

## MEMORANDUM

DATE: March 20, 2025

TO: Mindy Moore, Council Secretary

RE: Brownfield Redevelopment Authority Appointment

City Council:

Pursuant to the provisions of the Brownfield Redevelopment Authority and the authority vested in me, I hereby notify you of the following new appointment:

Name	Date of Expiration
Lauren Schandavel	June 30, 2028

City Council approval is required. Your concurrence in this matter is appreciated.

Respectfully submitted,



Lori M. Stone  
Mayor

Cc: Clerk  
Brownfield Redevelopment Authority

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## New submission from City Commission / Board Application

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From Web Master <webmaster@cityofwarren.org>

Date Tue 11/5/2024 3:52 PM

To Web Master <webmaster@cityofwarren.org>

### Commission / Board applied for

Brownfield

### Name

Lauren Schandevell

### Address

[REDACTED]

Warren, Michigan [REDACTED]

[Map It](#)

### Cell Phone

[REDACTED]

### Email

[REDACTED]

### Driver's License Number (for internal use ONLY)

[REDACTED]

### Number of Years a Warren Resident

26

### Warren Business Owner

No

### Appointment Request

- New Appointment Request

### Work Experience

Senior Campaigner, Jobs to Move America (May 2023 - Present)

Constituent Services Representative, Office of Andy Levin (November 2020 - August 2021)

Field Organizer, Andy Levin for Congress (July 2020 - November 2020)

Macomb County Organizer, We The People Michigan (June 2019 - July 2020)

## **Education**

Master of Public Policy, University of Oxford (2022)

Bachelor of Public Policy,

Minor in Community Action & Social Change, University of Michigan - Ann Arbor (2019)

## **Affiliations (Clubs, Fraternal, Military, Church, etc.)**

I'm currently working with the nonprofit Urban Seed, which runs the Eastpointe Community Garden, to bring a community garden to South Warren. I volunteer with them regularly.

## **Political Offices held, if any (Please include dates of service)**

N/A

## **Please feel free to add any additional information**

Warren is my hometown and I want to use the experience and knowledge I've acquired over the past decade to make the city better. Specifically, I want residents to have easier access to public land, green space, and social services. I want to see more small businesses like independent coffee shops and book stores along Van Dyke, particularly between 8 and 10 mile. Most importantly, I want our most vulnerable residents to feel prioritized by this city after decades of neglect. Warren has SO MUCH potential and I want to make sure we bring EVERYONE up on our way to meeting that potential.

**Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.**


---

## **Have you ever been convicted of a felony?**

- No

WARREN, MI (Property Address)

Parcel Number: Account Number:



Item 1 of 21 Image / 1 Sketch

Customer Name:

Summary Information

> Residential Building Summary

- Year Built: 1926
- Full Baths: 1
- Sq. Feet: 919

> Assessed Value: \$40,190 | Taxable Value: \$13,309

> Property Tax information found

> 17 Building Department records found

> Utility Billing information found

Owner Information

Amount Due

Property Total\$0.00

Permits

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB05-153755		Finaled	10/17/2005	4/12/2006	\$0.00	<a href="#">View</a>
Building	PB05-153805		Finaled	10/24/2005	4/12/2006	\$0.00	<a href="#">View</a>
Electrical	PE05-199256		Finaled	10/17/2005	4/12/2006	\$0.00	<a href="#">View</a>
Electrical	PE13-000720		Finaled	3/27/2013	4/17/2013	\$0.00	<a href="#">View</a>
Mechanical	PM06-090889		Finaled	3/9/2006	4/12/2006	\$0.00	<a href="#">View</a>
Plumbing	PP05-093884		Finaled	10/17/2005	5/18/2006	\$0.00	<a href="#">View</a>
Special	PSP05-26069		Finaled	7/12/2005	5/18/2006	\$0.00	<a href="#">View</a>

1

Displaying items 1 - 7 of 7

[Apply for a Permit](#)

Attachments

Date Created	Title	Record
No records to display.		

Displaying items 0 - 0 of 0

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WARREN, MI

(Property Address)

Parcel Number: Account Number:



Customer Name:

Summary Information

> Residential Building Summary

- Year Built: 1926

- Bedrooms: 0

- Full Baths: 1

- Half Baths: 1

- Sq. Feet: 919

- Acres: 0.103

> Utility Billing information found

> Assessed Value: \$40,190 | Taxable Value: \$13,309

> Property Tax information found

> 17 Building Department records found

Item 1 of 21 Image / 1 Sketch

### Owner and Taxpayer Information

Owner

Taxpayer

SEE OWNER INFORMATION

### Legal Description

PIPERS VAN DYKE SUBDIVISION NO 4 LOT 1062 L4 P92

### Other Information

### Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date

3/17/2025

Recalculate

### Tax History

Year	Season	Total Amount	Total Paid	Last Paid	Total Due	
2024	Winter	\$19.62	\$19.62	02/11/2025	\$0.00	
2024	Summer	\$906.56	\$906.56	08/14/2024	\$0.00	
2023	Winter	\$19.79	\$19.79	02/26/2024	\$0.00	
2023	Summer	\$870.97	\$870.97	08/28/2023	\$0.00	
2022	Winter	\$17.86	\$17.86	02/28/2023	\$0.00	
2022	Summer	\$835.69	\$835.69	08/30/2022	\$0.00	
2021	Winter	\$40.60	\$40.60	02/14/2022	\$0.00	
2021	Summer	\$792.85	\$792.85	08/27/2021	\$0.00	
2020	Winter	\$18.58	\$18.58	02/11/2021	\$0.00	
2020	Summer	\$814.59	\$814.59	09/01/2020	\$0.00	
Load More Years						

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WARREN, MI

(Property Address)

Parcel Number: Account Number:



Customer Name: UB Customer Name: OCCUPANT

Summary Information

> Residential Building Summary

- Year Built: 1926

- Bedrooms: 0

- Full Baths: 1

- Half Baths: 1

- Sq. Feet: 919

- Acres: 0.103

> Utility Billing information found

> Assessed Value: \$40,190 | Taxable Value: \$13,309

> Property Tax information found

> 17 Building Department records found

Item 1 of 21 Image / 1 Sketch

Customer Information

Name

Address

OCCUPANT

WARREN, MI

Account Number

Amount Due

Total Amount Due \$21.73

[Pay Now](#)

\*\* Enrolled in ACH Payments

Current Bill

[Click here for a printer friendly version](#)

Amount Due	\$21.73	Bill From	02/28/2025
Due Date	03/31/2025	Bill To	03/14/2025

Billing Item	Previous Amount	Current Amount	Penalties & Interest	Balance
DELINQ NOTICE FEE	\$0.00	\$0.00	\$0.00	\$0.00
FINAL BILL CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
NSF Fee	\$0.00	\$0.00	\$0.00	\$0.00
SEWER	\$0.00	\$7.93	\$0.00	\$7.93
SEWER SERVICE CHARGE	\$0.00	\$2.03	\$0.00	\$2.03
STATE MANDATED FEE	\$0.00	\$1.92	\$0.00	\$1.92
WATER	\$0.00	\$9.01	\$0.00	\$9.01
WATER SERVICE CHARGE	\$0.00	\$0.84	\$0.00	\$0.84
	\$0.00	\$21.73	\$0.00	\$21.73

History (474 Items Found)

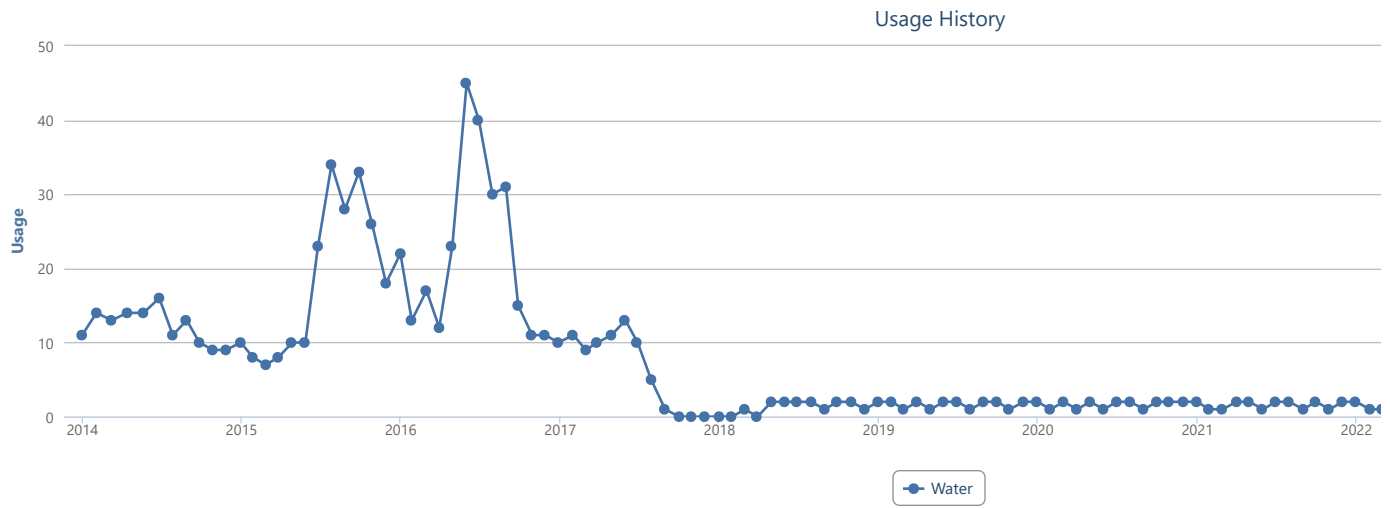
Starting Date

Ending Date

[Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
3/12/2025	Bill Calculated	01/31/25-02/28/25		0.00	0.00	\$21.73	\$21.73 ▲
2/28/2025	Meter Read	Water		1011.00	2.00	\$0.00	\$0.00
2/28/2025	Payment Posted	0005475432		0.00	0.00	(\$31.16)	\$0.00
2/11/2025	Bill Calculated	01/03/25-01/31/25		0.00	0.00	\$31.16	\$31.16
1/31/2025	Meter Read	Water		1009.00	3.00	\$0.00	\$0.00
1/31/2025	Payment Posted	0005426083		0.00	0.00	(\$21.73)	\$0.00
1/14/2025	Bill Calculated	11/29/24-01/03/25		0.00	0.00	\$21.73	\$21.73
1/3/2025	Meter Read	Water		1006.00	2.00	\$0.00	\$0.00
12/30/2024	Payment Posted	0005371534		0.00	0.00	(\$21.73)	\$0.00
12/13/2024	Bill Calculated	10/30/24-11/29/24		0.00	0.00	\$21.73	\$21.73
11/29/2024	Meter Read	Water		1004.00	2.00	\$0.00	\$0.00
11/27/2024	Payment Posted	0005324644		0.00	0.00	(\$31.16)	\$0.00
11/8/2024	Bill Calculated	09/30/24-10/30/24		0.00	0.00	\$31.16	\$31.16 ▼

Usage History Chart



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CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

[www.cityofwarren.org](http://www.cityofwarren.org)

DATE: MARCH 17, 2025

TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL

SUBJECT: TRI-W-1463; RECOMMENDATION OF AWARD TO PURCHASE ELECTRONIC TICKET WRITING SOFTWARE AND HANDHELD PRINTERS

The Purchasing Division concurs with the Public Service Department and recommends that City Council approve the purchase of Electronic Ticket Writing Software and Handheld Printers from Tyler Technologies, Inc., 5101 Tennyson Parkway, Plano, TX 75024, utilizing Sourcewell Contract #060624-TTI, for a five-year period, in the total not to exceed amount of \$111,794.00. See annual breakdown in the table below.

VENDOR	YEAR	COST
Tyler Technologies, Inc. 5101 Tennyson Parkway Plano, TX 75024	1.	\$ 48,742.00
	2.	\$ 15,071.00
	3.	\$ 15,523.00
	4.	\$ 15,989.00
	5.	\$ 16,469.00
5-YEAR GRAND TOTAL:		\$111,794.00

The Public Service Department is seeking to purchase Ticket Writing Software for twenty (20) of its current iPads, along with twenty (20) handheld printers to be use by the City's Property Maintenance and Rental Divisions.

If approved by your honorable body, these handheld printers and software will allow the inspectors to issue tickets on scene, which will result in the ticket writing process being much more efficient. The tickets, once written, would automatically be sent to the Court for faster entry into the Court's docket system. This new process will reduce the number of ticket errors and the cost associated with printing of paper tickets.

Tyler Technology will be responsible for building a ticket that is specific to the City's needs and will allow for unlimited users to the web portal.

Tyler is providing a 50% discount of the first-year subscription and license fees (\$14,632.00 fee has been reduced to \$7,316.00).

In addition, Tyler Technologies software is able to interface with the Court's JIS and BS&A system for the ticket uploads.

The first-year cost is for the software, set-up and configuration with the Court and BS&A, hardware (printers), Project Management, and estimated travel and training being provided to the City.

Funds for the first-year purchase are available in the following account 230-9230-98400 dependent upon concurrent resolution of budget amendment. Funds for years two (2) through five (5) will be allocated to the Property Maintenance and Rental Division accounts.

The Tyler Technologies Service Agreement has been reviewed and approved as to form by the Acting City Attorney.



Mary Michaels  
Acting City Attorney

Respectfully Submitted,



Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/18/25
Controller:		3/18/25
MAYOR:		3/18/25



DEPARTMENT OF PUBLIC SERVICE  
ONE CITY SQUARE, SUITE 320  
WARREN, MI 48093-5284  
(586) 574-4604  
FAX (586) 574-4517  
[www.cityofwarren.org](http://www.cityofwarren.org)

March 14, 2025

Craig Treppa  
Purchasing Agent  
1 City Square  
Warren, MI 48093

RE: Request to purchase Tyler Technologies Electronic Ticket Writing software and handheld printers Rental Account # 230-9230-98400 in the amount \$48,742.00.

Mr. Treppa,

Public Services is requesting to purchase Tyler Technologies electronic Ticket Writing software for (20 I-pads) and (20) handheld printers for the Department of Property Maintenance and Rental division from Rental Account # 230-9230-98400. With the purchase of the new I-Pads for both divisions the addition of this software will allow the inspectors to issue tickets on scene making the ticket writing process much more efficient. Once the tickets are written they would automatically be sent to the court for faster entry in to the court docket system and better tracking of tickets issued, as well as uploaded to BS&A for enforcement entry. Tyler Technologies is able to interface with the courts JIS and BS&A system for the ticket uploads. The added layer of technology to the I-Pads will reduce ticket errors and reduce the cost for paper tickets. Tyler will build a ticket specific for the department needs and will allow us to have unlimited users in the web portal, which means that building and zoning can also issue tickets from the web portal. The purchase of this software will allow for better organization and monitoring of tickets issued as well as build a database for repeat offenders within the city.

We will be using the Sourcewell Cooperative contracts listed below for the purchase of this product.

Tyler Technologies Sourcewell Cooperative Contract Account # 060624-TTI and City of Warren Sourcewell Account # 16557.

The cost for the purchase of this product for 5 years is as follows



**DEPARTMENT OF PUBLIC SERVICE**

ONE CITY SQUARE, SUITE 320

WARREN, MI 48093-5284

(586) 574-4604

FAX (586) 574-4517

[www.cityofwarren.org](http://www.cityofwarren.org)

Year 1: \$48,742 (first year services, software, set- up/configuration, hardware (Printers), and estimated travel and training)

Year 2: \$15,071

Year 3: \$15,523

Year 4: \$15,989

Year 5: \$16,469

Read and Concur:

Mayor Lori Stone

A handwritten signature in black ink, appearing to read "Lori M. Stone", written over a horizontal line.

Respectfully,

A handwritten signature in black ink, appearing to read "Steve Campbell", written over a horizontal line.

Steve Campbell

Public Service Administrative Supervisor

A handwritten signature in black ink, appearing to read "Dave Muzzapelli", written over a horizontal line.

Dave Muzzapelli

Public Service Director

## RESOLUTION

Product or Service: Electronic Ticket Writing Software and Handheld Printers

Document No: TRI-W-1463

Requesting Department: Police

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_ at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember

\_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Pursuant to Section 2-344 of the Code of Ordinances, the City may either participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of any supplies, equipment, goods or services with one (1) or more public procurements units.

Upon performing a diligent inquiry, the Public Service Director has determined that it is in the best interest of the City, and the Public Service Department, to acquire Electronic Ticket Writing Software for twenty (20) iPads and twenty (20) Handheld Printers from Tyler Technologies, Inc., 5101 Tennyson Parkway, Plano, TX 75024, utilizing Sourcewell Contract #0606024-TTI in the five (5) year grand total amount not to exceed \$111,794.00, per the table below.

VENDOR	YEAR	COST
Tyler Technologies, Inc. 5101 Tennyson Parkway Plano, TX 75024	1.	\$ 48,742.00
	2.	\$ 15,071.00
	3.	\$ 15,523.00
	4.	\$ 15,989.00
	5.	\$ 16,469.00
5-YEAR GRAND TOTAL:		\$111,794.00



Funds for the first-year purchase are available in the following account 230-9230-98400 dependent upon concurrent resolution of budget amendment. Funds for years two (2) through five (5) will be allocated to the Property Maintenance and Rental Division accounts.

IT IS RESOLVED, that the cooperative purchase through Tyler Technologies, Inc. is hereby accepted by City Council in a total amount not to exceed \$111,794.00 over a five year period.

IT IS FURTHER RESOLVED, that the remit to address for Tyler Technologies, Inc., is PO Box 203556, Dallas, TX 75320-3556.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

X Cooperative Bid document  
☐ Contract  
X Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

## CERTIFICATION

STATE OF MICHIGAN     )  
COUNTY OF MACOMB     ) SS.

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County,  
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted  
by the Council of the City of Warren at its meeting held on  
\_\_\_\_\_, 2025.

Sonja Buffa  
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425  
WARREN, MI 48093-5289  
(313) 574-4600  
FAX (313) 574-4614  
[www.cityofwarren.org](http://www.cityofwarren.org)

March 17, 2025

Ms. Mindy Moore  
Council Secretary  
City of Warren, Michigan

Re: Request for an Increase in Budgeted Appropriations – Police

Dear Council Secretary Moore:

In correspondence dated March 11, 2025, the Police Department has indicated a need to this Council for an increase in budgeted appropriations in the amount of \$132,082.00 to cover the cost to purchase a FARO laser scanner (FARO Focus Premium 200m) to replace the department's current inoperable Trimble Digital measurement system through Znet Tech LLC.

A copy of an amending budget resolution is attached for Council action.

Respectfully,

Kristina K Battle  
Budget Director

Approved: \_\_\_\_\_

  
Lori M. Stone, Mayor

cc: Richard Fox  
E. Hawkins  
Cpt J. Wolfe  
Sgt. Lemond



WARREN POLICE DEPARTMENT  
29900 CIVIC CENTER BLVD.  
WARREN, MI 48093  
(586) 574-4700  
FAX (586) 574-4862  
[www.cityofwarren.org](http://www.cityofwarren.org)

March 11, 2025

Kris Battle  
Warren City Hall  
Controller  
One City Square  
Warren, Michigan 48093

**RE: Budget Amendment Request: Replacement of Trimble Digital Measurement System with Faro Scanner (GL Acct #101-1301-98402).**

The Police Department's current TRIMBLE Digital Measurement System was purchased 6 years ago in 2019. Recently, the old outdated 2D TRIMBLE piece of equipment broke and is now inoperable. The TRIMBLE is in dire need of replacement. There are major weaknesses with the TRIMBLE system. TRIMBLE is very complicated to use and set up. The TRIMBLE system may take an experienced user up to an hour to properly set-up before taking any crime scene scans. It takes multiple officers to process a scene. The current TRIMBLE equipment is large, heavy and bulky. Because of this, TRIMBLE cannot be used to scan any crime scene in a house. The TRIMBLE system is sensitive to the elements and not very rugged. TRIMBLE cannot provide 3D mapping or images of a scene. Prosecutors agree that juries expect high tech crime scene documentation, which ultimately plays a major factor in their decision on innocence or guilt.

The WPD Evidence Technician Unit (ETU) processes/collects evidence and documents major crime scenes for the department. The ETU is currently staffed with (10) highly trained Police Officers. The WPD Investigative Services Bureau (ISB) investigates all serious/fatal accidents and injury accidents involving City of Warren vehicles for the department. The ISB currently has two extensively trained Detectives for this duty. These Detectives are responsible for the scene investigation and any criminal prosecution. These Detectives are present at criminal trials and provide expert testimony for both civil and criminal matters. Law enforcement, fire and other public safety professionals use FARO to capture, analyze and visualize data for pre-incident planning and investigations. FARO's scanners can help investigators at crime scenes, in crash

create virtual 3D representations and provide 3D/360 degree photographs of a scene. FARO data can be used to simulate and analyze crime and crash scenes. This analysis can be easily shared with prosecutors and insurance agents. Finally, a FARO scanner is able to create photo-realistic, full-color 3D diagram for prosecutors to use in court. These images help the members of a jury gain a perspective on what the actual scene looked like. This is currently not possible with TRIMBLE 2D diagrams.

FARO has numerous advantages over our current TRIMBLE system.

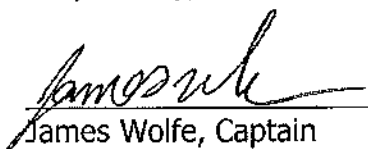
- Lightweight and portable
- Can quickly process large scenes, line of sight is 350m
- Can be used inside of a house, even a closet
- Extremely easy to use, sets up quickly
- Reduces number of officers needed to process a crime scene
- Reduce officer hours because of speed it operates takes infrared photos for scenes at night
- WIFI connection (scanner hot-spot) with SD card back up
- Increases employee safety
- Can be operated remotely from the safety of a vehicle
- Has built in GPS and can overlay on Google Maps
- Compatible with all our AXON equipment including drones

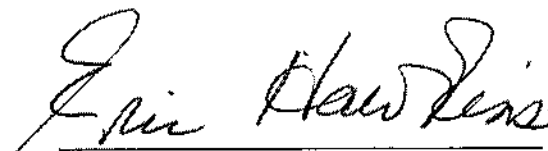
Numerous Law Enforcement agencies utilize FARO for scene documentation. All Federal LE Crime Scene Units, including the FBI utilize FARO. Locally, the Detroit Police Department, Macomb and Oakland County Sheriff's Office, Southfield and Flint Police Departments currently use FARO. Sterling Heights, Roseville, Eastpointe and Clinton Township's Police Departments are researching switching to FARO.

The Police Department respectfully requests to purchase the FARO scanner through Znet Tech LLC utilizing GSA Contract #47QTCA18D003S. Both the quote and GSA contract will be attached to this request.

If acquiring the FARO product is approved by Purchasing, the Police Department will be requesting a budget amendment in the amount of \$132,082.00 dollars. The department requests the funds be added to the police equipment account #101-1301-98402.

Respectfully,

  
James Wolfe, Captain  
Administrative Services Bureau

  
Eric Hawkins, Police Commissioner  
Warren Police Department

RESOLUTION AMENDING GENERAL APPROPRIATIONS  
FOR FISCAL 2025 BUDGET

A \_\_\_\_\_ Meeting of the City Council of the City of Warren,  
County of Macomb, Michigan held \_\_\_\_\_, 2025, at 7:00 o'clock p.m.  
Eastern Daylight Savings Time in the Council Chambers at the Warren Community Center.

PRESENT: Council Members \_\_\_\_\_

ABSENT: Council Members \_\_\_\_\_

The following preamble and resolution were offered by Council Member \_\_\_\_\_  
and supported by Council Member \_\_\_\_\_.

WHEREAS, the budget for fiscal year July 1, 2024 to June 30, 2025 was adopted by  
Council on May 14, 2024, and

WHEREAS, the Police Department has indicated a need to this Council for an  
increase in budgeted appropriations in the amount of \$132,082.00 to cover the cost to purchase  
a FARO laser scanner (FARO Focus Premium 200m) to replace the department's current  
inoperable Trimble Digital measurement system through Znet Tech LLC.,

NOW, THEREFORE, BE IT RESOLVED, that the City Council by amending the  
original General Appropriation Resolution for Fiscal 2025 Budget, approves the additional  
revenues and appropriation of funds to the following budget line items in the General Fund  
Budget in the amount of \$132,082.00.

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
<u>Transfer to:</u>		
101-1301-98402	Police Equipment	\$ 132,082
<u>Transfer from:</u>		
101-0000-39601	General Contingency	\$ 132,082

BE IT FURTHER RESOLVED, that the City Council hereby revises the estimated revenues and appropriations for the General Fund Budget for fiscal 2025 in the amount of \$132,082.00.

AYES: Council Members \_\_\_\_\_  
\_\_\_\_\_

NAYS: Council Members \_\_\_\_\_  
\_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MINDY MOORE  
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN )

) SS

COUNTY OF MACOMB )

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council at its meeting held on\_\_\_\_\_.

\_\_\_\_\_  
SONJA BUFFA  
City Clerk



CITY CONTROLLER'S OFFICE

100 CITY SQUARE, SUITE 425  
WARREN, MI 48093-5289  
(586) 574-4600  
FAX (586) 574-4612  
www.cityofwarren.org

March 17, 2025

Ms. Mindy Moore  
Council Secretary  
City of Warren, Michigan

RE: Request for an Increase in Budgeted Appropriations – Rental

Dear Council Secretary Moore:

In correspondence dated March 14, 2025, the Public Service Director has indicated a need to this Council for an additional appropriation of funds in the amount of \$48,742.00 to cover the costs associated with purchasing Tyler Technologies' electronic ticket writing software and handheld printers.

A copy of an amending budget resolution is attached for Council action.

Respectfully,

A handwritten signature in black ink, appearing to read "Kristina K Battle".

Kristina K Battle  
Budget Director

Approved: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Lori M. Stone".  

Lori M. Stone, Mayor

cc: Richard Fox  
D. Muzzarelli  
S. Campbell





OFFICE OF THE CITY CLERK  
CITY SQUARE, SUITE 200  
WARREN, MI 48093-1200  
(586) 261-2100  
FAX (586) 261-2101  
www.warrenmi.gov

March 14, 2025

Kris Battle  
Controllers Office  
1 City Square  
Warren, MI 48093

RE: Budget Amendment request Account # 230-9230-98400 to purchase Tyler Technologies Electronic Ticket Writing software and handheld printers in the amount of \$48,742.00.

Mrs. Battle,

Public Services is requesting a budget amendment on Rental Account # 230-9230-98400 to purchase Tyler Technologies electronic Ticket Writing software for (20 I-pads) and (20) handheld printers for the Department of Property Maintenance and Rental division. With the purchase of the new I-Pads for both divisions the addition of this software will allow the inspectors to issue tickets on scene making the ticket writing process much more efficient. Once the tickets are written they would automatically be sent to the court for faster entry in to the court docket system and better tracking of tickets issued, as well as uploaded to BS&A for enforcement entry. Tyler Technologies is able to interface with the courts JIS and BS&A system for the ticket uploads. The added layer of technology to the I-Pads will reduce ticket errors and reduce the cost for paper tickets. Tyler will build a ticket specific for the department needs and will allow us to have unlimited users in the web portal, which means that building and zoning can also issue tickets from the web portal. The purchase of this software will allow for better organization, management and monitoring of tickets issued as well as build a database for repeat offenders within the city.

We will be using the Sourcewell Cooperative contracts listed below for the purchase of this product.

Tyler Technologies Sourcewell Cooperative Contract Account # 060624-TTI and City of Warren Sourcewell Account # 16557.

The cost for the purchase of this product for 5 years is as follows



DEPARTMENT OF PUBLIC SERVICE  
ONE CITY SQUARE, SUITE 320  
WARREN, MI 48093-5204  
(586) 574-4604  
FAX (586) 574-4517  
[www.cityofwarren.org](http://www.cityofwarren.org)

Year 1: \$48,742 (first year services, software, set- up/configuration, hardware (Printers), and estimated travel and training)

Year 2: \$15,071

Year 3: \$15,523

Year 4: \$15,989

Year 5: \$16,469

Read and Concur:

Mayor Lori Stone

A blue ink signature of Lori M. Stone, written over a horizontal line.

Respectfully,

A black ink signature of Steve Campbell, written over a horizontal line.

Steve Campbell

Public Service Administrative Supervisor

A black ink signature of Dave Muzzarelli, written over a horizontal line.

Dave Muzzarelli

Public Service Director

RESOLUTION AMENDING GENERAL APPROPRIATIONS  
FOR FISCAL 2025 BUDGET

A \_\_\_\_\_ Meeting of the City Council of the City of Warren,  
County of Macomb, Michigan held \_\_\_\_\_, 2025, at 7:00 o'clock p.m.  
Eastern Daylight Savings Time in the Council Chambers at the Warren Community Center.

PRESENT: Council Members \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Council Members \_\_\_\_\_  
\_\_\_\_\_

The following preamble and resolution were offered by Council Member \_\_\_\_\_,  
and supported by Council Member \_\_\_\_\_.

WHEREAS, the budget for fiscal year July 1, 2024 to June 30, 2025 was adopted by  
Council on May 14, 2024, and

WHEREAS, the Public Service Director has indicated a need to this Council for an  
additional appropriation of funds in the amount of \$48,742.00 to cover the costs associated with  
purchasing Tyler Technologies' electronic ticket writing software and handheld printers,

NOW, THEREFORE, BE IT RESOLVED, that the City Council by amending the  
original General Appropriation Resolution for Fiscal 2025 Budget, approves the additional  
appropriation of funds to the following budget line items in the Rental Ordinance Special  
Revenue Fund Budget in the amount of \$48,742.00.

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
<u>Transfer to:</u>		
230-9230-98400	Equipment	\$ 48,742.00
<u>Transfer From:</u>		
230-0000-39001	Fund Balance Adjustment	\$ 48,742.00

BE IT FURTHER RESOLVED that the City Council hereby revises the appropriations for the Rental Ordinance Special Revenue Fund Budget for fiscal 2025 in the amount of \$48,742.00.

AYES: Council Members \_\_\_\_\_

\_\_\_\_\_

NAYS: Council Members \_\_\_\_\_

\_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MINDY MOORE  
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN )

) SS

COUNTY OF MACOMB )

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council at its meeting held on\_\_\_\_\_.

\_\_\_\_\_  
SONJA BUFFA  
City Clerk



CITY CONTROLLER'S OFFICE

One City Square, Suite 425

Warren, MI 48093-5289

(586) 574-4600

Fax (586) 574-4614

[www.cityofwarren.org](http://www.cityofwarren.org)

March 17, 2025

Ms. Mindy Moore  
Council Secretary  
City of Warren, Michigan

Re: Request for an Increase in Budgeted Appropriations – Police Training

Dear Council Secretary Moore:

In correspondence dated March 5, 2025, the Police Department with the concurrence of the Controller's Office has indicated a need to this Council for an increase in budgeted revenues and appropriations in the amount of \$50,000.00. These funds are being requested to account for the receipt of additional PA 302 Training funds received from the State of Michigan.

A copy of an amending budget resolution is attached for Council action.

Respectfully,

A handwritten signature in black ink, appearing to read "Kristina K Battle".

Kristina K Battle  
Budget Director

Approved: \_\_\_\_\_

A handwritten signature in blue ink, appearing to read "Lori M. Stone".  
Lori M. Stone, Mayor

cc: Richard Fox  
E. Hawkins  
Cpt J. Wolfe  
Sgt. Lemond

MAR 07 2025

**WARREN**  
WARREN POLICE DEPARTMENT  
25900 CAMP CENTER BLVD.  
WARREN, MI 48093  
(586) 574-3700  
FAX (586) 574-4302  
[www.cityofwarren.org](http://www.cityofwarren.org)

March 5, 2025

Kris Battle  
Warren City Hall  
Controller  
One City Square  
Warren, Michigan 48093

**RE: Budget Amendment 302 Training Funds 262-9262-86400**

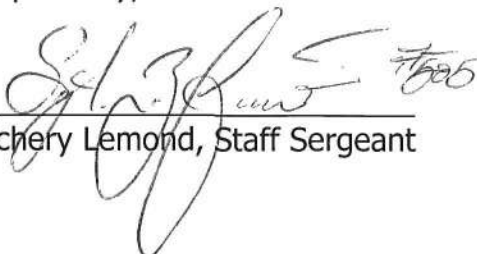
Dear Mrs. Battle,

The police department is requesting a budget amendment increase of an additional \$50,000.00 for the remainder of this 2024-2025 fiscal year for GL account # 262-9262-86400. The funding is already available in the account through a state deposit, but had not been anticipated to be spent beyond \$52,500.00 in the original fiscal year general ledger budget.

The account has since received deposits of \$37,372.50 on 4/22/2024 and \$44,925.75 on 11/13/2024 over the course of the 2024 calendar year. We are also anticipating an additional deposit that typically happens in the Spring months of April or May. Please see attached spreadsheet of expenditure tracking that show sufficient funds.

We are therefore submitting for a budget amendment request for an increase of \$50,000.00 for the 302 Training 262-9262-86400 GL account.

Respectfully,

  
Zachery Lemond, Staff Sergeant

RESOLUTION AMENDING GENERAL REVENUES AND APPROPRIATIONS  
FOR FISCAL 2025 BUDGET

A \_\_\_\_\_ Meeting of the City Council of the City of Warren,  
County of Macomb, Michigan held \_\_\_\_\_, 2025, at 7:00 o'clock p.m.  
Eastern Daylight Savings Time in the Council Chambers at the Warren Community Center.

PRESENT: Council Members \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Council Members \_\_\_\_\_  
\_\_\_\_\_

The following preamble and resolution were offered by Council Member \_\_\_\_\_  
and supported by Council Member \_\_\_\_\_.

WHEREAS, the budget for fiscal year July 1, 2024 to June 30, 2025 was adopted by  
Council on May 14, 2024, and

WHEREAS, the Police Department with the concurrence of the Controller's Office has  
indicated a need to this Council for an increase in budgeted revenues and appropriations in the  
amount of \$50,000.00 to account for the receipt of additional PA 302 Training funds received  
from the State of Michigan,

NOW, THEREFORE, BE IT RESOLVED, that the City Council by amending the  
original General Appropriation Resolution for the Fiscal 2025 Budget, approves the additional  
revenues and appropriation of funds to the following budget line items in the Police Training  
Fund Budget for fiscal 2025 in the amount of \$50,000.00.

<u>Account Number</u>	<u>Account Title</u>	<u>Amount</u>
<u>Increase Revenues:</u>		
262-0080-54400	Police Training	\$ 50,000
 <u>Increase Appropriations:</u>		
262-9262-86400	Conferences & Workshops	\$ 50,000

BE IT FURTHER RESOLVED, that the City Council hereby revises the estimated revenues and appropriations for the Police Training Special Revenue Fund Budget for fiscal 2025 in the amount of \$50,000.00.

AYES: Council Members \_\_\_\_\_

\_\_\_\_\_

NAYS: Council Members \_\_\_\_\_

\_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MINDY MOORE  
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN )

) SS

COUNTY OF MACOMB )

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council at its meeting held on\_\_\_\_\_.

\_\_\_\_\_  
SONJA BUFFA  
City Clerk





DATE: MARCH 17, 2025  
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL  
SUBJECT: AWARD OF ITB-W-0808 PHASE II; FALL PROTECTION IMPROVEMENTS

The Purchasing Division concurs with the Waste Water Treatment Plant (WWTP) and recommends that City Council award Phase II of Bid ITB-W-0808; Fall Protections Improvements – Aeration Tanks #1 and #2, to the sole bidder, Skyline Fall Protection, Inc. (Skyline), 8528 Lake Michigan Drive, Allendale MI 49401 in an amount not to exceed \$180,000.00.

On Wednesday, June 14, 2023, at 1:00 PM electronic bids were opened for ITB-W-0808; to furnish Fall Protection Improvements to Aeration Tanks #1 and #2. The City received one (1) qualified bid, which is summarized on the attached bid tabulation sheets for your review.

The WWTP made the decision to split the work into two phases since the total project cost exceeded available funds for this project. Phase I included the highest priority items for safety, while still meeting the goal of improving fall protection risks around the two aeration tanks

The work for Phase I in the amount of \$532,051.00, which included a contingency allowance in the amount of \$30,000.00, was approved by City Council on January 9, 2024. The work included the installation of handrails, needed concrete repairs and conduit cross-over assemblies specified in the original scope of work. It also included the removal of 195 lineal feet of existing concrete walkway covers and the installation of 195 lineal feet of new aluminum y-wall covers. Work under Phase I is expected to be completed by the end of March, 2025.

Phase II of this project will result in most of the remaining work to be completed, which is to remove 330 lineal feet of existing concrete walkway covers, which will be stacked on pallet(s) for the City's disposal and to install 330 lineal feet of new aluminum y-wall covers. The completion of Phase II will result in the completion of work for ITB-W-0808. The WWTP will utilize the approved funding amount of \$150,000.00 plus the unused Phase I contingency amount of \$30,000.00, for a total of \$180,000.00.




There will be additional work needed that falls outside the scope of bid ITB-W-0808, and bids for this work shall be solicited and work will be completed during the next fiscal year, contingent on having available funds in the budget for this work.

Funds of \$150,000.00 for Phase II work are available in the current budget of the WWTP Account: 592-9047-98080. The remaining \$30,000.00, which was a contingency amount for the full agreement, was already approved on January 9, 2024 and will be applied to Phase II of this project.

Respectfully submitted,



Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/25



WASTE WATER TREATMENT PLANT  
82360 WARKOP AVE.  
WARREN, MI 48093-6728  
(313) 284-2630

MEMO TO: Craig Treppa, Purchasing Agent  
Office of the Controller

FROM: Joseph Kovalcik, Wastewater Specialist  
Division of Waste Water Treatment

SUBJECT: Award Recommendation for Bid ITB-W-0808  
Fall Protection Improvements - Aeration Tanks #1 and #2 - Phase II

DATE: March 14, 2025

Electronic bids were received and publicly read aloud on June 14, 2023, for bid ITB-W-0808, for Fall Protection Improvements for Aeration Tanks #1 and #2 at the City of Warren Wastewater Treatment Plant. Bids were solicited through the Bid Net (MITN) System. One qualified bid was received from Skyline Fall Protection in the amount of \$1,424,198.

After reviewing the bid submitted by Skyline Fall Protection in the amount of \$1,424,198 for this project, the Wastewater Treatment Division decided to revise the project plan and break the project into two phases because the bid exceeded the funding approved in the FY 24 budget.

On January 9, 2024, the Warren City Council approved and awarded phase I of the revised project plan in the amount of \$532,051 which included a \$30,000 contingency line item to Skyline Fall Protection. The approved phase I project included installing handrails, needed concrete repairs, conduit cross over assemblies and 195 lineal feet of aluminum y-wall covers. Phase I of the revised project plan is currently under construction and is expected to be completed by March 30, 2025. The \$30,000 contingency line item will not be used and will be transferred to the phase II project we are currently seeking approval for.

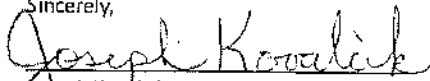
We are now looking to award phase II of the revised project plan in the amount of \$150,000 with approved funding in the FY 25 budget. Phase II will include removing 330 lineal feet of existing deteriorated concrete walkway covers from the y-walls and installing 330 lineal feet of new aluminum walkway covers. The total cost for this project is \$180,000 which will be funded by the \$150,000 in approved funding in the FY 25 budget and \$30,000 of unused contingency from the phase I project. The phase II project will be completed during the summer months of 2025 and would complete the work for the revised project plan for bid ITB-W-0808.

Therefore, in consideration of the above, please take the steps necessary to award this bid for phase II of the Fall Protection Improvements for Aeration Tanks #1 and #2 to Skyline Fall Protection, Inc., 8528 Lake Michigan Drive, Allendale, Michigan, 49401 in the amount of \$150,000.

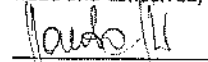
Funding for this improvement (\$150,000) is available in the FY 2025 Budget, Capital Outlays, account 592-9047-98080.

Your usual fine cooperation is appreciated.

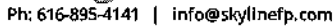
Sincerely,

  
Joseph Kovalcik  
WWTP Wastewater Specialist

Read and Concurred,


  
Donna Dordick, P.E.  
WWTP Division Head

CC: D. Muzzarelli - Director of Public Service  
K. Battle - Budget Director, Controller's Office



12/12/2024  
SID #: 2503044

**Customer:** City of Warren Division of Purchasing  
**Address:** 32360 Warkop  
 Building D  
 Warren, Michigan 48093  
**Contact:** Joe Kovalcik  
**Phone:** 586-202-8720  
**Email:** jkovalcik@cityofwarren.org

powered by 

## **RESOLUTION**

Document No: ITB-W-0808 Phase II  
Product or Service: Fall Protection Improvements Aeration Tanks #1-2  
Requesting Department: Public Service - WWTP

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025, at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilpersons \_\_\_\_\_

ABSENT: Councilpersons \_\_\_\_\_

The following preamble and resolution were offered by Councilperson \_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

On June 14, 2023, one qualified bid was received electronically on BidNet (MITN) for City Project ITB-W-0808, Fall Protection Improvements For Aeration Tanks #1-2 at the Wastewater Treatment Plant.

The WWTP Division Head had made the decision to split the work into two phases due to the fact that the total project cost exceeded available funds for this project. Phase I included the highest priority items for safety, while still meeting the goal of improving fall protection risks around the two aeration tanks

The work for Phase I was approved by City Council on January 9, 2024 and awarded to Skyline Fall Protection, Inc., 8528 Lake Michigan Drive, Allendale MI 49401 in the amount of \$532,051.00 and included the installation of handrails, needed concrete repairs and conduit cross-over assemblies specified in the original scope of work. It also included the removal of 195 lineal feet of existing aluminum walkway covers and the installation of 195 lineal feet of new aluminum walkway covers.

Phase II of this project will result in the removal of 330 lineal feet of existing aluminum walkway covers, which will be stacked on pallet(s) for the City's disposal and the installation of 330 lineal feet of new aluminum walkway covers. The completion of Phase II will result in the completion of work for ITB-W-0808 in the total amount not to exceed \$180,000.00.

Funding is available in the Current Water and Sewer Budget, Capital Equipment Account #592-9047-98080.

THEREFORE, BE IT RESOLVED, pursuant to the recommendation of the Division Head, that the City Council, by formal motion approves, the award of Phase II of bid ITB-W-0808 to Skyline Fall Protection, Inc., in the total amount not to exceed \$180,000.00.

BE IT FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid Document

☐ Contract

☐ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilpersons: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilpersons: \_\_\_\_\_

\_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB )

I, Sonja Buffa, City Clerk for the City of Warren, Macomb County, Michigan, hereby  
certify that the foregoing is a true and correct copy of the resolution adopted by the Council  
of the City of Warren at its meeting held on  
\_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk

# WARREN

CITY OF WARREN  
1000 City Centre, Suite 500  
Warren, MI 48090-1500  
Phone: (313) 711-6000  
Fax: (313) 711-6000  
www.cityofwarren.org

DATE: JANUARY 3, 2025  
TO: WARREN CITY COUNCIL SECRETARY  
SUBJECT: AWARD OF BID ITB-W-1396 FOR ONE (1) MARKFORGED MARK 2 3D PRINTER

The Purchasing Division concurs with the Fire Department and recommends that Bid ITB-W-1396; furnish one (1) Markforged Mark 2 3D Printer, be awarded to the low, responsible bidder, Micro Wise, Inc., 21477 Bridge Street, Suite H, Southfield, MI 48033, in a total amount of \$27,527.00.

On Wednesday, December 18, 2024 at 1:00PM local time, electronic bids were publicly opened for Bid ITB-W-1396; to furnish one (1) Markforged Mark 2 3D Printer for the Fire Department. Bids were solicited through the BidNet® (MITN) system. Three (3) vendors responded with bids, which are summarized on the attached bid tabulation sheet.

The Fire Department will utilize the 3D Printer to efficiently replicate critical components for drones and vehicles, enabling quick, cost-effective repairs that will minimize department downtime. By producing custom parts on demand, the Fire Department can reduce reliance on external suppliers, enhance operational flexibility, and ensure that necessary replacements are readily available when needed. This will not only streamline maintenance processes but also improve overall performance and reliability of the Fire Department.

If approved by your honorable body, the awarded vendor will be responsible for providing the equipment, materials, a 3-year service plan, and 15 hours of CAD training as outlined in the bid specification.

Funds for this purchase are available in the following Account: 101-1336-98401.

Respectfully Submitted,




Read and Concur,



Shanah Turner  
Assistant Buyer



Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/7/25
Controller:		3/7/25
MAYOR:		3/10/25



[illegible]



## WARREN FIRE DEPARTMENT INTER-DEPARTMENT COMMUNICATION



MEMO TO: Craig Treppa

FROM: Special Operations Chief Sean Miller

DATE: 12/20/2024

SUBJECT: ITB-W-1396 Recommendation

The purpose of this letter is to formally recommend the selection of Micro Wise, Inc. as the winning bidder for ITB-W-1396, as listed on the Michigan Intergovernmental Trade Network (MITN). Please use account number 101-1336-98401.

Micro Wise, Inc has submitted the lowest responsive bid for the project, totaling \$27,527.00. The competitive pricing aligns with the budgetary and operational needs of the Warren Fire Department, ensuring cost-effectiveness while meeting the required specifications of the project.

By selecting Micro Wise, Inc., Warren Fire Department will secure a reliable partner who can provide the required services at an optimal value, ensuring the best use of departmental resources.

Thank you for considering this recommendation. Should you have any questions or require further information, please do not hesitate to contact me.

Sean Miller  
Special Operations Chief

Wilburt McAdams  
Fire Commissioner

**RESOLUTION**

Document No: ITB-W-1396

Product or Service: One (1) Markforged Mark 2 3D Printer

Requesting Department: Fire

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember

\_\_\_\_\_ and supported by Councilmember\_\_\_\_\_.

Electronic bids were accepted, publicly opened and read on December 18, 2024 at 1:00 p.m. Local Time.

The following bids have been received by City Council:

**BIDDER:**

**AMOUNT:**

**Please see attached bid tabulation**

The bid of Micro Wise, Inc., 21477 Bridge Street, Suite H, Southfield, MI 48033, was the low responsible and cost effective bidder for the solicitation of one (1) Markforged Mark 2 3D Printer, in an a total amount of \$27,527.00.

Funds are available in Account: 101-1336-98401.

IT IS RESOLVED, that the bid of Micro Wise, Inc. is hereby accepted by City Council in a total amount of \$27,527.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid document

☐ Contract

☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB    )

I, Sonya Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



# WARREN FIRE DEPARTMENT

## INTER-DEPARTMENT COMMUNICATION



**Memo To:** Commissioner Wilburt McAdams  
**From:** Special Operations Chief Sean Miller  
**Date:** 2/3/2025  
**Subject:** Justification of Markforged 3D Printer

Commissioner McAdams,

The primary purpose of purchasing a 3D printer is to efficiently replicate critical components for drones and vehicles. This capability will enable quick, cost-effective repairs while minimizing downtime. By producing custom parts on demand, we can reduce reliance on external suppliers, enhance operational flexibility, and ensure that necessary replacements are readily available. This streamlined approach to maintenance will improve overall performance and reliability.

The printer will be housed in the MIS Specialist's office, which remains locked at all times. Only Chief Middleton, MIS Specialist Alter, and I will receive training on operating the machine, and we are the only individuals expected to have access to it. MIS Specialist Alter will serve as the machine's Administrator and will have final authority over what is permitted to be printed.

The Markforged Eiger software provides robust role-based access control, allowing secure file management and print job tracking. This ensures that only authorized personnel have access to sensitive data, making it an ideal solution for municipal applications.

Markforged printers have been widely adopted in education and industry, with proven success in programs such as Michigan's Project DIAMOnD. This initiative deployed 425 Markforged printers in Oakland and Macomb Counties with bipartisan government support, demonstrating their value in workforce development, local manufacturing, and innovation. Due to its success, the program is expanding in 2024-2025 with support from Governor Whitmer and local governments.

Given the proven track record and potential benefits for the City of Warren, I strongly recommend acquiring a Markforged 3D printer to enhance our innovation capabilities. The security, efficiency, and widespread adoption of this technology make it a worthwhile investment for our community.

I appreciate your consideration of this request and am happy to provide additional information or demonstrations as needed.

Sean Miller  
Special Operations Chief

Wilburt McAdams  
Fire Commissioner





WASTE WATER TREATMENT PLANT  
32360 Warkop  
Warren, Michigan 48093  
(586) 264-2530

March 14, 2025

Council Secretary  
City of Warren

**RE: CONSIDERATION AND ADOPTION OF RESOLUTION to Approve Contract Modification No. 2 to City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), increasing the amended contract amount by \$79,927.50, resulting in an amended contract amount of \$2,179,387.50.**

Attached hereto is a copy of the proposed Contract Modification No. 2 to the City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329).

The contract modification is for changes to the contract work due to field modifications and additional work outside the scope of the original project. The total change to the amended contract amount is \$79,927.50 (3.807% increase), resulting in an amended contract amount of \$2,179,387.50.

It is the Waste Water Treatment Division's recommendation that the Warren City Council approve the Contract Modification No. 2 to the City Contract WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329), as presented in the attached Contract Modification No. 2. Funding for this work is available in the 2025 FY Budget, Capital Outlays, Account 592-9047-98080.

Please place this item on the next available City Council agenda for approval consideration. Should you have any questions regarding this matter, I can be reached in my office at (586) 264-2530 ext. 8103.

Sincerely,

A handwritten signature in blue ink, appearing to read "Donna Dordeski".  
\_\_\_\_\_  
Donna Dordeski, P.E.  
WWTP Division Head

Read and Concurred:

A handwritten signature in blue ink, appearing to read "David Muzzarelli".  
\_\_\_\_\_  
David Muzzarelli  
Public Service Director

Read and Concurred:

A handwritten signature in blue ink, appearing to read "Kristina Battle".  
\_\_\_\_\_  
Kristina Battle  
Budget Director

Approved as to Form:

A handwritten signature in blue ink, appearing to read "Mary Michaels".  
\_\_\_\_\_  
Mary Michaels  
Acting City Attorney

Recommended to Council:

Signed by:  
A handwritten signature in blue ink, appearing to read "Lori M. Stone".  
\_\_\_\_\_  
76FABF22E3214B0...  
Lori Stone  
Mayor

DD/agc

Attach: Contract Modification No. 2, Proposed Resolution



## CONTRACT MODIFICATION

**DATE:** March 3, 2025

**CONTRACT:** WWTP-23-003, Main Pump Station Drywell Column Repair (ITB-W-1329)

**MODIFICATION NO.:** 2

**TO:** Z Contractors, Inc.  
50500 Design Lane  
Shelby Twp, MI 48315

**NECESSITY FOR REVISION:** Modifications to the contract work after project award due to unforeseen site conditions resulting in field changes and additional work outside the scope of the original project.

The following items are hereby **ADDED** as part of the original contract:

**New Item No. 7** Additional Scaffolding

**1.0 LS @ \$30,000.00 = \$30,000.00**

Due to contractor error, additional scaffolding was erected. As a result, city staff was able to utilize this scaffolding to inspect and evaluate areas that were beyond reach previously and determine extent of additional repairs. A reduce price in scaffolding was negotiated and accepted.

**New Item No. 8** Additional Misc. Repair

**1.0 LS @ \$24,675.00 = \$24,675.00**

Significant leaking of hypochlorite chemical was discovered which degraded the existing effluent piping and conduit that contains 480VAC cables that solely powers the Solid's building. The repair detailed in the proposal from Pullman dated 2-10-2025 includes process pipe repairs, electrical conduit repairs and waterproofing.



**New Item No. 9**

**Alternate 1 Changed Conditions**

**1.0 LS @ \$25,252.50 = \$25,252.50**

It was discovered once we had access to this location, that the pipe itself has multiple holes in it, as well as the active leaks from the concrete wall. The repair detailed in the proposal from Pullman dated 2-28-2025 includes cut cap and removal of abandoned pipe, concrete fill and waterproofing.

**Contract Time:**

The work proposed with Contract Modification No. 2 does not result in changes to the Contract Time, and remains as is, per the currently amended contract.

The total change in contract price resulting from addition of new Line Items No. 7, No. 8 and No. 9 is \$79,927.50 (3.807% increase) resulting in an amended contract amount of \$2,179,387.50.

The Contractor will be held to furnish all materials and labor required for the completion of the work described herein, including all items incidental thereto or necessary to complete the work, even though not specifically mentioned.

This document, including the additional pay items described above shall become an amendment to the Contract, and all provisions of the Contract will apply thereto.

The sum of \$79,927.50 is hereby added to the current amended amount of \$2,099,460.00, resulting in an amended contract amount of \$2,179,387.50.

The above shall be effective upon approval of the Mayor and City Council.

Except as modified, all other items of the Contract remain in effect.

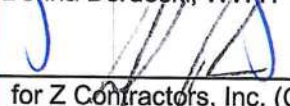
Recommended by:

  
Donna Dordick, WWTP Division Head

Date:

3/5/2025

Accepted by:

  
for Z Contractors, Inc. (Contractor)

Date:

3/7/2025

Approved by:

Warren City Council

on

Date:

\_\_\_\_\_

Approved by:

Signed by:

  
Lori M. Stone

70FABF22E3214B0...

Lori Stone, Mayor

Date:

3/19/2025

Approved by:

Sonja Buffa, City Clerk

Date:

\_\_\_\_\_

**RESOLUTION TO APPROVE CONTRACT MODIFICATION NO. 2  
TO CITY CONTRACT WWTP-23-003,  
MAIN PUMP STATION DRYWELL COLUMN REPAIR  
Z CONTRACTORS, INC.**

At a regular meeting of the City Council of the City of Warren, County of Macomb, Michigan,  
held on \_\_\_\_\_, 20\_\_\_\_, at 7 p.m. Eastern \_\_\_\_\_ Time, in the Council  
Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilpersons \_\_\_\_\_

ABSENT: Councilpersons \_\_\_\_\_

The following preamble and resolution were offered by Councilperson

\_\_\_\_\_ and supported by Councilperson \_\_\_\_\_.

Z Contractors, Inc. and the City of Warren entered into a contract titled WWTP-23-003, Main  
Pump Station Drywell Column Repair (ITB-W-1329).

In compliance with Section 200, Subsections 236, 238 and 239, Z Contractors, Inc. and the  
Senior Facility Engineer have determined mutually acceptable prices for the additional work and the  
modifications to the original contract work.

The WWTP Division Head recommends approval of the attached Contractor Modification No. 2, as  
submitted, increasing the amended contract amount by \$79,927.50, resulting in an amended contract  
amount of \$2,179,387.50.

Funding for this work is available in the 2025 FY Budget, Capital Outlays, Account 592-9047-  
98080.

THEREFORE, IT IS RESOLVED, pursuant to the recommendation of the Waste Water  
Treatment Division Head, that the City of Warren approves modifications to the Contract WWTP-23-  
003, Main Pump Station Drywell Column Repair (ITB-W-1329), for modifications to the project work



DATE: MARCH 13, 2025  
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL  
SUBJECT: RECOMMENDATION TO AWARD ITB-W-1397; TO FURNISH AND INSTALL LIGHT  
FIXTURES

The Purchasing Division concurs with the Parks and Recreation Director and recommends that ITB-W-1397, for Furnishing and Installing Light Fixtures in the Pool and Fitness Room at the Warren Community Center, be awarded to the low responsible and cost-effective bidder, DES Electric, LLC, 11145 East Seven Mile Road, Detroit, MI 48234, in the total amount of \$196,252.00.

On Wednesday, February 12, 2025, electronic bids were publicly opened for ITB-W-1397; To Furnish and Install Light Fixtures. The bid was advertised on the BidNet® (MITN) system. Six (6) vendors responded with bids, which are summarized on the attached bid tabulation form submitted for your review.

If approved by your honorable body, the new LED light fixtures will replace old, outdated light fixtures that are inoperable and will provide safety, efficiency, and overall cost savings to the City.

Funds for this purchase are available in the following Account: 208-9208-97400.

Respectfully Submitted,

Read and Concur,



Shanah Turner  
Assistant Buyer



Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/2025

# **CORRECTED BID SUMMARY**

City of Warren One City Square Warren MI 48093		Bid: ITB-W-1397 Date Due: 2/12/2025 Department: P&R	
Product of Service: FURNISH & INSTALL LIGHT FIXTURES			
BIDDER		GRAND TOTAL	
ALLIED BUILDING SERVICE COMPANY OF DETROIT, INC.		\$	297,921.92
COMPETITIVE LIGHTING, INC.		\$	212,255.35
CORBY ENERGY SERVICES, INC.		\$	230,250.00
DES ELECTRIC, LLC.		\$	196,252.00
ROLLS MECHANICAL		DID NOT SUBMIT BID BOND, THEREFORE, NOT CONSIDERED	
SAWYER SERVICES, LC.		\$	218,700.08

ITEM	QTY (EACH)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	66	LUX DYNAMICS LIGHT FIXTURE - WAVEP-1-840-U10-WSA1-DEF1	\$2,435.00	\$ 160,710.00
2	53	LUX DYNAMICS STEM MOUNT - MH2	\$2,440.64	\$ 129,353.92
3	13	LUX DYNAMICS WALL MOUNT - WM	\$2,412.00	\$ 31,356.00
4	8	CONTACTOR	\$531.00	\$ 4,248.00
5	2	CONTROL TRANSFORMER	\$1,924.00	\$ 3,848.00
6	7	REMOTE CONTROL SWITCH	\$113.00	\$ 791.00
7	REMOVAL AND INSTALLATION - COMPLETE			\$ 128,325.00
GRAND TOTAL:				\$ 297,921.92

Allied Building Service Company clarified the following:

Item 2 and 3 are combined to equate Item 1.

Item 2 LUX Dynamics Stem Mount MH2 is not available, therefore Allied Building Service Company is offering a cable hung fixture.

Allied Building Service Company bid an incorrect extended total for Item 2 in the amount of \$129,354.00. The corrected extended total for Item 2 in the amount of \$129,353.92 is shown above.

ITEM	QTY (EACH)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	66	LUX DYNAMICS LIGHT FIXTURE - WAVEP-1-840-U10-WSA1-DEF1	\$ -	\$ -
2	53	LUX DYNAMICS STEM MOUNT - MH2	\$2,047.01	\$ 108,491.53
3	13	LUX DYNAMICS WALL MOUNT - WM	\$2,130.12	\$ 27,691.56
4	8	CONTACTOR	\$557.93	\$ 4,463.44
5	2	CONTROL TRANSFORMER	\$200.00	\$ 400.00
6	7	REMOTE CONTROL SWITCH	\$81.26	\$ 568.82
7	REMOVAL AND INSTALLATION - COMPLETE			\$ 62,640.00
8	MISCELLANEOUS MATERIAL			\$ 8,000.00
GRAND TOTAL:				\$ 212,255.35

Competitive Lighting, Inc. bid the following clarifications:

Item 2 LUX Dynamics Stem Mount MH2 is not available, therefore Competitive Lighting is offering a cable hung fixture.

Competitive Lighting, Inc. bid an incorrect extended total for Item 4 in the amount of \$4,463.48. The corrected extended total for Item 4 in the amount of \$4,463.44 is shown above.

ITEM	QTY (EACH)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	53	LUX DYNAMICS LIGHT FIXTURE - WAVEP-1-840-U10-WSA1-DEF1	\$2,150.00	\$ 113,950.00
2	53	LUX DYNAMICS STEM MOUNT - MH2	\$0.00	\$ -
3	13	LUX DYNAMICS WALL MOUNT - WM	\$2,700.00	\$ 35,100.00
4	8	CONTACTOR	\$1,750.00	\$ 14,000.00
5	2	CONTROL TRANSFORMER	\$1,000.00	\$ 2,000.00
6	7	REMOTE CONTROL SWITCH	\$200.00	\$ 1,400.00
7	REMOVAL AND INSTALLATION - COMPLETE			\$ 63,800.00
GRAND TOTAL:				\$ 230,250.00

Corby Energy Services bid the following clarifications:

Item 2 LUX Dynamics Stem Mount MH2 is not available, therefore Corby Energy Services is offering a cable hung fixture.



ITEM	QTY (EACH)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	66	LUX DYNAMICS LIGHT FIXTURE - WAVEP-1-840-U10-WSA1-DEF1	\$0.00	\$ -
2	53	LUX DYNAMICS STEM MOUNT - MH2	\$2,822.00	\$ 149,566.00
3	13	LUX DYNAMICS WALL MOUNT - WM	\$2,822.00	\$ 36,686.00
4	8	CONTACTOR		\$ 10,000.00
5	2	CONTROL TRANSFORMER		
6	7	REMOTE CONTROL SWITCH		
7	REMOVAL AND INSTALLATION - COMPLETE			
GRAND TOTAL:				\$ 196,252.00

DES Electric, LLC. bid the following clarifications:

Item 2 LUX Dynamics Stem Mount MH2 is not available, therefore DES Electric, LLC. is offering a cable hung fixture.

ITEM	QTY (EACH)	DESCRIPTION	UNIT PRICE	EXTENDED PRICE
1	66	LUX DYNAMICS LIGHT FIXTURE - WAVEP-1-840-U10-WSA1-DEF1	\$1,891.90	\$ 124,865.40
2	53	LUX DYNAMICS STEM MOUNT - MH2	\$39.25	\$ 2,080.25
3	13	LUX DYNAMICS WALL MOUNT - WM	\$117.65	\$ 1,529.45
4	8	CONTACTOR	\$1,165.63	\$ 9,325.04
5	2	CONTROL TRANSFORMER	\$228.50	\$ 457.00
6	7	REMOTE CONTROL SWITCH	\$424.72	\$ 2,973.04
7	REMOVAL AND INSTALLATION - COMPLETE			\$ 77,469.90
GRAND TOTAL:				\$ 218,700.08

Sawyer Services, Inc. bid the following exception: Exclusion of touchup paint from the installation of new lighting fixtures.

Sawyer Services, Inc. bid the following clarifications:

Item 2 LUX Dynamics Stem Mount MH2 is not available, therefore Sawyer Services, Inc. is offering a cable hung fixture.

Sawyer Services, Inc. bid an incorrect extended total for Item 4 in the amount of \$9,325.00. The corrected extended total for Item 4 in the amount of \$9,325.04 is shown above.

Sawyer Services, Inc. bid an incorrect extended total for Item 6 in the amount of \$2,973.00. The corrected extended total for Item 6 in the amount of \$2,973.04 is shown above.



PARKS AND RECREATION

5460 Arden

Warren, MI 48092

(586) 268-8400

[www.cityofwarren.org](http://www.cityofwarren.org)

March 11, 2025

Craig Treppa  
City of Warren  
One City Square  
Suite 425  
Warren, MI. 48093

Re: Community Center Pool Lights

Dear Mr. Treppa,

The Parks & Recreation Department recommends awarding the lowest qualified bidder, DES Electric, LLC, 11145 E. Seven Mile Rd., Detroit, MI 48234 for ITB-W-1397 for a total bid price of \$196,252.00. This bid is for new fitness room and pool lights for the Warren Community Center. These new led light fixtures will be replacing old out dated light fixtures that are inoperable. The Parks & Recreation Department needs to replace the lights for safety, efficiency and considerable cost savings to the City. Please find the bid tabulation sheet and all supporting documents and backup information related to the project attached to this cover letter. Funds for this purchase are available in account #9208-97400 of the 2025 Fiscal Budget.

If you have any questions or require any additional information, please contact me.

Sincerely,

A handwritten signature in cursive script that reads "Anthony Casasanta".

Anthony Casasanta  
Director Parks & Recreation

**RESOLUTION**

Document No: ITB-W-1397

Product or Service: Furnish & Install Light Fixtures

Requesting Department: Parks and Recreation

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember

\_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Electronic bids were accepted, publicly opened and read on February 12, 2025.

The following bids have been received by City Council:

BIDDER:

AMOUNT:

**Please see attached bid tabulation**

The bid of DES Electric, LLC., 11145 East Seven Mile Road, Detroit, MI 48234, has been determined to be the low responsible and cost-effective bid for award to furnish and install light fixtures in the pool and fitness room at the Warren Community Center, in the total amount of \$196,252.00.

Funds are available in Account: 208-9208-97400.

IT IS RESOLVED, that the bid of DES Electric, LLC. is hereby accepted by City Council, in a total amount of \$196,252.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid document  
☐ Contract  
☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly appointed City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: MARCH 13, 2025

TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL

SUBJECT: AWARD OF BID ITB-W-1469 FOR THE PURCHASE OF SLAG, SAND & AGGREGATE

The Purchasing Division concurs with the Water Division and the Department of Public Works (DPW), and recommends that City Council award ITB-W-1469; for Furnishing Slag, Sand & Aggregate to the low responsible and cost-effective bidder, Osburn Industries, Inc., 5850 Pardee Road, Taylor, MI 48180, for a one (1) year period, in an annual amount not to exceed \$143,550.00.

ITEM #	ESTIMATED TONNAGE	DESCRIPTION	PRICE PER TON	Total (Est. Qty. x Price)
1	2,500	23A LIMESTONE	24.00	\$ 60,000.00
2	3,000	6A LIMESTONE	26.50	\$ 79,500.00
3	150	#9 OHIO LIMESTONE	27.00	\$ 4,050.00
ESTIMATED ANNUAL GRAND TOTAL:				\$ 143,550.00

On Wednesday, March 5, 2025 electronic bids were publicly opened for bid ITB-W-1469; To Furnish Slag, Sand & Aggregates. Bids were solicited through BidNet® (MITN) with two (2) vendors responding to the solicitation. Their bids are summarized on the attached bid tabulation forms submitted for your review.

The City is recommending award to Osburn Industries, Inc. for an award for all items. This award, if approved by your honorable body, will be for a term of one (1) year, commencing on May 12, 2025, or the official date of City Council, whichever occurs later. These materials will be used by various City departments including Water and Public Works for normal maintenance and construction operations.

Funds for these purchases are approved in the following Accounts:

DPW - 101-000-10900

Water - 592-1540-7400

Respectfully Submitted,

Shanah Turner  
Assistant Buyer

Read and Concur,

Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/2025

AS-READ BID SUMMARY

City of Warren 1 City Square Warren MI 48093		BID NO.: ITB-W-1469 DATE: 3/5/2025 DEPARTMENT: VARIOUS PRODUCT OR SERVICE: SLAG & AGGREGATES
BIDDER	GRAND TOTAL	
OSBURN INDUSTRIES, INC.	\$	143,550.00
S. A. TORELLO, INC.	\$	167,983.00



ITEM	EST. TONS	DESCRIPTION	OSBURN INDUSTRIES, INC.		S. A. TORELLO, INC.	
			PRICE PER TON	TOTAL (EST. QTY X PRICE)	PRICE PER TON	TOTAL (EST. QTY X PRICE)
1	2,500	23A LIMESTONE	\$ 24.00	\$ 60,000.00	\$ 27.76	\$ 69,400.00
2	3,000	6A LIMESTONE	\$ 26.50	\$ 79,500.00	\$ 31.17	\$ 93,510.00
3	150	#9 OHIO LIMESTONE	\$ 27.00	\$ 4,050.00	\$ 33.82	\$ 5,073.00
<b>GRAND TOTAL:</b>				\$ 143,550.00		\$ 167,983.00

S. A. Torello, Inc. bid the following exceptions: #9 Ohio Limestone is not available in our area. It is described as a 3/8" stone that is used for leveling, drainage, an as a base for pavers, walkways, and walls. We are able to get a 3/4" Limestone that is 3/8". It is a clear stone (no fines) but does compare in description for usage

DATE: March 12, 2025  
TO: Craig Treppa, Purchasing Agent  
FROM: Scott Raedel, Superintendent, Division of Public Works  
RE: Award of bid ITB-W-1469

Craig,

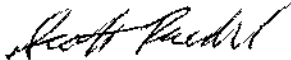
The Division of Public Works and the Water Department would like to recommend Osburn Industries Inc. to provide the city with slag and aggregates.

The price for all materials used: 23A Limestone, 6A Limestone, and #9 Ohio Limestone will not exceed \$143,550.

Funds for this will be paid from DPW account 101-0000-10900 and Water Department account 592-1540-7400.


I will be available to you or City Council for any questions in regards to this bid by the Division of Public Works and the Water Department.

Respectfully,



Scott Raedel  
Superintendent  
Division of Public Works

Read and concur,



Derek Richter  
Water Department Deputy Superintendent

**RESOLUTION**

Document No: ITB-W-1469  
Slag, Sand & Aggregates  
Requesting Department: Various

At a Regular Meeting of the City Council of the City of Warren, County of Macomb,  
Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at  
the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember

\_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Electronic bids were accepted, publicly opened and read on March 5, 2025 at 1 p.m.

The following bids were received by City Council:

<u>BIDDER:</u>	<u>AMOUNT:</u>
----------------	----------------

**Please see attached bid tabulation**

The bid of Osburn Industries, Inc., 5850 Pardee Road, Taylor, MI 48180 has been  
determined to be the low responsible cost-effective bidder to furnish sand, slag, and aggregate for  
a one (1) year period, commencing on May 12, 2025, or upon the official date of City Council  
award, whichever occurs later, in an annual amount not to exceed \$143,550.00.

These products will be used by various departments throughout the city, i.e., Department of  
Public Works (DPW) and the Water Division.

Funds are available in the following Department Accounts:

DPW - 101-000-10900  
Water - 592-1540-7400

IT IS RESOLVED, that the bid of Osburn Industries, Inc. is hereby accepted by City Council for a one (1) year period, commencing on May 12, 2025, or upon the official date of City Council approval, whichever occurs later, in an annual amount not to exceed \$143,550.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ Bid document  
☐ Contract  
☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN   )  
                                  ) SS.  
COUNTY OF MACOMB   )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan,  
hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the  
Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

Sonja Buffa  
City Clerk



March 14, 2025

Ms. Mindy Moore  
Council Secretary  
City of Warren

**CITY ATTORNEY'S OFFICE**

One City Square, Suite 400  
WARREN, MI 48093  
(586) 574-4671  
FAX (586) 574-4530  
[www.cityofwarren.org](http://www.cityofwarren.org)

**Re: Request to extend moratorium on implementing  
Warren Code of Ordinances, § 2-401 et seq.**

Dear Council Secretary Moore:

The Attorney's Office is submitting a resolution renewing the moratorium on the Responsible Contracting Ordinance. The previous moratorium expired on December 17, 2024.

The Purchasing Agent, City Engineer, and the City Attorney's Office have been diligently working with members of City Council to draft an ordinance amendment that will make practical application of the ordinance possible. The Purchasing Agent and City Engineer have also been drafting the necessary forms and procedures to implement the ordinance amendment once it is adopted.

This resolution establishes a three-month moratorium. During the moratorium, the Attorney's Office will submit the proposed ordinance amendments to City Council for adoption. The Purchasing Agent and City Engineer will continue to establish and implement the contractor screening process.

If you have any questions, please feel free to contact me at 574-4527.


Respectfully,

  
Caitlin Murphy  
Assistant City Attorney

CM/j 111053  
Attachment

cc: Tina Gapshes, City Engineer  
Craig Treppa, Purchasing Agent

Approved:

  
Lori M. Stone

76FABF22E3214B9...  
Lori M. Stone  
Mayor

Read and concur:

  
Mary Michaels  
Acting City Attorney

**RESOLUTION TO APPROVE TEMPORARY MORATORIUM ON  
THE EFFECT OF THE RESPONSIBLE CONTRACTOR  
ORDINANCE PENDING REVIEW AND COLLABORATION**

At a regular meeting of the City Council of the City of Warren, County of Macomb, State of Michigan, held on \_\_\_\_\_, at 7 p.m. Eastern Daylight Savings Time, in the Council Chamber at the Warren Community Center Auditorium, located at 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers \_\_\_\_\_

ABSENT: Councilmembers \_\_\_\_\_

The following resolution was offered by Councilmember \_\_\_\_\_  
and supported by Councilmember \_\_\_\_\_.

On February 14, 2023, Council adopted an ordinance known as the "Responsible Contractor Ordinance". The Ordinance is intended to ensure that the City awards large construction projects to contractors that engage in fair employment practices and adequately compensate their employees.

The Ordinance includes a bidding process and qualification standards for the prospective awards. The valuable goals of the ordinance could be more effectively achieved if the Purchasing Agent and City Engineer were consulted on components to make the Ordinance more practical in application. The Purchasing Agent, City Engineer, and the City Attorney's Office have been working with members of City Council to draft an ordinance amendment that will make practical application possible.

The Purchasing Agent and City Engineer have also been drafting the necessary forms and procedures to implement the ordinance amendment once it is adopted. The Purchasing Agent and City Engineer anticipate that there will be an initial time-intensive notification, application submission, and review process for prequalifying all of the contractors that submit bids for City projects.

THEREFORE, IT IS RESOLVED, that the Warren City Council adopts a six-month interim moratorium on the enforcement of Warren Code of Ordinances, § 2-401 *et seq.*

IT IS FURTHER RESOLVED, that any part of this resolution found to be unlawful, is severable, and the remainder of the resolution will have full force and effect.

AYES: Councilmembers: \_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION ADOPTED this \_\_\_\_\_.

\_\_\_\_\_  
MINDY MOORE  
Secretary of the Council

CERTIFICATION

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB    )

I, SONJA BUFFA, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_.

\_\_\_\_\_  
SONJA BUFFA  
City Clerk



## MEMORANDUM

DATE: March 18, 2025

TO: Mindy Moore, Council Secretary

RE: Civil Service Appointment

City Council:

Pursuant to the provision of Section 25-37 of the Warren Code of Ordinances and the authority vested in me, I hereby notify you of the following new appointment:

Name	Appointment	Date of Expiration
Gina Hensley	New appointment	June 30, 2028

While City Council approval is not required, per City Charter Section 7.6, the Council, at such meeting or at its next meeting, may disapprove such an appointment by a resolution which shall state the reasons for such disapproval.

Respectfully submitted,



Lori M. Stone  
Mayor

Cc: Clerk  
Human Resources

## New submission from City Commission / Board Application

Web Master <webmaster@cityofwarren.org>

Tue 5/21/2024 1:59 PM

To: Web Master <webmaster@cityofwarren.org>

### Commission / Board applied for

Civil Service

### Name

Gina Hensley

### Address

[REDACTED]

Warren, Michigan [REDACTED]

[Map It](#)

### Home Phone

[REDACTED]

### Work Phone

[REDACTED]

### Cell Phone

[REDACTED]

### Email

[REDACTED]

### Driver's License Number (for internal use ONLY)

[REDACTED]

### Number of Years a Warren Resident

32

### Warren Business Owner

No

### Appointment Request

- New Appointment Request

### Work Experience

City of Warren Community Development Financial Administrator for 35 years.

### Education

BS from MSU

**Affiliations (Clubs, Fraternal, Military, Church, etc.)**

St. Mary Our Lady Queen of Families  
Michigan Community Development Association

**Political Offices held, if any (Please include dates of service)**

none

**Please feel free to add any additional information**

I am retiring from the City of Warren this fall and will be available after November 1, 2024.  
Licensed Real Estate Agent  
Licensed Lead Based paint Supervisor  
Notary Public  
Looking to serve my community


**Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.**

**Have you ever been convicted of a felony?**

- No

Warren, MI (Property Address)

Parcel NumberAccount Number:



Item 1 of 21 Image / 1 Sketch

Customer Name: LIVING TRUST

Summary Information

> Residential Building Summary

- Year Built: 1953
- Full Baths: 2
- Sq. Feet: 2,589

> Assessed Value: \$184,580 | Taxable Value: \$79,437

> Property Tax information found

> 17 Building Department records found

> Utility Billing information found

Owner Information

LIVING TRUST

Warren, MI

Amount Due

Property Total\$0.00

Permits

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB103375		Finaled	8/15/1996	7/11/2011	\$0.00	<a href="#">View</a>
Building	PB106634		Expired	2/25/1998	7/11/2011	\$0.00	<a href="#">View</a>
Building	PB106905		Finaled	4/13/1998	7/11/2011	\$0.00	<a href="#">View</a>
Building	PB11-166401		Finaled	8/15/2011	6/27/2012	\$0.00	<a href="#">View</a>
Building	PB-145245		Finaled	6/21/2002	7/11/2011	\$0.00	<a href="#">View</a>
Electrical	PE11-211533		Finaled	8/29/2011	10/31/2011	\$0.00	<a href="#">View</a>
Electrical	PE11-211548		Finaled	8/30/2011	10/31/2011	\$0.00	<a href="#">View</a>
Electrical	PE-194722		Finaled	10/28/2002	7/20/2011	\$0.00	<a href="#">View</a>
Elec Reconnect	PER08-1111		Finaled	10/14/2008	7/20/2011	\$0.00	<a href="#">View</a>
FENCE	PF11-22543		Expired	9/16/2011		\$0.00	<a href="#">View</a>

12

Displaying items 1 - 10 of 17

[Apply for a Permit](#)

Attachments


Date Created	Title	Record
No records to display.		

Displaying items 0 - 0 of 0

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Warren, MI (Property Address)

Parcel Number: Account Number:



Item 1 of 21 Image / 1 Sketch

Customer Name: LIVING TRUST

Summary Information

- Residential Building Summary
  - Year Built: 1953
  - Full Baths: 2
  - Sq. Feet: 2,589
  - Bedrooms: 3
  - Half Baths: 1
  - Acres: 0.498
- Assessed Value: \$184,580 | Taxable Value: \$79,437
- Property Tax information found
- 17 Building Department records found
- Utility Billing information found

Owner and Taxpayer Information

Owner

LIVING TRUST Taxpayer

SEE OWNER INFORMATION

Warren, MI

Legal Description

PROS WOODS SUBDIVISION LOT 24 L.27 P.31

Other Information

Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date

3/11/2025

Recalculate

Tax History


Year	Season	Total Amount	Total Paid	Last Paid	Total Due
2024	Winter	\$117.19	\$117.19	12/31/2024	\$0.00
2024	Summer	\$4,022.44	\$4,022.44	12/31/2024	\$0.00
2023	Winter	\$118.27	\$118.27	01/03/2024	\$0.00
2023	Summer	\$3,800.53	\$3,800.53	01/03/2024	\$0.00
2022	Winter	\$106.71	\$106.71	12/27/2022	\$0.00
2022	Summer	\$3,619.56	\$3,619.56	12/28/2022	\$0.00
2021	Winter	\$242.50	\$242.50	12/28/2021	\$0.00
2021	Summer	\$3,413.96	\$3,413.96	12/31/2021	\$0.00
2020	Winter	\$111.05	\$111.05	12/23/2020	\$0.00
2020	Summer	\$3,504.17	\$3,504.17	12/29/2020	\$0.00

Load More Years

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Warren, MI (Property Address)

Parcel Number: Account Number:



Item 1 of 21 Image / 1 Sketch

Customer Name: LIVING TRUSTUB Customer Name: OCCUPANT

Summary Information

- Residential Building Summary
  - Year Built: 1953Bedrooms: 3
  - Full Baths: 2Half Baths: 1
  - Sq. Feet: 2,589Acres: 0.498
- Utility Billing information found

- Assessed Value: \$184,580 | Taxable Value: \$79,437
- Property Tax information found
- 17 Building Department records found

Customer Information

Name  
Address

OCCUPANT  
Warren, MI

Account Number

Amount Due

Total Amount Due \$0.00  
[Pay Now](#)

Current Bill

[Click here for a printer friendly version](#)

Amount Due	\$0.00	Bill From	12/30/2024		
Due Date	02/28/2025	Bill To	01/30/2025		
Billing Item		Previous Amount	Current Amount	Penalties & Interest	Balance
SEWER		\$0.00	\$0.00	\$0.00	\$0.00
SEWER SERVICE CHARGE		\$0.00	\$0.00	\$0.00	\$0.00
STATE MANDATED FEE		\$0.00	\$0.00	\$0.00	\$0.00
WATER		\$0.00	\$0.00	\$0.00	\$0.00
WATER SERVICE CHARGE		\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00

History (416 Items Found)

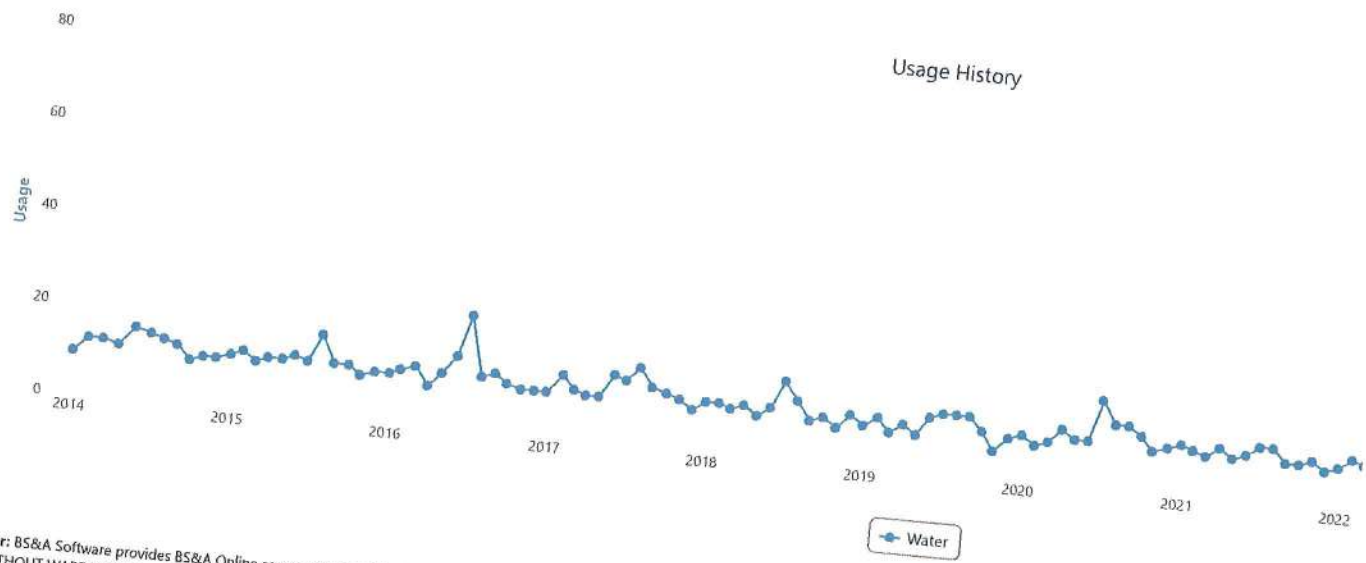
Starting Date Ending Date

[Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
2/28/2025	Meter Read	Water		1517.00	4.00	\$0.00	\$0.00
2/25/2025	Payment Posted	0005466692		0.00	0.00	(\$40.60)	\$0.00
2/11/2025	Bill Calculated	01/02/25-01/30/25		0.00	0.00	\$40.60	\$40.60
1/30/2025	Meter Read	Water		1513.00	4.00	\$0.00	\$0.00
1/27/2025	Payment Posted	0005415156		0.00	0.00	(\$59.46)	\$0.00
1/14/2025	Bill Calculated	11/30/24-01/02/25		0.00	0.00	\$59.46	\$59.46
1/10/2025	Payment Posted	0005397035		0.00	0.00	(\$31.16)	\$0.00
1/2/2025	Meter Read	Water		1509.00	6.00	\$0.00	\$31.16
12/13/2024	Bill Calculated	10/30/24-11/30/24		0.00	0.00	\$31.16	\$31.16
11/30/2024	Meter Read	Water		1503.00	3.00	\$0.00	\$0.00
11/22/2024	Payment Posted	0005316177		0.00	0.00	(\$31.16)	\$0.00
11/8/2024	Bill Calculated	09/29/24-10/30/24		0.00	0.00	\$31.16	\$31.16
10/31/2024	Payment Posted	0005291560		0.00	0.00	(\$59.46)	\$0.00

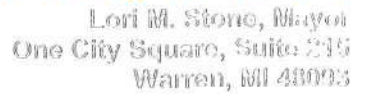
Usage History Chart





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007 077 65



## New submission from City Commission / Board Application

Web Master <webmaster@cityofwarren.org>

Wed 7/10/2024 9:16 PM

To: Web Master <webmaster@cityofwarren.org>

### Commission / Board applied for

Crime Commission / planning Commissio

### Name

Tracy Alam

### Address

[REDACTED]  
WARREN, MI [REDACTED]  
[Map It](#)

### Cell Phone

[REDACTED]

### Email

[REDACTED]

### Driver's License Number (for internal use ONLY)

[REDACTED]

### Number of Years a Warren Resident

10

### Warren Business Owner

No

### Appointment Request

- New Appointment Request

### Work Experience

Supervisor  
Precision Vehicle logistics

### Education

Associate degree

### Affiliations (Clubs, Fraternal, Military, Church, etc.)

N/A

### Political Offices held, if any (Please include dates of service)

N/A

**Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.**

Have you ever been convicted of a felony?

- No

Warren, MI


(Property Address)

Parcel Number:

Account Number:

Customer Name: ALAM

TRACY



Item 1 of 2

1 Image / 1 Sketch

Summary Information

> Residential Building Summary

- Year Built: 1977

- Bedrooms: 0

- Full Baths: 2

- Half Baths: 0

- Sq. Feet: 1,615

- Acres: 0.234

> Utility Billing information found

> Assessed Value: \$110,880 | Taxable Value: \$84,785

> Property Tax information found

> 5 Building Department records found

## Owner Information

ALAM TRACY

## Amount Due

Property Total **\$0.00**

## Permits

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB17-001237		Finald	6/8/2017	8/24/2017	\$0.00	<a href="#">View</a>
Building	PB2003-146940		Finald	2/25/2003	3/29/2004	\$0.00	<a href="#">View</a>
RES - ELECTRICAL	PE24-000003		Finald	1/9/2024	3/6/2024	\$0.00	<a href="#">View</a>
RES - MECHANICAL	PM23-002282		Finald	12/27/2023	3/6/2024	\$0.00	<a href="#">View</a>

1

Displaying items 1 - 4 of 4

[Apply for a Permit](#)

## Attachments

Date Created	Title	Record
--------------	-------	--------

No records to display.

Displaying items 0 - 0 of 0

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Warren, MI (Property Address)

Parcel Number: Account Number:

**Customer Name:** ALAM TRACY  
**OCCUPANT**

**UB Customer Name:**



Item 1 of 2 1 Image / 1 Sketch

**Summary Information**

- > Residential Building Summary
  - Year Built: 1977
  - Full Baths: 2
  - Sq. Feet: 1,615
  - Bedrooms: 0
  - Half Baths: 0
  - Acres: 0.234
- > Assessed Value: \$118,150 | Taxable Value: \$87,413
- > Property Tax information found
- > 5 Building Department records found
- > Utility Billing information found

### Owner and Taxpayer Information

Owner ALAM TRACY Taxpayer SEE OWNER INFORMATION

Warren, MI

### Legal Description

JANITH M. SUB. LOT 4 L.65 P.44

### Other Information

### Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date

### Tax History

Year	Season	Total Amount	Total Paid	Last Paid	Total Due
2024	Winter	\$128.96	\$128.96	12/31/2024	\$0.00
2024	Summer	\$4,422.88	\$4,422.88	12/31/2024	\$0.00
2023	Winter	\$130.14	\$130.14	01/03/2024	\$0.00
2023	Summer	\$4,192.45	\$4,192.45	01/03/2024	\$0.00
2022	Winter	\$117.43	\$117.43	12/27/2022	\$0.00
2022	Summer	\$3,933.47	\$3,933.47	12/28/2022	\$0.00
2021	Winter	\$266.87	\$266.87	12/28/2021	\$0.00
2021	Summer	\$3,854.88	\$3,854.88	12/31/2021	\$0.00
2020	Winter	\$122.19	\$122.19	12/23/2020	\$0.00
2020	Summer	\$3,974.57	\$3,974.57	12/29/2020	\$0.00

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Warren, M (Property Address)

Parcel Number: County Number:

Customer Name: ALAM TRACY UB Customer Name: OCCUPANT



Item 1 of 2 1 Image / 1 Sketch

**Summary Information**

- > Residential Building Summary
  - Year Built: 1977
  - Full Baths: 2
  - Sq. Feet: 1,615
  - Bedrooms: 0
  - Half Baths: 0
  - Acres: 0.234
- > Utility Billing Information found
- > Assessed Value: \$118,150 | Taxable Value: \$87,413
- > Property Tax Information found
- > 5 Building Department records found

### Customer Information

Name: OCCUPANT  
 Address: Warren, M  
 Account Number:

### Amount Due

Total Amount Due **\$0.00**  
[Pay Now](#)

### Current Bill

[Click here for a printer friendly version](#)

Amount Due	\$0.00	Bill From	12/30/2024	
Due Date	02/28/2025	Bill To	01/30/2025	
Billing Item	Previous Amount	Current Amount	Penalties & Interest	Balance
DELINQ NOTICE FEE	\$0.00	\$0.00	\$0.00	\$0.00
SEWER	\$0.00	\$0.00	\$0.00	\$0.00
SEWER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
STATE MANDATED FEE	\$0.00	\$0.00	\$0.00	\$0.00
WATER	\$0.00	\$0.00	\$0.00	\$0.00
WATER SERVICE CHARGE	\$0.00	\$0.00	\$0.00	\$0.00
	\$0.00	\$0.00	\$0.00	\$0.00

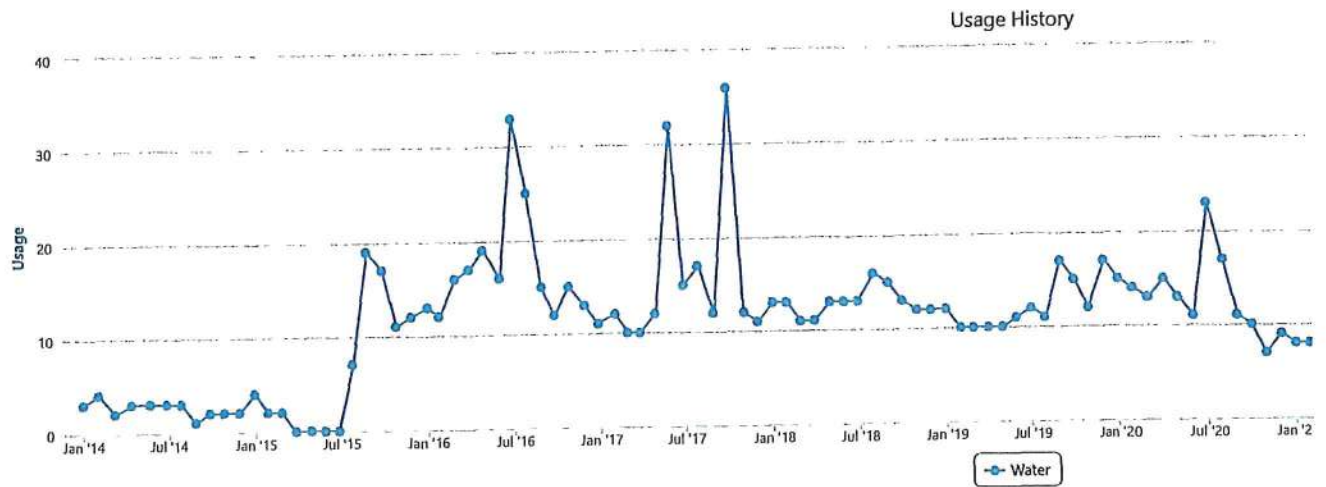
### History (475 Items Found)

Starting Date: Ending Date:

[Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
2/27/2025	Meter Read	Water		1542.00	9.00	\$0.00	\$0.00
2/24/2025	Payment Posted	0005464750		0.00	0.00	(\$411.64)	\$0.00
2/18/2025	Bill Adjustment	Past Due / Shutoff		0.00	0.00	\$5.00	\$411.64
2/18/2025	Past Due Notice Sent	DELINQUENT NOTICE		0.00	0.00	\$0.00	\$406.64
2/11/2025	Bill Calculated	01/03/25-01/31/25		0.00	0.00	\$87.76	\$406.64
2/7/2025	Penalty			0.00	0.00	\$9.31	\$318.88
1/31/2025	Meter Read	Water		1533.00	9.00	\$0.00	\$309.57
1/14/2025	Bill Calculated	11/30/24-01/03/25		0.00	0.00	\$116.05	\$309.57
1/10/2025	Penalty			0.00	0.00	\$5.65	\$193.52
1/10/2025	Penalty Reversal	DUPLICATE PENALTY		0.00	0.00	(\$5.65)	\$187.87
1/10/2025	Penalty			0.00	0.00	\$5.65	\$193.52
1/3/2025	Meter Read	Water		1524.00	12.00	\$0.00	\$187.87
12/13/2024	Bill Calculated	10/30/24-11/30/24		0.00	0.00	\$87.76	\$187.87

### Usage History Chart



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March 18, 2025

Ms. Mindy Moore  
Council Secretary  
City of Warren

**CITY ATTORNEY'S OFFICE**

One City Square, Suite 400  
WARREN, MI 48093  
(586) 574-4671  
FAX (586) 574-4530  
[www.cityofwarren.org](http://www.cityofwarren.org)

**Re: Proposed Resolution Providing Public Notice of Intent to Sell Vacant Tax-Reverted Property at 11059 Maxwell, Warren, Michigan; Parcel ID No. 13-34-202-022 for \$1.00, subject to Combination with 11067 Maxwell; Approving Sale Following 30-day Notice Period and Accepting Grant of Easement Rights**

Dear Council Secretary Moore:

Attached please find the above-referenced resolution to provide the public with thirty (30) days' notice of intent to sell vacant, tax-reverted property located at 11059 Maxwell to Ryan M. Carpenter, the owner of adjacent land at 11067 Maxwell, for \$1.00.

Based upon the proposed terms, the Property would be conveyed "as is" with a quit claim deed and combine with the adjacent property. As a condition of the sale, the buyer will use the combined property as one stand-alone buildable lot, keep the combined property maintained and free from the growth or cultivation of medicinal marijuana, and grant the City easement rights. The combination may be completed administratively without a fee or hearing. At this time, the adjacent home is occupied by a family member of Mr. Carpenter. Although he currently does not anticipate leasing property, Mr. Carpenter will agree to the restriction against any short-term rental less than 12 months.

The resolution will remain on file with the City Clerk for 30 days. Within such time, another person may submit another offer in writing directed to Economic Development Director Tom Bommarito, One City Square, Suite 215, Warren, MI 48093. If no other offers are received by April 28, 2025, Council's approval of the sale becomes final on the same terms in the resolution.

Consistent with 2-346 of the Code of Ordinances, the proposed sale will relieve the City of the liability and cost to maintain the lot, restore vacant land to the tax rolls, and conserve open space to enhance aesthetics of the surrounding area and stabilize the neighborhood. Although the Assessor has estimated the land value as \$6,043.00, the proposed consideration is sufficient when viewed in terms of the overall public purposes involved.

If acceptable, please submit the resolution to Council for its meeting on Tuesday, March 25, 2025.

Respectfully,

  
Mary Michaels  
Acting City Attorney

MM/vlt Ltr to M Moore Council re Notice of Intent and Approval of Sale – 11059 Maxwell ID 111188

**Attachments**

cc: Ryan M. Carpenter (w/attach.)  
Tom Bommarito, Economic Development Director (w/attach.)  
Hunter Manikas, Economic Development (w/attach.)

Read and concur:

Signed by:

  
Lori M. Stone

76FABF22E3214B9  
Lori M. Stone, Mayor

**RESOLUTION PROVIDING PUBLIC NOTICE OF INTENT TO SELL VACANT  
TAX-REVERTED PROPERTY AT 11059 MAXWELL, WARREN, MICHIGAN,  
PARCEL NO. 13-34-202-022; APPROVING SALE UPON COMPLETION OF  
NOTICE PERIOD AND ACCEPTANCE OF GRANT OF EASEMENT RIGHTS**

At a regular meeting of the City Council of the City of Warren, Macomb County, Michigan held on March 25, 2025, at 7:00 p.m. Eastern Daylight Savings Time in the Council Chambers of the Warren Community Center, 5460 Arden, Warren, Michigan.

Present: Councilpersons \_\_\_\_\_

Absent: Councilpersons \_\_\_\_\_

The City acquired vacant, tax-reverted property at 11059 Maxwell, Warren, Michigan, Parcel No. 13-34-202-022 ("the Property").

Ryan M. Carpenter, the owner of adjacent property, 11067 Maxwell, is interested in purchasing the Property.

The Mayor and Economic Development Director are recommending that the Property be conveyed to Ryan M. Carpenter (the "Buyer"), which would allow for continuous maintenance of the Property.

Under the terms of the proposed sale, the Buyer would pay \$1.00, plus closing costs, the cost of title policy and survey, if necessary, and will agree to combine the parcels, to use the combined property as one buildable lot, and to keep the property maintained and free from narcotics including the growth or cultivation of marihuana, and from short-term rentals for lease periods less than 12 months. The lot combination may be completed administratively with no fee or hearing.

Any other person interested in purchasing the Property may submit a written offer to Economic Development Director Tom Bommarito at One City Square, Warren, Michigan 48093 no later than April 28, 2025.

**THEREFORE, IT IS RESOLVED**, that the City of Warren offers for sale the Property located at 11059 Maxwell, Warren, Michigan, Parcel No. 13-34-202-022, Warren, Michigan, described as follows:

Lot 25 – Belanger's Gardens Subdivision, as recorded in Liber 5,  
Page 90 of Plats, Macomb County Records  
Parcel Identification No. 13-34-202-022  
Commonly known as: 11059 Maxwell



**IT IS FURTHER RESOLVED**, that the conveyance of the property shall be subject to the reservation of any liens or easements of record, easements rights to access, maintain or replace public utilities, and the execution of restrictive covenants consistent with this resolution.

**IT IS FURTHER RESOLVED**, that the City accepts the grant of easement upon the Property for purposes of maintaining, replacing, or constructing public utilities, or for temporary access during public improvement projects.

**IT IS FURTHER RESOLVED**, that a certified copy of this resolution shall be placed and remain on file with the Clerk of the City of Warren for public inspection for a period of thirty (30) days, as required by City Charter, and if no offers are submitted during such period, the approvals in this resolution become final on same terms.

**IT IS FURTHER RESOLVED**, that, upon completion of the 30-day period, the Mayor and Clerk are authorized to execute a purchase agreement and restrictive covenants to sell the Property to Ryan M. Carpenter in the amount of One Dollar and 00/100 (\$1.00), plus closing costs, consistent with this resolution and in such form that meets with the approval of the City Attorney.

AYES: Councilpersons: \_\_\_\_\_

**NAYES:** Councilpersons: \_\_\_\_\_

**Resolution declared adopted on this 25<sup>th</sup> day of March 2025.**

**MINDY MOORE**  
Secretary of the Council

## CERTIFICATION

STATE OF MICHIGAN )  
 ) ss  
COUNTY OF MACOMB )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the Resolution adopted by the City Council of the City of Warren at its meeting held on March 25, 2025.

**SONJA BUFFA**  
City Clerk

**11059 MAXWELL** WARREN, MI 48089 (Property Address)

Parcel Number: 12-13-34-202-022

**Customer Name:** CITY OF WARREN**Summary Information**

No Images Found

> Assessed Value: \$0 | Taxable Value: \$0  
> Property Tax information found

> 1 Special Assessment found  
> 1 Building Department records found

**Owner and Taxpayer Information**

<b>Owner</b>	CITY OF WARREN ONE CITY SQUARE Warren, MI 48093-6726	<b>Taxpayer</b>	SEE OWNER INFORMATION
--------------	--	-----------------	-----------------------

**General Information for Tax Year 2025**

<b>Property Class</b>	402 RESIDENTIAL-VACANT	<b>Unit</b>	12 CITY OF WARREN
<b>School District</b>	VAN DYKE PUBLIC SCHOOLS	<b>Assessed Value</b>	\$0
<b>NOTES</b>	NEZ - Patriot Place	<b>Taxable Value</b>	\$0
<b>User Number Index</b>	0	<b>State Equalized Value</b>	\$0
<b>User Alpha 1</b>	Not Available	<b>Date of Last Name Change</b>	09/29/2017
<b>User Alpha 3</b>	Not Available	<b>Notes</b>	Not Available
<b>Historical District</b>	Not Available	<b>Census Block Group</b>	Not Available
<b>User Alpha 2</b>	Not Available	<b>Exemption</b>	No Data to Display

**Principal Residence Exemption Information****Homestead Date** 03/01/1994

Principal Residence Exemption	June 1st	Final
2025	0.0000 %	-
2024	0.0000 %	0.0000 %

**Previous Year Information**

Year	MBOR Assessed	Final SEV	Final Taxable
2024	\$0	\$0	\$0
2023	\$0	\$0	\$0
2022	\$0	\$0	\$0

**Land Information**

<b>Zoning Code</b>	R-1-C	<b>Total Acres</b>	0.083
<b>Land Value</b>	\$6,043	<b>Land Improvements</b>	\$0
<b>Renaissance Zone</b>	No	<b>Renaissance Zone Expiration Date</b>	No Data to Display
<b>ECF Neighborhood</b>	VAN DYKE 34	<b>Mortgage Code</b>	No Data to Display
<b>Lot Dimensions/Comments</b>	Not Available	<b>Neighborhood Enterprise Zone</b>	No

Lot(s)	Frontage	Depth
Lot 1	33.00 ft	109.00 ft
<b>Total Frontage: 33.00 ft</b>		<b>Average Depth: 109.00 ft</b>

**Legal Description**

BELANGER'S GARDENS SUBDIVISION LOT 25 L5 P90

<b>Date of Last Split/Combine</b>	<i>No Data to Display</i>	<b>Number of Splits Left</b>	0
<b>Date Form Filed</b>	<i>No Data to Display</i>	<b>Unallocated Div.s of Parent</b>	0
<b>Date Created</b>	<i>No Data to Display</i>	<b>Unallocated Div.s Transferred</b>	0
<b>Acreage of Parent</b>	0.00	<b>Rights Were Transferred</b>	<i>Not Available</i>
<b>Split Number</b>	0	<b>Courtesy Split</b>	<i>Not Available</i>
<b>Parent Parcel</b>	<i>No Data to Display</i>		

## Sale History

Sale Date	Sale Price	Instrument	Grantor	Grantee	Terms of Sale	Liber/Page
08/30/2017	\$691,626.00	QC	MACOMB COUNTY TREASURER	CITY OF WARREN	33-TO BE DETERMINED	24914/937
10/01/2002	\$500.00	QC	Macomb County Haibtat for Humanity	Silver Investments LLC	33-TO BE DETERMINED	not recorde

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**CITY OF WARREN - OFFICE OF THE ASSESSOR 586-574-4532**

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**M E M O R A N D U M**

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**DATE:** MAY 22, 2024  
**TO:** Hunter Manikas  
**FROM:** Shelley Gentner, Deputy Assessor  
**RE:** Valuation Request, City Owned Property

---

Pursuant to your request for valuation of the above captioned property, please be advised of the following:

Address: 11059 Maxwell - Vacant Lot  
Site Description: 33' x 109' Lot  
Tax Status: Exempt

Estimated valuation of property based on 2024 Assessment Roll, value reflective of 12/31/2023:

Land Value: \$6,043  
Estimated True Cash Value \$ 6,043  
Estimated Assessed Value \$3,022



PUBLIC SERVICE DEPARTMENT  
ENGINEERING DIVISION  
One City Square, Suite 300  
Warren, MI 48093  
(586) 759-9300  
Fax (586) 759-9318  
[www.cityowarren.org](http://www.cityowarren.org)

TO: Tom Bommarito, Economic Development Director  
Department of Public Service

FROM: Tina Gapshes, City Engineer

DATE: July 9, 2024

RE: 11059 Maxwell Avenue  
Parcel # 13-34-202-022

Pursuant to your request, the Engineering Division has investigated the above referenced property and has the following information:

- Belanger's Gardens Subdivision (L5, P90); Lot 25
- 33' (east and west) x 109' (north and south)
- This lot is located on the north side of Maxwell Ave. east of Lorraine Ave.
- There is an existing 5 foot easement along the north side.
- There is an existing approach that is in disrepair. The neighbor to the east is parking on this approach.
- There are overhead wires along the west side of the lot.
- There is a chain linked fence along the north side and a partial wood fence along the east side of the lot.
- The sidewalk has some cracks.
- There are 5 large trees on this lot.
- There is an old concrete shed pad towards the rear of the lot.
- There are some ruts, but no visible drainage issues.

There are probably no easements on this property other than the above noted platted easement. However, a Title Commitment would be necessary to know with confidence if any easements existed.

A handwritten signature in black ink, appearing to read "Tina Gapshes", with a long horizontal flourish extending to the right.

Tina G. Gapshes, P.E.  
City Engineer

cc: Hunter Manikas, Community and Economic Development Aide

## **REAL ESTATE PURCHASE AGREEMENT**

This Agreement is made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, 2025, by the City of Warren, a Michigan municipal corporation ("Seller"), whose address is One City Square, Warren, Michigan 48093, and Ryan M. Carpenter, whose address is 28740 Garfield, Roseville, Michigan 48066 ("Purchaser").

### **RECITALS**

1. The Seller owns certain property located at 11059 Maxwell in the City of Warren, County of Macomb, State of Michigan (the "Property").
2. Purchaser owns the adjacent property at 11067 Maxwell, Warren (the "Adjacent Property"), and desires purchase the Property from the Seller to combine with their Adjacent Property, and for the price and subject to the terms and conditions in this Agreement.
3. Seller is willing to sell the property to the Purchaser for the price and subject to the terms, conditions and limitations contained in this Agreement.

Therefore, in consideration of the mutual promises of the parties as contained in this Agreement, the parties agree as follows:

### **PURCHASE AND SALE OF REAL PROPERTY**

Seller agrees to sell and Purchaser agrees to purchase the following property described as follows:

Lot 25 – Belanger's Gardens Subdivision, as recorded in Liber 5,  
Page 90 of Plats, Macomb County Records  
Parcel Identification No. 13-34-202-022  
Commonly known as: 11059 Maxwell

The above property shall be referred to as "the Property" in this agreement. The concise description of the Property shall be based upon a complete ALTA/NSPS survey, if Purchaser obtains one. The parties agree that the conveyance of the Property is subject to the terms, conditions and limitations contained in this Agreement.

### **PURCHASE PRICE**

Purchaser shall pay the purchase price for the Property the sum of One Dollar and 00/100 (\$1.00), plus all closing costs, subject to adjustment and prorations as provided in this Agreement. This purchase price is intended as full monetary consideration and compensation for the Property, together with all improvements, fixtures, easements, appurtenances, mineral rights, and all other Property interests. The Property is vacant, and no fixtures or personal property are included in this sale.

### **TERMS OF PAYMENT**

The purchase price shall be paid by Purchaser to Seller at closing by cash.

### **CONVEYANCE**

Upon completion of the conditions in this document and execution of restrictive covenants in the form attached as Exhibit A, Seller shall convey to the Purchaser its legal title to the Property by executing and delivering a standard form Quit Claim Deed ("Deed").

Purchaser agrees to accept the conveyance, which is subject to the combination of the Property with Purchaser's Adjacent Property at 11067 Maxwell, Warren, Michigan, and the covenant to only use or sell the Property as a single-standing buildable lot, a restriction against short-term rentals for a period less than 12 months, and to never use the combined Property for the cultivation, distribution, processing, or growth of any controlled substance, including medicinal marihuana, or for any adult, sexually-oriented business as defined in the City of Warren Codes of Ordinances, and to keep the Property maintained in a condition in compliance with the Code of Ordinances of the City of Warren.

All parties with a legal interest in the Property or the Adjacent Property must sign the Restrictive Covenants and lot combination application. Purchaser shall execute a restrictive covenant consistent with these agreements at the time of the closing. These covenants are intended to serve a public purpose as part of the consideration, and shall run with the land, and be binding upon subsequent owners, assigns, transferees, and heirs, unless otherwise allowed by the governing body of the City of Warren. Purchaser is solely responsible for obtaining any clearances necessary from any mortgagee or lienholder that may have a recorded interest to the Adjacent Property. Any obligation Purchaser may owe to the City of Warren must be satisfied prior to completion of the transaction.

If applicable, all persons with an ownership interest in 11067 Maxwell must co-sign the Declaration of Restrictive Covenants and the lot combination application.

### **LEGAL DESCRIPTION AND SURVEY**

If necessary for a title policy without exceptions, Purchaser shall be responsible for obtaining a complete ALTA/NSPS survey showing all boundaries, easements for public utilities and driveways, and zoning ordinances, if any, and shall provide a copy to Seller and the title company prior to Closing. Purchaser shall have the right to give Seller written notice of objection to any encumbrance, lien, charge or claim upon to or against the Property as may be disclosed by the survey. Upon such notice, Seller may give Purchaser notice within 10 days of its intent to cure any such defects, at Seller's sole expense. If such notice to cure is not provided to Purchaser, Purchaser may either provide notice of termination, which shall be provided within the period of the 10<sup>th</sup> to the 15<sup>th</sup> day of its notice of objection to Seller, or Purchaser will accept the Property with the defects, and proceed with the purchase. If Purchaser does not elect to obtain a survey, Purchaser agrees to sign a waiver of a survey at closing, and to hold harmless the City of Warren for any encroachment, easement, boundary or setback discrepancy, or title defect or any other claim that may relate to the property condition.

### **TITLE POLICY**

1. **Commitment for Title Policy.** Seller has delivered to Purchaser a title search report, and within 30 days will furnish Purchaser with a commitment for a policy of title insurance, if available for issuance, by a title insurance corporation, for an amount of \$1,000.00, and bearing date later than the acceptance of this Agreement ("Title Commitment"), or as soon as such commitment is available from the title company. The parties agree the commitment will be ordered from ATA National Group Title Group. Title insurance may not be available for the reason the property was formerly tax-reverted.

2. **Title Objections.** If objection to the title or proposed policy is made that the title is not in the condition required for performance hereunder, Purchaser must provide Seller with written notice of the objection within 10 days from receipt of the title commitment, and the Seller shall have 20 days from the date of written notification from Purchaser of the particular defects claimed, to either; 1) commence action to remedy the title; or 2) obtain title insurance modified or amended to eliminate the objection and defect; or 3) provide written notice of termination of this agreement. If the Seller elects to remedy the title or obtain a modified title policy, Seller will provide Purchaser with written notice of its intent to pursue the remedies, and Purchaser agrees to complete the sale within 10 days of written evidence of the remedies. The closing will be delayed pending completion of such remedies. If Seller commences an action to remedy title, then Purchaser's obligation to purchase shall continue until the disposition of such action. If the title is not successfully remedied through such action, then Purchaser may terminate this agreement with no further obligation on the part of Seller or Purchaser, or purchase the property with the title defect. If no remedies are taken, or Purchaser does not terminate, and Purchaser elects to purchase the property, any defects to title shall be considered to be waived by Purchaser, and Purchaser will accept title with title defects or objections.

### **ENVIRONMENTAL INSPECTIONS**

Purchaser is responsible for procuring a Phase 1 environmental site assessment or evaluation, together with any other wetland studies, land reviews or other assessments of the Property, within 30 days of this Agreement. In the event any environmental or soil contamination or other adverse condition is disclosed, Purchaser shall submit a copy of the Phase I report to Seller within five days of the report. If environmental or soil contamination is present, Purchaser may terminate this Agreement, with no further obligation of either party, upon notice of termination to Seller, within 30 days of this Agreement. In the alternative, and subject to Seller's consent, Purchaser may purchase the Property notwithstanding such contamination, or provide Seller with written notice of its termination of this agreement, subject to any indemnification obligations in this agreement. It is understood that the property will be purchased "as is," subject to any contamination objections, or irregularities.

### **CONTINGENCY/INSPECTION PERIOD**

1. In addition to other contingencies in this Agreement, Purchaser shall have 30 days after receipt of fully accepted Offer ("Inspection Period") to inspect the Property and records including, but not limited to the following:



- a) well and septic system;
- b) pest inspection;
- c) search governmental records, pending violations, or notices of violations from any insurance or governmental agency;
- d) litigation and bankruptcy search; and
- e) baseline environmental study.

2. If Purchaser determines that it does not wish to proceed with the Purchase based upon an objection to any defective condition disclosed by one of the above inspections, Purchaser shall provide Seller with a copy of the inspection report, and Seller has the option, within 10 days' notice to Purchaser, to cure the defect within 30 days of such notice. If Seller does not provide such notice to cure, then Purchaser, upon written notice to Seller prior to the end of the Inspection period, may terminate this Agreement, and this Purchase Agreement shall be terminated. Subject to the indemnification obligation below, the parties shall have no further obligation or liabilities to the other. Purchaser shall promptly return any materials Seller furnished to it in connection with its inspection of the Property, and restore any damaged property which occurred during the inspections, within 10 days of termination, or will be responsible for the costs of such restoration.

3. If Purchaser has any outstanding obligation owed to the City, such obligation must be satisfied within 30 days of this Agreement, or Seller, at its sole election, may terminate this Agreement upon written notice to Purchaser. Thereafter, no obligations shall remain outstanding until Closing.

#### **INDEMNIFICATION**

Notwithstanding anything to the contrary in this document, Purchaser, jointly and severally, for himself, his family, successors, heirs, legal representatives, and assigns, agrees to indemnify, defend, hold harmless Seller against, for, and from, all liability, loss, costs or expenses (including costs of defense, investigation and reasonable attorney fees) which may result from, relate or arise out of any of Purchaser's or their contractor's or agent's use, possession, inspection, or occupancy of the Property during the time this Purchase Agreement is in effect, up to Closing, and for any claim, demand, liability or damage that may result from or relate to the soil condition, environmental contamination, grading, condition or availability of utilities, including sewer taps or drains, setback areas, boundaries, conditions of title, such as encumbrances, unrecorded easements or interests, possessory or occupancy rights or claims, title defects, or other conditions relating to or arising out of the Property or this conveyance

If Purchaser fails to close the transaction, Purchaser shall remain obligated to repair, in a commercially reasonable manner, any damage to the Property caused by the Purchaser or its employee, contractors or agents in connection with the performance of any inspection, work or other act preliminary to the Closing.

These obligations shall survive closing and are supplemental to other releases and indemnifications obligations contained in this Agreement.

### **CLOSING**

1. If this Offer is accepted by the Seller, and if title can be conveyed in the required condition, Purchaser and Seller agree to complete the sale within 20 days from the expiration of the Inspection Period or of Purchaser's acceptance of any test or remedial action or cure made by Seller as provided in this Agreement, whichever occurs later. The closing of this sale shall take place at the office of the Purchaser, unless the parties agree upon another location. The Seller shall be responsible for preparing the documents for the closing, and the closing documents shall be delivered for the Purchaser's review at least 10 days before the closing. All taxes must be paid, and all outstanding obligations Purchaser may have to Seller, must be fulfilled prior to closing.

2. At the closing, the Seller shall sign and deliver to Purchaser a quit claim deed to the Property conveying its interest in the Property, subject to any interests of record. Purchaser will execute the restrictive covenants consistent with this Agreement. Purchaser will pay for closing costs, revenue stamps, transfer taxes, recording costs, and shall record the transfer affidavits. Purchaser shall pay for the title insurance premium. Each party shall pay for their own attorney and other professional fees. Each party shall sign a closing statement memorializing the transaction. At closing, Seller will have issued an owner's policy of title insurance in the standard American Land Title Association form, insuring Purchaser as the vested title owner of the Property in the amount of \$1,000.00. Purchaser will pay for the cost of such policy. Each party shall produce documents to evidence their authority to enter into and execute the closing documents. Purchaser is responsible for preparing and filing their own Principal Residence Exemption, if applicable.

3. Seller has not possessed or occupied or inspected the property. The property is vacant, tax-reverted land. Purchaser acknowledges that Seller has made its building records available to Purchaser for inspection and/or copying, and encouraged a survey and inspections before Closing, but is otherwise is not required to provide a Seller's Disclosure Statement.

4. It is further understood that Seller is unable to guarantee this Property is insurable by a title company. The Property is being sold "as is," and upon Closing, Purchaser, for himself, his family, heirs, successors and legal representatives, is accepting the Property with any title defect, encumbrance, soil condition, contamination, boundary error or any unrecorded use or restriction, third-party occupancy claim or right, whether known or unknown.

### **TAXES - PRORATED ITEMS**

All taxes and assessments which have become a lien upon the land at the date of this Agreement shall be paid by the Seller, except current taxes if any shall be prorated and adjusted as of the date of the Closing.

### **REPRESENTATION, WARRANTIES, AND COVENANTS**

1. Purchaser represents and warrants to, and covenants with Seller, the following as of the Effective Date, which representations, warranties, and covenants shall remain true as of the Closing Date:

- a. Purchaser has the full authority to purchase the Property as provided in this Agreement and to carry out Purchaser's obligations under this Agreement;
  - b. All requisite actions necessary to authorize Purchaser to enter into this Agreement and the remaining agreements provided for and to carry out its obligations have been, or by the Closing Date will have been, taken;
  - c. All documents and agreements executed and delivered by Purchaser in connection with the Purchase shall be binding upon, and enforceable against, Purchaser;
  - d. Purchaser Ryan M. Carpenter is the only person with ownership interest in 11067 Maxwell, Warren, Michigan, who will execute the Declaration of Restrictive Covenants and lot combination application to ensure the covenants and combination are legally binding upon 11067 Maxwell; and
  - d. No other person or entity has an interest in the Adjacent Property, or Purchaser has obtained the approval of any person or entity with an interest, to combine the properties or otherwise agree to the terms of this Agreement and the Declaration of Restrictive Covenants.
2. Purchaser agrees to accept the title to the Property "as is". Seller has made no representations or warranties with regard to the Property, surface, subsurface or any matter affecting title. Purchaser is responsible for independently investigating the title to the Property, the surface, subsurface, and any environmental issues that may arise from any pollution of the soil or groundwater, to its satisfaction, and waives and releases Seller from any claims by Purchaser, whether environmental or otherwise, with regard to the condition of or title to the Property.
3. The foregoing obligations, representations, releases and covenants shall survive closing.

### **POSSESSION**

The Seller shall deliver and the Purchaser shall accept possession of the Property at the time of closing.

### **DEPOSIT**

The parties acknowledge that no down payment has been deposited in connection with this offer, and no credit for deposit money shall be made to the purchase price if the sale is completed.

This Agreement shall become a binding agreement, and shall take effect upon full execution.

### **NOTICES**

All notices, deliveries or tenders given or made in connection herewith shall be deemed completed and legally sufficient, if mailed or delivered to the respective party for whom the same is intended at the addresses below:

**Seller:** Public Service Director  
City of Warren  
One City Square, Suite 300  
Warren, MI 48093

**With a copy to:** City Attorney  
City of Warren  
One City Square, Suite 400  
Warren, MI 48093

**Purchaser:** Ryan M. Carpenter  
28740 Garfield  
Roseville, MI 48066

**ADDITIONAL CONDITIONS**

1. The covenants herein shall bind the heirs, administrators, executors, assigns, personal representatives and successors of the respective parties.
2. It is understood that the Property is being purchased in its present condition and will be delivered by the Seller to the Purchaser in substantially the same condition as when this Offer was made. Seller shall take all reasonable measures to preserve and protect the Property and to keep it maintained in its current condition.
3. Seller represents and warrants that there are no pending, threatened, or existing lawsuits administrative actions, claims or demands relating to the subject Property and further holds Purchaser harmless from the same.
4. "Superfund" Act. To the best of Seller's knowledge, no landfill exists on the Property and no hazardous waste or material has been deposited on the property and the property is free from any environmental problems as set forth in the Comprehensive Environmental Response Compensation and Liability Act ("Superfund"). This warranty, representation shall not affect any duty to inspect by the Purchaser pursuant to the Agreement, or the indemnification provided by Purchaser.
5. Representation of Authority - No warranty of Title. Seller warrants and represents that it has the authority to accept this Agreement of Sale. Seller does not warrant title, as the property was acquired through the tax-reversion process conducted by the County of Macomb, Michigan.
6. Additional Documents. Each party agrees to execute any additional documents reasonably requested by the other to carry out the intent of this Agreement.
7. No Broker. It is acknowledged by both parties that no Broker was utilized by either party in this transaction, and therefore no broker or advisory fees will be assessed to either party. It is further understood that no promises have been made other than those that are in writing and signed by all parties involved (no verbal agreements will be binding).

8. **Survival of Representation and Warranties.** The representations and warranties as set forth in this Agreement shall be continuing and survive the Closing.

9. **Date of this Agreement.** For the purposes of the transaction, the Agreement shall be effective the date of the signature of the last party to sign this Agreement.

10. **Prior Agreements.** Seller represent and warrant that Seller has not entered into any other Agreement for the sale of the Property, or any part thereof. Purchaser agrees to conditions set forth in Letter of Interest dated May 24, 2024, which Purchaser signed on May 29, 2024. Except for terms of such letter, there are no agreements, oral or written, leases, easements, licenses, court decrees or judgments, third party claims, demands, or causes of action, which would be a charge, encumbrance or claim against, or restrict the use of the Property to be sold.

11. **Headings.** The headings of this Agreement are for purposes of reference only and shall not limit or define the meaning of the provisions of this Agreement.

12. **Saturdays, Sundays and Holidays.** Whenever in this Agreement it is provided that notice must be given or an act performed or payment made on a certain date, and if such date falls on a Saturday, Sunday or holiday, the date of the notice of performance or payment shall be the next following business day.

13. **Waiver.** No waiver of any of the provisions of this Agreement shall be deemed or shall constitute a waiver of any other provisions, nor shall any waiver be a continuing waiver. No waiver shall be binding unless executed in writing by the party making the waiver.

14. **No Adverse Information.** Seller represents and warrants that it has no adverse information with regard to the real estate which it has not disclosed to Purchaser and that there are no judicial or administrative proceedings pending or threatened against the real estate and Seller is not aware of any facts which might result in any action, suit or other proceedings.

15. **Eminent Domain.** If before closing, the real estate is taken by eminent domain, Purchaser may terminate this Agreement. If Purchaser terminates, neither Seller nor Purchaser shall have any further obligation and the earnest money deposit will be promptly returned to Purchaser. If Purchaser does not terminate, this Agreement will remain in effect and Seller will assign to Purchaser all of Seller's rights to receive any awards that may be made for such taking.

16. **Cooperation.** The parties agree to cooperate with each other in carrying out the transaction, in obtaining and delivering all required closing documents, and obtaining the required governmental approvals, and agree to use their best efforts to expeditiously accomplish same. In addition, Seller agrees to cooperate in the platting of the property including, but not limited to signature when required and providing existing documents.

17. **Risk.** All risk of loss or damage to the property shall be upon Purchaser.

18. Any action arising under this Agreement shall be brought in a Court whose jurisdiction includes and is located in the County of Macomb, Michigan. Such actions shall be governed by and subject to the laws of the State of Michigan.

19. This Offer to Purchase is subject to the parties' attorney approval. No representation or recommendation is made by the Presenter as to the legal sufficiency, legal effect or tax consequences of this Offer to Purchase or the transaction relating thereto; the parties shall rely solely upon the advice of their own legal counsel as to the legal and tax consequences of this Offer to Purchase. All Purchasers of real estate should have their title examined by an attorney.

20. In the event, prior to closing, Seller shall desire to restructure this transaction as a tax deferred exchange for property identified by Seller, pursuant to §1031 of the Internal Revenue Code, Purchaser, as an accommodation to Seller, shall enter into and execute any such amendatory documentation as Seller may reasonably request; provided however, that Purchaser shall not incur any additional cost, expense, risk or potential liability whatsoever on account thereof. Purchaser shall have no liability to Seller whatsoever in the event the subject transaction is found, held or adjudicated not to qualify as or as a part of a tax deferred exchange pursuant to §1031 of the Internal Revenue Code. Notwithstanding the foregoing, no failure to close of any transaction involving any premises to be exchanged shall affect Seller's obligation to convey the Subject Premises as and when required hereunder.

WITNESSED BY:

\_\_\_\_\_

PURCHASER:

By: \_\_\_\_\_  
Ryan M. Carpenter

Date: \_\_\_\_\_

WITNESSED BY:

\_\_\_\_\_

SELLER:

By: \_\_\_\_\_  
Lori M. Stone, Mayor

By: \_\_\_\_\_  
Sonja Buffa, City Clerk

Date: \_\_\_\_\_

ID 111169

**EXHIBIT A**

**DECLARATION OF RESTRICTIVE COVENANTS  
AND GRANT OF EASEMENT ACCESS**

The City of Warren, a Michigan municipal corporation located at One City Square, Warren, Michigan (the "Grantor"), and Ryan M. Carpenter, whose address is 28740 Garfield, Roseville, Michigan 48066 (collectively the "Grantee"), agree to the property restrictions contained in this document.

The parties stipulate that:

Grantor conveyed to Grantee Ryan M. Carpenter real property ("Property"), located in the City of Warren, Michigan, described as follows:

Lot 25 – Belanger's Gardens Subdivision, as recorded in Liber 5,  
Page 90 of Plats, Macomb County Records  
Parcel Identification No. 13-34-202-022  
Commonly known as: 11059 Maxwell

The Property is former tax-reverted lot that was conveyed to Grantee for nominal monetary consideration, and as part of the consideration, Grantor approved the conveyance of the Property to Grantee, in part, to further certain public purposes, such as enhancing the quality of the surrounding neighborhood, improving the aesthetics of the area, and restoring the Property to a responsible owner.

Grantee Ryan M. Carpenter is the owner of the adjacent residential lot at 11067 Maxwell ("Existing Lot"), legally described as:

Lot 39 – Morands Van Dyke Subdivision, as recorded in Liber 7,  
Page 69 of Plats, Macomb County Records  
Parcel Identification No. 13-34-202-023  
Commonly known as: 11067 Maxwell

Grantee agrees, within 60 days of the sale, to have the Property combined with the Existing Lot as one parcel with one ownership interest. The Existing Lot, combined with the Property, shall be referred to in this document as the Expanded Property.

As part of the consideration for the Property, Grantee, Ryan M. Carpenter, for himself, his heirs, successors, transferees, assigns and representatives and any person claiming an interest in the Property, agree with the Grantor City of Warren that the conveyance of the Property is made subject to the following restrictions and limitations as to the use of the Property:

1. The Property shall not be used or developed as a stand-alone building site. The use and occupancy of the Property is further subject to the terms of the Resolution of the Warren City Council dated March 25, 2025.
2. The Property shall be combined with the Existing Lot, commonly known as 11067 Maxwell, legally described as: Lot 39 – Morands Van Dyke Subdivision, as recorded in Liber 7, Page 69 of Plats, Macomb County Records, Parcel Identification No. 13-34-202-023. The Property and the Existing Lot, together are referred to in this document as the Expanded Property, and shall be used and occupied as one single residential lot and ownership interest. The Property shall not be developed, used, owned or occupied for any purpose independently from the Expanded Property.
3. The Expanded Property shall be owned and occupied for strictly private, single-family residential purposes for one household in connection with the Existing Lot.
4. The Expanded Property shall be used, owned and occupied with only one residential dwelling house and garage, and no additional house shall be constructed. Any accessory structures are allowed only with applicable zoning approvals or permit.
5. The use and development of the Expanded Property shall comply with the Zoning Ordinances of the City of Warren.
6. The Expanded Property shall never be used, occupied, maintained or developed for the growth, cultivation, sale, distribution or processing of marijuana or other controlled substance, including medical marijuana. Grantor understands that the stated restrictions or activities may be otherwise legally permissible on the Property, and expressly waives the right to the exercise of such uses or activities upon the Property.
7. The Expanded Property shall never be used, occupied, maintained or developed for any sexually oriented business or adult business, as defined or classified within the City of Warren Code of Ordinances or the City of Warren Code of Zoning Ordinances, and any amendments or replacements to such sections, or any similar or prurient businesses or activities that may be offensive to or incompatible with the character of the surrounding neighborhood.
8. The Expanded Property shall not be rented or leased for period of less than twelve months, notwithstanding any right allowed by law to use the property as a short-term rental, and the parties recognize that neighborhood stabilization and long-term occupancy is one of the purposes for the conveyance of the property.



9. The Expanded Property shall be used, occupied, developed and maintained in accordance with the City of Warren Code of Ordinances and other applicable laws, codes, or regulations, or conditions of the local governing body or zoning board of review or planning commission concerning the property.
10. In the event or recorded or unrecorded public utilities or utility easements are located within the Property, Grantee will provide access to the Grantor, or other entity with jurisdiction over the utility, over, under, upon and through the Property or Expanded Property, to maintain, repair, replace or inspect the utility. Grantee agrees to not encumber or encroach the utility, easement or access thereto, and will remove upon notice, any obstruction or encroachment located upon the easement area or access thereto, upon advance notice.
11. Grantee further grants to Grantor, or their contractors or agents, temporary ingress and egress, use, along, upon, over or under the Expanded Property as necessary and for the duration of a public improvement project, including roadway construction or repair.
12. The provisions of this Agreement may be enforceable by the City of Warren and its successors, assigns or receivers, or third parties affected by any violation of this Agreement, by proceedings at law or in equity against any violation or attempted violation of this Agreement, either to restrain and enjoin the violation or to recover damages from Grantee, including his heirs, devisees and assigns for any violation of the above restrictions but only with respect to the title and interest of an owner committing or permitting the violation and with respect to the land owned by such owner.
13. The above covenants and restrictions are to run with the land and be binding upon Grantee and his heirs, devisees, executors, administrators, assigns and successors in interest.
14. The above covenants and restrictions shall be recorded with the Macomb County Register of Deeds, and any conveyance of the Expanded Property shall be subject to these restrictions.
15. The restrictions are for the benefit not only for the City of Warren but for the owner or owners of the lots adjoining in the neighborhood.
16. Compliance may be enforced by injunction obtained by the City of Warren as to Grantee or any subsequent owner or lessee violating or permitting violation of these restrictions.
17. The title and rights of Grantee or of any of his successors in title, including his heirs, devisees and assigns shall, at the option of the City of Warren, revert to the City of Warren, for any violation of the above restrictions. The obligations of Grantee are joint and several.

***Signatures on next page***

18. If any section of this Declaration of Restrictive Covenant is found to be unconstitutional or invalid by a court of competent jurisdiction, that section shall be severable, and the remaining provisions shall have full force and effect.

WITNESSED BY:

GRANTEE:

\_\_\_\_\_

By: \_\_\_\_\_  
Ryan M. Carpenter

STATE OF MICHIGAN )  
 ) SS  
COUNTY OF MACOMB )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025 by RYAN M. CARPENTER, on behalf of Grantee.

\_\_\_\_\_, Notary Public  
Macomb County, Michigan  
My commission expires:  
Acting in the County of Macomb

WITNESSED BY:

GRANTOR: CITY OF WARREN

\_\_\_\_\_

By: \_\_\_\_\_  
Lori M. Stone, Mayor

\_\_\_\_\_

By: \_\_\_\_\_  
Sonja Buffa, City Clerk

STATE OF MICHIGAN )  
 ) SS  
COUNTY OF MACOMB )

The foregoing instrument was acknowledged before me this \_\_\_\_ day of \_\_\_\_\_, 2025 by LORI M. STONE, Mayor, and SONJA BUFFA, City Clerk, on behalf of Grantor.

\_\_\_\_\_, Notary Public  
Macomb County, Michigan  
My commission expires:  
Acting in the County of Macomb

Drafted by and when recorded return to:  
Mary Michaels, Esq.  
City of Warren Attorney's Office  
One City Square, Suite 400  
Warren, MI 48093

ID 111172

## MEMORANDUM

DATE: March 18, 2025

TO: Mindy Moore, Council Secretary

RE: Tax Increment Finance Authority (TIFA)

City Council:

Pursuant to MCL 125.4304 and by the authority vested in me, I hereby notify you of the following new appointment:

<b>Name</b>	<b>Appointment</b>	<b>Date of Expiration</b>
Jim Hensley	New appointment	June 30, 2029

City Council approval is required. Your concurrence in this matter is appreciated.

Respectfully submitted,



Lori M. Stone  
Mayor

Cc: Clerk  
TIFA



Lori M. Stone, Mayor  
One City Square, Suite 215  
Warren, MI 48093-6726

## **City Commission / Board Application**

Commission / Board applied for: City of Warren

Name: Jim Hensley

Address: [REDACTED] Zip: [REDACTED]

Phone: Home [REDACTED] Work: [REDACTED] Cell: [REDACTED]

Email Address: [REDACTED]

Driver's License Number (for internal use ONLY) [REDACTED]

Number of Years a Warren Resident: 33 Warren Business Owner? no

(Name of Business)

☒ New Appointment Request

☐ Re-Appointment Request

**Please Note: Conviction of a crime will not necessarily preclude you from being appointed to a City of Warren Commission or Board.**

Have you ever been convicted of a felony? YES \_\_\_\_ NO X

Do you have any felony charges pending against you at this present time? YES \_\_\_\_ NO X

**If so, please complete the following:**

Date of offense: \_\_\_\_\_ Offense Description: \_\_\_\_\_

Where: \_\_\_\_\_ Disposition: \_\_\_\_\_

Work Experience: 33 years automotive service

(Continued on reverse side)

Education: High School

Affiliations (Clubs, Fraternal, Military, Church, etc.):

Political Offices held, if any (Please include dates of service):

Please feel free to add any additional information:

6 YEARS ON CITY BOARD

**\*NOTE: All potential appointments:**


- Prior to appointment, a background investigation will be conducted; and
- Applicant must be current on all outstanding taxes, water bills, permit fees or special assessments that are past due prior to date of appointment

**Please return this application to the Mayor's Office**

**City of Warren  
One City Square – Suite 215  
Warren, MI 48093-6726  
Phone: (586) 574-4520  
Fax: (586) 574-4524  
Email: [mayor@cityofwarren.org](mailto:mayor@cityofwarren.org)**

Warren, MI (Property Address)

Parcel NumberAccount Number



Item 1 of 21 Image / 1 Sketch

Customer Name: LIVING TRUST

Summary Information

> Residential Building Summary

- Year Built: 1953

- Full Baths: 2

- Sq. Feet: 2,589

- Bedrooms: 3

- Half Baths: 1

- Acres: 0.498

> Utility Billing information found

> Assessed Value: \$184,580 | Taxable Value: \$79,437

> Property Tax information found

> 17 Building Department records found

Owner Information

LIVING TRUST

Warren, MI

Amount Due

Property Total\$0.00

Permits

To request an inspection or pay on a record, click View

Permit Type	Permit Number	Associated Project	Status	Date Issued	Last Inspection	Amount Due	
Building	PB103375		Finaled	8/15/1996	7/11/2011	\$0.00	<a href="#">View</a>
Building	PB106634		Expired	2/25/1998	7/11/2011	\$0.00	<a href="#">View</a>
Building	PB106905		Finaled	4/13/1998	7/11/2011	\$0.00	<a href="#">View</a>
Building	PB11-166401		Finaled	8/15/2011	6/27/2012	\$0.00	<a href="#">View</a>
Building	PB-145245		Finaled	6/21/2002	7/11/2011	\$0.00	<a href="#">View</a>
Electrical	PE11-211533		Finaled	8/29/2011	10/31/2011	\$0.00	<a href="#">View</a>
Electrical	PE11-211548		Finaled	8/30/2011	10/31/2011	\$0.00	<a href="#">View</a>
Electrical	PE-194722		Finaled	10/28/2002	7/20/2011	\$0.00	<a href="#">View</a>
Elec Reconnect	PER08-1111		Finaled	10/14/2008	7/20/2011	\$0.00	<a href="#">View</a>
FENCE	PF11-22543		Expired	9/16/2011		\$0.00	<a href="#">View</a>

12

Displaying items 1 - 10 of 17

[Apply for a Permit](#)

Attachments

Date Created	Title	Record
No records to display.		

Displaying items 0 - 0 of 0


**\*\*Disclaimer:** BS&A Software provides BS&A Online as a way for municipalities to display information online and is not responsible for the content or accuracy of the data herein. This data is provided for reference only and WITHOUT WARRANTY of any kind, expressed or inferred. Please contact your local municipality if you believe there are errors in the data. **If you are experiencing general issues using the BS&A Online website please contact BSA Online Support at [BSAOnlineSupport@bsasoftware.com](mailto:BSAOnlineSupport@bsasoftware.com) or 517-641-8900.**



Warren, MI

(Property Address)

Parcel Number: Account Number



Item 1 of 21 Image / 1 Sketch

Customer Name: LIVING TRUST

Summary Information

- > Residential Building Summary
  - Year Built: 1953
  - Full Baths: 2
  - Sq. Feet: 2,589
  - Bedrooms: 3
  - Half Baths: 1
  - Acres: 0.498
- > Assessed Value: \$184,580 | Taxable Value: \$79,437
- > Property Tax information found
- > 17 Building Department records found
- > Utility Billing information found

Owner and Taxpayer Information

Owner

LIVING TRUST

Taxpayer

SEE OWNER INFORMATION

Warren, MI

Legal Description

PROS WOODS SUBDIVISION LOT 24 L.27 P.31

Other Information

Recalculate amounts using a different Payment Date

You can change your anticipated payment date in order to recalculate amounts due as of the specified date for this property.

Enter a Payment Date

3/11/2025

Recalculate

Tax History


Year	Season	Total Amount	Total Paid	Last Paid	Total Due
2024	Winter	\$117.19	\$117.19	12/31/2024	\$0.00
2024	Summer	\$4,022.44	\$4,022.44	12/31/2024	\$0.00
2023	Winter	\$118.27	\$118.27	01/03/2024	\$0.00
2023	Summer	\$3,800.53	\$3,800.53	01/03/2024	\$0.00
2022	Winter	\$106.71	\$106.71	12/27/2022	\$0.00
2022	Summer	\$3,619.56	\$3,619.56	12/28/2022	\$0.00
2021	Winter	\$242.50	\$242.50	12/28/2021	\$0.00
2021	Summer	\$3,413.96	\$3,413.96	12/31/2021	\$0.00
2020	Winter	\$111.05	\$111.05	12/23/2020	\$0.00
2020	Summer	\$3,504.17	\$3,504.17	12/29/2020	\$0.00

Load More Years

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Warren, MI (Property Address)

Parcel Number Account 4



Item 1 of 21 Image / 1 Sketch

Customer Name: LIVING TRUST

UB Customer Name: OCCUPANT

Summary Information

> Residential Building Summary

- Year Built: 1953
- Full Baths: 2
- Sq. Feet: 2,589

> Utility Billing information found

> Assessed Value: \$184,580 | Taxable Value: \$79,437

> Property Tax information found

> 17 Building Department records found

Customer Information

Name OCCUPANT  
Address Warren, MI

Account Number

Amount Due

Total Amount Due \$0.00  
[Pay Now](#)

Current Bill

[Click here for a printer friendly version](#)

Amount Due	\$0.00	Bill From	12/30/2024		
Due Date	02/28/2025	Bill To	01/30/2025		
Billing Item		Previous Amount	Current Amount	Penalties & Interest	Balance
SEWER		\$0.00	\$0.00	\$0.00	\$0.00
SEWER SERVICE CHARGE		\$0.00	\$0.00	\$0.00	\$0.00
STATE MANDATED FEE		\$0.00	\$0.00	\$0.00	\$0.00
WATER		\$0.00	\$0.00	\$0.00	\$0.00
WATER SERVICE CHARGE		\$0.00	\$0.00	\$0.00	\$0.00
		\$0.00	\$0.00	\$0.00	\$0.00

History (416 Items Found)

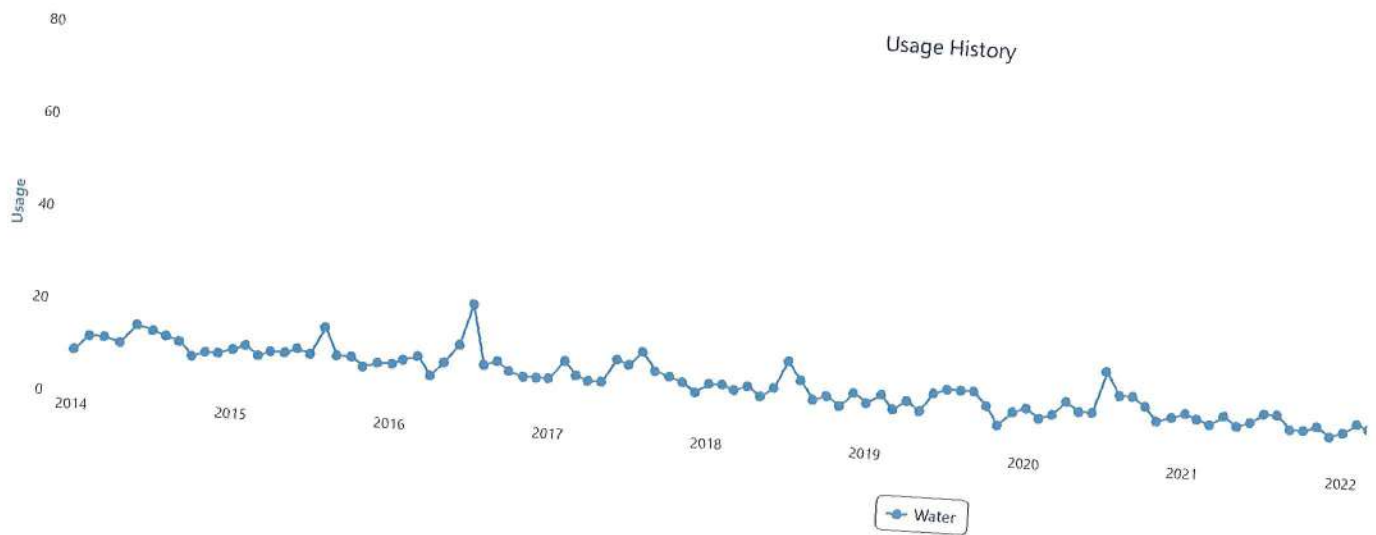
Starting Date Ending Date

[Click here for a printer friendly version](#)

Posted	Action	Other Info	Read Type	Read	Usage	Amount	Balance
2/28/2025	Meter Read	Water		1517.00	4.00	\$0.00	\$0.00
2/25/2025	Payment Posted	0005466692		0.00	0.00	(\$40.60)	\$0.00
2/11/2025	Bill Calculated	01/02/25-01/30/25		0.00	0.00	\$40.60	\$40.60
1/30/2025	Meter Read	Water		1513.00	4.00	\$0.00	\$0.00
1/27/2025	Payment Posted	0005415156		0.00	0.00	(\$59.46)	\$0.00
1/14/2025	Bill Calculated	11/30/24-01/02/25		0.00	0.00	\$59.46	\$59.46
1/10/2025	Payment Posted	0005397035		0.00	0.00	(\$31.16)	\$0.00
1/2/2025	Meter Read	Water		1509.00	6.00	\$0.00	\$31.16
12/13/2024	Bill Calculated	10/30/24-11/30/24		0.00	0.00	\$31.16	\$31.16
11/30/2024	Meter Read	Water		1503.00	3.00	\$0.00	\$0.00
11/22/2024	Payment Posted	0005316177		0.00	0.00	(\$31.16)	\$0.00
11/8/2024	Bill Calculated	09/29/24-10/30/24		0.00	0.00	\$31.16	\$31.16
10/31/2024	Payment Posted	0005291560		0.00	0.00	(\$59.46)	\$0.00

Usage History Chart





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PLANNING DEPARTMENT  
1001 CITY SQUARE, SUITE 300  
WARREN, MI 48090-1500  
(586) 272-4100  
FAX (586) 272-4101  
WWW.CITYOFWARREN.MI

March 12, 2025

TO: Lori M. Stone, Mayor

FROM: Ronald F. Wuerth, Planning Director

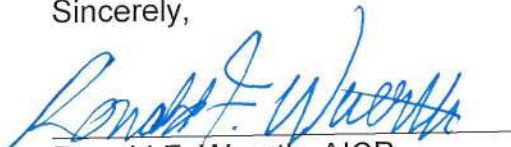
RE: Planning Department Fee Schedule

At a meeting on February 24, 2025, the Planning Commission adopted a resolution amending the Planning Department Fee Schedule. The resolution, as adopted, is a recommendation to the City Council to APPROVE the amended Planning Department Fee Schedule.

You will find attached herewith a copy of the resolution, Planning Director's Letter to the Planning Commission, and minutes in connection with this matter.

Should you and/or your staff wish to discuss the details of this project or go over any of the items in this packet, myself and the Planning staff are available for assistance.

Sincerely,



Ronald F. Wuerth, AICP  
Planning Director

RFW/mzm

Attachments



March 12, 2025

TO: Mindy Moore, Secretary  
Warren City Council

FROM: Mayor, Planning Commission, and Planning Director

RE: Planning Department Fee Schedule

At a meeting on February 24, 2025, the Planning Commission adopted a resolution amending the Planning Department Fee Schedule. The resolution, as adopted, is a recommendation to the City Council to APPROVE the amended Planning Department Fee Schedule.

You will find attached herewith a copy of the resolution, Planning Director's Letter to the Planning Commission, and minutes in connection with this matter.

Please schedule this matter for formal action by the City Council. If you have any questions or need additional information, please contact the Planning Director, Ronald Wuerth.

Thank you for your cooperation in this matter.

Respectfully submitted,

A handwritten signature in blue ink, appearing to read "Mahmuda Mouri", written over a horizontal line.

Mahmuda Mouri  
Commission Secretary

MM/mzm

Attachments

Read and Concur:

A handwritten signature in blue ink, appearing to read "Ronald Wuerth", written over a horizontal line.

Mayor

## RESOLUTION

WHEREAS, on February 24, 2025, a meeting was held before the City of Warren Planning Commission wherein the proposed resolution amending the Planning Department Fee Schedule was considered; and

WHEREAS, the Planning Staff recently performed a study regarding the Planning Department Fee Schedule, which was last modified on August 10, 2021. The Planning Staff surveyed other municipalities in the surrounding area and although the majority of the fees are comparable, the Planning Director determined that several fees should be raised; and

WHEREAS, the Planning Director is proposing a \$250 - \$500 increase for items that require City Council approval and/or in-depth involvement from the Attorney's Office. The proposed fee increase would apply to Standard Rezoning, Rezoning with Conditions, Special Land Use, Special Land Use with Site Plan, Planned Unit Development (PUD) Site Plan, and Downtown Center (DC) Site Plan projects; and

WHEREAS, at said meeting on February 24, 2025, the Planning Commission recommended approval of the proposed resolution amending the Planning Department Fee Schedule; and

WHEREAS, the proposed amended Planning Department Fee Schedule is as follows:

	<u>Current</u>	<u>Proposed</u>
Site Plan – New Construction	\$1,500	\$1,500
• New Structures • Parking Lots	up to 5,000 square feet	
• Access Drives • Open Storage Areas	+ \$20 per additional 1,000 square feet	
• Outdoor Retail Sales (Permanent)		
Site Plan – Addition	\$1,000	\$1,000
• Building Additions • Parking Lots • Open Storage Areas	up to 5,000 square feet	
• Outdoor Retail Sales (Temporary & Seasonal)	+ \$20 per additional 1,000 square feet	
Minor Amendment to Site Plan	\$500	\$500

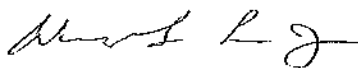
Administrative Site Plan Review	\$200	\$200
Performance Bond Inspection (for all Site Plan Approvals)	\$0*/\$50**	\$0*/\$50**
	*No fee for the first inspection	
	**\$50 for each subsequent inspection	
<b>Standard Rezoning</b>	<b>\$1,500</b>	<b>\$1,750</b>
	up to, and including, 2 acres	
	+ \$50 per additional acre, or portion thereof	
<b>Rezoning with Conditions</b>	<b>\$2,000</b>	<b>\$2,500</b>
	up to, and including, 2 acres	
	+ \$50 per additional acre, or portion thereof	
PUD Rezoning	\$2,500	\$2,500
	up to, and including, 2 acres	
	+ \$50 per additional acre, or portion thereof	
Rezoning Sign Deposit	\$500	\$500
<b>Special Land Use</b>	<b>\$1,500</b>	<b>\$1,750</b>
<b>Special Land Use with Site Plan</b>	<b>\$1,500</b>	<b>\$1,750</b>
	up to 5,000 square feet	
	+ \$20 per additional 1,000 square feet	
Vacating a Public Way, Utility Easement, or Subdivision Plat (or part of)	\$600	\$600
• Roadways • Alleys • Walkways • Public Utility Easements		
• Subdivision Plat (or part of)		
Subdivision Lot Split	\$500	\$500
Acreage Parcel Split	\$500	\$500
Re-Establish Subdivision Plat Line	\$500	\$500
Lot Combination	\$350	\$350
<b>Planned Unit Development (PUD) Site Plan</b>	<b>\$1,500</b>	<b>\$2,000</b>
	up to 5,000 square feet	
	+ \$20 per additional 1,000 square feet	
Major Amendment to PUD Site Plan	\$750	\$750
	up to 5,000 square feet	
	+ \$20 per additional 1,000 square feet	
Minor Amendment to PUD Site Plan	\$500	\$500

<b>Downtown Center (DC) Site Plan</b>	<b>\$1,500</b>	<b>\$2,000</b> <i>up to 5,000 square feet + \$20 per additional 1,000 square feet</i>
Major Amendment to DC Site Plan	\$750	\$750 <i>up to 5,000 square feet + \$20 per additional 1,000 square feet</i>
Minor Amendment to DC Site Plan	\$500	\$500
Site Condominium Subdivision • Preliminary and Final Plan Review	\$1,500	\$1,500 <i>up to, and including, 5 acres + \$50 per additional acre, or portion thereof</i>
Subdivision Plat Review • Preliminary and Final Plat	\$1,500	\$1,500 <i>up to, and including, 5 acres + \$50 per additional acre, or portion thereof</i>
Special Meeting	\$1,000	\$1,000
Extension	\$200	\$200

NOW THEREFORE BE IT RESOLVED that the report of the Planning Department attached hereto be submitted to the City Council and the said amended Planning Department Fee Schedule annexed hereto be recommended for adoption.

RESOLUTION adopted at the meeting of February 24, 2025.

PLANNING COMMISSION OF THE CITY OF WARREN



Warren Smith, Chair



Mahmuda Mouri, Secretary

**RESOLUTION ADOPTING THE 2025  
PLANNING DEPARTMENT FEE SCHEDULE**

A regular meeting of the City Council of the City of Warren, Macomb County, Michigan held on \_\_\_\_\_, 2025, at 7 p.m. Eastern Daylight Savings Time at the Warren Community Center, Warren, Michigan.

PRESENT: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: \_\_\_\_\_  
\_\_\_\_\_

The following preamble and resolution was offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_:

WHEREAS, on February 24, 2025, a meeting was held before the City of Warren Planning Commission wherein the proposed resolution amending the Planning Department Fee Schedule was considered; and

WHEREAS, the Planning Staff recently performed a study regarding the Planning Department Fee Schedule, which was last modified on August 10, 2021. The Planning Staff surveyed other municipalities in the surrounding area and although the majority of the fees are comparable, the Planning Director determined that several fees should be raised; and

WHEREAS, the Planning Director is proposing a \$250 - \$500 increase for items that require City Council approval and/or in-depth involvement from the Attorney's Office. The proposed fee increase would apply to Standard Rezoning, Rezoning with Conditions, Special Land Use, Special Land Use with Site Plan, Planned Unit Development (PUD) Site Plan, and Downtown Center (DC) Site Plan projects; and

WHEREAS, at said meeting on February 24, 2025, the Planning Commission recommended approval of the proposed resolution amending the Planning Department Fee Schedule.

NOW THEREFORE BE IT RESOLVED that the following amended Planning Department Fee Schedule is adopted:

	<u>Current</u>	<u>Proposed</u>
Site Plan – New Construction	\$1,500	\$1,500
• New Structures • Parking Lots	<i>up to 5,000 square feet</i>	
• Access Drives • Open Storage Areas	+ \$20 per additional 1,000 square feet	
• Outdoor Retail Sales (Permanent)		
Site Plan – Addition	\$1,000	\$1,000
• Building Additions • Parking Lots • Open Storage Areas	<i>up to 5,000 square feet</i>	
• Outdoor Retail Sales (Temporary & Seasonal)	+ \$20 per additional 1,000 square feet	
Minor Amendment to Site Plan	\$500	\$500
Administrative Site Plan Review	\$200	\$200
Performance Bond Inspection	\$0*/\$50**	\$0*/\$50**
(for all Site Plan Approvals)	*No fee for the first inspection	
	**\$50 for each subsequent inspection	
<b>Standard Rezoning</b>	<b>\$1,500</b>	<b>\$1,750</b>
	<i>up to, and including, 2 acres</i>	
	+ \$50 per additional acre, or portion thereof	
<b>Rezoning with Conditions</b>	<b>\$2,000</b>	<b>\$2,500</b>
	<i>up to, and including, 2 acres</i>	
	+ \$50 per additional acre, or portion thereof	
PUD Rezoning	\$2,500	\$2,500
	<i>up to, and including, 2 acres</i>	
	+ \$50 per additional acre, or portion thereof	
Rezoning Sign Deposit	\$500	\$500
<b>Special Land Use</b>	<b>\$1,500</b>	<b>\$1,750</b>
<b>Special Land Use with Site Plan</b>	<b>\$1,500</b>	<b>\$1,750</b>
	<i>up to 5,000 square feet</i>	
	+ \$20 per additional 1,000 square feet	
Vacating a Public Way, Utility Easement, or	\$600	\$600
Subdivision Plat (or part of)		
• Roadways • Alleys • Walkways • Public Utility Easements		
• Subdivision Plat (or part of)		



Subdivision Lot Split	\$500	\$500
Acreage Parcel Split	\$500	\$500
Re-Establish Subdivision Plat Line	\$500	\$500
Lot Combination	\$350	\$350
<b>Planned Unit Development (PUD) Site Plan</b>	<b>\$1,500</b>	<b>\$2,000</b> <i>up to 5,000 square feet + \$20 per additional 1,000 square feet</i>
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Subdivision Plat Review • Preliminary and Final Plat	\$1,500	\$1,500 <i>up to, and including, 5 acres + \$50 per additional acre, or portion thereof</i>
Special Meeting	\$1,000	\$1,000
Extension	\$200	\$200

IT IS FURTHER RESOLVED that the Planning Department Fee Schedule as herein adopted shall take effect immediately.

AYES: \_\_\_\_\_

NAYS: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MINDY MOORE  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN     )  
                                      ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certify that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
SONJA BUFFA  
City Clerk

When recorded return to:  
City Clerk  
One City Square, Suite 205  
Warren, Michigan 48093-5285

Drafted by:  
Melissa Z. Maisano  
City of Warren Planning Department  
One City Square, Suite 315  
Warren, Michigan 48093-5285



PLANNING DEPARTMENT  
ONE CITY SQUARE, SUITE 315  
WARREN, MI 48093-5283  
(586) 574-4687  
Fax (586) 574-4645  
[www.cityofwarren.org](http://www.cityofwarren.org)

February 14, 2025

TO: Planning Commission  
FROM: Ronald F. Wuerth, Planning Director  
RE: Planning Department Fee Schedule

The Planning Staff recently performed a study regarding the Planning Department Fee Schedule, which was last modified on August 10, 2021. The Planning Staff surveyed other municipalities in the surrounding area and although the majority of the fees are comparable, the Planning Director determined that several fees should be raised.

The Planning Director is proposing a \$250 - \$500 increase for items that require City Council approval and/or in-depth involvement from the Attorney's Office. The proposed fee increase would apply to Standard Rezoning, Rezoning with Conditions, Special Land Use, Special Land Use with Site Plan, Planned Unit Development (PUD) Site Plan, and Downtown Center (DC) Site Plan projects.

The proposed Planning Department Fee Schedule is as follows:

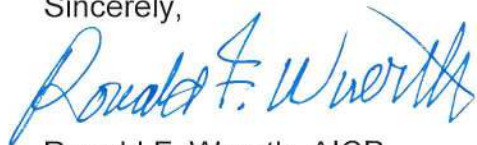
	<u>Current</u>	<u>Proposed</u>
Site Plan – New Construction	\$1,500	\$1,500
• New Structures • Parking Lots	up to 5,000 square feet	
• Access Drives • Open Storage Areas	+ \$20 per additional 1,000 square feet	
• Outdoor Retail Sales (Permanent)		
Site Plan – Addition	\$1,000	\$1,000
• Building Additions • Parking Lots • Open Storage Areas	up to 5,000 square feet	
• Outdoor Retail Sales (Temporary & Seasonal)	+ \$20 per additional 1,000 square feet	
Minor Amendment to Site Plan	\$500	\$500
Administrative Site Plan Review	\$200	\$200
Performance Bond Inspection	\$0*/\$50**	\$0*/\$50**
(for all Site Plan Approvals)	*No fee for the first inspection	
	**\$50 for each subsequent inspection	

<b>Standard Rezoning</b>	<b>\$1,500</b>	<b>\$1,750</b> <i>up to, and including, 2 acres</i> <i>+ \$50 per additional acre, or portion thereof</i>
<b>Rezoning with Conditions</b>	<b>\$2,000</b>	<b>\$2,500</b> <i>up to, and including, 2 acres</i> <i>+ \$50 per additional acre, or portion thereof</i>
PUD Rezoning	\$2,500	\$2,500 <i>up to, and including, 2 acres</i> <i>+ \$50 per additional acre, or portion thereof</i>
Rezoning Sign Deposit	\$500	\$500
<b>Special Land Use</b>	<b>\$1,500</b>	<b>\$1,750</b>
<b>Special Land Use with Site Plan</b>	<b>\$1,500</b>	<b>\$1,750</b> <i>up to 5,000 square feet</i> <i>+ \$20 per additional 1,000 square feet</i>
Vacating a Public Way, Utility Easement, or Subdivision Plat (or part of) • Roadways • Alleys • Walkways • Public Utility Easements • Subdivision Plat (or part of)	\$600	\$600
Subdivision Lot Split	\$500	\$500
Acreage Parcel Split	\$500	\$500
Re-Establish Subdivision Plat Line	\$500	\$500
Lot Combination	\$350	\$350
<b>Planned Unit Development (PUD) Site Plan</b>	<b>\$1,500</b>	<b>\$2,000</b> <i>up to 5,000 square feet</i> <i>+ \$20 per additional 1,000 square feet</i>
Major Amendment to PUD Site Plan	\$750	\$750 <i>up to 5,000 square feet</i> <i>+ \$20 per additional 1,000 square feet</i>
Minor Amendment to PUD Site Plan	\$500	\$500
<b>Downtown Center (DC) Site Plan</b>	<b>\$1,500</b>	<b>\$2,000</b> <i>up to 5,000 square feet</i> <i>+ \$20 per additional 1,000 square feet</i>

Major Amendment to DC Site Plan	\$750	\$750 <i>up to 5,000 square feet + \$20 per additional 1,000 square feet</i>
Minor Amendment to DC Site Plan	\$500	\$500
Site Condominium Subdivision • <i>Preliminary and Final Plan Review</i>	\$1,500	\$1,500 <i>up to, and including, 5 acres + \$50 per additional acre, or portion thereof</i>
Subdivision Plat Review • <i>Preliminary and Final Plat</i>	\$1,500	\$1,500 <i>up to, and including, 5 acres + \$50 per additional acre, or portion thereof</i>
Special Meeting	\$1,000	\$1,000
Extension	\$200	\$200

If the Planning Commission recommends approval of the above-stated fees, the Planning Staff will have a resolution sent to City Council for review and approval.

Sincerely,



Ronald F. Wuerth, AICP  
Planning Director

RFW/mzm

~~Ms. Tamara Owens – The owner won't sign it, so I had a lawyer contact them about the ingress and egress.~~

~~Mr. Ron Wuerth – I was a little confused here, I thought you had said that there was a previous agreement.~~

~~Ms. Tamara Owens – It wasn't written up.~~

~~Mr. Ron Wuerth – There was never one.~~

~~Commissioner Duzyj – I thought you said that there was a previous agreement.~~

~~Ms. Tamara Owens – There was a verbal agreement between my landlord and the company to allow them to use their loading dock.~~

~~Commissioner Duzyj – What would happen if you wrote a letter to them both Mr. Wuerth, you might have a little input on getting them to give you a signed piece of paper?~~

~~Mr. Ron Wuerth – I don't know if I have that much sway when it comes to matters like this, I can do that but I'll still indicate it's not that important. So I would suggest that you allow it to be waived, I will still author a letter to both the owners to encourage them to get these things done.~~

~~Commissioner Duzyj – That would be perfect, thank you very much.~~

ROLL CALL:

The motion carried as follows:

Commissioner Duzyj.....	Yes
Secretary Mouri.....	Yes
Commissioner Ansar.....	Yes
Commissioner Holowaty.....	Yes
Vice Chair Boniecki.....	Yes
Chair Smith.....	Yes

~~9. BOND RELEASE:~~

~~None at this time~~

10. NEW BUSINESS:

Recommendation for approval of the updated Planning Department Fee Schedule; to be forwarded to City Council.



Mr. Ron Wuerth – Occasionally, maybe every four or five years, we take a look at our fees and how they compare to other communities and municipalities and see where our fees fall, so that's what we did do. You can see in the highlighted and bold areas here and I'll read them off.

It's the standard rezoning we changed, the rezoning with conditions, the special land use, special land use with site plan, planned unit development, and downtown center site plan. These are all types of business agreements that need extra work as opposed to everything else that you see there. Everything else in the listing, like the costs, are either a little higher or a little lower than most municipalities around the area, so this is what is my suggestion taking that information to raise the fees on the items that I just mentioned. I think it's necessary and it will take City Council approval in the end. So, it's a recommendation to City Council to approve these fee changes.

Commissioner Duzyj – I don't know when the last time you raised the fee schedule, it's due and I don't think it's excessive well done. Thank you.

MOTION:

A motion was made by Commissioner Duzyj to approve the fee schedule as stated, supported by Commissioner Holowaty. A voice vote was taken and the motion carried unanimously.

~~11. CITIZEN PARTICIPATION:~~

~~Councilman Henry Newnan – I went to the MDOT Restore the Ruether I-696 to Dequindre Road's reconstruction and it's not part of the Planning Department but 696 will be having some eastbound diversions in Oakland County and it could affect your travels, I just thought I'd let you know.~~

~~12. PLANNING COMMISSION BUSINESS:~~

~~**A) Planning Director's Report:**~~

~~Mr. Ron Wuerth – I don't have much to report, I was off one of the weeks. I attended a webinar two days in a row from the office and Michelle did too, it's called the Transportation Bonanza, it's all sorts of different topics that they discuss regarding transportation. If you want more information, I can provide it to you, it was pretty interesting.~~



March 12, 2025

TO: Mindy Moore, Secretary  
Warren City Council

FROM: Mayor, Planning Commission, and Planning Director

RE: REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Road; approximately 120 ft. west of Van Dyke Avenue; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District; 7602 Twelve Mile Road (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063); Section 16; Peter Snyder (Assaad Sobh); PR210004.

At a public hearing on February 24, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council to APPROVE the standard rezoning of the above-referenced property from its present zoning classification of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District.

You will find attached herewith a copy of the resolution, petitioner's letter, staff findings and recommendation, map, minutes, and concept plans in connection with this matter.

Should you and/or your staff wish to discuss the details of this project or go over any of the items in this packet, myself and the Planning Staff are available for assistance.

Thank you for your cooperation in this matter.

Sincerely,

Ronald F. Wuerth, AICP  
Planning Director

RFW/mzm

Attachments





March 12, 2025

TO: Mindy Moore, Secretary  
Warren City Council

FROM: Mayor, Planning Commission, and Planning Director

RE: REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Road; approximately 120 ft. west of Van Dyke Avenue; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District; 7602 Twelve Mile Road (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063); Section 16; Peter Snyder (Assaad Sobh); PR210004.

At a public hearing on February 24, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council to APPROVE the standard rezoning of the above-referenced property from its present zoning classification of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District.

You will find attached herewith a copy of the resolution, petitioner's letter, staff findings and recommendation, map, minutes, and concept plans in connection with this matter.

Please schedule this matter for formal action by the City Council. If you have any questions or need additional information, please contact the Planning Director, Ronald Wuerth.

Thank you for your cooperation in this matter.

Respectfully submitted,

Mahmuda Mouri  
Commission Secretary

Read and Concur:

Mayor

MM/mzm

Attachments

## **RESOLUTION**

The Planning Commission of the City of Warren having published Notice of Public Hearing in accordance with the statutes and ordinances governing the same and having held a public hearing thereon on Monday, February 24, 2025, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden Avenue, Warren, Michigan 48092, and having considered the objections raised thereto, resolves to recommend, and does so recommend, to the Council of the City of Warren that the following described property, to-wit:

Property description for "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District (7602 12 Mile).

Land situated in the City of Warren, County of Macomb, and State of Michigan is described as follows:

Ten (10) parcels of land located in Section 16, City of Warren, Macomb County, Michigan; being described as:

**PARCEL 1: 13-16-226-019, to be rezoned from "C-1" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOTS 32, 33 AND 34 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 2: 13-16-226-020, to be rezoned from "C-1" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOTS 35, 36 AND 37 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 3: 13-16-226-022, to be rezoned from "C-1" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOTS 41, 42 AND 43 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 4: 13-16-226-061, to be rezoned from "C-1" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOTS 44, 45, 46 AND 47 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 5: 13-16-226-026, to be rezoned from "C-1" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 48, 49 AND 50 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 6: 13-16-226-044 to be rezoned from "R-1-C" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 68 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 7: 13-16-226-045, to be rezoned from "R-1-C" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 67 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 8: 13-16-226-046, to be rezoned from "R-1-C" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 66 EXC E 28 FT INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 9: 13-16-226-047, to be rezoned from "R-1-C" & to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 65 AND E 28 FT OF LOT 66 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 10: 13-16-226-063, to be rezoned from "R-1-C" & "R-1-P" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 63 EXC E 14 FT AND LOT 64, INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

Be rezoned from its present zoning classification(s), "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District, in accordance with the map attached hereto and made a part hereof, and in accordance with Ordinance No. 30 of the Ordinances of the City of Warren, and further, that said Ordinance No. 30 be amended in accordance herewith.

RESOLUTION adopted at the meeting of February 24, 2025.

PLANNING COMMISSION OF THE CITY OF WARREN



Warren Smith, Chair



Mahmuda Mouri, Secretary



PLANNING DEPARTMENT

ONE CITY SQUARE, SUITE 315

WARREN, MI 48093-5283

(586) 574-4687

Fax (586) 574-4645

[www.cityofwarren.org](http://www.cityofwarren.org)

February 25, 2025

Assaad Sobh  
4-Ward Development  
26648 Van Dyke  
Center Line, MI 48015

RE: REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Road; approximately 120 ft. west of Van Dyke Avenue; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District; 7602 Twelve Mile Road (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063); Section 16; Peter Snyder (Assaad Sobh); PR210004.

Dear Mr. Sobh:

At its public hearing of February 24, 2025, the Planning Commission adopted a resolution pertaining to the above-captioned matter. The resolution, as adopted, is a recommendation to the City Council that the formal request to rezone property, specifically identified pursuant to a legal description in said resolution, from "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District be APPROVED by City Council, and more specifically:

The location is an adequate location for a multiple-family housing development. The proposed rezoning satisfies the following concepts:

- a) Rezoning the property would allow a higher residential density infill development in an area that has seen a reduction of housing units.
- b) Rezoning the property would eliminate the prospect of the property being proposed for a rezoning for higher use (office/commercial/industrial). The properties along Twelve Mile Rd. are currently zoned "C-1", Local Business District, the rezoning to "R-3", Multiple-Family Dwelling District would provide a residential transition zone from the single-family dwellings to the south (Stanley Ave.) and the commercial to the north (Twelve Mile Rd.) and east (Van Dyke Ave.).

- c) The use provides additional "missing middle" residential uses as described in the 2021 Warren Master Plan.

The Future Land Use Map (FLUM) in the 2021 Master Plan indicates the property as a "Traditional Residential" area, however, due to the number of parcels involved in the project, the future land use category that better fits this area would be "Redevelopment". The Master Plan describes a Redevelopment Site (page 114) as follows: Several large or consolidated parcels through the City are in transition, and this category provides the maximum flexibility in their redevelopment.

- d) Additionally, if the rezoning is approved, Planning Staff would request to meet with the applicant prior to submitting the site plan application. After reviewing the concept plan, the Planning Staff would like to discuss the project details with the applicant, and request some modifications to reduce the number of potential variances.

The Planning Staff requests the petitioner to remove the access driveway to Stanley Ave. and provide a direct access driveway to Twelve Mile Rd. in addition to the access alley driveway to Twelve Mile Rd.

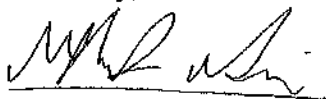
**Prior to the rezoning request being forwarded to City Council, ten (10) additional copies of the concept plan shall be submitted to the Planning Department.**

When the Planning Commission approves the minutes from the February 24, 2025 Planning Commission meeting, and upon receipt of ten (10) additional copies of the concept plan, the formal resolution and supporting documentation will be forwarded to the City Council in connection with this matter.

The petitioner should be apprised of the fact that formal site plan approval before the Planning Commission is required prior to obtaining a building permit, should the City Council grant the rezoning request.

Please do not hesitate to contact our office, should you have any questions.

Sincerely,



Mahmuda Mouri  
Commission Secretary

MM/mzm

cc: Ronald F. Wuerth, Planning Director  
Mary Michaels, Chief Assistant City Attorney  
Everett Murphy, Chief Zoning Inspector  
Pete Snyder, Urban Land Consultants, LLC

6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
7602 Twelve Mile Rd. (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063)  
PR210004  
Section 16  
Peter Snyder (Assaad Sobh)  
February 24, 2025  
Page 1

### **FINDINGS**

1. The petitioner is requesting that property located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave., with the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District be rezoned to "R-3", Multiple-Family Dwelling District.

NOTE 1: The project is listed under the address 7602 Twelve Mile Rd., however several parcels are involved in the rezoning application: 13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, and -063.

NOTE 2: This project was tabled by the petitioner on June 21, 2021, September 27, 2021, and on November 22, 2021 by the Planning Commission. The petitioner provided updated concept plans to continue this rezoning request.

NOTE 3: The FLUM (Future Land Use Map) for this site, per the 2021 Master Plan, indicated this area as "Traditional Residential", however, due to the number of parcels involved in the project, the future land use category that better fits this area would be "Redevelopment". The Master Plan describes a Redevelopment Site (page 114) as follows: Several large or consolidated parcels through the City are in transition, and this category provides the maximum flexibility in their redevelopment. They are good candidates for planned unit development, offering the rare commodity of space in a fully-development community. Each of these sites should be designated as a Redevelopment Ready Site within the RRC framework, and where a specific community vision is warranted, it should be developed through public and stakeholder engagement.

NOTE 4: Planning staff believes this site fits the Redevelopment FLUM category, as this site has experienced loss of housing. In review of Macomb County aerial photographs, these now vacant lots once contained dwellings.

- 6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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February 24, 2025  
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2. **CHARACTERISTICS OF THE PROPERTY IN QUESTION CAN BE SUMMARIZED AS FOLLOWS:**

- a) **SIZE AND DIMENSIONS OF PROPERTY:** The property in question is irregularly shaped, measuring approximately 320 ft. x 211.85 ft. and containing 1.32 acres with 320 ft. of frontage along Twelve Mile Rd. (Lots 32 - 37 and Lots 41 - 50) and 226 ft. of frontage along Stanley Ave. (Lot 68 - west 26 ft. of Lot 63), and 100 ft. of frontage along a 20 ft. wide north/south public alley. All the above lots number are located in the John S. Konczal's Orchard Park Sub.

**PARCEL 1: 13-16-226-019, to be rezoned from "C-1" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOTS 32, 33 AND 34 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 2: 13-16-226-020, to be rezoned from "C-1" to "R-3"**

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JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 48, 49 AND 50 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 6: 13-16-226-044 to be rezoned from "R-1-C" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 68 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.



- 6.a) **REQUEST FOR STANDARD REZONING:** located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
7602 Twelve Mile Rd. (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063)  
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**PARCEL 7: 13-16-226-045, to be rezoned from "R-1-C" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 67 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 8: 13-16-226-046, to be rezoned from "R-1-C" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 66 EXC E 28 FT INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 9: 13-16-226-047, to be rezoned from "R-1-C" & to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 65 AND E 28 FT OF LOT 66 INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

**PARCEL 10: 13-16-226-063, to be rezoned from "R-1-C" & "R-1-P" to "R-3"**

JOHN S. KONCZAL'S ORCHARD PARK SUB LOT 63 EXC E 14 FT AND LOT 64, INCL 1/2 VAC ALLEY ADJ REAR L.8 P.89.

NOTE: Upon review of the project it was determined that Parcel 10 is currently "R-1-C" & "R-1-P", the paperwork will be updated going forward.

- b) **PRESENT USE:** Vacant Land (along the major thoroughfare of Twelve Mile Rd.)
- c) **PRESENT ZONING:** "C-1", Local Business District, "R-1-C", One-Family Residential District and "R-1-P", One-Family Residential & Parking District (also, the lots along Twelve Mile Rd. are located within the DDA (Downtown Development Authority)).

The "C-1", "R-1-C", and "R-1-P" Districts have existed since the adoption of the Zoning Ordinance on July 21, 1960.

- d) **PROPOSED ZONING:** "R-3", Multiple-Family Dwelling District
- e) **PROPOSED USE:** Multi-Family Residential; Apartments
- f) **FUTURE LAND USE MAP (FLUM):** Traditional Residential



6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
7602 Twelve Mile Rd. (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063)  
PR210004  
Section 16  
Peter Snyder (Assaad Sobh)  
February 24, 2025  
Page 4

### 3. CURRENT STATUS OF APPLICATION:

- a) The Planning Commission, pursuant to Article XXIV, Changes and Amendments, Section 24.01, Division 1. Procedure for standard rezoning or Section 24.10, Division 2. Procedure for rezoning with conditions of the Zoning Ordinance, must provide a report and recommendation to City Council for any rezoning requests that alter or change zoning district boundaries.
- b) The present hearing will be the initial formal review of this application by the Planning Commission.
- c) On February 4, 2025, notice was given in the Warren Weekly for the February 24, 2025 public hearing before the Planning Commission.
- d) On April 28, 2022, a letter was sent to Lee Zumbrunnen, Deputy City Assessor, with information including the three (3) parent parcels; 13-16-226-062, 13-16-226-050, and 13-16-226-051 and the description of the two (2) resultant parcels. The two new parcels created after the split and combine are parcel numbers; 13-16-226-063 (West 26 ft. of Lot 63 and Lot 64 along with half vacated alley) and 13-16-226-064 (East 14 ft. of Lot 63 and Lots 61 and 62 along with half vacated alley).
- e) On March 22, 2022, the City Council by formal motion APPROVED the resolution for the subdivision lot split and combination (split the east 14 ft. of Lot 63 and combine it with Lots 61 and 62 along with half vacated alley).
- f) On December 6, 2021, the Planning Commission voted to APPROVE the subdivision lot split and combination (split the east 14 ft. of Lot 63 and combine it with Lots 61 and 62 along with half vacated alley).
- g) On November 22, 2021, the Planning Commission TABLED the request indefinitely. The letter to petitioner states that they may move forward with the rezoning process once the subdivision lot split and combination for 7591 and 7607 Stanley Ave. is approved by City Council.

6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
7602 Twelve Mile Rd. (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063)  
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- h) On November 8, 2021, the Planning Commission APPROVED plans for the minor amendment for the site plan for parking lot expansion. The split and combination application is one of the conditions of site plan approval.
- i) On September 27, 2021, the Planning Commission TABLED the request for rezoning to November 22, 2021. The Planning Commission TABLED the request in order to allow the petitioner to address the many issues with the plan.
- j) On June 21, 2021, the Planning Commission TABLED the request for rezoning to September 27, 2021. The reason for the request was to allow the applicant time to correct several issues with the conceptual plan, including a change to the parking lot that was approved on October 23, 2017.
- k) On October 23, 2017, the Planning Commission APPROVED the site plan for the parking lot expansion.

NOTE: The Planning Commission extended the above-mentioned project on March 22, 2021 to December 19, 2022.

- l) On October 3, 2013, the Building Division issued a Demolition Permit No. PD13-048 for an existing dwelling (7591 Stanley Ave.).
- m) On September 9, 1987, the Zoning Board of Appeals GRANTED the petitioner permission for a land use variance to allow Lots 63 through 72 of John S. Konczal's Orchard Park Subdivision to be used for all purposes under the "R-1-P" classification of the Zoning Ordinance with the stipulation there is a 25 ft. setback on Stanley Ave. with a six foot landscaped berm with trees and there is to be six foot high decorative, masonry wall on the west next to the residential. The Board also stipulated that there is to be no ingress or egress on Stanley Ave. whatsoever.
- n) On June 12, 1985, the Zoning Board of Appeals GRANTED the petitioner permission to:
  - 1) Erect a 46 ft. x 19 ft. addition to within 10 ft. of the rear property line and to the corner side lot line.
  - 2) Waive nine (9), required, off-street parking spaces.

6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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- o) On July 16, 1979 and May 8, 1985, the Planning Commission APPROVED plans for 19 ft. x 46 ft. building addition containing 874 sq. ft. to the existing commercial building.
- p) On July 11, 1979, the Zoning Board of Appeals GRANTED the petitioner permission to:
  - 1) Construct a 34 ft. 4 in. x 40 ft. addition to within 5 ft. 8 in. of the front property line along Van Dyke Ave. and to the side street property line.
  - 2) Hard surface to the side street property line for parking purposes.
  - 3) Waive 12 required off-street parking spaces.
- q) On January 27, 1970, the City Council by formal motion VACATED the east/west 20 ft. wide alley abutting Lots 1 through 50 and Lots 61 through 85 of John S. Konczal's Orchard Park Subdivision.
- r) On December 1, 1964, the City Council by formal motion DENIED THE VACATION of the east/west 20 ft. wide alley abutting Lots 1 through 50 and Lots 61 through 85 of John S. Konczal's Orchard Park Subdivision.
- s) On March 18, 1925, the Macomb County Register of Deeds recorded the plat of John S. Konczal's Orchard Park Subdivision in Liber 8 of Plats, Page 89.

**4. GENERAL DESCRIPTION OF THE SURROUNDING PROPERTIES IS AS FOLLOWS:**

- a) The property to the north, across Twelve Mile Rd., is zoned "M-3" and contains the General Motors Technical Center.
- b) The properties to the east, across a north/south 20 ft. wide public alley, are zoned "C-1" and "R-1-P" contain a parking lot and two (2) retail/restaurant uses in buildings also owned by the applicant.
- c) The properties to the south, across Stanley Ave., are zoned "R-1-C" and "R-1-P" and contain single-family dwellings and a parking lot (City of Warren public parking lot).
- d) The property to the west is zoned "R-1-C" and contains vacant property and single-family dwelling.

6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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**5. THE CONCEPT PLAN SUBMITTED BY THE PETITIONER INDICATES THAT:**

- a) Three (3) multiple-family dwelling buildings would be provided on the property requested to be rezoned.
- 1) Building #1 would be constructed on Lots 63 through 68 and would measure (approximately) 120 ft. x 30 ft. and contain 3,600 sq. ft. It would be constructed 35 ft. from the Stanley Ave. property line. Building #1 would contain eight (8) units.
  - 2) Building #2 would be constructed on Lots 32 through 37 and would measure (approximately) 77 ft. x 30 ft. and contain 2,310 sq. ft. It would be constructed 35 ft. from the Twelve Mile Rd. property line. Building #2 would contain four (4) units.
  - 3) Building #3 would be constructed on Lots 41 through 50 and would measure (approximately) 111 ft. x 30 ft. and contain 3,330 sq. ft. It would be constructed 35 ft. from the Twelve Mile Rd. property line. Building #3 would contain six (6) units.

NOTE 1: Per Section 10.02, the maximum height of the building in "R-3" is 2½ stories or 35 ft. Based on the concept plan, if the rezoning is approved, the minimum setback of 25 ft. shown on the concept plan meets the Zoning Ordinance for one- or two-story multiple-family buildings.

NOTE 2: Per Section 10.05, side yards - residential use requires 15 ft. which is increased by ½ foot for each ten (10) feet by which the length of the multiple dwelling exceeds fifty (50) ft. in overall dimension. The eight (8) unit building measures approximately 120 ft., and is located 90.37 ft. from the "R-1-C" zoned property to the west. Building #2 is indicated with a 15 ft. side yard setback from the "C-1" property to the west. The building is indicated as approximately 77 ft. (76.67 ft.) in length. The building would need to be setback 16 ft. from the west property line.

NOTE 3: Per Section 10.07, side yard abutting a street requires a side yard setback not less than twenty-five (25) ft. Building #3 is indicated on the concept plan setback 15 ft. from the 20 ft. wide north/south public alley to the east. The building would need to be setback 25 ft. from the east property line.

6.a) **REQUEST FOR STANDARD REZONING:** located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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The plan indicates the density as 4, 6, or 8 units per building, and 18 as the total number of units. Based on Planning Staff calculation of "R-3", Multiple-Family Dwelling District, Section 10.03 Lot Area, the total number of units permitted on the site would be 13. This is only a concept plan. If the rezoning is approved, the site plan application, with site plans, floor plans, and elevations plans will be required. Sections 10.04, 10.05, 10.06, 10.07, and 10.08 regulate the setbacks along the front yard, side yards, and rear yards. For front yards, 25 ft. plus 10 ft. for each additional story could require a greater front setback. For side yards of a residential use within a multiple-family project, it must be 15 ft. plus an additional ½ ft. for each 10 ft. or part thereof of which the length of the building exceeds 50 ft.

Per Section 10.08, the rear yard shall have a depth not less than 35 ft. for 1 story, and not less than 50 ft. for two (2) or more story buildings.

No community buildings or useable recreation area is indicated on the concept plan.

NOTE 1: Based on the concept plan, variances for the number of units proposed (18 and calculated for 13) based on lot area, and for the side and rear setbacks would be required from the Zoning Board of Appeals.

NOTE 2: The property to be rezoned is over 1 acre. Upon approval of the rezoning, site plan approval will be required. When the acreage of disturbance is over 1 acre, the project will need to comply with the City's Stormwater Ordinance. As part of the site plan application, a stormwater narrative shall also be provided that will be reviewed by the Engineering Division.

NOTE 3: There are ten (10) parcels involved in the rezoning; upon approval of the rezoning, a lot combination would be part of the conditions.

b) No open storage area is indicated, nor would it be permitted.

c) Parking spaces for 31 passenger vehicles would be provided on the site; including three (3) accessible parking spaces. The minimum amount of parking spaces required for this development per the concept plan provided would be 36 (2 parking spaces per unit per Section 4.32 (2) of the Zoning Ordinance). The concept plan also indicates three (3) accessible parking spaces, one per building.

6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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- d) A new driveway would be provided to Stanley Ave. and to the existing 20 ft. wide north/south public alley. The existing five (5) driveway approaches to Twelve Mile Rd. would be asked to be removed and replaced with street curbing and landscaping during the site plan process, as it appears they do not plan to utilize them to access parking or the new buildings.

NOTE 1: At the time of site plan approval, the plans shall include the following, per Section 10.11 of the Zoning Ordinance:

**Section 10.11 Approval.**

In case of planned residential developments involving the construction of one (1) or more two-family dwellings or multiple-family buildings or combination of multiple and two (2) or one (1) family dwellings on a lot, parcel, or tract of land, or on a combination of lots under one ownership, a detailed site plan shall be submitted to the Planning Commission for review and approval. Such site plan shall indicate:

- (a) The location of main and accessory buildings on the site and the relation of one to another.
- (b) Traffic and pedestrian circulation features within and without the site.
- (c) The location of off-street parking areas.
- (d) The identification of all service lanes and areas within the development.
- (e) The location of open spaces on the site.
- (f) The location of any landscape, fences or walls proposed in and around the site.
- (g) The height and bulk of buildings.

(Ord. No. 30-256, § 2, 7-25-67)

NOTE 2: The Planning Staff requests the petitioner to remove the access driveway to Stanley Ave. and provide a direct access driveway to Twelve Mile Rd. in addition to the access alley driveway to Twelve Mile Rd.

6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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- e) No landscape plan was provided, however, the concept plan does indicate some existing grass areas. The Zoning Ordinance, per Section 10.10, requires an eight (8) ft. wide greenbelt whenever an off-street parking facilities area is located adjacent to an existing single- or two-family residence or district.

NOTE: Section 10.14 of the Zoning Ordinance requires two-tenths (.2) of useable recreation space for each square foot of total dwelling floor area. The plan shall indicate the location and amount of proposed recreation area. Per the approximate total floor area of the proposed buildings (9,240 sq. ft.), 1,848 sq. ft. of usable recreation space would be required.

- f) No greenbelts or walls are indicated.

NOTE: Per Section 10.10, off-street parking facilities, whenever there are parking facilities located adjacent to an existing single- or two-family residence or single-family residential district or adjacent to an alley which abuts an existing single- or two-family residence or residential district, an eight (8) ft. greenbelt or decorative wall shall be erected and maintained in compliance with Section 2.26 of the Zoning Ordinance. The parking lot proposed on Lots 67 - 68 is adjacent to an "R-1-C" zoned single-family dwelling (Lot 69) and an eight (8) ft. wide greenbelt or 6 ft. high wall would be required. This will be a requirement as part of the site plan process.

- g) No fences or walls are indicated at this time on the concept plan.
- h) No trash enclosure locations are indicated on the plan. If the rezoning is approved, a trash enclosure and/or trash collection location would be part of the site plan approval review.
- i) While some improvements may remain, the majority of the site will be completely redevelopment.

6. The petitioner should be apprised of the fact that formal site plan approval before the Planning Commission is required prior to obtaining a building permit, should the City Council grant the rezoning request.

- 6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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### **RECOMMENDATION**

The following recommendation is made to City Council regarding the rezoning request for the property in question as described above.

It is recommended that the rezoning request from "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District be APPROVED.

The location is an adequate location for a multiple-family housing development. The proposed rezoning satisfies the following concepts:

- a) Rezoning the property would allow a higher residential density infill development in an area that has seen a reduction of housing units.
- b) Rezoning the property would eliminate the prospect of the property being proposed for a rezoning for higher use (office/commercial/industrial). The properties along Twelve Mile Rd. are currently zoned "C-1", Local Business District, the rezoning to "R-3", Multiple-Family Dwelling District would provide a residential transition zone from the single-family dwellings to the south (Stanley Ave.) and the commercial to the north (Twelve Mile Rd.) and east (Van Dyke Ave.).
- c) The use provides additional "missing middle" residential uses as described in the 2021 Warren Master Plan.

The Future Land Use Map (FLUM) in the 2021 Master Plan indicates the property as a "Traditional Residential" area, however, due to the number of parcels involved in the project, the future land use category that better fits this area would be "Redevelopment". The Master Plan describes a Redevelopment Site (page 114) as follows: Several large or consolidated parcels through the City are in transition, and this category provides the maximum flexibility in their redevelopment.



6.a) REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Rd.; approximately 120 ft. west of Van Dyke Ave.; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District  
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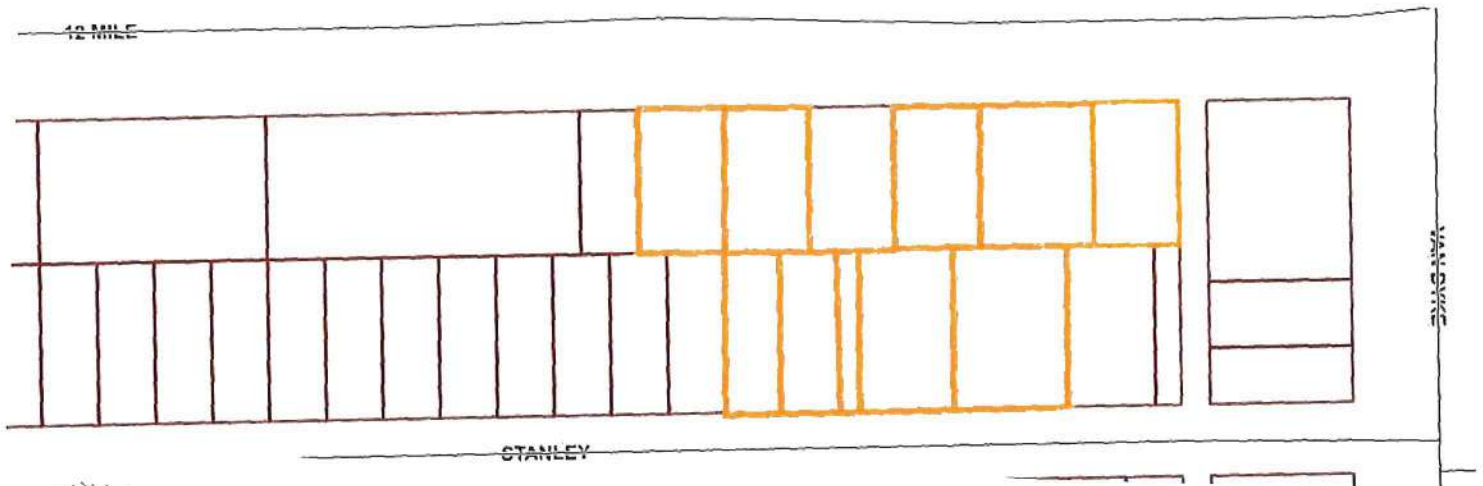
- d) Additionally, if the rezoning is approved, Planning Staff would request to meet with the applicant prior to submitting the site plan application. After reviewing the concept plan, the Planning Staff would like to discuss the project details with the applicant, and request some modifications to reduce the number of potential variances.

The Planning Staff requests the petitioner to remove the access driveway to Stanley Ave. and provide a direct access driveway to Twelve Mile Rd. in addition to the access alley driveway to Twelve Mile Rd.

**Prior to the rezoning request being forwarded to City Council, ten (10) additional copies of the concept plan shall be submitted to the Planning Department.**

The petitioner should be apprised of the fact that formal site plan approval before the Planning Commission is required prior to obtaining a building permit, should the City Council grant the rezoning request.

**REQUEST FOR STANDARD REZONING:** located on the south side of Twelve Mile Road; approximately 120 ft. west of Van Dyke Avenue; from the present zoning classifications of "C-1", Local Business District, "R-1-C", One-Family Residential District, and "R-1-P", One-Family Residential and Parking District to "R-3", Multiple-Family Dwelling District; 7602 Twelve Mile Road (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063); Section 16; Peter Snyder (Assaad Sobh); PR210004. Tabled from June 21, 2021 (by petitioner), September 27, 2021 (by Planning Staff), and November 22, 2021 (by Planning Staff).



Warren Planning Department  
One City Square, Suite 315  
Warren, MI 48093  
Office: 586-574-4687  
CityofWarren.org





~~A motion was made by Commissioner Holowaty to approve the agenda, supported by Vice Chair Boniecki. A voice vote was taken and the motion carried unanimously.~~

5. APPROVAL OF MINUTES – FEBRUARY 10, 2025:

MOTION:

~~A motion was made by Commissioner Holowaty to approve the minutes, supported by Commissioner Ansar. A voice vote was taken and the motion carried unanimously.~~

6. PUBLIC HEARING ITEMS:

Members of the audience who wish to address the Planning Commission this evening for a public hearing item may do so by first checking in with the court reporter at the right of the stage and will have three (3) minutes to speak.

- A. REQUEST FOR STANDARD REZONING: located on the south side of Twelve Mile Road; approximately 120 ft. west of Van Dyke Avenue; from the present zoning classifications of “C-1”, Local Business District, “R-1-C”, One-Family Residential District, and “R-1-P”, One-Family Residential and Parking District to “R-3”, Multiple-Family Dwelling District; 7602 Twelve Mile Road (13-16-226-019, -020, -022, -026, -044, -045, -046, -047, -061, -063); Section 16; Peter Snyder (Assaad Sobh); PR210004. **Tabled from June 21, 2021 (by petitioner), September 27, 2021 (by Planning Staff), and November 22, 2021 (by Planning Staff).**

PETITIONERS PORTION:

Mr. Assaad Sobh – Good evening, I’m here on behalf of 4-Ward Development as the applicant. I’ve owned this piece of land for almost 10 years, maybe a little bit longer. I’ve had different ideas, and nothing was able to work because of the depth of it and the Consumers building being in the middle of it. I own the parcel west of the Consumers building off of Twelve Mile and east of that and the parcel on Stanley.

We figured there’s always a need for residential and there’s not enough to put single homes on there. The Architect, the Engineer, and myself and Mr. Wuertth have worked on this and we came up with three different buildings to come up with 18 units, a building of eight, a six, and four. That’s what we are looking to do, to convert it to a multi-family and to be able to put some residential in, there’s always a need for more residential in that area and in the City.

Secretary Mouri reads the following correspondence:

**TAXES:** Current.

**ENGINEERING (updated 2-11-25):**

1. Show how the property boundaries were established. Show and identify the location of property irons found and or set.
2. The plan shall show and identify all existing City of Warren underground utilities, sizes, and connections in the vicinity of the project.

**FIRE (updated 1-30-25):** The WFD approves this site plan as long as all access roads remain 22 ft. wide as shown on the site plan. If you have any questions, please contact me at 586-756-2800 ext. 3300.

Secretary Mouri reads a letter into the record:

To: Warren Planning Commission

Re: Property Address 7602 12 Mile Road, Lots 13-16-226-019, 020, 022, 026-044, 045, 046, 047, 061, 063.

I am against the rezoning of above property from C-1 Local Business District & R-1-C One-Family Residential District, to R-3, Multi-Family Dwelling District: 7602 Twelve Mile Road and above Lots.

I feel this would add more traffic (in & out) on Stanley St. We have a lot of traffic from the businesses (Happy's Pizza, City Burger, Hi Sushi) as well as the gas station. People making left & right turns onto Staley going to Pauline St. to make left turn onto 12 Mile Rd.

Also, I am sure some tenants may have more than one car. So where do they park? This would more congested parking on the street. I live directly across the street on Stanley St.

Irene Baldrige Elson  
7568 Stanley  
Warren, MI 48092

Mr. Ron Wuerth reads the recommendation of the Staff:

PUBLIC HEARING:

Mr. Jim Moore – Jim Moore, my address is 7503 Stanley. I agree with Ms. Baldrige about the traffic and the congestion. I think the area is okay for a single-family dwelling but multiple-family dwellings

Mary Clark CER-6819  
February 24<sup>th</sup>, 2025

would cause too much congestion and problems in the area. Thank you.

MOTION:

A motion was made by Commissioner Duzyj to remove from the table, supported by Commissioner Ansar.

ROLL CALL:

The motion carried as follows:

Commissioner Duzyj.....	Yes
Commissioner Ansar.....	Yes
Commissioner Holowaty.....	Yes
Secretary Mouri.....	Yes
Vice Chair Boniecki.....	Yes
Chair Smith.....	Yes

MOTION:

A motion was made by Commissioner Duzyj to approve, supported by Commissioner Holowaty.

COMMISSIONERS PORTION:

Commissioner Duzyj – This could end up being a very nice project and development, but there is concern with traffic up and down Stanley, although I don't know how bad traffic is there now. This is a rezoning, so we are still going to have to look at the plan and discuss the drives and so on. Have you talked to anybody at Macomb County for access to Twelve Mile, I know that there's that parking lot next to Tac Auto that has a driveway onto Twelve Mile Road, have you talked to anybody from the County as far as access to that?

Mr. Assaad Sobh – We have not, I own the building where City Burger and Happy's Pizza is. We thought it would be much easier to get in from the parking lot that I own and on Stanley. I've serviced that property for over 10 years cutting the grass and so on, I'm hands on. The property has never been issued a citation, there really is not a lot of traffic nobody has any business going onto Stanley unless they live in the area. We have a drawing of what it would look like, it's tastefully done.

I've built numerous things in the City and in Sterling Heights, we developed the property on Vermont, it's tastefully done. It's kept up very well, I have a lot to gain there. Not only do I own that property I own the shopping center that is facing Van Dyke and where the parking lot. There's never been an issue between any of the



neighbors, I've seen most of them, I'm hands on between maintaining the grass or doing the snow. I've never had an issue with any of the neighbors. I'd be glad to visit any of them and have a one on one with them and their concerns. These are built to keep. I have over 40 units on Hoover and on Kennedy Circle and I maintain my properties, I truly do.

Commissioner Duzyj – Fair enough, I think if you are acceptable to getting together with the neighbors it might be a good idea so you can explain it to them, I think that would go a long way in making that much better of a development. This has a lot of promises and this is pretty nice. I think what people on Stanley don't realize is you put up these three buildings, it's going to cut down on the noise off of Twelve Mile Road considerably.

Mr. Assaad Sobh – I have the plans with me tonight to see what it looks like, there's three buildings. If you'd like to see it I'd be more than glad to share it with you.

Commission Duzyj – Tonight is just the rezoning. Thank you very much.

Chair Smith – Good evening, sir, this has been an issue for quite a few years, it came before us years ago. I like the fact that we are missing the missing middle, which is bringing more residential to the area and it's nothing that's big and going to stand out so it will fit in the lot better. As far as the traffic on Twelve Mile it's probably going to buffer that a little bit. I think your design is good, I know there's a couple of things that might need to be tweaked, but it will be good to see something come into that area now. Thank you.

Mr. Assaad Sobh – Thank you.

#### ROLL CALL:

The motion carried as follows:

Commissioner Duzyj.....	Yes
Commissioner Holowaty.....	Yes
Commissioner Ansar.....	Yes
Secretary Mouri.....	Yes
Vice Chair Boniecki.....	Yes
Chair Smith.....	Yes

~~Chair Smith – Before we go to the next item, I'd like to recognize our Ex-Officio, Councilman Newhan.~~

DATE: MARCH 13, 2025  
TO: MNDY MOORE, SECRETARY OF WARREN CITY COUNCIL  
SUBJECT: RECOMMENDATION TO PURCHASE ELGIN SWEEPER PARTS/REPAIRS FOR DEPARTMENT  
OF PUBLIC WORKS (DPW) FROM SOLE SOURCE PROVIDER; SOL-W-1480

The Purchasing Division concurs with the Department of Public Works (DPW), recommends that City Council authorize the Purchase of Elgin Sweeper Repair Parts and Repairs, as necessary, from the sole authorized dealer in the State of Michigan, MacQueen, 78 Northpointe Drive, Lake Orion, MI 48359 for a three (3) year period in an annual amount not to exceed \$50,000.00.

MacQueen is the sole authorized dealer for Elgin Sweeper parts and repairs in the State of Michigan (see attached).

If approved by your honorable body, this award shall commence on May 13, 2025, or upon the official date of City Council approval, whichever occurs later, for a three (3) year period.

Funds are available in the DPW Account: 101-1442-86300.

Respectfully Submitted,

Read and Concur,



Shanah Turner  
Assistant Buyer



Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/11/2025



**For USA Dealers Only:**

**\*For Non-USA Dealers, See Map Below**

SHOW ALL STATES

State: Michigan



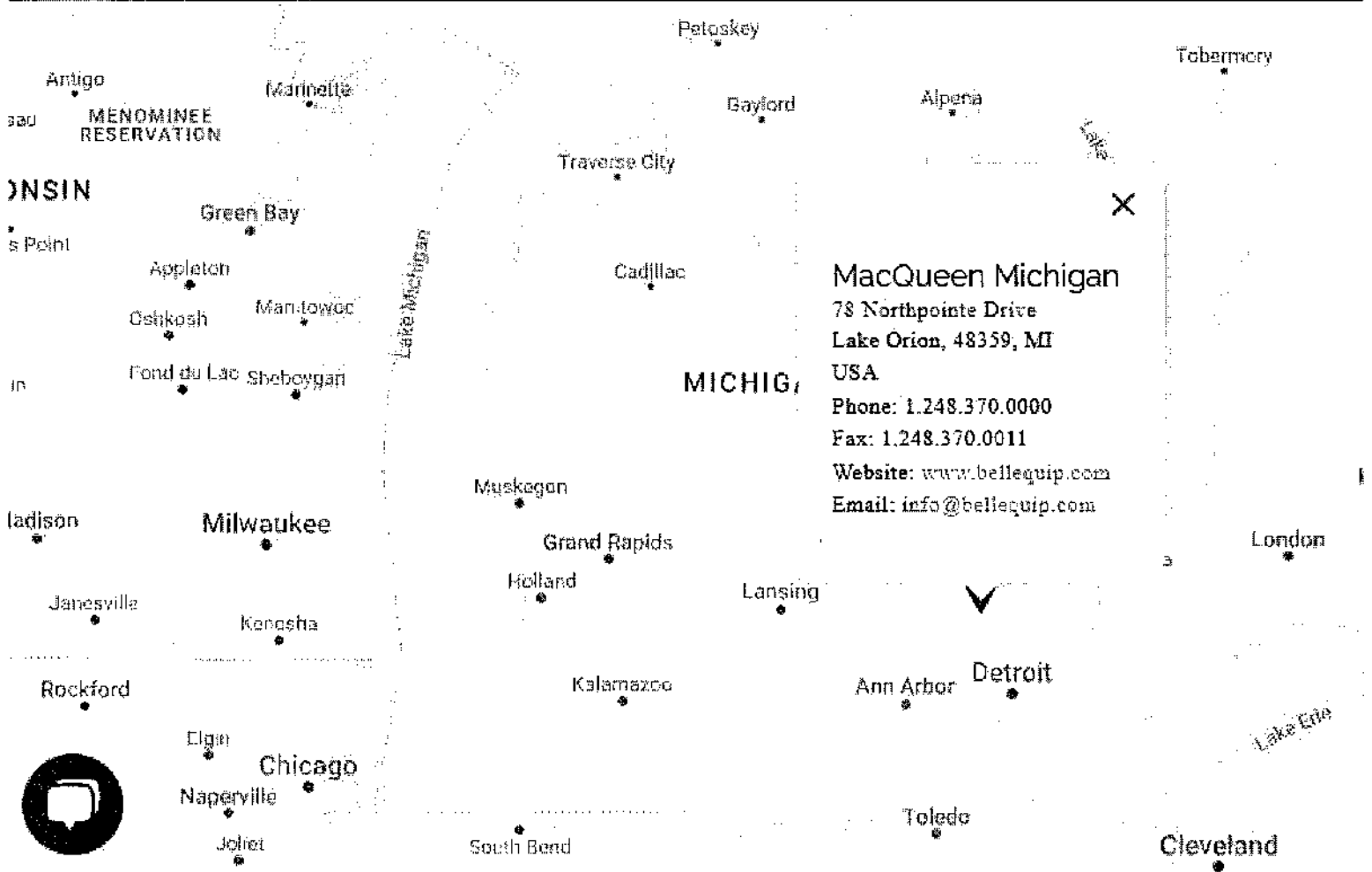
County: Entire State, MI



## MacQueen Michigan

Gives service to the following counties:

Entire State, MI





DATE: March 12, 2025  
TO: Craig Treppa, Purchasing Agent  
FROM: Scott Raedel, Superintendent, Division of Public Works  
RE: Award to supply Elgin sweeper parts

Craig,

The Division of Public Works is recommending that MacQueen Equipment, LLC, is given the award to supply Elgin sweeper parts for a three-year term. The amount awarded is not to exceed \$50,000 per year.

MacQueen Equipment, LLC, is a sole source provider in the state of Michigan for Elgin sweeper parts.

Funds for this will be paid from DPW account 101-1442-86300.

I will be available to you or City Council for any questions in regards to this bid by the Division of Public Works.

Respectfully,



Scott Raedel  
Superintendent  
Division of Public Works

**RESOLUTION**

Document No: SOL-W-1480

Product or Service: Elgin Sweeper Repair Parts and Service

Requesting Department: Department of Public Works (DPW)

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Upon performing a diligent inquiry, the Department of Public Works (DPW) Superintendent has determined that it is necessary in the interests of the DPW and the City, to acquire parts and repair services for Elgin Sweepers from the sole authorized dealer in the State of Michigan.

MacQueen, 78 Northpointe Drive, Lake Orion, MI 48359, has been selected as the sole authorized dealer in the State of Michigan for Elgin Sweeper parts and repair services.

The Purchasing Agent has conducted a review and concurs with the sole procurement.

Funds are available annually in the following account: 101-1442-86300

IT IS RESOLVED, that the sole source purchase though MacQueen is hereby accepted by City Council for a three (3) year period in an annual amount not to exceed \$50,000.00.

IT IS FURTHER RESOLVED, that the award shall commence on May 13, 2025 or the official date of City Council approval, whichever occurs later.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☐ Contract  
☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly appointed City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on  
\_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

[www.cityofwarren.org](http://www.cityofwarren.org)

DATE: MARCH 13, 2025

TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL

SUBJECT: SOL-W-1484; AWARD OF CATERPILLAR PARTS AND FACTORY AUTHORIZED SERVICE

The Purchasing Division concurs with the Department of Public Works (DPW) and recommends that City Council authorize the purchase of Caterpillar Parts & Factory Authorized Service to the State of Michigan authorized dealer, Mac Allister Machinery Co., dba Michigan CAT, 12550 23 Mile Road, Shelby Twp, MI 48315, for a three (3) year period, in an annual amount not to exceed \$30,000.00.

Mac Allister Machinery Co., dba Michigan CAT is an authorized Caterpillar dealer for the State of Michigan (see attached). Currently, the City has two (2) Caterpillar vehicles in its fleet (one (1) front-end loader and one (1) road grader).

If approved by your honorable body, the award will commence on the official date of City Council approval, for a three (3) year period, in an annual amount not to exceed \$30,000.00.

Funds are available in the DPW Vehicle Maintenance Account: 101-1442-86300.

Respectfully Submitted,

Shanah Turner  
Assistant Buyer

Read and Concur,

Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/2025

[Find Dealer](#)[Sign In Or Create Account](#)[Products](#)[Industries](#)[Services & Support](#)[Parts](#)[< Back To Search Results](#)

## 2 - Michigan CAT

10.3 Miles Away [Directions](#)

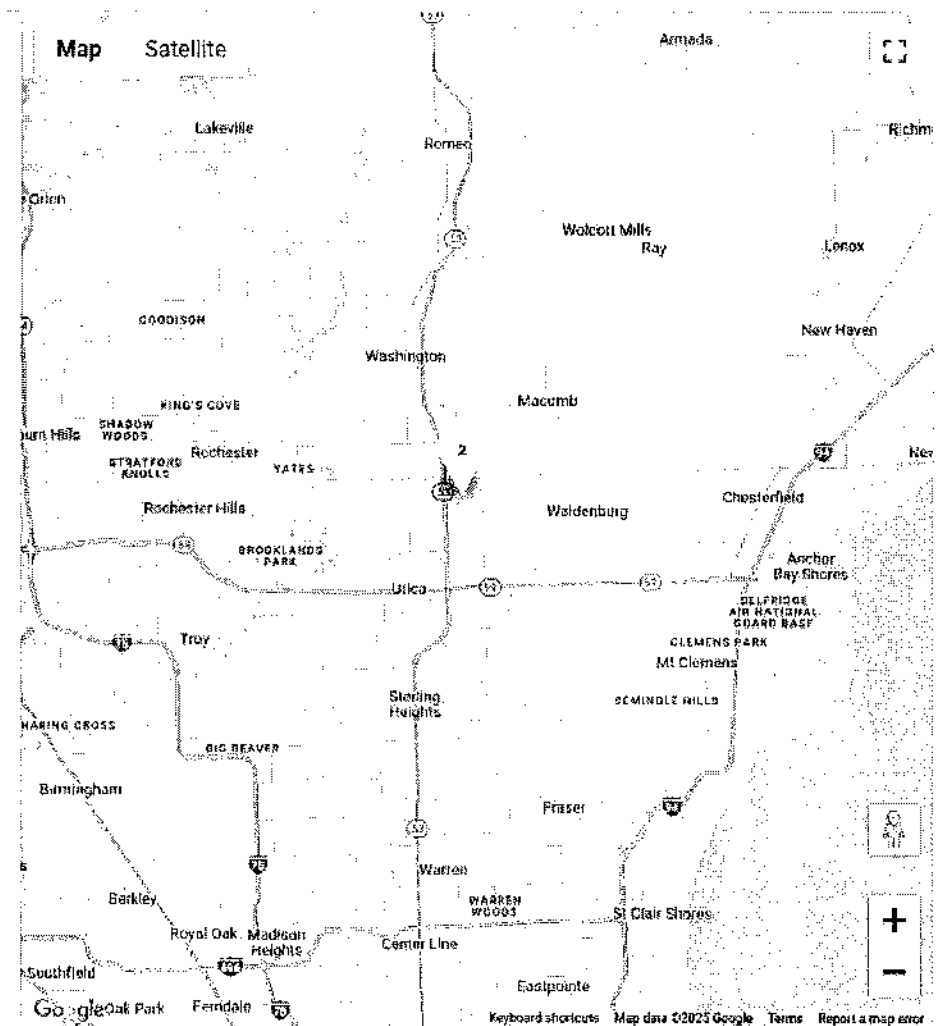
**CAT Dealer**

12550 23 Mile Rd  
Shelby Township Michigan 48315-2600

General Info 1 (586) 997-5300  
Email [info@michigancat.com](mailto:info@michigancat.com)  
Website [www.michigancat.com](http://www.michigancat.com)

## Machines

Select As My Dealer



DATE: March 13, 2025  
TO: Craig Treppa, Purchasing Agent  
FROM: Scott Raedel, Superintendent, Division of Public Works  
RE: Award to supply Caterpillar parts and service

Craig,

The Division of Public Works is recommending that MacAllister Machinery Co., dba Michigan CAT, located at 12550 23 Mile Road Shelby Twp., MI 48315, be given the award to supply parts and service for Caterpillar equipment.

Michigan CAT is an authorized Caterpillar sales and service dealership in the state of Michigan, excluding the upper peninsula.

This award is for three years, not to exceed \$30,000 per year.

Funds for this will be paid from DPW account 101-1442-86300.

I will be available to you or City Council for any questions in regards to this award by the Division of Public Works.

Respectfully,



Scott Raedel  
Superintendent  
Division of Public Works

**RESOLUTION**

Document No: SOL-W-1484

Product or Service: Caterpillar Parts & Service

Requesting Department: Department of Public Works

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Upon performing a diligent inquiry, the Department of Public Works has determined that it is necessary, in the interests of the City, to acquire Caterpillar Parts and Service from a State of Michigan authorized dealer.

Mac Allister Machinery Co., dba Michigan CAT, 12550 23 Mile Road, Shelby Twp, MI 48315, has been selected as a State of Michigan authorized dealer for furnishing Caterpillar Parts and Service.

The Purchasing Agent has conducted a review and concurs with the sole procurement.

Funds are available in the DPW Vehicle Maintenance Account: 101-1442-86300.



IT IS RESOLVED, that the purchase through Mac Allister Machinery Co., dba Michigan CAT is hereby accepted by City Council for a three (3) year period, commencing on the official date of City Council approval, in an annual amount not to exceed \$30,000.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☐ Contract  
☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                      ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



ONE CITY SQUARE, SUITE 425  
WARREN, MI 48093-5289  
PHONE (586) 574-4600  
FAX (586) 574-4614  
www.cityofwarren.org

DATE: MARCH 17, 2025  
TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL  
SUBJECT: RECOMMENDATION TO EXTEND AWARD FOR THE PURCHASE OF EMERGENCY MEDICAL SUPPLIES; TRI-W-0214

The Purchasing Division, in conjunction with the Fire Department, recommends that City Council extend an award for the third and final one (1) year period, for the purchase of Emergency Medical Supplies and Equipment for the Fire Department, to Bound Tree Medical, LLC., 5000 Tuttle Crossing Boulevard, Dublin, OH 43016, utilizing the Farmington Hills Cooperative contract #FH-19-20-2164 (see attached), in the annual amount not to exceed \$175,000.00.

On Monday, February 10, 2020, the City Council of Farmington Hills adopted a resolution to award the furnishing of Emergency Medical Supplies to Bound Tree Medical for three (3) years with the option to extend the contract for three (3) additional one (1) year periods. The award began on February 11, 2020. This cooperative solicitation (FH-19-20-2164) is headed by Farmington Hills.

This recommendation before you today is to extend the agreement for the third and final one (1) year period, commencing retro-actively on February 11, 2025 and running through February 10, 2025.

Bound Tree Medical is offering volume discount pricing on their highly used (core list) emergency medical products (the changes to the original core list products (additions and deletions) are attached for your review).

Their ordering process is very user-friendly. The Warren Fire Department has utilized Bound Tree Medical over the past five (5) years and has been very satisfied with their services. Bound Tree Medical also offers discounts of 40% for items not included on the core list. These products are integral not only to the Fire Department, but to the health and safety of Warren citizens as well.

Funds are available in the Fire Department Emergency Medical Supply Account: 101-1336-72701.

Respectfully Submitted,

Read and Concur,

Read and Concur,

Shanah Turner  
Assistant Buyer

Craig Treppa  
Purchasing Agent

Wilburt McAdams  
Fire Commissioner

Approved By:	Signature	Date
Budget Director:		3/18/25
Controller:		3/18/25
MAYOR:		3/18/2025



DEPARTMENT OF CENTRAL SERVICES

**ADDENDUM NOTICE NO. 3**  
**OF**  
**CONTRACT NO. FH- 19-20-2164**

<b>NAME &amp; ADDRESS OF VENDOR:</b> Bound Tree Medical 5000 Tuttle Crossing Dublin, OH 43016 (800) 533-0523 Contact-William Waite, Cell- 810-588-3424 Inside Sales Rep -Natalie Dunham 614-760-5161	<b>CONTRACT TERM:</b> February 11, 2020-February 10, 2023  Renewal Option 1- February 11, 2023-February 10, 2024  Renewal Option 2- February 11, 2024-February 10, 2025  <b>Renewal Option 3- February 11, 2025-February 10, 2026</b>
<b>TERMS:</b> Net 30	<b>BUYER:</b> Michelle Aranowski (248) 871-2426
<b>F.O.B.:</b> Delivered	<b>COOPERATIVE:</b> SMEMS Cooperative & MITN Purchasing Cooperative

**NATURE OF CHANGE(S):**

**Change #1** -Effective immediately price changes, additions & deletions to the core list per the attached.

All other terms, conditions, specifications and pricing provisions remain unchanged.

**AUTHORITY/REASON:**  
Requested by Bound Tree

**TOTAL ESTIMATED CONTRACT VALUE:**  
\$2,035,690 (COOPERATIVE WIDE)

BTM Item #	BTM Item Description	UoM	GP PRICE
<b>Discontinued Items - No Sub Items Offered</b>			
2144-KV010	*DCV-USE 2146-01200 * King Vision Video Laryngoscope, Reusable Digital Display w/Video-Out Port	CS	\$1,006.51
2144-KV003	*DCV-NO SUB * King Vision Video Laryngoscope Blade, Channelled, Disp, 18mm, w/LED, Digital CMOS 10/cs	EA	\$38.29
2130-041	*DCV-USE 2130-42580 * Endotracheal Tube Holder with White Velcro Strap 20ea/cs Ambu	EA	\$2.99
301-001-12106EA	*DCB-USE 36090 * Curaplex Select Suction Catheter, 8 Fr, Collod, Frosted Surface 50ea/cs	EA	\$0.21
301-001-12110EA	*DCB-USE 36092 * Curaplex Select Suction Catheter, 10 Fr, Collod, Frosted Surface, Kink Res 60ea/cs	EA	\$0.21
301-001-12110EA	*DCB-USE 36092 * Curaplex Select Suction Catheter, 10 Fr, Collod, Frosted Surface, Kink Res 60ea/cs	EA	\$0.21
0218-411	*DCV-NO SUB * COMBUTUBE AIRWAY EMERGENCY INTUBATION TRAINING WITH DOUBLE THICK CUFF	EA	\$64.99
0218-411	*DCV-NO SUB * COMBUTUBE AIRWAY EMERGENCY INTUBATION IN ROLLUP PACKAGE ADULT 4/cs	EA	\$42.77
0218-437	*DCV-NO SUB * COMBUTUBE AIRWAY EMERGENCY INTUBATION IN ROLLUP PACKAGE - BURRITO STYLE SM ADULT 4/cs	EA	\$42.99
2430-57302	*DCB-NO SUB * CPAP System, Flow-Safe II EL w/Integral Westmed Neb, Child Mask Seal/box	EA	\$92.80
232023	*DCV-USE 2745-10108 * EKG PAPER 100MM FOR LP11, LP12 AND LP15 18R/CS LifePak	RL	\$5.60
541210	*DCV-NO SUB * DEBRILLATION ELECTRODES, LF, DEHP FREE 10P/CS HEWLETT-PACKARD M3501A, M3502A	PK	\$14.99
D5219	*DC-DUP-USE 2712-52190 * SENSOR REUSABLE FINGER CLIP ADULT NELLCOR DURASENSOR DS100A 1/BX	BX	NA
281010	*DCV-NO SUB * "NON-RETURNABLE" Digital thermometer, Delux, Fahrenheit, 60 s, beeps when complete	EA	\$5.55
290102	LTD QTY - Gloves, Defender, SM, Standard 10 in Cuff, Nitrile, Powder Free, Slate Blue 100/bx 10bx/cs	BX	\$24.56
290102	LTD QTY - Gloves, Defender, MED, Standard 10 in Cuff, Nitrile, Powder Free, Slate Blue 100/bx 10bx/cs	BX	\$24.56
290103	*DCV-USE 290327 * Gloves, Defender, LG, Standard 10 in Cuff, Nitrile, PF, Slate Blue 100/bx 10bx/cs	BX	\$24.56
290104	*DCV-USE 290328 * Gloves, Defender, XL, Standard 10 in Cuff, Nitrile, PF, Slate Blue 100/bx 10bx/cs	BX	\$24.56

Manufacture discontinued items. No sub offered from Manufacture but we have same or similar items available

BTM Item #	BTM Item Description	UoM	GP PRICE
<b>Discontinued Items - WITH Sub Items Offered. Red is DC, Green is Sub Item</b>			
301-83010EA	LTD QTY - Curaplex Select GreenLine/D Laryngoscope Blade, MAC 1, Fiber Optic, Infant, Disp 20ea/cs	EA	\$3.75
301-FO-MAC-1	Curaview FO Blade, Mac 1, 20ea/box	EA	\$3.75
301-83020EA	*DCB-NO SUB * Curaplex Select GreenLine/D Laryngoscope Blade, MAC 2, FO, Child 20ea/cs	EA	\$3.75
301-FO-MAC-2	Curaview FO Blade, Mac 2, 20ea/box	EA	\$3.75
301-83030EA	LTD QTY - Curaplex Select GreenLine/D Laryngoscope Blade, MAC 3, Fiber Optic, MED Adult 20ea/cs	EA	\$3.75
301-FO-MAC-3	Curaview FO Blade, Mac 3, 20ea/box	EA	\$3.75
301-83040EA	LTD QTY - Curaplex Select GreenLine/D Laryngoscope Blade, MAC 4, Fiber Optic, LG Adult, Disp 20ea/cs	EA	\$3.75
301-FO-MAC-4	Curaview FO Blade, Mac 4, 20ea/box	EA	\$3.75
301-83100EA	LTD QTY - Curaplex Select GreenLine/D Laryngoscope Blade, MILLER 0, Fiber Optic, Neonate 20ea/cs	EA	\$3.75
301-FO-MIL-0	Curaview FO Blade, Miller 0, 20ea/box	EA	\$3.75
301-83110EA	*DCB-NO SUB * Curaplex Select GreenLine/D Laryngoscope Blade, MILLER 1, Fiber Optic, Infant 20ea/cs	EA	\$3.75
301-FO-MIL-1	Curaview FO Blade, Miller 1, 20ea/box	EA	\$3.75
301-83120EA	*DCB-NO SUB * Curaplex Select GreenLine/D Laryngoscope Blade, MILLER 2, Fiber Optic, Child 20ea/cs	EA	\$3.75
301-FO-MIL-2	Curaview FO Blade, Miller 2, 20ea/box	EA	\$3.75
301-83130EA	*DCB-NO SUB * Curaplex Select GreenLine/D Laryngoscope Blade, MILLER 3, Fiber Optic, MED Adult 20ea	EA	\$3.75
301-FO-MIL-3	Curaview FO Blade, Miller 3, 20ea/box	EA	\$3.75
87-3007EA	*DCV-USE 77-2002EA * Curaplex OXYGEN CONNECTING TUBING, 7 FT, 3 CHANNEL SAFETY TUBING, 3/16 IN ID	EA	\$0.57
77-2002EA	Oxygen connecting tubing, 7 ft, 3 channel safety tubing, 3/16 in. ID, 50ea/cs	EA	\$0.62
232023	*DCV-USE 2745-10108 * EKG PAPER 100MM FOR LP11, LP12 AND LP15 18R/CS LifePak	RL	\$5.60
2745-10108	Curaplex ECG Chart Paper, Thermal 108mm, Red Grid, for LP11, LP12, LP15, LP35 1/RL 60R/CT	RL	\$2.30
36021	*DCB-USE 36020 * Curaplex Sprague Rappaport Style Stethoscope, Blue, 22 in 50ea/cs	EA	\$3.99
36020	Curaplex Sprague Rappaport Style Stethoscope, Black, 22 in 50ea/cs	EA	\$3.99
1212-12102	LTD QTY - Curaplex Sterile, Gauze Pad, Woven, 4 in x 4 in, 12-ply, 100PK/BX 12BX/CS	BX	\$3.75
1212-12118	CURAPLEX STERILE GAUZE SPONGE, WOVEN, 4 IN X 4 IN, 9-PLY, 2EA/PK, 50PK/BX 12BX/CS	BX	\$4.28
1212-12111	*DCB-USE 1212-12110 * Curaplex Abdominal Combine Dressing, Sterile, 8 in x 10 in, 20/BX 16BX/CS	BX	\$3.89
1212-12110	Curaplex Abdominal Combine Dressing, Sterile, 5 in x 9 in, 25/BX 16BX/CS	BX	\$4.28
1431-66000	*DCB-USE 1431-77000 * Curaplex Cold Pack - Medium - 6.69 in x 6.69 in 1/EA 50EA/CS	EA	\$0.44
1431-77000	Curaplex Cold Pack - Large 1/EA 2EA/CS	EA	\$0.41
47-986-1570-1218X	*DCV-USE 19210-0-1010 * IV Flush Syringe, Normal Saline, 10ml Fill in a 12cc Syringe 30/bx 60bx/cs	BX	\$54.71
1920-81210	IV flush syringe, Normal Saline, 10ml Prefilled in 12ml Syringe 30/bx 60bx/cs	BX	\$50.70

No \$ Difference

BTM Item #	BTM Item Description	UoM	GP PRICE
<b>NEW Items to Add to Contract</b>			
2146-01200	UE Scope V1460 Monitor, Case, and Charger	EA	\$1,495.85
			\$1,985.50

2146-03001	Single Use Blade Size D0 for UESCOPE 2 (VL460)	EA	\$40.94	\$59.00	
2146-03010	Single Use Blade Size D1 for UESCOPE 2 (VL460)	EA	\$40.94	\$59.00	
2146-03020	Single Use Blade Size D2 for UESCOPE 2 (VL460)	EA	\$40.94	\$59.00	
2146-03030	Single Use Blade Size D3 for UESCOPE 2 (VL460)	EA	\$40.94	\$59.00	
2146-03040	Single Use Blade Size D4 for UESCOPE 2 (VL460)	EA	\$40.94	\$59.00	
2142-03293	Single-Use Channeled Blade J3	EA	\$41.94	\$59.00	
2146-26789P	Curaplex OneScope Pro Video Laryngoscope	EA	\$1,997.33	\$2,485.50	
2146-10025	Curaplex OneScope Pro - Neonatal Size 1 Blade - 1/EA	EA	\$18.09	\$18.00	
2146-20025	Curaplex OneScope Pro - Pediatric Size 2 Blade - 25 Pack	EA	\$16.09	\$18.00	
2146-31025	Curaplex OneScope Pro - Angulated Adult Size 3 Blade - 25 Pack	EA	\$16.09	\$18.00	
2146-41025	Curaplex OneScope Pro - Angulated Adult Size 4 Blade - 1/EA	EA	\$16.09	\$18.00	
2146-34025	Curaplex OneScope Pro - Direct Adult Mac 3 Blade - 25 Pack	EA	\$16.09	\$18.00	
2146-44025	Curaplex OneScope Pro - Direct Adult Mac 4 Blade - 1/EA	EA	\$16.09	\$18.00	
1650-70010	BD IO Powered Driver w/ Charger	EA	\$749.99 (Free w/ Trade-In)	\$799.99	BD IO is free with EZIO trade-in.
1650-70151	BD IO 15mm Needle Kit w/ Stabilizer and Extension Set 6EA/CS	EA	\$131.00	\$140.00	
1650-70152	BD IO 25mm Needle Kit w/ Stabilizer and Extension Set 6EA/CS	EA	\$131.00	\$140.00	
1650-70153	BD IO 35mm Needle Kit w/ Stabilizer and Extension Set 6EA/CS	EA	\$131.00	\$140.00	
1650-70154	BD IO 45mm Needle Kit w/ Stabilizer and Extension Set 6EA/CS	EA	\$131.00	\$140.00	
1650-70155	BD IO 55mm Needle Kit w/ Stabilizer and Extension Set 6EA/CS	EA	\$131.00	\$140.00	
1650-70015	IO DRILL CARRYING CASE	EA	\$74.99	\$85.00	
SV8DIO01-24-KIT	Curaplex BD IO Starter Kit (Driver, 15mm Needle Set, 25mm Needle Set, 45mm Needle Set)	EA	\$2,785.07	NA	
3640-06704	TrueClot Inguinal Trainer, Dark Skin Tone (S174-D)	EA	\$724.85	\$745.00	
3680-30670	TrueClot Inguinal Trainer, Light Skin	EA	\$724.85	\$745.00	
3640-09084	Chest Seal Trainer - Dark Flesh Tone	EA	\$999.85	\$1,015.00	
3640-90810	Chest Seal Trainer - Light Flesh Tone	EA	\$999.85	\$1,015.00	
3640-04544	TrueClot Tourniquet Trainer, Dark Skin Tone (S171-D)	EA	\$749.85	\$950.00	
3680-00454	TrueClot Tourniquet Trainer, Light Skin Tone	EA	\$749.85	\$950.00	
2114-86303	I-gel Plus O2 Resus Pack, SM Adult, incl size 3 I-gel O2, for Pts 30-60kg Gear/bx	EA	\$24.56	\$29.00	New SKU to use for iGel users
2114-86304	I-gel Plus O2 Resus Pack, MED Adult, incl size 4 I-gel O2, for Pts 50-90kg Gear/bx	EA	\$24.56	\$29.00	
2114-86305	I-gel Plus O2 Resus Pack, LG Adult, incl size 5 I-gel O2, for Pts 90 plus kg Gear/bx	EA	\$24.56	\$29.00	
2021-15112	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 12FR	EA	\$2.69	\$2.95	Replaces the neoprene NPAs. Silicone is more readily available. Neoprene was on a national shortage in 2024.
2021-15114	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 14FR	EA	\$2.69	\$2.95	
2021-15116	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 16FR	EA	\$2.69	\$2.95	
2021-15118	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 18FR	EA	\$2.69	\$2.95	
2021-15120	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 20FR	EA	\$2.69	\$2.95	
2021-15122	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 22FR	EA	\$2.69	\$2.95	
2021-15124	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 24FR	EA	\$2.69	\$2.95	
2021-15126	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 26FR	EA	\$2.69	\$2.95	
2021-15128	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 28FR	EA	\$2.69	\$2.95	
2021-15130	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 30FR	EA	\$2.69	\$2.95	
2021-15132	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 32FR	EA	\$2.69	\$2.95	
2021-15134	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 34FR	EA	\$2.69	\$2.95	
2021-15136	Curaplex® Fixed Silicone Nasopharyngeal Airways, Size 36FR	EA	\$2.69	\$2.95	
023120	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 20FR	EA	\$1.85	\$2.99	\$1.14
023122	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 22FR	EA	\$1.85	\$2.99	\$1.14
023126	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 26FR	EA	\$2.01	\$2.99	\$0.98
023130	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 30FR	EA	\$1.88	\$2.99	\$1.11
023134	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 34FR	EA	\$1.87	\$2.99	\$1.12
023136	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 36FR	EA	\$1.77	\$2.99	\$1.22
023124	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 24FR	EA	\$1.85	\$2.99	\$1.14
023132	Rusch® Nasopharyngeal Airways with Fixed Flange, Robertazzi Style, 32FR	EA	\$2.01	\$2.99	\$0.98
2114-87301	I-gel O2 Resus Pack, MED Adult, incl size 3 I-gel O2, Lube, Strap, for Pts 50-90 kg Gear/bx	EA	\$23.56	\$25.55	Use iGel Plus

2114-87302	I-gel O2 Resus Pack, MED Adult, incl size 4 I-gel O2, Lubr, Strap, for Pts 50-90 kg 6 ea/cs	EA	\$23.56	\$25.56	\$2.00	2114-88303, 88304, 88305
2114-87303	I-gel O2 Resus Pack, LG Adult, incl size 5 I-gel O2, Lubr, Strap, for Pts 90 plus kg 6 ea/cs	EA	\$23.56	\$25.56	\$2.00	
770-1410EA	Splint, SAM, Jr, Orange/Blue, Flatfold, 4.25 in x 18 in 24 ea/cs	EA	\$6.05	\$8.34	\$2.29	
770-1412EA	Splint, SAM, Jr, Gray, Flatfold, 4.25 in x 18 in 24 ea/cs	EA	\$6.05	\$8.34	\$2.29	
230107	DEFIB/PACING/ECG PADS PED W/ QUIK-CONBO CONNECTOR FOR LP15, LP12, LP10, LP5	EA	\$29.92	\$44.85	\$14.93	
236086	DEFIB/PACING/ECG PADS ADULT W/QUIK-CONBO CONNECTOR 2FT LEAD, LP12, LP15 1/PR 10PR/BX 5BX/CS	EA	\$25.30	\$36.55	\$11.25	
670143-KIT	NIO Kit, Pediatric	EA	\$112.76	\$122.07	\$9.31	
670144-KIT	NIO Kit, Adult 30 ea/cs	EA	\$112.76	\$122.07	\$9.31	Only private EMS in 2025, FDs moved to BD IO
670240-KIT	Curaplex SAM IO 15mm Needle Kit	EA	\$59.84	\$76.24	\$16.40	
670241-KIT	Curaplex SAM IO 25mm Needle Kit	EA	\$59.84	\$76.24	\$16.40	
670242-KIT	Curaplex SAM IO 45mm Needle Kit	EA	\$59.84	\$76.24	\$16.40	
1015-44753	Gloves, BLACK-FIRE, LG, Powder-Free, Nitrile, Exam 150/bx 10b/cs	EA	\$17.63	\$19.85	\$2.22	
1015-44752	Gloves, BLACK-FIRE, MED, Powder-Free, Nitrile, Exam 150/bx 10b/cs	EA	\$17.63	\$19.85	\$2.22	
1015-44750	Gloves, BLACK-FIRE, XS, Powder-Free, Nitrile, Exam 150/bx 10b/cs	EA	\$17.63	\$19.85	\$2.22	
1015-44754	Gloves, BLACK-FIRE, XL, Powder-Free, Nitrile, Exam 140/bx 10b/cs	EA	\$17.63	\$19.85	\$2.22	
1015-44751	Gloves, BLACK-FIRE, SM, Powder-Free, Nitrile, Exam 150/bx 10b/cs	EA	\$17.63	\$19.85	\$2.22	
313-4565EA	Control-Cric Training Systems	EA	\$89.00	\$100.99	\$11.99	
2741-45013	Electrode, MT450, Rectangular Foam, Snap, 10/strip, 5sr/pk, 20pc/cs (50/pk)	PK	\$5.21	\$7.63	\$2.42	
84444	BANDAGE ADHESIVE FLEXIBLE 1 IN X 3 IN, LF 100/BX 12BX/CS JOHNSON AND JOHNSON	BX	\$5.39	\$8.57	\$3.18	
150066K1	Vaseline Petrolatum Gauze Strip, 2 in x 5 in Peelable Foil PK 200 ea/cs	EA	\$0.67	\$0.89	\$0.22	
670161-KIT	Curaplex Assure Prism Orange Kit BASIC, incl Meter, Orange Case, 2 81 Test Strips	EA	\$23.50	\$68.85	\$45.35	
665565	SAM Pelvic Sling II, Small, 27-47 in Hip 24 ea/cs	EA	\$51.59	\$68.85	\$17.26	
665566	SAM Pelvic Sling II, Standard, 32-50 in Hip 24 ea/cs	EA	\$51.59	\$68.85	\$17.26	
665568	SAM Pelvic Sling II, Standard, 32-50 in Hip, Olive Drab 24 ea/cs	EA	\$51.59	\$68.85	\$17.26	
665567	SAM Pelvic Sling II, Large, 36-54 in Hip 24 ea/cs	EA	\$51.59	\$68.85	\$17.26	
2745-10108	ECG Chart Paper, Thermal, 108mm, Red Grid, for Physio-Control LP11, LP12, LP15 1/RL 60RL/CT	EA	\$1.39	\$2.30	\$0.91	

## **RESOLUTION**

Document No: TRI-W-0214 (RFP-FH-19-20-2164)

Product or Service: Medical Supplies & Equipment (Extension 3 of 3)

Requesting Department: Fire Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember

\_\_\_\_\_ and supported by Councilmember\_\_\_\_\_.

Sealed Request for Proposals were accepted, publicly opened and read on October 23, 2019, by the Farmington Hills Purchasing Agent.

The review panel recommended an award to Bound Tree Medical, LLC, 5000 Tuttle Crossing Boulevard, Dublin, OH 430116. An award was made by Farmington Hills on February 10, 2020, to Bound Tree Medical, in accordance with RFP-FH-19-20-2164 for an initial term of three (3) years with the option to renew the Agreement for three (3) additional one (1) year periods, to furnish Emergency Medical Supplies.

On March 17, 2025, the City of Warren was notified by the City of Farmington Hills that the third and final one (1) year period was approved and awarded to Bound Tree Medical for the period February 11, 2025 through February 10, 2026.



The City of Warren Fire Department agrees with the recommendation and recommends an award in an annual amount not to exceed \$175,000.00 for the final one (1) year period.

Funds are available in account number: 101-1336-72701

IT IS RESOLVED, that the proposal of Bound Tree Medical is hereby accepted by City Council for the third and final one (1) year period, commencing retro-actively on February 11, 2025 through February 10, 2026, in an annual amount not to exceed \$175,000.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

- ☐ Proposal Documents
- ☒ Contract
- ☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                      ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

www.cityofwarren.org

DATE: MARCH 10, 2025

TO: MINDY MOORE, SECRETARY OF WARREN CITY COUNCIL

SUBJECT: AWARD TO FURNISH AND INSTALL SEVEN (7) SECURITY CAMERAS AND ONE (1) CARD READER, UTILIZING THE RFP-W-0648 AWARD; CITY DOCUMENT TRI-W-1437.

The Purchasing Division concurs with the Police Department and recommends that City Council approve the furnishing and installation of seven (7) additional security cameras and one (1) card reader at the Police Department to D/A Central, 13155 Cloverdale, Oak Park, MI 48237, utilizing the rates established in the agreement with D/A Central under RFP-W-0648, in the total amount of \$24,000.00.

If approved by your honorable body, D/A Central will be responsible for furnishing and installing seven (7) security cameras throughout the Police Department, that have been identified as insufficiently monitored, incorporating them into the existing Police Department Video Surveillance System.

D/A Central will also be responsible for furnishing and installing one (1) card reader, located on the third floor, Northwest Elevator, replacing the existing key switch. Currently only jail staff members have access to the elevator, utilizing the existing key switch. The card reader will allow individual officers access to the elevator, in addition to the jail staff members.

On August 23, 2022, your honorable body approved an award (RFP-W-0648) to have a cloud-based security access control system installed at the Fire Departments. The resolution also allowed the City to utilize the awarded contractor, D/A Central, for a period of five years, for other additional security access/security surveillance work and/or any repair/replacement of any existing security access/security surveillance equipment, as needed.

This request was made to allow the City to have standardized product throughout the City, and to have the ability to keep one vendor responsible for the maintenance and repairs of the equipment.

Funds are available in the following Account: 101-1301-97400.

Respectfully Submitted,

Read and Concur,

Shanah Turner  
Assistant Buyer

Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/2025



**D/A CENTRAL**  
intelligent technology solutions

**PROPOSAL  
24038**

**February 19, 2025**

**13155 Cloverdale  
Oak Park, MI 48237**

**BILL TO:**  
**City of Warren**  
Purchasing Department  
One City Square-Suite 425  
Warren, MI, 48093-5289  
Attn: Craig Treppa  
(586) 574 4636

**WORK LOCATION:**  
**City of Warren Police Department**  
29900 S. Civic Center Blvd.  
Warren, MI, 48093  
Attn: Paula Crabtree  
(586) 574 4731

**Add Cameras at the Police Department and Access Reader for 3rd Floor NW  
Elevator**

Paula Crabtree  
Crime MIS Administrator  
**Warren Police Department**  
29900 S. Civic Center Boulevard  
Warren, Michigan 48093

Paula,

Thank you for the opportunity to design and quote the price of adding seven (7) cameras for your City of Warren Police Department and incorporate them into the Police Department Video Surveillance System. Also included in this proposal we will provide in our scope to replace the function of the existing key switch, replacing it with a card reader, to call up the elevator function on the third floor, Northwest elevator. Our proposal will include the cost of your elevator contractor to connect our cable leads to the elevator for proper operation.

This proposal is based on your request, site visit and confirmation of camera locations and views from the Avigilon system design tool.

**THIS SCOPE OF WORK WILL INCLUDE:**

**Video:**

**Camera Add 1 -West Exterior Parallel Parking**

- Connected to closest existing network camera switch
- 8MP (bullet style) camera
- Cat6 yellow plenum cable
- Intended view area between the building and the West parallel parking-see drawing
- Surface mount conduit included if needed

#### **Camera Add 2 - West Exterior**

- Connected to closest existing network camera switch
- 8MP (bullet style) camera
- Cat6 yellow plenum cable
- Intended view area between the building and the West parallel parking-see drawing
- Surface mount conduit included if needed

#### **Camera Add 3 - South Stair to Garage**

- Connected to closest existing network camera switch
- 4MP (bullet style) camera
- Cat6 yellow plenum cable
- Intended view entrance to stairwell leading down to door
- Surface mount conduit at camera included if needed-utilize existing camera (garage) cable path and existing conduit if there

#### **Camera Add 4 - Juvenile Cell 1**

- Connected to closest existing network camera switch
- 2MP hardened camera
- Cat6 yellow plenum cable
- Intended view Inside Juvenile Cell 1

#### **Camera Add 5 - Juvenile Cell 2**

- Connected to closest existing network camera switch
- 2MP hardened camera
- Cat6 yellow plenum cable
- Intended view Inside Juvenile Cell 2

#### **Camera Add 6 - 2nd Floor Administration Lobby**

- Connected to closest existing network camera switch
- 2MP dome camera
- Cat6 yellow plenum cable
- Intended view - Back toward the hallway from the North part of the lobby

#### **Camera Add 7 - Jail Arraignment Hallway**

- Connected to closest existing network camera switch
- 2MP hardened camera
- Cat6 yellow plenum cable
- Intended view Area in Hallway at Arraignment

#### **Access Control:**

#### **Card Reader adds at the Northwest Elevator 3rd Floor of Jail**

- Connected to the new dual reader module at the nearest access enclosure
- BlueDiamond Access Control Card Reader
- Reader cable and trip wire
- Will coordinate with your Elevator contractor for valid card read to replace existing key function

Included in this proposal is the installation of the above equipment, camera and access control set-up, programming and verification of proper operation.

The equipment in this quote will include a three-year camera license smart plan and also includes a three (3) year parts and labor Prime Support Warranty on all provided equipment listed. Warranty does NOT include any elevator contractor work.

This quote has been provided using the pricing agreed upon between the City and D/A Central, Inc., reference contract # RFP-W-0648

Should you have any questions or would like to proceed, please contact me, I can be reached at 248/399-0600 x 122 or [joe.vanwel@dacentral.com](mailto:joe.vanwel@dacentral.com).

Thank you.

Regards,

Joseph A. Vanwelsenaers  
System Specialist  
**D/A Central, Inc.**  
13155 Cloverdale  
Oak Park, Michigan 28237  
PH 248/399-0600 x 122  
Email: [joe.vanwel@dacentral.com](mailto:joe.vanwel@dacentral.com)

PART DESCRIPTION	QTY	UNIT PRICE	TOTAL PRICE
Bullet, 8MP, Outdoor, 4.4-9.3mm, IR-MSRP=\$1,952.42	2.00	\$1,561.94	\$3,123.88
4MP H6A Bullet IR Camera with 4.4-9.3mm Lens-MSRP=\$1,556.80	1.00	\$1,245.44	\$1,245.44
Dome, 2MP, Outdoor, 2.8-12mm, IR-MSRP=\$1,187.35	3.00	\$949.88	\$2,849.64
Dome, 2MP, Indoor, 2.8-12mm-MSRP=\$944.01	1.00	\$755.20	\$755.20
License, ACC7, Enterprise-MSRP=\$316.51	7.00	\$253.21	\$1,772.47
ACC Smart Plan, Enterprise, 3 Year-MSRP=\$77.10	7.00	\$61.69	\$431.83
CAT6, Plenum, Unshielded	14.00	\$42.59	\$596.26
22/6, Plenum, Shielded	2.00	\$39.18	\$78.36
18/2, Plenum, Unshielded	2.00	\$25.45	\$50.90
Cable Support	1.00	\$100.00	\$100.00
Subcontractor - City of Warrens Elevator Contractor = TKE			\$3,183.75
Cabling	20	\$85	\$1,700.00
Installation Services	20	\$85	\$1,700.00
CAD and Documentation	2	\$100	\$200.00
Engineering Services	2	\$125	\$250.00
Project Management	6	\$100	\$600.00
Investment Protection for 1 year	3.00	\$1,276.30	\$3,828.90
Miscellaneous Installation Materials	1.00	\$105.34	\$105.34
Freight			\$330.43
Door Controller, 2 Door-MSRP=\$977	1.00	\$781.60	\$781.60
Reader, BlueDiamond Mobile Enabled, Single Gang, Multi-Tech, Bluetooth, Terminal, Black-MSRP=\$395	1.00	\$316.00	\$316.00

<b>TOTAL EQUIPMENT</b>	<b>\$12,537.35</b>
<b>TOTAL LABOR</b>	<b>\$11,462.65</b>
<b>SUBTOTAL:</b>	<b>\$24,000.00</b>
<b>TAX (EXEMPT):</b>	<b>\$0.00</b>
<b>TOTAL:</b>	<b>\$24,000.00</b>



WARREN POLICE DEPARTMENT  
29900 CIVIC CENTER BLVD.  
WARREN, MI 48093  
(586) 574-4700  
FAX (586) 574-4862  
[www.cityofwarren.org](http://www.cityofwarren.org)

March 3, 2025

Craig Treppa  
Warren City Hall  
Purchasing  
One City Square  
Warren, Michigan 48093

**RE: Purchase request for Additional Station Cameras and Card Reader**

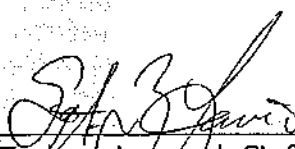
Dear Mr. Treppa,

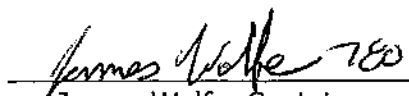
The Warren Police Department is requesting to utilize **\$24,000.00** from the **Capital Improvements account (GL #101-1301-97400)** to add seven additional cameras in areas of the department identified as insufficiently monitored. The Department is also requesting the installation of a card reader in our jail, which will allow for the control of the elevator by individual officers instead of jail staff members only.

D/A Central has agreed to utilize their City of Warren contract pricing (**RFP-W-0648**).

**D/A Central Inc.**  
**13155 Cloverdale**  
**Oak Park, MI 28237**  
**PH. 248-399-0600 x 122**

If you have any questions please contact me at 586-574-4768.

  
Zachery Lemond, Staff Sergeant  
Administrative Services Bureau

  
James Wolfe, Captain  
Administrative Services Bureau



**RESOLUTION**

Document No: TRI-W-1437

Product or Service: Furnish & Install Seven (7) Cameras and One (1) Card Reader

Requesting Department: Police

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7:00 p.m. Local Time, in the Council Chambers at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_  
\_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Pursuant to Section 2-344 of the Code of Ordinances, the City may either participate in, sponsor, conduct, or administer a cooperative purchasing agreement for the procurement of any supplies, equipment, goods or services with one (1) or more public procurement units.

Upon performing a diligent inquiry, the Police Department has determined that it is necessary in the interests of the City, to acquire seven (7) security cameras and one (1) card reader from D/A Central, 13155 Cloverdale, Oak Park, MI 48237, utilizing the rates established in the agreement with D/A Central under RFP-W-0648, in the total amount of \$24,000.00

The Purchasing Agent has conducted a review and concurs with the cooperative purchasing.

Funds are available in the following Account: 101-1301-97400.

IT IS RESOLVED, that D/A Central is hereby accepted by City Council to furnish and install seven (7) security cameras and one (1) card reader for the Police Department in the total amount of \$24,000.00.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

☒ X Cooperative Bid Document

☐ Contract

☒ X Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
MINDY MOORE  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



DATE: MARCH 13, 2025  
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL  
SUBJECT: RECOMMENDATION TO PURCHASE FARO CRIME SCENE MAPPING SCANNERS  
AND ASSOCIATED EQUIPMENT UTILIZING THE GENERAL SERVICES  
ADMINISTRATION (GSA) CONTRACT #47QTCA18D003S; FILE TRI-W-1419

The Purchasing Department concurs with the Police Department and recommends that City Council award the purchase of Crime Scene Mapping Scanners and Associated Equipment to ZNET Tech, LLC., 4833 Rugby Avenue, Suite 401, Bethesda, MD 20814-3915, utilizing GSA Contract #47QTCA18D003S, in the total amount of \$132,082.00.

The Warren Police Department currently has an Evidence Tech Unit (ETU) that processes and collects evidence to document major crime scenes. The Investigative Services Bureau (ISB) investigates all serious and fatal accidents, along with injury accidents involving motor vehicles using TRIMBLE crime mapping scanners and equipment. The ISB Detectives are responsible for the scene investigation and any criminal prosecution. In addition, these Detectives attend criminal trials to provide expert testimony for civil and criminal matters.

In 2019, the Police Department purchased the TRIMBLE Laser Scanner that has been used to reconstruct motor vehicle accidents and serious crime scenes. This device recently broke and is no longer operable. In addition, there have been many flaws with this device's outdated technology including, but not limited to, the following:

- 2D Technology; cannot provide 3D mapping or images of a scene
- Complicated to set up (experienced user takes up to an hour to set up)
- Not User-Friendly
- Requires multiple officers to process a scene
- Equipment large, heavy and cumbersome results in not being able to use to scan scenes in a house

The Department is now recommending that the TRIMBLE device be replaced with the FARO System for its crime mapping system. The FARO device has many advantages over the TRIMBLE device including, but not limited to, the following:

- Create virtual 3d technology and 360 degree photos of a scene
- Data can simulate and analyze crime and crash scenes
- Lightweight and portable
- Can be used inside of a house and in relatively small areas such as closets
- Easy to set up and use

- Reduces the number of officers and the number of hours needed to process a scene
- Can be operated remotely from inside a patrol vehicle
- Takes infrared photos for scenes at night
- Has built in GPS
- Can overlay on Google Maps
- Compatible with all Axon Equipment, including drones
- Complete Care coverage for Scanners which includes a five-year warranty on parts and labor for repairs and annual cleaning and calibration of the scanners.
- Five year Base Subscription of SCENE
- Five year Base Subscription of FARO Zone 3d Expert
- Training

Currently, numerous Law Enforcement Agencies utilize the FARO product for its scene documentation. Some of the agencies include:

- All Federal Law Enforcement Crime Scene Units
- Detroit Police Department
- Macomb County Sheriff's Office
- Oakland County Sheriff's Office
- Southfield Police Department
- Flint Police Department




If approved by your honorable body, The purchase will be made through ZNET Tech, LLC. and FARO Technologies, Inc. will provide five years of Warranty and maintenance Services, along with proper department staff Training of the FARO products.

Funds in the amount of \$132,082.00 are available in the Police Equipment Account: 101-1301-98402 dependent upon concurrent resolution of budget amendment.

Respectfully Submitted,



Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/2025



**ZNET TECH, LLC**

Federal Government IT Sector

## **GENERAL SERVICES ADMINISTRATION**

**Federal Supply Service**

### **Authorized Federal Supply Schedule Price List**

On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order are available through GSA *Advantage!®*, a menu-driven database system. The INTERNET address GSA *Advantage!®* is: [GSAAdvantage.gov](http://GSAAdvantage.gov).

## **Multiple Award Schedule**

FSC Group: Security & Protection, Information Technology, Industrial Products & Supplies, Facilities and Miscellaneous  
FSC Class: 3920

Contract number: 47QTCA18D003S

Contract period: December 11, 2022 thru December 10, 2027

ZNet Tech, LLC  
4833 Rugby Ave  
Suite 401  
Bethesda, MD 20814-3915  
(877) 454-4472

Contractor's internet address/web site where schedule information can be found (as applicable).

Contract administration source (if different from preceding entry).  
Gary Block, [garyb@znettech.com](mailto:garyb@znettech.com)

Business size: Small

For more information on ordering from Federal Supply Schedules go to the GSA Schedules page at [GSA.gov](http://GSA.gov).

Price list current as of Modification PS-51, effective 07/26/2024

Prices Shown Herein are Net (discount deducted)



GSA Schedule 47QTCA18D0035

Quote  
0325-4 Warren

Ship To: City of Warren Police Dept  
Warren, United States  
Address: 29900 Civic Center Blvd  
Warren, MI, 48093-2386

6020451

CUST ID:	BID / QUOTE:	POINT OF CONTACT:	BID DATE:	Required Date	F.O.B.	TERMS
	0325-4 Warren	Gary Block 202 262-8802 / garyb@znettech.com	9-Feb-25	2-6 Weeks	EXW Origin	Net 30
	DUNS: 618551637	TIN: 20-3728205	Cage: 499V5			
Line Item	Product Number	Product Description	GSA/Open Market	Unit Price	Quantity	Extended Price
	LS9-PU	FARO Focus Premium 200m USA			2	\$ 83,990.00
		Ships with: scanner head, Status Indicator, Quick Release, Battery, Power Dock, Power Supply, 64GB SD card, transport case, calibration certificate, quick start guide, manufacturer warranty				
	SV2-SCN-Y5	FOCUS Premium Complete Care - Year 5			1	\$ 9,400.00
		Complete care coverage for Focus Premium scanners. Includes parts and labor for repairs and annual cleaning and calibration. Covers through year 5 from point of sale.				
	TCO0200-5Y	Laser Scanner 5-year Complete Care PSA			1	\$ 21,385.00
		Laser Scanner 5-year Complete Care Pack - PSA. Consists of: Complete care coverage for 1 Focus Core/Premium scanner, 1 new time based subscription of SCENE, 1 new time based subscription of FARO Zone 3D expert. Covers through year 5 from point of sale.				
	ACCSS8032	3D AC LS Standard Carbon Fiber Tripod			2	\$ 2,360.00
		Carbon fiber tripod, super lightweight, highly stable, low-vibration, customized for Focus scanners for perfect performance and increased durability				
	TR-BL-SCN-POS	Scanner Training - Facility POS			2	\$ -
		Blended Learning Training combines flexible online modules with interactive face-to-face sessions for a comprehensive educational experience. Course includes the principles of Scanner operation, setup, and basic measurements and software. Classroom trainings are scheduled on a first come first served basis. Classes can be cancelled within two weeks of the scheduled date if sufficient enrollment is not met. Point of Sale training includes up to 2 persons for online course and 2 day classroom session.				
	TR-BL-SCN-POS-FOR	Scanner Trng Forensic- Customer Site UG			1	\$ 8,650.00
		Blended Learning Training combines flexible online modules with interactive face-to-face sessions for a comprehensive educational experience. Course includes the principles of Scanner operation, setup, and basic measurements and software, and a concentraion on forensic tools and workflow. Customer Site Trainings are designed for up to Four trainees to ensure proper transfer of knowledge and understanding. Includes online course and 4 day customer site session.				
	ACCSS6069	3D AC LS 3D-Scale Bar Kit			1	\$ 2,315.00



**Ship To:** City of Warren Police Dept  
Warren, United States  
**Address:** 29900 Civic Center Blvd  
Warren, MI, 48093-2386

6020451

CUST ID:	BID / QUOTE: 0328-4 Wacren	POINT OF CONTACT: Gary Black 202.262.8002 / garyb@znettech.com	BID DATE: 9-Feb-15	Required Date 2-6 Weeks	F.O.B. EXW Origin	TERMS Net 30
	DUNS: 610551637	TIN: 20-3728245	Page: 499 V5			
Line Item	Product Number	Product Description	GSA/Open Market	Unit Price	Quantity	Extended Price
		The 3D Measurement Scale Bar is used as a reference point in scans to verify scan accuracy. NIST Traceable, the certified distance between the spheres is 1.5 meters. The scale bar has two 70 mm spheres mounted on a 31.75 mm (1.25") diameter rod. The spheres on the Scale Bar can also serve as near-distance (under 5 m) targets. The Scale Bar comes in two pieces, that are easily assembled at the scan scene. The Scale Bar Kit includes the Scale Bar, case, and a clamp that allows the scale bar to be mounted onto a standard photography tripod.- Kit includes Scale Bar, Case, Tripod and Clamp.				
	SOFTL0006	Subscription Single User Hard Lock			2	\$ 920.00
	ACCS-PWR-0014	Focus Battery Power Block Power Block battery for Focus laser scanner and Freestyle.			2	\$ 652.00
	ACCS-PWR-0013	3D AC LS FocusS Battery Power Dock Power Dock charging cradle for Focus laser scanner			1	\$ 325.00
	ACCS-PWR-0010	3D AC LS FocusS 90W Power Supply Power supply for Focus laser scanner S, M, S Plus			1	\$ 65.00
	ACCS-CASE-0011	Focus Laser Scanner Backpack Kit			1	\$ 416.00
	ACCSS0285	T3D Premium M Kit  Traceable3D Premium Medium Kit. Registration spheres for increased accuracy demands, including: 5x Traceable3D Premium M Sphere references Ø ~139mm, 5x mini tripods with washer, 5x magnet extenders, 12x flat targets, 10x precision washers and 1x light weight transport case.			1	\$ 1,529.00
		ZNet Tech, LLC. Small Business 47QTCA18D0035			SUBTOTAL	\$ 132,007.00
		Thank you for considering ZNet Tech, LLC..			S&H	\$ 75.00
					TOTAL	\$ 132,082.00





WARREN POLICE DEPARTMENT  
29900 CIVIC CENTER BLVD.  
WARREN, MI 48093  
(586) 574-4700  
FAX (586) 574-4862  
[www.cityofwarren.org](http://www.cityofwarren.org)

March 13, 2025

Craig Treppa, Purchasing  
Warren City Hall Controller's Office  
One City Square  
Warren, Michigan 48093

**RE: Purchase Recommendation Letter: Faro Scanners**

The Police Department's current TRIMBLE Digital Measurement System was purchased 6 years ago in 2019. Recently, the outdated 2D TRIMBLE piece of equipment broke and is now inoperable. The TRIMBLE is in dire need of replacement. There are major weaknesses with the TRIMBLE system. TRIMBLE is very complicated to use and set up. The TRIMBLE system may take an experienced user up to an hour to properly set-up before taking any crime scene scans. It takes multiple officers to process a scene. The current TRIMBLE equipment is large, heavy and bulky. Because of this, TRIMBLE cannot be used to scan any crime scene in a house. The TRIMBLE system is sensitive to the elements and not very rugged. TRIMBLE cannot provide 3D mapping or images of a scene. Prosecutors agree that juries expect high tech crime scene documentation, which ultimately plays a major factor in their decision on innocence or guilt.

The WPD Evidence Technician Unit (ETU) processes/collects evidence and documents major crime scenes for the department. The ETU is currently staffed with (10) highly trained Police Officers. The WPD Investigative Services Bureau (ISB) investigates all serious/fatal accidents and injury accidents involving City of Warren vehicles for the department. The ISB currently has two extensively trained Detectives for this duty. These Detectives are responsible for the scene investigation and any criminal prosecution. These Detectives are present at criminal trials and provide expert testimony for both civil and criminal matters. Law enforcement, fire and other public safety professionals use FARO to capture, analyze and visualize data for pre-incident planning and investigations. FARO's scanners can help investigators at crime scenes, in crash reconstructions, and with arson investigations. A FARO scanner can quickly create virtual 3D representations and provide 3D/360 degree photographs of a

scene. FARO data can be used to simulate and analyze crime and crash scenes. This analysis can be easily shared with prosecutors and insurance agents. Finally, a FARO scanner is able to create photo-realistic, full-color 3D diagram for prosecutors to use in court. These images help the members of a jury gain a perspective on what the actual scene looked like. This is currently not possible with TRIMBLE 2D diagrams.

FARO has numerous advantages over our current TRIMBLE system.

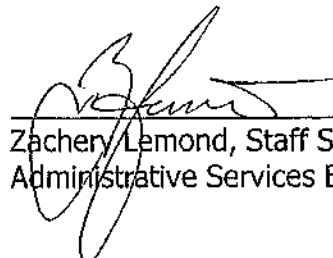
- Lightweight and portable
- Can quickly process large scenes, line of sight is 350m
- Can be used inside of a house, even a closet
- Extremely easy to use, sets up quickly
- Reduces number of officers needed to process a crime scene
- Reduce officer hours because of speed it operates takes infrared photos for scenes at night
- WIFI connection (scanner hot-spot) with SD card back up
- Increases employee safety
- Can be operated remotely from the safety of a vehicle
- Has built in GPS and can overlay on Google Maps
- Compatible with all our AXON equipment including drones

Numerous Law Enforcement agencies utilize FARO for scene documentation. All Federal LE Crime Scene Units, including the FBI utilize FARO. Locally, the Detroit Police Department, Macomb and Oakland County Sheriff's Office, Southfield and Flint Police Departments currently use FARO. Sterling Heights, Roseville, Eastpointe and Clinton Township's Police Departments are researching switching to FARO.

The Police Department respectfully recommends the purchase of the FARO scanners through Znet Tech LLC utilizing GSA Contract #47QTCA18D003S. If the associated budget amendment related to acquiring the FARO product is approved by Council, the Police Department will be requesting this purchase be made from GL Account #101-1301-98402. The total cost for this purchase will be \$132,082.00.

Respectfully,

  
James Wolfe, Captain  
Administrative Services Bureau

  
Zachery Lemond, Staff Sergeant  
Administrative Services Bureau

**RESOLUTION**

Document No: TRI-W-1419

Product or Service: Crime Scene Mapping Scanners

Requesting Department: Police Department

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_ at 7 p.m. Local Time, 2025 in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Upon performing a diligent inquiry, the Police Commissioner has determined that in the best interest of the Police Department, and the City, to purchase new FARO Crime Scene Mapping Scanners and Associated Equipment from ZNET Tech, LLC., 4833 Rugby Avenue, Suite 401, Bethesda, MD 20814-3915 in the amount of \$132,082.00, utilizing the General Services Administration (GSA) Contract #47QTCA18D003S.

The purchasing agent has conducted a review and concurs with the cooperative purchasing.

Funds in the amount of \$132,082.00 are available in the Police Equipment Account: 101-1301-98402 dependent upon concurrent resolution of budget amendment.

IT IS RESOLVED, that the purchase of FARO Crime Scene Mapping Scanners and Associated Equipment in the amount of \$132,082.00, from ZNET Tech, LLC., utilizing GSA Contract #47QTCA18D003S is hereby accepted by City Council.

IT IS FURTHER RESOLVED, that FARO Technologies, Inc., 125 Technology Park, Lake Mary, FL 32746 will be responsible for providing five years of Warranty and Maintenance services from point of sale, along with proper department staff Training of the FARO products.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

X Cooperative Bid document  
☐ Contract  
X Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_  
NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB    )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County,  
Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution  
adopted by the Council of the City of Warren at its meeting held on  
\_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk



CITY CONTROLLER'S OFFICE

ONE CITY SQUARE, SUITE 425

WARREN, MI 48093-5289

PHONE (586) 574-4600

FAX (586) 574-4614

[www.cityofwarren.org](http://www.cityofwarren.org)

DATE: MARCH 14, 2025  
TO: MINDY MOORE, SECRETARY, WARREN CITY COUNCIL  
SUBJECT: TRI-W-1485; AWARD TO FURNISH AND INSTALL THREE (3) CISCO CATALYST IE3300 SWITCHES UTILIZING THE COOPERATIVE MIDWESTERN HIGHER EDUCATION COMPACT (MHEC) CONTRACT #08012021.

The Purchasing Division concurs with the Waste Water Treatment Plant (WWTP) and recommends that City Council award Presidio Networked Solutions Group, LLC., 48325 Alpha Drive, Suite 150, Wixom, MI 48393, to furnish and install three (3) Cisco Catalyst IE3300 Switches, utilizing the cooperative Midwestern Higher Education Company (MHEC) contract #08012021 (see attached), in the total amount of \$27,517.25.

If approved by your honorable body, the upgrade of the three (3) new Cisco Catalyst IE3300 Switches will also include the network engineering services necessary for the installation and programming. This upgrade will enhance the network's performance, increase reliability for critical plant operations, and ensure long-term scalability for the WWTP and the City.

Funds are available in the following Account: 592-9047-98080.

Respectfully Submitted,

Read and Concur,

Shanah Turner  
Assistant Buyer

Craig Treppa  
Purchasing Agent

Approved By:	Signature	Date
Budget Director:		3/17/2025
Controller:		3/17/2025
MAYOR:		3/17/2025



PUBLIC SERVICE DEPARTMENT  
WASTE WATER TREATMENT PLANT  
32360 Warkop  
Warren, Michigan 48093  
(586) 264-2530  
[www.cityofwarren.org](http://www.cityofwarren.org)

**MEMO TO:** Mr. Craig Treppa, Purchasing Agent  
Office of the Controller

**FROM:** Anfrila Gjini, Information & Control Systems Manager  
Division of Waste Water Treatment

**SUBJECT:** TRI-W-1485: Recommendation to Award the Furnishing and Installation of Three (3) New Cisco Switches at WWTP, to Presidio Networked Solutions Group, LLC, in the amount not to exceed \$27,517.25, utilizing cooperative contract MHEC-08012021

**DATE:** March 14, 2025

Presidio Networked Solutions Group, LLC has been providing infrastructure support and equipment for the City of Warren, ensuring reliable and efficient network operations.

Following a detailed documentation of the fiber optic and ethernet infrastructure throughout the City's Waste Water Treatment Plant (WWTP), it was determined that three (3) additional Cisco switches are required to ensure compatibility with the City's switch replacement plan. The new Cisco switches will enhance network's performance, increase reliability for critical plant operations, and ensure long-term scalability.

To accommodate the necessary upgrades, an approval for the procurement of both the required physical materials and the engineering services necessary for installation and programming of the switches is being requested. The procurement includes:

- Physical Equipment: Three (3) Cisco Catalyst IE3300 switches and related accessories as detailed in Presidio Quote #2003025001118-01, in the total amount of \$24,397.25.
- Network Engineering Services: Installation and programming of three (3) Cisco switches, as outlined in Presidio Pricing Quote #1003025001163.1, in the total amount of \$3,120.00.

The total requested amount for the procurement of the requested equipment and its installation is \$27,517.25.

March 14, 2025

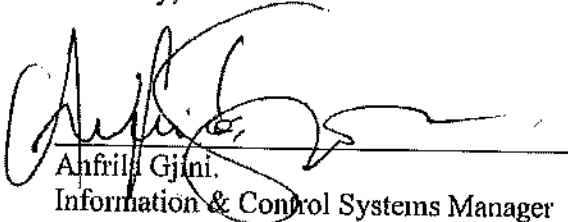
Please take the steps necessary to authorize approval for procurement and installation of three (3) new Cisco Catalyst IE3300 switches at Warren WWTP, in the total amount not to exceed \$27,517.25, to Presidio Networked Solutions Group, LLC, as detailed in the Presidio's pricing Quote No. 2003025001118-01, dated 3/3/2025 and pricing quote # 1003025001163.1 dated 3/8/2025.

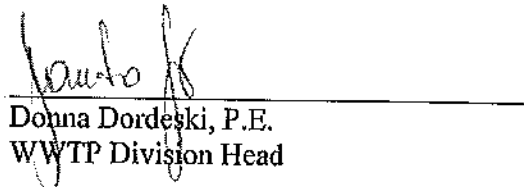
Funds for this work are available in the FY2025 Budget, Capital Outlays, account 592-9047-98080.

Should you have any questions, please feel free to reach me at ext. 8110 or Ms. Donna Dordeski at ext. 8103.

Sincerely,

Read and Concurred

  
Anfrila Gjini,  
Information & Control Systems Manager

  
Donna Dordeski, P.E.  
WWTP Division Head

AG/DD

Attachments: Presidio Pricing Quotes #2003025001118-01 & #1003025001163.1  
Contract MHEC-08012021

cc: Donna Dordeski, WWTP  
David Muzzarelli, PS Director



Contract Number: MHEC-08012021

**Amendment #1**  
**Between**  
**Presidio Networked Solutions Group, LLC**  
**And**  
**The Midwestern Higher Education Compact**  
**Contract Number: MHEC-08012021**

Whereas, this Amendment #1 ("Amendment") to Master Price Agreement, Contract No. MHEC-08012021 ("Agreement") is entered into by the Parties to the Agreement to amend and modify the Agreement by and between the Midwestern Higher Education Compact ("MHEC") and Presidio Network Solutions Group, LLC ("Presidio"), as follows:

Whereas, the Parties entered into the Master Agreement dated August 2, 2021 (the "Agreement") and the Parties now desire to amend the terms of the Agreement.

Now, therefore:

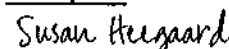
**Section 5. Contract Term.** Shall be deleted in its entirety and replaced with the following:

**"5. Contract Term.** This Agreement shall be effective on August 1, 2021 and shall remain in effect until July 31, 2028 (Term Ending Date) or unless otherwise terminated pursuant to the terms of the Agreement. Eligible Participants may procure products and services from Presidio under the terms of the MHEC Master Agreement at any time during the duration of the Agreement or any renewal thereof. A valid Order's period of performance can extend beyond the last day of the term of this Agreement as long the Order was issued (and executed by mutual parties) on a date within the effective contract term."

Except as set forth above, the Agreement shall remain as stated. In the event of a conflict between the terms found elsewhere in the Agreement and this Amendment #1, this Amendment #1 shall control.

This Amendment #1 is hereby executed by the Parties' authorized representatives set forth below, and effective upon the later date of signatures hereto ("Effective Date").

**Midwestern Higher Education**  
**Compact**



F12C8485BF0B4B5...

Signature

Susan Heegaard

Name

President

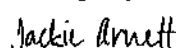
Title

July 5, 2024 | 12:05 PM PDT

Date

**Presidio Networked Solutions Group, LLC.**

DocuSigned by:



2001092E3F5C4AD...

Signature

Jackie Arnett

Name

Contract Director

Title

July 3, 2024 | 1:09 PM CDT

Date

# PRESIDIO

QUOTE: 2003025001118-01

DATE: 03/03/2025

PAGE: 1 of 2

TO: City of Warren  
Laura Wilson  
Ailin Payables One City Square, Suite 425, Purchasing  
Warren, MI 48093  
  
lwilson@cityofwarren.org  
(p) 586-574-4616  
(f) (586) 258-2001

FROM: Presidio Networked Solutions Group, LLC  
Randy Finch  
660 E. 10 Mile Road  
Suite 110  
Farmdale, MI 48220  
  
rfinch@presidio.com  
(p) +1.469.464.1294

Customer#: CITYW005  
Account Manager: Cassia Damer  
Inside Sales Rep: Randy Finch  
Title: Warren - WWTP Switch Adds

Contract Vehicle: MHEC-08012021 Presidio

#	Part #	Description	Unit Price	Qty	Ext Price
<b>Bldg C</b>					
<b>IE-3300-8P2S-E</b>					
1	IE-3300-8P2S-E	Catalyst IE3300 with 8 GE PoE+ and 2 GE SFP, Modular, NE	\$3,842.61	2	\$7,685.22
2	CON-SSSNT-IE3300BS	SOLN SUPP 8X5XNBD Catalyst IE3300 Rugged Series Modular Sy	\$834.21	2 for 36 mo(s)	\$5,005.26
3	IE3300-DNA-E	Cisco Catalyst Center Essentials license for IE3300 Series	\$0.00	2	\$0.00
4	CON-SSTCM-IE3300ND	SOLN SUPP SW SUB Cisco DNA Essentials license for IE3300	\$20.52	2 for 36 mo(s)	\$123.12
5	IE3300-DNA-E-3Y	IE 3300 Catalyst Center Essentials, 3 Year Term license	\$216.26	2	\$432.52
6	PWR-IE240W-PCAC-L	240W AC Power Supply (Lite)	\$849.59	2	\$1,699.18
7	DIGITAL-DL-CODE	Digital Download Code for Software License	\$0.00	2	\$0.00
8	IOT-MANUFACTURING	Manufacturing, Mining Industry Solutions For tracking only.	\$0.00	2	\$0.00
9	IOT-MFG-OTHER	Not related to IoT Manufacturing Solution; For tracking only	\$0.00	2	\$0.00
10	IE3X00_SW	Software for Catalyst IE3x00 rugged series	\$0.00	2	\$0.00
<b>Total:</b>					<b>\$14,945.30</b>
<b>GLC-SX-MM-RGD=</b>					
11	GLC-SX-MM-RGD=	1000Mbps Multi-Mode Rugged SFP	\$395.86	4	\$1,583.44
<b>Total:</b>					<b>\$1,583.44</b>
<b>Total (Bldg C):</b>					<b>\$16,528.74</b>

<b>Bldg Final IE1</b>					
<b>IE-3300-8P2S-E</b>					
12	IE-3300-8P2S-E	Catalyst IE3300 with 8 GE PoE+ and 2 GE SFP, Modular, NE	\$3,842.61	1	\$3,842.61
13	CON-SSSNT-IE3300BS	SOLN SUPP 8X5XNBD Catalyst IE3300 Rugged Series Modular Sy	\$834.21	1 for 36 mo(s)	\$2,502.63
14	IE3300-DNA-E	Cisco Catalyst Center Essentials license for IE3300 Series	\$0.00	1	\$0.00
15	CON-SSTCM-IE3300ND	SOLN SUPP SW SUB Cisco DNA Essentials license for IE3300	\$20.52	1 for 36 mo(s)	\$61.56
16	IE3300-DNA-E-3Y	IE 3300 Catalyst Center Essentials, 3 Year Term license	\$216.26	1	\$216.26

# PRESIDIO

QUOTE: 2003025001118-01

DATE: 03/03/2025

PAGE: 2 of 2

17	PWR-IE240W-PCAC-L	240W AC Power Supply (Lite)	\$849.59	1	\$849.59
18	DIGITAL-DL-CODE	Digital Download Code for Software License	\$0.00	1	\$0.00
19	IOT-MANUFACTURING	Manufacturing, Mining Industry Solutions For tracking only.	\$0.00	1	\$0.00
20	IOT-MFG-OTHER	Not related to IoT Manufacturing Solution; For tracking only	\$0.00	1	\$0.00
21	IE3X00_SW	Software for Catalyst IE3x00 rugged series	\$0.00	1	\$0.00
Total:					\$7,472.65
GLC-SX-MM-RGD=					
22	GLC-SX-MM-RGD=	1000Mbps Multi-Mode Rugged SFP	\$395.86	1	\$395.86
Total:					\$395.86
Total (Bids Final 1-4):					\$7,868.51

Sub Total:	\$24,397.25
Grand Total:	\$24,397.25

THIS QUOTE IS GOVERNED BY THE TERMS AND CONDITIONS OF PRESIDIO MIDWESTERN HIGHER EDUCATION COMPACT (MHEC) CONTRACT 08012021

QUOTE IS VALID FOR 30 DAYS FROM DATE SHOWN ABOVE.

PURSUANT TO THIS CONTRACT YOUR PO MUST REFLECT THE FOLLOWING CONTRACT:  
PRESIDIO MIDWESTERN HIGHER EDUCATION COMPACT (MHEC) CONTRACT 08012021

Tax ID# 58-1667655; Size Business: Large; CAGE Code: 0KD05; DUNS#15-405-0559

Credit: Net 45 days (all credit terms subject to prior Presidio credit department approval)

Delivery: FOB Terms Destination

Customer hereby authorizes and agrees to make timely payment for products delivered and services rendered, including payments for partial shipments

Customer Signature

Date

## Presidio Service Request

**1. GENERAL INFORMATION**

<b>Client Name</b>	City of Warren	<b>Account Manager</b>	Cassie Damer
<b>Contact Name</b>	Laura Wilson	<b>Solution Architect</b>	Jake Montgomery
<b>Contact Phone</b>	586-574-4616	<b>Opportunity #</b>	1003025001163.1
<b>Contact Address</b>	Attn Payables One City Square, Suite 425, Purchasing Warren MI 48093	<b>Date</b>	March 08 2025
<b>Contact Email</b>	lwilson@cityofwarren.org	<b>Service Title</b>	City of Warren- WWTP Switch Adds

**2. PROJECT INTRODUCTION**

Presidio is pleased to propose the following solution to City of Warren ("Client"). This Service Request ("SR") defines the tasks to be performed and the responsibilities of Presidio and Client.

The Professional Services as stated within this SR are subject to and shall be governed by Presidio's Terms of Service Agreement (<https://presidio.com/presidio-terms-of-service-agreement>) which are incorporated into and made a part of this SR by this reference; unless a valid Master Services Agreement ("MSA") between the parties, if any, for professional services has been executed and is in force at the time any SR is executed; in which case the terms of the Master Services Agreement shall govern to the extent that they are inconsistent with this SR.

**2.1. Project Overview**

The City of Warren Waste Water Treatment Plant has an interest in optimizing/replacing some legacy network equipment. This includes PoE Injectors, Fiber converters, and a "Statix" switch.

**2.2. Solution and Approach Overview**

Presidio will complete this by unboxing, updating, configuring, installing, and testing three new Cisco IE3300 switches.

**2.3. Service Detail**

**Phase: Prepare, Replace, Test**

**Service Name: Cisco IE3300 Switch Deployment | Quantity: 1**

**Activity Scope:**

Presidio will configure 3 x IE3300 switches using a Client-Provided Configuration or a standardized template. Base configuration may include functional testing. As part of this configuration, Presidio will perform the following activities:

- Upgrade IOS software to Client standard, or Presidio recommended version
- Apply a Client-provided configuration template with switch-specific parameters

## Presidio Service Request

If there are no client-provided templates, Presidio will configure basic administration and security access, as well as standard, presidio-recommended features consistent with the intended use of the switch, including:

- Up to three (3) Layer 2 VLANs
- Up to two (2) uplink Trunks
- AutoQoS on all access and trunk ports
- Management IP address and One default static route
- SSH remote access with local authentication

**Service Name: Networking As-Built Document | Quantity: 1**

### Activity Scope:

As part of the Project Deliverables, Presidio may create and provide documentation to you for the products installed or upgraded as applicable. Depending on the solution(s) you choose, this documentation may be delivered as a single document. Various types of documentation are available, including but not limited to the examples listed below. If you require additional or printed documentation, you can request it for an extra fee.

- Basic As-Built documentation
- Detailed Visio Diagram only

**Service Name: Post Go-Live Support | Quantity: 1**

### Activity Scope:

Presidio has planned for up to (2) hours of onsite support.

## 3. OUTCOMES AND DELIVERABLES

## 4. ASSUMPTIONS

- Client has read and agrees with all items contained or omitted within this Service Request.
- This SR supersedes all prior written or oral agreements, representations, and understandings related to the subject matter hereof. Any purchase order submitted pursuant to this SR shall be subject to the terms herein and shall not be subject to any new or different terms, including pre-printed terms on such order. All changes to this agreement must be executed in writing and accepted by both parties, as indicated by authorized signature, prior to the execution of work.
- Presidio will hold no responsibility for any changes made "after" releasing the system to the Client. Presidio expressly disclaims any liability for non-performance or the delivery of poor quality of services resulting from errors or omissions in information provided to Presidio by Client, whether Presidio knew or should have known of any such errors or omissions, or whether Presidio was responsible for or participated in gathering of such information. Significant delays, revisits, or cancelled changes outside of Presidio's control may necessitate a change order to account for rescheduling.
- Working Hours: Presidio and Client will jointly agree on the location of the resources, onsite requirements, and what time the services will be provided. By default:
  - Services delivered by resources working in North America and Europe will be provided from 8 AM to 5 PM, relative to the local time zone of the assigned resources, Monday through Friday, excluding standard Presidio holidays specific to the resources' location.
  - Services delivered by resources working in India will be provided from 11 AM to 8 PM IST, Monday through Friday, excluding standard Presidio holidays specific to the resources' location.
  - Resources may work hours other than those defined as normal business hours to accommodate their travel schedules and time zones.
- Any items or tasks not explicitly listed as in-scope within this SR are considered to be outside of the scope and not associated with this SR and price.

## Presidio Service Request

- If integration of the product is performed at a Presidio facility, then transfer of ownership (acceptance) occurs upon the receipt and integration of goods at Presidio, regardless of shipment, as manufacturers will not accept returns of opened products.
- Presidio will not be held responsible for troubleshooting networks, applications, and/or hardware if Client has no formal change management documented processes and policies.
- Presidio may engage subcontractors and third parties in performing a portion of this work.
- Presidio will not make changes to the configuration of any network equipment after it has been installed and tested.
- Some activities included in this project may be performed on Presidio's premises.
- Not all features or functions of the installed system are included in the scope of this engagement.
- Presidio reserves the right to modify the approach outlined within this SR if it does not alter the timeline or overall outcome of the engagement.
- Presidio will configure the systems outlined within this Service Request with a unique set of authentication credentials unless otherwise provided by the Client. Upon the completion of the engagement, Presidio will provide Client with all usernames, passwords, and additional authentication information that were implemented during the engagement. Presidio strongly recommends that these credentials be changed upon the completion of the engagement.
- Any documentation will be delivered in Presidio format unless otherwise stated in this SOW.
- Project success criteria will be defined by the Client and jointly agreed to with Presidio.
- Client staff will participate throughout the implementation.
- Time and Materials engagements do not provide defined deliverables unless explicitly stated in this SOW. To the extent that documentation or other task-related materials or deliverables are required, time to prepare, deliver, and review those deliverables will accrue against the hours purchased.
- Hours for Time and Material services are best-effort estimates; additional hours may be required to satisfy the request. If the client's objectives are not met at the end of the allotted hours, a new Purchase Order and agreement must be submitted.
- For Time and Materials services, it is the Client's responsibility to direct the Presidio consultant's activities by creating a prioritized Task List or similar documented instruction. It is recommended that this be provided to the Presidio Engineer 48 hours prior to the first day of services.
- Time and Materials Services will be invoiced monthly and based on actual hours incurred. For hourly service, a 4-hour daily minimum applies for remote services, and an 8-hour daily minimum applies for on-site services.
- Services to be performed in this engagement assume the execution of outcome-based work with defined deliverables, and as such, require Presidio resources' time to be scheduled to deliver said outcomes and deliverables. As part of the engagement kickoff ("Client Kickoff" or "CKO"), Presidio will present Client with the "Resource Schedule" for the engagement, outlining expectations (by resource and by month) for the consumption of billable hours.
- For ad-hoc/unscheduled work, Presidio will engage on a best-effort basis but cannot commit to defined response times. Billable hours associated with unscheduled work will be applied to the monthly minimum billable hours per resource as described below.
- To pause work or delay the project, Client must give Presidio written notice of pause or delay no less than two weeks before the requested date of pause or delay. If Client does not give adequate notice of pause or delay under this section, Client is responsible for the monthly minimum billable hours per resource as described below. A pause or delay in the project may result in the loss of allocated resources, temporarily or indefinitely, depending on resource availability when work resumes. Client can retain the originally allocated resource(s) and/or team by paying the hourly bill rate of eight hours per day for each resource retained each business day until work resumes or the project begins.

Client's environment includes sufficient:

- Rack Space
- Cooling and Heating

## Presidio Service Request

- Electrical Power
- Uninterruptible Power Supply (UPS)
- Cabling and Cable Management
- Environment Conditions

Each deliverable material will be approved in accordance with the following procedure:

- If a written list of requested changes to an agreed-upon deliverable is received within five (5) business days, the Presidio Project Team will make the mutually agreed upon revisions or provide detail to support original or revised input and will, within five (5) business days, re-submit the updated version to Client.
- If a written list of requested changes is received within five (5) business days, the Presidio Project Team will make the agreed-upon revisions and will, within five (5) business days, re-submit the updated version to the Client.
- At that time Client has five (5) business days to review and request changes for the final document. If no written response is received from the Client within five (5) business days, either accepting or requesting changes, then the deliverable material shall be deemed accepted.
- Deliverable documentation may be delivered via email, uploaded to a portal, or provided on physical media, and it may be provided in either an encrypted or unencrypted format. If the Client requests a specific delivery method and format, Presidio will use that method for all documentation delivery and format; otherwise, the sender will choose a delivery method, and format that they feel is appropriate given the content of the documentation.

## 5. CLIENT RESPONSIBILITIES

- Provide a primary contact and a secondary contact when the primary is unavailable with the authority and the responsibility of issue resolution and the identification, coordination, and scheduling of Client personnel to participate in the implementation of the SR. Without a single Client point of contact, a Project Change Request may be required for the additional effort by Presidio.
- Be responsible for having in place active manufacturer support contracts on all devices that are the subject of this SR.
- If on-site services are required and authorized, Client will:
  - Provide all required physical access to Client's facility (identification badge, escort, parking decal, etc.), as required by Client's policies.
  - Validate the site readiness prior to the dispatch of Presidio personnel to perform the services being contracted.
- If system access is required:
  - Provide all required functional access (passwords, IP address information, etc.) as required for Presidio to complete the tasks.
  - Provide high-speed access to the Internet for verification of device support requirements and for software downloads.
  - Provide VPN remote access for troubleshooting and configurations related to the project, as necessary. Utilizing Webex, Microsoft Teams, or other similar screen sharing/meeting technology as opposed to independent VPN access or virtual desktop is out of scope. If there is no other option, Presidio will issue a Change Request to add additional funds to the project to accommodate the increase in time and effort.
- Provide required and requested documentation or information needed for the project within two (2) business days unless otherwise agreed to by all parties.
- Provide Presidio with access to their systems, appropriate processes, and personnel as reasonably necessary for Presidio to fulfill its obligations.
- Where appropriate, knowledgeable resources will be made available for functional questions and making business decisions. It is also expected that Client staff will participate throughout the implementation.
- Participate in all working sessions as required to ensure the success and efficacy of the services rendered.

## Presidio Service Request

Client will:

- Provide on-site administrative access or means of remote access to the console's new switch(es).
- Provide a sample of switch configuration or template (if applicable)
- Rack and Stack switches (unless explicitly stated as a Presidio Task)
- Patch Switch Cabling (unless explicitly stated as a Presidio Task)
- Existing configuration documentation will be provided by Client.

## 6. LOCATIONS

All Services outlined in this SR will be performed and delivered remotely unless otherwise specified. Services described in this SR may be performed or will impact the following locations.

Location	Address	City State ZIP
City of Warren WWTP	32360 Warkop	Warren, MI 48093

## 7. PRICING AND PAYMENT TERMS

### Time & Materials

Services will be provided on a time, materials, and expenses basis. The estimated time and material price for this engagement, which includes labor, estimated expenses, and travel labor, is as follows: 3120. Client Purchase Order should match this amount, plus any Fix Fee amounts shown in this pricing section.

Resource Name	Hours	OT Hours	Sell Rate	OT Rate	Total Sell Price
Network Eng - Sr.	12	0	\$260.00	\$390.00	\$3,120.00
				Total	\$3,120.00

- Presidio provides cost estimates that are not guaranteed and do not serve as the basis for a Fixed Price or a Not-to-exceed transaction.
- Client will receive invoices upon completion of the project and/or at the end of each calendar month, regardless of engagement status, for the actual hours worked, subject to applicable minimums and expenses.
- It is possible that additional hours may be required to complete the outlined scoped work.
- This is an estimate and not a final price.

### 7.1. Additional Expenses

There are no anticipated travel or incidental expenses to be incurred by Presidio in association with the execution of this Service Request, and therefore, no expenses will be billed to Client.

## 8. APPROVAL SIGNOFF

The scope and pricing are valid for 60 days unless otherwise noted.

Authorized Client Signature	Title	Date
Authorized Presidio Signature	Title	Date



**RESOLUTION**

Document No: TRI-W-1485

Product or Service: Three (3) Cisco Catalyst IE3300 Switches

Requesting Department: Waste Water Treatment Plant

At a Regular Meeting of the City Council of the City of Warren, County of Macomb, Michigan, held on \_\_\_\_\_, 2025 at 7 p.m. Local Time, in the Council Chamber at the Warren Community Center Auditorium, 5460 Arden, Warren, Michigan.

PRESENT: Councilmembers: \_\_\_\_\_

ABSENT: Councilmembers: \_\_\_\_\_

The following preamble and resolution were offered by Councilmember \_\_\_\_\_ and supported by Councilmember \_\_\_\_\_.

Upon performing a diligent inquiry, the Waste Water Treatment Plant (WWTP) Division Head has determined that it is necessary, in the best interest of the City, that City Council award Presidio Networked Solutions, 48325 Alpha Drive, Suite 150, Wixom, MI 48393, for furnishing and installing three (3) Cisco Catalyst IE3300 Switches, utilizing the cooperative Midwestern Higher Education Company (MHEC) contract #08012021, in the total amount of \$27,517.25.

IT IS RESOLVED, that the Presidio Networked Solutions is hereby accepted by City Council in an annual amount not to exceed \$27,517.25.

Funds are available in the following Account: 592-9047-98080.

IT IS FURTHER RESOLVED, that the Purchasing Agent and/or Mayor and City Clerk are authorized to execute any such documents that are necessary for this approval consistent with the terms of the:

- ☐ Bid document
- ☒ Contract
- ☒ Resolution

and in such form that meets with the satisfaction of the City Attorney if review is required.

AYES: Councilmembers: \_\_\_\_\_

\_\_\_\_\_

NAYS: Councilmembers: \_\_\_\_\_

RESOLUTION DECLARED ADOPTED this \_\_\_\_ day of \_\_\_\_\_, 2025.

\_\_\_\_\_  
Mindy Moore  
Secretary of the Council

**CERTIFICATION**

STATE OF MICHIGAN    )  
                                  ) SS.  
COUNTY OF MACOMB )

I, Sonja Buffa, duly elected City Clerk for the City of Warren, Macomb County, Michigan, hereby certifies that the foregoing is a true and correct copy of the resolution adopted by the Council of the City of Warren at its meeting held on \_\_\_\_\_, 2025.

\_\_\_\_\_  
Sonja Buffa  
City Clerk