



September 15, 2017

Dear Property Owners:

**RE: Lennon Drain Improvements Phase 2 (Roseland Golf Course)**

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The City of Windsor is proceeding with Phase 2 of the improvements to the Lennon Drain. This phase will cover portions of the Lennon Drain within Roseland Golf Course and #3888 Kennedy Drive East. AECOM has been retained as the City's Consultant for the design and project administration with the Essex Region Conservation Authority (ERCA) acting as the City's agent for contracting purposes.

The construction contract for the work has been awarded to Total Source Contracting with Mr. Peter Letkeman as Project Manager (telephone 519-796-9213). AECOM will administer the work including on-site inspection. Should a construction related problem arise, please contact the agent on-site at 519-981-5641 (office hours 8:00 am to 5:00 pm). Calls for urgent issues after hours should be directed to the City's Operations Department at 519-255-6326.

**Project Description**

Within Roseland Golf Course, the work consists of reworking the Lennon Drain to enclose a portion of the Drain and construct five (5) stormwater ponds. Where the Lennon Drain passes through #3888 Kennedy Drive East the Drain will be cleaned.

No traffic detours are planned for this work though Kennedy Drive East may be reduced to one lane in isolated locations adjacent to the work zone.

**Construction Schedule**

Construction is scheduled to commence Monday, September 25, 2017, and be substantially complete by early the end of October 2017, subject to weather conditions. Some tree clearing is expected to occur in advance of the September 25 start date to minimize the amount of time Roseland Golf Course is subject to construction activities.

**Pre-Construction Survey**

Prior to construction commencing, AECOM and Total Source Contracting will be photographing and videotaping the construction area to establish the Pre-construction conditions.

**Municipal Waste Collection**

The proposed works will not interfere with the scheduled collection of garbage, recycling or yard waste.

**Project Contacts**


If you require any information or have questions with respect to this project please contact the individuals identified below:

<p><u>City of Windsor</u> Engineering Department 3<sup>rd</sup> Floor – 350 City Hall Square West Windsor, Ontario, N9A 6S1 Attention: Ms. Jane He, P.Eng. Phone: 519-255-6257 x6358 Email: <a href="mailto:jhe@citywindsor.ca">jhe@citywindsor.ca</a></p>	<p><u>Essex Region Conservation Authority</u> 360 Fairview Avenue West, Suite 311 Essex, Ontario, N8M 1Y6 Attention: Mr. John Henderson, P.Eng. Phone: 519-776-5209 x246 Email: <a href="mailto:jhenderson@erca.org">jhenderson@erca.org</a></p>	<p><u>AECOM</u> 350 Cabana Road East, Unit 4 Windsor, Ontario, N9G 1A3 Attention: Mr. Paolo Eugeni, P.Eng. Phone: 519-915-3080 Email: <a href="mailto:paolo.eugeni@aecom.com">paolo.eugeni@aecom.com</a></p>
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We understand this project may cause inconvenience and potential construction hazards to the adjacent properties. Effort will be made to minimize the impact onto property owners and general public. Your patience and co-operation will be greatly appreciated.

Yours Sincerely, 

Wes Hicks, P. Eng.  
Senior Manager of Infrastructure & Geomatics/Deputy City Engineer  
The Corporation of the City of Windsor

 JZH/mb

- cc: Ward 1 Councillor Fred Francis  
Tim Byrne, Director, ERCA  
Mark Winterton, City Engineer, City of Windsor  
Phil Roberts, General Manager, Roseland Golf & Curling Club  
John Henderson, P. Eng, Essex Region Conservation Authority  
Dwayne Dawson, Executive Director, Operations, City of Windsor  
Phong Nguy, Manager of Contracts, Field Services & Maintenance, City of Windsor

- Anne Marie Albidone, Manager of Environmental Services, City of Windsor  
Ian Day, Field Services Coordinator, City of Windsor  
Paolo Eugeni, P. Eng., AECOM  
David Dietrich, P. Eng., AECOM  
Peter Letkeman, Total Source Contracting  
Sergio Colucci, P. Eng., Engineering Dept. City of Windsor  
Jane He, P. Eng., Engineering Dept. City of Windsor

**LOCATION OF THE WORKS**  
**Lennon Drain Improvements Phase 2 (Roseland Golf Course)**

