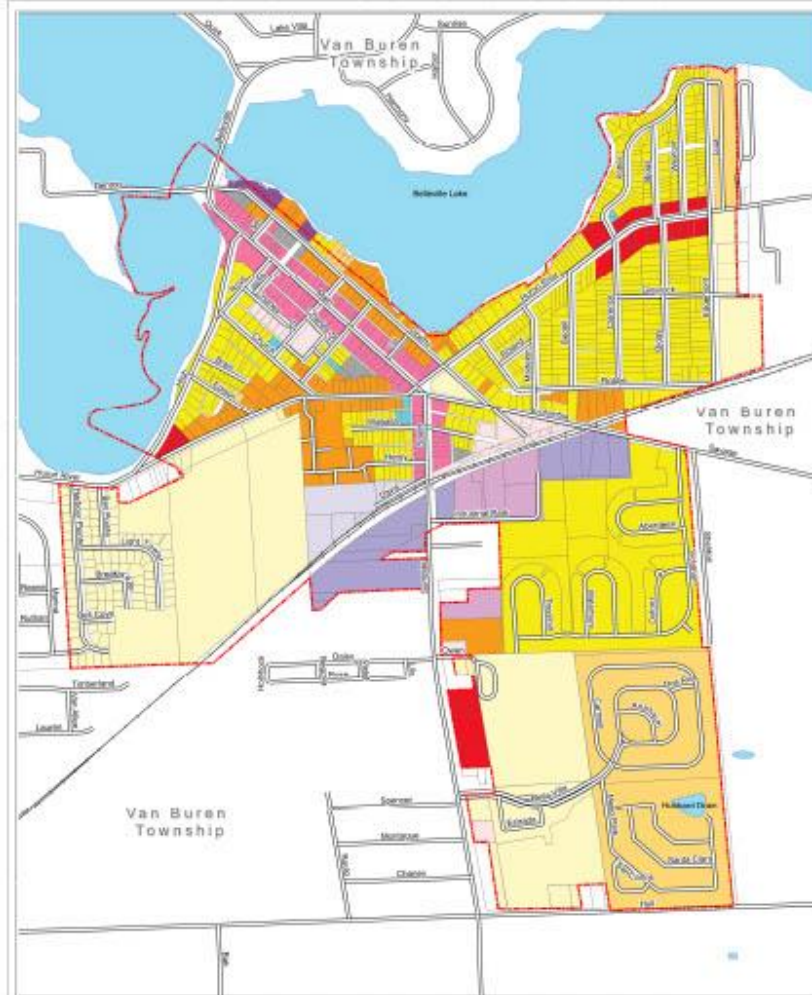
Residential uses are the dominant land use in the city. The commercial uses run through downtown and along the major arterial roads. Newly-constructed condos and single-family homes along Belleville Lake in the Doane's Landing area are zoned as a Planned Use Development. A small industrial area extends along the south side of the railroad tracks. The city features four parks within the city limits.

Many single-family homes are established on the east side of the city, with mixed uses emanating from the downtown area. There are two large subdivisions, Harbor Pointe to the west, and Victoria Commons to the east. To the south lies the Belle Villa neighborhood. Belle Villa Lakes is a senior community, and Belle Villa Meadows is a mobile home community.

Transportation

Belleville has several transportation options within a few minutes' drive of the city. I-94 is just north of Belleville, and I-275 is just two miles east. Willow Run Airport is just five miles west, and Detroit Metropolitan International Airport is eight miles east. Suburban Mobility Authority for Regional Transportation (SMART) buses also provide transportation.

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Zoning Map City of Belleville Wayne County, Michigan



- R-1 One-family Residential (9,600 sq ft)
- R-2 One-family Residential (8,800 sq ft)
- R-3 Residential
- R-M Multiple-family Residential
- B-1 Local Business
- B-2 Central Business
- B-3 General Business
- O-1 Office Service
- I-1 Industrial
- I-2 Industrial
- I-P Industrial Park
- P-1 Vehicular Parking
- PUD Planned Unit Development
- Belleville City Limit

Digital User Note:
Click on a district heading in the map legend to go directly to the corresponding district regulations.

Adopted _____, 2013

Mayor _____

Clerk _____

clearzoning
CLEAR AND CONNECTED

Sources: Michigan Geographic Data Library,
City of Belleville
May 14, 2013



City of Belleville Zoning Ordinance
clearzoning

XV

Map 2 - Zoning Map

Population and Households

Growth Trends and Projections

Belleville is considered a “bedroom” community with most residents working outside the city. From 1980 to 2000, Belleville experienced some significant gains in population, thanks in large part to Harbor Pointe and Victoria Commons subdivisions being built. As accurately predicted by the 2003 parks plan, future growth did not sustain this rate, as new growth has emerged through smaller redevelopment projects and residential infill.

Table 1 - General Population Characteristics

Category	1980	2000	% Change 1980-2000	2000	2020	% Change 2000-2020	Total Change 1980-2020
Total Population	3366	3997	8.57%	3997	3978	-0.24%	8.33%
Total Households	1430	1842	12.59%	1842	1847	0.14%	12.73%
Average Household Size	2.35	2.16	-4.21%	2.16	2.2	0.92%	-3.30%
Average Family Size	2.89	2.87	-0.35%	2.87	2.08	-15.96%	-16.30%
Median Age	31	37.5	^ 6.5 years	37.5	40.9	^ 3.4 years	^ 9.9 years

From 1980 to 2020, the city has experienced an 8.33% increase in population, with the majority of that occurring from 1980 to 2000. After a decline in the last two decades of the 20th century, the average household size has increased in the first two decades of the 21st century, from 2.16 in 2000 to 2.2 in 2020. The community’s median age continues to rise, although at a slower rate. From 1980 to 2000, the median age jumped 6.5 years, and just 3.4 years from 2000 to 2020.

Age Structure

The type of recreation services needed in a community partly depends on the makeup of the population. The table below describes the sizes of Belleville’s age groups. The under 5 age group makes up 9.28% of the population. This group relies on “tot lot” style parks and day care facilities for its recreation needs. Children aged 5 to 19 place focus more on active recreation, such as basketball, ball fields (soccer, baseball, football, etc.), swimming, and indoor facilities. This demographic represents 13.17% of Belleville’s population (5.63% for ages 5-14, and 7.54% for ages 15-19). The 20 to 44 age group leans toward a hybrid of active recreation favored by the younger age groups, and passive recreation that older age groups tend to prefer. This group represents the largest age segment in Belleville, at 33.91%. Mature families (45-64) and retirement-aged population demand access to passive recreation, with a small need for some low-impact active recreation. These groups tend to focus on social meetings such as card games and bingo, as well as walking, jogging, and pickleball. The 45-64 age group is the second largest group in the city, at 25.09%, and the 65 and older group is the third largest at 18.55%.

The largest increase from 2000 is the 65 and older age group, increasing 3.39% in the last 20 years. This group is followed very closely by the Under 5 age group, at 3.32%. Belleville has seen the sharpest decline in the 5 to 14 age group, with a 6.4% drop, and the 20 to 44 age group with a decline of 4.07% since 2000.

Table 2 - Population Age Structure

Age Group	Life Phase	2000		2020	
		Number	Percent	Number	Percent
Under 5	Pre-School	238	5.95%	369	9.28%
5 to 14	Elementary School	481	12.03%	224	5.63%
15 to 19	Secondary School	226	5.65%	300	7.54%
20 to 44	Family Forming	1518	37.98%	1349	33.91%
45 to 64	Mature Families	928	23.22%	998	25.09%
65 and Over	Retirement	606	15.16%	738	18.55%

Racial and Ethnic Composition

Belleville is a predominately white community, with 68.98% of the population identifying as white. This segment of the population saw the largest decrease between 1980 and 2020, down 28.29%. Individuals who identify as black saw the largest increase in population, making up 16.99% of Belleville's population, an increase of 15.57% since 1980. The next largest segment is those identifying as multi-racial or other, at 6.99%, an increase of 6.31%. Residents who identified as Latinx make up 5.98% of the population, with those identifying as Native, Asian, or Pacific Islander making up 0.08% and 0.98%, respectively.

Table 3 – Population Racial Composition

Ethnicity	1980		2000		2020	
	Number	Percent	Number	Percent	Number	Percent
White	3274	97.27%	3499	87.54%	2744	68.98%
Black	48	1.43%	315	7.88%	676	16.99%
Latino	21	0.62%	101	2.53%	238	5.98%
Native		0.00%	16	0.40%	3	0.08%
Asian or Pacific Islander		0.00%	47	1.18%	39	0.98%
Other	23	0.68%	38	0.95%	278	6.99%

Education

Belleville continues to see increases in the post-secondary educational attainment. While 81.7% of the population report having completed high school, this is down from 87.7% in 2000, but an increase from the 1990 numbers. Residents reporting having completed a bachelor's degree also declined to 20.2% from the 2000 numbers. The one segment where Belleville saw an increase in reported educational attainment was in the Graduate, Professional, and Doctorate degrees, at 12.1%. This number is up from 10% in 2000 and significantly higher than the 1990 reporting of 5.8%. Residents with a greater level of education tend to place a greater value and higher demand from their community on leisure activities.

Table 4 – Educational Attainment

Category	1990	2000	2020
High School Diploma	78.2%	87.7%	81.7%
Bachelor's Degree	13.6%	24.2%	20.2%
Graduate or Professional Degree	5.8%	10.0%	12.1%

Income Characteristics

The median household income during the 2020 census for Belleville was \$51,602; which is up from the 2000 census reporting of \$44,196; however, this number is significantly less when the 2000 median household income is adjusted for inflation. The median income for the year 2000 when viewed in 2020 dollars is \$67,481.01. Based upon Belleville's average family size of 2.08, approximately 28.13% of the population lives below the 2023 Federal Poverty Guidelines, which is \$39,440.

Table 5 – Income Characteristics

Income	Number	Percent
Under \$10k	260	6.54%
\$10k - \$30k	547	13.75%
\$30k - \$50k	638	16.04%
\$50k - \$75k	718	18.05%
\$75k - \$100k	284	7.14%
\$100k - \$125k	215	5.40%
\$125k - \$150k	76	1.91%
\$150k - \$200k	149	3.75%
\$200k and Above	143	3.59%

Income data has important recreation planning implications since residents with low to moderate incomes rely heavily on public recreation opportunities versus for-profit and private facilities. This is especially true for residents below the poverty line and senior populations.

Implications

The recreational implications of Belleville's characteristics include:

- Belleville Lake provides an excellent opportunity for water-related recreational programming and facility development. Belleville Lake is a community-wide and regional recreational resource.
- Good highway connections nearby facilitate development of recreational attractions that can be used to boost tourism in the community.
- The central business district is connected to the park system and surrounding residential neighborhoods. It can provide complementary recreational facilities for the community while providing useful facilities for community visitors and business. The downtown's proximity to Belleville Lake is an important community resource.
- Natural features that are not useful for development can be used for nature trails.
- The population makeup is such that there is a need for both active and passive recreation opportunities to satisfy the demands of all age segments. The makeup should be tracked regularly to evolve and adapt the plan to demographic changes.
- Income trends indicate the need for public facilities rather than private clubs. Pickleball courts, updated playscapes, and water resources will be well-received by this population.

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Inventory & Evaluation of Existing Recreational Resources

The City of Belleville has four primary outdoor parks covering approximately 37.06 acres.

Primary Parks

Horizon Park

Horizon Park is an approximately 1.31-acre linear park between High Street and Belleville Lake that provides exquisite views. Horizon Park is home to the Belleville War Memorial and features a picnic pavilion, arbor, benches and tables, restrooms, lake access and wonderful lake views. The Horizon Park Waterfront offers a lakeside boardwalk, courtesy boat docks, and ADA accessible canoe/kayak launch. A favorite activity of area residents is watching the sun set over the lake at Horizon Park.

Previous proposals to increase use have included the planting of spreader shrubs to prevent soil erosion at the bank, and a natural amphitheater.

Doane's Landing

At the foot of the Belleville Bridge, Doane's Landing is a community gathering place for individual quiet time and for fun events offering lakefront vistas.

Victory Park

Victory Park is a 1.75-acre park located in the heart of Belleville, at the intersection fondly known as "Five Points". Victory Park offers a children's play area, picnic facilities, a gazebo, and features a statue of the famous explorer LaSalle. It is home to the renovated Victory Station building. Victory Station is available to rent for meetings and special events. A statue of LaSalle was privately donated in 1985 and faces the Five Points intersection.

Village Park

This 24-acre park was developed in conjunction with Victoria Commons, a 220-unit single family residential development. It features an ADA accessible children's playground, walking trails, basketball courts, and sand volleyball courts. A striking feature of Village Park are three large ponds and the surrounding trails; the main path around the large pond was paved and made ADA accessible in 2010.

Secondary Parks and Community Spaces

Fourth Street Square

A section of Fourth Street from Main Street to an alley running behind the storefronts on the north side of Main Street was closed to create a downtown square in 1984. The square features seating and

landscaping and serves as the central point for events and programming within the Central Business District. It is the epicenter of most activities including the Farmer’s Market, Christmas Parade, LakeFest, and WinterFest.

Liberty Bell Park

Liberty Bell Park is located on the east side of Belleville Road as it becomes Main Street at the north entrance to Belleville. The park was officially designated as such in 1983 and has been maintained as a scenic greenspace. The site has Belleville Lake frontage with excellent views, and it is home to the “Booville” signage during the month of October.

Belleville High School

Belleville High School is located within the City of Belleville on over 34 acres of land. Included on this land are three ball diamonds, a football field with bleachers and lights, a track, and eight community tennis courts, which were funded by city organizations.

Owen Intermediate School

Owen Intermediate School is situated on about 29 acres. The school has a gym, football field, ball diamonds, and a soccer field that can be reserved by community organizations. This facility includes nearly five acres of dense woods and a ready-made nature study area.

Edgemont Elementary School

Edgemont Elementary School is located on over 8 acres and has a playground, soccer field, and gymnasium which are used for neighborhood activities. This area provides recreation opportunities and open space for surrounding residential neighborhoods.

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Summary of Recreational Deficiencies

Park space is sufficient. Ongoing maintenance and improvement of existing facilities will increase use and benefit the community.

Other observations of needs and deficiencies based on the preceding inventory and analysis include the following:

- Active non-school recreational facilities are limited in the city. Except for school grounds, there are no soccer or softball fields in the community. Village Park does include basketball courts.
- Belleville's circumscribed land area and small population limit the development of a dedicated Parks and Recreation Department with its own staff.
- Belleville's distinctive identity that includes a traditional town plan and Main Street, as well as its location on Belleville Lake give Belleville an attractive sense of place and make it an appealing destination throughout the region with significant recreational implications.
- The City of Belleville has significant regional recreational assets due to its location to Belleville Lake and Lower Huron MetroPark. Playing a crucial role in non-motorized pathways and networks to connect these assets to the people will be a key undertaking for Belleville.

Public Input & Survey

The city has not conducted any public input or survey work since the 2003 plan. At that time, the community had the following feedback:

- The geographic distribution of the parks rated very high, while recreation opportunities were ranked satisfactory to fair.
- A family recreation center, swimming, basketball/volleyball courts, and a visual/performing arts center received strong support for indoor facilities.
- Outdoor recreational needs included more non-motorized paths for jogging, cycling, and general exercise scored very high. Outdoor swimming, picnic facilities, and nature trails also received support.
- Residents voiced a desire for swim programming, nature and conservation programming, music, crafts, dance/theater and visual arts.
- The potential costs/fees, crowding, locations, limited hours, noise, security, and crime were listed as the most commonly cited problems.

Recreation Goals & Objectives

The City of Belleville has had much success in accomplishing several short-range objectives over the course of the 1995 and 2003 plans. The new goals for this plan are somewhat like the 2003 plan:

- Continue to enhance and improve the City's parks by expanding the range of features for each facility as appropriate within the existing park footprints.
- Ensure that the needs of all age groups, such as teens and senior citizens, are addressed. Public/Private partnerships or an agreement with the school system to provide indoor facilities to offset the limited space available, particularly for a new indoor recreation facility.
- Continue to work in partnership with Van Buren and Sumpter Townships, Wayne County, and the State of Michigan to enhance recreational opportunities.

Parks and Recreation Plan

In reviewing the existing parks plan, the physical and demographic traits of the community, and the inventory of existing parks, an assessment of need was completed. The following projects are proposed for 2023-2033.

Proposed Projects

Project 1: Organizational Opportunities with Van Buren Township

The City of Belleville and Van Buren Township share numerous assets. The residents rely on many of Van Buren's recreational activities, while Van Buren residents identify strongly with the character and sense of place in the City of Belleville. The need to work cooperatively and complementary to one another is imperative.

1. Develop an ad hoc joint working group or committee to identify and plan for recreation activities.
2. Investigate joint grant opportunities, particularly with greenways or downtown public space connectivity.

Project 2: Greenways and Non-Motorized Network

Over the last several years, a linked network of greenways and non-motorized paths across the entire state has gone from a vision to a reality. Working with organizations that are heavily involved in the trail connectivity will be important for the completion of these trails, as well as connecting the City to other regional assets.

1. Complete grants for route planning, concept design, and engineering.
2. Complete a Planning and Design study for connectivity.
3. Funding phased improvements.

Project 3: Horizon Park

Horizon Park has been identified by the City Council as the park that should be a “jewel” of the Belleville Park system. Proposals for development have been presented throughout the years.

1. Planting spreader shrubs to prevent soil erosion of the bank.
2. Continued/Improved boardwalks with safe lake level access, including ADA compliant access to the lakeshore.
3. Landscaping, terracing, or other methods of shore erosion.
4. Improved lighting along the walking areas.
5. Construction of a natural amphitheater.

Project 4: Park Improvements

Continue to improve and enhance existing city parks with ongoing maintenance, improved and updated facilities, such as playscapes, landscaping, and accessibility.

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Parks and Recreation Funding

Parks and Recreation Funding

Given the small size of the city and limited funding available, general revenues are dedicated to fund basic city operations. Capital funding of new projects is generally limited with most funding of new facilities provided through the Community Development Block Grant (CDBG) program. In addition to CDBG funding, the city also actively seeks grant opportunities.

The city does not employ a parks and recreation staff or director, nor does it sponsor organized recreational programming.

Funding Sources

There are several existing or potential funding sources available for park and recreation facility improvements.

- **General Fund.** The general fund is the basic operating fund of the city and the traditional source of operating funds for parks and recreation. General Fund revenues are derived from property taxes, state-shared revenues, federal grants, license and permit fees, charges for services, interest on investments, and court fines or forfeitures. Recreation program user fees are usually channeled through the General Fund.
- **Millage.** A property tax millage can be used to finance specific parks and recreation projects or for the operation of recreation facilities. The dedicated millage has gained favor in many communities because the voters are increasingly wary of approving millage increases for non-specified purposes. Approval by voters is required before a millage can be assessed. Any millage is subject to a periodic renewal by vote of the people.
- **User Fees.** Fees can be charged by the city to the users of specific recreation facilities or for enrollment in recreation programming. User fees can provide a substantial amount of support for certain parks and recreation facilities. Other communities in the region have established user fees for certain facilities.
- **Bond Programs.** Several bond programs can be used for parks and recreation facilities.
 - **General Obligations Bonds.** General Obligations Bonds are issued for specific community projects and may not be used for other purposes. These bonds are usually paid off with property tax revenues.
 - **Revenue Bonds.** Revenue Bonds are issued for construction of public projects that generate revenues. The bonds are then retired using income generated by the project.
 - **Special Assessment Bonds.** Special Assessment Bonds are issued to pay for projects that benefit a particular segment of the population. For example, recreation improvements

that benefit a defined subdivision or neighborhood could be financed using special assessment bonds, in which case the residents who receive the benefit would be assessed.

- **Create a Regional Recreational Authority.** The city should pursue an agreement with the other Tri-Community entities to create a broader funding base. Creation of a regional authority could achieve that goal.
- **State-Level Grants.** The State of Michigan has several departments that offer grants for various programming and assets. The Michigan Department of Natural Resources is a prime source of parks and recreation grant funding.
- **Community Development Block Grant (CDBG).** Revenues obtained through the federal CDBG program can be used for a variety of projects, including development of recreation facilities.
- **Donations.** Businesses, corporations, private clubs, and community organizations will often contribute to recreation and other improvement programs to benefit the communities in which they are located. Private sector contributions may be in the form of monetary contributions, the donation of the land, providing volunteers, or the contribution of equipment and facilities.
- **Foundations.** A foundation is a special non-profit organization that is established as a mechanism through which land, cash, and securities can be donated for the benefit of parks and recreation services. The assets are distributed by the foundation Board of Directors.



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Proposal

Jason Smith
City of Belleville
6 Main Street
Belleville, MI 48111
Ph: 734-697-9323

Fax:

Proposal 233345.
Date August 20, 2024

Project

Utility Bills

Newsletter: Print 1 Sided, Full Color on 60# Offset

Bills: Print 1 side, Black ink on 20# Blue Perfed Stock, Fold, Insert x2 into #10 Double Window Env,
Seal, Sort & Mail First Class Presort

Components

Newsletter, Bills, #10 DW Env

Quantity of 1,100

Services	Quantity	Setup	Minimum	Rate	per	Price
**Printing - Newsletter	1,100			\$121.61	/m	\$133.77
Pre-Press - Newsletter	2	\$35.00		\$35.00	ea	\$105.00
Statement Set-up	1			\$125.00	ea	\$125.00
Process & Mail Statements (c1s)	1,100		\$175.00	\$180.00	/m	\$198.00
Prepare Forms/Verify and/or Del. to PO	1		\$12.00	\$12.00	ea	\$12.00

Total Cost for Services

\$573.77

Estimated Postage

	Pieces	Rate	Postage
1st Class/5-Digit	1,100	0.54500	\$599.50000

Total Estimated Postage

\$599.50000

Total Estimated Project Cost

1,100 Unit Price: \$1.07 **\$1,173.27**

Postage must be paid in advance or on deposit with the Post Office.

Thank you for the opportunity to quote on this project.

Autumn Hoffman

Account Manager

Accepted :

City of Belleville ('CLIENT')

By _____

Name _____

Title _____

Date _____

THIS PROPOSAL CONSISTS OF THIS PAGE AND PARAGRAPH 1-18 ON THE BACK SIDE

MAIL INDUSTRY TRADE CUSTOMS

- 1. PROPOSALS:** Proposals are subject to acceptance within 90 days. Proposals are based on the cost of labor and materials on the date of the proposal. If changes occur in cost of materials, labor, or other costs prior to acceptance, or if the customer requires changes in the mailing schedule subsequent to acceptance, the right is reserved to change the price quoted. Subsequent orders will be subject to price revision if required. Proposals do not include applicable taxes, shipping costs or deliveries unless specifically stated. Postage included on proposals is an estimate only. Proposals are only valid when in writing.
- 2. CANCELLATION:** Orders may be canceled by the customer at any time by notice in writing or via e-mail with the understanding that Kent Communications Inc. (KCI) will be compensated in full for any work or services performed prior to cancellation, plus the cost of any goods or services purchased for the order.
- 3. ALTERATIONS/SPECIFICATIONS:** Prices quoted are based upon our understanding of the specifications submitted. If there is a change in specifications or instructions resulting in additional costs, the work performed will be billed at the current rates, and the mailing date may be delayed.
- 4. VERBAL ORDERS:** Written or e-mail orders are strongly recommended. KCI may accept verbal orders; however such orders are subject to KCI's acceptance of the written final specifications which customer shall deliver to KCI by fax or mail prior to the commencement of the work.
- 5. POSTAGE:** Proposals include estimated postage only. The customer is responsible for the payment of all postage, whether or not included in the proposals. KCI will notify the customer in writing, by e-mail or verbally by telephone call as soon as reasonably possible after the actual amount of postage is known and will notify the customer of the date when the postage is needed in order to complete the mailing prior to the agreed upon mailing date. KCI will make reasonable efforts to provide the customer with an accurate estimate of required postage; however, the customer, and not KCI, is responsible for additional postage charges if the rate of postage changes for any reason including the design of the mail piece. Payment of postage in advance is required on all orders and is the responsibility of the customer. KCI reserves the right to hold mailings for which sufficient postage has not been paid or until postage payment has been verified. The customer will provide the postage payment in adequate time for KCI to complete the mailing prior to the previously agreed upon mail date. The customer is responsible for all additional postage and or shipping charges assessed by the Post Office or any other shipping agent after the mailing has been mailed.
- 6. ACCEPTANCE OF ORDER:** The customer agrees that KCI may refuse at any time to mail any copy, photographs or illustrations of any kind that in the management's sole judgement believes is an invasion of privacy, is degrading, libelous, unlawful, profane, obscene, pornographic, tends to ridicule or embarrass, or is in bad taste, or which in the management's sole judgement is an infringement on a trade mark, or trade name, or service mark, or copyright belonging to others.

The Customer also agrees to defend and hold KCI harmless in any suit, claim, or court action brought against KCI for alleged or actual damages, costs, expenses (including reasonable attorney's fees), liabilities or losses of any kind or nature resulting from the mailing for the customer, including circumstances where KCI, acting as the customer's agent, uses copy, photographs, or illustrations that are or believed by others to be degrading, libelous or harmful to their reputations, images, or standing in the community or an infringement on a trade mark, trade name, service mark, or copyright belonging to others, or in a suit or court action brought against KCI for actions of the customer's employees which may occur as a result of any mailing.

- 7. MAILING LISTS:** Customer's mailing list(s) in KCI's possession for storage or otherwise, is the exclusive property of the customer and shall be used only at the customers instructions. KCI shall provide reasonable protection against the loss of a customer's list. It is the customer's sole responsibility to maintain a duplicate list or have the source material from which the list was compiled. KCI shall pay for the cost of replacing such lists in the event of its systems failure, loss by fire, vandalism, theft or other such causes on KCI's premises (excluding destruction of the list due to the customer's negligence or willful misconduct), provided that the customer has a duplicate list or has the source material from which the list was compiled, and then only to the extent of the costs involved in replacing the lost list. KCI shall not be liable for compiling such lists nor for an intangible or special value attached thereto.

KCI is not responsible for the accuracy or integrity of lists or other data supplied by the customer or list broker. Unless otherwise specified in writing in advance, all rented mailing lists are provided on a one-time use basis.

- 8. MATERIALS:** KCI assumes in all proposals that all material provided will permit efficient handling on automated equipment, and meets equipment manufacturer's published specifications. Materials furnished that are within manufacturer's specifications, but which are not up to acceptable operational standards due to poor folding, facing, trimming, packing, sticking together of material, insufficient leeway between enclosures and envelopes, square envelope flaps or other causes, will be subject to pricing at special rates. The customer will be notified when a deficiency is discovered and approval will be obtained for handling at special rates before proceeding with work, and a new delivery schedule may result.

KCI is not responsible for identifying errors in preprinted copy on customer-furnished materials and assumes no liability for damages resulting from the mailing of materials which contain erroneous information. When performing mailings for not-for-profit customers, KCI is not responsible for content in mailed materials which causes a customer to lose their Nonprofit Status.

All direct mail handling and processing involves spoilage. Allowances for spoilage should be taken into consideration in ordering material. Spoilage of up to three (3) percent of customer's materials is typical. KCI will make reasonable efforts to handle customer's material to prevent undue spoilage. Nevertheless, KCI is not responsible for shortages of material as a result of spoilage in processing. All stock and materials belonging to a customer will be held and stored only at the customer's risk, and the customer shall be responsible for insurance on its stock and material.

Printer delivery tickets must accompany the materials delivered, and should show the number of skids or cartons, the quantity per skid or carton, and the total delivery quantity. Each incoming carton or skid must bear an identity, item code, quantity and a sample clearly visible. Each skid shall have only one material version, unless clearly marked and separated. Multiple items shall not be included within a single carton, skid or container unless noted thereon and on accompanying paperwork. KCI will apply a surcharge for any rework necessary for materials received not meeting these specifications.

KCI accepts and may rely upon printers' count until processing, and assumes no responsibility for shortages discovered at that time. Additional charges will apply if the customer requires the mailer to verify printer's counts prior to processing. Customer shall provide KCI with sufficient inventory or adequate sources of supply to meet anticipated demand. Cost for back orders, delay notices, canceled orders and increased customer service resulting from out of stock conditions is to be paid by, and will be billed to customer.

Collect shipment will be accepted only if clearance is obtained in advance, and a service charge will be added to the actual freight charges. KCI is not responsible for the condition of shipped overs, unless customer has been billed for packing and/or shipping.

The customer retains title to and the insurable interest in its materials. Customer shall obtain its own insurance for loss or damage to its materials. Customer releases, discharges, and holds KCI harmless from any loss or damage to customer's material that is or should have been covered by the insurance to be provided by customer, as provided above. KCI may carry insurance to protect itself against acts of negligence on the part of its employees in the normal course of business. If specific additional

insurance coverage is desired by customer, such coverage must be specified by agreement in writing with KCI and customer shall then provide and pay for such additional coverage by separate insurance or rider. In such instances, the liability of KCI for losses will be limited to the insurance coverage provided.

9. LABELS: Labels must be within equipment manufacturers' published specifications for labeling equipment. For paper labels as well as those which are electronically generated, quoted prices assume that label placement will be in the position most advantageous to production speed, or additional charges will be billed.

10. INSERTING SEQUENCE: Effort will be made to insert material in the sequence and facing the direction the customer requests, but quoted prices assume the most advantageous production speeds, and specified sequence or facing may result in additional charges being billed.

11. OVERAGES: The customer must advise KCI, in advance of the performance of the order, of the disposition of overs (leftover mail pieces). Overs may be returned to the customer, stored, or destroyed. If items are stored or returned, applicable storage and delivery charges will be added. Additionally, at KCI's option and without liability to KCI, material may be automatically destroyed after 60 days if customer has failed to respond to a disposition request or failed to pay for storage starting 30 days after the mail date. Premium storage rates may be applied to old materials or materials for which disposition has not been designated. KCI is not responsible for the condition of shipped overs.

12. DELIVERY SCHEDULES: KCI will make reasonable efforts to meet scheduled delivery and mailing date(s), but is not liable for failure to meet any requested delivery dates. In addition, KCI has no control over U.S. Postal Service, United Parcel Service or common carriers' delivery schedules and cannot guarantee when the mail or shipments deposited with or released to these carriers will be delivered. The date which mail or shipments are deposited by KCI with or released to these carriers is the date of delivery for purposes of this contract.

KCI is not responsible or liable due to delays, and all orders are accepted contingent upon, fire, accident, act of God, mechanical breakdown or other causes beyond KCI's control. Since the time element is an integral part of KCI's business, quoted prices are based upon a specific set of time schedules for completion. Any requested deviation from the schedules described or agreed upon by both parties at the time the order is placed may alter the quoted price. Late delivery of material may delay the completion date of the order by a greater degree than the actual elapsed time the material is late.

13. ERRORS IN MAILING: In the event of an error or mistake by KCI resulting in an erroneous mailing, KCI, at its expense, shall remail that portion of the mailing that was in error, as soon as is reasonably possible after notification in writing by customer of the error or mistake. Notwithstanding KCI's error or mistake, the customer shall pay the postage for all such remailings. The remailing is the exclusive and sole remedy of customer against KCI for such error or mistake, and is in substitution for all other remedies or damages, including loss of business, postage, or other consequential or incidental damages.

14. DELINQUENT INVOICES: If customer fails to timely pay KCI, KCI may, at its option, along with all other remedies available to KCI, retain the customer's list or printing or other property until paid in full or sell the customers property and apply the proceeds against payment of delinquent invoices. "Delinquent" is defined as "past the agreed or specified payment date." After suitable credit has been established, unless otherwise specified in writing by KCI, terms are net with interest as allowed by law applied to delinquent invoices. Customer is responsible for any related collection costs, legal fees and interest.

15. BROKER/AD AGENCY/RESELLER: When contracting with an intermediary such as a broker, ad agency or reseller for work on behalf of their customers, the intermediary, as well as the customer is fully responsible to KCI for timely payment of invoices and for related collection costs, legal fees and interest. The intermediary's responsibility for payment to KCI is without regard to whether the intermediary has been paid by its customer for services rendered.

16. TAXES: All amounts due for taxes and assessments will be added to the customer's invoice and are the responsibility of the customer. No tax exemption will be granted unless official proof of the customer's exemption is on file with KCI or such documentation accompanies the order. If, after the customer has paid the invoice, it is determined that more tax is due, the customer shall promptly remit the required taxes to the taxing authority or immediately reimburse KCI for any additional taxes paid by KCI.

17. SOLE AND EXCLUSIVE REMEDY: The Sole and exclusive remedy of customer for the breach of this agreement by KCI or any express or implied warranties pertaining to the mailing purchased by customer pursuant to this agreement, shall be remailing as provided in paragraph 13 above. Alternatively KCI may, at its opinion, provide a full refund of the invoice price. Customer shall notify KCI by written notice of any defect in the mailing within the period of 60 days immediately following the mailing. Failure by customer to notify KCI within this 60 day period shall relieve KCI from any liability to customer as a result of the defective mailing. The remedy here provided by KCI as to remailing, shall be customers sole and exclusive remedy and is expressly made in substitution of any and all remedies otherwise provided under the Uniform Commercial Code as enacted in the state of Michigan or any other state or jurisdiction. Under no circumstances shall KCI be liable to customer or any other person for any consequential, incidental, economic, direct, indirect, general or specific damages arising out of any breach of warranty, express or implied, under the agreement.

18. STATE OF MICHIGAN: This agreement shall be interpreted in accordance with the laws of, and enforced within the jurisdiction of, the state of Michigan. Any suit against KCI involving this agreement shall be brought in a court of competent jurisdiction within the county of Kent and the state of Michigan.

City of Belleville

6 Main Street ♦ Belleville, MI 48111-2788

Jason Smith, MPA, City Manager

jsmith@belleville.mi.us

734-252-4307 ♦ Fax 734-697-6837 ♦

www.bellevilleonthelake.com



To: Belleville City Council
From: Jason Smith, MPA – City Manager
Date: 8/28/2024
Re: City Hall Rear Lot

RECOMMENDATION: *Consideration of the proposal prepared by CB Asphalt Paving to address flooding and grading issues in the City Hall rear lot.*

We have asked CB Asphalt Paving to provide us with figures to address the flooding and low spots in the gravel portion of the rear lot where staff from the police department park. This would solve having to step around a large area where water pools and address large potholes in the lot near the exits.

Your consideration and concurrence are appreciated.



CB ASPHALT PAVING
36506 SIBLEY RD.
NEW BOSTON, MI 48164
734-341-0438
WWW.CBASPHALTPAVING.COM

8/22/24

CUSTOMER INFORMATION

CUSTOMER NAME: Jason Smith
COMPANY NAME: City of Belleville
COMPANY ADDRESS: 6 Main St.
CITY: Belleville
STATE: MI
ZIP: 48111
PHONE NUMBER: 734-252-4307
EMAIL ADDRESS: jsmith@belleville.mi.com

PROPERTY INFORMATION

PROPERTY NAME: Belleville Police Dept.
PROPERTY ADDRESS: 6 Main St.
CITY, STATE: Belleville
STATE: MI
ZIP: 48111

Since 2002, CB Asphalt has been working with clients throughout Michigan helping them meet their construction goals. We are confident that we can meet the needs of your project, stay on schedule, and stay on your budget.



CB ASPHALT is proud to present this proposal to beautify your property and add to your business success. These recommendations are made following the best practices in the industry to maintain and protect your property.

- ~ We are timely and efficient. We will never leave you in the dark about the work being done.
- ~ We are experienced and knowledgeable. Our team knows how to get the job done right the first time.
- ~ We are honest and dependable. Your property will be treated with care and respect throughout the project

We look forward to working with you throughout this project and seeing the plans become a reality!

Sincerely,
Christopher Patterson Jr. @ CB Asphalt Paving

WORK DESCRIPTION:

Option #1

Install Stone & Grade Parking Lot: Approx. 65 tons 21aa

- 1. Contractor will identify and mark out area's of repair with customer prior to start of work.
- 3. Install new aggregate 21AA stone as needed to get water flowing away from building.
- 4. New stone base will be rolled to ensure proper compaction.
- 5. Contractor to haul and dispose of any work related debris.

Labor & Material: \$6,500.00

Option #2

New Asphalt Construction: Approx. 1,500 SF in (1) Location

- 1. Contractor to mark off area of repair with customer prior to start of work.
- 2. Contractor to have unobstructed access to area where work is to be performed.
- 3. Install (6) inches of new aggregate base 21AA (Approx. 45 tons) stone over top of existing concrete.
- 4. New stone base will be rolled to ensure proper compaction.
- 5. Contractor to install 4.0" of hot plant mixed asphalt 5E (2 lifts) over the newly graded stone.
- 6. New asphalt to be rolled and compacted using a steel drum roller.
- 7. Contractor to haul and dispose of any work related debris.

Labor & Material: \$17,500.00

Permit allowance has been set at designated rate shown.

Labor & Material: \$0.00

Final cost of permits and testing will be actual cost plus 10%

Zoning & All other local Requirements/regulations: Contractor assumes no responsibility for determining whether the purchaser has the legal right or authority to pave the property as directed. Notwithstanding that such work might be deemed to violate any ordinance, zoning regulation, or other law, the purchaser shall nevertheless be obligated to pay for work.

Unbeknownst Objects: Contractor assumes no responsibility for removing hidden objects encountered during the performance of the work. Any costs incurred by the removal and disposal of such hidden objects shall be borne solely by the purchaser and the contractor shall be reimbursed accordingly.

Root Encounter: Contractor shall not be responsible for damage to trees occasioned by the removal of tree roots in preparing the road, nor shall contractor be obligated to remove damage or destroyed trees.

Soil Discovery: Should any unusual soil conditions be encountered not specifically referred to in this proposal any extra costs in the performance of the work occasioned by such conditions shall be paid by the purchaser.

Underground Structures: It is the purchaser's responsibility to advise the contractor of the existence and location of all underground structures such as sewers, water and gas lines, etc. which might be encountered by the contractor in the performance of its work hereunder. Contractor shall be deemed to have notice of the existence of only those structures specifically referred to in this proposal and the location thereof as indicated in this proposal. If it develops in the performance of the work that the identity of location of the underground structures varies from those specified herein, any extra costs occasioned thereby in moving, protecting, or covering same, or otherwise shall be borne by the purchaser.

Material Storage: Contractor shall be permitted to stockpile materials and accessories necessary to the performance of its work, on the purchaser's property adjacent to the site of work without cost.

Grade Policy: Contractor reserves the right to refuse to construct a pavement unless minimum grade of 2% are possible for surface drainage. If the owner directs construction with less than a minimum grade of 1%, it is understood that water pooling may occur and that no warranty attaches to the work as to satisfactory surface drainage. Depressions over 3/4 inch will be filled asphalt guaranteed to be 97% water free.

Frost Heave: The contractor shall not be responsible for movement of new pavement due to frost heave, with the exception of pavements where footings have been installed by the contractor.

Cracks: The contractor shall not be responsible for cracks that may occur on NEW or resurfaced concrete, brick or asphalt pavements.

Permits/Testing: The owner or the purchaser of the above work shall pay for any and all permits/testing or assessments if they are required and are not included in price unless noted.

Cunctation: The contractor shall complete the job within a reasonable time but shall not be liable to delays beyond the control of the contractor including weather delays to this and any other projects on the schedule.

Boundary Lines: The purchaser of this paving work shall establish and designate property lines and purchaser shall be obligated to pay for work performed as ordered in the property lines established by.

Quantities Estimated or Approximated: Quantities, depths and areas in this proposal are approximate and averages arrived at for estimating purposes only, and it is understood that payment is to be made on actual quantities of work completed and actual areas covered unless otherwise indicated.

Revisions: No charges or alterations in the specifications shall be allowed except in writing and at prices agreed upon at the time the changes are authorized.

Validity: This proposal will not be binding upon our company until the signed acceptance has been received by us and until it has been checked and signed by an officer of this company. This contract does not include any provisions for Davis Bacon (prevailing wage) requirements unless stated otherwise.

No Oral Agreements: It is expressly understood that all the terms, agreements and conditions relating to this contract are only those expressed in writing herein and that there are no oral representations, undertaking, terms, agreements or conditions of any kind.

Collections and Legal Fees: All amounts unpaid after 30 days will be subject to interest at 1.5% per month. An annual rate of 18% If CB Asphalt is required to incur any legal fees to collect payment or remedy any issues with the project CB Asphalt shall be entitled to recover all cost including actual cost attorney fees.

All material/ work is guaranteed to be as described above.
All work is to be completed in a workmanlike manor according to standard practices.
Any changes to the above scope of work involving extra costs will be executed only upon written orders and will be an extra charge above the specified work outlined above.
All agreements contingent upon strikes, accidents or delays beyond our control.
Owner to carry fire, tornado and other necessary insurance above work.
Our workers are covered by worker's compensation insurance.
Additional mobilizations Due to customer not allowing access on site as agreed to be billed at

Payment Terms: 1/2 Deposit. Balance Due Upon Completion

*Due to extreme market volatility and pending US Government section
232 trade cases all prices and availability are subject to change without notice,
all quotes to be confirmed at time of order and subject to inventory status.*

ACCEPTED:

The above prices, specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payment will be made as outlined above.

QUOTATION ACCEPTED BY:

Client Approval Signature

Print Client Name

Title of Client

Date of Acceptance

Criag Blankenship
734-366-0174

CHRISTOPHER PATTERSON JR.
SALES EXECUTIVE
734-288-6692

CPATTERSON@CBASPHALTPAVING.COM

PROJECT INFORMATION FORM

DATE
JOB NAME
JOB NUMBER

\ \

CUSTOMER INFORMATION

NAME
ADDRESS

PHONE/FAX

PROJECT INFORMATION

PROJECT NAME
PROJECT ADDRESS

SCEHEDULING CONTACT
PHONE NUMBER
EMAIL

OWNER INFORMATION

OWNER NAME
OWNER ADDRESS

BILLING INFORMATION

CONTACT NAME
PHONE NUMBER
EMAIL
BILL-TO NAME
BILL-TO ADDRESS

ACCOUNTS PAYABLE EXPENDITURES
COUNCIL MEETING ON
SEPT 3 2024

DATE	AMOUNT	DESCRIPTION	G. TOTAL
9/3/2024	\$122,420.95	EFT	\$122,420.95
9/3/2024	\$727,608.62	CHECKS	\$727,608.62
GRAND TOTAL			\$ 850,029.57

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: Advanced Underground Inspection

Amount: \$ 4,218.75

Purpose: Sewer inspection & cleaning

CHURCH & 3RD ST

PART 1

- | | |
|-------------------------------------|---|
| ☐ | This request is for Council approval prior to purchase: |
| ☒ | This purchase was previously approved by Council: |
| ☐ | This purchase is part of a bid approved by Council: |
| ☐ | This purchase was budgeted: |
| ☐ | This purchase was for an emergency: |

PART 2

☐ This purchase was based on competitive price quotes:

☒ This purchase is not based on competitive quotes because: Preferred contractor the city has used in the past for similar needs.

Advanced Underground Inspection

39101 Webb Drive
We've Moved
Westland, MI 48185
USA

Voice: 734-721-0081
Fax: 734-721-0082

INVOICE

Invoice Number: 16555
Invoice Date: Aug 19, 2024
Page: 1

Bill To:

City of Belleville
6 Main Street
Belleville, MI 48111

Ship to:

City of Belleville
PO# DPW6 AUI# S2024102
Various Locations T&M

CB

Customer ID	Customer PO	Payment Terms	
4Belleville		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		9/18/24

Quantity	Item	Description	Unit Price	Amount
1.00		Friday 08/02/24, Job Ticket# 36034.		
6.75	TV	TV Unit/Camera Truck w/Crew	300.00	2,025.00
6.75	Cleaning	Cleaning/Jetting/Vac	325.00	2,193.75

		Please see job tickets for additional detail.		
Subtotal				4,218.75
Sales Tax				
Total Invoice Amount				4,218.75
Payment/Credit Applied				
TOTAL				4,218.75

Check/Credit Memo No:

Underground Inspection, LLC

**UNDERGROUND VIDEO INSPECTION
JET VACUUM CLEANING • INDUSTRIAL SERVICES**

**39101 Webb Drive
Westland, MI 48185
(877) 9-CAMERA
(734) 721-0081
Fax (734) 721-0082**

JOB TICKET

36034

Friday

DATE & DAY 08-02624

CUSTOMER DATA						JOB DATA						
NAME City of Belleville						SITE Church St.						
JOB # S2024102 RD.# DPWL6						CONTACT NAME NUMBER						
CONTACT NAME Tony T & M CONTRACT 734-754-1787 QUOTE						LOCATION Belleville MI						
EQUIPMENT	QTY	HRS	DISPOSAL									
BYPASS PUMP			MANIFEST	QTY	U/M			LOCATION				
TV UNIT	S18							ON-Site				
TV GROUT			SUPPLIES USED (EXPENSES, RENTALS) Gloves									
JETTER VAC	801											
SEWER JET												
S.C.												
OTHER												
PERSONNEL			START TIME	ARRIVE SITE	DEPART SITE	END TIME	DOWN TIME	BILLABLE HOURS				
EMPLOYEE #	NAME											
	Jim.W		6:30 A	7:30 P	12:30 A	1:15 O						
	Joe.S		6:30 A	7:30 P	12:30 A	1:15 O						
	Mike.L		6:30 A	7:30 P	12:30 A	1:15 O						
	Nate		9:00 A	10:00 P	12:30 A	1:15 O						
			A P	P	P	P						
			A P	P	P	P						
COMMENTS: 15' Church and third = 367' cut 4 rootbars OUT OF lane. 												
JOB COMPLETE: Yes CUSTOMER [Signature] / /												
SCHEDULE FOR RETURN: no AUI [Signature] / /												

WHITE-ORIGINAL YELLOW-CUSTOMER

City of Belleville
EXPENDITURES IN EXCESS OF \$500

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5000.00. Use this cover sheet for each purchase subject to this provision, and attach supporting documentation.

Vendor: Advanced Underground Inspection

Amount: \$ 5,500.95

Purpose: Sewer inspection & cleaning

Victoria Commons

PART 1

- | | |
|-------------------------------------|---|
| ☐ | This request is for Council approval prior to purchase: |
| ☒ | This purchase was previously approved by Council: |
| ☐ | This purchase is part of a bid approved by Council: |
| ☐ | This purchase was budgeted: |
| ☐ | This purchase was for an emergency: |

PART 2

☐ This purchase was based on competitive price quotes:

☒ This purchase is not based on competitive quotes because: Preferred contractor the city has used in the past for similar needs.

Advanced Underground Inspection

39101 Webb Drive

We've Moved

Westland, MI 48185

USA

Voice: 734-721-0081

Fax: 734-721-0082

INVOICE

Invoice Number: 16560

Invoice Date: Aug 19, 2024

Page: 1

Bill To:

City of Belleville
6 Main Street
Belleville, MI 48111

Ship to:

City of Belleville
PO# DPW6 AUI# S2024102
VICTORIA COMMONS CLEAN & TV

CB-JULY

Customer ID	Customer PO	Payment Terms	
Belleville		Net 30 Days	
Sales Rep ID	Shipping Method	Ship Date	Due Date
	Airborne		9/18/24

Quantity	Item	Description	Unit Price	Amount
1.00		Thursday 08/01/24, Job Ticket# 36050		
1,183.00		Clean and TV per the proposal. (12"+18")	4.65	5,500.95

Subtotal				5,500.95
Sales Tax				
Total Invoice Amount				5,500.95
Payment/Credit Applied				
TOTAL				5,500.95

Check/Credit Memo No:

ADVANCED**Underground Inspection, LLC**

39101 Webb Drive
Westland, MI 48185
(877) 9-CAMERA
(734) 721-0081
Fax (734) 721-0082

JOB TICKET

36050

Thursday

DATE & DAY 08-01-24

UNDERGROUND VIDEO INSPECTION
JET VACUUM CLEANING • INDUSTRIAL SERVICES

CUSTOMER DATA				JOB DATA			
NAME <u>City of Belleville</u>		SITE <u>Vicrona Commons</u>					
JOB # <u>S2024102</u>	PO. # <u>DPW6</u>	CONTACT NAME NUMBER					
CONTACT NAME NUMBER <u>Tony 734-</u>		LOCATION <u>Belleville MI</u>					
T & M CONTRACT ☒ QUOTE							
EQUIPMENT	QTY	HRS	DISPOSAL				
BYPASS PUMP			MANIFEST QTY U/M LOCATION				
TV UNIT <u>518</u>			<u>ON SITE</u>				
TV GROUT							
JETTER VAC <u>809</u>			SUPPLIES USED (EXPENSES, RENTALS)				
SEWER JET							
S.C. <u>Dodge & Ewerment</u>			<u>Gloves</u>				
OTHER							
PERSONNEL		START TIME	ARRIVE SITE	DEPART SITE	END TIME	DOWN TIME	BILLABLE HOURS
EMPLOYEE #	NAME						
	<u>Jim. W</u>	<u>6:30</u>	<u>7:30</u>	<u>3:00</u>	<u>3:30</u>		
	<u>Joe. S</u>	<u>6:30</u>	<u>7:30</u>	<u>3:00</u>	<u>3:30</u>		
	<u>Jessie. S</u>	<u>6:30</u>	<u>7:30</u>	<u>3:00</u>	<u>3:30</u>		
	<u>Mike. G</u>	<u>6:30</u>	<u>7:30</u>	<u>3:00</u>	<u>3:30</u>		
		A P	A P	A P	A P		
		A P	A P	A P	A P		
COMMENTS:							
<u>18" 56:55 = 242'</u>							
<u>18" 56:57 = 207'</u>							
<u>12" 59:55 = 120'</u>							
<u>12" 59:60 = 184'</u>							
<u>12" 31:32 = 205' Roots.</u>							
<u>12" 32:33 = 225'</u>							
JOB COMPLETE: <u>NO</u>				CUSTOMER <u>[Signature]</u>			
SCHEDULE FOR RETURN: <u>YES</u>				AUI <u>[Signature]</u>			

WHITE-ORIGINAL YELLOW-CUSTOMER

City of Belleville
EXPENDITURE IN EXCESS OF \$500.00

City Charter Section 15.8 requires Council approval of all purchases in excess of \$500.00 and not in excess of \$5,000.00 Use this cover sheet for each purchase subject to this provision and attach supporting documentation.

Vendor Williams Emergency Vehicles & Equipment Amount \$15,459.19
101-301-987.000

PART 1

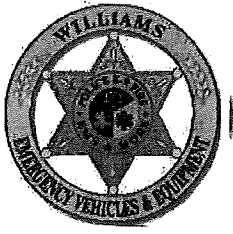
- ☐ This request is for Council approval prior to purchase
- ☐ This purchase was previously approved by Council by Res. No. _____
- ☐ This purchase is part of a bid approved by Council by Res. No. _____
- ☒ This purchase was specifically budgeted: per budget page 101-301-987.000 Vehicle Equipment/Outfitting
- ☐ This purchase was for an emergency (explain below or attach explanation).
- ☐ Other (explain below or attach explanation)

PART 2

This purchase was based on the following competitive price quotes:

This purchase is not based on competitive price quotes because:

NOT APPLICABLE or _____



Williams Emergency Vehicles & Equipment
42040 Koppernick Rd. Ste. 405
Canton, MI 48187 US
williamsemergency@gmail.com

Invoice

BILL TO

Belleville Police Department
Rick
Belleville DPW

ACCOUNT 101-301-936.000
DATE Aug 22, 2024
APPROVED [Signature]

INVOICE #	DATE	TOTAL DUE	DUE DATE	TERMS	ENCLOSED
326	08/21/2024	\$15,459.19	09/20/2024	Net 30	

UNIT #

2024 Tahoe unit 225

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	troy front partition	1	795.00	795.00
	troy three piece lower panel set	1	190.50	190.50
	troy window guard set	1	273.00	273.00
	troy rear door panel set	1	279.00	279.00
	troy prisoner seat	1	1,796.25	1,796.25
	troy console	1	480.00	480.00
	troy dual cup holder	1	48.00	48.00
	troy arm rest	1	159.75	159.75
	troy laptop mount	1	627.75	627.75
	Westin Push Bumper	1	568.77	568.77
	whelen light chanel	1	37.92	37.92
	westin pit bars	1	371.25	371.25
	feniex quantum led lights rocker panel set	1	1,600.00	1,600.00
	whelen 4206 whecan siren	1	674.00	674.00
	feniex vanguard siren speaker	1	140.00	140.00
	Magnetic mics	2	40.00	80.00
	whelen ion duo	12	131.00	1,572.00
	whelen ion duo surface mount	2	131.00	262.00
	Havis Accessory Timer	1	79.00	79.00
	75 AMP Relay	2	30.00	60.00
	6 Position fuse block	2	30.00	60.00
	10 Position Fuse Block	1	30.00	30.00
	SHOP SUPPLY	1	250.00	250.00

DATE	DESCRIPTION	QTY	RATE	AMOUNT
	Labor	1	4,000.00	4,000.00
	graphics	1	675.00	675.00
	Shipping	1	350.00	350.00

SUBTOTAL 15,459.19

TAX 0.00

TOTAL 15,459.19

BALANCE DUE **\$15,459.19**