

## AGENDA

### **Randolph Street Intercounty Drain Drainage Board** Wayne and Oakland Counties

**June 24, 2024 – 10:00 a.m.**  
Northville City Hall  
215 W. Main St.  
Northville, MI, and Microsoft Teams

1. Call meeting to order

Board Members:

Michael Gregg, Chair, Michigan Department of Agriculture and Rural Development  
Elmeka Steele, Wayne County Drain Commissioner  
Jim Nash, Oakland County Water Resources Commissioner

2. Approval of the meeting agenda for June 24, 2024
3. Approval of Drainage District Board Meeting Minutes from December 18, 2023
4. Present Memorandum for the Grant Update regarding the Serenity Point and Riverbank Stabilization Project
5. Public Comment
6. Present trial balance
7. Other business
8. Adjourn

**Agenda Item No. 3**

Board Meeting Minutes from  
December 18, 2023

Minutes of the Meeting  
of the Intercounty Drainage Board for the  
Randolph Street Drain

December 18, 2023

Minutes of the regular meeting of the Drainage Board of the Randolph Street Drain Drainage District held at Northville City Hall, 215 W. Main Street, Northville, Michigan on the 18<sup>th</sup> day of December 2023 at 10:00 a.m. Eastern Standard Time and via Microsoft Teams.

Present: Michael Gregg, Chairperson and Deputy for Dr. Tim Boring, Director of the Michigan Department of Agriculture and Rural Development and Jim Nash, Secretary and Oakland County Water Resources Commissioner.

Absent: Elmeka Steele, Member and Wayne County Drain Commissioner.

Also Present: Representing the office of the Oakland County Water Resources Commissioner: Geoffrey Wilson and Stephanie Lajdziak. Representing the City of Northville Public Works: Mike Domine and Wendy Longpre.

1. Call meeting to order.

Chairperson Gregg called the meeting to order at 10:06 a.m.

2. Agenda.

Motion by Nash, supported by Gregg, to approve the December 18, 2023, agenda as presented.

Adopted: YEAS – 2  
NAYS – 0

3. Minutes.

Motion by Nash, supported by Gregg, to approve the minutes of the March 3, 2023, meeting.

Adopted: YEAS – 2  
NAYS – 0

4. Public Comment.

None.

5. Grant Transfer for the Serenity Point and Riverbank Stabilization Project

Geoff Wilson presented a memorandum detailing the background of the U.S. Environmental Protection Agency (EPA) community grant for \$700,000 intended to fund the maintenance of Serenity Point, which is located within the Drainage District. The Northville City Council adopted a resolution on December 4, 2023, which transfers the grant from the City of Northville to the Drainage District. It was noted that cost estimates would be provided to the communities as the project progresses and that if the cost of the project exceeds the grant amount, local funds would be utilized at that time. Mr. Wilson advised it would be

appropriate to accept the transfer of the grant in order to transfer the project to the Drainage District which would allow funds to be administered by the WRC.

Motion by Nash, supported by Gregg, to accept the EPA community grant transfer from the City of Northville to the Drainage District to allow for uninterrupted continuation of the Serenity Point and Riverbank Stabilization Project as presented.

Adopted: YEAS – 2  
NAYS – 0

6. Engineering Services for the Serenity Point and Riverbank Stabilization Project  
Geoff Wilson provided a memorandum which lists the engineering firms that the WRC received proposals from for engineering services in respect to the Serenity Point and Riverbank Stabilization Project. It was recommended that the WRC award engineering services to Hubble, Roth, and Clark, Inc. (HRC), which received the highest score based upon cost estimate and related project experience.

Motion by Nash, supported by Gregg, to authorize HRC to proceed with engineering services as outline in the December 13, 2023, proposal, through its existing as-needed services contract with Oakland County, for an amount not-to-exceed \$105,000 as presented.

Adopted: YEAS – 2  
NAYS – 0

7. Trial Balance.  
Mr. Wilson presented the Trial Balance report dated February 15, 2023, indicating a cash balance of \$32,042.77.

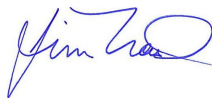
Motion by Nash, supported by Gregg, to receive and file the updated Trial Balance as presented.

Adopted: YEAS – 2  
NAYS – 0

8. Other Business.  
None.

9. Adjourn.  
Motion by Nash, supported by Gregg, to adjourn the December 18, 2023, meeting at 10:44 a.m.

Adopted: YEAS – 2  
NAYS – 0



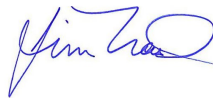
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Jim Nash, Secretary  
Randolph Street Intercounty Drain Drainage Board

STATE OF MICHIGAN                    )  
  )SS.  
COUNTY OF OAKLAND                )

I hereby certify that the foregoing is a true and complete copy of the minutes of the Randolph Street Intercounty Drain Drainage Board, at a meeting held on the 18<sup>th</sup> day of December 2023, and that the meeting was conducted and public notice was given in compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, as may be amended from time to time and that the minutes were kept and will be or have been made available to the public as required by the Act.

IN WITNESS WHEREOF, I have hereunto affixed my official signature on this 18<sup>th</sup> day of December 2023.



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Jim Nash, Secretary  
Randolph Street Intercounty Drain Drainage Board

**Agenda Item No. 4**

Public Comment

**Agenda Item No. 5**

Serenity Point and Riverbank Stabilization Project –  
Grant Project Update

**OAKLAND COUNTY  
WATER RESOURCES COMMISSIONER****MEMORANDUM**

**TO:** Michael Gregg, Chairperson, Randolph Street Intercounty Drain Drainage Board

**FROM:** Geoff S. Wilson, P.E. – Chief Engineer

**SUBJECT:** Randolph Street Drain Serenity Point and Riverbank Stabilization Project – Grant Project Update

**DATE:** June 24, 2024

In 2022, the City of Northville applied for a FY2023 Congressional Community Project Funding Grant for a proposed construction project to address maintenance concerns impacting the lower terminus of the Randolph Street Drain and Ford Field Park adjacent to the drain. The City was awarded a \$700,000 grant for FY 2023 (later modified to FY 2024) with a 20% match requirement. A resolution, adopted unanimously on December 4, 2023, by Northville's City Council, authorized the transfer of the grant to the Randolph Street Intercounty Drain Drainage District. To be eligible to receive the grant funding, the Drainage District is required to submit an application to the United States Environmental Protection Agency (EPA).

Hubbel, Roth & Clark, Inc. was hired by the Drainage District to provide design and construction engineering services for the Randolph Street Drain Serenity Point and Riverbank Stabilization Project. The project design, which is nearly complete, is intended to meet the following project goals:

1. Deter ongoing erosion of the outfall.
2. Stabilize the river embankment.
3. Secure the structural security of Hutton Street that abuts the head wall.
4. Reduce sediments from the outfall discharging into the Rouge River.
5. Improving the water quality of an "Area of Concern" flagged by the EPA impacting the Great Lakes.
6. Introduce new vegetation and natural riprap along the riparian edges, improving aquatic habitat and nesting areas and providing a more natural setting in the park area where the drain has greatly degraded.
7. Improve the scenic viewing point overlooking the historic Ford Mill Pond spillway.
8. Address a safety hazard and an eyesore and create a serene viewing point, benefiting the visitors who are attracted to this popular regional destination.

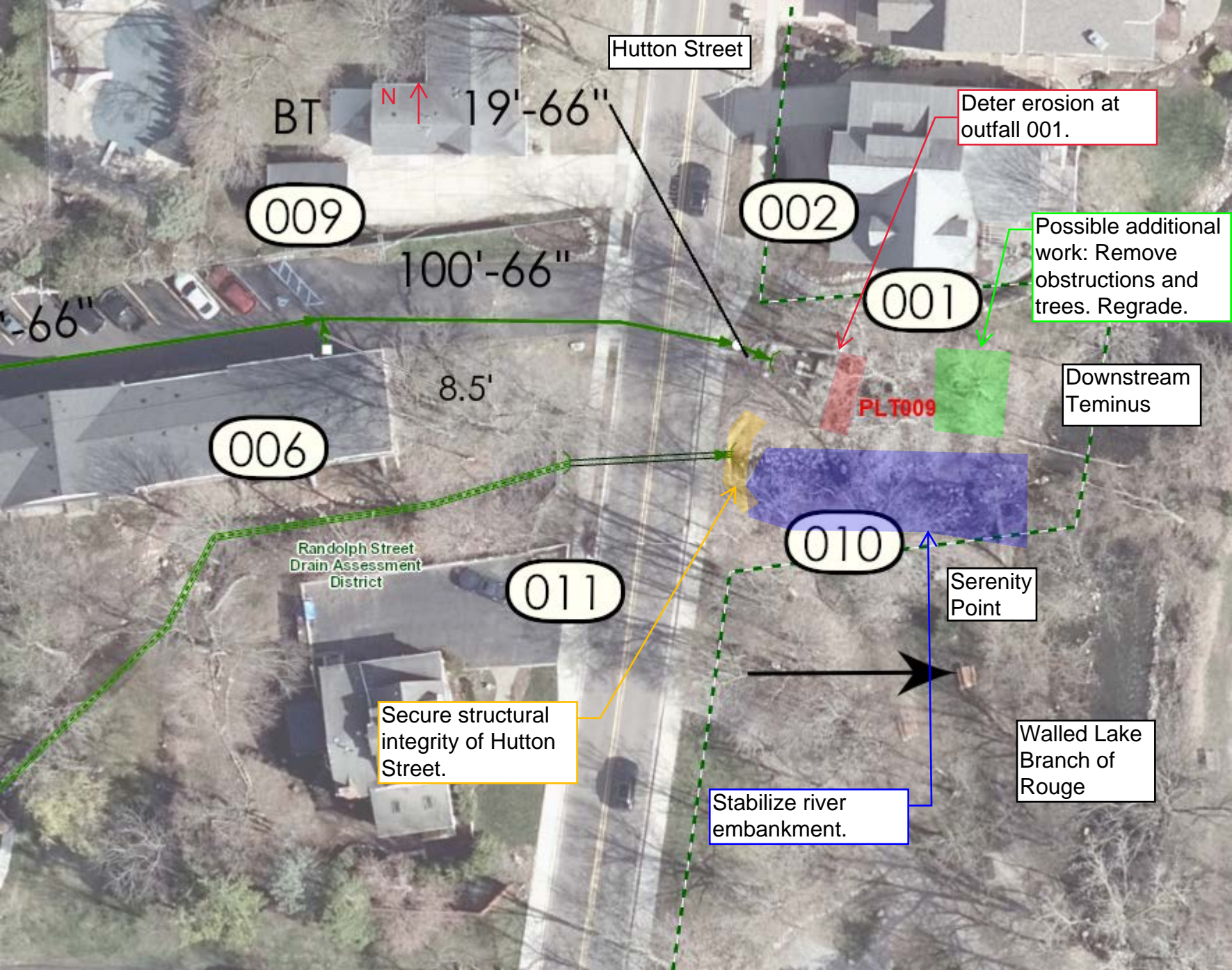
The construction plans are being reviewed for constructability; staging with the Ford Field Improvements project; and compliance with the City's right of way requirements. Meetings have been ongoing with the City and its Ford Field Park improvements project team to ensure efforts are not duplicated.

The project is estimated to cost \$1,068,342 and grant funds are capped at \$560,000. Accordingly, the Drainage District is responsible for \$508,342. Both the City of Novi and the City of Northville are anticipating a summer assessment by the Drainage District.



**Recommended Action:**

- 1. Authorize Commissioner Jim Nash to complete and submit the grant application to the EPA and execute the Grant Award Agreement.**
- 2. Authorize the WRC to advertise the project for bidding once project documents are compliant with construction standards and the EPA grant requirements.**



Hutton Street

BT



19'-66"

009

100'-66"

5'-66"

002

Deter erosion at outfall 001.

Possible additional work: Remove obstructions and trees. Regrade.

001

Downstream Teminus

8.5'

PL T009

006

Randolph Street Drain Assessment District

011

010

Serenity Point

Secure structural integrity of Hutton Street.

Stabilize river embankment.

Walled Lake Branch of Rouge

Randolph Street Drain



Downstream terminus, looking upstream toward Hutton Street.

Randolph Street Drain



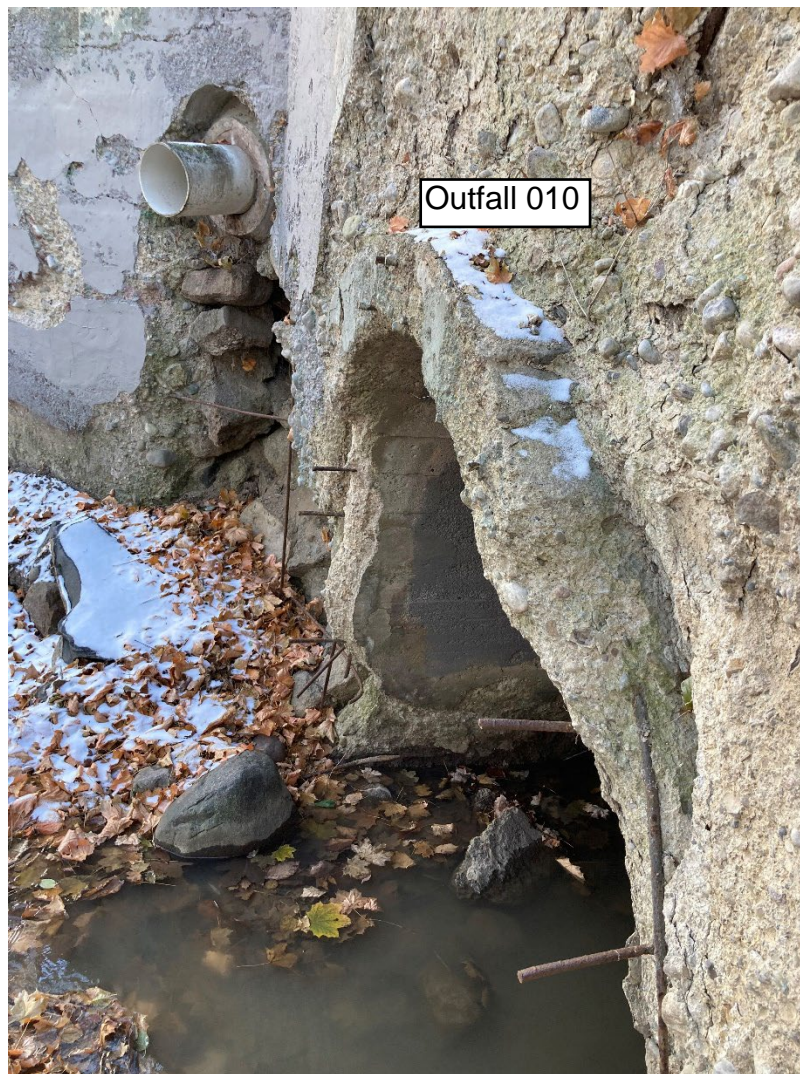
Enclosed portion outlet (001) downstream of Hutton Street.

Randolph Street Drain



Hutton Street culvert over low flow channel.

Randolph Street Drain

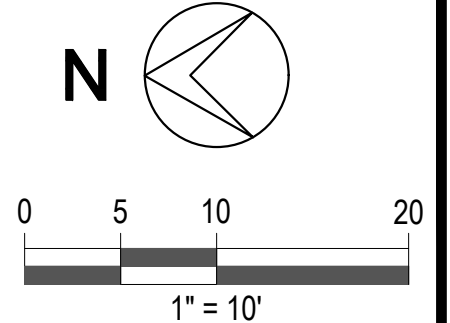
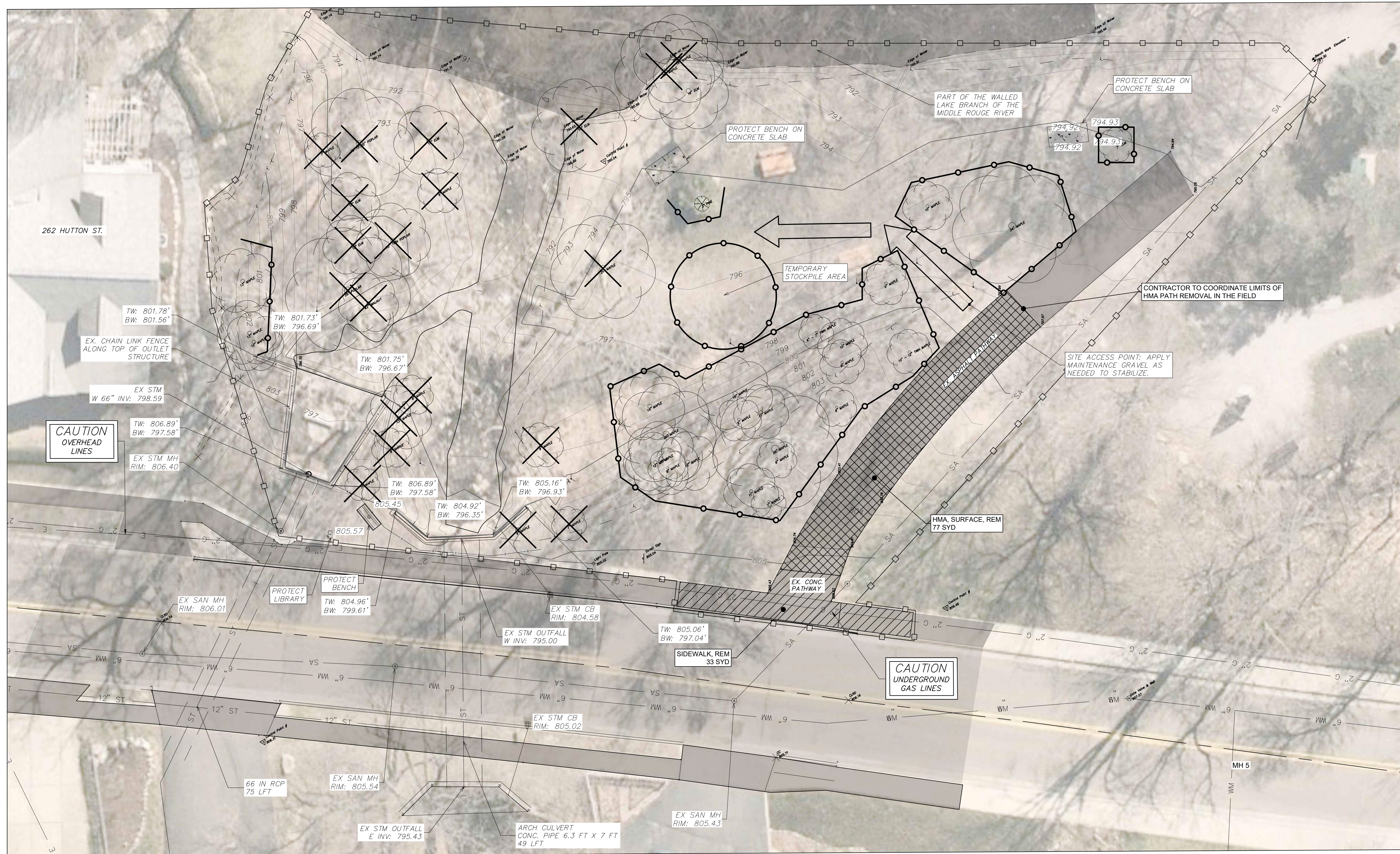


Hutton Street culvert over low flow channel.

Randolph Street Drain



Outlet of enclosed portion (001). Looking downstream with Ford Field in the background.



**OAKLAND COUNTY WATER RESOURCES COMMISSIONER**

**WAYNE COUNTY DRAIN COMMISSIONER**

**MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT**

**CITY OF NOVI**

**CITY OF NORTHVILLE**

**HRC**  
**HUBBELL, ROTH & CLARK, INC**  
 CONSULTING ENGINEERS SINCE 1915  
 555 HULET DRIVE BLOOMFIELD HILLS, MICH. P.O. BOX 824 48303 - 0824  
 PHONE: (248) 454-6300  
 FAX (1st. Floor): (248) 454-6312  
 FAX (2nd. Floor): (248) 454-6359  
 WEB SITE: www.hrcengr.com

DATE	ADDITIONS AND/OR REVISIONS
6/7/2024	OWNER REVIEW
1/23/2024	OWNER REVIEW
DESIGNED	RJK
DRAWN	NTM
CHECKED	JVB
APPROVED	JFB



- NOTES:**
- THE CONTRACTOR SHALL PROTECT THE FOLLOWING EXISTING SITE FEATURES THROUGHOUT CONSTRUCTION:
    - BENCHES
    - SLABS
    - LIBRARIES
  - ANY DAMAGE SUSTAINED BY ROADS AND CURBS NOT MARKED FOR REMOVAL SHALL BE RESTORED BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.
  - SITE CLEARING SHALL ONLY OCCUR WITHIN THE DESIGNATED AREA OF DISTURBANCE. IF EXISTING LANDSCAPES OUTSIDE OF THE PROJECT SITE IS DAMAGED IT SHALL BE RESTORED TO ORIGINAL CONDITIONS BY THE CONTRACTOR AT NO ADDITIONAL COST TO THE OWNER.

REMOVAL QUANTITIES			
NO.	DESCRIPTION	QTY	UNIT
1	CLEARING	1	LSUM
2	TREE AND STUMP REMOVAL, 6"-18"	19	EA
3	TREE AND STUMP REMOVAL, 19"-36"	4	EA
4	HMA, SURFACE, REM	77	SYD
5	SIDEWALK, REM	33	SYD
6	FENCE, PROTECTIVE	470	FT

LEGEND	
LIMITS OF DISTURBANCE	
PROTECTIVE FENCE	
TREE REMOVAL	
CONC. SIDEWALK REMOVAL	
HMA REMOVAL	

**NOTICE:**  
 ALL EXISTING UTILITIES SHOWN ON THIS TOPOGRAPHIC SURVEY HAVE BEEN TAKEN FROM VISUAL OBSERVATION AND RECORD MAPPING WHERE AVAILABLE. NO GUARANTEE IS MADE, OR SHOULD BE ASSUMED, AS TO THE COMPLETENESS OR ACCURACY OF THE UTILITIES SHOWN ON THIS DRAWING. PARTIES UTILIZING THIS INFORMATION SHALL FIELD VERIFY



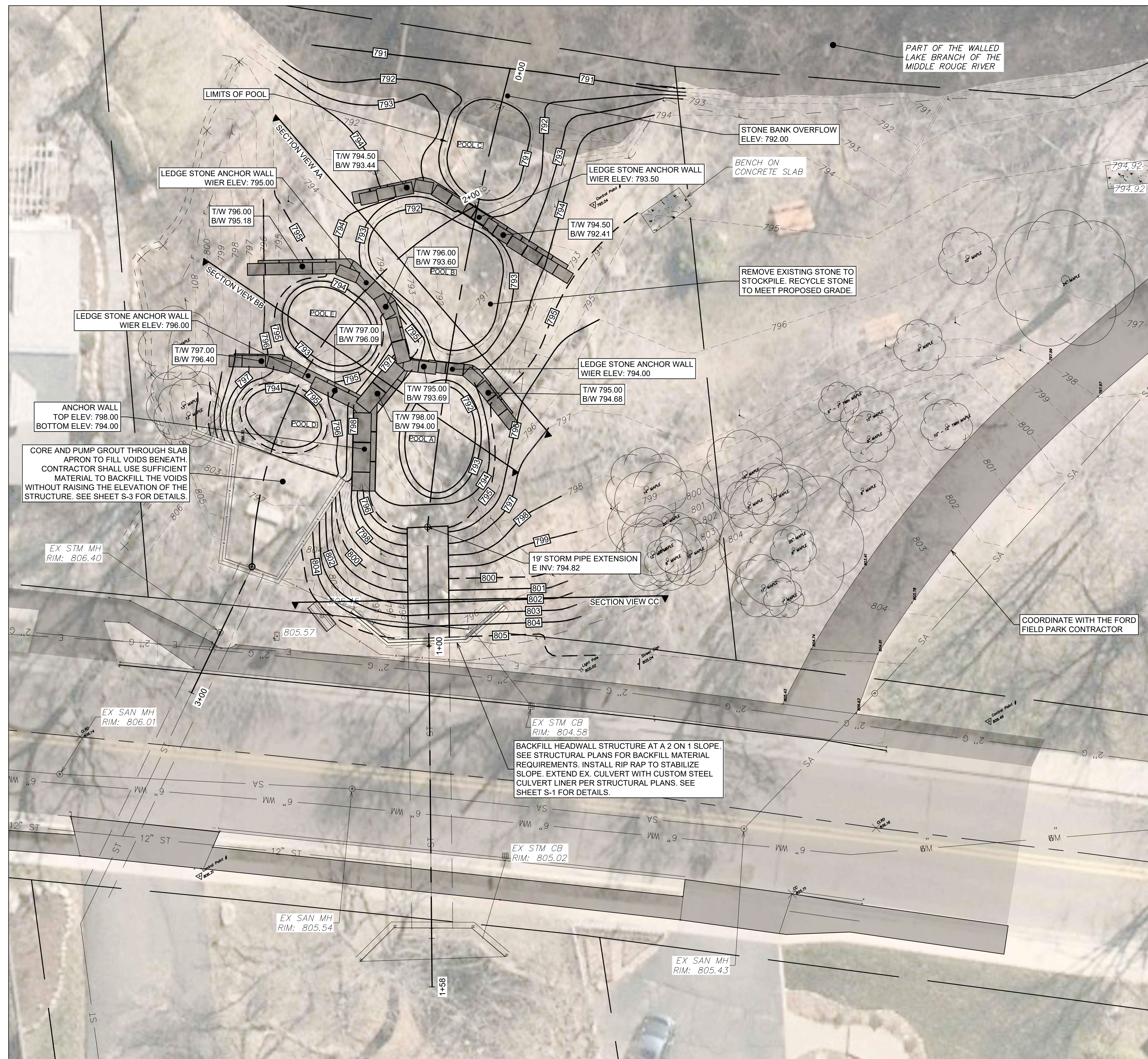
CALL MISS DIG 72 HOURS (3 WORKING DAYS) BEFORE YOU DIG  
 1-800-482-7171 or 811 (TOLL FREE)

**RANDOLPH DRAIN SERENITY POINT RIVER BANK STABILIZATION PROJECT**

**EXISTING CONDITIONS AND DEMOLITION PLAN**

HRC-JOB NO. 20230950	SCALE 1" = 10'
DATE June 2024	SHEET NO. C-5





PART OF THE WALLED LAKE BRANCH OF THE MIDDLE ROUGE RIVER

STONE BANK OVERFLOW ELEV: 792.00

BENCH ON CONCRETE SLAB

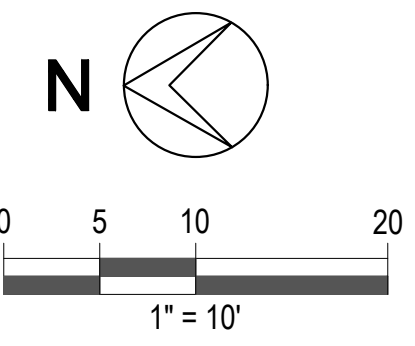
REMOVE EXISTING STONE TO STOCKPILE, RECYCLE STONE TO MEET PROPOSED GRADE.

ANCHOR WALL TOP ELEV: 798.00 BOTTOM ELEV: 794.00

CORE AND PUMP GROUT THROUGH SLAB APRON TO FILL VOIDS BENEATH CONTRACTOR SHALL USE SUFFICIENT MATERIAL TO BACKFILL THE VOIDS WITHOUT RAISING THE ELEVATION OF THE STRUCTURE. SEE SHEET S-3 FOR DETAILS.

BACKFILL HEADWALL STRUCTURE AT A 2 ON 1 SLOPE. SEE STRUCTURAL PLANS FOR BACKFILL MATERIAL REQUIREMENTS. INSTALL RIP RAP TO STABILIZE SLOPE. EXTEND EX. CULVERT WITH CUSTOM STEEL CULVERT LINER PER STRUCTURAL PLANS. SEE SHEET S-1 FOR DETAILS.

COORDINATE WITH THE FORD FIELD PARK CONTRACTOR

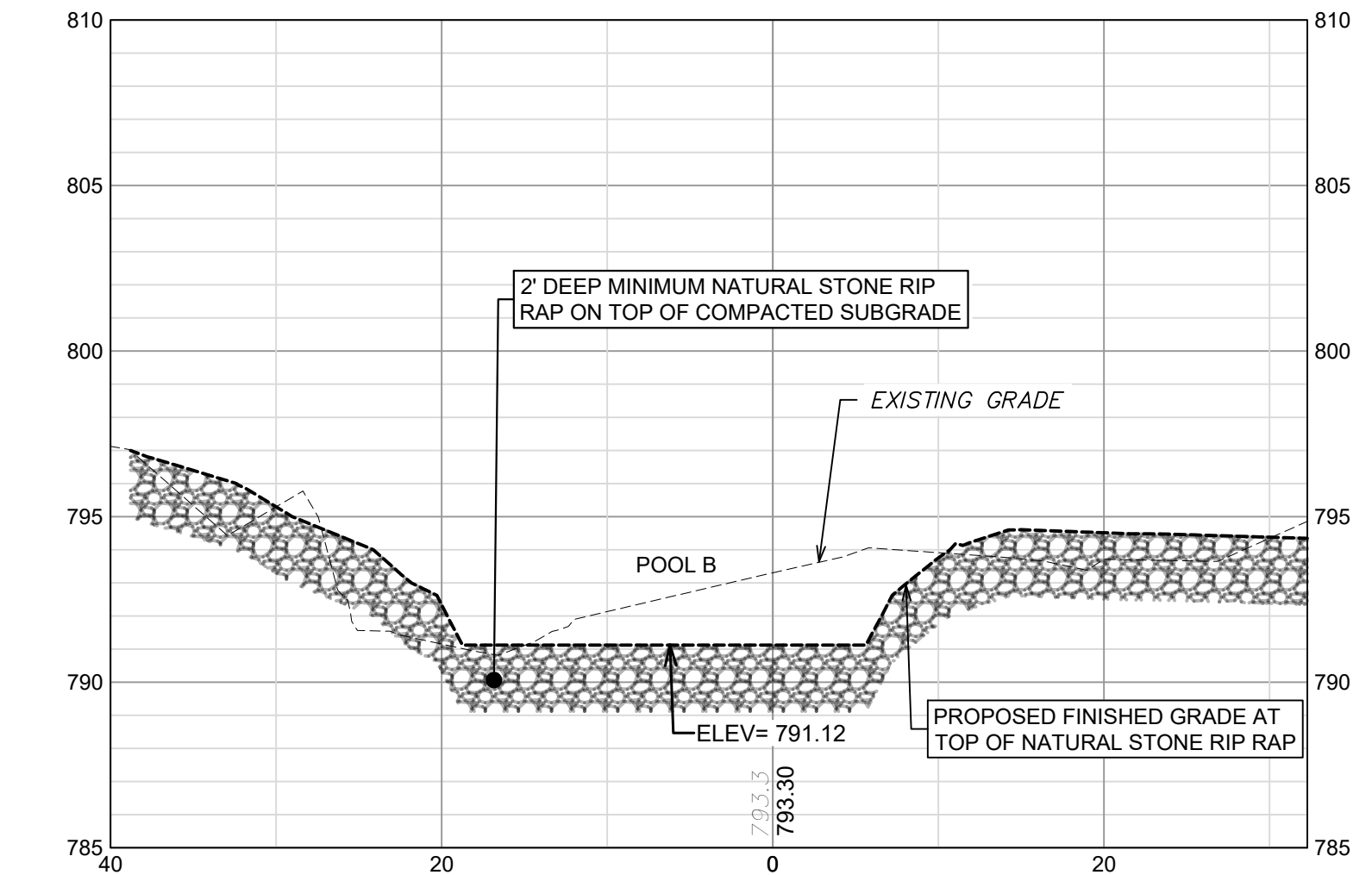


**NOTES:**

- LEDGE STONE ANCHOR WALLS TO BE BURIED A MINIMUM OF 2 FT BELOW PROPOSED GRADE.
- ANCHOR WALLS SHOWN ON THIS SHEET ARE REPRESENTATIVE ONLY. REFER TO SHEET C-3 FOR CONSTRUCTION DETAILS.
- WHERE EXISTING STONE IS INADEQUATE TO MEET PROPOSED GRADE, SUPPLEMENTAL STONE SHALL BE ADDED UP TO THE SPECIFIED ELEVATION. SUPPLEMENTAL STONE IS PAID FOR AS " ".

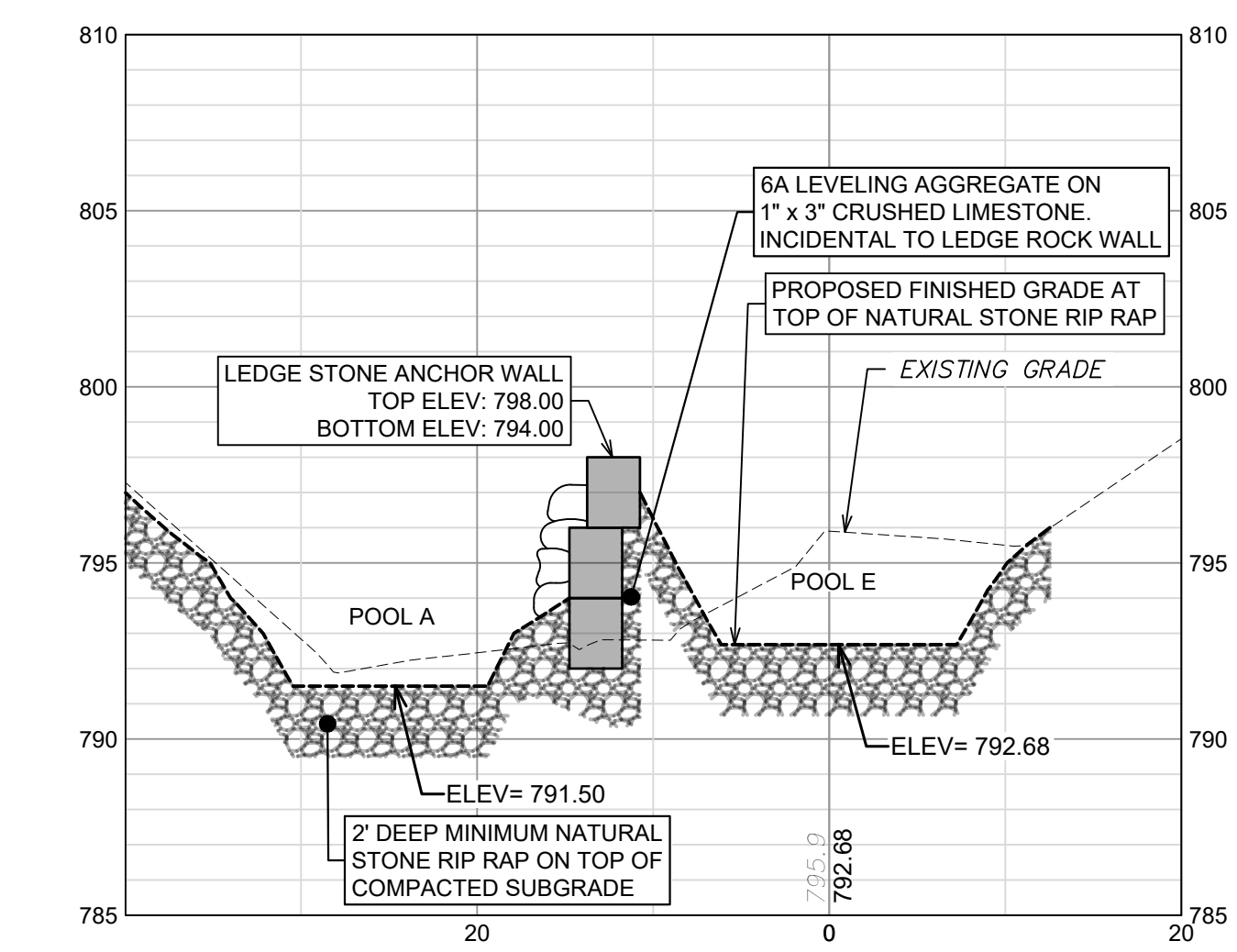
**PROPOSED QUANTITIES**

NO.	DESCRIPTION	QTY	UNIT
1	SITE GRADING	1	LSUM
2	SIDEWALK, CONC, 4 INCH	300	SFT
3	LEDGE STONE ANCHOR WALLS	620	FFT
4	INSTREAM PLUNGE POOLS	5	EA
5	REMOVE, STOCKPILE, AND REINSTALL NATIVE ROCK	1	LSUM



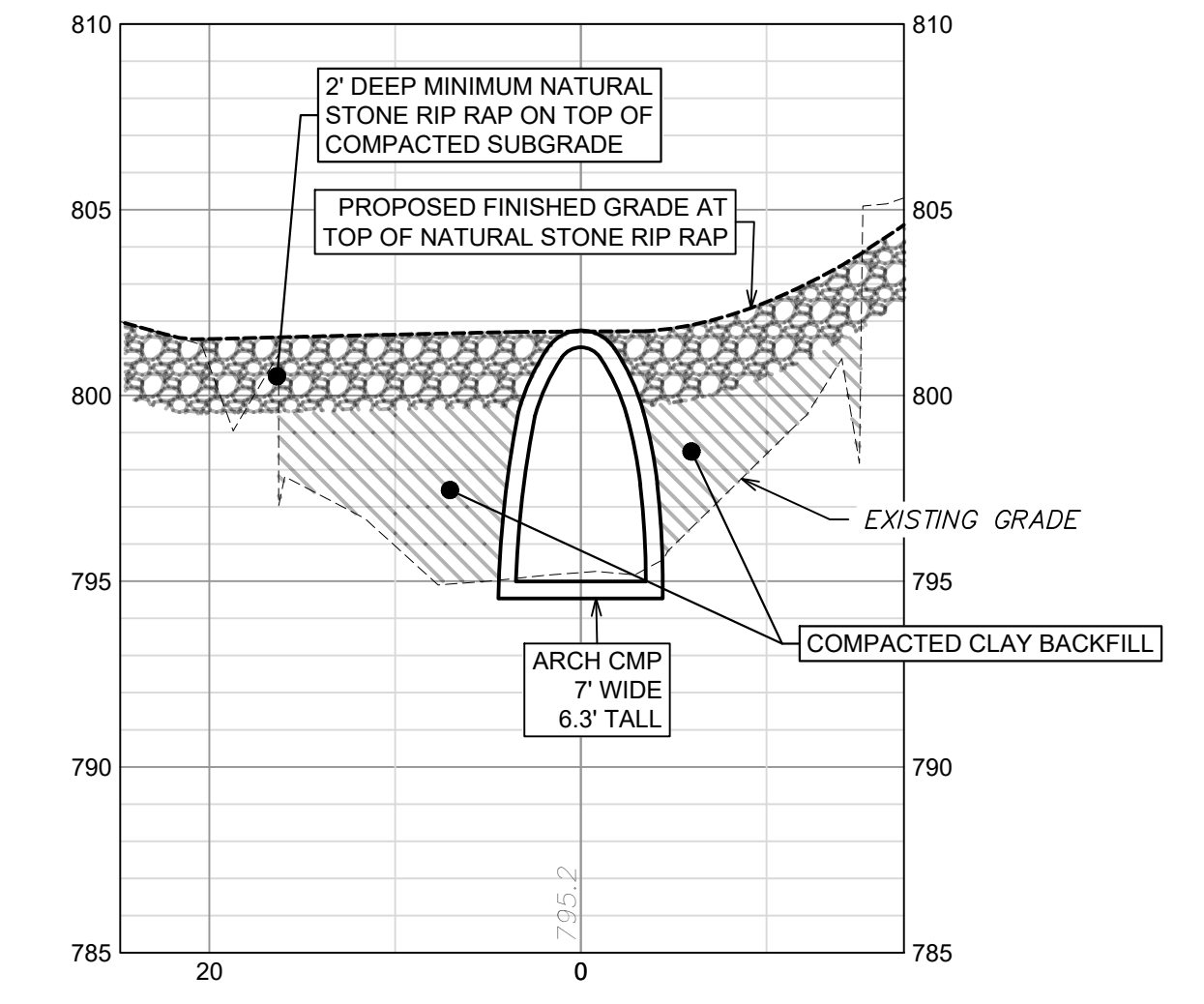
**CROSS SECTION AA**

1" = 5' VERT.  
1" = 10' HORZ.



**CROSS SECTION BB**

1" = 5' VERT.  
1" = 10' HORZ.



**CROSS SECTION CC**

1" = 5' VERT.  
1" = 10' HORZ.

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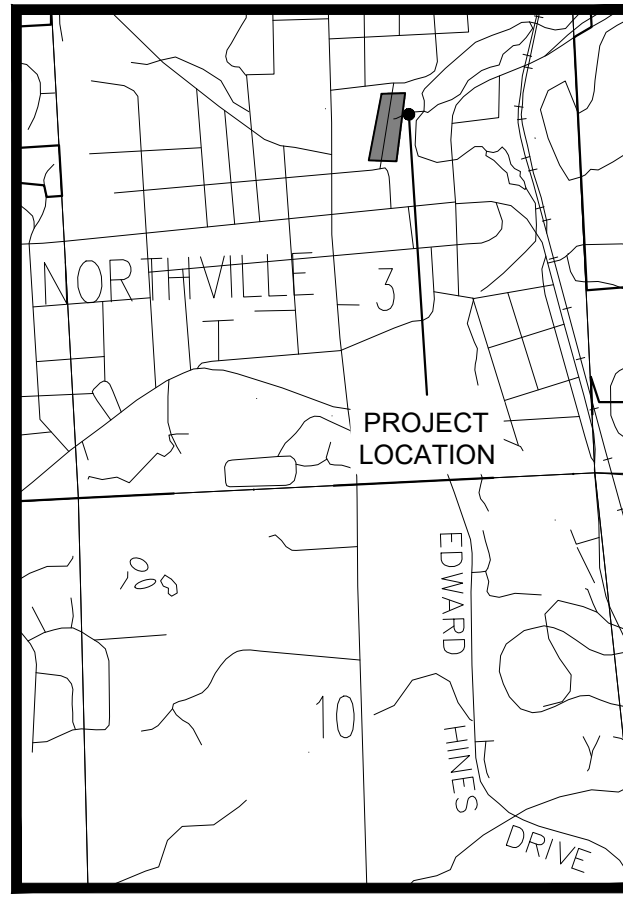


CALL MISS DIG  
72 HOURS  
(3 WORKING DAYS)  
BEFORE YOU DIG  
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(TOLL FREE)

OAKLAND COUNTY WATER RESOURCES COMMISSIONER  
  
WAYNE COUNTY DRAIN COMMISSIONER  
  
MICHIGAN DEPARTMENT OF AGRICULTURE AND RURAL DEVELOPMENT  
  
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6/7/2024	OWNER REVIEW
1/23/2024	OWNER REVIEW
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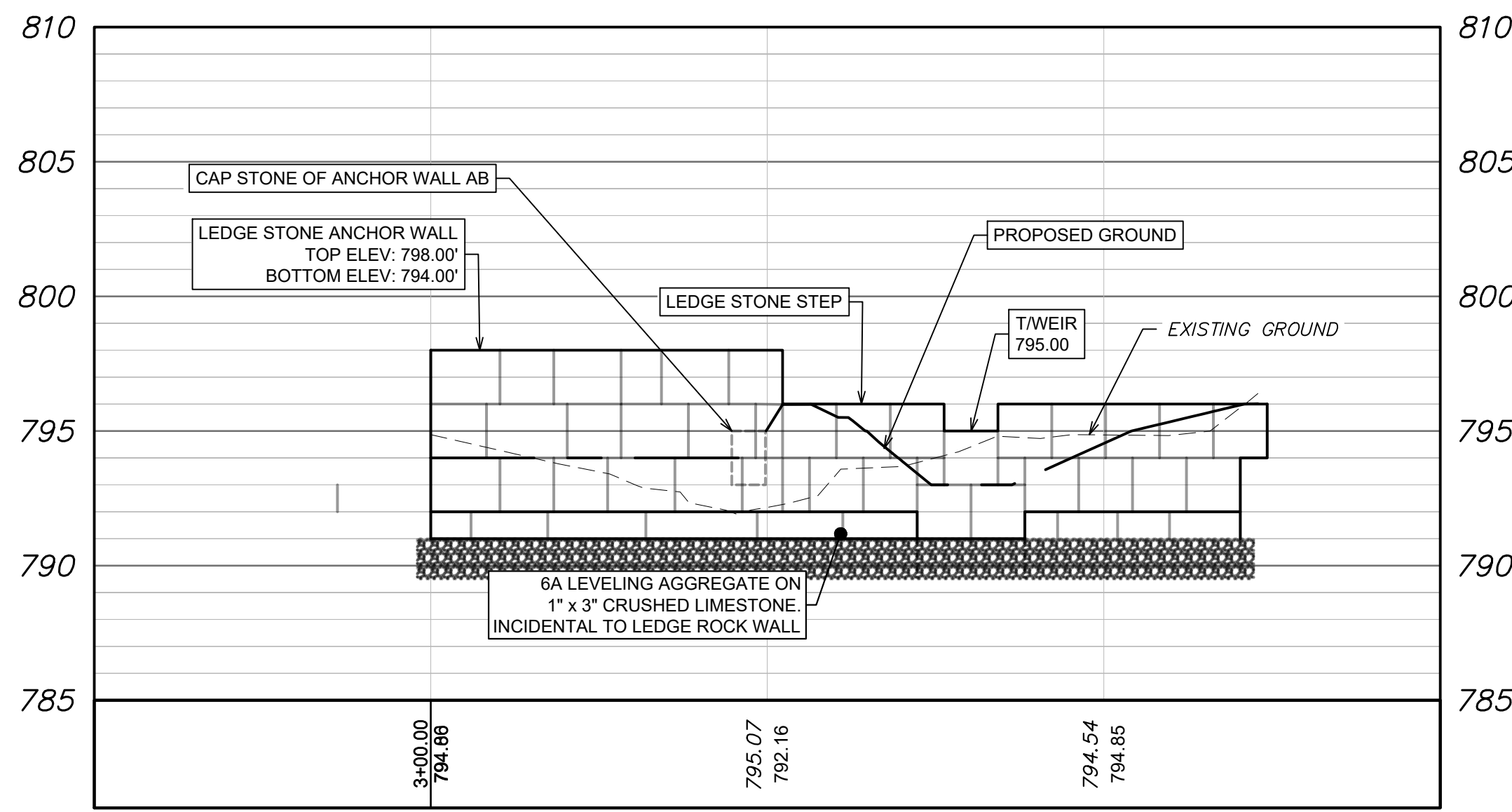


**RANDOLPH DRAIN SERENITY POINT RIVER BANK STABILIZATION PROJECT**

SITE PLAN

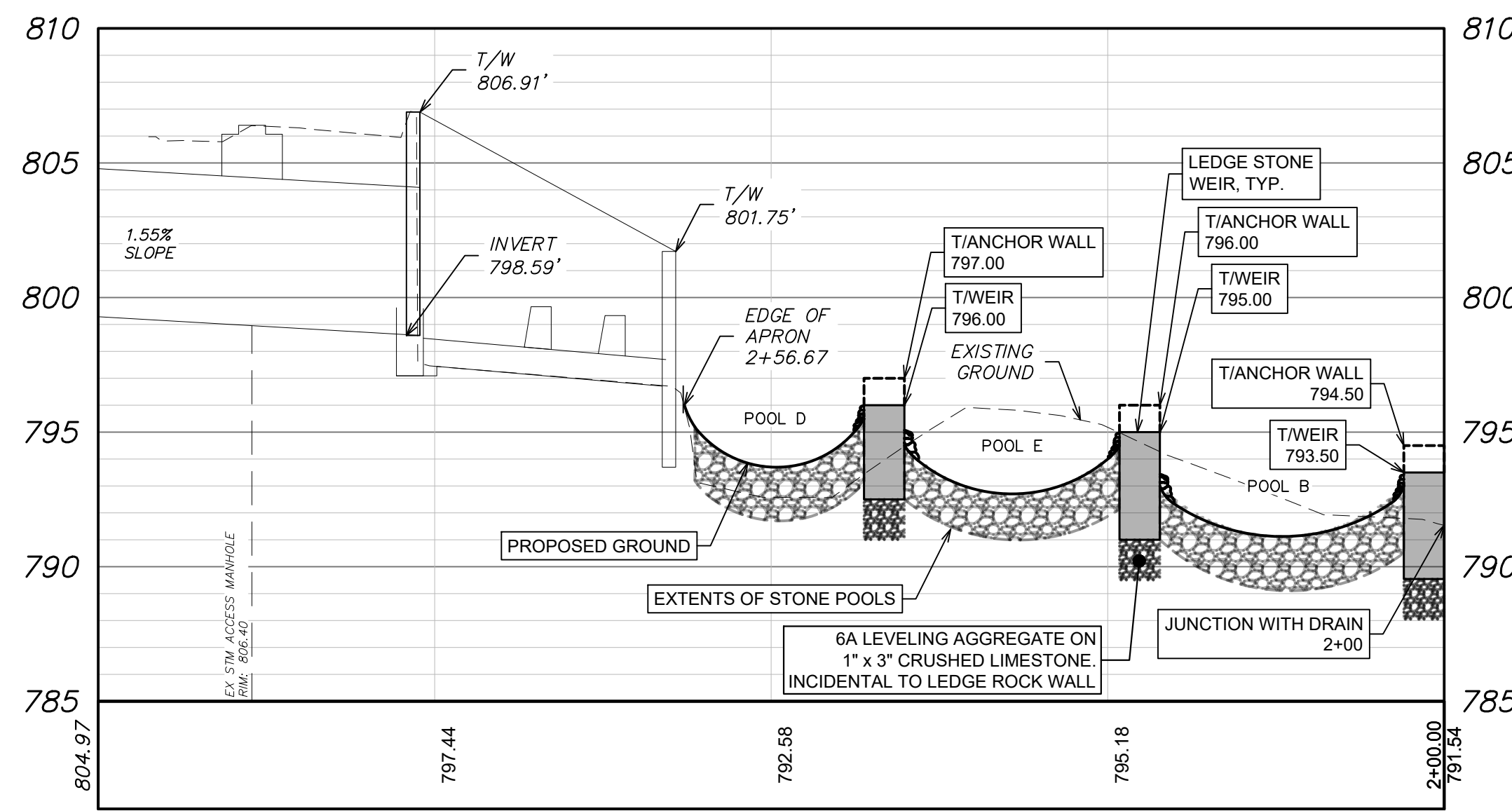
HRC-JOB NO. 20230950	SCALE 1" = 10'
DATE June 2024	SHEET NO. C-6

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Melosi, Nathan



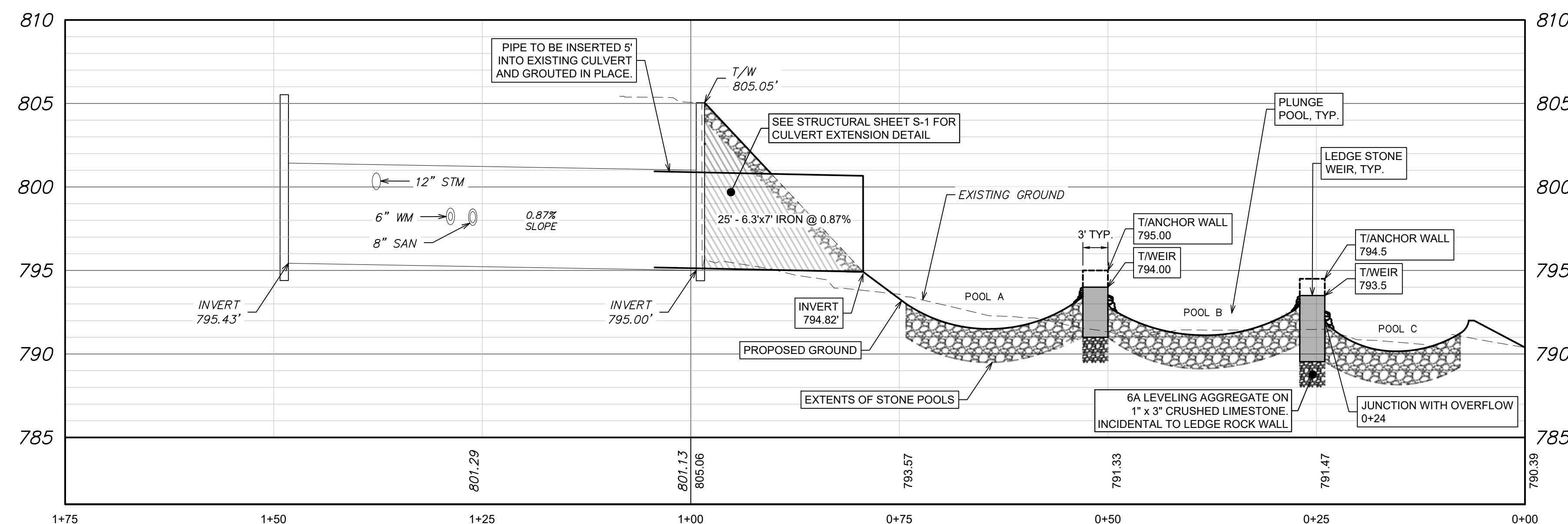
**ANCHOR WALL PROFILE**

1" = 5' VERT.  
1" = 10' HORZ.



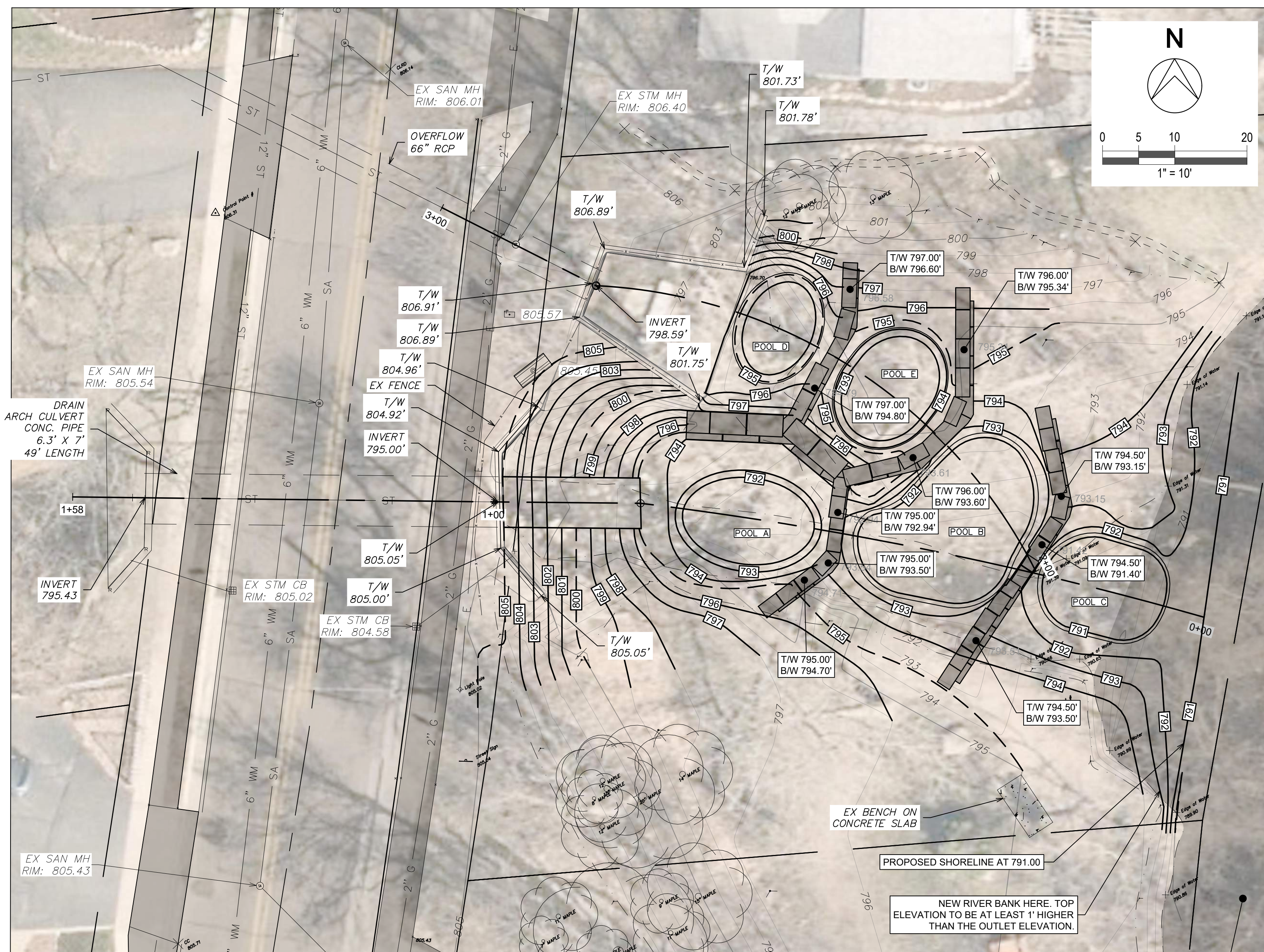
**OVERFLOW PROFILE**

1" = 5' VERT.  
1" = 10' HORZ.



**DRAIN PROFILE**

1" = 5' VERT.  
1" = 10' HORZ.



**NOTES:**  
1. LEDGE STONE ANCHOR WALLS SHOWN ON THIS SHEET ARE REPRESENTATIVE ONLY. REFER TO SHEET C-3 FOR CONSTRUCTION DETAILS.

PART OF THE WALLED LAKE BRANCH OF THE MIDDLE ROUGE RIVER

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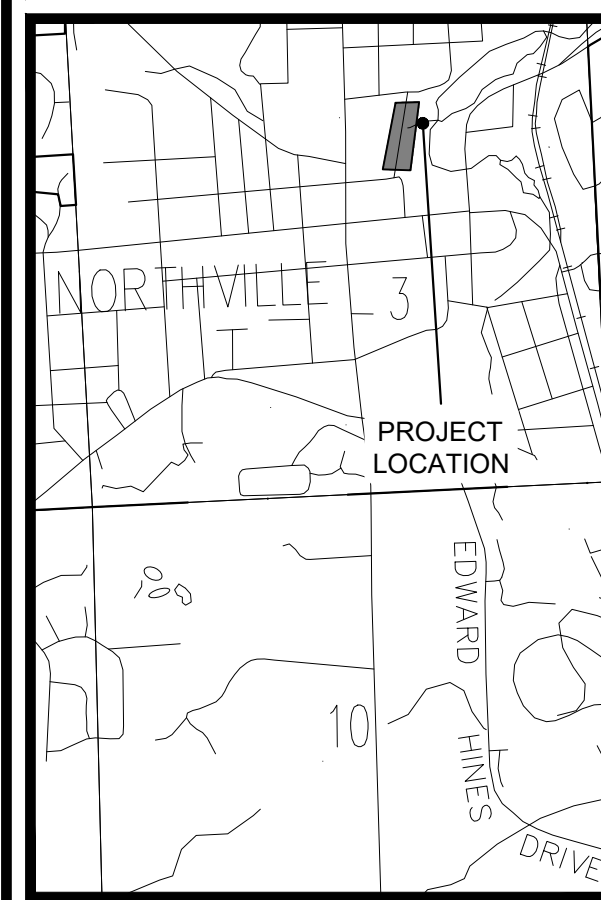
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APPROVED	JFB



**RANDOLPH DRAIN SERENITY POINT RIVER BANK STABILIZATION PROJECT**

PROFILES

HRC-JOB NO.	SCALE
20230950	1" = 10'
DATE	SHEET NO.
June 2024	C-7

**Agenda Item No. 6**

Trial Balance



Trial Balance

**Organization** Oakland County  
**Periods** FY2024 : Jun  
**Ledger** Actuals  
**Accounting Worktag** FND82906 Randolph St Drain Ch21  
**Book** Operating  
**Company Currency** USD  
**Translation Currency** USD  
**Run** 06/17/2024 09:21 AM

Consolidation Data

Ledger Account	Beginning Balance	Debit Amount	Credit Amount	Ending Balance
100100:Cash - Operating	22,177.73	53.56	0.76	22,230.53
104100:Accrued Interest on Investment	0.00	0.00	0.00	0.00
126105:Due from Municipalities-AR Con	285.11	0.00	0.00	285.11
207100:Due to Municipalities	(5,905.32)	0.00	0.00	(5,905.32)
211100:Due to Primary Government	(10,611.75)	0.00	0.00	(10,611.75)
228100:Deposits Liability	(111.11)	0.00	0.00	(111.11)
230852:Accounts Payable	0.00	0.00	0.00	0.00
381350:FB Restricted Programs	(15,914.14)	0.00	0.00	(15,914.14)
655000:Investment Income	(121.72)	0.76	53.56	(174.52)
730000:Contractual Services	23.73	0.00	0.00	23.73
770000:Internal Support Expenditures	10,177.47	0.00	0.00	10,177.47
<b>Total</b>	<b>0.00</b>	<b>54.32</b>	<b>54.32</b>	<b>0.00</b>

**Agenda Item No. 7**

Other Business

**Agenda Item No. 8**

Adjourn