

CITY OF GROSSE POINTE WOODS
Electronic Re-Scheduled City Council Meeting Agenda
Monday, January 25, 2021
7:00 p.m.

The City Council will be conducting a meeting of the Grosse Pointe Woods City Council by video (Zoom) and telephone conference in accordance with the City of Grosse Pointe Woods City Council Resolution adopted November 16, 2020, establishing rules for remote attendance pursuant to Public Act 228. This notice is being provided to ensure that those wishing to participate in the meeting have an opportunity to do so. Additional instructions are listed below.

Join Zoom Meeting

<https://zoom.us/j/93363567035?pwd=UWJTZnlmWWNEQ0dkYWZkMTZSOEFPZz09>

Meeting ID: 933 6356 7035

Passcode: 734845

Join by phone:

Dial by your location

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 933 6356 7035

Passcode: 734845

Facilitator's Statement

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF AGENDA
4. MINUTES
 - A. Council 01/04/21
 - B. Committee-of-the-Whole 01/11/21, w/recommendation:
 1. Charter Amendment
 - C. Planning Commission 07/28/20
 - D. Beautification Advisory Commission 10/14/20, w/recommendations
 1. Appointments (Mayoral)
 - a. Biographical Sketches
 - i. Matt Wettstein
 - ii. Rachel Moran
 - E. Citizens Recreation Commission 12/08/20
5. COMMUNICATIONS
 - A. Budget Transfer – Retiree Healthcare Trust Fund
 1. Memo 01/15/21 – Treasurer/Comptroller
 - B. Budget Transfer – Phone System
 1. Memo 01/11/21 – I.T. Manager
 2. Invoice 07/31/20 – BSB Communications Inc.

3. Memo 01/13/21 – Plante Moran
 4. Application and Certification for Payment 01/13/21
 - C. Purchase: Computers
 1. Memo 01/12/21 – I.T. Manager
 2. Quote 01/12/21 – Civitas IT
 - D. Fee Schedule Change
 1. Memo 01/06/21 – City Administrator
 2. Fee Schedule 01/04/21
 - E. Resignation – Beautification Advisory Commission
 1. Email 01/02/21 – T. Ragland
 - F. Monthly Financial Report – December 2020
6. BIDS/PROPOSALS/
CONTRACTS
- A. Agreement: Urban County Cooperative/Federal Community Development Block Grant Program
 1. Memo 01/08/20 – City Administrator
 2. Letter 01/06/21 – Wayne County Director
 3. Urban County Cooperative Agreement for the Federal Community Development Block Grant Program
 - B. Contract: 2021 Road Program
 1. Memo 01/20/21 – Director of Public Services
 2. Letter 01/04/20 – City Engineer
 3. Tabulation of Bids 12/15/20
 - C. Proposal: Lake Front Park Roof Replacement
 1. Memo 01/14/21 – Director of Public Services
 2. Proposal 09/23/20 – J & J Roofing
 3. Photos (4)
7. PROCLAMATION
8. CLAIMS/ACCOUNTS
- A. Mark Dybis Day
 - A. 2019 Sewer Open Cut Repair Program
 1. Fontana Construction Pay Estimate No. 7 01/10/21 - \$21,499.50.
 - B. Lake Front Park Bridge Replacement
 1. E.C. Korneffel Co Pay Estimate No. 1 01/10/21 - \$248,724.86.
 - C. Professional Services - Kitch Drutchas Wagner Valitutti & Sherbrook
 1. Invoice No. 485714 11/30/20 - \$527.96;
 2. Invoice No. 487914 12/31/20 - \$90.00.
 - D. Professional Services

1. Rosati, Schultz, Joppich & Amtsbuechler Invoice
No. 1074988 01/12/21 - \$200.00.
- E. Professional Services
1. Hallahan & Associates PC Invoice 01/04/21 -
\$1,454.04.

9. NEW BUSINESS/PUBLIC COMMENT

10. ADJOURNMENT

**Lisa Kay Hathaway, MiPMC-3/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 to individuals with disabilities. Closed captioning and audio will be provided for all electronic meetings. All additional requests must be made in advance of a meeting.

Instructions for meeting participation

1. To join through Zoom: The meeting may be joined by clicking on the link provided on the agenda at the start time posted on the agenda, enter the meeting identification number, and password. Zoom may provide a couple of additional instructions for first time use. As an alternative to using the link, accessibility to the meeting may be obtained by using the browser at join.zoom.us. If having trouble logging in, try a different browser e.g. Chrome.

Join Zoom Meeting

<https://zoom.us/j/93363567035?pwd=UWJTZnlnWWNEQ0dkYWZkMTZSOEFPZz09>

Meeting ID: 933 6356 7035

Passcode: 734845

2. Join by telephone: Dial the toll-free conferencing number provided and enter the meeting identification number, and password. Dial *9 to be heard under Public Comment.

Dial by your location

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 933 6356 7035

Passcode: 734845

In an effort to alleviate feedback and disruption of the meeting, choose one of the media options, either phone or Zoom, not both.

Meeting notices are posted on the City of Grosse Pointe Woods website home page at www.gpwmi.us and the on-line calendar, both containing a link to the agenda. The agenda contains all pertinent information including business to be conducted at the meeting, a hyperlink to participate using Zoom, and call-in

telephone number with necessary meeting identification, and a password. Agendas will also be posted on six (6) City bulletin boards along Mack Avenue.

The following are procedures by which persons may contact members of the public body to provide input or ask questions:

1. To assist with meeting flow and organization, all public comment will be taken at the end of the meeting unless it is moved to a different location on the agenda upon a consensus of the City Council;
2. The phone-in audience, when making public comment please state your name (optional) when called upon;
3. Audience participants will be muted upon entry and will have a chance to speak during the public comment portion of the meeting at the end of the agenda, at which time the microphones will be unmuted.
4. Those joining by Zoom will also be muted and may use the virtual raised “hand” to request to be heard under Public Comment.
5. Those joining by telephone need to dial in using the phone number provided on the agenda. When prompted, enter the meeting number and the password also located on the agenda. Dial *9 to be heard under Public Comment.
6. The published agenda invites participants from the community to provide written questions, comments, and concerns in advance of the meeting to any Elected Official or the City Clerk regarding relevant City business and may be read under Public Comment. Emails may be sent to:

Mayor Robert E. Novitke	mayornovitke@comcast.net	586 899-2082
Art Bryant, Council Member	arthurwbryant@gmail.com	313 885-2174
Ken Gafa, Council Member	kgafa@comcast.net	313 580-0027
Vicki Granger, Council Member	grangergpw@aol.com	313 640-5250
Mike Koester, Council Member	koester.gpw@gmail.com	313 655-4190
Todd McConaghy, Council Member	todd.mcconaghygpw@yahoo.com	248 765-0628
Lisa Hathaway, City Clerk	lhathaway@gpwmi.us	313 343-2447

You may contact Lisa Hathaway, City Clerk, at lhathaway@gpwmi.us should you have any questions prior to the meeting starting.

NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST



COUNCIL
01-04-21 - 1

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD REMOTELY ON MONDAY, JANUARY 4, 2021.

The Facilitator's statement was provided.

The meeting was called to order at 7:03 p.m. by Mayor Novitke.

Roll Call*: Mayor Novitke
Council Members: Bryant, Gafa, Granger, Koester, McConaghy (Southfield, MI)
Absent: None

(*Unless specifically identified otherwise, Council Members attended remotely from Grosse Pointe Woods, MI.)

Also Present: City Administrator Smith
City Attorney Anderson
Treasurer/Comptroller Murphy
City Clerk Hathaway
Director of Public Safety Kosanke
Director of Public Services Schulte
Building Official Tutag
Facilitator/Administrative Clerk Miotto

The Mayor declared a moment of silence in remembrance of the late Council Member, George McMullen.

Motion by Bryant, seconded by Gafa, 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, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

The Mayor made the following **re-appointments to Commissions and Board**:

BEAUTIFICATION COMMISSION (MAYORAL) Prerogative of the Mayor to make the following re-appointments with terms expiring 12/31/23:

- Marlin Stewart;
- Gloria Arslanian;
- Mary Casinelli;
- Janet Miller;
- Lisa Spreder.

COMMUNITY TREE COMMISSION (MAYORAL) Prerogative of the Mayor to make the following re-appointments with terms expiring 12/31/23:

- Paul Lechner;
- Timothy Butler;
- Maria Galbo;
- Randy Rennpage.

HISTORICAL COMMISSION (MAYORAL) Prerogative of the Mayor to make the following re-appointments with terms expiring 12/31/23:

- Shirley Hartert;
- Stephanie Listman;
- Giles Wilborn.

SENIOR CITIZENS COMMISSION (MAYORAL) Prerogative of the Mayor to make the following re-appointments:

- Sharon Beebe - Community Interest Group, 1-year term to expire 12/31/21;
- David Stander - General Community Rep., 3-year term to expire 12/31/23;
- Heidi Uhlig-Johnstone- HELM Life Center (Senior Group) Rep., 1-year term to expire 12/31/21;
- Ronald Wehrmann - General Community Rep, 3-year term to expire 12/31/23.

CONSTRUCTION BOARD OF APPEALS (MAYORAL) Prerogative of the Mayor to make the following re-appointment, with terms to expire 12/31/22:

- Donald Morrisett;
- John Vitale.

Motion by Bryant, seconded by Koester, regarding **Appointments – Planning Commission**, that the City Council concur with the following Mayoral re-appointments to the Planning Commission with terms expiring 12/31/23:

- George Bailey;
- Michael Fuller;
- Douglas Hamborsky.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

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

1. City Council Minutes dated December 21, 2020.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Bryant, regarding **Budget Amendment/Pool Pipe Replacement – Lake Front Park**, that the City Council approve the replacement of the pool pipes at Lake Front Park with work to be completed by Fontana Construction in the amount of \$50,000.00, Ballard Marine Construction in the amount of \$4,985.00 and a construction contingency in an amount not to exceed \$10,000.00 for any unforeseen problems that should arise; and to approve a budget amendment in the amount of \$64,985.00 from the General Fund Balance Account No. 101-000-699.000 in the amount of \$64,985.00 into the Municipal Improvement Park and Recreation Account No. 401-902-977.104.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

The following individual was heard regarding **Grosse Pointe Woods-Shores Little League Signs/Banners for Fundraiser**:

Paul Summers, Pres.
Woods/Shores Little League

Motion by McConaghy, seconded by Koester, regarding Grosse Pointe Woods-Shores Little League Signs/Banners for Fundraiser, that the City Council approve the sales of advertisement signs at the Ghesquiere Park baseball fields for fundraising purposes, contingent upon approval of the banners by the City Administrator.

Motion by McConaghy, seconded by Koester, to amend the previous motion by adding, “that the banners be 3’ x 9’ in size and installed on the four baseball field fences from April 1, 2021, until the end of July 2021.”

Motion by McConaghy, seconded by Koester, to amend the previous motion by adding, “, and the maximum number of banners to be installed is not to exceed 120 banners.”

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Bryant, seconded by Granger, regarding **WOW Franchise Renewal Agreement**, that the City Council approve the Uniform Video Service Local Franchise Agreement with Wide Open West Michigan, LLC providing for a 5% franchise fee and a 0% PEG fee, and authorize the Mayor to sign all necessary documents to finalize the agreement.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Granger, seconded by Bryant, regarding **2021 Grosse Pointe Woods Special Events License Application**, that the City Council adopt the Resolution recommending the application be submitted for four Special Event Licenses serving beer and wine for the City’s 2021 events, authorize the Mayor and City Clerk to sign said application, authorize payment in the amount of \$200.00 to the MLCC for the Special License application fee, authorize the City Clerk to obtain appropriate Bonds, and authorize payment in the amount of \$200.00 to Stevenson Co. for the Bonds, for a total amount of \$400.00 for said application fees, funds to be taken from Community Events Account No. 205-870-820.130.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Granger, regarding **Second Reading: An Ordinance To Amend Chapter 8 Buildings and Building Regulations, Article XVI Emergency Electrical Generators, To Modify Sec 8-463 Permanent Location, To Allow Side Yard Placement Based on Certain Requirements**, that the City Council approve this proposed ordinance as presented and make it effective 20 days after its enactment.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Koester, seconded by Gafa, regarding **Claims/Accounts**, that the City Council approve payment of Items 10A – 10D as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

- A. Assessing Services
 - 1. WCA Invoice No. 12182020 12/18/20 - \$6,258.25; Account No. 101-224-818.000;
- B. State of Michigan – MDOT
 - 1. Invoice 11/04/20 - \$1,026.16; Account No. 202-451-974.300;
- C. City Engineer – Anderson, Eckstein & Westrick
 - 1. DPW Water & Sewer Barn Invoice No. 0128790 12/03/20 - \$800.00; Account No. 592-537-978.300.
 - 2. Vernier Rd. Resurfacing-Fairway to ECL Invoice No. 0128884 12/10/20 - \$325.75; Account No. 202-451-974.803.
 - 3. 2019 Sewer Open Cut Repair Program Invoice No. 0128885 12/10/20 - \$2,132.30; Account No. 592-537-976.001.
 - 4. 2020-2021 General Engineering Invoice No. 0128886 12/10/20 - \$485.75; Account Nos.:
 - a. 101-441-818.000 - \$161.91;
 - b. 101-444-818.000 - \$161.92;
 - c. 572-537-818.000 - \$161.92.
 - 5. LFP Vehicular Bridge Replacement Invoice No. 0128887 12/10/20 - \$2,394.40; Account No. 401-903-977.109.
 - 6. Robert E. Novitke Complex Generator Invoice No. 0128888 12/10/20 - \$206.00; Account No. 420-451-974.201.
 - 7. 2020 Concrete Pavement Repair Program Invoice No. 0128889 12/10/20 - \$12,720.50; Account Nos.:
 - a. 202-451-974.201 - \$2,416.90;
 - b. 203-451-974.201 - \$1,526.46;
 - c. 585-561-978.300 - \$6,360.24;
 - d. 592-537-975.401 - \$2,416.90.
 - 8. Sewer Rehabilitation-Lining Invoice No. 0128890 12/10/20 - \$1,802.90; Account No. 592-537-976.001.
 - 9. 0160-0431 20861-20879 Mack Ave. Plan Review Invoice No. 0128891 12/10/20 - \$3,232.30; Account No. 101-000-285.525.
 - 10. Oxford Rd. Recon. – Mack to Holiday Invoice No. 0128893 12/10/20 - \$10,268.00; Account No. 203-451-977.803.

11. Bournemouth WM Replacement Invoice No. 0129049 12/14/20 -
\$10,715.00; Account No. 592-537-977.310.

D. City Attorney

1. Charles T. Berschback November Billing 12/28/20 – \$7,943.75; Account
Nos:
- a. 101-210-801.000 - \$5,502.50;
 - b. 101-210-801.100 - \$2,092.50;
 - c. 101-210-801.200 - \$310.00;
 - d. 101-210-801.300 – \$38.75.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, Novitke
No: None
Absent: None

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

- Council Member McConaghy referred to an article in the Grosse Pointe News regarding a Grosse Pointe Woods resident, Mark Dybis, who donated an organ (liver) to his brother-in-law, which was previously discussed at a Committee-of-the-Whole Meeting held December 14, 2020. The Mayor asked the City Clerk to prepare a Proclamation.
- In the absence of the late City Council Member George McMullen, the Mayor made the following Council Representative appointments to Commissions:
 - Council Member Mike Koester – Tree Commission;
 - Council Member Vicki Granger – Local Officers Compensation Commission.
- Council Member McConaghy discussed a letter received from the Labor Attorney dated August 6, 2020. The Mayor stated that depending upon the availability of attendees, a Committee-of-the-Whole Meeting will be scheduled for either January 11 or January 25, 2021, following the Council Meeting.

Nobody wished to be heard under Public Comment.

Motion by Bryant, seconded by Koester, to adjourn tonight's meeting at 7:44 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF
GROSSE POINTE WOODS HELD REMOTELY (ZOOM) ON MONDAY, JANUARY 11, 2021.

PRESENT*: Mayor Novitke
Council Members Bryant, Gafa, Granger, Koester, McConaghy
(Southfield, MI)

ABSENT: None

(*Unless specifically identified otherwise, Council Members attended remotely from Grosse Pointe Woods, MI.)

ALSO PRESENT: City Administrator Smith
City Attorney Anderson
City Clerk Hathaway
Retired City Attorney Berschback
Labor Attorney Fleury
Director of Public Services Schulte
Director of Public Safety Kosanke
Deputy City Clerk/Facilitator Antolin

The Facilitator's Statement was read.

Mayor Novitke called the meeting to order at 7:04 p.m.

Motion by Bryant, seconded by Koester, 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, Gafa, Granger, Koester, McConaghy, Novitke

No: None

Absent: None

Discussion ensued regarding **Charter Section 4.5 – Administrative Service, email dated December 20, 2020, from Council Member Todd McConaghy, with attachments.** Labor Attorney Fleury provided an overview of his letter dated August 7, 2020. He stated he will be giving legal opinions and by not going into closed session the Council waives confidentiality. When asked for her opinion, Ms. Anderson stated that for general discussion on policy she did not see any reason it cannot be discussed in open session tonight. The Mayor stated contained in the information provided, the Labor Attorney's recommendation is that appointed officials be responsible to, and report to, the City Manager. There were concerns that the August 7, 2020, correspondence was considered a legal opinion with regard to legalities, the handbook, and labor employment matters. Ms. Anderson stated this is a general policy discussion and there is nothing particularly sensitive in the letter that cannot be discussed.

Council Member McConaghy stated based on the letter and email attached to the letter, there could be potential individual liability and questioned whether it would be part of the

record. The Mayor stated he did not know how to put this discussion into closed session in compliance with the Open Meetings Act.

The City Attorney stated that if there are topics to be discussed as permitted under the Open Meetings Act, that the agenda should be re-noticed as a closed session and have a written legal opinion that it could be discussed at the meeting. Council Member McConaghy stated because Mr. Fleury's letter has been presented to the public, that the meeting might as well proceed. The Labor Attorney cautioned all to discuss general policy and names should not be discussed. The City Attorney also stated this is a general discussion and specific employees should not be discussed.

The Labor Attorney continued with his overview. He stated in August the Mayor requested him to review the handbook to bring it up to date. He went through the handbook and he read section 2.02 stating it is confusing and raised concerns. How is the City being governed and managed. He analogized it against Townships, which are elected officials and results in divisions. That is what has been done with Appointed Officials. The handbook and charter has a vacuum here with nobody managing the departments. When Council makes decisions regarding employment matters and making decisions, you place yourself at risk. The charter says Council has oversight and scrutiny with regard to Appointed Officials, you hire and terminate. Who does the day to day operations with regard to the Appointed Officials' employees. It was the Labor Attorney's opinion that it could be delegated to the City Administrator. The City Administrator would have to go to Council to hire and fire.

The Mayor asked regarding operational responsibilities, is that not what we are doing with the City Administrator. The Labor Attorney stated you have one rather than four different departments. The Mayor stated Council is still liable for the acts of the City Administrator. Mr. Fleury stated the City Administrator would be sued or deposed instead of the Council. The Mayor inquired whether liability would be reduced and the only one the Council would be responsible for is the City Administrator; and, not the Clerk or Treasurer. Mr. Fleury responded yes. The Mayor stated Council currently does not do anything operational. The Labor Attorney stated with Council not watching and City Administrator not watching, who is watching – it is a vacuum. The Mayor stated we do not micromanage or tell the Treasurer what to do, we do not tell the Clerk what to do, they have assignments the same as the City Administrator, and they assign what employees are to do. He does not feel Council should be instructing any of the employees under the City Administrator, Clerk, or Treasurer.

The Mayor stated he does not know how you get around the charter. It says who the administrative officers are, who they are responsible to, and serve at the pleasure of the Council. They do their own hiring and firing. He did not understand the suggestion of treating the Appointed Officials just like the other employees. The Appointed Officials have contracts. Council does have the choice to terminate it if necessary. We do treat Appointed Officials differently. He provided an example that the City Administrator is not in the Pension System, and the City Administrator agreed. Others have been given added vacation time. There are provisions for employees in the handbook regarding overtime and he did not think Council expects Appointed Officials to get overtime or compensatory time automatically. We do encourage Appointed Officials if they put in extra time such, as around an election or meetings during the week, for them to take some time off for that.

Their job is to get the job done. If it takes them 50 hours, that is what it takes. The Mayor asked for the interpretations of the former City Attorney and the new City Attorney.

Council Member Bryant stated since he got on the Council, he felt that there should be a City Manager type system rather than a City Administrator. A City Manager system is where everybody reports to the City Manager and the Council and Manager oversee it. Council is not there every day seeing what is going on and the City Administrator is. Change the name or treat the position more like a City Manager as is done in the other Grosse Pointes and other communities. We need somebody on the ground who is in charge, not just discuss whether we have it or do not have it, and need a method of how to get us to it. If we need a charter amendment, let us do it.

The Mayor stated he did not believe the other Grosse Pointes are managed that way. Grosse Pointe Farms does have a provision where Council by ordinance can turn that over to the City Administrator or manager. I think all the other Grosse Pointes are set up the same as Grosse Pointe Woods, and our charter is the same as many other charters are written. This has been here over 50 years.

Council Member McConaghy stated the first time this came up was twelve years ago and revisited every year. He stated the Council takes questions and concerns but does nothing. He discussed a couple of other points including not wanting to be personally sued, and the City does not have an insurance policy that indemnifies him. Council Member McConaghy stated legal opinions and information had not been shared with him. He stated the Legal Opinion stated Council Members may be sued. He said if the City has to change the charter, then change the charter.

The Mayor stated if Council is going to change the charter that it would have to be done by a charter revision. He indicated that he was unfamiliar with it coming up each and every year about wanting to do a charter revision. Lastly, the Mayor was concerned about the reference that he was not sharing these documents. The plan, as approved by Council, was that Mr. Berschback and Mr. Fleury meet to discuss the handbook, that he did not see their comments, and to suggest he was not sharing information was not the case; and, he reminded all that he was the one who suggested Mr. Fleury review the handbook.

The Mayor then asked for Mr. Berschback's overview. The former City Attorney stated Council asked him to assist with the transition of City Attorney responsibilities during January, and this is one of those cases. He did provide materials in an email to Council Member McConaghy when Council directed him to do that as far as the charter and whether a revision is necessary. He stated his review and email is based on the wording in Section 4.5, and it was clear that Appointed Officials report to the Council. It is a policy decision as to whether the Council wants to make any changes. Based on direction given to him and his review, if Council wants to make clear that the City Administrator is going to be directly overseeing and telling other Appointed Officials what to do, a charter revision is necessary. He is not comfortable doing it through an Employee Handbook. Regarding liability, it is always a risk on both standpoints.

The Mayor then asked City Attorney Anderson for her comments. She said there is nothing unique about Grosse Pointe Woods' charter that she does not see in other charters around

the state. Her firm works with other communities with similar or identical charter provisions as far as how they are structured. She said she would not suggest the charter be amended based on this alone, although it does not mean the City cannot amend it. To have City Administrator oversee the other Appointed Officials, it would require a charter amendment. There are five Appointed Officials that report to the City Council. Section 4.10 goes into Clerk, 4.11 Treasurer, in addition to the City Attorney, City Administrator, and Assessor. The Charter states Appointed Officials shall at all times cooperate with the City Administrator. City Administrator does not supervise these positions, they have responsibilities to perform duties, and cooperate as requested. If you want to discipline, that requires Council action. A lawsuit could be filed naming the City, Council, and individuals in individual capacities. It would be no different than the City Administrator being named and dragged into court. The liability is the City's liability and it would require a charter amendment to change it.

Council Member McConaghy stated he has never seen errors and omissions for officers' coverage that would cover the Council, and this is what he does for a living. He has discussed this issue with other Attorneys, and as Council Members we delegate every day. If a charter amendment is being discussed, and what Mr. Fleury has discussed, other attorneys feel there is no problem delegating authority. Whatever the mechanism is, he expressed he wanted to do it. He also stated in the future, if there is something that jeopardizes him personally, he stated he wants to know about it.

The Mayor stated under Section 2.2 it states furthermore excluding the employees. Ms. Anderson had pointed out Sections 4.10 and 4.11 seem to resolve the problems we have. There are requirements to provide reports, etc. The Mayor stated it seems a charter revision would be necessary to make a change but he did not know if Council wanted to do that.

Council Member Granger stated she has served on Council for 24 years and several Commissions prior. She was personally named in a lawsuit by a former employee and was deposed. There was a resident who demanded a variance and filed a lawsuit. The City has been sued in the past as a Council and as individuals. She stated the ability to attract quality candidates is hampered by the system we currently have where people report to Council and not the City Manager. She believes this needs to be addressed.

The Mayor declared a recess at 7:45 p.m., and reconvened at 7:51 p.m.

The Labor Attorney stated nothing would change with regard to scrutiny to hire and fire. Charter also says for the duties of the City Administrator, as prescribed by this charter or as required by ordinance or direction of the Council. That is the authority – your charter says that. It's not only the Appointed Officials that concerns me, it's their staffs. They can do anything they want. Not having one unified front you have inconsistencies and that is what leads to lawsuits.

The City Attorney stated delegating certain authority to the City Administrator cannot be done under current charter and questioned what would be accomplished. She stated you would not be accomplishing what you think you would be accomplishing.

Mr. Berschback stated he appreciates Mr. Fleury's concerns, and this is one of those questions that you could come up with different arguments. Look at the last paragraph of Section 4.5 as to whether there is a vacuum, anybody not an Appointed Official or head of a department are deemed to be employees. Heads of each department have authority to hire and fire employees without confirmation of Council. If a sole employee is running amuck it is up to the Department Head to manage that employee. I am pretty sure Council Members are covered, and there is an email into Mr. Bucko. The Mayor stated Council was covered before and we know that from a prior lawsuit.

Council Member McConaghy stated he was disturbed. The Committee ought to seriously look at this. With all due respect to Mr. Berschback, and information provided in the past, if the City requests opinions from Attorneys, I want to know about it. He said the Mayor is on one side, and Council is on the other, and that the Mayor opposes the idea over the City Administrator having authority over the other departments.

The Mayor stated that Council Member McConaghy kept coming back to this as a legal opinion. It was not cited as a legal opinion. Mr. Fleury, after having received permission from the Council, was sent to review this with the City Attorney. The fact he did not agree does not mean that he would withhold something, and it seems it is what is being suggested. It is not the case and never would be the case. The Mayor understood what Council Member McConaghy wanted to accomplish, and he did not agree that it be done without a charter amendment. The City Attorney and former City Attorney are saying the same thing. The Mayor did not see where it exposes the Council by following the charter, but rather a greater exposure by not following the charter. The Mayor disagreed with Mr. Fleury and stated Council can do whatever it needs to do. He stated this went to the City Attorney for purposes of reconciling it, setting up a meeting, and he did not know where it ended up; now it is being discussed at the Committee-of-the-Whole.

Council Member Bryant stated contained in paragraph 3 of Section 4.5 there is a statement, and maybe legally it cannot be made legally binding, but the Council may not diminish the duties of City Administrator, but you cannot increase them. He suggested making a team to write the charter amendment to get onto a ballot.

City Attorney Anderson stated the Clerk, Treasurer, and Assessor have statutory obligations that the City Administrator cannot oversee; such as the Clerk following election responsibilities or records retention, Assessor has the Tax Act. Council Member Bryant stated he believes the proper verbiage can be written.

Council Member McConaghy discussed the need to ensure employees are coming to work, behaving, doing what you are supposed to be doing, and do not use vacation days for which they are not entitled. He stated the City Administrator is not talking about filing a report with the state.

The Mayor stated this is not quite what he is hearing from the City Attorney. He stated the Committee has heard from Attorneys Fleury, Berschback, and Anderson, and that the charter has been reviewed. He stated the Committee does not need to get into the handbook at this point. He asked the Committee for a decision what to do and whether it will be a charter amendment.

Council Member McConaghy said yes, and that in the meantime he is going to continue to explore this with other attorneys.

Motion by Bryant, seconded by McConaghy, that the Committee-of-the-Whole recommend City Council put together the proper committee to write the amendment to the charter that would put the City Administrator in more of a position of a City Manager with the responsibility of administering all the departments in the City Government.

Discussion ensued.

The Mayor stated he has a problem with the duties.

Council Member Koester stated he understands the aspect of finance being under preview of the City Administrator. There does need to be carved out for the Clerk's department with elections, retentions and items of that nature. There needs to be a wall, and pertinent electoral attention to affairs of the City. If everything gets written up under the one instead of going from a three silo to a two silo, and rolling everything up into one, he was not in favor.

Council Member Granger stated Grosse Pointe Farms' Assistant City Manager is also the City Clerk.

Council Member Gafa clarified his understanding of the motion that it is to look into amending the charter. The Mayor responded no. It is to have a committee write an amendment for the Clerk and Treasurer to report to a City Manager. Council Member Gafa asked if it would go to City Council for final action. The Mayor stated yes. It goes to Council and if it passes the Council would go through necessary procedures for a charter amendment, probably getting a charter amendment together.

The City Attorney stated a 3/5 vote would be necessary to move this to the next process. The Mayor concurred, a majority.

The Mayor voiced concerns that the Council previously had with the Treasurer's position resulting in a combined role for Treasurer/Comptroller. The purpose was to have control over the financial section due to Council's concerns with how things were structured, with the Comptroller being hired by and reporting to the City Administrator. The Comptroller was hired by the City Administrator and required a concurrence of the Council. That gave the City Administrator full control over the Finance Department. The Treasurer was a position reportable to the Council, and the Council had the control. I think there was a very good reason for that change and I think consideration needs to be given to keeping it that way.

Motion carried by the following vote:

Yes:	Bryant, Gafa, Granger, McConaghy
No:	Koester, Novitke
Absent:	None

Council Member McConaghy requested a written opinion from the City Attorney, and the Mayor concurred. The Mayor asked City Attorney Anderson to provide a legal opinion to

be prepared by prepared by January 25, 2021, regarding Mr. Fleury's opinion about not having to have a charter revision.

The **Grosse Pointe Woods Employee Handbook Revised April 1, 2019**, was not addressed.

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

- Council Member Koester discussed timing regarding the letter to Grosse Pointe Farms for Provencal Property obligations. The City Attorney will provide information to Council.

The following individual was heard under Public Comment:

- Lori Grosso stated her concerns placing the power of so many departments in the hands of one person.

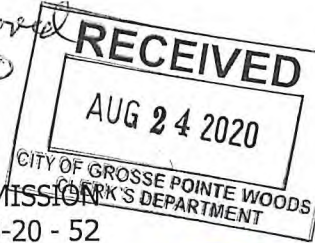
Motion by Bryant, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 8:21 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor

Commissioner approved
12/8/20



PLANNING COMMISSION
07-28-20 - 52

4C

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON JULY 28, 2020.

The Facilitator's statement was provided.

The meeting was called to order at 7:04 p.m. by Chair Ketels.

Roll Call: Chair Ketels
Planning Commissioners: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vaughn
Absent: Rozycki, Vitale

Also Present: Council Member McConaghy, City Attorney Berschback, Building Official Tutag, Susan Stewart, Maggie Kelpin, Deputy City Clerk/Facilitator Antolin, Recording Clerk Miotto

Motion by Gilezan, seconded by Profeta, that Commission Members Rozycki and Vitale be excused from tonight's meeting.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn
NO: None
ABSENT: Rozycki, Vitale

Motion by Fuller, seconded by Bailey, that all items on tonight's agenda be received, placed on file, and taken in order of appearance, as presented.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn
NO: None
ABSENT: Rozycki, Vitale

The next item was the reading and presentation by Chair Ketels of the Resolution on behalf of the Planning Commission in honor of Sue Stewart's retirement.

Motion by Profeta, seconded by Vaughn, regarding **Approval of Minutes**, that the **Regular Planning Commission Minutes of June 23, 2020** be approved as submitted.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn
NO: None
ABSENT: Rozycki, Vitale

The meeting was thereupon opened at 7:21 pm for a **Public Hearing** under the provisions of Public Act 110 of 2006 MCL, Sections 125.3101, as amended, and Grosse Pointe Woods City Code of 2017 Section 50-32, concerning a Special Land Use request to activate an SDM License from Detroit Restaurant Solutions Corp d/b/a Garrido's Bistro at 19605 Mack Avenue, Grosse Pointe Woods, MI. The application requires Special Land Use approval pursuant to Secs. 50-32 and 50-371(5) of the Grosse Pointe Woods Code and in accordance with City Council action on August 19, 2019.

For purposes of the public hearing the following items were received and placed on file:

- A. Letter of Request – 05/19/20 – V. Gonzalez
- B. Application for Special Land Use – 06/30/20 (V. Gonzalez)
- C. Letter – 06/12/20 – City Atty. Berschback
 - (1) Letter – 07/14/20 City Atty. Berschback
 - (2) Council Clipping – 08/19/19
(2 pages)
 - (3) Proposed PC Resolution – Approval
 - (4) Proposed PC Resolution – Disapproval
- D. PC Excerpt 06/23/20
- E. Memo – 07/20/20 Building Inspector Tutag
- F. Affidavit of Legal Publication – 07/09/20
- G. Affidavit w/List of Properties Notified - 07/09/20 (3 pgs)

The Building Official provided an overview of the request and applicable guidelines. He declared the requested license will have no impact on the immediate or surrounding areas or the city Grosse Pointe Woods.

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. The following individual was heard:

Vanessa Gonzalez
Owner, Garrido's

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. Nobody wished to be heard.

Motion by Hamborsky, seconded by Bailey, that the public hearing be closed at 7:31 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn,
NO: None
ABSENT: Rozycki, Vitale

Motion by Hamborsky, seconded by Bailey, regarding Detroit Restaurant Solutions Corp. d/b/a Garrido's Bistro, 19605 Mack, request for a Special Land use to provide carry out alcoholic beverages, that the Planning Commission adopt the resolution recommending City Council approve the Special Land Use and this item be placed on the next City Council agenda.

Motion carried by the following vote:

YES: Bailey, Gilezan, Hamborsky, Ketels, Profeta
NO: Fuller, Vaughn
ABSENT: Rozycki, Vitale

The meeting was thereupon opened at 7:33 pm for a **Public Hearing** under the provisions of mcl, sections 125.3101 through 125.3702 as amended, to consider amendments to chapter 50, zoning, and chapter 8, buildings and building regulations, an ordinance to repeal chapter 50 zoning, section 50-539 solar energy systems to relocate this section into article xvii, chapter 8, sec. 8-501 buildings and building regulations; and, an ordinance to add article xvii, chapter 8, building and building regulations section 8-501 to eliminate the requirement that panels be located within 4 feet of any peak, eave, or valley, to provide that the installation of the solar energy system shall comply with the Michigan residential code, and to provide for appeals to the city council.

For purposes of the public hearing the following items were received and placed on file:

- A. PC Excerpt – 06/23/20
- B. Letter – 07/17/20 – City Atty. Berschback
with Proposed Ordinance
- C. Memo – 07/20/20 – Building Inspector Tutag
- D. Affidavit of Legal Publication – 07/09/20 (2 pgs)
- E. Affidavit of Utility Companies Notified –
07/02/20 (2 pgs)

The Building Official provided an overview of the recommended amendments, and recommended the Planning Commission adopt the resolution repealing Section 50-539.

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. Nobody wished to be heard.

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. Nobody wished to be heard.

Motion by Hamborsky, seconded by Bailey, that the public hearing be closed at 7:42 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn,
NO: None
ABSENT: Rozycki, Vitale

Motion by Fuller, seconded by Vaughn, regarding the Solar Panel Ordinance that the Planning Commission recommend to the City Council that the Solar Energy System Ordinance be amended by eliminating it from the Zoning Chapter, and that the proposed revised ordinance be inserted into Chapter 8.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn,
NO: None
ABSENT: Rozycki, Vitale

The next item was the **Annual Report – 2019 Planning Commission** (Draft).

Motion by Profeta, seconded by Bailey, that the annual report is approved as presented and forwarded to City Council.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn,
NO: None
ABSENT: Rozycki, Vitale

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of July 2020:

- Wayne County Right of Way Improvements are being reviewed by Wayne County Engineering Department;
- Hollywood clinic construction documents were received and asbestos abatement is underway;
- Big Boy exterior is being wrapped up;
- Still dealing with storm damage;
- Legacy Oaks had two rough inspections on two units and is back on track;
- The Colonial Theme was discussed week of July 13 among Building Official, and Commissioners Bailey and Vitale. There are tasks they have to complete. They will be meeting again the week of August 3 and expect draft of new language by next Planning Commission meeting.

Commissioner Ketels reported on July 2020 Council Meetings.

Commissioner Profeta will be reporting on the August 2020 Council Meetings.

Under New Business, Commissioner Hamborsky brought up the Planning Commission's budgetary request for this year, which was put on hold due to COVID. It was discussed if the Commission should be doing something to resurface the proposal. Council Member McConaghy supports the Commission continuing work on the proposal and to not lose traction. Commissioner Bailey will review the current version and if it is complete, the Commission will bring it forward to Council.

Commissioner Vaughn raised the Wayne County meeting around crosswalks that occurred March 23, 2020, prior to COVID, and if there is something the Commission should be doing to move that forward. There was a document put together with budgetary requests among other items. Wayne County was going to provide direction. The Building Official will follow up with Wayne County and bring an update back to the Commission.

Nobody wished to be heard under Public Comment.

Motion by Gilezan, seconded by Vaughn, that the Planning Commission Meeting adjourn at 8:14 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Ketels, Profeta, Vaughn,

NO: None

ABSENT: Rozycki, Vitale

Respectfully submitted,
Gretchen Miotto
Recording Clerk

Commission Approved
1/13/21

**Beautification Advisory Commission
Electronic Meeting Minutes - Zoom
Grosse Pointe Woods
Meeting – October 14, 2020– 7:00 p.m.**



Present: Arslanian, Casinelli (arrived late 7:16), Hage, Hess (arrived late 7:11), R. Koester, McCarthy, Miller, Ragland (left early 7:45), Spreder, Stephens, Stewart

Excused: Reiter

Not Excused: none

Also Present: M. Koester, G. Miotto

Guest: Rachel Moran, Matt Wettstein

Call to Order: The meeting was called to order by Chairperson, McCarthy at 7:03 p.m.

Minutes: The September 9, 2020 minutes were distributed and reviewed.

Motion by Stephens, seconded by Ragland, to approve the September 9, 2020 minutes as presented.

Motion carried by the following vote:

Yes: Arslanian, Hage, R. Koester, McCarthy, Miller, Ragland, Spreder, Stephens, Stewart

No: none

Excused: Reiter

Not Excused: Casinelli, Hess

Treasurer's Report: No report

Chairperson's Report: McCarthy presented chairpersons report. Reiter and Sauter resigned from commission. Beautification Advisory Commission has four openings for members.

Awards Program: Committee discussed 2021 Awards Night. Awards Night at Fall Fest, 2021, proposed.

Flower Sale: Arslanian discussed 2021 Flower Sale on May 7 & 8, 2021.

Council Report: M. Koester presented council report.

Old Business: McCarthy discussed the resignation of Reiter and Sauter leaving 2 additional openings on Beautification Advisory Commission.

New Business: Discussed biographical sketch received from Rachel Moran and Matt Wettstein. Motion by Hess, seconded by Casinelli to recommend the Mayoral appointment of Matt Wettstein to the Beautification Advisory Commission.

Motion carried by the following vote:

Yes: Arslanian, Casinelli, Hage, Hess, R. Koester, McCarthy, Miller, Spreder, Stephens, Stewart

No: none

Excused: Reiter



Not Excused: Ragland

Motion by Arslanian, seconded by Casinelli to recommend the Mayoral appointment of Rachel Moran to the Beautification Advisory Commission.

Motion carried by the following vote:

Yes: Arslanian, Casinelli, Hage, Hess, R. Koester, McCarthy, Miller, Spreder, Stephens, Stewart

No: none

Excused: Reiter

Not Excused: Ragland

Motion by Hage, seconded by Spreder to adjourn the Beautification Advisory Commission meeting at 8:12 pm.

Motion carried by the following vote:

Yes: Arslanian, Casinelli, Hage, Hess, R. Koester, McCarthy, Miller, Spreder, Stephens, Stewart

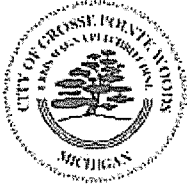
No: none

Excused: Reiter

Not Excused: Ragland

Respectfully submitted,
Rachelle Koester





CITY OF GROSSE POINTE WOODS

20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED

SEP - 1 2020

BIOGRAPHICAL SKETCH

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

✓ I am interested in making application to serve as a member on the following Board/Commission:

<input checked="" type="checkbox"/> Beautification Commission	<input type="checkbox"/> Building Authority
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Community Tree Commission
<input type="checkbox"/> Citizens' Recreation Commission	<input type="checkbox"/> Downspout Board of Appeals
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Historical Commission
<input type="checkbox"/> Community Events Committee	<input type="checkbox"/> Mack Avenue Business Study Committee
<input type="checkbox"/> Local Officers' Compensation Commission	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Pension Board	<input type="checkbox"/> Other:
<input type="checkbox"/> Senior Citizens' Commission	

NAME: Rachel Moran

ADDRESS: 1828 Broadstone Road

TELEPHONE: Home: 586.489.0920 Office: _____

E-Mail: rachelmoran930@gmail.com

OCCUPATION: Human Resources Executive

OF YEARS RESIDENT OF GROSSE POINTE WOODS: 2

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Associates Degree in Fine Arts Dance

EDUCATION: Bachelor's of Science - Finance

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: Society of Human Resources Management - Certified Professional

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: I have a great eye for detail - love to decorate & make things look beautiful.

Signature of sponsor

Signature of applicant

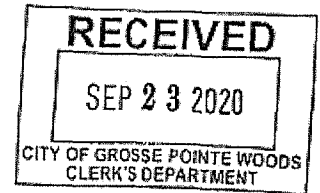
Date: 8.25.2020

Return to Clerk's Office

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.



CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236



BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

✓ Beautification Commission	✓ Building Authority
Board of Review	Community Tree Commission
✓ Citizens' Recreation Commission	Downspout Board of Appeals
Construction Board of Appeals	Historical Commission
✓ Community Events Committee	✓ Mack Avenue Business Study Committee
Local Officers' Compensation Commission	Planning Commission
Pension Board	Other:
Senior Citizens' Commission	

NAME: Matt C. Wettstein

ADDRESS: 2129 Stanhope

TELEPHONE: Home: 586 382-0911 Office: _____

E-Mail: mattwettstein@yahoo.com

OCCUPATION: teacher

OF YEARS RESIDENT OF GROSSE POINTE WOODS: 9

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

I am a quick and eager learner.

EDUCATION: B.A. Elem. Ed minor psychology / Masters International Technology.

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: _____

Knights of Columbus / Mason Cub Scouts / Boy Scouts / Religious Ed.

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: _____

I am a resident who loves his city. I want to be a part of it. I want to help continue its great ways and traditions.

Signature of sponsor _____

Matt
Signature of applicant

Date: 9-21-20

Return to Clerk's Office

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

Note: Marlin Stewart's neighbor
[Signature]
9/23



Citizen's Recreation Commission Meeting Minutes
Virtual meeting of the Citizen's Recreation Commission was held on December 8, 2020 at Grosse Pointe Woods, Michigan.

CALLED TO ORDER: 7:03

PRESENT:

Angela Brown
Gib Heim
Barb Janutol
Tom Jerger
Mark Miller
Tony Rennpage
Sarah Seger

ABSENT:

Lindsey Fratarolli
Amanda York

ALSO, PRESENT:

Art Bryant and Nicole Gerhart

APPROVAL OF THE AGENDA:

Motion was made for acceptance of the agenda for December 9, 2020 by Gib Heim, and seconded by Angela Brown.

Approval of motion:

Yes: Brown, Heim, Janutol, Jerger, Miller, Rennpage and Seger

No: None

Absent: Fratarolli, and York

APPROVAL OF THE MINUTES:

Motion to accept the minutes from November 10, 2020 was made by Gib Heim and seconded by Tom Jerger.

Approval of motion:

Yes: Brown, Heim, Janutol, Jerger, Miller, Rennpage and Seger

No: None

Absent: Fratarolli, and York

COUNCIL MEETING REPORT:

- Our current deputy assistant treasurer/comptroller was hired by the City to replace Ms. Behrens, who resigned.

SUPERVISOR'S REPORT:

- The Park Marina Improvement Plan which includes replacing the car bridge is set to begin December 14th.
- A temporary, "manned" gate entrance for car entry to the lake side of the park will be located at the Milk River maintenance gate.

- Walkers should enter the main gate, to access the walking path, since the walking bridge has been manually closed for full path usage.

OLD BUSINESS:

- Events in the planning stage for virtual winter activity:
 - Snowman building contest.
 - January/February event.
 - Ms. Gerhart will design a flyer using the Scarecrow Building Contest as a template, and submit it to the sub-committee (Lindsey, Barb and Amanda) for approval.
- Verbal approval for the Kayak storage and entry placement by DEQ has been received. This is only the first step. Council needs to approve the request for design bids, so that a “formal” written request to the DEQ can be submitted.
- More talk regarding funding and the actual full scope of the project needs to take place, including adding a break wall to protect the platform placement area.
- Planning is moving along, but it will (pending approval) probably be at least another year before completion.

NEW BUSINESS:

No new business.

ADJOURNMENT:

Motion was made to adjourn the meeting by Gib Heim and seconded by Tom Jerger.

Approval of Motion:

Yes: Brown, Heim, Janutol, Jerger, Miller, Rennpage and Seger

No: None

Absent: Fratarolli and York

Meeting Adjourned at 7:34 pm.

Respectfully submitted by: Barb Janutol, Secretary of the Grosse Pointe Woods Citizen's Recreation Commission.



CITY OF GROSSE POINTE WOODS

Office of the Treasurer/Comptroller

Memorandum

5A
Rec'd
01/19/21
Jkl

DATE: January 15, 2021

TO: Mayor Novitke and City Council

SUBJECT: Contribution to Retiree Healthcare Trust Fund

I am requesting approval to transfer \$50,000 to the Retiree Health Care Trust Fund held at Charles Schwab for payment toward Other Post-Employment Benefits (OPEB). This is a budgeted item in fiscal year 2020-2021, from account 101-299-999.736. These funds will be restricted for the payment of retiree healthcare expenses.

Thank you.

Shawn Murphy

Shawn Murphy
Treasurer/Comptroller

Rec'd 1/19/21
5B

CITY OF GROSSE POINTE WOODS
INFORMATION TECHNOLOGY
MEMORANDUM

DATE: January 11, 2021

TO: Bruce J. Smith, City Administrator

CC: Shawn Murphy, City Treasurer/Comptroller

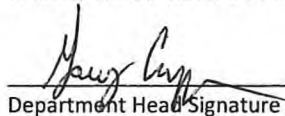
FROM: Gary Capps, Information Technology Manager *AS*

SUBJECT: Budget Transfer Request

As you are aware the implementation of the City's new IP Telephone system is now complete. Due to delays caused from COVID-19 we were unable to complete the full implementation of the system prior to the end of fiscal year 2019-2020. As a result the Finance Director did not carry funds that were previously approved by City Council on September 16, 2019. This project was completed within the original approved amount of \$ 66,814.84. A budget transfer will be required in order to pay the final invoice. I would like to have this matter placed on the January 25, 2021 Council meeting for their approval.

Attached is the final invoice from **BSB Communications, 41150 Technology Park Dr Suite 101, Sterling Heights, MI 48314** for the amount of in the amount of \$20,055.12 I respectfully request Council's approval to transfer funds from 101000699.000 to 101855977.000 in the amount of \$20,055.12 to pay the balance of this project on **invoice# 153697**

I hereby certify that the above items are necessary for the proper operation of this Department.


Department Head Signature

A budget transfer is required from Account No. 101000699.000 into Account No. 101855977.000 in the amount of \$20,406.29, and that the account number has been verified.


Treasurer/Comptroller Signature

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


City Administrator Signature

BSB Communications Inc

Phone: (586) 774-6000

Fax: (586) 774-3413

41150 Technology Park Dr, Suite 101

Sterling Heights, MI 48314

Invoice**Number** 153697**Date:** 31-Jul-20

Service Order 332444

Bill-To**ATTN: Alex Dietrich****Plante Moran****27400 Northwestern Highway****Southfield, MI 48034****Ship-To****ATTN: Gary Capps****City of Grosse Pointe Woods****20025 Mack Ave****Grosse Pointe Woods, MI 48236**

<u>Acct. No.</u>	<u>Customer PO</u>	<u>A/R Cust. No.</u>	<u>Payment Terms</u>
1013385	VoIP Phone System Contract 10/07/2019	City of Grosse Pointe Woods	10% Retainage until earned Invoices due upon receipt

*Final billing associated with installation agreement to installation of MiVoice Business System.**Lock ID -- SW2800333937 Current System Maintenance Expiration Date: 2/7/2021*

Qty	Item ID	Description	UOM	Ea. Price	Total
1	Final Invoice	MiVoice Business Enterprise Installation	EA	\$ 66,814.84	\$ 66,814.84
	Less:	Retainage		-	-
		Deposit payment		(46,759.72)	(46,759.72)
				Item Total	\$ 20,055.12

1-14-2021
101 855 977.000

Payment Terms:
As stated above



Memorandum

To: Gary Capps, City of Grosse Pointe Woods
From: Alex Dietrich, Plante Moran
Date: 1/13/2021
Re: BSB – Pay App Request 2 – VOIP System (Equipment & Services)

We have reviewed BSB's request for payment #2 for the VOIP system project. We believe that this payment request fairly represents full completion of the VOIP System. We recommend that the payment for this pay request be processed in accordance with your standard methods.

The pay requests are as follows:

Pay App #	Pay App Req Date / Approval	Work Performed	Retainage for AIA	Approved Payment	Comments / Approval Date
Pay App # 1	Dated 2/28/2020	\$51,955.24	\$5,195.52	\$46,759.72	Equipment and labor for system roll-out
Pay App #2	Dated 1/13/2021	\$66,814.84	\$0.00	\$20,055.12	100% of equipment and work completed
Total Payment Approved for this application				\$ 20,055.12	

The overall summary for this project is as follows:

Description	Amount	Notes
Council Approved Dollars		
Council Approved Contract	\$ 66,814.84	
Council Approved Contingency	\$ 4,000.00	
Total Dollars Approved	\$ 70,814.84	
Contract Changes & Updated Value		
Total for Change Orders	\$ 9.00	
Updated Contract Value	\$ 66,814.84	
Payments to Date		
Vendor	\$ 66,814.84	Payments made to date to vendor to include this payment
Retainage	\$ 0.00	Paid upon project acceptance.
Contract Balance	\$ 0.00	
Contingency Balance	\$ 4,000.00	

The associated vendor AIA payment application is attached for your reference. Please review this information for consistency with your records. If you have any questions, please give me a call at 248.223.3956.

APPLICATION AND CERTIFICATION FOR PAYMENT

Based on AIA DOCUMENT G702

PAGE 1 OF 1

OWNER:
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
FROM CONTRACTOR:
BSB Communications, Inc.
41150 Technology Park Dr. Suite 101
Sterling Heights, MI 48314
email address: Chuckn@gobsb.com

PROJECT: VOIP Phone System Contract
Consultant Plante Moran
Alex Dietrich

APPLICATION NO: 1
PERIOD TO: 12/31/20
PROJECT NOS: VoIP Phone System
CONTRACT DATE 10/7/19

Distribution to:
☐ OWNER
☐ TECHNOLOGY DESIGNER
☒ CONTRACTOR
☐
☐

CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract.
Continuation Sheet, based on AIA Document G703, is attached.

1. ORIGINAL CONTRACT SUM	\$	66,814.84
2. Net change by Change Orders	\$	
3. CONTRACT SUM TO DATE (Line 1 + 2)	\$	66,814.84
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	66,814.84
5. RETAINAGE:		
a. 10% % of Completed and Stored Work to date.	\$	0.00
b. 10% % of Other Material	\$	
Total Retainage (Lines 5a + 5b or Total in Column I of G703)		
	\$	0.00
6. TOTAL EARNED LESS RETAINAGE (Line 4 Less Line 5 Total)	\$	66,814.84
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT (Line 6 from prior Certificate)	\$	46,759.72
8. CURRENT PAYMENT DUE	\$	20,055.12
9. BALANCE TO FINISH, INCLUDING RETAINAGE (Line 3 less Line 6)	\$	0.00

CHANGE ORDER SUMMARY	ADDITIONS	DEDUCTIONS
Total changes approved in previous months by Owner	\$0.00	\$0.00
Total approved this Month	\$0.00	\$0.00
TOTALS	\$0.00	\$0.00
NET CHANGES by Change Order	\$0.00	

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:

By: [Signature] Date: 1/13/21

State of: MICHIGAN County of: Wayne
Subscribed and sworn to before me this 11th day of January, 2021
Notary Public: [Signature]
My Commission expires: 7/6/25

JOHN DENNISON II
Notary Public - State of Michigan
County of Oakland
My Commission Expires Jul 6, 2025
Acting in the County of

CONSTRUCTION MANAGER'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising the application, the Technology Designer certifies to the Owner that to the best of the Technology Designer's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED \$ 20,055.12

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

TECHNOLOGY DESIGNER: [Signature] Date: 1/13/2021

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

50

CITY OF GROSSE POINTE WOODS
INFORMATION TECHNOLOGY
MEMORANDUM

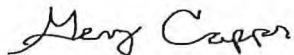
DATE: January 12, 2021
TO: Bruce J. Smith, City Administrator
CC: Shawn Murphy, City Treasurer/Comptroller
FROM: Gary Capps, Information Technology Manager
SUBJECT: Computer System Replacements

RECEIVED
JAN 21 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

The current group of computers up for replacement, purchased in 2016, are at the end of their 4-year lifecycle and are no longer under warranty. To ensure smooth operation of the City departments, replacing these systems is necessary. I would like to have this placed on the January 25, 2021 Council Agenda for their approval. Attached are quotes priced from NASPO/ValuePoint State of MI Contract for Grosse Pointe Woods REMC-HP-NASPO-15, for 20 HP Computers. Funds are included in the 2020-2021 budget to replace these 20 computer workstations. I respectfully request Council's approval to purchase the computers specified on attached quote# CITQ2057-03 from **Civitas IT, 625 Kenmoor Ave., Suite 301, Grand Rapids, MI 49546** in an amount not to exceed \$26,130 for the replacements of the computers from the following accounts:

101855970.000	5 Computers	\$6,439
101855977.299	5 Computers	\$7,000
101855970.349	2 Computers	\$2,426
101855970.599	2 Computers	\$2,426
101855970.799	6 Computers	\$7,839

I hereby certify that the above items are necessary for the proper operation of this Department.



Department Head Signature

I hereby certify that unencumbered funds are available for the above purchase, and that the account number has been verified.



Treasurer/Comptroller Signature

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.



City Administrator Signature

Sold To

Grosse Pointe Woods, City of
Gary Capps
20025 Mack Plaza
Grosse Point Woods, MI 48236

Phone 313-343-2440
Fax

Ship To

Grosse Pointe Woods, City of
Gary Capps
20025 Mack Plaza
Grosse Point Woods, MI 48236

Phone 313-343-2440
Fax

Your Sales Rep



Howard

855-424-8482 ext 500
howardh@Civitas-IT.com

Howard Handberg

Here is the quote you requested. Pricing provided under NASPO/ValuePoint State of MI Contract for Grosse Point Woods.
Contract number: REMC-HP-NASPO-15.

Terms		P.O. Number	Ship Via		
Net 15			Best Way		
Line	Qty	Description		Unit Price	Ext. Price
1		Account 101855970.000 subtotal for items below:			\$6,439.00
2	2	GPW Config-to-Order HP Mobile Wrkstn Fury 17 G7, i5, 16GB, 256SSD		\$1,400.00	\$2,800.00
3	3	GPW package: HP EiteDesk 800 Mini 16GB 256GB Win10		\$981.00	\$2,943.00
4	3	HP Mini-in-One 23.8" Full HD LED LCD Monitor - 16:9 - Black, Silver		\$232.00	\$696.00
5		Account 101855970.299 subtotal for items below:			\$7,000.00
6	5	GPW Config-to-Order HP Mobile Wrkstn Fury 17 G7, i5, 16GB, 256SSD		\$1,400.00	\$7,000.00
7		Account 101855970.349 subtotal for items below:			\$2,426.00
8	2	GPW package: HP EiteDesk 800 Mini 16GB 256GB Win10		\$981.00	\$1,962.00
9	2	HP Mini-in-One 23.8" Full HD LED LCD Monitor - 16:9 - Black, Silver		\$232.00	\$464.00
10		Account 101855970.599 subtotal for items below:			\$2,426.00
11	2	GPW package: HP EiteDesk 800 Mini 16GB 256GB Win10		\$981.00	\$1,962.00
12	2	HP Mini-in-One 23.8" Full HD LED LCD Monitor - 16:9 - Black, Silver		\$232.00	\$464.00
13		Account 101855970.799 subtotal for items below:			\$7,839.00
14	3	GPW Config-to-Order HP Mobile Wrkstn Fury 17 G7, i5, 16GB, 256SSD		\$1,400.00	\$4,200.00
15	3	GPW package: HP EiteDesk 800 Mini 16GB 256GB Win10		\$981.00	\$2,943.00
16	3	HP Mini-in-One 23.8" Full HD LED LCD Monitor - 16:9 - Black, Silver		\$232.00	\$696.00

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOUR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS,

Line	Qty	Description	Unit Price	Ext. Price
			SubTotal	\$26,130.00
			Tax	\$0.00
			Shipping	\$0.00
			Total	\$26,130.00

Please contact me if I can be of further assistance.

PRICES SUBJECT TO CHANGE - PRICES BASED UPON TOTAL PURCHASE - ALL DELIVERY, TRAINING OR CONSULTING SERVICES TO BE BILLED AT PUBLISHED RATES FOR EACH ACTIVITY INVOLVED - GENERALLY ALL HARDWARE COMPUTER COMPONENTS PROPOSED ABOVE ARE COVERED BY A LIMITED ONE YEAR WARRANTY, COVERING PARTS AND LABOUR FOR HARDWARE ONLY AND ON A DEPOT BASIS - WE SPECIFICALLY DISCLAIMS ANY AND ALL WARRANTIES, EXPRESS OR IMPLIED, INCLUDING BUT NOT LIMITED TO ANY IMPLIED WARRANTIES OR WITH REGARD TO ANY LICENSED PRODUCTS. WE SHALL NOT BE LIABLE FOR ANY LOSS OF PROFITS, BUSINESS, GOODWILL, DATA, INTERRUPTION OF BUSINESS,



CITY OF GROSSE POINTE WOODS

MEMORANDUM

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RECEIVED

JAN - 6 2021

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: January 6, 2021

To: Mayor and City Council

From: Bruce J. Smith, City Administrator

A handwritten signature in blue ink, appearing to read "Bruce J. Smith", is written over the printed name.

Subject: Film Permit Fee Increase

I'm requesting that the film permit fee increase from \$50.00 to \$150.00. The reason for the increase is due to the review/approval process involving assistance from Administration, City Clerk's office, Department Head(s) and, at times, the City Attorney's office.

Lisa Hathaway

From: Lisa Hathaway
Sent: Wednesday, January 6, 2021 11:15 AM
To: Department Heads
Cc: Paul Antolin; Gretchen Miotto; Lisa A. Anderson; Tim Tomlinson
Subject: Council agenda item - Review Fee Schedule
Attachments: doc_20210106_103934.pdf

Good morning,

Attached is the City's current fee schedule as adopted by Council from time to time. As we approach budget preparation for FY 2021/22, and soon to be scheduled Finance Committee Meetings in February, review the fee schedule for any proposed changes, including possible additions or deletions. Please provide your recommendation memos to me by January 19th at noon to prepare for consideration of the City Council at the meeting on 01/25/21. If you do not have any proposed fee schedule changes, reply with a "no changes".

Thank you,

*Lisa Kay Hathaway, MiPMC-3/MMC
City Clerk/F.O.I.A. Coordinator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
313 343-2447
313 343-5667 (Fax)*

***"It always seems impossible . . . until it's done."
~ Nelson Mandela***

Assessor	<i>Service</i>	<i>Fee</i>
	Taxpayer Appraisal Sheet (Field Sheet)	\$1.00
	Lot Split / Combination	\$100.00 per parcel

Community Center***Room Rental Rates***

Lake Room - Capacity 20 - 5 Hours	\$60.00
Each Additional Hour	\$10.00
Garden Room - Capacity 60 - 5 Hours	\$150.00
Each Additional Hour	\$25.00
Park Room - Capacity 80 - 5 Hours	\$225.00
Each Additional Hour	\$35.00
All Three Rooms - Capacity 160 - 5 Hours	\$425.00
Each Additional Hour	\$70.00
Cook School House	\$125.00

Additional Fees

Damage (Security) Deposit	\$200.00
Coffee Urns	\$10.00
Screen - Park Room	\$10.00
Duplicate Park Pass	\$20.00
Caregiver Pass	\$10.00

Court **Please see the following link for additional fees <http://www.gpwmi.us/departments/mcScheduleOfFines.html>

Forms	\$1.00
PBT	\$5.00
Copies/per page	\$1.00

Fine Schedule for Municipal Civil Infractions (2-813)

1st Offense Within a 2 year period Court Cost plus not to exceed	\$350.00
2nd Offense Within a 2 year period Court Cost plus not to exceed	\$500.00
3rd Offense Within a 2 year period Court Cost plus not to exceed	Misdemeanor

Finance

Maps	\$2.50
Returned Checks	\$30.00
Rubbish Bags - 50 Count	\$10.00
Compost Bags - 10 Count	\$4.50

Public Safety

Impounded Animal Board Charges (6-35 & 6-37)	\$25.00
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<i>Service</i>	<i>Fee</i>
Impoundment, Boarding or Destruction	COST
Boarding (per day)	\$12.00
Bicycle License	\$1.00
Fingerprints	\$15.00 - \$69.00
Vehicle Impound Processing	\$35.00
Vehicle Inspection	\$5.00
Warrants	\$10.00
Preliminary Breath Test	\$5.00
Rubbish Bag - 50 Count	\$10.00
Precious Metals & Gems Dealer Fee	\$50.00

Alarms (8-450 - 8-458)

Registration Fee		\$60.00
Failure to Register		\$60.00
False Occurrence (2nd & 3rd time in fiscal year)	Residential	\$30.00
	Commercial	\$100.00
False Occurrence (4th & subsequent activation in fiscal year)	Residential	\$100.00
	Commercial	\$250.00
Late Fee		2% per month

Hazardous Materials & Emergency Responses

Cost Recovery = Cost Incurred

Late Fee 1% per month

Ambulance (2-774)

Cost & Expenses Covered by Insurance for Residents

Non Residents	Advanced	\$710.00
	Basic	\$415.00
	Mileage	\$11.00 per mi.

Public Services

Recycle Bin - Green 18-gallon	\$10.00
Sewer Televising	\$100.00
Rubbish Bags - 50 Count	\$10.00
Compost Bags - 10 Count	\$4.50
Cross Connection Inspection Fee	\$125.00
Water Meter Reconnection Fee	\$50.00
Replace Broken Water Meter	\$50.00 + Meter Cost

Materials on Street During Construction (38-105)

Permit/Per Night Fee	\$25.00
Bond	\$200.00
Hydrant Use - Commercial (plus water usage)	\$100.00

<i>Service</i>	<i>Fee</i>
Lake Front Park	
<i>Boat Launch</i>	
Daily	\$15.00
Seasonal	\$80.00
<i>Boat Well (48-3)</i>	
Under 21' - per season	\$724.00
Over 21' - 25' - per season	\$794.00
Over 25' - 28' - per season	\$919.00
<i>Additional Watercraft Storage</i>	
Kayak Rack - per season	\$200.00
Kayak Winter Storage	\$80.00
Dry Dock - per season	\$568.00
Floating Dock (personal watercraft) - per season	\$513.00
Winter Storage	\$297.00
Boat Storage Waiting List (48-3)	\$10.00
Late Payment Fee (48-7)	\$75.00
Cancellation Fee (48-10)	\$75.00
<i>Lessons</i>	
<i>Swim</i>	
Preschool, Level 1 - 6B - per 3-week session	\$60.00
Parent - Tot - per 3-week session	\$24.00
Diving - per 3-week session	\$60.00
Synchronized Swim	\$75.00
Swim Team	\$85.00
<i>Water Aerobics</i>	
M - Th, a.m.	\$60.00
M & W, p.m.	\$30.00
<i>Tennis</i>	
Youth - Adult - per 3-week session	\$52.00
<i>Other</i>	
Babysitter Training / Guard Start - per 3-week session	\$52.00
Lifeguard Training	\$200.00
Water Safety Instruction	\$200.00
<i>Miscellaneous</i>	
Buckets	\$2.00
Tent Rental - Tent only - per day	\$200.00
Tent Rental with sides - per day	\$225.00
Gazebo / Pavilion - Rental - per half day	\$50.00
Sound Stage - Set Up	\$400.00
Sound Stage - Rental - per day	\$600.00

<i>Service</i>	<i>Fee</i>
Building Department	
Building Permits	
Builder Registration	\$20.00
<i>Registration - State of Michigan</i>	
Residential Builders, Maintenance or Alterations Contractors License	\$20.00
Minimum Permit Fee - Construction \leq \$50	\$50.00
Base Fee - Construction \geq \$50 to \$1000	\$75.00
<i>Construction < \$1,000</i>	
Per \$1,000 or part of	\$10.00
Initial Cost - 1st \$1,000 of Construction	\$75.00
<i>Construction > \$1,000</i>	
Estimated cost \$1001 - 2000	\$85.00
Estimated cost \$2001 - 3000	\$95.00
Estimated cost \$3001 - 4000	\$105.00
<i>Plan Review Fee - Valuation of Construction X .0020</i>	
Minimum Plan Review	\$100.00
Plan Review Fee - Signs	\$30.00
Review by Outside Service - Review Cost + 5%	Review Cost + 5%
Building Re-inspection	\$50.00
Signs - each	\$100.00
Signs (temporary) - per week	\$10.00
Awnings - each	\$100.00
<i>Pool</i>	
Above Ground	\$150.00
In Ground	\$300.00
<i>Fence Permits (8-276)</i>	
Residential	\$50.00
Re-Inspection Fee	\$50.00
Public Hearing	\$75.00
Commercial	\$25.00
<i>Miscellaneous</i>	
Sprinkler System	\$20.00
Sprinkler Heads - each	\$0.50
Soil Erosion Fee	\$300.00
Shed Permit < 200 sq. ft. area	\$50.00
Outdoor Café Permit	\$100.00
<i>Demolition</i>	
One and Two Family Residential	\$500.00
Residential Garage/Accessory Building	\$50.00
Commercial Buildings	\$750.00

<i>Service</i>	<i>Fee</i>
<i>House Move</i>	
From within GPW	\$1,500.00
From outside GPW	\$3,000.00
Through GPW	\$1,000.00
<i>Concrete Per Property Address</i>	
Driveway	\$50.00
Driveway & Approach	\$75.00
Driveway & Porch Cap	\$100.00
Remove and replace garage slab	\$75.00
Approach	\$50.00
Sidewalk up to 5 flags	\$30.00
Sidewalk 6 or more flags	\$50.00
Construction Board of Appeals Hearing	\$100.00
Work Started Without a Permit	Double Fee
Overtime Inspection	City's Cost
<i>New commercial & residential structures</i>	
Grading & Landscaping Cash Bond	\$5,000.00
<i>(Refunded upon approval of final grade & landscape completion)</i>	
Permit Cancellation - Administrative fee	Admin Fee 15%
Site-Plan Review (50-42)	\$350.00
<i>Certificate of Occupancy (8-62)</i>	
Certificate of Occupancy (8-62)	\$150.00
Reinspection (8-62)	\$50.00
Copy of Certificate (50-28)	\$10.00
<i>Rental Inspections/Multiple Dwellings (8-212)</i>	
1 Family, 2 Family, 2 Family Incomes, Condominium	\$150.00
3 - 5 Units	\$250.00
5 - 10 Units	\$350.00
11 or More Units	\$500.00
Vacant Dwelling Permit (8-247)	\$25.00
Renewal Permit (8-249)	\$25.00
Nuisance - Weeds, Brush or Grass	
Reimbursement of cost incurred by the City plus 30% Administrative Fee	
<i>Registration of Foreclosure Properties (8-250 & 8-255)</i>	
Annual Registration	\$200.00
Notice to Abate	At Cost
Search Warrant	At Cost
Contact Request or Warning of Abatement Action	At Cost
Warning Letter	At Cost
Civil Infraction Preparation	At Cost

<i>Service</i>	<i>Fee</i>
Additional Inspections	\$50.00/inspection
Vehicle Removal	Tow Contract Rate
Attorney Fees	Attorney Contract Rate
Denied Entry	\$50.00
Plumbing Permits	
Base Fee	\$75.00
Plumber Registration	\$1.00
1st Fixture Including: Bath, Kitchen, Water Heater, Food Grinder, Floor Drain, Hose Bib, Humidifier	\$30.00
Each additional fixture	\$10.00
1st Stack	\$30.00
Each additional stack	\$10.00
Crock to Iron	\$50.00
First Dental Chair	\$30.00
Each additional chair	\$10.00
Grease Traps	\$50.00
Interceptor	\$50.00
Lawn Sprinkler System	\$50.00
Roof Sumps	\$30.00
Vent, Conductor and Drains	\$30.00
Sump with Pump	\$40.00
Water Treatment Device	\$40.00
<i>Water Distribution System</i>	
Up to 3/4"	\$30.00
Up to 1"	\$40.00
Up to 1-1/2"	\$50.00
Up to 2"	\$60.00
Up to 3"	\$70.00
Up to 4"	\$80.00
Over 4"	\$100.00
Underground Inspector	\$25.00
Re-Inspection Fee	\$50.00
Special Inspections	\$25.00
Title VII/Property Maintenance	\$25.00
Minimum Permit Fee	\$50.00
<i>Sewers</i>	
Repair	\$60.00
6" Tap	\$40.00
8" Tap	\$50.00
10" Tap	\$60.00

<i>Service</i>	<i>Fee</i>
12" Tap	\$70.00
Exceeding 12"	\$80.00
<i>Building Storm Drain</i>	
Up to 4"	\$10.00
Up to 6"	\$15.00
Up to 8"	\$20.00
Up to 10"	\$25.00
Up to 12"	\$30.00
Up to 14"	\$35.00
Up to 16"	\$40.00
Up to 18"	\$45.00
Over 18" - per inch	\$5.00
<i>Water Meter Fee</i>	
5/8" (8/20/18 Badger Cost - \$133.00)	Cost
3/4" (8/20/18 Badger Cost - \$182.00)	Cost
1" (8/20/18 Badger Cost - \$245.00)	Cost
1-1/2" (8/20/18 Badger Cost - \$609.00)	Cost
2" (8/20/18 Badger Cost - \$851.00)	Cost
3" (8/20/18 Badger Cost - \$2,639.00; Optional Strainer \$652.00)	Cost
4" (8/20/18 Badger Cost - \$4,099.00; Optional Strainer \$875.00)	Cost
6" (8/20/18 Badger Cost - \$5,954.00; Optional Strainer \$1,217.00)	Cost
<i>Transponder Fee</i>	
5/8" (8/20/18 Badger Cost - \$120.00)	Cost
3/4" (8/20/18 Badger Cost - \$120.00)	Cost
1" (8/20/18 Badger Cost - \$120.00)	Cost
1-1/2" (8/20/18 Badger Cost - \$120.00)	Cost
2" (8/20/18 Badger Cost - \$120.00)	Cost
3" (8/20/18 Badger Cost - \$240.00)	Cost
4" (8/20/18 Badger Cost - \$240.00)	Cost
6" (8/20/18 Badger Cost - \$240.00)	Cost
<i>Tap Fee</i>	
5/8"	\$121.00
3/4"	\$121.00
1"	\$132.00
1-1/2"	\$242.00
2"	\$286.00
3" - Requires Contractor	\$1,750.00
<i>Electrical Permits</i>	
Electrical Registration	\$15.00
Base Fee	\$75.00

<i>Service</i>	<i>Fee</i>
<i>Circuits</i>	
1" Circuit	\$15.00
Each Additional Circuit	\$6.00
Rough Inspection	\$25.00
<i>Fixtures</i>	
1st 25 Fixtures or Lamps	\$20.00
Each Additional 25	\$10.00
<i>Services</i>	
Up to 100 amps	\$25.00
101 to 500 amps	\$30.00
Over 500 amps	\$50.00
Sub panels	\$25.00
Replace service entrance	\$15.00
<i>Sign Circuits</i>	
1st Circuit-Connection	\$25.00
Each additional circuit (same sign)	\$5.00
<i>Appliance Wiring</i>	
Furnace Circuit	\$15.00
Garbage Disposal, Range, Oven, Water Heater, Dishwasher	\$10.00
Swimming Pool - Above, In-Ground or Hot Tub	\$30.00
TITLE VII Inspections	\$50.00+
<i>Motors</i>	
1/4 to 10 hp/ea	\$15.00
11 hp to 30 hp/ea	\$20.00
31 hp to 50 hp ea.	\$30.00
<i>Air Conditioning</i>	
Interruptible	\$20.00
Residential	\$45.00
Commercial - up to 5 ton	\$25.00
Over 5 ton	\$45.00
<i>Fire Alarm Systems</i>	
1st Heat or Smoke Detector	\$15.00
Each Additional Detector	\$6.00
1st Device or Pull	\$15.00
Each Additional Device/Pull	\$6.00
<i>Feeders</i>	
Bus ducts, wireways or conduits - 1st 100 ft.	\$20.00
Each additional 100 ft.	\$10.00
Underground Inspection	\$35.00
Re-Inspection Fee	\$50.00

<i>Service</i>	<i>Fee</i>
Hourly Rate	\$40.00
Minimum Permit Fee	\$35.00
Mechanical Permits	
Mechanical Registration	\$45.00
Base Fee	\$75.00
<i>Gas/Oil Burner</i>	
Up to 150,000 BTU	\$30.00
Over 150,000 BTU (per 10,000 BTU)	\$6.00
Solid Fuel Equipment	\$30.00
Flue/Vent Damper	\$30.00
Metal Chimney Liner	\$30.00
Gas Piping Outlets	\$10.00
<i>Ventilation/Exhaust System</i>	
Up to 1500 CFM	\$10.00
1501 to 10,000 CFM	\$50.00
Over 10,000 CFM	\$75.00
Heat Recovery Systems	\$50.00
<i>Ductwork</i>	
1st 200 L.F.	\$30.00
Each additional 100 L.F.	\$10.00
Humidifiers	\$20.00
Air Cleaners	\$20.00
Split System Under 5 hp	\$25.00
Split Systems 5 hp and Over	\$35.00
Roof Top Split System Under 5 hp	\$30.00
Roof Top Split System Over 5 hp	\$40.00
Heat Pump Under 5 hp	\$20.00
Heat Pumps 6 hp to 50 hp	\$35.00
AC Under 5 hp	\$30.00
AC 6 hp and up	\$40.00
Chiller	\$80.00
Evaporator Coils	\$25.00
Cooling Towers	\$35.00
<i>Compressor/Condenser</i>	
15 hp to 50 hp	\$35.00
Over 50 hp	\$60.00
<i>Tanks</i>	
Under 275 Gal.	\$10.00
276 to 500 Gal	\$15.00
501 to 2000 Gal.	\$20.00

<i>Service</i>	<i>Fee</i>
2001 to 10,000 Gal	\$30.00
10,001 to 50,000 Gal	\$50.00
Underground Installation (add'l)	\$20.00
Removal of Tanks	\$25.00
Pre-Fab Fireplace	\$60.00
W/Gas Piping	\$70.00
Special Inspection	\$25.00
Underground Inspection	\$25.00
Hourly Rate	\$30.00
Re-Inspection Fee	\$50.00
Minimum Permit Fee	\$30.00

City Clerk

FOIA

Employee Labor Cost for Copying, Duplication, Locating and Redacting will be calculated at the hourly wage of lowest-paid employee capable of performing work, plus 50% for fringe benefits, if applicable, multiplied by the time (based on 15 minute increments)

Contracting Labor Cost for Redacting (6 times state minimum hourly wage rate)	\$48.90
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Copying and Duplication Cost:

Copy of Summary of Procedures/Guidelines	No Charge
Letter (8 1/2" x 11")	\$0.10
Legal (8 1/2" x 14")	\$0.10
Printed Labels (Sheet of 30 labels)	\$0.10
Other paper sizes	At Cost

Non-paper physical digital media:

Computer Disc	\$0.50
Other (tape, flash drive, etc.)	At Cost

Mailing (USPS or expedited)	At Cost
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Indigent	Waive first \$20.00
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Non-profit Organization	Waive first \$20.00
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Cost estimated to exceed \$50.00	50% deposit
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Previous FOIA Request Not Paid	100% deposit
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Permits/Licenses

Liquor License (4-29) - Applications, new license	\$2,500.00
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Transfer of Ownership of Existing License	\$2,500.00
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Transfer into City of Existing License	\$2,500.00
--	------------

Other Applications - (Including SDM and SDD Transfers)	\$500.00
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*****Fees are in addition to any fee required by Liquor Control Commission***

Dance Permit (4-31)	\$500.00
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<i>Service</i>	<i>Fee</i>
Public Hearing Fee	\$250.00
Commercial Amusement Devices/Per Device (10-111)	\$300.00
Renewal (10-112)	\$300.00
Business License (10-22) - Annual License	\$100.00
Late Charges (in addition to regular fee)	\$100.00
Prorated fee for New Businesses First Year - Monthly	1/12 of license fee
Duplicate License (10-24)	\$1.00
Christmas Tree Sales (10-179)	\$25.00
Cash Bond	\$100.00
Going Out of Business - License to Conduct a Sale (MCL 442.211 - 442.225)	\$50.00
Renewal	\$50.00
Moving a Structure	\$200.00
Cash Bond	\$2,500.00
Parade, Procession, Fun Run, Group Walk, Marathon Walk, Race or Bike-a-Thon (38-115) <i>*Reimbursement of Cost Incurred by the City</i>	COST
Vendor/Solicitor/Peddler (10-224(b)) - Annual Fee	\$75.00
Per Month	\$20.00
Per Diem	\$10.00
Background Check	\$10.00
New License After September 1	\$50.00
No Solicitor/handbills window cling or door hanger	\$1.00
Tree Trimming (10-634)	\$50.00
Performance Bond	\$2,000.00
Additional Stickers / each	\$5.00
Snow Removal (38-184)	\$25.00
Additional Stickers / each	\$1.00
Valet Parking Application (10-518)	\$180.00
Per Meter / Per Month or Part of	\$15.00
Annual Permit for Street & Alley Excavations (38-66(b))*	\$500.00
<i>*Telecommunication companies under MCL 484.3104 are exempt.</i>	
Surety Bond (38-64)	\$5,000.00
Precious Metal & Gem Dealer Registration (10-361)	\$50.00
<i>Miscellaneous</i>	
Voter Information - Printed Labels/per 2,000	\$70.00
Computer Disk	\$10.00
Detailed Map of the Grosse Pointe area	\$1.85
Zoning Map	\$3.00
Zoning Ordinance	\$10.00
Animal License (6-71)	\$8.00

<i>Service</i>	<i>Fee</i>
Duplicate Animal License	\$1.00
<i>Public Hearings/Appeals</i>	
Residential Public Hearing Fee	\$375.00
Commerical Public Hearing Fee	\$500.00
Board of Appeals, General (50-147)	
C Commercial Business - Dist (50-376) - Planning Commission Fee	
Comm. Facilities District (50-33) - Planning Commission Fee	
Zoning Board of Appeals Fee (50-376)	
Lot Splits - Planning Commission Fee	
City Council Fee (50-33)	
Parking (50-572) - Off-street Regulations (variances)	
Permitted Use ZBA (50-208)	
City Council Fee (50-33)	
Planned Multiple-Family District (50-282) - Planning Commission Fee	
City Council Fee (50-33)	
Restricted Office Dist (50-542) - RO-1 - ZBA	
Site Plan Approval - Subs only - New construction or development (50-180)	
Variances - Board of Appeal (50-146)	
Special Land Use (50-32(7)) - Planning Commission Fee	
City Council Fee (50-33)	
Special Land Use R-3 or C.F. Districts (50-33)	
Vacation of Property (MSA 26-430, MSA 125-584) - Planning Commission Fee	
City Council Fee (50-33)	
Ordinance Amendment - Zoning Chapter 50 - Planning Commission Fee	
Ordinance Amendment - Animals Chapter 6 - City Council Appeal Fee	\$250.00
Council First and Second Reading	\$300.00
Generator (8-470) - Appeal	\$250.00
Air Conditioner (8-124) - Variances	\$75.00
Arbor Like Structures (8-371)	\$75.00
Certificate of Occupancy	
Appeal Determination of notice defect or Building Inspector to Planning Commission (8-68)	\$25.00
Appeal Planning Commission Determination to City Council (8-68)	\$25.00
Fence - Height Variance (8-284(b))	\$75.00
Business License (10-21) - Classification Appeal	\$75.00
Play Equipment (8-306) Existing or Proposed	\$75.00
Property Maintenance Code (10-231) In Book - Planning Commission Fee	\$25.00
Council Fee (Sec 10-245 (b))	\$25.00
Recreational Vehicle - Outside Storage	\$75.00

<i>Service</i>	<i>Fee</i>
Restricted Catchbasin Cover (44-291)	\$50.00
Sidewalk (74-45) - Permit Denied AND Portable Variance	\$75.00
Signs (32-32) - Council Fee	\$150.00
Structures in Front Yard (8-338)	\$75.00
Wireless Communications Facilities (50-619)	\$1,000.00
Service Charge on all dishonored checks (2-648)	\$30.00
Dishonored checks to Court or Violations Bureau (2-649)	\$25.00

Administration

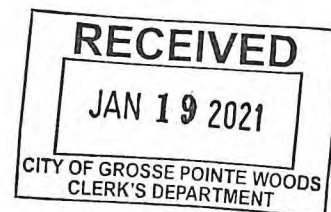
Film Permit	\$50.00
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Last Approved by City Council 02-24-20

5E

Gretchen Miotto

From: DJMcCarthy <johnanddebmc@gmail.com>
Sent: Friday, January 15, 2021 3:02 PM
To: City Clerk
Subject: FW: Beautification Commission Update



Good afternoon,

Below is Tracy Ragland's resignation from the GPW BAC for your records. It is noted in our meeting minutes from this week. Let me know if there is any additionally needed.

Deb

From: Tracy Ragland [mailto:raglandtm@gmail.com]
Sent: Tuesday, January 12, 2021 12:02 PM
To: DJMcCarthy
Subject: Re: Beautification Commission Update

Hi Deb -

Due to an increase in my work load, I am unable to continue to serve on the BAC. Please accept this as my resignation.

It has been a pleasure working with you and the rest of the team.

Good Luck.

Tracy Ragland



CITY OF GROSSE POINTE WOODS MEMORANDUM

6A

RECEIVED

JAN - 3 2021

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: January 8, 2021

TO: Mayor and City Council

FROM: Bruce Smith, City Administrator

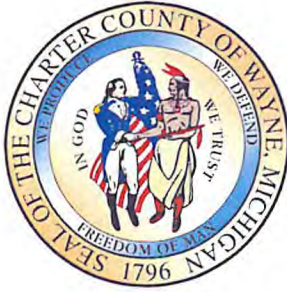
BSM

SUBJECT: Urban County Cooperative Agreement for the Federal Community Development Block Grant Program

As done in the past, a *Cooperative Agreement for the Federal Community Development Block Grant Program* is entered into with Wayne County to allow the City to participate in the activities that fall under the CDBG program for the Federal Fiscal Years 2021, 2022, 2023. Attached is the *Urban County Cooperative Agreement for the Federal Community Development Block Grant Program*, which requires the Mayor's signature as well as a certified resolution.

I recommend that City Council authorize the Mayor to sign the *Amended and Restated Urban County Cooperative Agreement for the Federal Community Development Block Grant Program* and pass a certified resolution.

Attachments



Warren C. Evans
Wayne County Executive

January 6, 2021

The Honorable Robert Novitke, Mayor
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

Dear Mayor Novitke:

You may remember that I wrote you back in October, 2020 regarding your continued interest in participating with the Urban County of Wayne for federal Community Development Block Grant (CDBG), HOME Investment Partnerships and Emergency Solutions Grant (ESG) funding. At that time, it was our understanding that the U.S. Department of Housing and Urban Development (HUD) would require that, in order to maintain the Urban County's eligibility to receive these funds for the next three years, we would merely have to invoke the re-certification provision of the existing Cooperation Agreement.

This document was the same Cooperation Agreement that had been initially executed with the County and thirty-four Participating Jurisdictions in 2014, and subsequently extended every three-year period since using the original automatic renewal clause. The renewal provision is triggered every three years with your community not informing the County of your desire to withdraw. That most recent period expired November 5, 2020.

This was the same process followed last Fall and your community was included as a Participating Jurisdiction. HUD subsequently informed us that their verbiage requirements had not been met and the Cooperation Agreement should not have been approved all these years. They rejected our Cooperation Agreements and now require each unit of general local government located in Wayne County with less than 50,000 in population wishing to participate with the Urban County to execute new Cooperation Agreements in order to receive CDBG, HOME and ESG funding.

Attached please find a Cooperation Agreement that we have had approved by HUD and will ensure that your community will have the opportunity to participate in the federal CDBG and HOME programs for the next three-years. If you choose to remain with the Urban County, you are ineligible to apply for grants under the State CDBG program while you are part of the Urban County; if you choose to remain with the Urban County, you may only receive a formula allocation under the HOME Program as a part of

the Urban County, although this does not preclude the Urban County or a unit of government within the Urban County from applying to the State for HOME funds, if the State allows; if you choose to be excluded from the Urban County, you must notify both the county and the HUD Field Office of your election to be excluded; and such election to be excluded will be effective for the entire three-year period for which the Urban County qualifies, unless you specifically elect to be included in a subsequent year for the remainder of the Urban County's three-year qualification period.

Please have the document approved by your legislative body, sign it and return it to me as soon as possible. I would be happy to discuss any questions or comments you may have regarding this document or the process of making your community eligible to receive federal funding. You may reach me at (313)224-6046.

Sincerely,

A handwritten signature in black ink, reading "Terry Carroll". The signature is fluid and cursive, with the first name "Terry" and last name "Carroll" clearly distinguishable.

Terry Carroll, Director
Community Development

Cc: Susan Como

URBAN COUNTY
COOPERATIVE AGREEMENT
FOR THE
FEDERAL COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM

THIS URBAN COOPERATIVE AGREEMENT is made and entered upon execution by and between [COMMUNITY], State of Michigan, hereinafter referred to as the “Community”, and the County of Wayne, Charter County of the State of Michigan, hereinafter referred to as the “County”.

MUTUAL UNDERSTANDINGS

- A. The Federal Housing and Community Development Act of 1974, as amended (the “Act”), provides to certain “urban counties” (as that term is defined in the Act) of funds for community development purposes.
- B. The County has been designated as an “urban county” within the meaning of the Act and is authorized to make funds available to certain communities within its boundaries, provided that it first obtains cooperative agreements with such communities.
- C. The County and Community are entering into this cooperative agreement (“Agreement”) to satisfy the requirements of The Urban County Act and the Act which covers both the Community Development Block Grant Entitlement Program and, where applicable, the HOME Investment Partnership program; and
- D. This Urban County Cooperative Agreement replaces and supersedes any previous cooperative Agreement and any subsequent amendments.

NOW THEREFORE, the Community and County do hereby promise and agree:

- 1. The Community may not apply for grants from appropriations under Small Cities or State CDBG programs for fiscal years during the period in which it is participating in the urban county’s CDBG program.
- 2. The Community may not participate in a HOME consortium except through County, regardless of whether County receives a HOME formula allocation.
- 3. The County shall have final responsibility for selecting Community Development Block Grant (and HOME, where applicable) activities and annually filing a Consolidated Plan with HUD.
- 4. The County will, on behalf of the community, execute essential Community Development and Housing Assistance applications, plans, programs and projects eligible under the Housing and Development Act of 1974 as amended.

5. The Community and County will cooperate to undertake, or assist in undertaking, community renewal and lower-income housing assistance activities, specifically urban renewal and publicly assisted housing.

6. The Community and the County will take all actions necessary to assure compliance with the County's certification required by Section 104(b) of Title I of the Housing and Community Development Act of 1974, as amended, including Title VI of the Civil Rights Act of 1964, the Fair Housing Act, Section 109 of Title I of the Housing and Community Development Act of 1974, which incorporates Section 504 of the Rehabilitation Act of 1973 and the Age Discrimination Act of 1975, and Section 3 of the Housing and Urban Development Act of 1968, and all other applicable laws; that the County is prohibited from funding activities in or in support of any cooperating unit of general local government that does not affirmatively further fair housing within its own jurisdiction, or that impedes the County's actions to comply with the county's fair housing certification; and that funding by the County is contingent upon the Community's compliance with the above.

7. The Community has adopted and is enforcing a policy prohibiting the use of excessive force by law enforcement agencies within its jurisdiction against any individuals engaged in non-violent civil rights demonstration; and a policy of enforcing applicable State and local laws against physically barring entrance to or exit from a facility or location which is the subject of such non-violent civil rights demonstration within its jurisdiction.

8. The term of this Agreement shall commence on July 1, 2021, the beginning date of the first year of the new Urban County Qualification Period and will end on June 30, 2024. This term covers Federal Fiscal Years 2021, 2022, and 2023. The period of time of this Agreement shall be automatically renewed in successive three-year qualification periods, unless the County or the Community provides a written notice it elects not to participate in a new qualification period. A copy of this notice must be sent to the HUD State Office by the date specified in HUD's Urban County Qualification Notice for the next qualification period; further the County will notify the Community in writing of its rights to make such election by the date specified in HUD's Urban County Qualification Notice.

9. The automatic renewal periods elected by the parties shall commence from the qualification period defined above.

10. Failure by either party to adopt an amendment to this Agreement incorporating all changes necessary to meet the requirements for cooperation agreements set forth in the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period, and to submit the amendment to HUD as provided in the Urban County Qualification Notice applicable for a subsequent three-year urban county qualification period, and to submit the amendment to HUD as provided in the Urban County Qualification Notice, will void the automatic renewal of such qualification period.

11. This Agreement remains in effect until the CDBG (and HOME where applicable) funds and income received with respect to activities carried out during the three-year qualification period (and any successive qualification periods under this automatic renewal provision) are expended

and the funded activities completed, and that the County and Community may not terminate or withdraw from this agreement while this agreement remains in effect.

12. The Community shall inform the County of any income generated by the expenditure of CDBG funds received by the Community.

13. Any such program income generated by the Community must be paid to the County, unless at the County's discretion, and the Community may retain the program income as set forth in 24 CFR 570.503.

14. Any program income the Community is authorized by the County to retain may only be used for eligible activities approved by the County in accordance with all CDBG requirements as may then apply.

15. The County has the responsibility for monitoring and reporting to HUD on the use of any such program income, thereby requiring appropriate record keeping and reporting by the Community as may be needed for this purpose.

16. In the event of close-out or change in status of the community, and program income that is on hand or received subsequent to the close-out or change in status shall be paid to the County.

17. The Community shall provide timely notification to the County of any modification or change in the use of the real property from that planned at the time of acquisition or improvement including disposition.

18. The Community shall reimburse the County in the amount equal to the current fair market value (less any portion of the value attributable to expenditures of non-CDBG funds) or real property acquired or improved with Community Development Block Grant funds that is sold or transferred for the use which does not qualify under the CDBG regulations.

19. The community shall return to the County program income generated from the disposition or transfer or real property prior to subsequent to the close-out, change of status or termination of the cooperation agreement between the County and the Community.

20. The terms and provisions of this Agreement are fully authorized under State and local law, and that the Agreement provides full legal authority for the County to undertake or assist in undertaking essential community development and housing assistance activities, specifically urban renewal and publicly assisted housing.

21. Pursuant to 24 CFR 570.501 (b), the Community is subject to the same requirements applicable to sub-recipients, including the requirement for a written agreement set forth in 24 CFR 570.503.

22. The Community will remain in Wayne County's Urban County programs for an indefinite period of time or until such time it is in the best interest of this Community to terminate the Cooperation Agreement.

23. Community may not sell, trade, or otherwise transfer all or any portion of such funds to another such metropolitan city, urban county, unit of local government, Indian tribe, or insular area that directly or indirectly receives CDBG funds in exchange for any other funds, credits, or non-Federal considerations, but must use such funds for activities eligible under Title I of the Act.

[SIGNATURES ON NEXT PAGE]

EXECUTION

IN WITNESS WHEREOF, the Community and County have by resolutions authorized this URBAN COOPERATIVE AGREEMENT to be executed by their respective officer's thereunto as of the day and year first above written.

COUNTY OF WAYNE

By: _____
Warren C. Evans
Its: Chief Executive Officer

[COMMUNITY]

By: _____

Its:

CERTIFICATION BY COUNTY CORPORATION COUNSEL

As Principal Attorney for the Corporation Counsel for the County of Wayne, I hereby certify that the terms and provisions of the foregoing URBAN COOPERATIVE AGREEMENT are fully authorized under existing State and local law and that the agreement provides full legal authority for the County to undertake or assist in undertaking essential community renewal and lower income housing assistance activities, specifically urban renewal and public-assisted housing in cooperation with local units of government.

Dated: Dec 22, 2020

By:  _____

Haaris Ahmad
Principal Attorney, Tax and Real Estate
Wayne County Corporation Counsel

RECEIVED

JAN 21 2021

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

LB

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services *FS*

DATE: January 20, 2021

SUBJECT: Recommendation – 2021 Road Program – AEW Project No. 0160-0423

During the Construction Committee meeting on February 10, 2020, a discussion was held regarding the proposed Road Program. Included was the reconstruction of Oxford Road (Mack to Holiday). This section of road was rated in 2019 as the next street in need of immediate replacement from the updated Capital Improvement Plan. Also included was the asphalt patching of Lochmoor from Fairway to Morningside.

On Tuesday, December 15, 2020, nine bids were received for the 2021 Road Program. The lowest qualified bidder was Pamar Enterprises, Inc. of New Haven, Michigan.

Pamar Enterprises, Inc.	\$ 616,747.60
Asphalt Specialist, Inc.	\$ 626,185.00
Pro-Line Asphalt Paving Corporation	\$ 647,220.00
Florence Cement Company	\$ 671,293.91
Gibraltar Construction Company	\$ 698,347.75
Hutch Paving, Inc.	\$ 712,405.00
All Star Power Excavation, LLC	\$ 736,945.00
Cadillac Asphalt, LLC	\$ 849,626.00
Anglin Civil, LLC	\$ 989,551.85

AEW has previously worked with Pamar Enterprises, Inc. on similar projects and their work is satisfactory. Based upon the recommendation of AEW, I concur that the contract for the 2021 Road Program be awarded to the lowest qualified bidder, Pamar Enterprises, Inc., 31604 Pamar Ct, New Haven, MI 48048, in the amount of \$616,747.60. I recommend a construction contingency in an amount not to exceed \$25,000.00 for any unforeseen problems should they arise. I further recommend construction engineering fees to be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$88,000.00. The total project will not exceed \$729,747.60.

This is a budgeted item included in 2020/2021 fiscal year budget in the accounts listed in the table below.

Account Description	Account Number	Amount
Oxford Road Construction	203-451-977.804	\$532,747.60
Lochmoor Asphalt Patch Construction	202-451-974.200	\$50,000.00
Oxford Road Construction (Water/Sewer)	592-537-975.400	\$59,000.00
Total Construction		\$641,747.60
Oxford Road Engineering	203-451-977.803	\$66,000.00
Lochmoor Asphalt Patch Engineering	202-451-974.201	\$10,000.00
Oxford Road Engineering (Water/Sewer)	592-537-975.401	\$12,000.00
Total Engineering		\$88,000.00
TOTAL PROJECT COST		\$729,747.60

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council Consideration:

Bruce Smith
Bruce Smith, City Administrator

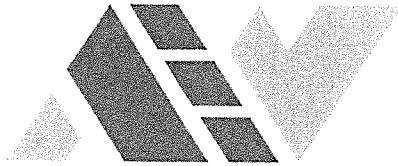
1/21/2021
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

Shawn Murphy
Shawn Murphy, Treasurer/Comptroller

1-21-2021
Date



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

51301 Schoenherr Road, Shelby Township, MI 48315
586.726.1294 | www.aewinc.com

January 4, 2020

Bruce Smith, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, Michigan 48236-2397

Reference: Oxford Road Reconstruction
Mack to Holiday
AEW Project No. 0160-0423

Dear Mr. Smith:

On Tuesday, December 15, 2020, nine (9) bids were received for the above referenced project. We have tabulated the bids and have included a summary herewith for your use.

The low bidder for this project is Pamar Enterprises, Inc. of New Haven, Michigan, with a total bid amount of \$616,747.60. We have worked with Pamar Enterprises, Inc. in nearby communities and they have performed satisfactorily.

Based on past performance, availability of funds, and the lowest bid submitted, we recommend that the contract for the **Oxford Road Reconstruction** be awarded to **Pamar Enterprises, Inc.**, 31604 Pamar Court, New Haven, MI 48048 in the amount of **\$616,747.60**.

In addition, we are recommending additional budget for construction engineering of \$88,000 and a construction contingency of \$25,000. Design engineering was previously approved by Council in the amount of \$40,000. Therefore, the total project cost estimate is \$769,747.60.

If you have any questions, please advise.

Sincerely,

Scott Lockwood, PE

Enclosure: Bid Tabulation

cc: Frank Schulte, DPW Director
Shawn Murphy, Deputy Controller

M:\0160\0160-0423\Gen\Letters\0160-0423_RecAward.docx



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

DATE: 12/15/2020
TIME: 10:00AM

Prepared by: Anderson, Eckstein and Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

VENDOR RANKING

<i>RANK</i>	<i>VENDOR NAME</i>		<i>TOTAL BID</i>
1	Pamar Enterprises, Inc.	\$	616,747.60
2	Asphalt Specialists Inc.	\$	626,185.00
3	Pro-Line Asphalt Paving Corporation	\$	647,220.00
4	Florence Cement Company	\$	671,293.91
5	Gibraltar Construction Company	\$	698,347.50 *
6	Hutch Paving, Inc.	\$	712,405.00
7	All Star Power Excavating, LLC	\$	736,945.00
8	Cadillac Asphalt, LLC	\$	849,626.00
9	Anglin Civil, LLC	\$	989,551.85 *

* CORRECTED BY ENGINEER



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

Pamar Enterprises, Inc.
 31604 Pamar Court
 New Haven, MI 48048

Asphalt Specialists Inc.
 1780 E. Highwood
 Pontiac, MI 48340

Pro-Line Asphalt Paving Corporation
 11797 29 Mile Road
 Washington, MI 48095

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Reimbursed Permit Fees	5,000	Dlr	1.00	5,000.00	1.00	5,000.00	1.00	5,000.00
2.	Mobilization, Max 3%	1	LS	19,000.00	19,000.00	18,000.00	18,000.00	18,000.00	18,000.00
3.	Tree, Rem, 19 inch to 36 inch	3	Ea	1,850.00	5,550.00	1,500.00	4,500.00	2,200.00	6,600.00
4.	Dr Structure, Rem	6	Ea	150.00	900.00	600.00	3,600.00	500.00	3,000.00
5.	Sewer, Rem, Less than 24 inch	130	Ft	12.00	1,560.00	30.00	3,900.00	30.00	3,900.00
6.	Pavt, Rem	5,000	Syd	7.00	35,000.00	8.00	40,000.00	12.00	60,000.00
7.	_Station Grading	15	Sta	3,500.00	52,500.00	3,500.00	52,500.00	2,600.00	39,000.00
8.	_Subgrade Undercutting, Modified	200	Cyd	40.00	8,000.00	48.00	9,600.00	30.00	6,000.00
9.	_Subgrade Undercutting, Special	100	Cyd	40.00	4,000.00	45.00	4,500.00	30.00	3,000.00
10.	Erosion Control, Inlet Protection, Fabric Drop	9	Ea	55.00	495.00	110.00	990.00	100.00	900.00
11.	Aggregate Base, 11 inch	4,400	Syd	17.00	74,800.00	14.00	61,600.00	13.00	57,200.00
12.	Maintenance Gravel	200	Ton	16.00	3,200.00	1.00	200.00	35.00	7,000.00
13.	Sewer, CI IV, 12 inch, Tr Det B	105	Ft	125.00	13,125.00	75.00	7,875.00	80.00	8,400.00
14.	_Sewer, PVC, Sch 40, 6 inch, Tr Det B	24	Ft	80.00	1,920.00	60.00	1,440.00	65.00	1,560.00
15.	_Sanitary Lead, Reconnect	3	Ea	3,500.00	10,500.00	800.00	2,400.00	1,000.00	3,000.00
16.	_Sewer Bulkhead, 10 inch	2	Ea	450.00	900.00	250.00	500.00	400.00	800.00
17.	Dr Structure Cover, Adj, Case 1	5	Ea	650.00	3,250.00	450.00	2,250.00	450.00	2,250.00
18.	Dr Structure, 24 inch dia	3	Ea	2,750.00	8,250.00	3,500.00	10,500.00	1,800.00	5,400.00
19.	Dr Structure, 48 inch dia	3	Ea	3,800.00	11,400.00	4,500.00	13,500.00	2,500.00	7,500.00
20.	Dr Structure, Tap, 12 inch	3	Ea	1,500.00	4,500.00	250.00	750.00	700.00	2,100.00
21.	_Catch Basin Cover, Restricted, GPW	6	Ea	500.00	3,000.00	750.00	4,500.00	700.00	4,200.00
22.	_External Structure Wrap, 18 inch	10	Ea	880.00	8,800.00	650.00	6,500.00	500.00	5,000.00
23.	_Combined Manhole Cover, GPW	3	Ea	650.00	1,950.00	750.00	2,250.00	650.00	1,950.00
24.	_Dr Structure Trap, 12 inch	3	Ea	650.00	1,950.00	250.00	750.00	700.00	2,100.00
25.	Underdrain, Subgrade, 4 inch	2,750	Ft	11.00	30,250.00	16.00	44,000.00	15.00	41,250.00



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

Pamar Enterprises, Inc.
 31604 Pamar Court
 New Haven, MI 48048

Asphalt Specialists Inc.
 1780 E. Highwood
 Pontiac, MI 48340

Pro-Line Asphalt Paving Corporation
 11797 29 Mile Road
 Washington, MI 48095

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
26.	_Pop-Up Emitter, Storm Drain, Residential	1	Ea	250.00	250.00	500.00	500.00	300.00	300.00
27.	HMA Surface, Rem	3,400	Syd	7.00	23,800.00	4.00	13,600.00	6.00	20,400.00
28.	Hand Patching	120	Ton	78.00	9,360.00	150.00	18,000.00	150.00	18,000.00
29.	HMA, 4E1	650	Ton	103.00	66,950.00	110.00	71,500.00	100.00	65,000.00
30.	HMA, 5E1	430	Ton	112.00	48,160.00	115.00	49,450.00	110.00	47,300.00
31.	_Pavt Joint and Crack Repr, Det 7, Special	3,000	Ft	4.25	12,750.00	6.00	18,000.00	10.00	30,000.00
32.	Driveway, Nonreinf Conc, 6 inch	925	Syd	46.00	42,550.00	48.00	44,400.00	46.00	42,550.00
33.	Driveway, Nonreinf Conc, 8 inch	160	Syd	55.00	8,800.00	56.00	8,960.00	55.00	8,800.00
34.	Curb and Gutter, Conc, Det F2	2,750	Ft	17.75	48,812.50	18.00	49,500.00	18.00	49,500.00
35.	Driveway Opening, Conc, Det M	195	Ft	19.50	3,802.50	18.00	3,510.00	20.00	3,900.00
36.	_Traffic Control, Minor Street	1	LS	25,000.00	25,000.00	14,000.00	14,000.00	35,000.00	35,000.00
37.	_Proposed Trees	13	Ea	734.00	9,542.00	500.00	6,500.00	450.00	5,850.00
38.	Topsoil Surface, Furn, 3 inch	1,750	Syd	2.00	3,500.00	3.00	5,250.00	3.00	5,250.00
39.	Water, Sodding/Seeding	160	Unit	0.01	1.60	1.00	160.00	1.00	160.00
40.	_Hydroseeding	1,750	Syd	1.00	1,750.00	3.00	5,250.00	3.00	5,250.00
41.	Water Shutoff, Adj, Case 1	1	Ea	250.00	250.00	250.00	250.00	300.00	300.00
42.	_Irrigation Pipe	1,000	Ft	1.00	1,000.00	4.00	4,000.00	4.00	4,000.00
43.	_Sprinkler Head	100	Ea	0.15	15.00	75.00	7,500.00	75.00	7,500.00
44.	_Sprinkler Head, Adj	50	Ea	0.08	4.00	1.00	50.00	1.00	50.00
45.	_Rubbish Pickup	1	LS	100.00	100.00	1,500.00	1,500.00	1,000.00	1,000.00
46.	_Audio Visual Record of Construction Area	1	LS	550.00	550.00	2,700.00	2,700.00	2,000.00	2,000.00
TOTAL AMOUNT BID				\$	616,747.60	\$	626,185.00	\$	647,220.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

Item No.	Description	Estimated Quantity	Units	Florence Cement Company 51515 Corridor Shelby Township, MI 48315		Gibraltar Construction Company 2650 Van Horn Rd Trenton, MI 48183		Hutch Paving, Inc. 3000 Eat Ten Mile Road Warren, MI 48091	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Reimbursed Permit Fees	5,000	Dlr	1.00	5,000.00	1.00	5,000.00	1.00	5,000.00
2.	Mobilization, Max 3%	1	LS	19,557.00	19,557.00	20,000.00	20,000.00	21,000.00	21,000.00
3.	Tree, Rem, 19 inch to 36 inch	3	Ea	2,200.00	6,600.00	1,500.00	4,500.00	750.00	2,250.00
4.	Dr Structure, Rem	6	Ea	867.15	5,202.90	714.00	4,284.00	1,500.00	9,000.00
5.	Sewer, Rem, Less than 24 inch	130	Ft	35.05	4,556.50	64.00	8,320.00	28.00	3,640.00
6.	Pavt, Rem	5,000	Syd	11.00	55,000.00	11.30	56,500.00	9.40	47,000.00
7.	_Station Grading	15	Sta	4,314.30	64,714.50	2,542.00	38,130.00	2,650.00	39,750.00
8.	_Subgrade Undercutting, Modified	200	Cyd	65.40	13,080.00	72.50	14,500.00	50.00	10,000.00
9.	_Subgrade Undercutting, Special	100	Cyd	74.30	7,430.00	85.70	8,570.00	75.00	7,500.00
10.	Erosion Control, Inlet Protection, Fabric Drop	9	Ea	102.60	923.40	200.00	1,800.00	125.00	1,125.00
11.	Aggregate Base, 11 inch	4,400	Syd	14.50	63,800.00	14.38	63,272.00	15.60	68,640.00
12.	Maintenance Gravel	200	Ton	21.20	4,240.00	36.00	7,200.00	35.00	7,000.00
13.	Sewer, CI IV, 12 inch, Tr Det B	105	Ft	78.30	8,221.50	92.30	9,691.50	100.00	10,500.00
14.	_Sewer, PVC, Sch 40, 6 inch, Tr Det B	24	Ft	32.00	768.00	285.00	6,840.00	110.00	2,640.00
15.	_Sanitary Lead, Reconnect	3	Ea	1,071.25	3,213.75	1,000.00	3,000.00	350.00	1,050.00
16.	_Sewer Bulkhead, 10 inch	2	Ea	334.50	669.00	250.00	500.00	350.00	700.00
17.	Dr Structure Cover, Adj, Case 1	5	Ea	625.65	3,128.25	500.00	2,500.00	850.00	4,250.00
18.	Dr Structure, 24 inch dia	3	Ea	2,081.35	6,244.05	1,700.00	5,100.00	3,500.00	10,500.00
19.	Dr Structure, 48 inch dia	3	Ea	2,673.75	8,021.25	2,200.00	6,600.00	5,500.00	16,500.00
20.	Dr Structure, Tap, 12 inch	3	Ea	692.70	2,078.10	500.00	1,500.00	1,500.00	4,500.00
21.	_Catch Basin Cover, Restricted, GPW	6	Ea	516.40	3,098.40	500.00	3,000.00	650.00	3,900.00
22.	_External Structure Wrap, 18 inch	10	Ea	1,465.45	14,654.50	540.00	5,400.00	950.00	9,500.00
23.	_Combined Manhole Cover, GPW	3	Ea	462.60	1,387.80	1,000.00	3,000.00	550.00	1,650.00
24.	_Dr Structure Trap, 12 inch	3	Ea	449.10	1,347.30	1,500.00	4,500.00	850.00	2,550.00
25.	Underdrain, Subgrade, 4 inch	2,750	Ft	10.25	28,187.50	15.00	41,250.00	14.00	38,500.00



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

Item No.	Description	Estimated Quantity	Units	Florence Cement Company 51515 Corridor Shelby Township, MI 48315		Gibraltar Construction Company 2650 Van Horn Rd Trenton, MI 48183		Hutch Paving, Inc. 3000 Eat Ten Mile Road Warren, MI 48091	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
26.	_Pop-Up Emitter, Storm Drain, Residential	1	Ea	478.00	478.00	600.00	600.00	500.00	500.00
27.	HMA Surface, Rem	3,400	Syd	5.00	17,000.00	6.70	22,780.00	5.60	19,040.00
28.	Hand Patching	120	Ton	244.90	29,388.00	265.00	31,800.00	350.00	42,000.00
29.	HMA, 4E1	650	Ton	98.00	63,700.00	125.00	81,250.00	110.90	72,085.00
30.	HMA, 5E1	430	Ton	113.75	48,912.50	135.00	58,050.00	119.00	51,170.00
31.	_Pavt Joint and Crack Repr, Det 7, Special	3,000	Ft	7.75	23,250.00	9.24	27,720.00	9.50	28,500.00
32.	Driveway, Nonreinf Conc, 6 inch	925	Syd	53.04	49,062.00	54.00	49,950.00	48.30	44,677.50
33.	Driveway, Nonreinf Conc, 8 inch	160	Syd	60.29	9,646.40	63.00	10,080.00	58.00	9,280.00
34.	Curb and Gutter, Conc, Det F2	2,750	Ft	17.75	48,812.50	16.00	44,000.00	19.00	52,250.00
35.	Driveway Opening, Conc, Det M	195	Ft	19.50	3,802.50	20.00	3,900.00	21.00	4,095.00
36.	_Traffic Control, Minor Street	1	LS	8,117.72	8,117.72	10,000.00	10,000.00	7,500.00	7,500.00
37.	_Proposed Trees	13	Ea	630.00	8,190.00	450.00	5,850.00	580.00	7,540.00
38.	Topsoil Surface, Furn, 3 inch	1,750	Syd	3.49	6,107.50	3.00	5,250.00	5.00	8,750.00
39.	Water, Sodding/Seeding	160	Unit	55.00	8,800.00	1.00	160.00	52.25	8,360.00
40.	_Hydroseeding	1,750	Syd	1.62	2,835.00	3.00	5,250.00	3.65	6,387.50
41.	Water Shutoff, Adj, Case 1	1	Ea	470.00	470.00	600.00	600.00	1,500.00	1,500.00
42.	_Irrigation Pipe	1,000	Ft	2.12	2,120.00	4.00	4,000.00	3.15	3,150.00
43.	_Sprinkler Head	100	Ea	45.00	4,500.00	75.00	7,500.00	68.25	6,825.00
44.	_Sprinkler Head, Adj	50	Ea	45.00	2,250.00	1.00	50.00	63.00	3,150.00
45.	_Rubbish Pickup	1	LS	1,903.09	1,903.09	3,600.00	3,600.00	2,500.00	2,500.00
46.	_Audio Visual Record of Construction Area	1	LS	825.00	825.00	1,000.00	1,000.00	4,500.00	4,500.00
TOTAL AMOUNT BID				\$	671,293.91	\$	698,347.50	*	\$ 712,405.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

Item No.	Description	Estimated Quantity	Units	All Star Power Excavating, LLC 833 North Brys Drive Grosse Pointe Woods, MI 48236		Cadillac Asphalt, LLC 51777 West 12 Mile Road Wixom, MI 48393		Anglin Civil, LLC 13000 Newburgh Road Livonia, MI 48150	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Reimbursed Permit Fees	5,000	Dir	1.00	5,000.00	1.00	5,000.00	1.00	5,000.00
2.	Mobilization, Max 3%	1	LS	21,000.00	21,000.00	25,400.00	25,400.00	29,500.00	29,500.00
3.	Tree, Rem, 19 inch to 36 inch	3	Ea	1,100.00	3,300.00	2,000.00	6,000.00	1,725.00	5,175.00
4.	Dr Structure, Rem	6	Ea	500.00	3,000.00	500.00	3,000.00	1,725.00	10,350.00
5.	Sewer, Rem, Less than 24 inch	130	Ft	33.00	4,290.00	25.00	3,250.00	34.50	4,485.00
6.	Pavt, Rem	5,000	Syd	10.00	50,000.00	25.00	125,000.00	18.40	92,000.00
7.	_Station Grading	15	Sta	3,400.00	51,000.00	3,800.00	57,000.00	2,875.00	43,125.00
8.	_Subgrade Undercutting, Modified	200	Cyd	54.30	10,860.00	1.00	200.00	57.50	11,500.00
9.	_Subgrade Undercutting, Special	100	Cyd	61.50	6,150.00	1.00	100.00	74.75	7,475.00
10.	Erosion Control, Inlet Protection, Fabric Drop	9	Ea	120.00	1,080.00	200.00	1,800.00	172.50	1,552.50
11.	Aggregate Base, 11 inch	4,400	Syd	23.00	101,200.00	24.00	105,600.00	19.55	86,020.00
12.	Maintenance Gravel	200	Ton	43.50	8,700.00	1.00	200.00	51.75	10,350.00
13.	Sewer, CI IV, 12 inch, Tr Det B	105	Ft	67.00	7,035.00	80.00	8,400.00	86.25	9,056.25
14.	_Sewer, PVC, Sch 40, 6 inch, Tr Det B	24	Ft	70.00	1,680.00	60.00	1,440.00	57.50	1,380.00
15.	_Sanitary Lead, Reconnect	3	Ea	975.00	2,925.00	800.00	2,400.00	2,875.00	8,625.00
16.	_Sewer Bulkhead, 10 inch	2	Ea	610.00	1,220.00	400.00	800.00	575.00	1,150.00
17.	Dr Structure Cover, Adj, Case 1	5	Ea	825.00	4,125.00	700.00	3,500.00	1,150.00	5,750.00
18.	Dr Structure, 24 inch dia	3	Ea	3,000.00	9,000.00	2,500.00	7,500.00	2,875.00	8,625.00
19.	Dr Structure, 48 inch dia	3	Ea	5,000.00	15,000.00	4,000.00	12,000.00	5,175.00	15,525.00
20.	Dr Structure, Tap, 12 inch	3	Ea	1,100.00	3,300.00	500.00	1,500.00	1,725.00	5,175.00
21.	_Catch Basin Cover, Restricted, GPW	6	Ea	830.00	4,980.00	600.00	3,600.00	977.50	5,865.00
22.	_External Structure Wrap, 18 inch	10	Ea	735.00	7,350.00	450.00	4,500.00	1,150.00	11,500.00
23.	_Combined Manhole Cover, GPW	3	Ea	375.00	1,125.00	600.00	1,800.00	977.50	2,932.50
24.	_Dr Structure Trap, 12 inch	3	Ea	1,500.00	4,500.00	800.00	2,400.00	1,725.00	5,175.00
25.	Underdrain, Subgrade, 4 inch	2,750	Ft	13.50	37,125.00	15.00	41,250.00	20.70	56,925.00



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
OXFORD ROAD RECONSTRUCTION
MACK TO HOLIDAY
AEW PROJECT NO. 0160-0423

Item No.	Description	Estimated Quantity	Units	All Star Power Excavating, LLC 833 North Brys Drive Grosse Pointe Woods, MI 48236		Cadillac Asphalt, LLC 51777 West 12 Mile Road Wixom, MI 48393		Anglin Civil, LLC 13000 Newburgh Road Livonia, MI 48150	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
26.	_Pop-Up Emitter, Storm Drain, Residential	1	Ea	315.00	315.00	500.00	500.00	1,725.00	1,725.00
27.	HMA Surface, Rem	3,400	Syd	3.70	12,580.00	5.34	18,156.00	17.25	58,650.00
28.	Hand Patching	120	Ton	262.50	31,500.00	130.00	15,600.00	253.00	30,360.00
29.	HMA, 4E1	650	Ton	136.50	88,725.00	130.00	84,500.00	126.50	82,225.00
30.	HMA, 5E1	430	Ton	136.50	58,695.00	130.00	55,900.00	131.10	56,373.00
31.	_Pavt Joint and Crack Repr, Det 7, Special	3,000	Ft	3.50	10,500.00	10.00	30,000.00	17.25	51,750.00
32.	Driveway, Nonreinf Conc, 6 inch	925	Syd	48.40	44,770.00	57.00	52,725.00	52.90	48,932.50
33.	Driveway, Nonreinf Conc, 8 inch	160	Syd	57.75	9,240.00	62.00	9,920.00	63.25	10,120.00
34.	Curb and Gutter, Conc, Det F2	2,750	Ft	18.70	51,425.00	28.00	77,000.00	20.41	56,127.50 *
35.	Driveway Opening, Conc, Det M	195	Ft	20.00	3,900.00	28.00	5,460.00	22.43	4,373.85 *
36.	_Traffic Control, Minor Street	1	LS	20,000.00	20,000.00	19,300.00	19,300.00	14,375.00	14,375.00
37.	_Proposed Trees	13	Ea	775.00	10,075.00	1,200.00	15,600.00	1,725.00	22,425.00
38.	Topsoil Surface, Furn, 3 inch	1,750	Syd	5.50	9,625.00	5.00	8,750.00	4.60	8,050.00
39.	Water, Sodding/Seeding	160	Unit	56.00	8,960.00	50.00	8,000.00	287.50	46,000.00
40.	_Hydroseeding	1,750	Syd	1.20	2,100.00	5.00	8,750.00	6.90	12,075.00
41.	Water Shutoff, Adj, Case 1	1	Ea	620.00	620.00	500.00	500.00	575.00	575.00
42.	_Irrigation Pipe	1,000	Ft	3.50	3,500.00	5.00	5,000.00	17.25	17,250.00
43.	_Sprinkler Head	100	Ea	23.00	2,300.00	50.00	5,000.00	143.75	14,375.00
44.	_Sprinkler Head, Adj	50	Ea	12.00	600.00	50.00	2,500.00	57.50	2,875.00
45.	_Rubbish Pickup	1	LS	1,720.00	1,720.00	2,000.00	2,000.00	5,750.00	5,750.00
46.	_Audio Visual Record of Construction Area	1	LS	850.00	850.00	825.00	825.00	948.75	948.75
TOTAL AMOUNT BID				\$	736,945.00	\$	849,626.00	\$	989,551.85 *

* CORRECTED BY ENGINEER

MEMO 21-01

bid 01/19/21
JFK
6C

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: January 14, 2021
SUBJECT: Recommendation – Lake Front Park Roof Replacements

The roofs on Pavilion 1 and Gazebos 1, 2, and 3 at Lake Front Park are past their useful life. They all have shingles missing and leaks in multiple locations and are in need of replacement. We have received the following quotes to replace the roofs at Lake Front Park.

J&J Roofing	\$19,000.00
A-1 Roofing	\$27,525.00
Scheana Roofing	\$29,700.00

J&J Roofing submitted the lowest quote in the amount of \$19,000.00. They have completed other roof replacement projects in Grosse Pointe Woods and their work has been satisfactory.

Therefore, I am requesting Council to authorize the replacement of the roofs on Pavilion 1 and Gazebos 1, 2, and 3 at Lake Front Park to J&J Roofing, 29522 Little Mack, Roseville, MI 48066 in the amount of \$19,000.00. I further recommend a contingency in an amount not to exceed \$3,000.00 for any unforeseen problems should they arise. The total project will not exceed \$22,000.00.

This is a budgeted item included in the 2020/2021 fiscal year budget in Parks and Recreation account no. 101-774-977.000.

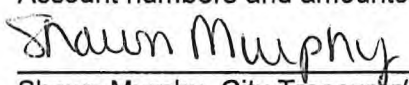
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


Bruce Smith, City Administrator

1/15/2021
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Shawn Murphy, City Treasurer/Comptroller

1-15-2021
Date

N/S _____ E/W OF _____ WTE _____ PRMT _____ OPEN _____ FINAL _____ INST _____

TEAR OFF PROPOSAL

SPECIAL INSTRUCTIONS



29522 Little Mack, Roseville, MI 48066

586-445-6455

WWW.JJROOFING.COM

*Tear-off on 3 Gazebos - #4 1, 2 + 3
Recover on 1 Pavilion (Roof)
Remove and Replace Aluminum
facia on same Pavilion*

Name: CITY OF GROSSE POINTE WOODS

Street: 22300 JEFFERSON

City: ST. CLAIR SHORES

Phone: JOHN SALTER 313-363-1260

Work/Cell: RANK SCHULTE 313-806-2509 OK to Text ☐

Email: _____

Lead Source: _____

Shingle: Certainted-Handmark

Color: Moire Black

Drip Black Vents: _____

House	<input type="checkbox"/>	W <input checked="" type="checkbox"/>	Story 1 <input checked="" type="checkbox"/>	Layers 1 <input checked="" type="checkbox"/>	Hip <input checked="" type="checkbox"/>
Garage	<input type="checkbox"/>	S <input checked="" type="checkbox"/>	2 <input type="checkbox"/>	2 <input type="checkbox"/>	Gable <input checked="" type="checkbox"/>
Att. Garage	<input type="checkbox"/>		3 <input type="checkbox"/>	3 <input type="checkbox"/>	

- on 3 gazebos/Recover on Pavilion*
- ☒ Strip existing roof
 - ☒ Install drip edge on all edges
 - ☐ Install Ice and Water Shield _____ ft. at eaves and valleys
 - ☒ Install synthetic underlayment
 - ☐ Install _____ additional roof vents at \$ _____ to code
 - ☐ Install _____ ft. ridge vent at \$ _____ to code
 - ☐ Step flash where needed
 - ☐ Replace all pipe flashings

- Gazebo -*
- ☒ Inspect and replace roof boards as needed 9.00 per In. Ft
 - ☐ Inspect and replace plywood as needed _____ per sheet
 - ☒ Install Lifetime transferable warranty shingle
 - *Unless otherwise stated*
 - ☒ Remove all debris and haul away
 - ☒ Obtain Building Permits as required
 - ☒ Upgrade Shingle Handmark

Dollars \$ 19800.00

10% Deposit _____

Subtotal _____

Additional _____

Balance due upon completion: _____

Total Job: _____

Paid In Full _____

*This contract is the property of J&J Roofing, any unauthorized use or reproduction of this document is strictly prohibited and will be prosecuted.
Due to the nature of the work being performed, J&J Roofing cannot be responsible for damage to driveways, landscaping, outdoor fixtures, siding, awnings etc.
Owner to carry fire, tornado and other necessary insurance on above work. J&J Roofing is not responsible for any act of God, fire, wind, or interior damages.*

Respectfully submitted: Joe Claycomb Cell# 586-615-4042 Date: 9/23/20

Note: This proposal may be withdrawn by us if not accepted within _____ days.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. J&J Roofing, Inc. is authorized to do the work as specified. I understand this estimate is based on an initial evaluation and does not include additional labor and materials which may be required should unforeseen problems arise after work has been started or to comply with local building codes.

Signature: _____ Date: _____

Payment will be made as outlined above. If not paid as agreed, the unpaid balance becomes a lien on property at an 11% interest added per month until paid in full.

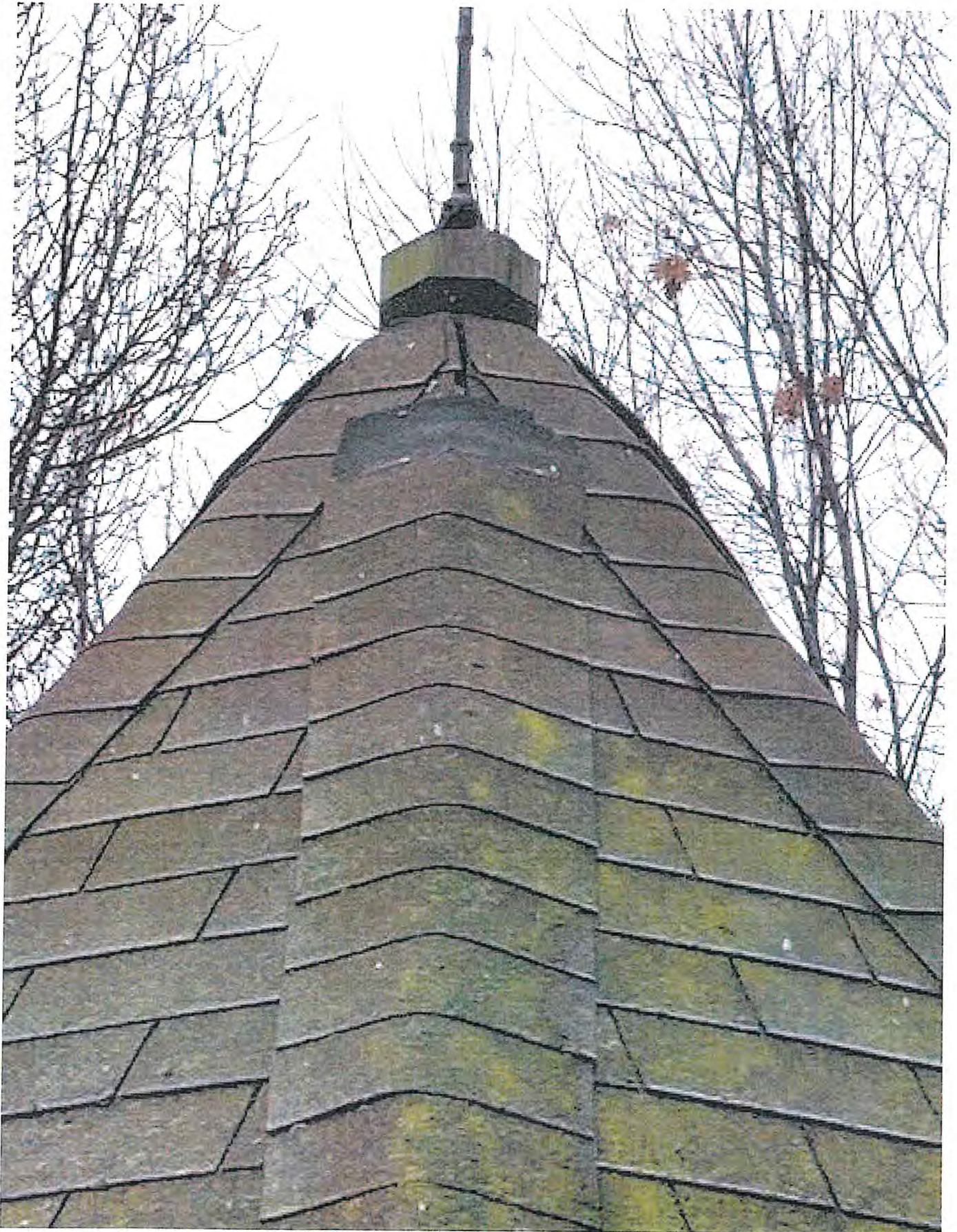
LFP Pavilion #1



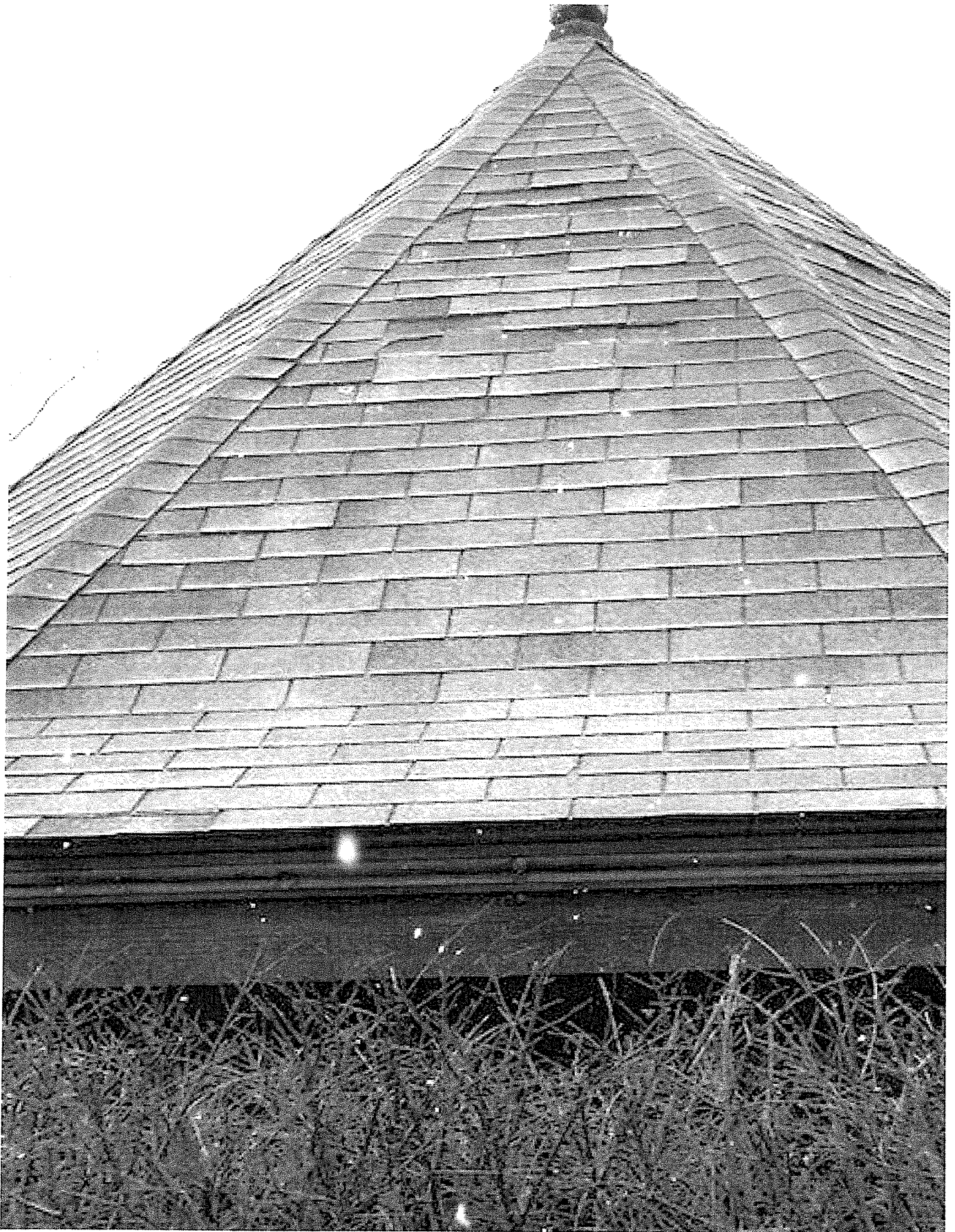
LFP Gazebo #1



LFP Gazebo #2



LFP Gazebo #3



**CITY OF GROSSE POINTE WOODS
PROCLAMATION**

WHEREAS, on November 25, 2019, Grosse Pointe Woods resident, **MARK DYBIS**, became a living organ donor and donated what was clearly the gift of life: sixty five percent of his liver to his brother-in-law, Dave Galbenski; and

WHEREAS, upon hearing of Galbenski's need, who was put on the transplant list February 14, 2019, which is not only Valentine's Day, but also National Organ Donor Day, **MARK DYBIS** and his wife immediately signed up to donate; and

WHEREAS, following months of blood work, approval finally came for **MARK DYBIS** to be the donor to Galbenski who was diagnosed with primary sclerosing cholangitis, or PSC, for which there is no treatment, which eventually causes cessation of liver function altogether; and

WHEREAS, on November 25, 2020, **MARK DYBIS**, Dave Galbenski, and their families, celebrated the first anniversary of this gift of life that has allowed Galbenski to look forward to the future and to get back into his running shoes to continue running marathons just as he did in the past; and

WHEREAS, **MARK DYBIS** encourages others that if a loved one has been diagnosed with liver disease and is waiting for a life-saving liver transplant, the wait may take years. However, by identifying a suitable living donor, the waiting can stop, a healthy adult can donate a portion of their liver, and following the transplant the donor's liver will regenerate, or grow back, within a few months; and

WHEREAS, living donation is a first line option for patients on the liver transplant waiting list, and reduces time a patient must wait and hope for a liver to become available, and the living donor program, allows those in need to receive a transplant sooner to get them back to enjoying life with family and loved ones; and

WHEREAS, both **MARK DYBIS** and Dave Galbenski are planning to attend the 2021 Life Transplant Games (July 16-21) in New Jersey, which, according to the organizers of the event, "Over the course of six days, attendees will participate in a full schedule of special events that recognize the success of donation and transplantation while honoring the lifesaving generosity of donors and their families".

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan, on behalf of our City Council and residents, do hereby proclaim July 16, 2021, as **MARK DYBIS DAY** in the City of Grosse Pointe Woods, Michigan, which coincides with the start of the 2021 Life Transplant Games, and extend the very best wishes in all his future endeavors.

Robert E. Novitke

Mayor Robert E. Novitke
January 25, 2021



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road 586.726.1234
Shelby Township, MI 48315 www.aewinc.com

8A

January 12, 2021

PO 19-45638
#592-537-976.002

OK - F.S.

Shawn Murphy, Deputy Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

SM 1/14/2021
B. Smith 1/15/21

Reference: 2019 Sewer Open Cut Repair Program
City of Grosse Pointe Woods
AEW Project No. 0160-0413

Dear Ms. Murphy:

Enclosed please find Construction Pay Estimate No. 7 for the above referenced project. For work performed through January 10, 2021 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$21,499.50** to Fontana Construction Services, 6340 Sims Drive, Sterling Heights, MI 48313

If you have questions or require additional information, please contact our office.

Sincerely,

Frank D. Varicalli
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Fontana Construction Services



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

1/12/2021 9:03 AM

FieldManager 5.3c

Contract: .0160-0413, 2019 Sewer Open Cut Repair Program

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
7	1/10/2021	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein and Westrick, Inc.
All Contract Work Completed	Construction Started Date	Prime Contractor Fontana Construction, Inc. 6340 Sims Drive Sterling Heights MI 48313		
Comments Current Contract Amount: \$519,779.00 % Completed: 85%				

Item Usage Summary

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Sewer, Rem, Less than 24 inch	Ft	2030015	0025	0025	00	000	63.000	15.00	\$945.00
_ Sewer, SDR 23.5 PVC, 10 inch, Tr Det B	Ft	4027001	0070	0070	00	000	43.000	191.50	\$8,234.50
_ Dr Structure, Tap, 4 inch - 12 inch	Ea	4027050	0080	0080	00	000	1.000	500.00	\$500.00
_ Sewer Bulkhead, 6 inch - 12 inch	Ea	4027050	0090	0090	00	000	2.000	200.00	\$400.00
_ Dr Structure Trap, 10 inch	Ea	4037050	0120	0120	00	000	4.000	330.00	\$1,320.00
Underdrain, Subgrade, 4 inch	Ft	4040071	0145	0145	00	000	10.000	10.00	\$100.00
Subtotal for Category 0000:									\$11,499.50
Subtotal for Project 0160-0413:									\$11,499.50
Total Estimated Item Payment:									\$11,499.50

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0413, 2019 Sewer Open Cut Repair Program	0007	\$11,499.50	\$0.00	\$11,499.50
Voucher Total:				\$11,499.50



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

1/12/2021 9:03 AM

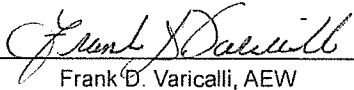
FieldManager 5.3c

Summary

Current Voucher Total:	\$11,499.50	Earnings to date:	\$443,528.10
-Current Retainage:	(\$10,000.00)	- Retainage to date:	\$10,000.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$21,499.50	Net Earnings to date:	\$433,528.10
		- Payments to date:	\$412,028.60
		Net Earnings this period:	\$21,499.50

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.


Frank D. Varicalli, AEW

1.12.21
(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 7

Anderson, Eckstein and Westrick, Inc.

1/12/2021 9:03 AM

FieldManager 5.3c

Contract: .0160-0413, 2019 Sewer Open Cut Repair Program

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Audio Visual Record of all Construction Influence Areas	1027051	1.000	LS		1.000	1.000	100%	3,245.00000	\$3,245.00
0010	_ Bonds, Insurance & Mobilization Expense- (3% Max)	1027051	1.000	LS		1.000	1.000	100%	14,500.00000	\$14,500.00
0015	_ Tree, Rem	2027050	2.000	Ea		5.000	5.000	250%	500.00000	\$2,500.00
0020	Dr Structure, Rem	2030011	23.000	Ea		24.000	24.000	104%	300.00000	\$7,200.00
0025	Sewer, Rem, Less than 24 inch	2030015	600.000	Ft	63.000	817.500	817.500	136%	15.00000	\$12,262.50
0030	Sewer, Rem, 24 inch to 48 inch	2030016	60.000	Ft		116.000	116.000	193%	20.00000	\$2,320.00
0035	Curb and Gutter, Rem	2040020	100.000	Ft		0.000			5.00000	
0040	Sidewalk, Rem	2040055	325.000	Syd		127.800	127.800	39%	5.00000	\$639.00
0045	_ Driveway, Conc, Rem	2047011	275.000	Syd		138.100	138.100	50%	9.00000	\$1,242.90
0050	_ Subgrade Undercutting, Modified	2057021	100.000	Cyd		20.700	20.700	21%	9.00000	\$186.30
0055	Maintenance Gravel, LM	3060021	250.000	Cyd		122.200	122.200	49%	15.00000	\$1,833.00
0060	Sewer, CI IV, 36 inch, Tr Det B	4020995	60.000	Ft		58.000	58.000	97%	190.00000	\$11,020.00
0065	_ Sewer, Post-Construction, CCTV	4027001	1,350.000	Ft		0.000			10.00000	
0070	_ Sewer, SDR 23.5 PVC, 10 inch, Tr Det B	4027001	400.000	Ft	43.000	541.000	541.000	135%	191.50000	\$103,601.50
0075	_ Sewer, SDR 23.5 PVC, 12 inch, Tr Det B	4027001	175.000	Ft		220.000	220.000	126%	135.00000	\$29,700.00
0080	_ Dr Structure, Tap, 4 inch - 12 inch	4027050	5.000	Ea	1.000	6.000	6.000	120%	500.00000	\$3,000.00
0085	_ External Structure Wrap, 18 inch	4027050	36.000	Ea		0.000			520.00000	
0090	_ Sewer Bulkhead, 6 inch - 12 inch	4027050	10.000	Ea	2.000	11.000	11.000	110%	200.00000	\$2,200.00
0095	Dr Structure Cover, Adj, Case 1, Modifie	4030004	11.000	Ea		15.000	15.000	136%	200.00000	\$3,000.00
0100	Dr Structure Cover, Adj, Case 2	4030006	1.000	Ea		0.000			500.00000	
0105	Dr Structure, Adj, Add Depth	4030280	40.000	Ft		2.000	2.000	5%	1.00000	\$2.00
0110	_ Dr Structure Cover, Catch Basin	4037050	27.000	Ea		29.000	29.000	107%	551.00000	\$15,979.00
0115	_ Dr Structure Cover, Manhole	4037050	7.000	Ea		8.000	8.000	114%	510.00000	\$4,080.00
0120	_ Dr Structure Trap, 10 inch	4037050	16.000	Ea	4.000	18.000	18.000	113%	330.00000	\$5,940.00
0125	_ Dr Structure Trap, 12 inch	4037050	6.000	Ea		8.000	8.000	133%	361.00000	\$2,888.00
0130	_ Dr Structure, 24 inch dia w/ Sump	4037050	5.000	Ea		4.000	4.000	80%	1,840.00000	\$7,360.00
0135	_ Dr Structure, 36 inch dia w/ Sump	4037050	18.000	Ea		19.000	19.000	106%	2,600.00000	\$49,400.00

Contract: .0160-0413

Estimate: 7

Page 1 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 7

Anderson, Eckstein and Westrick, Inc.

1/12/2021 9:03 AM

FieldManager 5.3c

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0140	_ Dr Structure, Manhole, 48 inch dia	4037050	2.000	Ea		2.000	2.000	100%	2,953.00000	\$5,906.00
0145	Underdrain, Subgrade, 4 inch	4040071	675.000	Ft	10.000	228.000	228.000	34%	10.00000	\$2,280.00
0150	HMA, 13A	5010033	30.000	Ton		0.000			270.00000	
0155	_ Cold Patch	5017031	100.000	Ton		24.010	24.010	24%	200.00000	\$4,802.00
0160	_ Joint, Expansion, E2	6027001	50.000	Ft		5.500	5.500	11%	25.00000	\$137.50
0165	_ Joint, Expansion, ERG, Modified	6027001	50.000	Ft		26.200	26.200	52%	25.00000	\$655.00
0170	Cement	6030005	1.000	Ton		0.000			50.00000	
0175	Lane Tie, Epoxy Anchored	6030030	600.000	Ea		592.000	592.000	99%	5.00000	\$2,960.00
0180	Pavt Repr, Nonreinf Conc, 8 inch	6030044	1,450.000	Syd		1,374.000	1,374.000	95%	75.00000	\$103,050.00
0185	Pavt Repr, Rem	6030080	1,600.000	Syd		1,374.000	1,374.000	86%	10.00000	\$13,740.00
0190	_ Full Depth Sawcutting	6037001	1,200.000	Ft		2,106.000	2,106.000	176%	2.00000	\$4,212.00
0195	_ Curb Casting	7177050	1.000	Ea		0.000			150.00000	
0200	Driveway, Nonreinf Conc, 6 inch	8010005	275.000	Syd		106.200	106.200	39%	60.00000	\$6,372.00
0205	Driveway, Nonreinf Conc, 8 inch	8010007	100.000	Syd		0.000			70.00000	
0210	Curb and Gutter, Conc, Det F4	8020038	100.000	Ft		0.000			25.00000	
0215	Detectable Warning Surface	8030010	25.000	Ft		15.000	15.000	60%	40.00000	\$600.00
0220	Sidewalk Ramp, Conc, 4 inch	8030034	200.000	Sft		0.000			7.00000	
0225	Sidewalk, Conc, 4 inch	8030044	2,050.000	Sft		1,005.700	1,005.700	49%	6.00000	\$6,034.20
0230	Sidewalk, Conc, 6 inch	8030046	600.000	Sft		42.500	42.500	7%	6.00000	\$255.00
0235	Sidewalk, Conc, 8 inch	8030048	100.000	Sft		0.000			8.00000	
0240	_ Sidewalk Ramp, Conc, 8 inch	8037010	250.000	Sft		102.800	102.800	41%	9.00000	\$925.20
0245	_ Traffic Control and Maintenance	8127051	1.000	LS		0.750	0.750	75%	10,000.00000	\$7,500.00
0250	_ Surface Restoration, Seeding	8167011	750.000	Syd		0.000			9.00000	
0255	_ Surface Restoration, Sodding	8167011	250.000	Syd		0.000			10.00000	
0260	_ Deliverables - Post CCTV	8267051	1.000	LS		0.000			500.00000	

Contract: 0160-0413

Estimate: 7

Page 2 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 7

Anderson, Eckstein and Westrick, Inc.

1/12/2021 9:03 AM

FieldManager 5.3c

Project: 0160-0413, 2019 Sewer Open Cut Repair Program

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0265	_ Fencing, Remove and Reinstall	8507050		2.000 Ea		0.000			500.00000	

Subtotal for Category 0000: 443528.10

Subtotal for Project 0160-0413: 443528.10

Percentage of Contract Completed(curr): 85%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$11,499.50

Total Amount Earned To Date: \$443,528.10



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road 586.725.1234
Shelby Township, MI 48315 www.aewinc.com

8B

January 12, 2021

Shawn Murphy, Deputy Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

PO 20-46167
#401-903-977.109
OK-FS

Reference: Lake Front Park Bridge Replacement
City of Grosse Pointe Woods
AEW Project No. 0160-0425

SM 1/14/2021
[Signature]
1/15/21

Dear Mrs. Murphy:

Enclosed please find Construction Pay Estimate No. 1 for the above referenced project. For work performed through January 10, 2021 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$248,724.86** to E.C. Korneffel Company, 2691 Veterans Parkway, Trenton, MI 48183.

If you have questions or require additional information, please contact our office.

Sincerely,

Ross T. Wilberding, PE
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
E.C. Korneffel Company



Construction Pay Estimate Report

Anderson Eckstein and Westrick

1/12/2021 6:32 AM

FieldManager 5.3c

Contract: .0160-0425, LFP Bridge Replacmenet Project

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
01/10/2021	1	Michelle Ankawi	Semi-Monthly	No		
Prime Contractor E. C. Korneffel Co.				Managing Office Anderson Eckstein and Westrick		
Comments						
Current Contract Amount: \$678,444.88 % Completed: 41%						

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
Mobilization, Max 10%	1500001	0010	0160-0425	0000	0010	00	000	1.000	\$6,000.00
Structures,Rehab,Rem Portions	7120070	0130	0160-0425	0000	0130	00	000	1.000	\$269,000.00
Barric,Type III,High Intens,Lighted,Furn	8120022	0180	0160-0425	0000	0180	00	000	8.000	\$560.00
Barric,Type III,High Intens,Lighted,Oper	8120023	0185	0160-0425	0000	0185	00	000	8.000	\$0.08
Pedestrian Type II Barricade, Temp	8120026	0190	0160-0425	0000	0190	00	000	4.000	\$360.00
Sign, Type B, Temp, Prismatic, Furn	8120350	0200	0160-0425	0000	0200	00	000	88.000	\$440.00
Sign, Type B, Temp, Prismatic, Oper	8120351	0205	0160-0425	0000	0205	00	000	88.000	\$0.88

Total Estimated Item Payment: **\$276,360.96**

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0425, LFP Bridge Replacmenet Project	0001	\$276,360.96	\$0.00	\$276,360.96
Voucher Total:				\$276,360.96



Construction Pay Estimate Report

Anderson Eckstein and Westrick

1/12/2021 6:32 AM

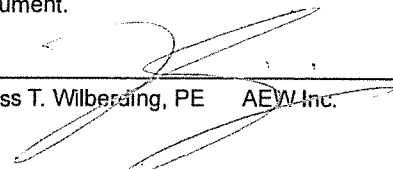
FieldManager 5.3c

Summary

Current Voucher Total:	\$276,360.96	Earnings to date:	\$276,360.96
-Current Retainage:	\$27,636.10	- Retainage to date:	\$27,636.10
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$248,724.86	Net Earnings to date:	\$248,724.86
		- Payments to date:	\$0.00
		Net Earnings this period:	\$248,724.86

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.



Ross T. Wilberding, PE AEW Inc.

1/12/2020

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 1

1/12/2021 6:32 AM

Anderson Eckstein and Westrick

FieldManager 5.3c

Contract: .0160-0425, LFP Bridge Replacmenet Project

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ Reimbursed Permit Fees	1077060	0005	0160-0425	0000	3,500.000		0.000			1.00000	
Mobilization, Max 10%	1500001	0010	0160-0425	0000	1.000	1.000	1.000	1.000	100%	6,000.00000	\$6,000.00
Curb and Gutter, Rem	2040020	0015	0160-0425	0000	77.000		0.000			15.00000	
Pavt, Rem	2040050	0020	0160-0425	0000	200.000		0.000			10.00000	
Sidewalk, Rem	2040055	0025	0160-0425	0000	40.000		0.000			10.00000	
_ Fence, Rem & Reinstall	2047001	0030	0160-0425	0000	50.000		0.000			75.00000	
_ Subgrade Undercutting, Modified	2057021	0035	0160-0425	0000	25.000		0.000			50.00000	
Backfill, Structure, CIP	2060002	0040	0160-0425	0000	22.000		0.000			50.00000	
Excavation, Fdn	2060010	0045	0160-0425	0000	26.000		0.000			50.00000	
Erosion Control, Silt Fence	2080036	0050	0160-0425	0000	191.000		0.000			2.00000	
Project Cleanup	2090001	0055	0160-0425	0000	1.000		0.000			1.00000	
Aggregate Base, 6 inch	3020016	0060	0160-0425	0000	225.000		0.000			15.00000	
Underdrain, Fdn, 4 inch	4040031	0065	0160-0425	0000	80.000		0.000			15.00000	
Joint, Expansion, E3	6020208	0070	0160-0425	0000	72.000		0.000			10.00000	
_ Conc Pavt, Reinf, 8 inch	6027011	0075	0160-0425	0000	192.000		0.000			72.00000	
Reinforcement, Steel, Epoxy Coated	7060092	0080	0160-0425	0000	34,044.000		0.000			1.20000	
Substructure Conc	7060100	0085	0160-0425	0000	27.000		0.000			1,000.00000	
Superstructure Conc	7060110	0090	0160-0425	0000	111.000		0.000			500.00000	
Superstructure Conc,Form,Finish,and Cure	7060111	0095	0160-0425	0000	1.000		0.000			30,000.00000	
Bearing, Elastomeric, 1 inch	7070012	0100	0160-0425	0000	4,500.000		0.000			0.01000	
Shear Developers	7070040	0105	0160-0425	0000	1.000		0.000			7,000.00000	
Structural Steel, Rolled Shape, Erect	7070070	0110	0160-0425	0000	45,000.000		0.000			0.50000	
Struct Steel, Rolled Shape, Furn and Fab	7070071	0115	0160-0425	0000	45,000.000		0.000			2.50000	
Joint Waterproofing	7100001	0120	0160-0425	0000	96.000		0.000			10.00000	

Contract: .0160-0425

Estimate: 1

Page 1 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 1

1/12/2021 6:32 AM

Anderson Eckstein and Westrick

FieldManager 5.3c

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ Bridge Railing, Aesthetic Parapet Tube, Modified	7117001	0125	0160-0425	0000	205.000		0.000			200.00000	
Structures, Rehab, Rem Portions	7120070	0130	0160-0425	0000	1.000	1.000	1.000	1.000	100%	269,000.00000	\$269,000.00
_ Bridge Joint, Compression Seal	7127001	0135	0160-0425	0000	72.000		0.000			35.00000	
Curb and Gutter, Conc, Det F4	8020038	0140	0160-0425	0000	77.000		0.000			38.00000	
_ Curb and Gutter, Conc, Det F4, Modified	8027001	0145	0160-0425	0000	67.000		0.000			39.00000	
Sidewalk, Conc, 6 inch	8030046	0150	0160-0425	0000	335.000		0.000			5.00000	
_ Pedestrian Fencing	8087001	0155	0160-0425	0000	127.000		0.000			50.00000	
Pavt Mrkg, Waterborne, 4 inch, Yellow	8110232	0160	0160-0425	0000	350.000		0.000			2.00000	
Pavt Mrkg, Waterborne, 6 inch, White	8110233	0165	0160-0425	0000	375.000		0.000			3.00000	
Rem Curing Compound, for Longit Mrkg, 4"	8110307	0170	0160-0425	0000	350.000		0.000			2.00000	
Rem Curing Compound, for Longit Mrkg, 6"	8110308	0175	0160-0425	0000	375.000		0.000			2.00000	
Barric, Type III, High Intens, Lighted, Furn	8120022	0180	0160-0425	0000	8.000	8.000	8.000	8.000	100%	70.00000	\$560.00
Barric, Type III, High Intens, Lighted, Oper	8120023	0185	0160-0425	0000	8.000	8.000	8.000	8.000	100%	0.01000	\$0.08
Pedestrian Type II Barricade, Temp	8120026	0190	0160-0425	0000	4.000	4.000	4.000	4.000	100%	90.00000	\$360.00
Minor Traf Devices	8120170	0195	0160-0425	0000	1.000		0.000			2,000.00000	
Sign, Type B, Temp, Prismatic, Furn	8120350	0200	0160-0425	0000	100.000	88.000	88.000	88.000	88%	5.00000	\$440.00
Sign, Type B, Temp, Prismatic, Oper	8120351	0205	0160-0425	0000	100.000	88.000	88.000	88.000	88%	0.01000	\$0.88
Topsoil Surface, Furn, 4 inch	8160062	0210	0160-0425	0000	200.000		0.000			8.20000	
Water, Sodding/Seeding	8160090	0215	0160-0425	0000	11.000		0.000			90.00000	
_ Hydroseeding	8167011	0220	0160-0425	0000	200.000		0.000			3.60000	

Contract: .0160-0425

Estimate: 1

Page 2 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 1

1/12/2021 6:32 AM

Anderson Eckstein and Westrick

FieldManager 5.3c

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ Electrical Conduit Relocation	8197051	0225	0160-0425	0000	1.000		0.000			2,000.00000	
_ Site Grading	8507051	0230	0160-0425	0000	1.000		0.000			4,000.00000	
Percentage of Contract Completed(curr): 41%							Total Amount Paid This Estimate:				\$276,360.96
(total paid to date / total of all authorized work)							Total Amount Paid To Date:				\$276,360.96

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION
Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

8C

CITY OF GROSSE POINTE WOODS
ATTN: BRUCE J SMITH
CITY ADMINISTRATOR
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236

NOVEMBER 30, 2020

FILE # 4297.005841
INVOICE # 485714

REGARDING: AT&T CELL TOWER RENEWAL - 5TH AM

FOR PROFESSIONAL SERVICES RENDERED

10/04/20 MJW ORGANIZE INPUT FROM COUNCIL AND COUNSEL AND EDIT COUNTER TO AT&T AND SEND, CC TO CITY ATTY	1.30
10/08/20 MJW RECEIPT OF \$10,000 NEGOTIATIONS FEE CHECK FROM BLACK AND VEATCH; CHECK FOR PROBLEMATIC ENDORSEMENTS; FORWARD SAME TO CLIENT	.20
10/12/20 MJW RECEIPT OF CONVEYANCE LETTER TO CITY RE \$10,000 DRAFT FROM B&V	.20

TOTAL HOURLY CHARGES \$510.00

-----RECAP-----			
TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	1.70	510.00
TOTALS		1.70	510.00

DATE	DESCRIPTION	DISBURSEMENTS	AMOUNT
	EXPRESS MAIL		17.96
	TOTAL DISBURSEMENTS		\$17.96
	CURRENT AMOUNT DUE		\$527.96

10/21/08/2000
1/12/2021 SM
Bruce Smith 1/12/21

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION

Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS
ATTN: BRUCE J SMITH
CITY ADMINISTRATOR
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236

DECEMBER 31, 2020

FILE # 4297.005841
INVOICE # 487914

REGARDING: AT&T CELL TOWER RENEWAL - 5TH AM

OUTSTANDING INVOICES

DATE	INVOICE #	BILLED	PAID	BALANCE DUE
08/31/20	478414	\$604.75	\$.00	\$604.75
09/30/20	480664	\$2070.00	\$.00	\$2070.00
10/31/20	483423	\$2100.00	\$.00	\$2100.00
11/30/20	485714	\$527.96	\$.00	\$527.96
TOTAL OUTSTANDING INVOICES				\$5,302.71

FOR PROFESSIONAL SERVICES RENDERED

11/25/20 MJW EMAIL AND PHONE CALL TO BLACK AND VEATCH RE .30
CELL TOWER RENEWAL; EMAILS BACK AND FORTH
WITH CLIENT RE NO WORD SINCE EARLY OCTOBER

TOTAL HOURLY CHARGES \$90.00

-----RECAP-----			
TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	0.30	90.00
TOTALS			0.30 90.00

CURRENT AMOUNT DUE

OUTSTANDING INVOICES

TOTAL AMOUNT DUE

\$90.00

\$5,302.71

\$5,392.71

8D

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356

January 12, 2021

City of Grosse Pointe Woods
Attn: Bruce Smith, City Adminsitrator
20025 Mack Plaza
Grosse Pointe Woods MI 48236

Invoice # 1074988

In Reference To: Jana Brownell, et al vs. City of Grosse Pointe Woods

Professional Services Rendered Through December 31, 2020

	<u>Hrs/Rate</u>	<u>Amount</u>
12/2/2020 SPJ Telephone conference with Attorney Berschback	0.30 250.00/hr	75.00
12/3/2020 SPJ Telephone conference with City Manager, City Attorney and DPW Director	0.50 250.00/hr	125.00
For professional services rendered	0.80	\$200.00
Previous balance		\$3,575.00
12/8/2020 Payment - thank you. Check No. 58917		(\$1,250.00)
12/22/2020 Payment - thank you. Check No. 59051		(\$2,325.00)
Balance due		\$200.00

Please include your Invoice Number on your payment. Thank you.

101210801.300 \$200.00

SM 1/13/2021 

Rosati, Schultz, Joppich & Amtsbuechler, P.C.



Hallahan & Associates, P.C.
Attorneys at Law
1750 S. Telegraph Road, Suite 202
Bloomfield Hills, Michigan 48302-0179
(248) 731-3089

City of Grosse Pointe Woods
c/o WCA Assessing
38110 Executive Drive
Westland, MI 48185\

SUMMARY OF PROFESSIONAL SERVICES

Dates Involved: December 1-31, 2020

Invoice Number: 17986

Timekeeper Summary:

Name	Hours	Rate	Fees
Laura M. Hallahan	2.4	\$167.13	\$401.12
Seth A. O'Loughlin	6.3	\$167.13	\$1,052.92
Total	8.7		\$1,454.04

Expenses: \$0.00

Amount of This Invoice: \$1,454.04

Previous Balance \$0.00

Amount Due: \$1,454.04

101210801.300

Sm 1/7/2021

[Signature] 1/8/21

Hallahan & Associates, P.C.

Attorneys at Law
1750 S. Telegraph Road, Suite 202
Bloomfield Hills, Michigan 48302-0179
(248) 731-3089

Email

January 4, 2021

City of Grosse Pointe Woods
c/o WCA Assessing
Aaron P. Powers, MMAO, Managing Director
38110 Executive
Westland, MI 48185

Please include Invoice No.
with your payment

Invoice No. 17986
\$1,454.04

Professional services rendered through December 31, 2020

		Hours	Amount
<u>DRSN Real Estate GP LLC - 17-001117</u>			
12/04/20	SAO	0.10	16.71
	LMH	0.40	66.85
Communicate with L. Hallahan. Telephone conference with Chip Berschback; telephone conference with Aaron Powers; review of Court of Appeals Notice of Oral Argument; update case access chart; email client; communicate with Seth O'Loughlin.			
12/07/20	SAO	0.20	33.43
	LMH	0.20	33.43
Communicate with L. Hallahan regarding oral argument. Communicate with S. O'Loughlin regarding oral argument.			
12/09/20	SAO	0.20	33.43
12/15/20	LMH	0.20	33.43
Communicate with L. Hallahan regarding oral argument preparation. Review/analyze email from Chip Berschback; communicate with Seth O'Loughlin; telephone conference with Chip Berschback.			
12/22/20	SAO	0.40	66.85
begin preparing for oral argument; review COA video conference rules and procedures applicable to this case.			
12/23/20	LMH	0.80	133.70
Prepare or oral argument			
12/28/20	SAO	0.10	16.71
	LMH	0.10	16.71
Communicate with L. Hallahan regarding oral argument. Communicate with S. O'Loughlin regarding oral argument.			
12/29/20	SAO	5.00	835.65
Research and begin preparing for oral argument; communicate with L. Hallahan regarding outline and issues.			
	LMH	0.50	83.57
12/30/20	LMH	0.20	33.43
Review/analyze Notice from Court of Appeals regarding oral argument; update case access chart.			
Subtotal:		8.40	1,403.90
<u>DRSN Real Estate GP LLC - 20-001648</u>			
12/15/20	SAO	0.30	50.14
Communicate with L. Hallahan regarding email from client; follow up with opposing counsel.			
Subtotal:		0.30	50.14
Subtotal of charges			\$1,454.04
Professional services rendered		8.70	\$1,454.04

Timekeeper Summary

Name	Hours	Rate
Laura M. Hallahan	2.40	167.13
Seth A. O'Loughlin	6.30	167.13

*Vol per
cb/leah
042021*

	<u>Amount</u>
Previous balance	\$100.28
Accounts receivable transactions	
1/4/2021 Payment received from City of Grosse Pointe Woods. Check No. 059023.	<u>(\$100.28)</u>
Total payments and adjustments	<u>(\$100.28)</u>
AMOUNT DUE	<u><u>\$1,454.04</u></u>