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TO: Mayor and Council

FROM: Larry Collins, Fire Chief  
Derek Delacourt, Community Services Area Administrator  
Craig Hupy, Public Services Area Administrator  
Nick Hutchinson, City Engineer  
Cresson Sloten, Systems Planning Manager

CC: Howard S. Lazarus, City Administrator

SUBJECT: Council Agenda Responses

DATE: 9/19/16

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**CA-1 – Resolution to Temporarily Relocate Precincts 3-4 and 3-7 from Allen Elementary School, 2560 Towner Boulevard, to Pattengill Elementary School, 2100 Crestland Drive, for the Statewide General Election to be held on Tuesday, November 8, 2016**

**Question:** What is the publicity plan to notify voters of the change of polling sites?  
(Councilmember Warpehoski)

**Response:** Upon approval by City Council, the City Clerk's Office will mail individual postcard notices of the temporary change to each affected voter in Precincts 3-4 and 3-7, in addition to other City Communication methods, such as press releases, website posting, Facebook, etc. Signage will also be posted at Allen Elementary School on Election Day, alerting any voters who arrive at Allen School of the change.

**CA-5 – Resolution to Approve the Community Development Services Contract with Washtenaw County (\$165,000.00 FY17; \$165,000.00 FY18)**

**Question:** Is \$165K what the City is now paying the County on this contract or does it represent an increase? (Councilmember Lumm)

**Response:** \$165K is the current amount and does not represent an increase.

**CA-7- Resolution to Approve Renewal of Uniform Video Service Local Franchise Agreement with Michigan Bell Telephone Company, d/b/a AT&T Michigan**

**Question:** Can you please provide the annual fee amounts paid by both AT&T and Comcast? (Councilmember Lumm)

**Response:**

2016

AT&T Franchise fees paid to city: \$318,847

AT&T PEG fees paid to city: \$127,359

Comcast Franchise fees paid to city: \$1,301,847

Comcast PEG fees paid to city: \$507,782

**Question:** Can you please provide a brief explanation as to why the City has not requested AT&T carry the PEG channels? (Councilmember Lumm)

**Response:** With support of the Cable Commission, Community Television Network has been working with AT&T to connect our PEG channel 16 first. This process has been delayed due to CTN's inability to monitor this channel once connected since CTN's building is not located in a current AT&T service area. CTN staff are continuing to work with AT&T to try to address our need for channel monitoring. Once this has been addressed, staff will move forward with connection plans.

Under the Uniform Video Franchise Act, which applies to the AT&T franchise agreement, AT&T is required to start carrying a PEG channel or channels within 90 days after the City demands that it carry it or them. However, under the Act the City has the responsibility and bears the cost to convert its signal to fit the AT&T platform. Historically, in addition to the monitoring issue, there have been technical impediments to CTN being able to convert its signal to fit AT&T's platform at a reasonable cost and/or with the reliability of AT&T's platform. However, over time those impediments are no longer the barriers they once were, which has allowed the Cable Commission and staff to move forward with the current dialogue with AT&T regarding Channel 16. In addition, the increase in AT&T subscribers has meant an increase in PEG fee revenues to the City that can be used to cover the City's costs.

**CA-9 – Resolution to Approve a Contract with West Shores Services, Inc. for a Comprehensive System Assessment, Control System Upgrade, and Maintenance of the Ann Arbor Outdoor Siren Warning System, and Appropriate the Necessary Funds (\$40,000.00) (8 Votes Required)**

**Question:** It seems as though there have been a couple of fire-related items recently requiring use of fund balance for items not included in the FY17 budget – are there any more coming that you are aware of? (Councilmember Lumm)

**Response:** We hope not, but many of these items have arisen unexpectedly after the appropriation was passed by council. Staff tries to forecast all of our needs during the budget development and approval process, but there are times when that simply isn't possible. Some requests have to do with timing, labor and contract negotiations, equipment that unexpectedly fails to perform to standards, taking-on a new service or office, etc. In a few instances we can wait or "switch-out" a needed item in our approved budget to get by; in others, we believe that it is in the interest of public safety to move them forward expediently. Those are the ones we bring forward after the fact. Staff will work diligently to manage within our approved appropriation and do not take lightly the need to come back to Council for additional resources once the budget has been set.

**CA-14 – Resolution to Award a Construction Contract to Bailey Excavation, Inc. for the Russell St., Upland Dr. & Woodmanor Ct. Road Reconfiguration Project (\$241,026.75; Bid No. ITB-4447)**

**Question:** There have been existing concerns regarding dumping at the end of Woodmanor Ct./Mary Beth Doyle Park for some time. Has any thought been given to how widening the end of the road will better enable or prevent future dumping? (Councilmember Grand)

**Response:** The primary goal of this project is to provide a place for solid waste trucks to turn around without damaging private property or park land. The problem of illegal dumping is an enforcement issue, and staff does not believe that creating a turnaround will have any effect on dumping. Staff will consider whether installing "No Dumping" signs would be appropriate at this location.

**CA-16: Resolution to Approve Addendum No. 2 to the TIGER II Grant Agreement between the United States Department of Transportation, Federal Highway Administration for the East Stadium Boulevard Bridges Replacement Project**

**Question:** How much staff time was spent on pursuing this, in staff hours and in estimated staff time cost? (Councilmember Eaton)

**Response:** Approximately 20 hours of staff time was spent on this effort, equating to approximately \$2,500.

**CA-17 – Resolution to Approve Amendment No. 1 to the Professional Services Agreement with URS Corporation Great Lakes Inc., (URS) for the Ann Arbor Station Environmental Review (\$189,882.46)**

**Question:** Explain the additional funds requested. We were notified in May 2015, well over a year ago, that the FRA had requested review of the Michigan Central Railway (Site 2C). At that point, no additional funds were requested for the project. One would assume that additional design for the MCR site 2C would have been considered to be included in the initial funding for the project. (Councilmember Kailasapathy)

**Response:** The additional cost is primarily related to evaluating multiple alternatives in the environmental assessment (EA) effort. The initial grant application and scope of work were based on developing concepts for multiple sites during the Alternatives Analysis task and carrying forward a single site into the more detailed EA process. With regard to Design Alternative 2C, given the complexities of understanding the design requirements for an existing historic structure, e.g., square footage of various components of the proposed station as well as a better understanding of the current layout of the Michigan Central Depot, additional unanticipated time and expense accrued to that particular alternative.

**Question:** The funding for the Environmental Assessment component of the project is nearing \$1M, excluding costs for re-locating a major sewer line, and excluding costs for an engineering study for a roundabout that will affect traffic on the Fuller/Maiden Lane. Yet, there has been no documented decision made by Council to take on the ownership and management of a train station or multimodal station. It appears that Ann Arbor continues with the project under the assumption of the change of ownership from Amtrak. Shouldn't Council make the active decision about ownership first? (Councilmember Kailasapathy)

**Response:** There has been preliminary consideration related to the future ownership and management of a new train station. However, the current environmental review process is for the purpose of selecting a station location, with the final determination of ownership and operation an appropriate subject of discussion during later stages once location and other factors, including cost and operational responsibilities, are more clearly defined. Current considerations include the City designing and constructing the station following receipt of a federal grant providing approximately 80% of the funds in a future phase. Preliminary discussions with Amtrak have contemplated the City owning the station with Amtrak as the primary tenant responsible for the station's primary operations and maintenance. This would be similar to the role Amtrak serves in the recently completed Dearborn Station. However, any future decision as to funding or ownership would be subject to Council's authorization as required.

**Question:** Section 3.2 of the URS PSA fully executed document indicates that URS will develop concept plans for three to five sites, including the existing site. The total number of concept plans described to date is four. Why is more funding required for a detailed concept plan for the Michigan Central Railroad site in the contract amendment-1 (section 3.3)? Isn't the Michigan Central Railroad site within the count of concept plans that was described in the URS PSA fully executed document? (Councilmember Kailasapathy)

**Response:** The URS/AECOM team completed initial concept designs related to three sites with a total of nine separate and independent design alternatives being developed. As stated in the answer to another question above, given the complexities of understanding the design requirements for an existing historic structure, e.g. square footage of various components of the proposed station, as well as a better understanding of the current layout of the Michigan Central Depot, additional time and expense accrued to Design Alternative 2C. Note that this is not a flat fee contract, but a contract for services with cost estimates developed prior to the start of any work. Overall, URS/AECOM is executing their responsibility in accord with the agreement in place. This item is for additional work required by FRA which was not anticipated when the scope was originally developed.

**Question:** The memo indicates that \$126K of the funding for this amendment is from available funds in the major grant program budget. Can you please provide the line item detail on the sources, uses and available balance in the project budget? (Councilmember Lumm)

**Response:** The budget detail is attached. Overall, the project budget is \$2,793,309.00 with \$796, 830.93 expended to date.

**Question:** In terms of the grant itself that's funding a portion of the train station costs along with local tax dollars, when does it expire and what happens at that point (e.g. is city responsible for costs incurred beyond that point)? (Councilmember Lumm)

**Response:** The FRA grant expires on September 30, 2017. FRA staff has indicated that all work and invoices need to be processed by the end of May 2017 allowing the agency time to process invoices prior to the appropriation expiring. Project activities beyond May 2017 would need to be reviewed prior to those efforts being undertaken.

**Question:** Back in 2012, the City provided a spreadsheet that indicated \$790K in local dollars had been spent on Train Station studies at that point (excluding the \$1.4M for the Northside Interceptor Sanitary Sewer project) and Council authorized \$550K more local dollar spending in October 2012. As of today, how much has been spent in local dollars and what is will be the projected total if this amendment is approved? (Councilmember Lumm)

**Response:** The amount of local dollars spent under the current FRA grant is \$159,366. That represents 20 percent of the expenses to date. The anticipated total local funding

for the consultant contract under the current FRA grant, if this amendment is approved, would be \$190,355. The funding referenced on the spreadsheet from 2012 is from earlier efforts that have closed budgets and would require additional time to research those costs.

**Question:** Also back in October 2012 when the additional local dollar commitment was made, the resolution directed the City Administrator to seek alternative funding for \$300K of the \$550K additional local dollars required – where we ever able to secure any alternative funding? (Councilmember Lumm)

**Response:** Not at this time.

**Question:** Given the relative complexity of the task ahead, how has URS performed in terms of stakeholder involvement/community outreach thus far? (Councilmember Grand)

**Response:** URS/AECOM have performed in accordance with the agreement in place. They have provided materials to support a Leadership Advisory Group, a Citizens Working Group and convened project related public meetings including a site tour of prospective sites. They have provided materials for all meetings as well as providing materials for posting on the project website. All tasks are outlined in the Agreement.

**C-1- An Ordinance to Amend Chapter 55 (Zoning), Rezoning of 5.34 Acres from TWP (Township District) to R4B (Multiple-Family Dwelling District), Mirafzali Family LLC, 2250 Ann Arbor-Saline Road (CPC Recommendation: Approval – 7 Yeas and 0 Nays) (8 Votes Required at Second Reading)**

**(Note: This item was removed from the agenda on September 19 due to the developer's request).**

**Question:** What zoning and/or use does the master plan recommend for this site? (Councilmember Eaton)

**Response:** The South Area section which was adopted in 1990, and incorporated into the Master Plan: Land Use Element in 2009, recommends single-family detached uses for the site. It does not recommend a specific zoning district.

**Question:** If the Master Plan recommends different zoning than the R4C suggested in this resolution, did staff provide any reason for recommending a zoning designation and/or use for this site that is inconsistent with the Master Plan? If staff did provide a reason, what was that reason? (Councilmember Eaton)

**Response:** The Land Use Element was originally adopted as part of the South Area Plan in 1990 and identifies the site as part of a larger, 20-acre site. Realignment of the Scio Church/S. Main intersection is no longer desired but the master plan language has

not been revised accordingly. Although single family uses (and office uses near the Scio Church/S. Main intersection) are recommended in the master plan, conditions have changed over the past 26 years. It has become recently clear that a regional detention basin on this site would benefit nearby residents. Additionally, Ann Arbor-Saline now generates more traffic than in 1990 and multiple family uses typically provide more transit ridership than single family uses. Additionally, the R4B zoning allows for the clustering of units as well as under-structure parking which minimizes imperviousness, requires a conflicting land use buffer which is not required for single family use, provides area for a regional detention basin, and results in the structure located away from adjacent residents along the west side of the site. The proposed R4B zoning is also consistent with the adjacent use to the north which is a multiple-family development of similar size and scale. Overall, the use of the land and proposed zoning serves as a transition between the existing single-family area to the west and the commercial uses on the south/west side of Ann Arbor Saline Rd.

**Question:** The proposed site plan for 2250 Ann Arbor Saline Road includes a right of way for an area detention pond and a large condominium project. If the area occupied by the area detention pond is excluded from the calculation of the number of units per acre, does the remaining portion of the site include enough acres for the number of units in the project? (Councilmember Eaton)

**Response:** The surface area of the detention pond that is required for the proposed development is 12,900 square feet versus 37,400 additional area that is required for the regional basin. Density calculations for parcels are based on the total gross area of the parcel, including any land used for detention basins. The proposed density of the project is 13.9 units per acre (R4B zoning is 15 units per acre max), based on the gross parcel size of 232,610 square feet, including detention basins. Removing the extra area required for the regional detention from the total area for the parcel would result in a density of 16.6 units per acre with a maximum of 15 units per acre allowed with the R4B zoning.

**Question:** When a sizable portion of adjacent zoning is single or two family and all of the immediately adjacent property (excluding the property across AA-Saline Rd) is either single family, two family or vacant, what is the rationale for concluding “the proposed (multi-family) zoning is consistent with the adjacent zoning and surrounding land uses”? (Councilmember Lumm)

**Response:** The Land Use Element was originally adopted as part of the South Area Plan in 1990 and identifies the site as part of a larger, 20-acre site. Realignment of the Scio Church/S. Main intersection is no longer desired but the master plan language has not been revised accordingly. Although single family uses (and office uses near the Scio Church/S. Main intersection) are recommended in the master plan, conditions have changed over the past 26 years. It has become recently clear that a regional detention basin on this site would benefit nearby residents. Additionally, Ann Arbor-Saline now generates more traffic than in 1990 and multiple family uses typically provide more transit ridership than single family uses. Additionally, the R4B zoning allows for the clustering of units as well as under-structure parking which minimizes imperviousness,

requires a conflicting land use buffer which is not required for single family use, provides area for a regional detention basin, and results in the structure located away from adjacent residents along the west side of the site. The proposed R4B zoning is also consistent with the adjacent use to the north which is a multiple-family development of similar size and scale. Overall, the use of the land and proposed zoning serves as a transition between the existing single-family area to the west and the commercial uses on the south/west side of Ann Arbor Saline Rd.

**Question:** The petition filed in opposition references the Master Plan when Landsdowne was developed. What is the Master Plan history for this site?  
(Councilmember Lumm)

**Response:** The South Area section which was adopted in 1990, and incorporated into the Master Plan: Land Use Element, recommends single-family detached uses for the site. The land use recommendation was not re-visited in 2009 when the City Master Plan was updated.

**DB-1 – Resolution to Approve Maple Shoppes Building 2 Planned Project Site Plan, 512 North Maple Road (CPC Recommendation: Approval 6 Years and 0 Nays)**

**Question:** How will the decreased setback affect lines of sight for people making right turns on red, especially from southbound Maple to westbound Dexter and westbound Dexter to Northbound Maple? In particular, how will visibility be from westbound Dexter of people biking, skateboarding, or otherwise travelling faster than normal pedestrian speeds on N. Maple? (Councilmember Warpehoski)

**Response:** Because Dexter crosses N. Maple at an angle, which is slightly less than 90 degrees for southbound N. Maple drivers wanting to make a right on red onto westbound Dexter, the 2-foot front setback reduction (8 feet provided) will not impact the line of sight for that driver to see a person, biker or skateboarder approaching or in the crosswalk. The intersection angle from westbound Dexter to northbound N. Maple is slightly more than 90 degrees and the building's placement could possibly impact sight distance. However, the impact will not exceed the necessary distance for a driver to make an informed decision. The site distance for the crosswalk will exceed that required for 15 mph, which is well above 4 ft/sec (2.72 mph) walking speed and the maximum 8 mph recommended to cyclists choosing to operate on pedestrian facilities.

**Question:** Was the site part of a Brownfield? If so, how would this project affect the Brownfield? (Councilmember Warpehoski)

**Response:** Yes, the site was part of a Brownfield. Impacted soils were removed in 2009 when the site was redeveloped and Maple Shoppes phase 1 was constructed. The Maple Shoppes Building 2 may affect the Brownfield by having the potential of increasing the rate of the TIF repayment.



**DS-1 – Resolution to Authorize Professional Services Agreements with ROWE Professional Services Company for the Morehead – Delaware Pedestrian Bridge Project (RFP – 961) (\$37,549.00)**

**Question:** Has any more been spent on this project since Council discussed it in May or is the balance in the project budget for the bridge still \$288K? (Councilmember Lumm)

**Response:** Additional staff effort has been spent on the project since May for a public meeting and the three focus group meetings. The remaining budget is currently \$269,933.

**Question:** The resolution continues to reference the \$450,000 initially approved, and then rejected, by Council. As the funding for design is consistent from the last time, has the proposed budget changed? What are the expectations of the neighbors and the designer based on the neighborhood engagement process? (Councilmember Grand)

**Response:** The \$450,000 was initially approved by Council in May of 2015, and then was reduced to \$300,000 in May of 2016. The remaining budget for the project is currently \$269,933. A summary of the neighborhood engagement process and the recommendations of the focus group are attached.



# Budget Performance Report

Life-to-Date to 09/19/16

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund <b>00MG - Major Grants Programs</b>									
REVENUE									
Agency <b>073 - Utilities</b>									
Organization <b>0263 - Ann Arbor Station</b>									
Activity <b>0000 - Revenue</b>									
2161	Federal Railroad Administration Grant	.00	2,200,000.00	2,200,000.00	.00	.00	766,638.17	1,433,361.83	35
<b>2710</b>	<b>Operating Transfers</b>								
2710.0010	Operating Transfers 0010	43,309.00	550,000.00	593,309.00	.00	.00	593,309.00	.00	100
<b>2710 - Operating Transfers Totals</b>		<b>\$43,309.00</b>	<b>\$550,000.00</b>	<b>\$593,309.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$593,309.00</b>	<b>\$0.00</b>	<b>100%</b>
Activity <b>0000 - Revenue Totals</b>		<b>\$43,309.00</b>	<b>\$2,750,000.00</b>	<b>\$2,793,309.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,359,947.17</b>	<b>\$1,433,361.83</b>	<b>49%</b>
Organization <b>0263 - Ann Arbor Station Totals</b>		<b>\$43,309.00</b>	<b>\$2,750,000.00</b>	<b>\$2,793,309.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,359,947.17</b>	<b>\$1,433,361.83</b>	<b>49%</b>
Agency <b>073 - Utilities Totals</b>		<b>\$43,309.00</b>	<b>\$2,750,000.00</b>	<b>\$2,793,309.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,359,947.17</b>	<b>\$1,433,361.83</b>	<b>49%</b>
<b>REVENUE TOTALS</b>		<b>\$43,309.00</b>	<b>\$2,750,000.00</b>	<b>\$2,793,309.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$1,359,947.17</b>	<b>\$1,433,361.83</b>	<b>49%</b>
EXPENSE									
Agency <b>073 - Utilities</b>									
Organization <b>0263 - Ann Arbor Station</b>									
Activity <b>7015 - Study/Planning</b>									
1100	Permanent Time Worked	.00	64,792.00	64,792.00	870.22	.00	67,738.24	(2,946.24)	105
1200	Temporary Pay	.00	12.00	12.00	.00	.00	12.00	.00	100
2100	Professional Services	.00	2,079,278.00	2,079,278.00	.00	.00	588,251.94	1,491,026.06	28
2410	Rent City Vehicles	.00	17.00	17.00	.00	.00	16.58	.42	98
4215	Deferred Comp Contributions	.00	64.00	64.00	.97	.00	65.09	(1.09)	102
4220	Life Insurance	.00	272.00	272.00	3.68	.00	284.99	(12.99)	105
4230	Medical Insurance	.00	9,242.00	9,242.00	116.61	.00	9,534.71	(292.71)	103
4234	Disability Insurance	.00	118.00	118.00	.77	.00	121.06	(3.06)	103
4250	Social Security-Employer	.00	4,800.00	4,800.00	63.48	.00	5,013.07	(213.07)	104
4270	Dental Insurance	.00	881.00	881.00	10.57	.00	907.19	(26.19)	103
4280	Optical Insurance	.00	108.00	108.00	1.13	.00	111.32	(3.32)	103
4440	Unemployment Compensation	.00	156.00	156.00	.00	.00	155.52	.48	100
4540	Burden	.00	57,775.00	57,775.00	.00	.00	.00	57,775.00	0
Activity <b>7015 - Study/Planning Totals</b>		<b>\$0.00</b>	<b>\$2,217,515.00</b>	<b>\$2,217,515.00</b>	<b>\$1,067.43</b>	<b>\$0.00</b>	<b>\$672,211.71</b>	<b>\$1,545,303.29</b>	<b>30%</b>
Activity <b>7016 - Design</b>									
4520	Contingency	43,309.00	407,868.00	451,177.00	.00	.00	.00	451,177.00	0
Activity <b>7016 - Design Totals</b>		<b>\$43,309.00</b>	<b>\$407,868.00</b>	<b>\$451,177.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$0.00</b>	<b>\$451,177.00</b>	<b>0%</b>
Activity <b>7019 - Public Engagement</b>									
1100	Permanent Time Worked	.00	5,955.00	5,955.00	.00	.00	5,955.19	(.19)	100
2100	Professional Services	.00	117,240.00	117,240.00	.00	150,864.64	117,240.00	(150,864.64)	229
4220	Life Insurance	.00	25.00	25.00	.00	.00	25.22	(.22)	101
4230	Medical Insurance	.00	868.00	868.00	.00	.00	867.95	.05	100
4234	Disability Insurance	.00	11.00	11.00	.00	.00	11.41	(.41)	104
4250	Social Security-Employer	.00	436.00	436.00	.00	.00	436.56	(.56)	100



# Budget Performance Report

Life-to-Date to 09/19/16

Include Rollup Account and Rollup to Object

Account	Account Description	Adopted Budget	Budget Amendments	Amended Budget	Current Month Transactions	YTD Encumbrances	YTD Transactions	Budget - YTD Transactions	% used/ Rec'd
Fund	<b>00MG - Major Grants Programs</b>								
	<b>EXPENSE</b>								
	Agency <b>073 - Utilities</b>								
	Organization <b>0263 - Ann Arbor Station</b>								
	Activity <b>7019 - Public Engagement</b>								
4270	Dental Insurance	.00	75.00	75.00	.00	.00	75.08	(.08)	100
4280	Optical Insurance	.00	7.00	7.00	.00	.00	7.81	(.81)	112
	Activity <b>7019 - Public Engagement</b> Totals	\$0.00	\$124,617.00	\$124,617.00	\$0.00	\$150,864.64	\$124,619.22	(\$150,866.86)	221%
	Organization <b>0263 - Ann Arbor Station</b> Totals	\$43,309.00	\$2,750,000.00	\$2,793,309.00	\$1,067.43	\$150,864.64	\$796,830.93	\$1,845,613.43	34%
	Agency <b>073 - Utilities</b> Totals	\$43,309.00	\$2,750,000.00	\$2,793,309.00	\$1,067.43	\$150,864.64	\$796,830.93	\$1,845,613.43	34%
	<b>EXPENSE TOTALS</b>	\$43,309.00	\$2,750,000.00	\$2,793,309.00	\$1,067.43	\$150,864.64	\$796,830.93	\$1,845,613.43	34%
Fund	<b>00MG - Major Grants Programs</b> Totals								
	<b>REVENUE TOTALS</b>	43,309.00	2,750,000.00	2,793,309.00	.00	.00	1,359,947.17	1,433,361.83	49
	<b>EXPENSE TOTALS</b>	43,309.00	2,750,000.00	2,793,309.00	1,067.43	150,864.64	796,830.93	1,845,613.43	34
Fund	<b>00MG - Major Grants Programs</b> Totals	\$0.00	\$0.00	\$0.00	(\$1,067.43)	(\$150,864.64)	\$563,116.24	(\$412,251.60)	
	Grand Totals								
	<b>REVENUE TOTALS</b>	43,309.00	2,750,000.00	2,793,309.00	.00	.00	1,359,947.17	1,433,361.83	49
	<b>EXPENSE TOTALS</b>	43,309.00	2,750,000.00	2,793,309.00	1,067.43	150,864.64	796,830.93	1,845,613.43	34
	Grand Totals	\$0.00	\$0.00	\$0.00	(\$1,067.43)	(\$150,864.64)	\$563,116.24	(\$412,251.60)	

## MEMORANDUM

**DATE:** September 1, 2016

**TO:** Mayor and City Council

**FROM:** Howard S. Lazarus, City Administrator

**CC:** Craig Hupy, Public Services Area Administrator  
Nick Hutchinson, City Engineer

**RE:** Morehead-Delaware Pedestrian Bridge Focus Group

City staff has engaged with the community and worked closely with a Focus Group of neighborhood representatives regarding the Morehead-Delaware pedestrian bridge. The Focus Group has prepared a goal and recommendations to City Council (Attachment A).

**Community engagement overview.** Following direction from City Council to engage the public regarding the Morehead-Delaware pedestrian Bridge, a public meeting was held on June 7, 2016 to discuss options for the former bridge location across Mallets Creek, which provided a direct connection between Morehead Court and Delaware Drive. Staff requested that the neighborhood determine a focus group of representatives to engage in detailed discussions about opportunities and next steps for the project site. Interested prospective focus group participants were asked to contact the designated Lans Basin neighborhood representative. All persons who requested participation in the Focus Group were selected; comprising five neighborhood volunteers in total.

**Focus Group process.** Three Focus Group meetings were held; July 11, July 28 and August 31, 2016. Focus group meetings included discussion of funding and grant opportunities to construct a bridge on this site, permitting requirements from applicable State and County agencies, City best practices for bridge construction, safety of existing conditions on the project site, available budget, and limited discussion of preferred non-bridge alternatives (a preference was stated to table this discussion; to be resumed dependent on future City Council actions). Focus Group members also inquired about the design and construction processes and expressed interest in a design-build approach. Focus Group members gave suggestions and feedback to staff regarding preferred parameters to be included in a Request for Proposals (RFP) for a design-build scenario at the project site. A draft timeline of the design-build RFP process is provided as Attachment B.

Meeting agendas, discussion summaries and other supporting materials are available on the project website [www.a2gov.org/morehead-delaware](http://www.a2gov.org/morehead-delaware).

**Focus Group goal and recommendations.** The Focus Group, with assistance from City staff, prepared a draft goal and recommendations and solicited broad community feedback via the City's online discussion forum, A2 Open City Hall (Attachment C). Based on the positive community support for the Focus Group goal and recommendations, the Focus Group unanimously agreed to a final goal and recommendations, which are attached to this memorandum (Attachment A).

## **GOAL AND RECOMMENDATIONS**

### **Morehead–Delaware Bridge Focus Group**

**The Morehead Delaware Pedestrian Bridge Focus Group has prepared the following goal and recommendations.**

**Goal:** As previously agreed, replace the pedestrian bridge to safely cross Mallets Creek between Morehead Court and Delaware Drive. Use financial resources responsibly to complete the pedestrian bridge project at the minimal feasible cost. The neighborhood association has replaced the weir at the location where the pedestrian bridge previously existed.

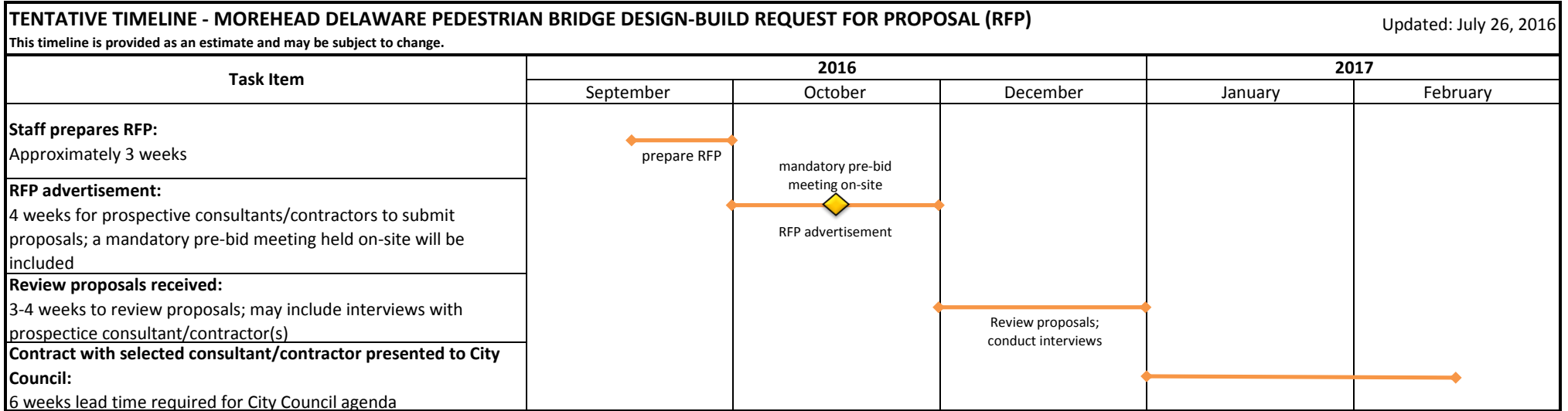
**Recommendations:**

1. Staff to prepare a design-build request for proposals (RFP) for the Morehead-Delaware Pedestrian Bridge in lieu of approving the Rowe contract for bridge design. A design-build contract will provide City Council with a combined financial figure for one-time consideration of both bridge design and construction.
2. Include representatives from the Morehead-Delaware Focus Group to participate in the proposal review, scoring and interview process.
3. As a near-term solution, install an additional barricade adjacent to the existing barricade at each side of the project site to address current safety concerns of the site conditions.<sup>1</sup>
4. If a design-build contract for pedestrian bridge construction is not approved following the RFP process, then reconvene the Morehead-Delaware Pedestrian Bridge Focus Group for further discussion and additional recommendations.
5. Do not make any motion to further reduce the budget allocated for the Morehead-Delaware Pedestrian Bridge project.

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<sup>1</sup> This recommendation has been completed; additional barricades were installed. Focus Group members have shared anecdotally that the barricades seem to help in deterring weir crossing though a long term solution is still needed.

ATTACHMENT B



**Replacement of Morehead-Delaware Pedestrian Bridge**

A2 Open City Hall Results

Topic open: August 12-29, 2016

Responses: 16

QUESTION	RESPONSE COUNT		
	YES	NO	NO OPINION
<p><b>Do you support the Focus Group's goal?</b> Goal: As previously agreed, replace the pedestrian bridge to safely cross Mallets Creek between Morehead Court and Delaware Drive. Use financial resources responsibly to complete the pedestrian bridge project at the minimal feasible cost. The neighborhood association has replaced the weir at the location where the pedestrian bridge previously existed.</p>	16 (100%)	0	0
<p><b>Do you support Recommendation 1?</b> Recommendation 1: Staff to prepare a design-build request for proposals (RFP) for the Morehead-Delaware Pedestrian Bridge in lieu of approving the Rowe contract for bridge design. A design-build contract will provide City Council with a combined financial figure for one-time consideration of both bridge design and construction.</p>	16 (100%)	0	0
<p><b>Do you support Recommendation 2?</b> Recommendation 2: Include representatives from the Morehead-Delaware Focus Group to participate in the proposal review, scoring and interview process.</p>	16 (100%)	0	0
<p><b>Do you support Recommendation 3?<sup>1</sup></b> Recommendation 3: As a near-term solution, install an additional barricade adjacent to the existing barricade at each side of the project site to address current safety concerns of the site conditions.</p>	12 (75%)	3 (19%)	1 (6%)
<p><b>Do you support Recommendation 4?</b> Recommendation 4: If a design-build contract for pedestrian bridge construction is not approved following the RFP process, then reconvene the Morehead-Delaware Pedestrian Bridge Focus Group for further discussion and additional recommendations.</p>	16 (100%)	0	0
<p><b>Do you support Recommendation 5?</b> Recommendation 5: Do not make any motion to further reduce the budget allocated for the Morehead-Delaware Pedestrian Bridge project.</p>	15 (94%)	0	1 (6%)

<sup>1</sup> This recommendation has been completed; additional barricades were installed. Focus Group members have shared anecdotally that the barricades seem to help in deterring weir crossing though a long term solution is still needed.

<p><b>Please use the space below to share any comments on the Focus Group recommendations</b> (9 responses)</p>
<p>Thank you focus group and City staff for your time and effort. The pedestrian bridge over Malletts Creek between Morehead and Delaware served the same function as a neighborhood park. For decades this bridge was a favorite gathering place in the Lawton neighborhood. People regularly visited the bridge, not just to walk from Delaware to Morehead Court, but to watch the creek and observe the wildlife the creek supports. There are other parks with playing fields and playground structures in the Lansdowne, Churchill Downs, and Meadowbrook subdivisions, but the bridge over Malletts Creek provided access to a unique natural resource that is not duplicated in any of the other nearby parks.</p>
<p>Thank you for all the hard work and focus on getting the bridge back!</p>
<p>The bridge was an important part of the neighborhood, encouraging walking and interaction among neighbors. We have invested substantial resources in the weirs with the expectation that the bridge would then be replaced. I hope very much this comes to pass.</p>
<p>Residents have already identified lower cost alternatives to the previously designed replacement bridge. Residents have already paid to replace the weir. It is time for the city to meet the residents' wish to return the bridge to a usable condition. Or refund our taxes.</p>
<p>I would like to commend the City for developing a fair process to address the bridge reconstruction process.</p>
<p>Thank you Focus Group for your time and energy.</p>
<p>Making the area safer should be a top priority.</p>
<p>Well done. Thanks for your work in preparing recommendations.</p>
<p>please make this a safe, enjoyable part of our neighborhood using realistic funding from the city. It currently is very unsafe and ugly.</p>
<p><b>Are there any additional recommendations, or other feedback, related to the Morehead-Delaware project site that you would like the Focus Group to consider?</b> (8 responses)</p>
<p>Public access at the Morehead-Delaware site to enjoy the natural beauty of Malletts Creek and its wildlife must remain available to the entire community.</p>
<p>The previous bridge allowed traffic for pedestrians and bicycles. It would be helpful if the new bridge was similar.</p>
<p>As the city continues its greenway focus to attract younger citizens to a more walkable city, this pedestrian bridge over a delightful Mallets Creek is certainly in line with the reputation we want to grow. The residents near the bridge have paid their share of the investment in a replacement, far more than is to expected for a public access walkway. Afro the mayor to siphon off already allocated funds to conduct a "study" in another ward of the city sounds suspect to me.</p>
<p>Please realize what a treasure this bridge could be to the neighborhood. I moved in after it was already torn down and it would be so nice to expand running routes, provide access to view the wetlands to those who aren't fortunate enough to own property bordering the creek, etc.</p>
<p>I'm glad this is finally getting addressed. I'm looking forward to the new bridge, whatever shape it turns out to be.</p>
<p>If the bridge cannot be replaced due to budgetary constraints, i would like the City consider building a nature observation area at the end of the sidewalk. Informal discussion with Lawton School office suggests children might benefit from field trips to observe the wildlife. Also, the bridge when it was functional, was a popular place for children to fish. Perhaps a platform at the end of the sidewalk could reinstate the fishing function.</p>
<p>This bridge is an essential element of the community and needs to be replaced to restore full access to the public land surrounding Mallets Creek.</p>