

## Northville DDA Parking Committee Meeting

### AGENDA

Tuesday, January 7, 2020

Meeting Room A – 8:00 am

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1. Review of 15 Minute time limited spots on S. Wing (Attachment 1)
2. Parking Committee Goals and Objectives for 2020 (Attachment 2)
3. Parking Deck Evaluation, Rehabilitation and Maintenance Update
  - A. Cady Street Parking Deck (Attachment 3.A)
  - B. MainCentre Parking Deck Update
4. Adjourned

**City of Northville**  
**CITY COUNCIL REGULAR MEETING MINUTES**  
**July 2, 2018**

Mayor Roth called the meeting to order with the Pledge of Allegiance at 7:00 p.m. in the City of Northville Municipal Building, City Council Chambers, 215 W. Main Street, Northville, Michigan, 48167.

**ROLL CALL**

**Present:** Mayor Ken Roth, Mayor Pro Tem Nancy Darga, Councilmembers Sam Ekong and Marilyn Price

**Absent:** Councilmember Patrick Giesa (excused)

**Also**

**Present:** City Manager Patrick Sullivan, City Clerk Dianne Massa, Police Chief Michael Carlson, Planning Consultant Sally Elmiger, City Attorney Gregory Need, and one citizen

Mayor Roth read a statement informing those present that the City Council meeting was being recorded for rebroadcast on the City's website. By remaining at the meeting, consent is inferred by those present to have their voice and image recorded and posted on the City's website.

**PRESENTATIONS**

**A. Citizens Comments** None

**APPROVAL OF AGENDA AND CONSENT AGENDA**

**Motion Darga, seconded by Ekong** to approve the agenda and consent agenda as presented.

Approve City Council Minutes of:

- Regular Meeting of June 18, 2018

Receive Bills List:

- Accounts Payable Week of June 18, 2018

Receive Board and Commission Minutes:

- Housing Commission: 5/9/18

Receive Departmental Reports: None

Board and Commission Appointments:

- Beautification Commission: Reappoint Douglas Bingham, Gary Haas, Sally Hayes, Suemarie Klimek, Liliana Miyahara, Callista Milroy, and Diane Pittaway, three-year terms expiring 6/30/21

- Arts Commission: Reappoint Sue Taylor, three-year term expiring 6/30/21

- Request to Place Ribbons / Tie Michigan Teal / September as Ovarian Cancer Awareness Month

- Street Closure Request / Pheasant Hills Subdivision Block Party / Amended Request  
**Motion carried unanimously.**

## **NEW BUSINESS**

### **A. Adoption of Master Plan Amendments**

In April 2018, City Council distributed the proposed Master Plan text amendments to adjacent communities for comment. These entities had 42 days to comment; no comments were received. On June 5, 2018, the Planning Commission conducted a public hearing on the draft amendments. No comments were received at that meeting. The Planning Commission determined that no additional revisions to the Master Plan were needed and adopted the resolution regarding the text amendments.

A memo from the City's Planning Consultant outlining the process, and the Planning Commission recommendation was provided for City Council's review. A separate communication from the Oakland County Coordinating Zoning Committee endorsed the proposed Master Plan amendments. Planning Consultant Sally Elmiger was available for questions.

City Council Comments: In response to a question, the Planning Consultant explained that the language in the letter received from Oakland County, which found the proposed amendments "not inconsistent" with the master plans of surrounding communities, mirrors the language in the statute pertaining to county review. It was also explained that while notified, Wayne County does not respond, and their silences is taken as "consent."

**Motion Ekong, seconded by Price** to approve the Master Plan text amendments as presented. **Motion carried unanimously.**

### **B. Traffic Control Order 18-01 / S. Wing – Main to Cady**

On June 4, 2018, the Downtown Development Authority Parking Committee recommended that two parking spaces on the east side of Wing Street south of Main Street be changed from two-hour parking to fifteen-minute parking. This change would accommodate a new business, Sweet Brew 'N Spice Café, 133 W. Main St, Suite # 230. The change will accommodate a customer base which is expected to come and go in a matter of minutes rather than stay for prolonged visits.

Traffic Control Order 18-01 is written to accommodate fifteen-minute parking for two northern most parking spaces on the east side of South Wing Street south of West Main Street from 6:00 a.m. to 6:00 p.m. .All other parking spaces on South Wing Street between Main and Cady remain as they are currently with the exception of the four southern most spaces on the west side of Wing. These four spaces will be shifted north approximately six feet to meet the thirty foot distance from a stop sign requirement in the law (257.674 (1) (g)).

City Council Comments: In response to concern that adjacent businesses may not like the City accommodating parking geared toward two businesses, Staff explained that the building owner is supportive of this change.

**Motion Ekong, seconded by Darga** to establish Traffic Control Order 18-01 as written and as a permanent order. **Motion carried unanimously.**

**C/D. Traffic Control Orders**

**18-02 W. Main – Wing to High**

**18-03 Parking in Half Circle Drive of City Hall**

The City Manager brought to the attention of the DPW Director, Fire Chief, and Police Chief, concerns about citizens being blocked in the half-circle drive at the front of City Hall by firefighters in their privately owned motor vehicles responding to the Fire Department on emergency calls. A plan to address this issue was recommended by the former DPW Director to:

- Add authorized emergency vehicle parking on W. Main Street.
- Assign open parking to the south half of the half-circle drive.
- “No Parking Anytime” would be posted for the north half of the half-circle drive.
- The half-circle drive would be one-way traffic, with travel being from west to east.
- Add authorized emergency vehicle parking on W. Main Street.

The plan was sent to the Transportation Improvement Association (TIA) for review. TIA recommended some minor changes to the W. Main St. parking, which were implemented or written in the traffic control order.

Traffic Control Order 18-02 was written to accommodate emergency vehicle parking on W. Main St. between High and Wing for Fire Department personnel responding to emergency calls in their privately owned motor vehicles authorized by the Fire Chief. Act 300 of 1949, MCL 257.2, Section 2 (1) (a) defines, in part, an authorized emergency vehicle as “... privately owned motor vehicles of volunteer or paid fire fighters, or volunteer members of an emergency rescue unit if authorized by the chief of an organized fire department...” The locations of these parking areas are described in the Traffic Control Order and are shown on the aerial view photo included with the Traffic Control Order.

Traffic Control Order 18-03 was written to accommodate one-way traffic in the north half of the half-circle drive of City Hall and open parking in the south half. The locations of these parking areas are shown on the aerial view photo included with the Traffic Control Order.

City Council Comments: Discussion ensued pertaining to how personal fire fighter vehicles are identified, and the need for community education so it is understood that these are emergency vehicles. It was also explained that, at this time, only signs will be posted to convey the parking changes. Parking spaces may be striped at a later time if necessary.

**Motion Price, seconded by Ekong** to establish Traffic Control Orders 18-02 and 18-03 as written and as a permanent order. **Motion carried unanimously.**

**E. Request to Enter Closed Session**

**Attorney-Client Privileged Communication / Real Estate Matters**

**Motion Ekong, seconded by Price** to enter into Closed Session pursuant to Section 8(h) of Public Act 267 of 1976, relating to the June 29, 2018 attorney-client privileged communication to City Manager Sullivan from Gregory K. Need, the City’s attorney for real estate matters. **Roll Call Vote. Yes: Darga, Ekong, Price, Roth. No: None. Motion carried.**

Meeting recessed 7:18 p.m. Meeting reconvened 8:05 p.m.

**MAYOR AND COUNCIL COMMUNICATIONS**

**A. Mayor and Council Communications**

Darga spoke of a recent SEMCOG session that focused on road funding in Michigan. Michigan spends the least on its roads, compared to road funding in other states.

Discussion ensued pertaining to the arrangements for Council's participation in the Independence Day Parade.

**B. Staff Communications** None

Being no further business, the meeting was adjourned.

**Adjournment: 8:07p.m.**

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Dianne Massa, CMC  
City Clerk

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Ken Roth  
Mayor

Approved as submitted: 8/6/18

## Northville Downtown Development Authority FY 2020-21 Goals and Objectives

Goal	Objective	Action Steps
<p><i>Parking Committee:</i> Ensure adequate, safe aesthetically pleasing parking to support the Downtown.</p>	<p>Monitor parking occupancy in parking decks, lots, and on-street.</p>	<ul style="list-style-type: none"> <li>▪ Investigate/implement other high tech options of collecting parking count data to provide accurate and comprehensive information.</li> <li>▪ Consider a parking app using parking count data collected.</li> <li>▪ Improve buffering of the surface parking lots.</li> </ul>
	<p>Maintain and repair of existing parking lots and decks as required.</p>	<ul style="list-style-type: none"> <li>▪ Begin the renovation of the Cady Street and MainCentre parking decks as adopted in the Carl Walker Report.</li> <li>▪ Define responsibilities for maintenance and upkeep of the parking system.</li> <li>▪ Develop new program/plan to address management of the lower level residential parking at the MainCentre Parking Deck.</li> <li>▪ Convert Parking lot/deck parking to high efficiency lighting.</li> </ul>

Project: Cady Street Parking Structure Restoration 2019  
Location: Northville, MI  
Project #: 24183249.01  
Date of Site Visit: September 11, 2019  
Weather Conditions: Sunny, 85°F  
Prepared by: Justin Thomson  
WGI

## 1.0 WORK IN PROGRESS

- 1.1 RAM starting site mobilization on Monday, September 9, 2019.
- 1.2 Moved existing public portable restrooms to exterior of the entrance/exit at Upper Level (Fig. 1).

## 2.0 ITEMS DISCUSSED/REVIEWED

- 2.1 Signage and barricades have been installed throughout the structure to help prevent public access (Fig. 2).
- 2.2 RAM has located and marked slab delaminations at the Upper Level by sounding the surface (Fig. 3). RAM to confirm the sounding along the south end of the slab. In general, there appears to be a modest increase in deterioration since the drawings were prepared. RAM is to track quantities closely to help ensure we stay on budget.
- 2.3 Concrete sealer to be installed at uncoated areas of the supported slab and the interior surface of the spandrels at the Upper Level.
- 2.4 Install missing and replace damaged post caps at perimeter railing to match existing based on unit rate. In addition, there is an allowance for miscellaneous railing repairs.
- 2.5 Asphalt repairs have been marked at the Lower Level.
- 2.6 RAM plans to start demolition at the supported slab tomorrow (September 12).

Please contact us if you have any questions or comments.

cc: Peter Brady (RAM), Dan Canedo (RAM), Ron Clapper (RAM), Lori Ward (Northville DDA), Loyd Cureton (Northville DPW), Mark Sampson (WGI)



Project: Cady Street Parking Structure Restoration 2019  
Location: Northville, MI  
Project #: 24183249.01  
Date of Site Visit: September 26, 2019  
Weather Conditions: Sunny, 74°F  
Prepared by: Justin Thomson  
WGI

## 1.0 WORK IN PROGRESS

- 1.1 Demolition for slab repairs at the Upper Level (Fig. 1).
- 1.2 Painting of perimeter railing at Lower Level (Fig. 2).

## 2.0 ITEMS DISCUSSED/REVIEWED

- 2.1 Asphalt repairs are complete. Sealing of asphalt joints/cracks still to be completed.
- 2.2 RAM hopes to pour back the second half of the Upper Level supported slab on Saturday (Sept 28), and plan to start on ceiling, column and wall repairs next week.
- 2.3 Joints passing through patches should be tooled.
- 2.4 Missing/damaged post caps have been replaced at the perimeter railing. Miscellaneous repairs of railing pickets still to be completed.
- 2.5 Painting of railings will continue next week.
- 2.6 WGI to confirm with DDA the termination point of perimeter railing paint at the pedestrian bridge. We propose painting to the end of the railing return to the pedestrian bridge walls (Fig. 3).
- 2.7 RAM discovered an expansion joint gland at Stair #1 (Fig. 1). Gland to be removed and replaced with approximately 18 LF of silicone sealant (work item 7.3). Refer to Detail 7/SR511. RAM will investigate at Stair #2.
- 2.8 RAM proposed installing an ADA pad in lieu of the curb repair at the Upper Level adjacent to Stair #2 (Fig. 4), and will provide pricing. WGI will review with DDA.
- 2.9 RAM plans to excavate for the concrete-to-asphalt joint repair at Upper Level entry on Monday and Tuesday of next week. We discussed removing and re-grading the section of curb at the west side of the entry to help improve drainage, and extending the waterproofing to the column beyond the curb (Fig. 5).
- 2.10 At a minimum, storm drain risers should be replaced between coupling bands (approx. 10 LF per location). RAM to investigate the condition of the piping at grade and behind the insulation.

**Fig. 1****Fig. 2****Fig. 3**

- 2.11 We discussed replacing the vertical and horizontal sections of standpipe adjacent Stair #1, including all fittings (Fig. 6). RAM to provide pricing.
- 2.12 We reviewed the retaining wall cracks to be injected (Fig. 7).

Please contact us if you have any questions or comments.

cc: Peter Brady (RAM), Dan Canedo (RAM), Ron Clapper (RAM), Lori Ward (Northville DDA), Loyd Cureton (Northville DPW), Mark Sampson (WGI)



Project: Cady Street Parking Structure Restoration 2019  
 Location: Northville, MI  
 Project #: 24183249.01  
 Date of Site Visit: October 10, 2019  
 Weather Conditions: Sunny, 74°F  
 Prepared by: Justin Thomson  
 WGI

**1.0 WORK IN PROGRESS**

- 1.1 Concrete-to-asphalt joint repair at Upper Level entrance.
- 1.2 Deck coating at Upper Level.
- 1.3 Rout and seal of concrete cracks at Upper Level.
- 1.4 Exterior sealants.
- 1.5 Painting of standpipe system.

**2.0 ITEMS DISCUSSED/REVIEWED**

- 2.1 Pedestrian bridge repairs are ongoing by others.
- 2.2 Install of the waterproofing system and backfill are complete at the Upper Level entrance as part of concrete-to-asphalt joint repair detail (Fig. 1 & 2). Install of new curb and slab-on-grade still to be completed. In addition, the existing irrigation line terminates at the sprinkler head nearest the retaining wall and curb. Therefore, RAM will remove the head and cap the line as previously discussed.
- 2.3 Replacement of tee-to-tee sealants is complete.
- 2.4 Install of deck coating is underway at the Upper Level, except for a wet areas around the curbs near the entrance (Fig. 3). Grit coat has been installed and RAM is preparing for the top coat.
- 2.5 Deck coating was installed at Stair #2. However, we discussed the need for cove sealants and 4-inch up turn of coating at the walls throughout the Upper Level landing (Fig. 4).
- 2.6 Demolition is complete for the new ADA pad at the Upper Level curb adjacent to Stair #2.
- 2.7 RAM to investigate if there are cracks in the tooled joints throughout the existing curb at the Upper Level adjacent to Stair #2.
- 2.8 Rout and seal of concrete cracks is ongoing.
- 2.9 Cove sealants to be replaced at the east exterior stairs.
- 2.10 Exterior wall sealants have been removed. However, a number of



joints at the columns were missed that should be replaced (Fig. 5). WGI identified these locations to RAM.

- 2.11 RAM identified an additional location of damaged brick at the column in the southeast corner (gridline E6) of the structure. WGI directed them to repair these bricks.
- 2.12 Stair tread pan and stair landing pan repairs have been completed at Stair #1. However, we discussed an additional tread pan repair and landing pan repair that should be included (Fig. 6).
- 2.13 RAM previously removed the pipe insulation from the storm drain risers to discover the piping was in poor condition, therefore WGI recommend removing the riser from drain down to slab-on-grade. While removing the risers (Fig. 7), RAM discovered that the heat trace system at the three repair locations appear to be damaged and non-functioning. WGI will follow up with the DDA regarding the repair of the heat trace system. In addition, we discussed relocating the new clean-outs above the existing pipe guards.
- 2.14 Standpipe repairs are complete adjacent Stair #1, including the vertical and horizontal sections of standpipe and all fittings (Fig. 8).
- 2.15 Painting of the perimeter railing is complete, including the Lower Level entry frame/sign. Upper Level entry frame/sign still to be painted.
- 2.16 Painting sub-contractor is pressure washing the standpipe system in preparation for paint.
- 2.17 RAM has scheduled the re-painting of pavement markings for tomorrow (Oct 11).

Please contact us if you have any questions or comments.

cc: Peter Brady (RAM), Dan Canedo (RAM), Ron Clapper (RAM), Lori Ward (Northville DDA), Loyd Cureton (Northville DPW), Mark Sampson (WGI)



Fig. 4



Fig. 5



Fig. 6



Fig. 7

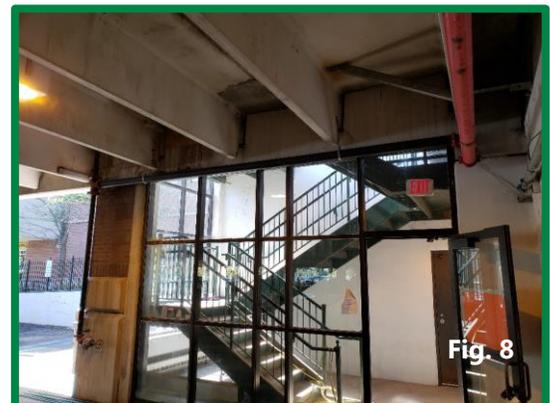


Fig. 8



# FIELD REPORT #4 – Punch List

Project: Cady Street Parking Structure Restoration 2019  
 Location: Northville, MI  
 Project #: 24183249.01  
 Date of Site Visit: October 17, 2019  
 Weather Conditions: Sunny, 55°F  
 Prepared by: Justin Thomson  
 WGI

### 1.0 WORK IN PROGRESS

- 1.1 Sealants at Upper Level entrance and east exterior stairs.
- 1.2 Painting of concrete walls at the Lower Level, Stair #1, and Stair #2.

### 2.0 ITEMS DISCUSSED/REVIEWED

- 2.1 Deck coating and concrete sealers are complete at the Upper Level.
- 2.2 Install of new curb and slab-on-grade are complete at the Upper Level entrance as part of concrete-to-asphalt joint repair detail, with the install of sealants ongoing. The existing irrigation line has been cut back approximately 3-feet and capped.
- 2.3 Cove sealant and 4-inch up turn of coating have been installed at the walls throughout the Upper Level landing at Stair #2.
- 2.4 RAM to investigate if there are cracks in the tooled joints throughout the existing curbs at the Upper Level adjacent the entrance and Stair #2 (Fig. 1).
- 2.5 Wall sealants have been replaced. However, a few joints were missed that will need to be replaced. Refer to attached drawing.
- 2.6 Additional stair tread pan repair and stair landing pan repair have been completed in Stair #1.
- 2.7 RAM has replaced the storm drain risers. Heat trace systems have not been repaired. WGI will follow up with the DDA regarding the repair of the heat trace system and installation of new insulation.
- 2.8 Pavement markings have been completed. However, there are areas of streaking paint throughout the structure that should be cleaned and re-paint (Fig. 2).
- 2.9 Asphalt crack sealer has been damaged in a number of locations throughout the Lower Level and should be repaired (Fig. 3).
- 2.10 RAM plans to demobilize tomorrow (Oct 18) and will open the majority of the structure by Monday (Oct 21). Isolated closures will be need to complete remaining work items (ex. painting).



Fig. 1



Fig. 2



Fig. 3

**3.0 PUNCH LIST ITEMS**

- 3.1 Concrete repairs (tee flange, column) as indicated on attached drawing
- 3.2 Re-point deteriorated tuck pointing as indicated on attached drawing
- 3.3 Remove & replace wall sealants as indicated on attached drawing (Fig. 4)
- 3.4 Remove & replace cove sealants as indicated on attached drawing
- 3.5 Install sealant at asphalt-to-concrete joint at Upper Level entrance
- 3.6 Install 4-inch up turn of deck coating at curbs (Fig. 1)
- 3.7 Repair damaged asphalt crack sealer at Lower Level (Fig. 3)
- 3.8 Re-install signage at Upper Level railing
- 3.9 Remove existing hanger iron from standpipe at Upper Level adjacent to Stair #1 (Fig. 5)
- 3.10 Clean & paint standpipe system at Upper Level (Fig. 5)
- 3.11 Clean & paint entry frame/sign at Upper Level
- 3.12 Clean & paint pipe guard at gridline B5
- 3.13 Clean & paint steel at Stair #1 and Stair #2 (Fig. 6)
- 3.14 Clean & paint concrete at Stair #1 and Stair #2
- 3.15 Clean & paint concrete wall (north) and curb (south) at Lower Level
- 3.16 Clean & paint concrete wall (outside and top face only) at the tree well in the northeast corner of structure
- 3.17 Clean & paint concrete light pole bases at Upper Level
- 3.18 Clean & re-paint streaking paint at pavement marking (Fig. 2)
- 3.19 Remove paint spatter from slab, walls, and bricks throughout the structure (Fig. 7)
- 3.20 Remove deck coating spatter from bricks at Upper Level
- 3.21 Clean brick in areas of tuck pointing and brick repairs
- 3.22 General clean up

Please contact us if you have any questions or comments.

cc: Peter Brady (RAM), Dan Canedo (RAM), Ron Clapper (RAM), Lori Ward (Northville DDA), Loyd Cureton (Northville DPW), Mark Sampson (WGI)



Fig. 4



Fig. 5



Fig. 6



Fig. 7