

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, February 27, 2012
7:30 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA

6. PRESENTATION A. Wayne County Community College District (WCCCD)
 1. Presentation folder

7. MINUTES A. Council 01/23/12, 02/06/12
- B. Committee-of-the-Whole and Closed Executive Session 02/06/12
- C. Committee-of-the-Whole 02/13/12, with recommendation:
 1. Ordinance – Medical Marijuana
- D. Compensation and Evaluation Committee 02/06/12
- E. Mayor’s Mack Avenue Business Study Committee 01/19/12
- F. Historical Commission 12/08/11, 01/12/12
- G. Historical Commission Excerpt 02/09/12, with recommendation:
 1. Cook Schoolhouse vertical platform
- H. Beautification Commission 01/11/12
- I. Citizens’ Recreation Commission 12/13/11

8. PUBLIC HEARING A. 2012 Community Development Block Grant (CDBG) Estimated Budget
 1. Memo 02/15/12 – City Administrator
 2. Affidavit of Legal Publication

9. COMMUNICATIONS A. Purchase: Updated Radio System
 1. Memo 02/10/12 – Director of Public Services
- B. Budget Transfer: Cook School Repairs
 1. Memo 02/07/12 – Director of Public Services
 2. Committee-of-the-Whole Excerpt 12/12/11
- C. Membership: Michigan Municipal League (MML)
 1. Letter 02/01/12 – MML
 2. Invoice 02/01/12

- D. Purchase Order: Projected Expenses – 11 Mile Truck Frame & Axle
 - 1. Memo 02/08/12 – Director of Public Services
 - E. Budget Transfer: Lake Front Park Dog Park Fence
 - 1. Memo 02/17/12 – Director of Public Services
 - 2. Committee of the Whole Excerpt 02/13/12
 - F. Budget Transfer: City Hall Front Porch Repairs
 - 1. Memo 02/09/12 – Director of Public Services
 - G. Public Safety 2011 Annual Report
 - H. Monthly Financial Report – January 2012
- 10. BIDS / PROPOSALS/ CONTRACTS
 - A. Agreement: Consultant for Healthcare Consortium
 - 1. Memo 02/14/12 – City Administrator/Treasurer-Comptroller
 - 2. Letter 02/01/12 – City Attorney
 - 3. Healthcare & Benefits Consulting Agreement – Cornerstone Municipal Advisory Group, LLC
- 11. RESOLUTIONS
 - A. Economic Vitality Incentive Program (EVIP)
 - 1. Memo 02/14/12 – City Administrator
 - 2. Letter 01/20/12 – State of Michigan Department of Treasury
 - 3. Proposed Resolution
 - 4. Press Release 01/20/12
- 12. ORDINANCES
 - A. Second Reading: An Ordinance amending Chapter 20 Environment, Article IV Erosion and Sedimentation Control, in order to Update Article IV to comply with State law and administrative rules, and to delete Section 20-131 regarding appeals of denial of permit
 - 1. Letter 01/19/12 – City Attorney
 - 2. Letter 01/11/12 – MDEQ
 - 3. Proposed Ordinance
 - 4. Affidavit of Legal Publication
 - B. Second Reading: An Ordinance to Amend Chapter 10 Businesses, Article II Licensing, By Amending Section 10-22(E) to Provide For Proration of the License Fee for the First Year
 - 1. Letter 02/02/12 – City Attorney
 - 2. Proposed Ordinance
 - 3. Affidavit of Legal Publication

13. NEW BUSINESS

14. ADJOURNMENT

Lisa Kay Hathaway, MMC
City Clerk

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.

<p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p>
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MICHIGAN STATE
UNIVERSITY



FERRIS STATE
UNIVERSITY
HARPER WOODS

Facility Fact Sheet at a glance

Phone number: (313) 962-7150

Hours of Operation:

Monday – Thursday	8:00 am – 10:00 pm
Friday	8:00 am – 6:00 pm
Saturday	8:00 am – 1:00 pm

WCCCD Offerings

- Academic credit classes
- Continuing Education classes
- Dual Enrollment classes

Partnerships

- Walsh College
 - Master of Management program (Began January 2011)
- UM-Flint
 - BS Nursing (began January 2011)
 - BBS (began online January 2011)
- Michigan State University
 - Master Gardening Certification (began April 2011)
- Ferris State University
 - BS Criminal Justice (begins January 2012)
 - BS Digital Media Software Engineering (begins September 2012)
 - BS Information Security & Intelligence (begins September 2012)
 - BS Allied Health (begins online September 2012)
 - BS Dental Hygiene (begins online September 2012)

Facility Overview

- 6 classrooms
 - 2 with a seating capacity of 20 students
 - 2 with a seating capacity of 30 students
 - 1 with a seating capacity of 32 students
 - 1 with a seating capacity of 48 students
- 1 computer lab with a seating capacity of 30 students
- 1 auditorium with a seating capacity of 100 students
- 1 self help lab with 8 walk-up computers
- Administrative office area
 - 1 reception desk
 - 4 offices
 - 4 cubicles
 - 2 conference rooms
- Security office
- Open atrium
- The entire facility is wireless
- Over 200 parking spaces



COUNCIL
01-23-12 - 5

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JANUARY 23, 2012, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:37 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Bryant, Granger, Ketels, Koester, McConaghy, Shetler
Absent: None

Also Present: City Administrator Fincham
City Attorney Don Berschback
Treasurer/Comptroller Irby
City Clerk Hathaway

Council, Administration, and the audience Pledged Allegiance to the Flag.

The following Commission Members were in attendance:

Grant Gilezan, Planning Commission
Debra McCarthy, Beautification Commission

Motion by Ketels, seconded by Granger, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **appointment – Board of Canvassers**, that the City Council appoint James Navin as a Republican representative on the Board of Canvassers with a term to expire December 31, 2013.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, that the following minutes be approved as submitted:

1. City Council Minutes dated January 9, 2012.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **Keep Michigan Beautiful membership**, that the City Council concur with the recommendation of the Beautification Commission at their meeting on October 12, 2011, and authorize renewal of Keep Michigan Beautiful membership at a cost not to exceed \$25.00, a budgeted item to be paid from Account No. 101-105-880.100.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **2012 Tile – South City entrance sign**, that the City Council concur with the recommendation of the Beautification Commission at their meeting on October 12, 2011, and depict the new south entrance sign for the City's 2012 tile, and to authorize an amount not to exceed \$1,300.00 for

artwork and purchase of 100 tiles, a budgeted item to be paid from Account No. 101-105-880.100.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **Cook School House renovations**, that the City Council concur with the recommendation of the Beautification Commission at their meeting on October 12, 2011, and allocate \$500 toward Cook School House renovations, to be paid from Account No. 205-879-675.310.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Bryant, seconded by McConaghy, regarding **Application for Solicitor Permit/License**, that the City Council approve the application of Robert G. Muir of Edward Jones for a Permit/License to Solicit.

Motion carried by the following vote:

Yes: Bryant, Ketels, Koester, McConaghy, Novitke, Shetler
No: Granger
Absent: None

Motion by Bryant, seconded by Koester, regarding **conference attendance: Michigan Municipal League Capital Conference**, that the City Council authorize two members of the City Council to attend the 2012 Michigan Municipal League Capital Conference in Lansing, Michigan, March 20-21, 2012, at a cost not to exceed \$290.00 each.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Ketels, regarding **resignation – Beautification Commission**, that the City Council voice no objections to the Mayor accepting this resignation with regret and direct that appropriate thanks and recognition be sent to Mr. Allemon.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – December 2011**, that the City Council refer this report to the Finance Committee.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **contract: Cross Connection Control Program**, that the City Council award a contract to Hydro Designs to administer the Cross Connection Control Program including 264 inspections to be performed over the next three years at a cost not to exceed \$26,100.00, funds to be taken from the Water/Sewer Account 592-537-975.395 for the future years as follows:

Remainder of FY 2011/12	\$ 3,625;
2012/13	8,700;
2013/14	8,700;
2014/15	5,075.

Motion by Granger, seconded by Bryant, regarding contract: Cross Connection Control Program, to amend the previous motion by adding, "And, subject to the City Attorney's recommended modifications, and contingent upon budget approvals of future City Councils."

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Ketels, seconded by Bryant, regarding **proclamation – Scleroderma Awareness Month**, that the City Council voice no objection to issuance of this Mayoral proclamation.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Hearing no objections, the following item was heard under New Business:

- The Mayor stated his intent to appoint Jennifer Boettcher to the **Mayor's Mack Avenue Business Study Committee**, and asked that City Council concur with the appointment.

Motion by Bryant, seconded by Ketels, regarding appointment: Mayor's Mack Avenue Business Study Committee, that the City Council voice no objection to the Mayoral appointment of Jennifer Boettcher to the Mayor's Mack Avenue Business Study Committee.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

COUNCIL
01-23-12 – 10

Motion by Bryant, seconded by Ketels, to adjourn tonight's meeting at 7:56 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 6, 2012, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:44 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Bryant, Granger, Ketels, Koester, McConaghy, Shetler
Absent: None

Also Present: City Administrator Fincham
City Attorney Chip Berschback
Treasurer/Comptroller Irby
City Clerk Hathaway
Director of Public Works Ahee

Council, Administration, and the audience Pledged Allegiance to the Flag.

The following Commission members were in attendance:

Jan Hagen, Beautification Commission
Doug Hamborsky, Planning Commission
George McMullen, Board of Review

Motion by Ketels, seconded by Shetler, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Shetler, that the following minutes be approved as submitted:

1. City Council Minutes dated January 9, 2012.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Shetler, seconded by Ketels, that the following minutes be approved as submitted:

1. Committee-of-the-Whole minutes dated January 23, 2012.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Koester, regarding **Plante & Moran Efficiency Audit**, that the City Council concur with the recommendation of the Finance Committee at their meeting on January 9, 2012, and not engage in an efficiency audit.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Koester, regarding **Wayne County Regional Education Service Agency (WRESA)**, that the City Council concur with the recommendation of the Finance Committee at their meeting on January 9, 2012, and not move the Wayne County Regional Education Service Agency (WRESA) Property Tax Levy to the summer billing period.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Ketels, regarding **Certification of Election Inspectors – General Election February 28, 2012**, that the City Council to concur with the recommendation of the Election Commission at their meeting on January 26, 2012, and approve the Certification of Board of Election Inspectors and Receiving Board dated January 26, 2012, as presented, and authorize rates of pay as presented.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Ketels, seconded by Granger, regarding **Delegation of School Inspection Authority – University Liggett School**, that City Council authorize the Mayor to sign the Annual Delegation of School Inspection Authority to a Local Unit of Government Enforcing Agency permitting the Grosse Pointe Woods Building Department to perform inspections at the University Liggett School, and that the Mayor be granted continuing authority to sign the annual request provided the request is reviewed and approved by the Building Official, City Administrator, and City Attorney.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Ketels, seconded by Granger, regarding **Planning Commission Annual Report 2011**, that the City Council receive and place on file the 2011 Planning Commission Annual Report.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Shetler, seconded by Granger, regarding **Open Purchase Order – Bell Equipment Co.**, that the City Council approve an open purchase order issued to Bell

Equipment Co. for repairs and parts for the City's vehicle fleet through June 30, 2012, in a total amount not to exceed \$7,800.00, funds to be taken from the FY 2011/12 Motor Vehicle Maintenance General Ledger Account No. 640-851-939.100.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by McConaghy, regarding **Budget Transfer – Retaining Fees on Outstanding Projects**, that the City Council authorize payment of retaining fees for five (5) outstanding projects once contractors have completed their punch-lists, and to authorize a budget transfer in the amount of \$34,500.00 from the General Fund Fund Balance into Account 101-441-974.101.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Koester, seconded by Granger, regarding **Vehicle Maintenance Budget**, that the City Council authorize a budget transfer in the amount of \$70,000.00 from the General Fund Fund Balance into the Vehicle Maintenance Account No. 640-851-939.100 to cover miscellaneous vehicle maintenance expenses through June 30, 2012.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Ketels, regarding **Resolution to Extend Land Use Moratorium – Medical Marijuana**, that the City Council concur with the recommendation of the City Attorney in his letter dated January 23, 2012, and adopt the resolution as presented extending the land use moratorium for an additional six months as presented.

Motion by Granger, seconded by Ketels, regarding Resolution to Extend Land Use Moratorium – Medical Marijuana, to amend the previous motion by adding, “, to expire August 16, 2012.”

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding Medical Marijuana, that the City Council refer the **proposed ordinance regarding Medical Marijuana** to the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, to immediately certify all previous motions pertaining to Medical Marijuana.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **Resolution Authorizing the S2 Grant Agreement**, that the City Council adopt the Resolution Authorizing the S2 Grant Agreement, and to authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Koester, seconded by Granger, regarding **First Reading: An Ordinance amending Chapter 20 Environment, Article IV Erosion and Sedimentation Control, in order to Update Article IV to comply with State law and administrative rules, and to delete Section 20-131 regarding Appeals of Denial of Permit**, that the City Council concur with the amendment of this ordinance, to set a date of February 27, 2012, for a second reading and final adoption, and to authorize the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Ketels, seconded by Shetler, regarding **First Reading: An Ordinance to Amend Chapter 10 Businesses, Article II Licensing, By Amending Section 10-22(e) to Provide for Proration of the License Fee for the First Year**, that the City Council concur with the amendment of this ordinance, to set a date of February 27, 2012, for a second reading and final adoption, and to authorize the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney**, that the City Council approve the following statement dated January 1, 2012:

1. Labor Attorney Keller Thoma - \$1,485.00.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Granger, regarding **City Attorneys**, that the City Council approve the following statements dated January 31, 2012:

1. City Attorney Don R. Berschback - \$5,735.00;
2. City Attorney Charles T. Berschback - \$4,340.00.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Hearing no objections, the following items were heard under New Business:

- The City Administrator discussed recent contract negotiations for the **Police Officers Labor Council Fire Specialists/Paramedics and Clerk/Dispatchers (POLC)**. Labor Attorney DuBay provided an overview.

Motion by Bryant, seconded by Granger, regarding labor contract: Police Officers Labor Council Fire Specialists/Paramedics and Clerk/Dispatchers, that the City Council approve ratification of the labor contract dated January 24, 2012, expiring June 30, 2013.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

- Council Member McConaghy discussed a resident's suggestion for a **Venetian Festival** to be held at Lake Front Park and suggested it be referred to the Recreation Commission.

Motion by McConaghy, seconded by Shetler, regarding **Venetian Festival**, that the City Council refer this item to the Recreation Commission for a recommendation.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

Motion by Bryant, seconded by Ketels, to adjourn tonight's meeting at 8:10 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 6, 2012, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Ketels, Koester, McConaghy, Shetler

ABSENT: None

ALSO PRESENT: City Administrator Fincham
Treasurer/Comptroller Irby
City Attorney Chip Berschback
City Clerk Hathaway

Mayor Novitke called the meeting to order at 7:03 p.m.

Motion by Bryant, seconded by Granger, that all items on tonight's agenda be received, placed on file, taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by Granger, seconded by Ketels, that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 7:04 p.m. and convene in Closed Executive Session for the purpose of discussing a labor negotiations at which time the Committee may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following ROLL CALL vote:

Granger	Yes
Ketels	Yes
Koester	Yes
McConaghy	Yes
Novitke	Yes
Shetler	Yes
Bryant	Yes

The Committee reconvened in regular session at 7:41 p.m.

Motion by Bryant, seconded by Granger, that the meeting of the Committee-of-the-Whole be adjourned at 7:42 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 13, 2012, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Ketels, Koester, McConaghy
ABSENT: Shetler

ALSO PRESENT: City Administrator Fincham
City Attorney Chip Berschback
Treasurer/Comptroller Irby
City Clerk Hathaway
Director of Public Works Ahee

Also in attendance: Plante Moran Representatives Mark Hurst and Carl Johnson

Mayor Novitke called the meeting to order at 7:31 p.m.

Motion by Bryant, seconded by Granger, to excuse Council Member Shetler from tonight's agenda.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke
No: None
Absent: Shetler

Motion by Ketels, seconded by Bryant, that all items on tonight's agenda be received, placed on file, taken in order of appearance.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke
No: None
Absent: Shetler

Plant Moran's representative Carl Johnson provided an overview regarding **Headlee**. Mr. Johnson stated the City has done a great job and applauded the City for the work done on the budget, and he discussed methods for providing the same level of service given declining revenues. He explained that the override reinstates the millage back to where charter originally provided.

The Mayor asked if the law allows for a Headlee Override. Mr. Johnson responded by stating ballot language must be reviewed and approved by the Attorney General.

Mr. Johnson then outlined cost containment methods used by other municipalities including operating with minimum staffing, level of benefits, union contracts, recreation programs, special millages for libraries, sharing services, and reduction of services. Mr.

Hurst stated that another containment includes elimination of road construction. Mr. Hurst suggested monitoring the budget's OPEB line item.

The Chair declared a recess at 8:48 p.m., and reconvened at 8:50 p.m.

The Mayor provided an overview regarding the recent Finance Committee Meeting suggesting City Council consider levying 0.41 mills in July 2013. He suggested City Council consider a minimum 4.0 mills (2.0 mills for roads; 1.5 mills operations; 0.5 mills capital equipment.) 4.0 mills includes .4 mills on July 13 bill and 3.6 mills on November 12 ballot for headlee override.

The Treasurer/Comptroller concurs with the need for 4.0 mills. There was a general consensus of the Committee to charge 0.4 mills on July 13 tax bill. Council Member Koester has concerns and said Council should hold off and ask for all mills on the November ballot.

Discussion ensued regarding the current Headlee millage (15.2397), with maximum allowable at 20.0. Therefore, the maximum allowable Headlee request is 4.7603 mills.

Following discussion regarding a Headlee ballot proposal, there was a consensus of the Committee to place 3.6 mills on the ballot for November 2012. Administration was directed to prepare draft headlee language and fact sheet for a future Committee-of-the-Whole meeting.

The next item discussed was regarding **Road Construction**. The Mayor discussed debt schedules and suggested that the Committee consider road repairs on a pay as you go, anticipated to be approximately \$1.1 million per year.

There was Committee consensus regarding road repairs to pay as you go at approximately \$1.2 million per year, to not borrow money/bond at this time.

The next item discussed was regarding **Medical Marijuana**. The City Attorney provided an overview of the moratorium and discussed the proposed land use ordinance.

Motion by Granger, seconded by Bryant, regarding **ordinance – Medical Marijuana**, that the Committee-of-the-Whole make a recommendation to City Council to approve this ordinance forward the proposed ordinance to the Planning Commission for scheduling a public hearing.

Motion carried by the following vote:

Yes:	Bryant, Granger, Ketels, Koester, McConaghy, Novitke
No:	None
Absent:	Shetler

Administration was directed to place the ordinance – Medical Marijuana on the City Council Meeting for February 27, 2012, then on the Planning Commission agenda for February 29, 2012.

Discussion then ensued regarding **NLC Service Line Warranty Program**. An overview was provided regarding the program, and it was stated that 10% discount will be passed on to the resident, not the City.

There was Committee consensus not to allow use of the City's letterhead and logo. This item was removed from the Committee-of-the-Whole agenda.

Hearing no objections, the following items were addressed under New Business:

- The City Attorney provided an update on the Matouk FOIA litigation.
- The City Administrator discussed the **dog park**, and reviewed action of the Committee-of-the-Whole at their meeting on December 12, 2012, regarding replacement of the fencing at the dog park. Bids were received: the lowest was \$5,100.00, but the preferred bid was \$5,400.00 because it is a known contractor and includes additional gates. Administration was directed to place this item on the next Council agenda for approval and a budget transfer in the amount of \$5,554.00.
- The Mayor discussed the **Conference of Mayor's Membership**. This item was removed from the 2011/12 budget. There was a consensus of the Committee to add this item back into the 2012/13 budget.

Upon proper motion, the Committee-of-the-Whole meeting adjourned at 10:35 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Approved by Committee 2/13



COMPENSATION AND EVALUATION COMMITTEE
FEBRUARY 6, 2012

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 6, 2012 IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order by Chair Bryant at 8:30pm.

ROLL CALL:

PRESENT: Chair: Council Member Arthur Bryant
Members: Mayor Robert E. Novitke, Council Member Todd A. McConaghy
ABSENT: None

ALSO IN ATTENDANCE:

City Clerk Lisa Hathaway

Motion by McConaghy, seconded by Novitke, that all items on tonight's agenda be received, placed on file and taken in order of their appearance.

Motion carried by the following vote:

Yes: Novitke, Bryant, McConaghy
No: None
Absent: None

The meeting involved an interview with Lisa Hathaway on compensation and evaluation.

Motion by McConaghy, seconded by Novitke, that the meeting of the Compensation and Evaluation Committee be adjourned at 9:02 pm. Passed unanimously.

Respectfully submitted by Arthur W. Bryant

Approved by Committee 02/16/12



MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE
01-19-12

MINUTES OF THE MEETING OF THE MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON THURSDAY, JANUARY 19, 2012, IN THE COUNCIL CHAMBERS OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Kevin Ketels, Chair
MEMBERS: Robert E. Novitke, Mayor
Daniel Curis
Thomas Fahrner
Richard Shetler Jr.
John Vitale

ABSENT: Peter Ahee
George Koueiter
William Matouk
Lee Myers
William Rogers

ALSO PRESENT: Skip Fincham, City Administrator
Lisa Hathaway, City Clerk

Also in attendance was Jennifer Boettcher from the Grosse Pointe Chamber of Commerce.

The meeting was called to order at 6:06 by Chair Ketels.

The Chair asked all members and administration present at tonight's meeting to introduce themselves and provide a brief background. The Mayor stated that he would like the Building Inspector available to attend the next meeting.

Discussions ensued regarding building codes and enforcement, parking availability, signage, and occupancy rate (95%), the need to improve communications with businesses, parking meter/pedestrian safety, Detroit Institute of Arts' proposal to bring art into the community, bicycle rack replacements, methods to attract new businesses, Grosse Pointe Business and Professional Association's efforts to gain momentum in the community, pocket parks (seating areas), grant funding, current code restrictions (including sign size and balloon use), promoting and increasing the number of events, offering flexibility to businesses to hold promotional/grand opening events, movement, and balance based on feed back from business owners.

The Committee's meeting schedule was discussed. There was a consensus to establish the Committee's meeting night on the third Thursday of the month at 6 p.m. The next meeting will be held Thursday, February 16, 2012.

The Mayor asked Jennifer Boettcher, Grosse Pointe Chamber of Commerce, to join the Committee as a Member, and she accepted.

The Chair asked members to voice concerns, if any, regarding existing zoning regulations. The following was discussed:

- Removing the first parking space to improve lines of site where needed for safety;
- Consider allowing light manufacturing;
- Consider allowing resale shops;
- Consider additional different types of business;
- Promote the mixed use ordinance and consider allowing residential above businesses;
- In light of the current high occupancy rate (95%), do not deviate from current zoning regulations as they appear to be working.

There was a general consensus of the Committee that there be no changes to the current zoning ordinance.

Discussion then ensued regarding Building Codes. There was a general consensus of the Committee that there be no changes to Building Codes.

A brief discussion ensued regarding Code Enforcement. The City Administrator provided an overview, and the Committee agreed that current enforcement practices are effective.

Under New Business, the following items were discussed:

Suggestions for future topics to be discussed by the Committee:

1. Traffic obstructions. The City Administrator was asked to review and advise;
2. Proposed list of events and communication methods. Administration and Jennifer to provide communication vehicles to be used such as the City's website, MailChimp, City's *Update*, cable, or Nixle;
3. Co-sponsoring of events. Jennifer to provide information;
4. Allowing balloon permits for special events such as grand openings. Administration is to provide recommendations;
5. Business Owner's Handbook. Committee to review information given to business owners and administration was asked to provide to the Committee ahead of time.

The Chair stated he will follow-up with Committee Members not in attendance at tonight's meeting to determine continued willingness to serve and to advise regarding the meeting schedule.

Motion by Vitale, seconded by Shetler, to adjourn tonight's meeting at 7:19 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Approved by Commission 7F
01/12/12

Grosse Pointe Woods Historical Commission
Conference Room, 20025 Mack Ave.
Grosse Pointe Woods, Michigan 48236
Minutes December 8, 20011

RECEIVED
JAN 09 2012
CITY OF GROSSE POINTE WOODS

I. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order by chairperson, Del Harkenrider at 7:37 pm.

II. Roll Call

Present: Del Harkenrider, Mary Kaye Ferry, Shirley Hartert, Eric Lindquist, John Parthum, Lynne Millies, Suzanne Kent; guest Nancy Renick from the Questers group.

Absent: Joe Mason, Colleen D'Agostino, Sean Murphy, Gordon Michaelson

Excused: Art Bryant, Council Representative

III. Approval of the Agenda

MOTION by Lindquist, SECOND by Ferry: To approve the agenda with the addition of the Questers presentation to come next.

Ayes: all. Carried.

Thirty-five Grand Marais Questers (#215) had visited the Cook School and suggested they are interested in doing something more for the school project. Perhaps some antique photos, a collage or grouping that might be found in our files or the Grosse Pointe Historical Society's Collection of Archives: labeled/captioned.

Our guest departed the meeting after speaking.

IV. Approval of the Minutes

MOTION by Lindquist, SECOND by Millies: To approve the minutes of November 10, 2011.

Ayes all. Carried.

V. Items

A. Treasurer Report: John Parthum reported a balance of \$2106 for 2011-2012.

The Sunrise Rotary Club has donated \$600 for Cook Schoolhouse.

B. Lake Front Park Chronology: No Report

C. Cook School Project: Parthum, Ferry, and Harkenrider met with Mr. Ahee to discuss winter projects to be completed: handicap layout, lift platform, spot light, plaque, plastic sheeting, removal of the skylight and fix the stuck bell, etc.

D. Open House dates for the Cook School: Saturdays: March 24 & April 21 from 1 to 3pm.

E. Donation Form and Box: Remains in the discussion process.

VI. New Business

A. Five (5) Commission members' terms expire in 2011.

VII. Comments

- A. At the December 5, 2011 meeting the City Council approved funding for the Cook School dehumidifier.
- B. The Commission received word that the new City Council Representative replacing Lisa Pinkos-Howle is Art Bryant. We hope to welcome him at our next meeting.
- C. Elections at the next meeting in January 2012.

VIII. Adjournment 8:47pm

Respectfully submitted,

Shirley Hartert, Acting Secretary

Grosse Pointe Woods Historical Commission
Conference Room, 20025 Mack Ave.
Grosse Pointe Woods, Michigan, 48236
Minutes of January 12, 2012

Approved by Commission
2/9/12
RECEIVED
FEB 10 2012
CITY OF GROSSE POINTE WOODS

- I. Call to Order
The regular meeting of the Grosse Pointe Woods Historical Commission was called to order by Chairperson, Del Harkenrider at 7:37 p.m.
- II. Roll Call
Present: Colleen D'Agostino, Mary Kaye Ferry, Del Harkenrider, Suzanne Kent, Lynne Millies, John Parthum, Joe Mason, Sean Murphy, and Council Representative Art Bryant
Excused: Shirley Hartert
Absent: Gordon Michaelson, Eric Lindquist
- III. Approval of the Agenda
Ayes: All. Motion carried.
- IV. Approval of the Minutes
Motion by Kent. Seconded by D'Agostino to approve. Ayes: All. Motion carried.
- V. Items
 - A. Report of Treasurer: John Parthum reported a balance of \$2106.00. The City is holding \$1597.00 and the Foundation have \$5037.38 for the Cook School.
 - B. Lake Front Park Chronology: No report.
 - C. Cook School Projects: Backfill has been placed around part of the building. The dehumidifier has been purchased and installed. There was discussion of handicap access. It was suggested that until renovation is completed, any activities planned at the schoolhouse should have notice that the building is not handicap-accessible at present.
 - D. Donation Form: Further refinements are being worked out by John Parthum.
- VI. New Business
 - A. The Grand Marais Questers want to donate the framing of the Cook School pictures. Mary Kaye Ferry, Sean Murphy and Lynne Millies will view and select those pictures to be used. There will be a Questers Convention October 3 and 4, this year. Approximately 300 to 500 members will attend. There will probably be interest in the schoolhouse. We will plan an open house on the 3rd, from 10:00 to 3:00 that day.
 - B. Annual Report: The report was read and corrections were noted. The revised report will be read at the next meeting.
 - C. Budget for 2012-2013: The budget was discussed.
 - D. Election of Officers:

Chair:	Joe Mason – ayes all
Vice-Chair:	Sean Murphy – ayes all
Treasurer:	John Parthum – ayes all
Secretary:	Colleen D'Agostino – ayes all

VII. Comments

- A. Cook School Open House: Dates for the open house are March 24. Ferry, Millies and Harkenrider will be there. Mason and Kent will be there for the April 21 open house. The time is from 1:00 to 3:00.
- B. Morsa Newsletter: The newsletter from the Michigan One-Room Schoolhouse Association was distributed to the members.
- C. Calendar: The new city calendar is out.
- D. UPDATE: The open houses are in the UPDATE.

VIII. Adjournment: 9:02 p. m.

Respectfully submitted,

Colleen D'Agostino
Acting Secretary



**Historical Commission
Excerpt
2-09-12**

Cook School Projects: Work has begun on the back room. A back door has been purchased and installed. Discussion of being handicap-accessible was had. Motion by Parthum, seconded by Ferry was made to recommend to City Council that a vertical platform lift be installed in the backroom of the Cook Schoolhouse.

Ayes all. Motion carried.

Motion by Ferry, seconded by Millies was made to do **immediate certification of** the above motion.

Ayes all. Motion carried.

*Approved by
Commission 2/8/12*

City of Grosse Pointe Woods
Beautification Advisory Commission
Lake Room – GPW City Hall
Meeting January 11, 2012

RECEIVED

JAN 17 2012

CITY OF GROSSE POINTE WOODS

Present: Arslanian, Briggs, Cook, DiClemente, Hage, Hagen, Hilton, Martin-Rahaim, McCarthy, Reiter, Rozycki, Sauter

Also present: Council representative Granger, DPW Representative Mathews

Excused: Hyduk

Call to order: Meeting was called to order by A. DiClemente at 7:32pm in the Grosse Pointe Woods Community Center, Lake Room.

Minutes from previous meetings: The September and October minutes were reviewed and submitted for approval. Cook motioned to approve the September minutes, Hage seconded. Motion passed. Hilton made motion to approve the October minutes, Reiter seconded. Motion passed.

Treasurer's Report: There has been \$348, fiscal year-to-date, in tile, mug and stepping stone sales. \$500 contributed from the council approved budget for holiday decorations. Hage made motion to approve the treasurer's report. McCarthy seconded. Motion passed.

Chairperson's Report: Resignations received for Sterr and Allemon. Joan Gossman, approved by the group as a new member and will be invited to join our commission. She would replace Sterr. Other residents with existing biographical sketches on file will be invited to our February meeting.

Council Report: Kevin Ketel's e-mail address is incorrect on the reverse side of the city calendar. Planning Commission has one vacancy. Applications due by Wednesday, February 29th. Winterfest, Saturday, January 28th. McCarthy will attend January 23 council meeting and Hagen will attend February 6 council meeting.

DPW Report: No report.

Flower sale: The dates of the sale are May 11 and 12. Parish and Justco are committed for the flower sale. Mathews will obtain the license for the sale.

Tile / Mug Programs: New tile will be ordered after council approves expenditure.

Awards Night: The 2011 awards were a success. There was discussion regarding starting the ceremony and food service earlier to encourage more resident and business participation. McCarthy, Briggs and Hage have volunteered to chair the 2012 awards night.

Old Business: No old business.

New Business: The Grosse Pointe Woods Foundation has purchased four large planters to be placed around the clock in front of city hall. The BAC does not object with the purchase of the flower planters. The BAC expressed its appreciation for Angelo's commitment and dedication, not just for his service in 2010 and 2011 but for his 25 plus years of service. The 2012 slate of officers was presented by DiClemente and is as follows: Chair: Dennis Hyduk. Vice-Chair: Eric Reiter. Recording Secretary: Christine Briggs. Corresponding Secretary: Carol Sauter. Treasurer: Gerald Hilton. Hage made motion to approve, Arslanian seconded. Motion approved.

There was a motion to adjourn the meeting by Martin-Rahaim with second by McCarthy. The motion was carried with all in favor and meeting ended at 9:07pm.

Eric Reiter
GPW Beautification Commission
01/11/2012

Approved by Commission

72

RECEIVED

JAN 06 2012

CITY OF GROSSE POINTE WOODS

Citizen's Recreation Committee Meeting Minutes

Meeting of the Citizen's Recreation Commission held on December 13, 2011 at 7:00 p.m. in the conference room at City Hall, 20025 Mack Ave, Grosse Pointe Woods, Michigan 48236.

Present:

Bill Babcock

Gib Heim

Barb Janutol

Mark Miller

Mike Moore

Rich Rozycki

Tonja Stapleton

Not Present:

Joe Dansbury

Also Present:

Todd McConaghy, and Melissa Sharp

Call To Order: 7:05 p.m.

Approval Of Minutes:

Motion to accept the minutes from November 13, 2011 by Mark Miller and seconded by Mike Moore.

Motion passed by the following vote:

Yes: Babcock, Heim, Janutol, Miller, Moore, Rozycki and Stapleton.

No: None

Absent: Dansbury

Council Meeting Report:

Mr. McConaghy reported the outer bathrooms at the Lakefront pool are being renovated "family friendly" and will be ready for use in the spring.

A proposal to renovate or repair 2 tennis courts at Ghesquiere Park to accommodate both tennis and pickle ball was brought to the council along with a suggestion for possible partial funding of the project. Council is considering the proposal pending more information.

The dog park was also discussed and council is considering permanent fencing and water, eliminating the temporary fencing currently in use.

The new fee schedule of summer classes was accepted and the Winter Fest funding was approved.

Director's Report:

Ms. Sharp reported that the Senior Holiday Social held December 9th at Assumption Center was a success, with approximately 50 guests in attendance. She is considering having the event at the Community Center next year.

The Polar Express is planned for December 17th – 21st.

Ms. Sharp reported that the plans for the January 2012 Winter Fest are underway.

New Business:

Ms. Stapleton inquired whether the council might consider adding a student liaison position to commissions. Involvement of interested and motivated high school students could be a win/win for both the student and the commission. After some discussion of voting rights and duties, the members felt that a liaison might make sense for our commission given our purpose. Mr. McConaghy suggested that should Ms. Stapleton put a proposal in an email to him, he would introduce the idea at a committee of the whole meeting.

Mr. Moore suggested that the Lakefront Park sign be updated with current activities. He was also concerned about the condition of the lights on the boardwalk at Lakefront Park. Ms. Sharp will refer this to maintenance.

Adjournment:

Motion was made to adjourn the meeting by Mark Miller and seconded by Bill Babcock.

Motion passed by the following vote:

Yes: Babcock, Heim, Janutol, Miller, Moore, Rozycki and Stapleton.

No: None

Absent: Dansbury

Meeting Adjourned at 7:35.m.

The next regularly scheduled meeting will be at 7:00p.m. on Tuesday, January 10, 2012.

Respectfully submitted by:

Barbara Janutol, Secretary

bjanutol@eds.misd.net



CITY OF GROSSE POINTE WOODS
MEMORANDUM

8A

DATE: February 22, 2012
TO: Mayor and City Council
FROM: Al Fincham, City Administrator *AF*
SUBJECT: Recommended 2012 CDBG Estimated Budget

RECEIVED
FEB 22 2012
CITY OF GROSSE PTE. WOODS

The Department of Housing and Urban Development (HUD) and the Wayne County Community Development Block Grant Division requires the City to hold a Public Hearing for the proposed 2012 CDBG Estimated Budget. The purpose of the Public Hearing is to obtain citizen input and the City Council's approval of the 2012 CDBG Estimated Budget. Originally, Wayne County provided the City with the 2012 Proposed Estimated Budget projection as follows:

2012 Proposed Estimated CDBG Budget

1. Services for Older Citizens (SOC)	\$ 6,843
a. SOC Minor Home Repair	\$ 51,144
b. Countywide Housing Rehab	\$ 26,663
2. Pointe Area Assisted Transportation Services (PAATS)	\$ 6,843
3. Administration	\$ 7,204
Total	<u>\$ 98,697</u>

However, since the publication of the Public Hearing Notice the County has advised that the amounts originally allocated for the 2012 Proposed Estimated Budget have changed. The City will now be receiving \$72,034 in funding. As done in the past, we will apply for an additional \$20,000 in funds, which will be utilized by SOC for general housing rehab. The new 2012 Proposed Estimated CDBG Budget is as follows:

2012 Proposed Estimated CDBG Budget

1. Services for Older Citizens (SOC)	\$ 6,843
a. SOC Minor Home Repair	\$ 51,144
b. Countywide Housing Rehab	\$ 20,000
2. Pointe Area Assisted Transportation Services (PAATS)	\$ 6,843
4. Administration	\$ 7,204
Total	<u>\$ 92,034</u>

The City Attorney is aware of the above noted changes and has no objections.

F

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

96 Kercheval
Grosse Pointe Farms, Michigan 48236
(313) 882-3500

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

Kathryn Andros

being duly sworn deposes and says that attz

City of Grosse Pointe Woods

was duly published in accordance with instt
the following date:

February 16, 2012

#7 GPW 2/16 CDBG

and knows well the facts stated herein, and t
newspaper.

Kathryn Andros 1/16/12

Subscribed and sworn to before me this 16th day of February A.D., 2012

Barbara Vethacke

City of ~~Grosse Pointe Woods~~, Michigan

COMMUNITY DEVELOPMENT BLOCK GRANT PUBLIC NOTICE

A Public Hearing will be held on Monday, February 27, 2012 at 7:30 p.m., in the Council Room of the Municipal Building, 20025 Mack Plaza, Grosse Pointe Woods, Michigan, to hear comments regarding the Program Year 2012 Community Development Block Grant (CDBG) Proposed Estimated budget as shown below:

2012 Proposed Estimated CDBG Budget

1. Services for Older Citizens (SOC)	\$ 6,843
a. SOC Minor Home Repair	\$ 51,144
b. Countywide Housing Rehab	\$ 26,663
2. Pointe Area Assisted	
Transportation Services (PAATS)	\$ 6,843
3. Administration	\$ 7,204
Total	\$ 98,697

G.P.N.: 2/16/2012.

Al Fincham
City Administrator

Notary Public, Macomb County, Michigan
Acting in Wayne County

My Commission Expires April 26th, 2013



RECEIVED

FEB 13 2011

CITY OF GROSSE PT. WOODS

MEMO 12 – 12

TO: Alfred Fincham, City Administrator

FROM: Joseph J Ahee, Jr., Director of Public Services *JA*

DATE: February 10, 2012

SUBJECT: Updated Radio System

I have been advised by Administration that the five Grosse Pointes have received a partial grant through Homeland Security for a new radio system. Once the new system is operational it will render the old 800 MHz system we use for DPW and Parks & Recreation inoperable. The radio system is an essential tool used in the daily operations of the DPW and Parks & Rec. Unfortunately we were not included in the grant. The DPW has 36 mobile (in vehicle) and 12 prep (portable) radios. At this time, I would like to use money in the current budget to purchase the new radios. I plan to replace 24 mobile (\$50,016) and 6 prep (\$8,574) radios for a cost of \$58,590. There is \$60,000 in the 2011/12 budget in municipal improvement account 401-902-977.101 for lighting upgrades that I am requesting be used to purchase the radios in lieu of the lighting upgrades.

Additionally, Parks & Rec currently has 5 mobile and 5 prep radios. At this time I am only requesting replacement of 4 prep radios at a cost of \$5,716. The current balance in Parks & Rec Miscellaneous Contractual Services account 101-774-818.110 is \$8,177.86. I am requesting approval to use \$5,716 of this amount to purchase the 4 prep radios.

If you have any questions regarding this matter please contact me.

Attachments

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:

Alfred Fincham

Alfred Fincham, City Administrator

2-13-12

Date

Dee Ann Irby

Dee Ann Irby, City Treasurer/Comptroller

2-13-12

Date

Council Approval Required

MEMO 12 – 09

9B
RECEIVED

FEB - 9 2011

TO: Alfred Fincham, City Administrator

FROM: Joseph J Ahee, Jr., Director of Public Services *JA*

CITY OF GROSSE PTE. WOODS

DATE: February 7, 2012

SUBJECT: Cook School Repairs

At the Committee of the Whole meeting on December 12, 2011, Council member Granger suggested repairs to the Cook School be completed by the DPW over the winter. An estimate of \$5,000 was provided by the Director of Public Services to complete these repairs. There was a consensus by the committee to authorize the City Administrator to have the work completed in an amount up to \$5,000 for repairs.

There is not a line item budget for these repairs in the 2011/2012 fiscal year budget. Therefore, I recommend council authorize a transfer of \$5,000 from the General Fund fund balance into Municipal Improvement account 401-902-977.108 established for the Cook School House repairs.

If you have any questions regarding this matter please contact me.

Attachment

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:

Alfred Fincham

Alfred Fincham, City Administrator

2-9-12

Date

Dee Ann Irby

Dee Ann Irby, City Treasurer/Comptroller

2/9/12

Date

Council Approval Required

- Council Member Granger discussed pending repairs to the Cook School House, and suggested completing the repairs in order to rent out the facility. The approximate cost of the repairs are estimated at \$5,000. The City Attorney was directed to review handicap accessible requirements for the historic building. There was a consensus of the Committee to authorize repair work, to direct the City Attorney to advise regarding accessibility requirements for renting, and to have the repair work done over winter with the City Administrator authorizing up to \$5,000.
- A complaint was received from a resident regarding the condition of the activity center equipment. The Director of Public Services stated some equipment has been repaired/replaced and some is on order.

Motion by Bryant, seconded by Granger, that the meeting of the Committee-of-the-Whole be adjourned at 10:31 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk



michigan municipal league

Better Communities. Better



RECEIVED

FEB - 6 2011

CITY OF GROSSE POINTE WOODS

February 01, 2012

Ms. Lisa K. Hathaway
City Clerk
Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236-2397

Dear Ms. Hathaway,

The League is once again freezing your membership dues for the 2011/12 billing year. This follows the 12% reduction for 2010/11, when the League Board eliminated the Environmental Affairs Assessment. The actions taken by the League's Board of Trustees will have saved members almost 18% in the last three (3) years, and nearly 32% in the last seven (7) years from the expected dues.

The challenges we face in Lansing and Washington, DC make our work even more critical. As we move forward, the League is working for you to help create a more prosperous state with vibrant communities. We are enjoying unprecedented access to key leaders, and are confident that we will achieve great things in the months ahead. While obtaining new revenues will be a challenge, our government reforms are laying a new foundation for us to build upon. We will continue to support every member by leading advocacy efforts to support municipal issues, and providing free and low-cost education related to effective and efficient governance.

The League will remain on the cutting edge, helping forge a new Michigan. The League's Center for 21st Century Communities (**21c3**) is working to assist local officials in identifying, developing, and implementing programs and strategies to enhance our member communities' ability to be vibrant places for the 21st century. Further, our Legal Defense Fund is providing advocacy of a different type as they continue to work to protect your interests in the courts and regulatory arena.

The League's Board of Trustees recognizes the strained financial conditions present in many Michigan communities. They know that for communities to survive, we must stand together and defend our interests. Alone your municipality is one voice; but when combined with the voices of communities across Michigan, we can make a real difference.

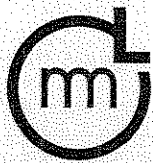
Michigan Municipal League membership is one of the best investments your community can make. Be sure to maximize your membership by contacting us with your questions, and by actively participating at League events. Thank you for your support. We look forward to our continued partnership with your community.

Sincerely,

Daniel P. Gilmartin
Executive Director & CEO

Karen Majewski
President, 2011-2012

Enc.



michigan municipal league

MICHIGAN MUNICIPAL LEAGUE
MEMBERSHIP RENEWAL INVOICE

2011 - 2012

Grosse Pointe Woods

ID: 211

Date: 02/01/2012

Membership Period: 04/01/2012 - 03/31/2013

**REMITTANCE
COPY**

	<u>Current Balance</u>
* MML Dues	5,230.00
** Legal Defense Fund	523.00
	<hr/>
	\$5,753.00

**Total Due by April 01, 2012:
\$5,753.00**

Please sign, date and return one invoice copy with your payment.

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

(Signature)

(Date)

* MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

** The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

See what the League can do for you by visiting www.mml.org

Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48107-7409
800-653-2483



MEMO 12 - 10

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Jr., Director of Public Works *ja*
DATE: February 8, 2012
SUBJECT: Projected Expenses – 11 Mile Truck Frame & Axle

During the last four months four DPW vehicles have experienced major breakdowns. These vehicles were sent out for repairs to 11 Mile Truck Frame & Axle. The repairs for the fourth vehicle will put us over the \$5,000 limit requiring Council approval.

Therefore, I am requesting approval for an annual expenditure to 11 Mile Truck Frame & Axle, 1750 E. Eleven Mile Rd., Madison Heights, MI 48071 in an amount not to exceed \$8,500.00 for the fiscal year ending June 30, 2012. This is a budgeted item included in the Motor Vehicle Maintenance account 640-851-939.100.

If you have any questions concerning this matter please contact me.

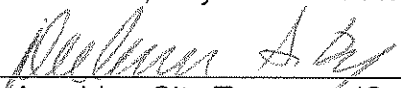
dm
c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:



Alfred Fincham, City Administrator

2-10-12
Date



Dee Ann Irby, City Treasurer/Comptroller

2-10-12
Date

Council Approval Required

MEMO 12 – 14



TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Jr., Director of Public Services
DATE: February 17, 2012
SUBJECT: Lake Front Park Dog Park Fence

RECEIVED
FEB 21 2012
CITY OF GROSSE PTE. WOODS

At the Committee of the Whole meeting on February 13, 2012, City Administrator Fincham presented fence bids for the dog park at Lake Front Park under new business. The following bids were received:

Tom's Fence	\$5,170.00
Mr. Fence	\$5,554.00
Kimberly Fence	\$5,814.00
Sterling Fence	\$6,350.00

Although Tom's Fence is the low bid we are recommending Mr. Fence. Mr. Fence is offering larger diameter terminal post, larger diameter line post, a 7-gauge bottom wire and two self-closing gates all for a difference of \$384.00.

There is not a line item budget for this project in the 2011/2012 fiscal year budget. Therefore, I recommend council authorize a transfer of \$5,554 from the General Fund fund balance into an account established for the Lake Front Park dog park.

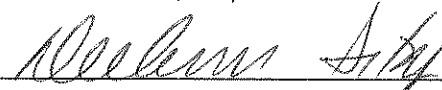
If you have any questions regarding this matter please contact me.

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:


Alfred Fincham, City Administrator

2-22-2012
Date


Dee Ann Irby, City Treasurer/Comptroller

2-23-12
Date

Council Approval Required

Hearing no objections, the following items were addressed under New Business:

- The City Administrator discussed the **dog park**, and reviewed action of the Committee-of-the-Whole at their meeting on December 12, 2012, regarding replacement of the fencing at the dog park. Bids were received: the lowest was \$5,100.00, but the preferred bid was \$5,400.00 because it is a known contractor and includes additional gates. Administration was directed to place this item on the next Council agenda for approval and a budget transfer in the amount of \$5,554.00.

9F

MEMO 12 – 11

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Jr., Director of Public Services
DATE: February 9, 2012
SUBJECT: City Hall Front Porch Repairs

RECEIVED
FEB 22 2012
CITY OF GROSSE PTE. WOODS

The City Hall front porch at the main entrance has been deteriorating for the last two years and is now becoming dangerous. As you can see from the attached photos one of the bottom steps has fractured and is hazardous. Two other steps have cracks and will continue to deteriorate as well as the sandstone blocks on each side of the porch.

I have received a quote from Madison Maintenance, LLC, 836 Lincoln, Grosse Pointe, MI 48230 to replace the damaged sandstone steps and blocks on the front porch for \$4,950. There is not a line item budget for these repairs in the 2011/2012 fiscal year budget. Therefore, I recommend council authorize a transfer of \$4,950 from the General Fund fund balance into Municipal Improvement account 401-902-977.105 to make the necessary repairs.

If you have any questions regarding this matter please contact me.

Attachments

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:

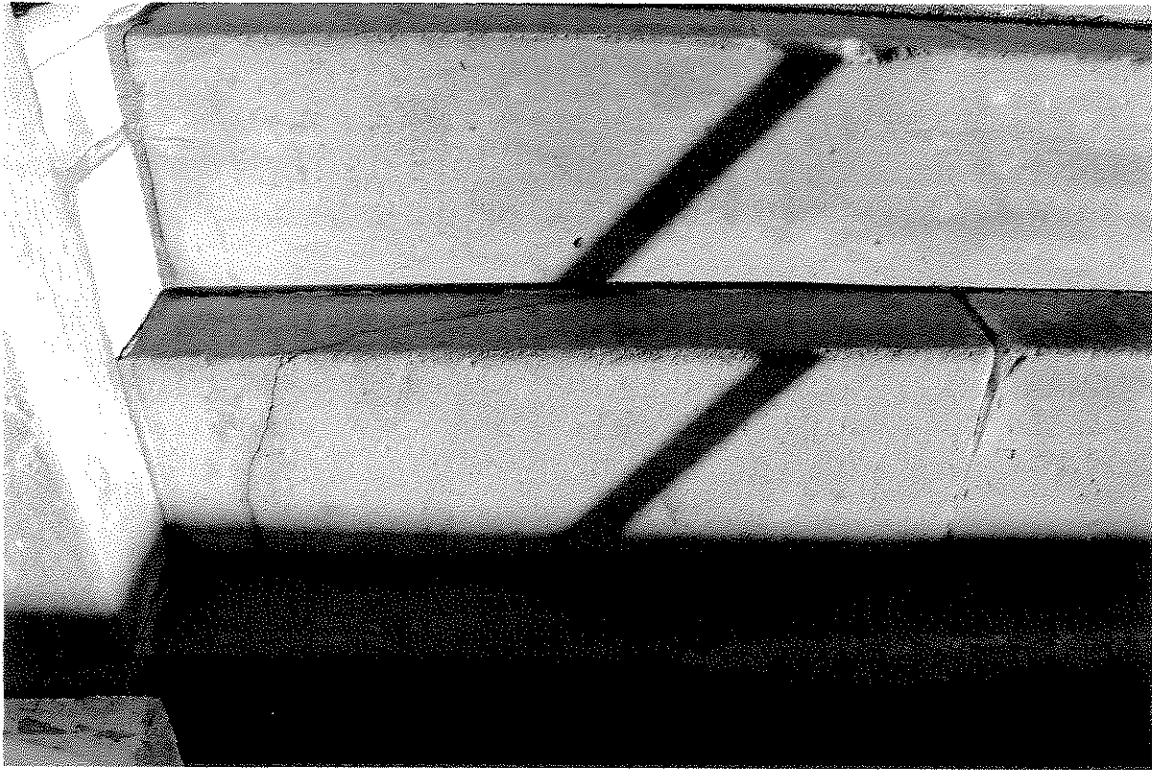
Alfred Fincham
Alfred Fincham, City Administrator

2-22-2012
Date

Dee Ann Irby
Dee Ann Irby, City Treasurer/Comptroller

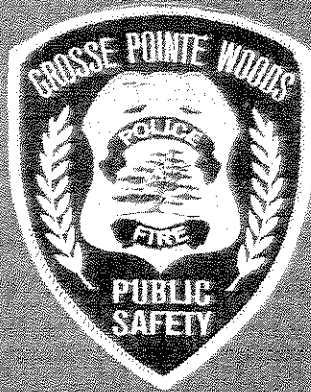
2-23-12
Date

Council Approval Required









96

City of Grosse Pointe Woods
DEPARTMENT OF PUBLIC SAFETY

ANNUAL REPORT
2011

Andrew L. Pazuchowski
Director of Public Safety

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DIRECTOR'S LETTER

February 27, 2012

Dear Mayor and City Council:

On behalf of the members of the Department of Public Safety, I am pleased to present the Annual Report for 2011 showing the activities of the Grosse Pointe Woods Department of Public Safety. Our Department has strived this past year to maintain a safe community while at the same time provide the best possible services for its citizens.

As the Director of Public Safety, I feel it is very important to continue my education. Therefore, I have been enrolled in the Masters of Public Administration program at Central Michigan University and anticipate a graduation date of September, 2013.

As the new Public Safety Director, I was confronted with several challenges due to the economic decline which seriously affected the public sector. As a result, I focused on increasing area patrols and utilizing our Auxiliary officers to concentrate on monitoring vacant and foreclosed homes, patrolling the business district alleyways, and introducing an Auxiliary bike patrol program.

In addition, as the former Detective Bureau Commander of ten years, I addressed the importance of a permanent Detective Bureau and how it would affect the apprehension and prosecution of criminals in Grosse Pointe Woods. Historically, our Detective Bureau has been on a four-year rotation, which is not a sufficient timeframe to obtain the academic and field training required in a position as important as a police investigator.

I have also implemented an Evidence Technician program certifying four patrol officers. By certifying road officers as Evidence Technicians, critical evidence that may be destroyed or altered by waiting for a detective to respond from home will be preserved. Economically, this will also reduce overtime costs to the City.

In an effort to be more involved in the education and development of troubled juveniles, I developed a juvenile deferment program called *aware interventions* in the spring of 2011. This program gives juveniles who are charged with minor crimes the opportunity to enroll in the program as a deferment to the Wayne County Juvenile Court system. If successful in completing the program, the involved juveniles will not face criminal prosecution.

As a licensed paramedic, I recognize the importance of training and have reinstituted the Emergency Medical Technician program with the intention of certifying all road patrol officers as emergency medical technicians (currently, they are medical first responders). This will expedite emergency treatment while the Advanced Life Support unit is responding to a medical emergency.

For the first time ever, a Macomb County police agency assisted our Department in security at our annual fireworks event. To comply with the governor's request to share services and to increase security in our community, I reached out to St. Clair Shores police department in May of 2011 and formed a cross-jurisdictional sharing of services.

This year, we experienced 585 Index and Non-Index crimes, which represent a 20 percent increase from the 488 reported last year. This is attributed to aggressive traffic enforcement, which resulted in an increase of narcotic and weapon charges. As in previous years, we continue to see larceny as the highest index crime experienced in our community. However, we recorded a decrease in reported larcenies from 207 in 2010 to 141 reported incidents in 2011, which represents a 32 percent decrease. This decrease is the result of the arrest and prosecution of a suspect who confessed to a large number of the reported larcenies in 2010.

This past year, we experienced one high profile event. On May 18, 2011, the Citizens Bank located at 19683 Mack was robbed at gunpoint. Fortunately, no one was injured. Subsequently, due to the thorough investigation by our Detective Bureau and the FBI, all of the perpetrators were apprehended and prosecuted for this crime.

There were 12 actual fires with a fire loss of \$92,000 reported in 2011. This was a 30 percent decrease from the 17 actual fires with a fire loss of \$193,400 reported in 2010.

As an approach to community policing and as a way to reach out to our youth, Detective Daniel Koerber continues to be a liaison in our schools. Detective Koerber has an office located in Grosse Pointe North High School. He has been successful in interacting with the school administration and students. By developing this approach, I believe we have been able to successfully address current issues our youth are facing and better ensure safety within our schools.

In 2011, we had 29 auto thefts, 9 more than in 2010. However, the majority of the stolen vehicles were taken from the St. John Hospital parking lot. This was largely due to the unsupervised entry gate. St. John Hospital no longer charges a parking fee and has made the decision not to have security personnel at the entry gate, which increases the likelihood of a perpetrator entering and exiting the parking lot undetected. I have met with St. John's security personnel to discuss this matter. They have indicated that they do not intend to change their parking lot policy at this time.

As we move forward in these difficult economic times, the Department of Public Safety will rise to meet the challenges presented and to fulfill our mission. We will serve with distinction while making the best possible use of the resources available to us. We will continue to build upon and maintain productive partnerships with local governments and other organizations, to pursue excellence, and to be efficient and accountable for our actions. Through our excellent workforce and their expertise, we will provide our citizens with the level of service they are entitled to and certainly expect and deserve.

I am proud and honored to be the new Director of Public Safety for the City of Grosse Pointe Woods. I look forward to my continued service and will lead the Department in a professional and courteous manner to the best of my ability.

I would like to thank the Mayor, the City Council, and all of the citizens we serve for your continued support.

Sincerely,

Andrew L. Pazuchowski, Director
Department of Public Safety

Grosse Pointe Woods Department of Public Safety Mission Statement

The Mission of the Grosse Pointe Woods Department of Public Safety is to continually strive to improve the safety and quality of life within our community. This will be accomplished through a broad based combination of traditional and innovative police, fire and emergency medical services while always protecting constitutional and basic human rights. All members of the Department will at all times stand accountable for their conduct.

“Never Forget”



***Annual Remembrance of the Twin Towers
September 11, 2011***

INTRODUCTION

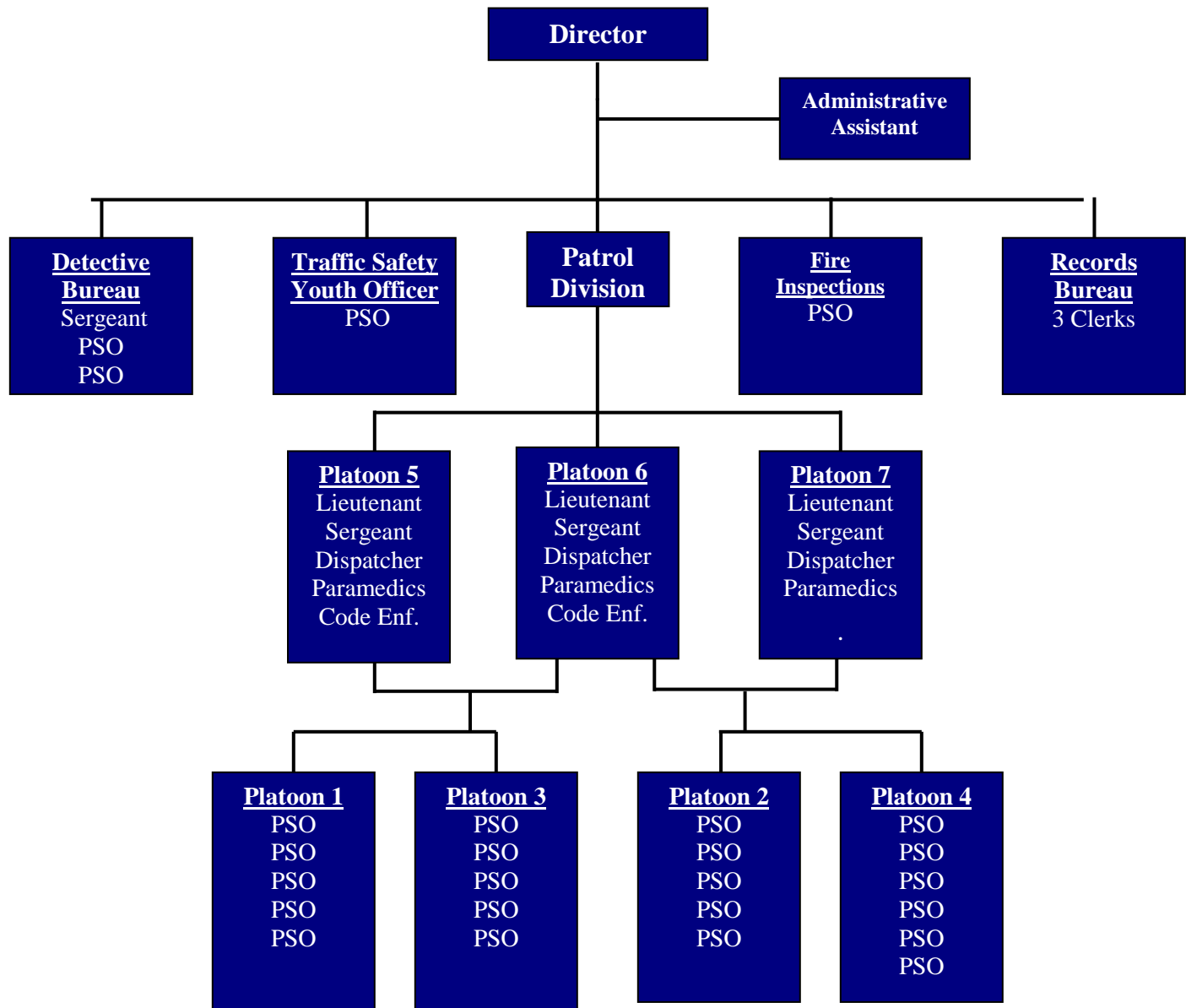
Each year, the Grosse Pointe Woods Department of Public Safety prepares an annual report of crime statistics for the City of Grosse Pointe Woods, the Michigan Incident Crime Reporting (MICR), and the Federal Bureau of Investigation Uniform Crime Report (UCR). This data is compiled from offenses reported to the Department of Public Safety, monthly police reports, and individual crime incident reports.

The primary objective of this annual report is to provide a reliable set of criminal justice statistics for police administration, operations, and management. The localized study of crime data enables personnel to assess the influence of crime in areas, neighborhoods, and people. Similarly, crime statistics permit analysis among neighboring jurisdictions and with those of similar populations and other characteristics. A broad examination of the crime data allows individuals to view the nature and movement of crime, underlying changes, and fluctuations throughout the City of Grosse Pointe Woods, the State of Michigan, and the United States.

The Department of Public Safety is committed to improving the reliability and validity of our crime reporting data. We are attempting to achieve this goal by study and analysis of major crime indexes and understanding the impact of classification revisions mandated by the State. As a result, some offense categories have decreased, while others have increased. Our efforts are to provide a reporting system that will be more accurate, valid, reliable, and compatible with State and Federal standards.



ORGANIZATION CHART



RECAPITULATION

1 Director	2 F/T Dispatchers
1 Administrative Assistant	4 P/T Dispatchers
1 F/T Administrative Clerk	5 Paramedics
2 P/T Administrative Clerks	1 F/T Code Enforcement Officer
3 Lieutenants	1 P/T Code Enforcement Officer
4 Sergeants	
25 Public Safety Officers	

DEPARTMENT PERSONNEL

Andrew L. Pazuchowski
Director of Public Safety

Lieutenant

John Ross
Joseph Cardosi
John Kosanke

Sergeant

Raymond Yonkowski
David Gardzella
Richard Dutcher
Keith Waszak

Public Safety Officer

Daniel Koerber
Robert Raymond
Daniel Marietta
James Arthur
Anthony Chalut
Scott Nota
Kevin Bonk
Brian Conigliaro
Martin Mitchell
Walter Galat
Joseph Provost
Kyle Seidel
Mark Agnetti
Joseph Hazuka
Matthew Muzia
Jeffry Martel
J. Quincy Lefurgey
D. Scott Walker
Neal Kapoor
James Thompson
Ryan Schroerlucke
Brian Urban
Gerald Genna
Darrell Fisher
David Empson

Code Enforcement Officer

Debbie Reed
Jeanne Brys

Clerk/Dispatcher

Agnes Burcar
Gregory Tourville
Thomas Holloway
Sally VanRaemdonck
Jared Swartz
Patricia Czech

Paramedic/Firefighter

Charles Krantz
Corey May
Wayne Culver
Anthony Calappi
Mark Bletch

Administrative Clerk

Charlene Ortleib
Diana Cormier
Diane Janis

Administrative Assistant

Donna Brown

SPECIAL RECOGNITION

Field Training Officer

Public Safety Officer David Empson



[Left to right: Sergeant Richard Dutcher and Public Safety David Empson. Our newest member of the Grosse Pointe Woods Department of Public Safety, PSO Empson, completed his fourteen-week FTO training on January 23, 2011.]

Federal Bureau of Investigation Joint Law Enforcement Operation Award

Detective Kevin Bonk

Detective Anthony Chalut



[Left to right: Detective Kevin Bonk and Detective Anthony Chalut were honored by the FBI September, 2011. Bonk and Chalut were instrumental in the arrest and prosecution of several suspects involved in the Citizens Bank robbery located at 19683 Mack in Grosse Pointe Woods.]

SPECIAL RECOGNITION (continued)

Respect for Law Commendation

Public Safety Officer James Arthur

Public Safety Officer Walter Galat

Public Safety Officer J. Quincy Lefurgey



[Left to right: Lakeshore Optimist Club of Grosse Pointe President Krys Schroeder honoring Public Safety Officer Walter Galat, Public Safety Officer James Arthur, and Public Safety Officer J. Quincy Lefurgey at the May 4, 2011 Respect for Law Program. All three officers were recognized for their lifesaving efforts.]

Director's Letter of Commendation

Public Safety Officer Kyle Seidel: On July 4, 2011, a "Be on the Lookout" bulletin was received by the Michigan State Police for a subject wanted out of the state of Ohio. This subject allegedly stole a vehicle, which he was reported to still be in possession of, and was possibly headed to our city. Because of PSO Seidel's outstanding surveillance work, this subject was captured, the stolen vehicle was recovered, and multiple warrants were cleared.

Detective Kevin Bonk: Detective Bonk was instrumental in the arrest and prosecution of several suspects involved in the Citizens Bank robbery located at 19683 Mack in Grosse Pointe Woods.

Detective Anthony Chalut: Detective Chalut was instrumental in the arrest and prosecution of several suspects involved in the Citizens Bank robbery located at 19683 Mack in Grosse Pointe Woods.

SPECIAL RECOGNITION (continued)

Special Olympics

Public Safety Officer Kyle Seidel

Public Safety Officer Ryan Schroerlucke

Public Safety Officers Seidel and Schroerlucke helped cheer on the almost 800 athletes at the Special Olympics State Soccer Finals that took place on October 21 through October 22, 2011. This event took place at Halmich Park and the General Motors Tech Center in Warren.

Let me win. But if I cannot win, let me be brave in the attempt. (Special Olympics motto)



[Public Safety Officer Kyle Seidel is pictured on the far left and Public Safety Officer Ryan Schroerlucke is on the far right above].



[Public Safety Officer Kyle Seidel (back row) and Public Safety Officer Ryan Schroerlucke (front row) disseminate medals to competitors].

CROSSING GUARDS

Our crossing guard team plays a vital role in the lives of children who walk or take their bicycles to and from school. They help to coordinate children to safely cross the street, rain or shine, and play a vital role in ensuring the wellbeing of our children throughout the community.



[Left to right bottom row: Vaughn Izzard, Lynda Orzechowski, Janet Hughes, Lori Cardosi, Marjorie Warhurst, Marjorie Schneider, and Janet Stratmann. Middle row: Public Safety Officer/Crossing Guard Coordinator Daniel Koerber, Julie Clark, Sharon Stephanic, Kathleen Tarantine, Lisa Carmer, Theodore Colborn, William Westwood, Charlotte Monaghan, and City Administrator Alfred Fincham. Top row: Ann Izzard and Barbara Jones.]

AUXILIARY UNIT

The volunteer Auxiliary Unit is a vital resource for the Department. Not only do they assist officers at community events such as the fireworks and Fire Safety Open House, but they also provide assistance at fire scenes, perform fire hose testing protocols, as well as other essential duties.

This year, we were fortunate to receive a patrol bicycle donated by the Rotary Club. This has been an invaluable asset to our patrol unit since the bicycle patrol can easily navigate our business district and local parks. Ten auxiliary officers joined the bicycle patrol program in 2011, giving our Department and the community additional support.

The Auxiliary Unit amassed 270 hours of training and devoted 677 service hours to Grosse Pointe Woods in 2011. They are an indispensable part of our community.



[Left to right bottom row: Bryan Wollenweber, Sergeant Charles Thomas, Mark Higgins, John Mowatt. Middle row: Dr. Jose Carrion, Ryan Allemon, Allen Herfi, Richard De Fauw. Top Row: Angelo Gritsas, Keith Kurtz, Captain David Podeszwik, Sergeant Jerome Haraburda, and Jeffrey Moore. Not pictured: Sergeant Thomas Curcuri, Lucy Quinnn, Martin Van Almen, Archie Stewart, Patrick Berns, Nick Pizzurro, and Sergeant/Auxiliary Unit Coordinator Raymond Yonkowski.]

SPECIAL RESPONSE TEAM (SRT)

The Special Response Team (SRT) is a specially trained 10-man cross-jurisdictional law enforcement team that responds to potentially dangerous situations. The SRT serves arrest warrants to dangerous subjects, intervenes in hostage situations, works on counter-terrorism missions, provides perimeter security for high-profile events, and provides assistance in other high-risk situations.

In 2011, the SRT was activated on four separate occasions. These activations resulted in multiple arrests and recovery of stolen property and other paraphernalia.



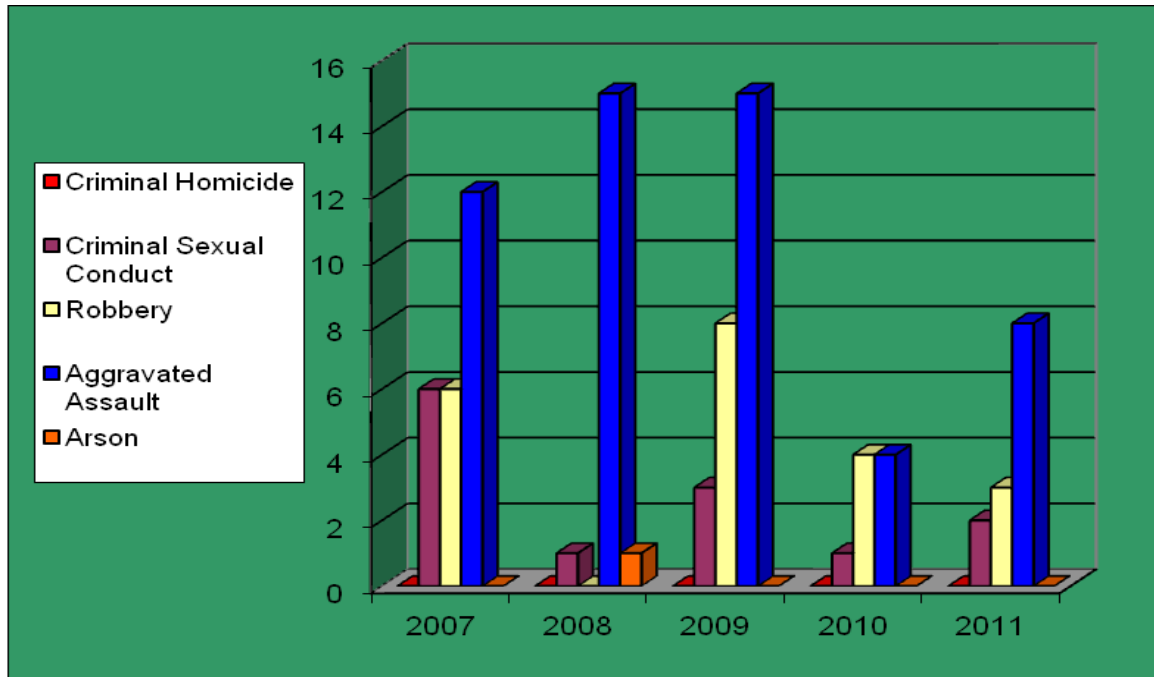
INDEX CRIMES BREAKDOWN

The National Crime Index is composed of selected offenses used to gauge fluctuations in the overall volume and rate of crime reported to law enforcement. Index Crimes are considered to be the most serious of all crimes reported.

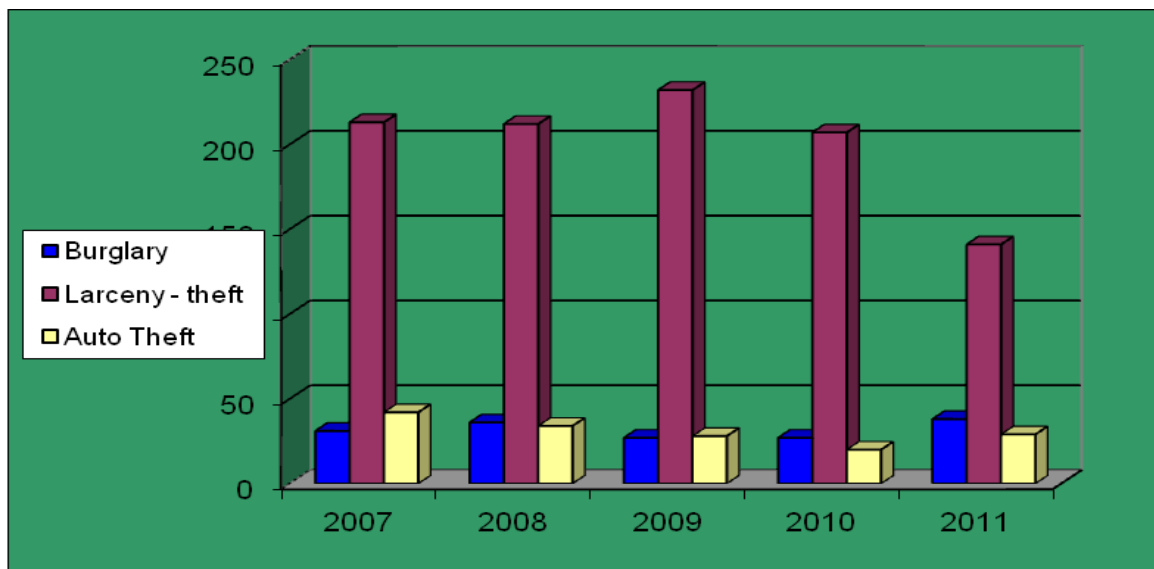
These include the violent crimes of:

- **Criminal Homicide**
- **Criminal Sexual Conduct**
- **Robbery**
- **Aggravated Assault**
- **Burglary**
- **Larceny - Theft**
- **Auto theft**
- **Arson**

INDEX CRIMES TOTALS



	2007	2008	2009	2010	2011
Criminal Homicide	0	0	0	0	0
Criminal Sexual Conduct	6	1	3	1	2
Robbery	6	0	8	4	3
Aggravated Assault	12	15	15	4	8
Arson	0	1	0	0	0



	2007	2008	2009	2010	2011
Burglary	31	36	27	27	38
Larceny - theft	213	212	232	207	141
Auto Theft	42	34	28	20	29

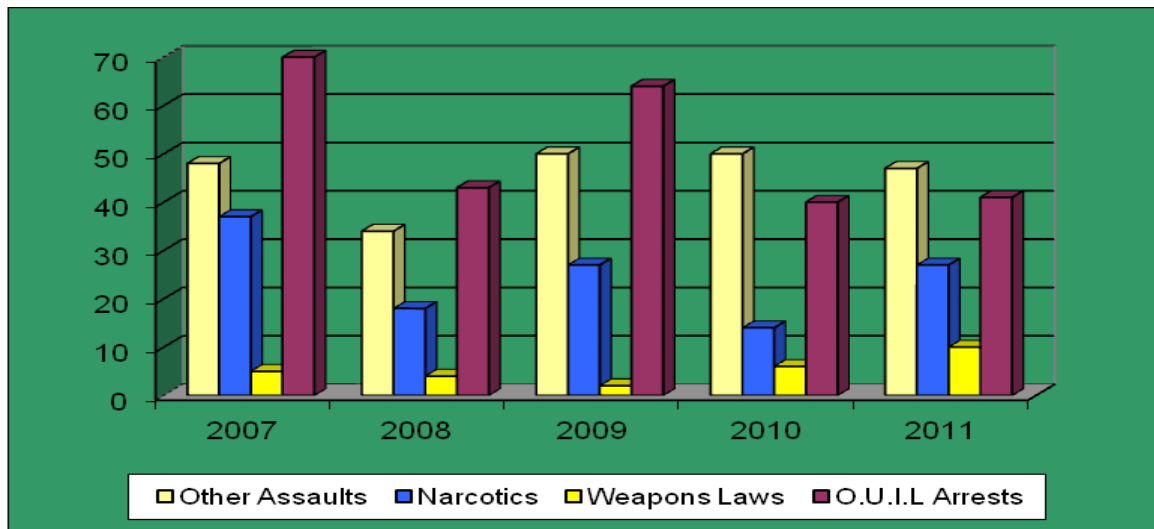
NON-INDEX CRIMES BREAKDOWN

Non-Index offenses encompass all other reportable classifications outside those defined as Index Offenses. Only arrest data involving the Non-Index offenses are reported to the FBI.

These include the crimes of:

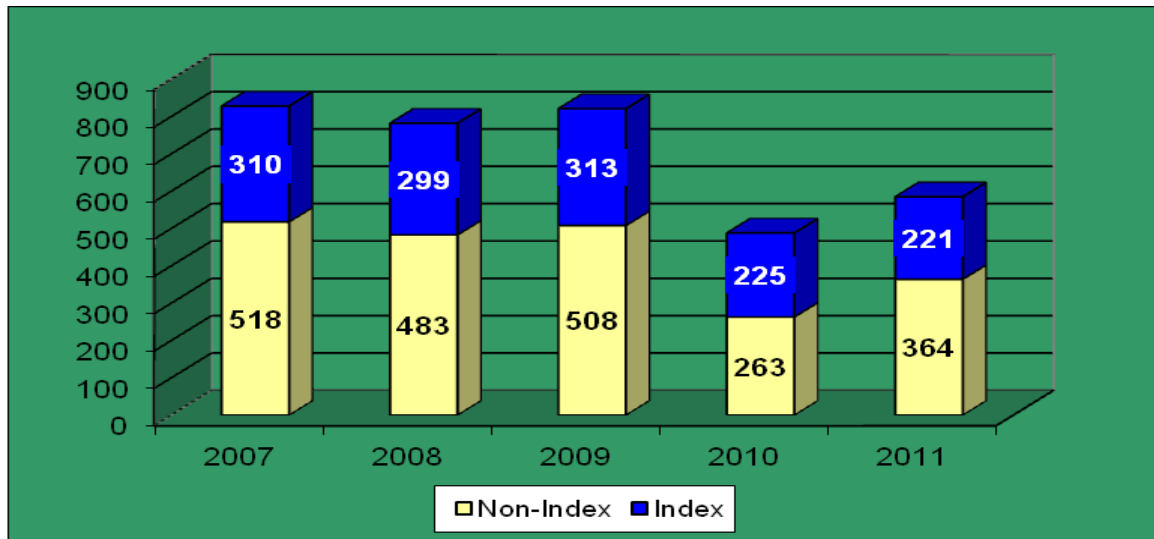
- **Other Assaults**
- **Forgery and Counterfeiting**
- **Fraud**
- **Embezzlement**
- **Stolen Property: Buying, Receiving, Possessing**
- **Vandalism**
- **Weapons: Carrying, Possessing, etc.**
- **Prostitution and Commercialized Vice**
- **Sex Offenses**
- **Drug Abuse Violations**
- **Gambling**
- **Offenses Against the Family and Children**
- **Driving Under the Influence of Alcohol**
- **Liquor Laws**
- **Drunkenness**
- **Disorderly Conduct**
- **All Other Offenses**
- **Suspicion**
- **Curfew and Loitering Laws (Persons under 18)**
- **Runaways (Persons under 18)**

NON-INDEX CRIMES TOTALS



	2007	2008	2009	2010	2011
Other Assaults	48	34	50	50	47
Narcotics	37	18	27	14	27
Weapons Laws	5	4	2	6	10
O.U.I.L Arrests	70	43	64	40	41

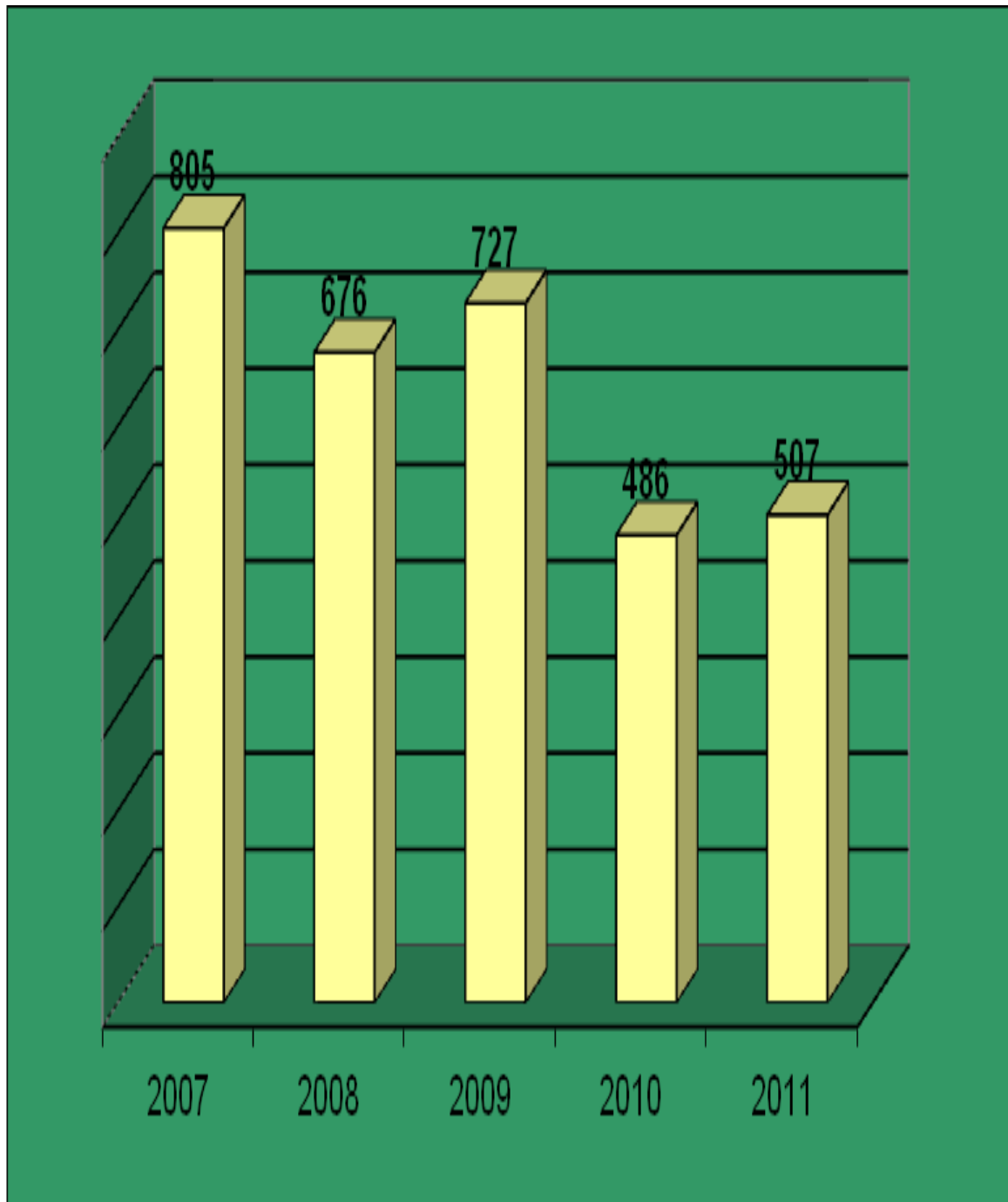
INDEX & NON-INDEX CRIMES TOTALS



	2007	2008	2009	2010	2011
Index & Non-Index Totals	828	782	821	488	585

The 585 Index and Non-Index crimes reported this year represent a 20 percent increase from last year. This is attributed to aggressive traffic enforcement, which resulted in an increase of narcotic and weapon charges. The five-year average is 700 Index and Non-Index crimes.

ARREST TOTALS

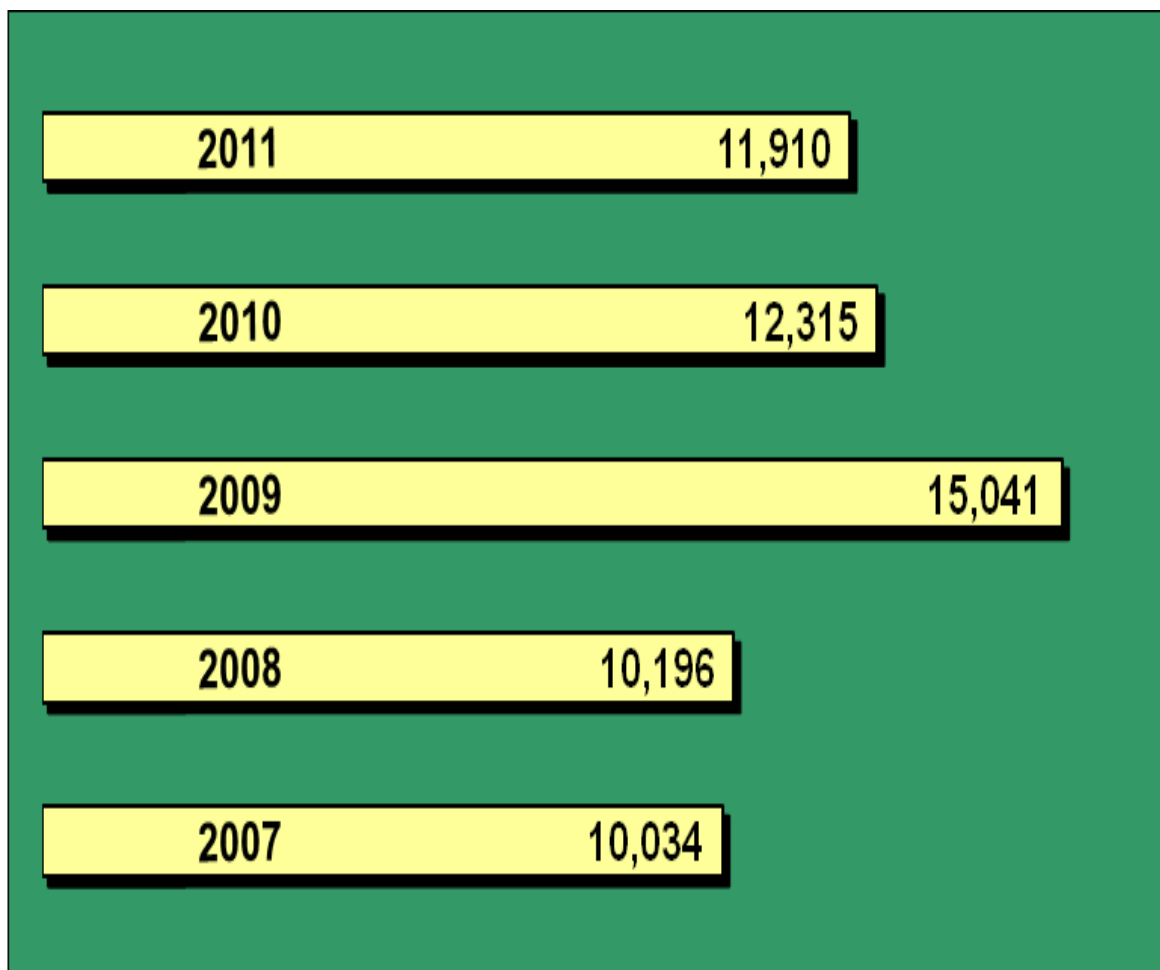


Arrests were up from last year by almost 5 percent. The five-year average is 640 arrests.

TOTAL INCIDENT REPORTS

2007 - 2011

Since the utilization of CLEMIS, the Department has been able to successfully capture crime statistics on a grand scale. This valuable resource continues to enhance Department operations with its ease of use and impressive capability.

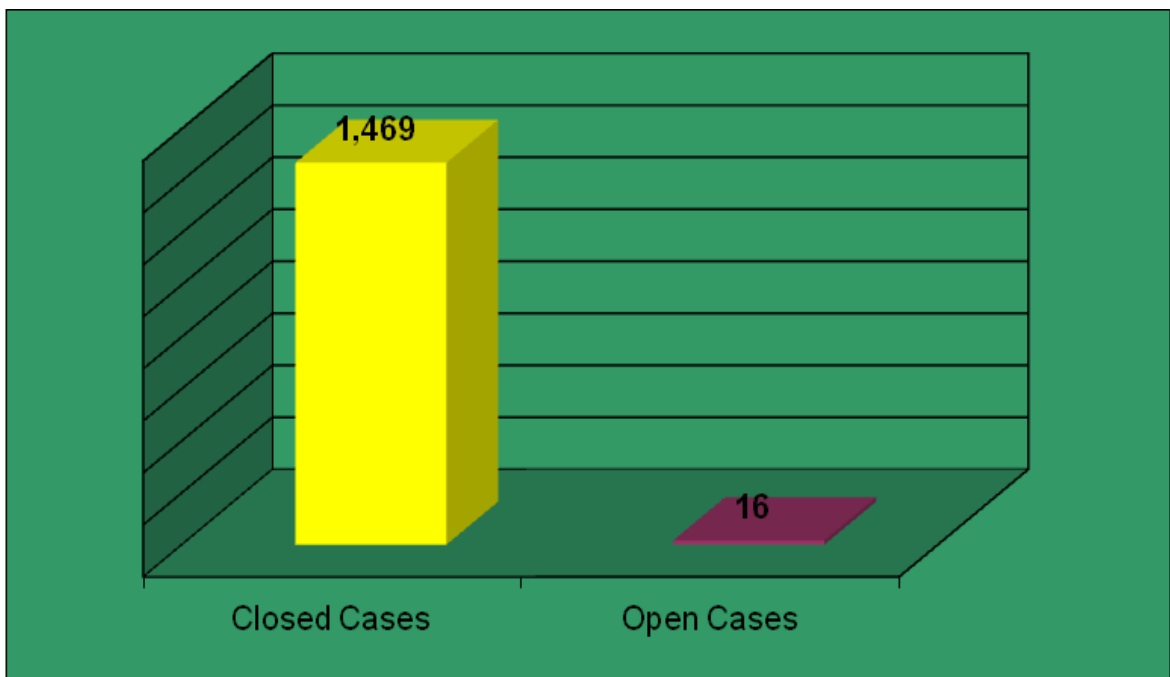


The Department responded to 11,910 calls for service last year. The five-year average is 11,899 calls for service.

DETECTIVE BUREAU

The Detective Bureau is the Criminal Investigation Unit for the Department. The detectives assigned to this unit (who were permanently assigned in 2011) are responsible for investigating all crimes committed against persons or property in the community. They are available to respond to a crime scene 24 hours a day. All detectives receive specialized training to develop and enhance their investigative skills including attending legal update training and meetings with detective bureaus from neighboring jurisdictions. The Detective Bureau is also responsible for monitoring businesses that possess a Michigan liquor license to ensure compliance with Michigan liquor laws.

The Detective Bureau is staffed by four seasoned detectives. Detective Sergeant Raymond Yonkowski is the Detective Bureau Commander of the unit who oversees Detective Bureau operations. Detective Kevin Bonk and Detective Anthony Chalut are assigned adult criminal cases by the DB Commander. Detective Daniel Koerber investigates both adult and juvenile criminal cases. Together, these detectives are responsible for investigating crimes, collecting and preserving evidence, identifying perpetrators, interviewing witnesses, interrogating suspects, and preparing cases for successful prosecution.



1,485 Criminal Cases Were Assigned to the Detective Bureau in 2011

DETECTIVE BUREAU (continued)

Detective Koerber, as the Department's Youth Officer, is responsible for any crimes and or violations involving persons under the age of 17. He has an office located at Grosse Pointe North High School and has become a direct liaison with school administrators, teachers, and students. Detective Koerber is an educator and mentor for all students in the Grosse Pointe School System.

Detective Koerber is also responsible for traffic safety, overseeing crossing guards, conducting traffic and speed studies, and investigating traffic-related incidents as well as the community crime prevention program.



[Detective Koerber (center) poses with students at Grosse Pointe North High School].

DETECTIVE BUREAU (continued)

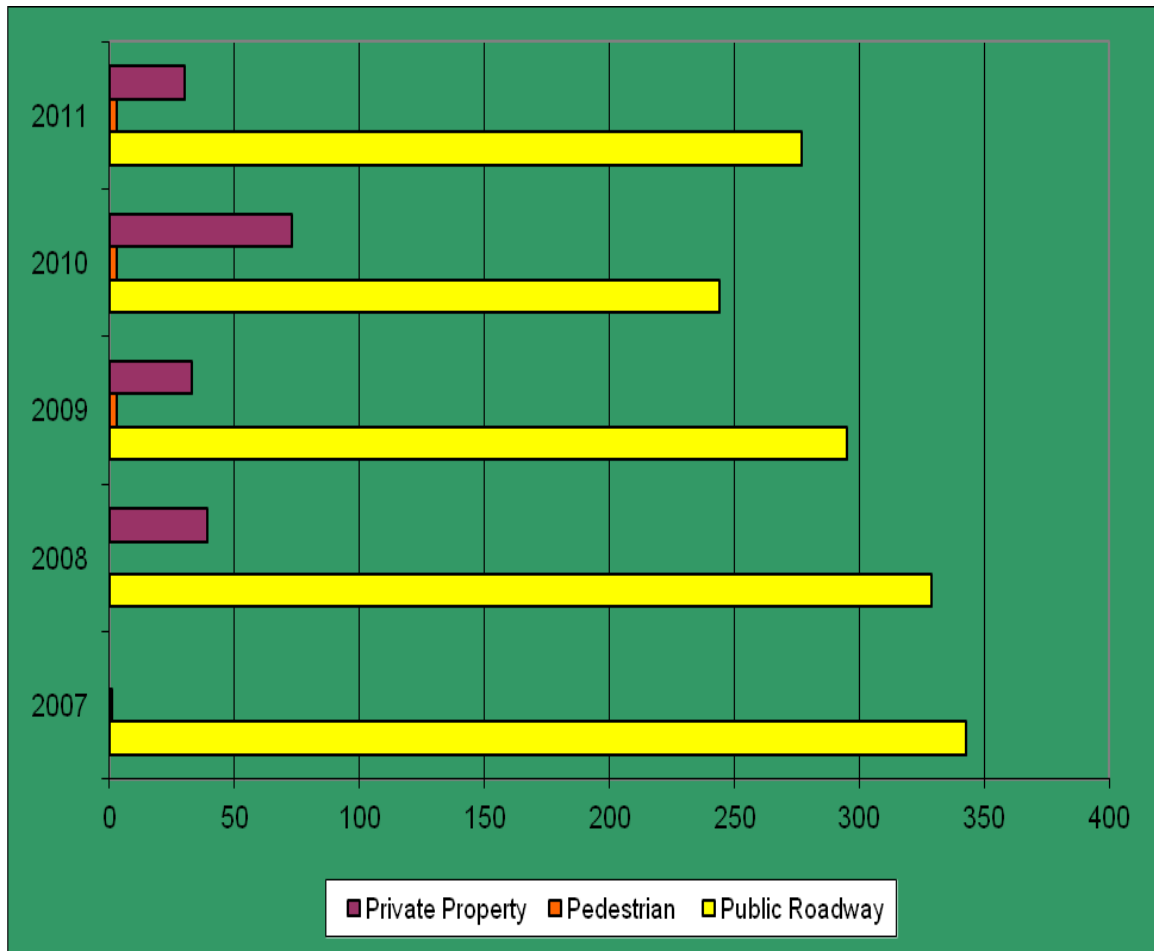


The Department began an intervention deferment program in 2011 called *aware interventions* for youths involved in minor crimes, (e.g., minors in possession of alcohol, larcenies, truancy, and possession of marijuana). Detective Daniel Koerber is the instructor of the program. The methodology revolves around lectures, community service, and other related techniques.

This program has been successful in redirecting juveniles to make positive changes in their lives.

TRAFFIC and PEDESTRIAN ACCIDENTS

The statistics below include figures for private property accidents that are not required to be reported by State law. The State of Michigan, for reporting purposes, does not include or record private property accidents. These types of accident reports are taken as a courtesy to citizens.

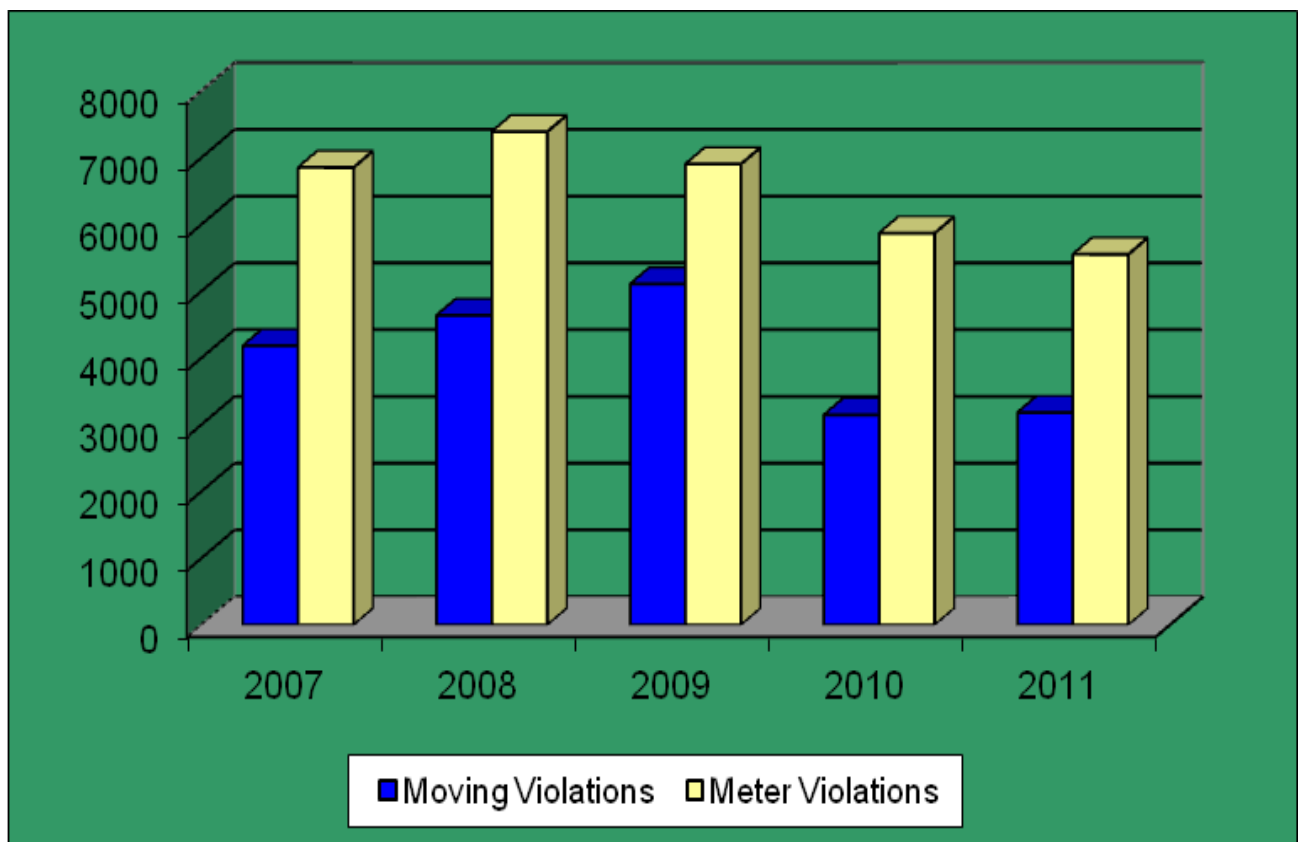


	2007	2008	2009	2010	2011
Public Roadway	343	329	295	244	277
Private Property	0	39	33	73	30
Pedestrian	1	0	3	3	3

There were no fatalities in 2011.

MOVING and METER VIOLATIONS

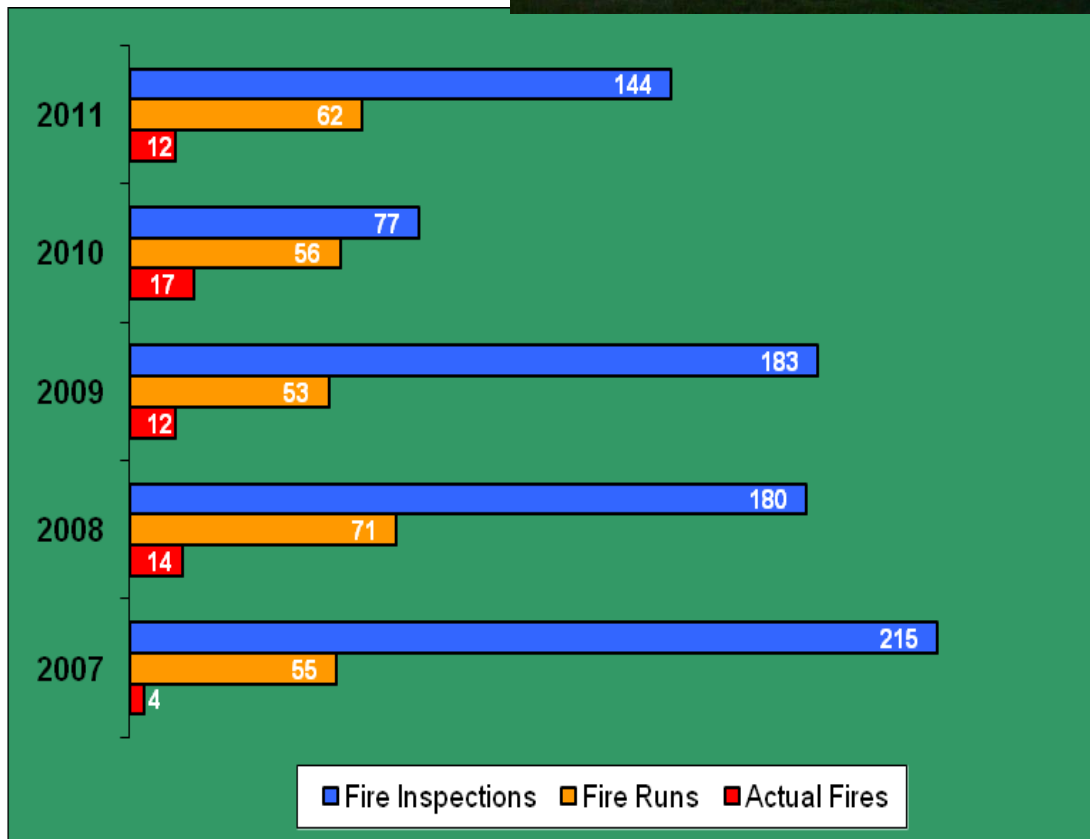
Using computers, updated radars, preliminary breath instruments, and the Cogent Blue Check device in the patrol vehicles, the Public Safety Department continues its rigid traffic enforcement. “Operating while intoxicated” patrols were also ramped up in 2011, thanks to a State grant that was awarded to the Department.



	2007	2008	2009	2010	2011
Moving Violations	4181	4635	5106	3146	3182
Meter Violations	6852	7387	6903	5868	5551

FIRE OPERATIONS

The Department prides itself on its quick response to all fire emergencies. In 2011, Fire Inspector Joseph Provost continued with our commercial business fire inspections.



	2007	2008	2009	2010	2011
Actual Fires	4	14	12	17	12
Fire Runs	55	71	53	56	62
Fire Loss	\$27,150	\$613,700	\$438,500	\$193,400	\$92,000
Fire Inspections	215	180	183	77	144

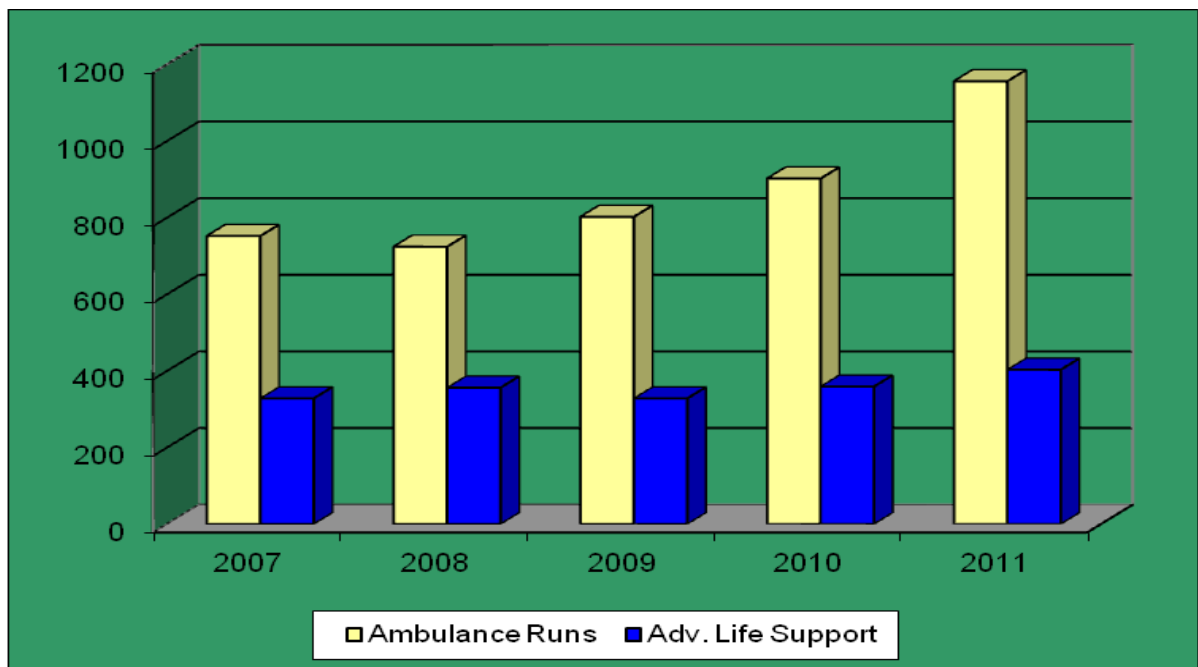
There were no fatalities or any serious injuries as a result of the 12 actual fires this year.

EMERGENCY MEDICAL SERVICES

The Department operates an Advanced Life Support ambulance staffed by five Paramedic/Firefighters: Charles Krantz, Corey May, Wayne Culver, Anthony Calappi, and Mark Bletch. These five staff members work a 24-hour, 3-platoon system.



On every ambulance run, in addition to two paramedics, a public safety officer responds. With enhanced technology and equipment, paramedics can begin advanced lifesaving procedures and transmit reports to area hospitals before the patient arrives. Electronic ambulance report writing and billing continue to be utilized by the Department. All of the patrol vehicles are equipped with an Automatic External Defibrillator (AED).



	2007	2008	2009	2010	2011
Ambulance Runs	752	724	802	902	1156
Adv. Life Support	328	356	328	359	403
% Adv. Life Support	44%	49%	41%	40%	35%

DEPARTMENT TRAINING

Each year, officers train with all of the specialized rescue tools and fire equipment used by the Department. The Department participated in 1,557 hours of in-house training. The Department also amassed over 1,657 hours of police and fire training courses at local community colleges and other training facilities. In all of 2011, the Department spent 3,214 hours in training.

We were fortunate to have access to the Children's Home in 2011 before demolition began on the new development. The owners of the property were gracious to allow the use of invaluable police, fire, EMS, SRT, and K-9 training.



(Pictured above are Grosse Pointe Woods Department of Public Safety Officers training with the Amkus Rescue Tool)

FIRE SAFETY OPEN HOUSE

This year's Fire Safety Open House was held on October 2nd where over 300 residents attended this important community event. Children and adults had the opportunity to interact with police, fire, and ambulance personnel. They learned valuable lifesaving tips from Department members, such as how to escape from a simulated burning house. Raleigh the police dog's hands-on demonstration was both interactive and informative and was a big hit with residents.

Several Department members helped coordinate this event including Public Safety Officer Daniel Koerber and Public Safety Officer Joseph Provost. Our Auxiliary team, led by Captain David Podeszwik, was also invaluable in making this a memorable community event.



REGIONAL COOPERATION EFFORTS

In an effort to comply with Governor Snyder's appeal to Michigan cities to share services, the Department reached out to the City of St. Clair Shores. After meeting with Police Chief Michael Walleman, our two cities joined together to form a cross-jurisdictional sharing of services. SCS officers assisted our Department members in providing security for the 2011 fireworks event.



[Left to right: Officers Gary Sems, David Burmeister, Anthony Rich, and Joseph Chomiak.]



CITY OF GROSSE POINTE WOODS
MEMORANDUM

10A

Date: February 14, 2012
To: Mayor and Council
From: Al Fincham, City Administrator *AF*
Dee Ann Irby, Treasurer/Comptroller *DAI*
Subject: Consultant for Healthcare Consortium

RECEIVED
FEB 15 2011
CITY OF GROSSE PTE WOODS

The Consortium for Health Care involves collaboration between the five Grosse Pointes which increases the power of the communities to negotiate lower health care costs for all municipal employees and retirees. Using a single third party health care contractor (Cornerstone Municipal Advisory Group, LLC), the five communities are treated as a single "entity" when negotiating plan rates. Each community signs individual contracts with the health care providers for the separate health care plans, thus treated as separate "departments" within the "entity".

Services negotiated include life insurance, health insurance, dental care, prescription coverage, and vision care. Cornerstone also provides the Human Resource departments for each community a tailored benefits booklet which frees up time and money for the departments. The human resource managers from each community meet on a regular basis to discuss any changes in contracts or plans, usage trends and to review any new vendor contracts. This collaboration has allowed the member communities to negotiate better health care rates for their employees and has saved countless labor hours in the negotiation and implementation phases of the health care plans.

The term of this agreement shall be two years, commencing on March 1, 2012 and ending February 28, 2014. At this time, the other Grosse Pointe Communities have agreed to extend the agreement for the two additional years through the consortium.

The Cost for the City in 2011 was \$14,324. The extension for the next two years will be \$13,700 for 2012 and 2013, a saving or reduction of \$624.00 each year.

It is recommended that City Council approve the contract extension for the term of this agreement for two years, commencing on March 1, 2012 and ending February 28, 2014.

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(588) 777-0400
FAX (588) 777-0430
E-MAIL donberschback@yahoo.com

OF COUNSEL
CHARLES T. BERSCHBACK *

February 1, 2012

VIA FACSIMILE 313.343.2785

Dee Ann Irby, City Comptroller
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Healthcare & Benefits Consulting Services Agreement
Cornerstone Municipal

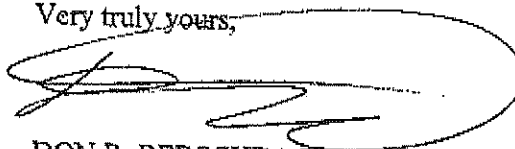
Dear Dee Ann:

I have reviewed the proposed Services Agreement captioned above. It is my understanding that this particular agreement for Grosse Pointe Woods is part of a consortium of the five Grosse Pointe Cities. Thus, it would be extremely difficult, if not impossible, to opt out of the consortium and/or the Consulting Services Agreement.

With that being said, I have no objections from a legal standpoint to the Consulting Services Agreement and/or the Business Associate Contract that were provided to me and reviewed in depth.

It is my understanding that these Agreements will be forwarded to the City Council for their consideration prior to the March 1, 2012 effective starting date. I do note that this is a two year contract ending on February 28, 2014. My suggestion is, as in the past, to approve the contract "subject to annual budget appropriations". If there are any questions, please call me.

Very truly yours,



DON R. BERSCHBACK

DRB:nmg

Healthcare & Benefits Consulting Services Agreement

This Consulting Agreement, hereinafter referred to as “Agreement” is between the **City Of Grosse Pointe Woods**, hereinafter referred to as “Client” and **Cornerstone Municipal Advisory Group, LLC**, hereinafter referred to as “Consultant.”

WHEREAS, Client wishes to obtain the assistance of Consultant with strategic benefit planning, design, funding, employee meetings, collective bargaining support, administration, and communication with respect to its employee benefit programs;

WHEREAS, Consultant has superior knowledge and expertise in assisting employers with designing and servicing employee benefit plans; and

WHEREAS, the parties wish to set forth their respective expectations;

Now, therefore, for good and valuable consideration, the receipt and sufficiency of which is hereby mutually acknowledged, the parties hereby agree as follows:

1. Scope of Services to be Provided by Consultant

Consultant will provide Client with consulting, communication, and brokerage services.

- A. **Strategic Benefit Planning.** Consultant will provide assistance in developing overall plan benchmarks and targets to ensure that the plan meets the objectives of Client and its employees.
 - B. **Benefit Plan Design.** Consultant will help to ensure that benefit designs are consistent with the strategic benchmarks and targets set forth in the strategic benefit planning process.
 - C. **Administration.** Consultant will identify core administrative services, assess vendor performance, and manage vendor relationships to provide appropriate program administration.
 - D. **Funding.** Consultant will advise and counsel regarding program funding alternatives, including review fee proposals, recommend budget rates, employee contribution rates, and COBRA rates; select and procure appropriate stop loss terms; and monitor program costs against expectations.
 - E. **Communication.** Consultant will assist in drafting employee communications regarding benefit program performance and changes, *customized web-site and benefit books* and assist in the review of plan documents and insurance certificates during the planning and enrollment process.
 - F. **Retiree Drug Subsidy Services.** See RDS Specialist “Role Description” for an outline of the extensive tasks we take-off your hands for maintaining compliance with the RDS Program.
 - G. **GASB 45 Consultation and Benefit Design** We have become specialists in this area. We are educating our clients about the impact of GASB 45 and can work through the myriad of complex
-

issues and offer specific plan-design solutions that will have a substantive impact on reducing current and future retiree costs and GASB liability.

- H. Collective Bargaining Support Services.** We have developed plan modeling materials and tools for the express purpose of organizing our groups and attaching savings projections with the many plan design considerations under review. We have developed formats that “collective bargaining teams” can use to better prepare them for the difficult options that will be addressed at the bargaining table.
- I. RFP Services.** In addition to general day-to-day services, Cornerstone will release a Request for Proposal to the marketplace in order to review all your vendor options now and at renewal. Evaluating, negotiating with, and recommending insurers and providers to our clients are Cornerstone specialties. Our position in the marketplace allows us to enjoy preferred financial arrangements with insurance vendors and third party administrators across the United States. We actively cultivate long-standing relationships with major carriers, and those relationships allow us to negotiate aggressively and obtain cost-efficient proposals for our clients
- J. Compliance Tools & Legislative Information.** Consultant will provide advice and informational materials on legislative developments impacting employee benefit plans (including access to online reference tools) on topics such as Health Care Reform, PA 152, FMLA, COBRA, HIPAA, HIPAA Privacy, and Section 125.
- K. Meetings with Client and Vendors.** Services will include attendance at and facilitation of regular meetings with Client and vendors as needed to facilitate program management including day-to-day operations and planning program changes.
- Consultant shall meet with Client on a regular basis to review status of work being performed by Consultant. The meetings will include discussion of business concerns, including presentations of options and recommendations.
 - Consultant shall meet with Client semi-annually to discuss the status of work in general, state of the marketplace, progress made toward strategic plan, and pre-determined topics of interest.
 - Consultant shall meet with Client annually to present the vendor renewal reports, review the year over year plan cost analyses, and walk through a stewardship report outlining the goals and objectives for the upcoming year.
- L. Day-to-Day Administrative Issues.** Consultant shall provide assistance in the daily administration of programs, including resolution of vendor service issues and addressing questions and concerns raised by Client's employees and management.
- M. Data Analysis.** Upon receipt of acceptable claims data, Consultant will provide Client with a) a summary health plan management report analyzing health care claims paid during the previous twelve month period; b) claims analysis tools that allows further analysis of claims data; and c) plan modeling tools that evaluate the impact of plan design changes before they are implemented. Consultant will analyze health care claims data and provide data analysis tools on an annual basis.
-

2. Disclosure and Record Keeping

- A. Full Disclosure.** Client has the right to approve any arrangements and/or the utilization of any intermediaries in connection with, or arising out of, or in any way related to Client's insurance and risk management program. Consultant must seek approval from Client prior to the use of any of the above in connection with the Client's insurance and risk management program.
- B. Record Keeping.** Consultant will maintain accurate and current files including, but not limited to, insurance policies and correspondence with insurers or brokers in accordance with industry standard record retention practice or as otherwise directed by Client.

3. Term & Termination

- A. Term.** The term of this Agreement shall be two years, commencing on March 1, 2012 and ending February 28, 2014. Thereafter, this Agreement will renew itself for additional one year terms, if neither party gives notice to the other to terminate or re-negotiate the agreement.
- B. Termination.** This Agreement may be terminated by either party only as follows:
 - a) Effective upon thirty (30) days advance written notice to the other party stating that such other party is in breach of any of the provisions of this Agreement, provided such breach (if able to be cured) is not cured within thirty (30) days after the notice is received; or
 - b) By mutual written agreement of the parties.

4. Cost of Services- Outlined in the attached Exhibit 1

Client agrees to pay Consultant commissions on group insurance products where Consultant is assigned "agent of record" and a professional contract fee (see Exhibit 1). Contract fees are to be paid quarterly.

5. Personnel

Consultant will assign its personnel according to the needs of Client and according to the disciplines required to complete the appointed task in a professional manner. Consultant retains the right to substitute personnel with reasonable cause. The Account Management Team consists of the following individuals:

Primary Service Team:

Mark A. Manquen, President

Cindy Pavella, Account Director

John Vance, Plan Analyst

Sheryl Langford, Account Administrator

Jayne Brown, RDS Program Director

6. Client's Responsibilities

Client will make available such reasonable information as required for Consultant to conduct its services. Such data will be made available as promptly as possible. It is understood by Consultant that the time of Client's personnel is limited, and judicious use of that time is a requirement of this Agreement. Client will make timely payments of the service fees as set forth elsewhere in this Agreement.

7. Records and Information

Consultant understands and agrees to limit its use and disclosure of protected health information as described in Exhibit 2.

- 8. Independent Contractor.** It is understood and agreed that Consultant is engaged by Client to perform services under this Agreement as an independent contractor. Consultant shall use its best efforts to follow written, oral, or electronically transmitted (i.e., sent via facsimile or e-mail) instructions from Client as to policy and procedure.

9. Fiduciary Responsibility.

Client acknowledges that: (i) Consultant shall have no discretionary authority or discretionary control respecting the management of any of the employee benefit plans; (ii) Consultant shall exercise no authority or control with respect to management or disposition of the assets of Client's employee benefit plans; and (iii) Consultant shall perform services pursuant to this Agreement in a non-fiduciary capacity. Client agrees to notify Consultant as soon as possible of any proposed amendments to the plans' legal documents to the extent that the amendments would affect Consultant in the performance of its obligations under this Agreement. Client agrees to submit (or cause its agent, consultants, or vendors to submit) all information in its (or their) control reasonably necessary for Consultant to perform the services covered by this Agreement.

10. Entire Agreement

This constitutes the entire Agreement between the parties, and any other warranties or agreements are hereby superseded.

Subsequent amendments to this Agreement shall only be in writing signed by both parties.

City Of Grosse Pointe Woods

Signature

Date

Title

Cornerstone Municipal Advisory Group, LLC

Signature

Date

Title

Exhibit 1
Consulting Fees/Commissions

Description	Fee
Consulting Services, including <ul style="list-style-type: none">▪ Develop a healthcare & benefits strategic plan▪ Set-up Plans with vendors; oversee all paperwork and implementation tasks▪ Manage the Vendor relationships▪ Conduct cost analysis and market studies▪ Perform Prescription Drug analyses▪ Recommend plan design changes▪ Evaluate retiree medical plans, manage Part D Subsidy, manage all administrative requirements of the RDS program▪ Manage day-to-day insurance plan changes & paperwork▪ Prepare management for union negotiations▪ Monitor plan performance▪ Consider Wellness Program Initiatives	
Claims Analysis <ul style="list-style-type: none">▪ Annual Review- Review Renewal reports from carriers, identify trends, recommend alternatives	
Implementation Variables <ul style="list-style-type: none">▪ Establish an implementation time line▪ Run Employee Enrollment Meetings▪ Establish customized client website, benefit books▪ Review alternative vendors/insurers/TPA's▪ Communicate plan design changes*▪ Provide Client with access to MyWave™	
Annual Contract Fee* (this fee is in addition to commissions assigned to Consultant)	\$13,700/year

*Note that above fees do not include actuarial services, to the extent Client utilizes them. In addition, the above fees do not contemplate any special projects that would be billed incrementally or our Online Enrollment & Bill Consolidation Services.

Exhibit 2

HIPAA Business Associate Contract

This Business Associate Contract (Agreement) is entered into by and between the City Of Grosse Pointe Woods, (Covered Entity) and Cornerstone Municipal Advisory Group, LLC, (Business Associate) effective immediately (Effective Date).

WHEREAS, the Covered Entity is a group health plan as defined in the privacy rules adopted pursuant to the Health Insurance Portability and Accountability Act of 1996¹ (HIPAA);

WHEREAS, the Business Associate wishes to perform on behalf of the Covered Entity treatment, payment, or health care operations as defined by HIPAA;

WHEREAS, the parties wish to set forth their understandings with regard to the use and disclosure of Protected Health Information (PHI) by the Business Associate in performance of its obligations;

In consideration of the mutual promises set forth below, the parties hereby agree as follows:

A. OBLIGATIONS AND ACTIVITIES OF BUSINESS ASSOCIATE

1. Use of Protected Health Information (PHI). Business Associate shall not use or further disclose PHI other than as permitted or required by this Agreement or as required by law.
2. Safeguards. Business Associate agrees that it will implement all appropriate safeguards to prevent the use or disclosure of PHI other than pursuant to the terms and conditions of this Agreement. Business Associate agrees that performance of its obligations to implement safeguards includes establishing procedures that limit its use and disclosure of PHI to the minimum necessary amount of information required for the intended purpose, including limiting access to PHI within its organization to those employees with a need to know.
3. Unauthorized Disclosures of PHI. Business Associate shall, within ten (10) days of becoming aware of a disclosure of PHI in violation of this Agreement by Business Associate, its officers, directors, employees, contractors, or agents or by a third party to which Business Associate disclosed PHI, report to Covered Entity any such disclosure. Business Associate agrees to mitigate, to the extent practicable, any harmful effect of the unauthorized disclosure.
4. Agreements With Third Parties. Business Associate agrees to ensure that any agent, including a subcontractor, to whom it provides PHI received from, or created or received by Business Associate on behalf of the Covered Entity, agrees to the same restrictions and conditions that apply through this Agreement to Business Associate with respect to such information.
5. Access to Information. Within ten (10) days of a request by the Covered Entity for access to PHI about an individual contained in a Designated Record Set, Business Associate shall make available to the Covered Entity such PHI for so long as such information is maintained in a Designated Record Set. In the event any individual requests access to PHI directly from the

¹ The HIPAA Privacy Rules were originally published at 65 Fed. Reg. 82462 on December 28, 2000 and amended on August 14, 2002 as set forth at 67 Fed. Reg. 53182.

Business Associate, Business Associate shall respond to the request for PHI within two (2) days. Any denials of access to the PHI requested shall be the responsibility of the Business Associate.

6. Availability of PHI for Amendment. Business Associate agrees to make any amendments to PHI in a Designated Record Set that the Covered Entity directs or agrees to pursuant to 45 CFR 164.526 at the request of the Covered Entity or an individual, and in the time and manner designated by Covered Entity.
7. Inspection of Books and Records. Business Associate agrees to make its internal practices, books, and records relating to the use and disclosure of PHI received from, or created or received by Business Associate on behalf of Covered Entity available to the Covered Entity, or at the request of the Covered Entity to the Secretary of the U.S. Department of Health and Human Services or designee, in a time and manner designated by the Covered Entity or the Secretary, for purposes of the Secretary determining Covered Entity's compliance with HIPAA.
8. Accounting of Disclosures. Business Associate agrees to maintain and make available to the Covered Entity an accounting of disclosures of PHI as would be required for Covered Entity to respond to a request by an individual made in accordance with 45 CFR 164.528. Business Associate shall provide an accounting of disclosures made during the six years prior to the date on which the accounting is requested. At a minimum, the accounting of disclosures shall include the following information:
 - a. Date of disclosure,
 - b. The name of the person or entity who received the PHI, and if known, the address of such entity or person,
 - c. A brief description of the PHI disclosed, and
 - d. A brief statement of the purpose of such disclosure which includes an explanation of the basis of such disclosure.

In the event the request for an accounting is delivered directly to the Business Associate, the Business Associate shall respond to the request within two (2) days. Any denials of a request for an accounting shall be the responsibility of the Business Associate.

Business Associate agrees to implement an appropriate record keeping process to enable it to comply with the requirements of this Section.

B. PERMITTED USES AND DISCLOSURES BY BUSINESS ASSOCIATE

1. Business Associate shall not use or disclose any PHI for any purpose other than performance of services for Covered Entity as provided for in the Consulting Agreement dated July 1, 2007. Except as otherwise limited by this Agreement, Business Associate may use or disclose PHI to perform functions, activities, or services for, or on behalf of, Covered Entity as specified above, provided that such use or disclosure would not violate HIPAA if done by the Covered Entity.
2. Except as otherwise limited by this Agreement, Business Associate may provide PHI to Zywave, Inc., a subcontractor of Consultant, for the limited purpose of providing data analysis and data aggregation services on behalf of the Covered Entity as defined in 45 CFR Sec. 164.501.

C. OBLIGATIONS OF COVERED ENTITY

1. Covered Entity shall provide Business Associate with the notice of privacy practices that Covered Entity produces in accordance with 45 CFR 164.520, as well as any changes to such notice.
2. Covered Entity shall provide Business Associate with any changes in, or revocation of, permission by individual to use or disclose PHI, if such changes affect Business Associate's permitted or required uses and disclosures.
3. Covered Entity shall notify Business Associate of any restriction to the use or disclosure of PHI that Covered Entity has agreed to in accordance with 45 CFR 1654.522.

D. PERMISSIBLE REQUESTS BY COVERED ENTITY

Covered Entity shall not request Business Associate to use or disclose PHI in any manner that would not be permissible under HIPAA if done by the Covered Entity.

E. TERMINATION

1. Term. The term of this Agreement shall begin on the Effective Date and shall remain in effect until terminated under Section 3(b) of this Agreement.
2. Termination. This Agreement shall be terminated only as follows:

- a. Termination For Cause

This Agreement may be terminated by the Covered Entity upon thirty (30) days written notice to the Business Associate in the event that the Business Associate breaches any provision contained in Paragraphs A or B of this Agreement and such breach is not cured within such thirty (30) day period; provided, however, that in the event that termination of this Agreement is not feasible in the Covered Entity's sole discretion, Business Associate hereby acknowledges that the Covered Entity shall have the right to report the breach to the Secretary, notwithstanding any other provision of this Agreement to the contrary.

- b. Termination Due To Change in Law

Either party may terminate this Agreement effective upon thirty (30) days advance written notice to the other party in the event that the terminating party has sought amendment of this Agreement pursuant to Paragraph G (1) and no amendment has been agreed upon.

3. Return or Destruction of PHI

Upon termination of this Agreement, Business Associate shall return or destroy all PHI received from Covered Entity, or created or received by Business Associate on behalf of Covered Entity. This provision shall apply to PHI that is in the possession of subcontractors or agents of Business Associate. Business Associate shall retain no copies of the PHI.

Notwithstanding the above, to the extent that it is not feasible to return or destroy such PHI, the terms and provisions of Paragraphs 1 and 2 shall survive termination of this Agreement and

such PHI shall be used or disclosed solely for such purpose or purposes which prevented the return or destruction of such PHI.

F. DEFINITIONS

Terms used, but not otherwise defined, in this Agreement shall have the same meaning as those terms in 45 CFR 160.103 and 164.501. Capitalized terms within this Agreement are defined in the text or as follows:

1. Designated Record Set means a group of records maintained by or for the Covered Entity that is (a) medical records and billing records about individuals maintained by or for the Covered Entity, (b) the enrollment, payment, claims adjudication, and case or medical management record systems maintained by or for a health plan, or (c) used, in whole or in part, by or for the Covered Entity to make decisions about individuals. As used herein the term "record" means any item, collection, or grouping of information that includes PHI and is maintained, collected, used, or disseminated by or for the Covered Entity.
2. Individually Identifiable Health Information means information that is a subset of health information, including demographic information collected from an individual, and
 - a. is created or received by a health care provider, health plan, employer, or health care clearinghouse; and
 - b. relates to the past, present, or future physical or mental health or condition of an individual; the provision of healthcare to an individual; or the past, present, or future payment for the provision of healthcare to an individual; and (1) identifies the individual or (2) with respect to which there is a reasonable basis to believe the information can be used to identify the individual.
3. Protected Health Information (PHI) means Individually Identifiable Health Information that is (a) transmitted by electronic media, (b) maintained in any medium constituting electronic media, or (c) transmitted or maintained in any other form or medium. PHI shall not include (a) education records covered by the Family Education Right and Privacy Act, as amended, 20 USC Sec. 1232g and (b) records described in 20 USC Sec. 1232g(a)(4)(B)(iv).

G. GENERAL PROVISIONS

1. Amendment. This Agreement may be amended only by the mutual written agreement of the parties. The parties agree to take such action as is necessary to amend this Agreement from time to time as is necessary for the Covered Entity to comply with the requirements of HIPAA.
 2. Indemnification. Each party shall release, indemnify and hold the other harmless from and against any claims, fees, and costs, including, without limitation, reasonable attorneys' fees and costs, which may be incurred by the acts of that party as a result of or related to the other party's activities pursuant to this Agreement.
 4. Remedies. The parties acknowledge that breach of Paragraphs A or B of this Agreement may cause irreparable harm for which there is no adequate remedy at law. In the event of a breach, or if Covered Entity has actual notice of an intended breach, Covered Entity shall be entitled to a remedy of specific performance and/or injunction refraining Business Associate from violating or further violating this Agreement. The parties agree the election of the Covered
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Entity to seek injunctive relief and or specific performance of this Agreement does not foreclose or have any effect on any right the Covered Entity may have to recover damages.

5. Survival. Business Associate's obligation to limit its use and disclosure of Protection Information as set out in Paragraphs A and B survive the termination of this Agreement so long as Business Associate has PHI received during the performance of its services as described in this Agreement.
6. Governing Law. This Agreement shall be construed and enforced in accordance with the laws of the State of Michigan.
7. Assigns. Neither this Agreement nor any of the rights, benefits, duties, or obligations provided herein may be assigned by any party to this Agreement without the prior written consent of the other party.
8. Third Party Beneficiaries. Nothing in this Agreement shall be deemed to create any rights or remedies in any third party.
9. Interpretation. Any ambiguity in this Agreement shall be resolved in favor of a meaning that permits the Covered Entity to comply with HIPAA.
10. Notices. Any notice given under this Agreement must be in writing and delivered via first class mail, via reputable overnight courier service, or in person to the following addresses, or to such addresses or facsimile numbers as the parties may specify by like notice:

If to Covered Entity:

Dee Ann Irby

City of Grosse Pointe Woods

20025 Mack Avenue

Grosse Pointe Woods, MI 48236

If to Business Associate:

Mark A. Manquen

Cornerstone Municipal Advisory Group, LLC

50 W. Big Beaver Rd., Suite 220

Troy, MI 48084

IN WITNESS WHEREOF, the undersigned have executed this Agreement.

Cornerstone Municipal Advisory Group, LLC

City Of Grosse Pointe Woods

Signed: _____

Signed: _____

Date: _____

Date: _____

Name (Print): Mark A. Manquen, CPA, MST

Name (Print): _____

Title: President

Title: _____

**BLUE CROSS AND BLUE SHIELD
EST ASC ORPHAN COMMISSION CALCULATION
PROJECTION
MEDICAL CLAIMS ONLY**

Group Name	Grosse Pointes
Agency/Agent Name	Cornerstone Benefits, LLC
ID No.	
Group No.	
Commission Eff Date	
Renewal Period	5/2011 - 4/2012
Estimated Contracts	455

Projected Claims & BCBS Admin Fees	<u>\$4,615,593</u>
Total Equivalent Premium	<u><u>\$4,615,593</u></u>

Commission Rate					
Standard 4% graded	\$	250,000	2.50%	\$ 250,000	\$6,250
	\$	750,000	1.50%	\$ 750,000	\$11,250
	< \$	1,000,000	0.50%	\$3,615,593	\$18,078

Standard				<u>\$35,578</u>
Allocated Portion for:	Woods	28.6%	\$	10,165
	Farms	30.1%	\$	10,712
	Park	21.1%	\$	7,507
	City	12.3%	\$	4,379
	Village	7.9%	\$	2,815
		100.0%	\$	35,578

**BLUE CROSS AND BLUE SHIELD
EST ASC ORPHAN COMMISSION CALCULATION
PROJECTION
MEDICAL CLAIMS ONLY**

Group Name	Grosse Pointes	
Agency/Agent Name	Cornerstone Municipal Advisory Group, LLC	
ID No.		
Group No.		
Commission Eff Date		
Renewal Period	5/2012 - 4/2013	ESTIMATE FROM CORNERSTONE
Estimated Contracts	455	

Projected Claims & BCBS Admin Fees	<u>\$4,756,751</u>
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Total Equivalent Premium	<u><u>\$4,756,751</u></u>
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Commission Rate				
Standard 4% graded	\$ 250,000	2.50%	\$ 250,000	\$6,250
	\$ 750,000	1.50%	\$ 750,000	\$11,250
	< \$ 1,000,000	0.50%	\$3,756,751	<u>\$18,784</u>

Standard				<u>\$36,284</u>
Allocated Portion for:	Woods	28.6%	\$	10,367
	Farms	30.1%	\$	10,925
	Park	21.1%	\$	7,655
	City	12.3%	\$	4,466
	Village	7.9%	\$	<u>2,871</u>
		100.0%	\$	36,284

Grosse Pointe Coalition
Compensation Schedule

	2011 Annual Compensation				Projected 2012 Annual Compensation			
	BCBSM	Other	Fee	Total	BCBSM (a)	Other	Fee	Total
Grosse Pointe Woods (1)	\$ 10,165	\$ 7,373	\$ 13,700	\$ 31,238	\$ 10,367	\$ 7,373	\$ 13,700	\$ 31,440
Grosse Pointe Farms (2)	\$ 10,712	\$ (391)	\$ 9,000	\$ 19,321	\$ 10,925	\$ (391)	\$ 9,000	\$ 19,534
Grosse Pointe Park (3)	\$ 7,507	\$ (1,021)	\$ 7,120	\$ 13,606	\$ 7,655	\$ (1,021)	\$ 7,120	\$ 13,754
Grosse Pointe City (4)	\$ 4,379	\$ 471	\$ 4,600	\$ 9,450	\$ 4,466	\$ 471	\$ 4,600	\$ 9,537
Grosse Pointe Village	\$ 2,815	\$ 652	\$ 3,680	\$ 7,147	\$ 2,871	\$ 652	\$ 3,680	\$ 7,203
Net Annual Cost	\$ 35,578	\$ 7,084	\$ 38,100	\$ 80,762	\$ 36,284	\$ 7,084	\$ 38,100	\$ 81,468
No Change								

(a) BCBSM Commission Based on projected claims from last Settlement Report

(1) Grosse Pointe Woods	Delta Dental	\$ 4,837.60
	Mutual of Omaha	\$ 1,435.81
	ESI	\$ 3,421.29
	COBRA Fees	\$ (2,321.80)
(2) Grosse Pointe Farms	Standard Ins	\$ 579.00
	ESI	\$ 1,196.00
	COBRA Fees	\$ (2,166.00)
(3) Grosse Pointe Park	ESI	\$ 257.00
	COBRA Fees	\$ (1,278.00)
(4) City of Grosse Pointe	Standard Ins	\$ 586.00
	ESI	\$ 827.00
	COBRA Fees	\$ (942.00)
(5) Grosse Pointe Shores	ESI	\$ 652.00

2009 Compensation	
Grosse Pointe Woods	\$ 29,000.00
Grosse Pointe Farms	\$ 19,080.00
Grosse Pointe Park	\$ 15,120.00
Grosse Pointe City	\$ 9,720.00
Grosse Pointe Village	\$ 7,800.00
Net Annual Cost	\$ 80,720.00



**CITY OF GROSSE POINTE WOODS
MEMORANDUM**

11A

RECEIVED

FEB 15 2011

CITY OF GROSSE PTE. WOODS

Date: February 14, 2012
To: Mayor and Council
From: Al Fincham, City Administrator *AF*
Subject: Economic Vitality Incentive Program (EVIP) Grant for All Grosse Pointe Dispatch Center

On January 20, 2012, the City of Grosse Pointe received a notice of intent (attached) from the Michigan Department of Treasury to award an Economic Vitality Incentive Program (EVIP) Grant in the amount of up to \$300,000. The grant would cover capital costs associated with implementation of a proposed 911 Dispatch Center and Joint lockup Facility that would serve all of the five Grosse Pointes.

The State of Michigan requires each city that is participating in the proposed project to pass a supporting resolution before the award is finalized. This must be done within 60 days of the notice of intent to award, or the potential to receive the grant will be forfeited. A draft resolution (attached) has been circulated to each Grosse Pointe municipality to accomplish this.

This grant would reimburse the Grosse Pointes for half of the capital costs actually expended in building out a facility to perform dispatching services for all five Grosse Pointes up to a limit of \$300,000 in State Funds.

In conclusion, it is recommended that City Council approve the resolution supporting the proposed project for implementation of a proposed 911 Dispatch Center and Joint lockup Facility that would serve all of the five Grosse Pointes.



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

ANDY DILLON
STATE TREASURER

January 20, 2012

Pete Dame
City Manager
City of Grosse Pointe
17147 Maumee
Grosse Pointe, MI 48230

Dear Mr. Dame:

Re: Notification of Intent to Award - EVIP Grant FY 2012

The Michigan Department of Treasury (Treasury) - Office of Revenue and Tax Analysis (ORTA) received your grant application for the Economic Vitality Incentive Program (EVIP) -- Grant Program funding. We are pleased to inform you that the project your governmental unit submitted entitled *All Grosse Pointe Dispatch Consolidation* has been selected for a grant award in the maximum amount of \$300,000.00.

Intent to Award Approved Budget Amount

Below is the approved budget for your grant project. Please note, all feasibility studies were funded at 25% and infrastructure/equipment items were funded at 50%.

Budget Category	Application Budget Amount	Intent to Award Budget Amount	Comments
Four Position Communication Equipment ATT/Positron	\$200,000.00	\$100,000.00	Infrastructure/Equipment (50%)
Dispatch/Lockup Facility Buildout	\$400,000.00	\$200,000.00	Infrastructure/Equipment (50%)
Budget Total	\$600,000.00	\$300,000.00	

Next Step

To receive the Grant Final Award Notification, Treasury must receive all the required Board Resolution(s), Board Meeting Minutes, or Inter-local agreements (as indicated in the Conditions of the grant application packet) within sixty (60) days of this Notification of Intent to Award. **If the resolutions, minutes or agreements have not been received, the project funding will be subject to automatic cancellation.** Submission of the resolutions, minutes or agreements will be considered an agreement to all provisions specified in the grant application packet and acceptance of the grant award.

Please send the required documents to:

Michigan Department of Treasury
Office of Revenue and Tax Analysis
PO Box 30722
Lansing, MI 48909

Grant Application Conditions

For your reference, enclosed is a copy of the Economic Vitality Incentive Program Grant Information and Conditions. Please review the conditions of the grant award. The conditions contain important information pertaining to the grant award (i.e. requirements for final award, reporting, reimbursement, etc.). Reminder, grant funds are distributed on a reimbursement basis.

Congratulations to you on the grant award. We appreciate your interest in the EVIP Grant Program and look forward to working with you on this project. We ask that you inform all participating local units of this intent to award. If you have any questions, please let us know. We can be reached at (517) 373-2697.

Sincerely,



Evah Cole, Administrative Manager
Office of Revenue & Tax Analysis

c: Mr. Andy Dillon, Treasurer
Mr. Roger Fraser, Deputy Treasurer
Ms. Claire Allard, Executive Assistant
Mr. Fred Headen, Director
Mr. Brom Stibitz, Senior Policy Advisor
Mr. Terry Stanton, Director
Mr. Jay Wortley, Director

RESOLUTION

WHEREAS, the State of Michigan Department of Treasury has given preliminary notice of its intent to award an Economic Vitality Incentive Program grant in the amount of up to \$300,000 toward reimbursement of capital expenditures required to implement an All Grosse Pointe Dispatch Center, and

WHEREAS, the State of Michigan requires each municipality's governing body to approve a resolution authorizing participation in the proposed project prior to finalizing the award of grants from the State of Michigan's EVIP program, and

WHEREAS, the State of Michigan requires a resolution and copies of the minutes from the date of the meeting at which the resolution was approved to be provided within 60 days of the preliminary notice of award;

NOW, THEREFORE, BE IT RESOLVED THAT the City of Grosse Pointe Woods Mayor and City Council hereby authorize participation in the All Grosse Pointe Dispatch Center project and on behalf of the City of Grosse Pointe Woods authorize City Administrator Alfred J. Fincham and City Clerk Lisa K. Hathaway to provide this resolution and minutes indicating its approval to the State of Michigan, and to submit and execute documents requested by the State of Michigan relating to the EVIP grant requirements, subject to approval by the City Attorney.

RESOLUTION DECLARED ADOPTED.

Lisa K. Hathaway, City Clerk

City of Grosse Pointe Woods



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

ANDY DILLON
STATE TREASURER

January 20, 2012

FOR IMMEDIATE RELEASE
www.michigan.gov/treasury

Contact: Terry Stanton
(517) 335-2167

Economic Vitality Incentive Program Grants Awarded
Funding Will Assist with Local Government Consolidation Projects

The Michigan Department of Treasury has announced that 27 Michigan communities will receive Economic Vitality Incentive Program (EVIP) grant funding totaling \$4.3 million. The EVIP program, proposed by the Governor in the budget and passed by the Legislature, replaced traditional statutory revenue sharing in the current Fiscal Year. It included a \$5 million, incentive-based grant program to help offset costs for cities, villages, townships, and counties interested in service consolidation or sharing, or other cooperative efforts among local units of government.

“This program has and will make a difference in helping partner with local governments on innovative collaborations and best practices, leveraging limited resources,” Snyder said. “These grants will boost or upgrade service delivery for residents of these communities and help provide cost savings. That’s a win-win.”

The following communities will receive EVIP Grants with projects and amounts noted (alphabetical order):

Arcadia Twp.	Regional Master Plan & Implementation Strategy	\$157,000
Calumet Twp.	Creation of North Houghton County Fire District	\$ 23,000
Comstock Twp.	Kalamazoo Area Building Authority	\$ 78,657
Dearborn	Feasibility Study - Tax Administration Services	\$ 25,000
Delta Twp.	Delta Twp.-Looking Glass Reg. Fire Auth. Consolidation	\$180,000
Douglas	Kalamazoo Harbor Authority	\$ 38,008
Farmington Hills	Combined Public Safety Dispatch & Jail Project	\$148,250
Fremont	Joint Planning Commission-Zoning Ordinance Review	\$ 6,985
Gaastra	Gaastra/Caspian Consolidation (Fire & Police)	\$ 32,000
Grand Haven	IT & Assessing Services via Inter-local Agreements	\$ 47,499
Grosse Pointe	Public Safety Department Consolidation Study	\$ 20,000
Grosse Pointe	All Grosse Pointe Dispatch Consolidation	\$300,000
Kalamazoo Co.	PSAP Consolidation Project Study	\$ 20,000
Kent Co.	Multi-Jurisdictional Parks and Recreation Study	\$ 37,500
Marshall	Shared Police Facility Feasibility Study	\$ 21,146
Onkama Twp.	Disincorporation of Village into Onkama Township	\$355,365

Ottawa Co.	Holland-Zeeland Service Sharing Initiative	\$ 14,804
Pleasant Ridge	Pleasant Ridge/Berkley Public Safety Merger	\$132,250
River Rouge	River Rouge/Ecorse Public Safety Department Project	\$647,609
Saginaw	Regional Fire Collaboration Project Study	\$ 12,500
Southgate	Allen Park/Lincoln Park/Southgate/Wyandotte's Animal Control Services Consolidation	\$235,000
Stockbridge	Municipal Building & Middle School Facility Sharing	\$ 3,250
Trenton	Combined Dispatch Center & Prisoner Lockup Facility (Trenton/Riverview)	\$239,750
Wakefield	Consolidation of Collection Service, Transportation & Disposal of Waste	\$241,500
Washtenaw Co.	Washtenaw Metro Dispatch	\$177,500
Waterford Twp.	Waterford/Pontiac Fire Services Consolidation	\$567,500
Westland	District Court Consolidation (Dearborn Heights/Garden City/Inkster/Wayne/Westland)	\$ 8,750

The very first EVIP grant was awarded to the city of Grand Rapids in October 2011 in the amount of \$550,000 for its inter-local agreement with Flint and Lansing to combine their income tax processing and tax payment systems. The project is expected to be operation in 2012. Any of the 22 Michigan cities which administer a local income tax can also join the partnership.

In all, these EVIP grant payments help offset costs for 28 projects. In most cases, grants were approved at 50 percent of the amount applied for. Approved projects include a complete merger of two local units of government, six consolidations of police and fire services and four consolidations of dispatch-related services. The grants will also fund eight feasibility studies, four of which involve emergency fire services.

In his State of the State address on Wednesday, Jan. 18, Gov. Snyder proposed additional funding for the EVIP grant program, given the significant interest and demand that couldn't be met in the initial application round and the focus on outcomes and results for citizens and taxpayer dollars. Specifics will be unveiled during the budget presentation slated for Thursday, Feb. 9.

For more information, visit www.michigan.gov/treasury and click on Local Government Services.

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12A

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
blbwia@yahoo.com

DON R. BERSCHBACK
OF COUNSEL

January 19, 2012

Honorable Mayor and Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE. Agenda Item for February 6, 2012
Amendments to Soil Erosion Ordinance

Dear Honorable Mayor and Council:

State of Michigan Officials review and audit our compliance with state law regarding soil erosion and sedimentation control. The applicable state law is MCL 324.9101, and Administrative Rules have been adopted to implement the law also known as Part 91 of Public Act 451 of 1994.

Mr. Fincham and Mr. Tutag have been working with State Officials on this issue and the State has requested amendment of our local ordinances to comply with the state law.

I have enclosed a proposed ordinance for your review which is being recommended by the State and has been approved by Mr. Fincham and Mr. Tutag.

I have no objections to the proposed amendments and request that this matter be set for a first reading before the City Council. This is clearly a "housekeeping" item. No public hearing is required, only a first reading, publication, and a second reading. If you have any questions please call.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr
Enclosure

cc: Alfred Fincham
Lisa Hathaway
Don Berschback
Gene Tutag



RICK SNYDER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF ENVIRONMENTAL QUALITY
LANSING



DAN WYANT
DIRECTOR

January 11, 2012

Mr. Gene Tutag
Building Official
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236

Dear Mr. Tutag:

SUBJECT: City of Grosse Pointe Woods MEA Draft Ordinance Approval

The draft Soil Erosion and Sedimentation Control (SESC) Ordinance (Ordinance) submitted by City of Grosse Pointe Woods (City) has been reviewed by the Department of Environmental Quality (DEQ), Water Resources Division (WRD). The Ordinance meets the minimum requirements of Part 91, SESC, of the Natural Resources and Environmental Protection Act, 1994 PA 451, as amended.

The WRD will formally approve the Ordinance pursuant to Section 9106(2) of Part 91 upon receiving a copy of the adopted Ordinance, as submitted on January 10, 2012, and proof of adoption by the City clerk.

Please be advised that the Ordinance approval granted by the WRD will only pertain to Part 91 requirements and will not apply to any additional regulations and requirements authorized in the Ordinance. The WRD offers no comment regarding the appropriateness or the legality of any additional regulations or requirements. The WRD does not have authority under Part 91 to review and approve portions of the proposed Ordinance that deal with issues other than those specifically addressed by Part 91 and the rules promulgated under Part 91.

Should you require further information, please contact me via phone, petroskic@michigan.gov, of Department of Environmental Quality, Southeast Michigan District Office, 27700 Donald Court, Warren, Michigan 48092-2793.

Sincerely,

Cheryl Petroski-Wilson
Environmental Quality Analyst
Southeast Michigan District Office
Water Resources Division
586-753-3718

cc: Ms. Hae-Jin Yoon, DEQ

ORDINANCE # _____

AN ORDINANCE AMENDING CHAPTER 20 ENVIRONMENT,
ARTICLE IV EROSION AND SEDIMENTATION CONTROL,
IN ORDER TO UPDATE ARTICLE IV TO COMPLY WITH
STATE LAW AND ADMINISTRATIVE RULES,
AND TO DELETE SECTION 20-131
REGARDING APPEALS OF DENIAL OF PERMIT

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Sec. 20-125. - Local enforcing agency.

The city *Building Department* shall be and is hereby designated as the local enforcing agency in regard to implementing the soil erosion and sedimentation control laws, Part 91 of Public Act No. 451 of 1994 (MCL 324.9101 et seq.), within the municipal limits of the city.

(Code 1975, § 4-14-1; Code 1997, § 34-171)

Sec. 20-126. - Adoption of state rules.

The city hereby adopts by reference the latest rules promulgated by the state department of environmental quality relative to the soil erosion and sedimentation control laws, Part 91 of Public Act No. 451 of 1994 (MCL 324.9101 et seq.) *and the Administrative Rules promulgated under Part 91*. Such rules shall be available for public distribution at a reasonable charge as established by the city administrator, and not less than five copies shall be available for public inspection at the office of the city clerk.

(Code 1975, § 4-14-2; Code 1997, § 34-172)

Sec. 20-127. - Submission of plans.

Prior to the groundbreaking of any construction project in the city involving one or more acres of land ~~(except isolated single family dwellings)~~, or land situated within 500 feet of a lake or stream, an erosion and sedimentation control plan shall be submitted to the ~~division of safety inspection~~ *Building Department* in accordance with the rules mentioned in section 20-126.

(Code 1975, § 4-14-3; Code 1997, § 34-173)

Sec. 20-128. - Review of plans; issuance of permit; permit fee.

The plans submitted under this article shall be reviewed by the ~~division of safety inspection~~ *Building Department* and a permit shall be issued ~~upon approval of an SESO~~

application, approved SESC plan, and the payment of a permit fee as currently established or as hereafter adopted by resolution of the city council from time to time, provided that such plans meet the standards as set forth in-section 20-126 rule 1707 and the standards of the county soil conservation district. Reviews will be preformed in accordance with rule 1707 of Part 91.

(Code 1975, § 4-14-4; Code 1997, § 34-174)

Sec. 20-129. - Bond.

The proposed plan will be approved as provided in section 20-126 20-127 and a permit issued only when pursuant to Section 9108 of Part 91, the applicant has filed with the City upon the filing with the city of a good and sufficient surety bond of a surety company authorized to do business in this state, or, in lieu of such surety bond, a cash bond in the amount as determined by the division of safety inspection Building Department, required to make the improvements described in the plan. The bond shall be conditioned that the owner of the property covered by the plan will, within a specified period as determined by the division of safety inspection Building Department and as set forth in the bond, cause to be installed and constructed, without expense to the city, all of such improvements described in such plan. Such bond shall further provide that, in case of default in performance of the conditions of such bond, the city, or its nominee, pursuant to Section 9119 of Part 91 may enter into or upon property with necessary machinery and equipment for the purpose of installing or constructing improvements not installed or constructed as described in such plan, at the expense of the owner and the surety named in the bond. Any such bond shall be released as and when determined by the division of safety inspection Building Department that the bond is no longer required for full assurance of completion of such improvements.

(Code 1975, § 4-14-5; Code 1997, § 34-175)

Sec. 20-130. - Site inspections; cease and desist orders.

A representative of the division of safety inspection Building Department with a valid certificate of SESC training shall inspect the construction site at least at the beginning, during construction and at the end of the project. It shall issue cease and desist orders upon violation of Part 91, the permit, or plan issued under this ordinance or Part 91. the rules set forth in Part 91 of Public Act No. 451 of 1994 (MCL 324.9101 et seq.).

(Code 1975, § 4-14-6; Code 1997, § 34-176)

Sec. 20-131. - Appeal of denial of permit.

An appeal to the city council may be taken from any action of the division of safety inspection denying a permit as provided for in section 20-128. Appeals must be in writing and must be filed within ten days after the decision appealed from is mailed or otherwise

communicated to the appellant. The council, upon such appeal, may reverse, modify or affirm the action of the division of safety inspection. In reversing such action, it shall determine that the proposed plan is in accordance with the provisions of this article.

(Code 1975, § 4-14-7; Code 1997, § 34-177)

First reading:
Second reading:
Published GPN:
Adopted:
Effective:

F

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

96 Kercheval

Grosse Pointe Farms, Michigan 48236

(313) 882-3500

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

Kathryn Andros

being duly sworn deposes and says that attached ad

City of Grosse Pointe Woods

was duly published in accordance with instructions,
the following date:

February 9, 2012

#4 GPW 2/9 EROSION

and knows well the facts stated herein, and that she is the Advertising Director of said newspaper.

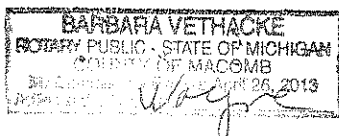
Kathryn Andros 2/9/12

Subscribed and sworn to before me this 9th day of February A.D., 2012

Barbara Vethacke

Notary Public, Macomb County, Michigan
Acting in Wayne County

My Commission Expires April 26th, 2013



City of Grosse Pointe Woods, Michigan
NOTICE IS HEREBY GIVEN that the City Council will be considering the following proposed ordinance for a second reading at its meeting scheduled for Monday, February 27, 2012, at 7:30 p.m. in the Council Room of the Municipal Building. The proposed ordinance is available for public inspection at the Municipal Building, 20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m., Monday through Friday. The Council meeting is open to the public. All interested persons are invited to attend.

An Ordinance amending Chapter 20 Environment, Article IV Erosion and Sedimentation Control, in order to Update Article IV to comply with State law and administrative rules, and to delete Section 20-131 regarding appeals of denial of permit.

G.P.N.: 2/9/2012

Lisa Kay Hathaway, MMC
City Clerk

12B

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK

OF COUNSEL

February 2, 2012

Honorable Mayor and Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE. Ordinance Amendment to Allow For Proration of Business License Fee

Dear Mayor and Council:

All businesses in the City pay a business license of \$100.00 each year effective April 1st. The current ordinance does not provide for proration of the fee. Accordingly, if a business opens in January or February of any given year, they have to pay for that year and then pay again for the renewal on April 1st.

In an effort to make the ordinance more business friendly, the Clerk's office is suggesting an amendment of the ordinance to provide for proration of the first year fee. I have enclosed a one sentence addition to the current ordinance which would provide for that.

The amendment is before you at the next meeting for a first reading. It is the prerogative of Council to schedule the amendment for a second reading.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr
Enclosure

ORDINANCE # _____

AN ORDINANCE TO AMEND CHAPTER 10 BUSINESSES,
ARTICLE II LICENSING, BY AMENDING SEC. 10-22(E) TO PROVIDE FOR
PRORATION OF THE LICENSE FEE FOR THE FIRST YEAR.

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Sec. 10-22. Issuance of business license; service fees

(e) *License validity.* The license year shall begin April 1 of each year and shall terminate at 12:00 midnight on March 31 of the following year. All business licenses or duplicates thereof shall be renewed on or before April 1 of each successive year upon the payment of the fees and proof of payment of the personal property taxes as prescribed in this section. Late renewals shall pay double fees. The City Clerk shall prorate the amount of the license fee for the first license year on a monthly basis.

F

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

96 Kercheval

Grosse Pointe Farms, Michigan 48236

(313) 882-3500

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

Kathryn Andros

being duly sworn deposes and says that attach

City of Grosse Pointe Woods

was duly published in accordance with instruc
the following date:

February 9, 2012

#5 GPW 2/9 LICENSING

and knows well the facts stated herein, and that she is the Advertising Director of said
newspaper.

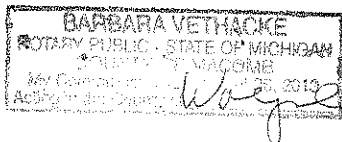
Kathryn Andros 2/9/12

Subscribed and sworn to before me this 9th day of February A.D., 2012

Barbara Vethacke

Notary Public, Macomb County, Michigan
Acting in Wayne County

My Commission Expires April 26th, 2013



City of Grosse Pointe Woods, Michigan

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An Ordinance to Amend Chapter 10 Businesses, Article II Licensing, By Amending Section 10-22(E) to Provide For Proration of the License Fee for the First Year.

G.P.N.: 2/9/2012

Lisa Kay Hathaway, MMC
City Clerk