

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, May 20, 2019
7:00 p.m.

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

6. PRESENTATION A. Tree City USA

7. MINUTES A. City Council 05/06/19
 B. Special City Council 05/13/19
 C. Committee-of-the-Whole 05/06/19, 05/13/19
 D. Tree Commission 03/06/19
 E. Beautification Advisory Commission

8. PUBLIC HEARINGS A. Fence Variance: Jonathan Redziniak, 874 N. Brys
 1. Application for Fence 04/23/19
 2. Letter 05/01/19 – J. Redziniak
 3. Site Plans (2)
 4. Fence Style Brochure
 5. Memo 05/13/19 – Building Official
 6. Photos (5)
 7. Memo 05/07/19 – Director of Public Services
 8. Affidavit of Property Owners Notified
 9. Aerial Views (2)
 B. FY 2019/20 Budget Adoption
 1. Memo 05/14/19 - City Administrator/Treasurer-Comptroller
 2. Fund Budget Summary
 3. Budget and Appropriation Resolution
 4. Affidavit of Legal Publication
 5. 2019 Tax Rate Request L-4029
 6. Committee-of-the-Whole Excerpt 05/13/19

9. COMMUNICATIONS A. Purchase: 2019/20 Road Salt
 1. Memo 04/26/19 – Director of Public Services
 2. Bid Tabulation
 3. Email 04/02/19 – K. Monico (MITN 19/20 Contract Renewal)

- B. Purchase: Rubbish Bags
 - 1. Memo 04/25/19 – Director of Public Services
 - C. Purchase: Community Center Banquet Chairs
 - 1. Memo 05/13/19 – Recreation Supervisor
 - 2. Photo (1)
 - D. Conference: Michigan Municipal Executives Summer Workshop
 - 1. Memo 05/08/19 – City Administrator
 - 2. Registration Form/Housing Information
 - E. Budget Transfer: Workers Compensation
 - 1. Memo 05/14/19 – Treasurer/Comptroller
 - 2. Revenue/Expenditure Report 05/14/19
 - F. Monthly Financial Report – April 2019
- 10. BIDS/PROPOSALS/
CONTRACTS
 - A. Contract: Tree Removal
 - 1. Memo 04/25/19 – Director of Public Services
 - 2. Letter 04/04/19 – Arbor Pro
 - 3. Certificate of Liability Insurance
 - 4. Tree Removal Contract
 - B. Contract: Janitorial Services for Municipal Building
 - 1. Memo 04/25/19 – Director of Public Services
 - 2. Agreement – Triple F Services
 - 3. Certificate of Liability Insurance
 - 4. Janitorial Services Contract
 - C. Contract: Trucking Services
 - 1. Memo 04/25/19 – Director of Public Services
 - 2. Letter 04/03/19 – Grosso Trucking & Supply Co
 - 3. Certificate of Liability Insurance
 - 4. Agreement
 - D. Contract: Landscape Services
 - 1. Memo 04/25/19 – Director of Public Services
 - 2. Letter 04/25/19 – Marshall Landscape Inc.
 - 3. Certificate of Liability Insurance
 - 4. Landscape Services Contract
- 11. CLAIMS/ACCOUNTS
 - A. Professional Services: Plumbing/Mechanical Inspections
 - 1. McKenna Invoice No. 21849-11 05/07/19
\$1,500.00

B. Legal Services

1. Hallahan and Associates, P.C. (via WCA Assessing) Invoice No. 050819 05/08/19 \$1,332.61

C. Legal Services

1. Adkison, Need, Allen & Rentrop PLLC Invoice No. 3334M 04/30/19 - \$255.00

D. Labor Attorney

1. Keller Thoma Invoice No. 116467 05/01/19 - \$3,893.75

12. NEW BUSINESS/PUBLIC COMMENT

13. ADJOURNMENT

**Lisa Kay Hathaway, CMMC/MMC
City Clerk**

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

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

NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST
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COUNCIL
05-06-19 - 57

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS
HELD ON MONDAY, MAY 6, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING,
20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:01 p.m. by Chair Bryant.

Roll Call: Chair Bryant
Council Members: Granger, Koester, McConaghy, McMullen, Shetler
Absent: Novitke

Also Present: City Administrator Smith
City Attorney Don Berschback
Treasurer/Comptroller Behrens
Deputy City Clerk Antolin
Director of Public Services Schulte
Director of Public Safety Kosanke
Recreation Supervisor Gerhart

Motion by McConaghy, seconded by Koester, that Mayor Novitke be excused from tonight's meeting.

Motion carried by the following vote:

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

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

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

Motion carried by the following vote:

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

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

1. City Council Minutes dated April 15, 2019.

Motion carried by the following vote:

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

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

1. Committee-of-the-Whole dated April 8, 2019.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Shetler, regarding **Memorial Day Expenses**, that the City Council concur with the recommendation of the Historical Commission at their meeting held April 11, 2019, and approve the following Memorial Day expenses totaling \$1,385.00, with funds to be taken from the Historical Commission's Account No. 205-870-820.340:

1. John Denomme (Sound System) - \$250.00;
2. Ralph Miller (Band) - \$595.00;
3. Hotz Catering (Chair rental) - \$540.00.

Motion carried by the following vote:

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

Motion by McMullen, seconded by McConaghy, regarding **Michigan One Room Schoolhouse (MORSA) Membership**, that the City Council concur with the recommendation of the Historical Commission at their meeting held April 11, 2019, and approve membership with the Michigan One-Room Schoolhouse Association in the amount of \$25.00, funds to be taken from the Historical Commission's Account No. 205-870-820.340.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by McMullen, regarding **Proposed FY 2019/20 Budget**, that the City Council set May 20, 2019, for a Public Hearing on the Proposed 2019/20 budget, and to authorize the City Clerk to publish said Public Hearing Notice in the *Grosse Pointe News* for final adoption.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Application to use Ghesquiere Park Baseball Fields – Lakeside Baseball Youth Sports Foundation D/B/A Dirtbags Baseball Club**, that the City Council approve the application of Lakeside Baseball Youth Sports Foundation to use Baseball Diamonds 1-4 from May 24 – May 26, 2019, to hold the Dirtbags Baseball Tournament, contingent upon all city recreation use guidelines being followed.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Training Requests: Treasurer/Comptroller**, that the City Council approve the Treasurer/Comptroller's request to attend the following training sessions at a cost not to exceed \$1,100.00, funds to be taken from the Treasurer/Comptroller's Training Account No. 101-223-958.001, and to reimburse such official for costs incurred upon presentation and verification by the Finance Committee of an itemized expense report:

1. ½ Day - GASB 84 Introduction, MGFOA – Friday 06/14/19;
2. 1 Day - 2019 Government Client Training, Plante Moran – Thursday 06/20/19;
3. 3 Days - 2019 Advanced Institute, Michigan Municipal Treasurer's Association – May 20-22, 2019, Mt. Pleasant, MI.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Koester, regarding **Conference/Training: Michigan Association of Municipal Clerks (MAMC)**, that the City Council approve the City Clerk's request to attend the 2019 MAMC Annual Conference in Kalamazoo, MI, from June 19-21, 2019, in a total amount not to exceed \$920.00, funds to be taken from the City Clerk's Travel/Membership Account No. 101-215-958.001, and to reimburse such official for costs incurred upon presentation and verification by the Finance Committee of an itemized expense report.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Request For Food Cart – Woods/Shores Little League**, that the City Council approve authorization of an agreement to install a food trailer for the 2019 baseball season for the dates and times identified from the administrative memo dated April 25, 2019, with the corrected times on Saturday from 9:30 a.m. - 3:00 p.m.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Shetler, regarding **Legal Proceedings: PSO Jeff Martel – EEOC Complaint against The City of Grosse Pointe Woods Department of Public Safety**, that the City Council refer this to the City Attorney for further processing.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **2018 Annual Report – Department of Public Works**, that the City Council receive and place on file the 2018 Annual Report.

The City Administrator was directed to link this report to the City website.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **2018 Annual Report – Department of Public Safety**, that the City Council receive and place on file the 2018 Annual Report.

The City Administrator was directed to link this report to the City website.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Emergency Repairs: Lake Front Park Main Pool Liner**, that the City Council approve repairs to the main pool liner in a total amount not to exceed \$9,075.00; \$8,325.00 to Renosys and \$750.00 to Aquatic Source, funds to be taken from the Parks and Recreation, Minor Equipment/Contingency Repairs Account No. 101-774-970.000.

Motion carried by the following vote:

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

Motion by McMullen, seconded by McConaghy, regarding **Contract/Engineer: Michigan Department of Transportation (MDOT) – 2019 Vernier Road Program**, that the City Council approve an amount not to exceed \$257,903.66 payable to MDOT for resurfacing and concrete curb and gutter work to be performed on Vernier Road from Fairway Lane to Morningside Drive, funds to be taken from Major Street MDOT/Grant Resurfacing Account No. 202-451-974.300; and, an amount not to exceed \$179,903.66 to Anderson, Eckstein and Westrick to provide construction engineering services for the 2019 Vernier Road Program, funds to be taken from Major Street Engineering Construction Account No. 202-451-974.803; these remaining costs totaling \$437,807.32.

Motion carried by the following vote:

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

On behalf of the Mayor, Chair Bryant issued two Proclamations in recognition of:

- Emergency Medical Services Week;
- Police Week and Peace Officers Memorial Day.

Motion by McConaghy, seconded by Granger, regarding **Bond Improvements, Roofs and HVAC**, that the City Council approve the following invoice:

1. Cross Renovation Payment No. 9 03/31/19 - \$139,455.18:
 - a. Account No 420-902-977.101 - \$97,432.62;
 - b. Account No. 420-902-977.103 - \$13,493.88;
 - c. Account No. 420-902-977.104 - \$28,528.68.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **Marina Pedestal Improvements**, that the City Council approve the following invoice:

1. J. Ranck Electric, Inc. Payment No. 5 04/24/19 - \$5,000; Account No. 594-785-977.200.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Shetler, regarding **City Hall Flood Invoices**, that the City Council approve the following invoices, funds to be taken from Account No. 101-299-815.000:

1. Qualified Abatement Invoice No 18059-001A 04/16/19 - \$83,749.00;
2. Greener Method Restoration 5109-GPW 03/03/19 - \$11,991.41;
3. Cross Renovation Invoice No. 690-1 04/26/19 - \$8,271.45.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Shetler, regarding **Legal Services**, that the City Council approve the following invoice:

1. Hallahan and Associates P.C. (via WCA Invoice No. 041019 04/10/19) - \$139.07; Account No. 101-210-801.301.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **Assessing Services**, that the City Council approve the following invoice:

1. WCA Assessing Invoice No. 042419 04/24/19 - \$5,786.16; Account No. 101-224-818.000.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **City Engineer**, that the City Council approve the following invoices from Anderson, Eckstein & Westrick:

1. Invoice No. 0121385 04/10/19 - \$772.50; Account No. 101-299-815.000;
2. Invoice No. 0121456 04/11/19 - \$309.00; Account No. 101-444-818.000;
3. Invoice No. 0121457 04/11/19 - \$1,155.80; Account No. 592-537-975.004;
4. Invoice No. 0121459 04/11/19 - \$1,672.65; Account No. 592-537-977.410;
5. Invoice No. 0121460 04/11/19 - \$233.65;
 - a. Account No. 203-451-977.803 - \$163.55;
 - b. Account No. 592-537-975.401 - \$70.01.
6. Invoice No. 0121461 04/11/19 - \$501.00; Account No. 592-537-977.000;
7. Invoice No. 0121462 04/11/19 - \$927.00; Account No. 592-537-818.000;
8. Invoice No. 0121463 04/11/19 - \$15,360.00; Account No. 203-451-977.803;
9. Invoice No. 0121464 04/11/19 - \$5,850.00; Account No. 203-451-977.803.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney**, that the City Council approve the following invoice:

1. Keller Thoma Invoice No. 116283 04/01/19 - \$1,531.25; Account No. 101-210-810.000.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **City Attorney**, that the City Council approve the following invoices dated April 30, 2019:

1. Don R. Berschback - \$3,187.50;
2. Charles T. Berschback - \$5,137.50.

Motion carried by the following vote:

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

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

Motion by Granger, seconded by Shetler, regarding **Lake St. Clair Projected Water Level 2019** and **2019 CDBG Program** documents, that the City Council receive and place on file.

- A. Lake St. Clair Projected Water Level 2019
 1. Memo 05/02/19 – Director of Public Services
 2. Boat Dock Loan Sheet 05/03/19
 3. Photos (2)
 4. Army Corps of Engineers Weekly Great Lakes Water Level Update 04/26/19
- B. 2019 CDBG Program
 1. Memo 05/02/19 – Executive Assistant

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Lake St. Clair Projected Water Level 2019**, that the City Council approve the project to raise boat docks approximately 10 inches at Lake Front Park due to Lake St. Clair projected rising water levels, the total cost of this project not to exceed \$47,363.64; and that a loan in the amount of \$35,000.00 be obtained at a 2% interest rate to be reimbursed in three years from the Boat Dock Operating Supplies Account No. 594-785-757.000.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **2019 CDBG Program**, that the City Council concur with the City Administrator's recommendation and authorize him to submit a proposal allocating \$6,000.00 (30%) of the \$20,000.00 CDBG funds to PAATS and the remaining \$14,000.00 (70%) to the Helm Life Center for senior center operations as part of the PY 2019 joint application as well as participate in the joint Request for Proposal to renovate The Helm Life Center's lower level into a more usable space.

Motion carried by the following vote:

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

The following individuals were heard under Public Comment:

- Deb Kraft, 1890 Beaufait Dr.
- Patricia Gast, 2040 Fleetwood.
- Rodger Smith, 20154 Fairway Dr.
- Regina Triplett, 2312 Stanhope St.
- Mrs. Champagne, 804 N. Brys Dr.

COUNCIL
05-06-19 - 66

Motion by McMullen, seconded by Granger, to adjourn tonight's meeting at 8:15 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Art Bryant
Mayor Pro-Tem

SPECIAL COUNCIL
05-13-19 - 67

MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS
HELD ON MONDAY, MAY 13, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING,
20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:01 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council Members: Bryant, Granger, Koester, McConaghy, McMullen, Shetler
Absent: None

Also Present: City Administrator Smith
Treasurer/Comptroller Behrens
Deputy City Clerk Antolin

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

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

Motion carried by the following vote:

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

Motion by Bryant, seconded by McConaghy, regarding **Parade/Procession Permit Application: Sunrise On Vernier**, that the City Council approve the request of Sunrise on Vernier to conduct a walk on the sidewalk along Mack Avenue to benefit the Alzheimer's Association on Friday, May 17, 2019, beginning at 10 a.m.

Motion by Bryant, seconded by McConaghy, to amend the previous motion by inserting "and ending no later than 5 p.m."

Motion carried by the following vote:

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

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

- The City Administration provided an overview regarding the PY 2019 CDBG Application.

Motion by Koester, seconded by Shetler, regarding **Resolution Approving PY 2019 CDBG Application**, that the City Council adopt the Resolution authorizing submittal to Wayne County's Annual Action Plan to the U.S. Department of Housing and Urban Development and to authorize the City Administrator to execute all documents, agreements, or contracts resulting from the application.

Motion carried by the following vote:

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

No: None

Absent: None

Under Public Comment, the following individual was heard:

- Debra Rancho, Kiwanis of Grosse Pointes (President)

Motion by Granger, seconded by Bryant, to adjourn tonight's meeting at 7:06 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Robert E. Novitke
Mayor

7C

COMMITTEE-OF-THE-WHOLE
05-06-19 - 19

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 6, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

Chair Bryant called the meeting to order at 6:30 p.m.

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

ALSO PRESENT: City Administrator Smith
City Attorney Don Berschback
Treasurer/Comptroller Behrens
Deputy City Clerk Antolin
Director of Public Safety Kosanke

Also in attendance was Gary King, Keller Thoma

Motion by McConaghy, seconded by Koester, that Mayor Novitke be excused from tonight's meeting.

Motion carried by the following vote:

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

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

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 6:31 p.m. and convene in Closed Executive Session for the purpose of discussing labor negotiations at which time the

COMMITTEE-OF-THE-WHOLE
05-06-19 - 20

Committee may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

Bryant - Yes
Granger - Yes
Koester - Yes
McConaghy - Yes
McMullen – Yes
Novitke - Absent
Shetler – Yes

The Committee-of-the-Whole reconvened in open session at 6:55 p.m.

Under New Business, nobody wished to be heard.

Under Public Comment, nobody wished to be heard.

Motion by Granger, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 6:56 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Arthur Bryant
Chair

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS, SITTING AS A FINANCE COMMITTEE, HELD ON MONDAY, MAY 13, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

Mayor Novitke called the meeting to order at 7:07 p.m.

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

ABSENT: None

ALSO PRESENT: City Administrator Smith
Treasurer/Comptroller Behrens
Deputy City Clerk Antolin

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

Motion carried by the following vote:

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

No: None

Absent: None

The Committee commenced review and discussion regarding the **Proposed FY 2019/20 Budget**. The Treasurer/Comptroller provided an overview and questions and answers ensued. She stated:

Total budget - \$43,396,879;
General Operating Levy (Millage rate) – 13.4300;
Public relations Millage - .0690;
Solid Waste debt – 2.5460;
Road Bond debt – 1.5000;
Total City Mileage rate – 17.5664.

There was discussion regarding Capital Improvement items. The Treasurer/Comptroller provided an overview and responded to questions regarding:

- Beaufait and Oxford Road Improvements;
- Street Light conversion savings;
- Vehicles for the Motor Vehicle and Water/Sewer Fund.

Motion by Shetler, seconded by McConaghy, regarding the proposed **FY 2019/20 budget**, that the Committee-of-the-Whole recommend the City Council to adopt the budget as presented.

Motion carried by the following vote:

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

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

- Members from the Historical Commission requested George Bailey, although on the Planning Commission be allowed to also serve on the Historical Commission. There was a consensus that one should serve on only one commission at a time.
- The Mayor and Council Members have been receiving concerns regarding the possible closure of Mason school. Following discussion, it was determined not to write a letter, but to take other action.
- City Administrator Smith provided an update regarding the rising lake issues.

Motion by Bryant, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 8:11 p.m. **PASSED UNANIMOUSLY.**

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Robert E. Novitke
Mayor

RECEIVED

MAR 22 2019

7D

Minutes of the Grosse Pointe Woods Tree Commission Meeting March 6, 2019.

CITY OF GROSSE POINTE WOODS

Approved By
Commission
5-1-19 (WR)

The meeting was called to order by Chairman Chan at 7:30 p.m.

The following members were present:

Stephen Chan
Maria Galbo
Robert Greening
George Hathaway
Mary Ellen Meyering
Jeff Profeta

Guest in attendance:

Paul Lechner

The following members were excused:

Tim Butler
Laura Gaskin
Peter Groschner
Randy Rennpage

Motion by Meyering, seconded by Galbo to approve the agenda for the meeting March 6, 2019 passed by the following vote.

Yes: 6 No: 0 Absent: 4

Motion by Hathaway, seconded by Greening to approve the minutes of the meeting February 6, 2019 passed by the following vote:

Yes: 6 No: 0 Absent: 4

Treasurer's Report: There was no report due to Mr. Butler's absence.

Old Business: Chairman Chan passed out the current Commission roster as well as the schedule for Arbor Day presentations. Tree bagging will take place Thursday April 18 at 4:00 p.m. at the Department of Public Works. Presentations to the 3rd graders will take place the week of April 22-26, 2019.

New Business: Chairman Chan introduced Paul Lechner who has applied for membership on the Commission. Plans for the Memorial Tree Dedication Ceremony were discussed and duties

were assigned. Due to the flooding at City Hall, the Community Room will not be available. Both Jeff Profeta and Rich Shetler will be in touch with the City to confirm the likely reassignment of the event to the Council Chambers. Jeff Profeta feels that a large group may be planning to attend.

The members met Mr. Lechner and learned about his background and interests. After discussion there was a motion by Greening, seconded by Profeta to recommend appointment of Paul Lechner as a member of the Tree Commission to the Mayor.

Yes: 6 No: 0 Absent: 4

NOTE

Council representative Rich Shetler provided an update of current city business.

Motion to adjourn at 8:21 p.m. moved by Hathaway, and seconded by Profeta, was unanimous.

Submitted by: Mary Ellen Meyering Office Held: Secretary Cell: 313 505 2352

Beautification Advisory Commission
Cook School House
20025 Mack Plaza Dr., Grosse Pointe Woods
Meeting – April 10, 2019– 7:00 p.m.

RECEIVED

APR 17 2019

7E

CITY OF GROSSE POINTE WOODS

Present: Arslanian, Hage, Hess, Koester, Martin-Marshall, Medura, Miller, Ragland, Spreder, Stephens, Stewart

Excused: McCarthy, Sauter

Not Excused: Casinelli

Approved by
Commission
on 5-8-19
AK

Call to Order: The meeting was called to order by Vice-Chair, Stephens at 7:00 p.m.

Minutes: The March 13, 2019 minutes were distributed and reviewed.

Motion by Hage, seconded by Spreder, to approve the March 13, 2019 minutes as presented.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Koester, Martin-Marshall, Medura, Miller, Ragland, Spreder, Stephens, Stewart

No: none

Excused: McCarthy, Sauter

Not Excused: Casinelli

Treasurer's Report: Stewart presented treasurers report. Budgets approved by City Council.

Chairperson's Report: Stephens presented chairpersons report. Biographical sketch approved for Eric Reiter by City Council.

Awards Program: Stephens updated the Commission on the 2019 Awards Program. Stephens provided and reviewed area assignments and packets with commission members. Home and Business selections due by June 30. Descriptions due by July 31.

Flower Sale: Martin-Marshall updated the Commission on the 2019 Flower Sale. 2019 Flower Sale license received. Delivery Thursday, May 9, 2019. Flower Sale, May 10 and May 11, 2019. Volunteer sign-up sheet circulated.

Council Report: no report

Old Business: Koester reminded committee members of tentative planting date for Grosse Pointe Woods Putt-Putt golf course.

New Business: none

Motion by Hage, seconded by Martin-Marshall to adjourn the Beautification Advisory Commission meeting at 7:16 pm.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Koester, Martin-Marshall, Medura, Miller, Ragland, Spreder, Stephens, Stewart

No: none

Excused: McCarthy, Sauter

Not Excused: Casinelli

Respectfully submitted,
Rachelle Koester

PB170244 8A

FENCE PERMIT FEE (includes 1 open post hole/s inspection) - \$50
REINSPECTION FEE - \$50



CITY OF GROSSE POINTE WOODS

Building Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
313.343.2426 / building@gpwmj.us

RECEIVED

APR 23 2019
CITY OF GROSSE PTE. WOODS
BUILDING DEPT

Application For Fence (Zoning Compliance Permit)
In Compliance With Article IX – Fences (Recent Ord Chg #879 eff 10/25/18)

PROVIDE: 1) Mortgage survey/site plan with highlighted area where fence is to be placed;
and, 2) Brochure/picture of proposed fence to be installed.

Fence Placement Address: 874 N. Brys Drive
Owner's Name: Jonathan Redziniak Owner's Address: 874 N. Brys Drive
Owner's Phone #: 313-680-0455 Owner's e-mail: _____
Contractor: Jonathan Redziniak Phone: 313-680-0455
Address: 20315 East 9 Mile SCS e-mail: _____
Height of Fence: 6' Length of Fence: 144'
Style of Fence: Artisian Saddle - Solid
Material of Fence: Wood Metal ☒ Vinyl
Location of Fence: Back Yard

Elizabeth A. Holmes 862 N. Brys Drive 4-15-19
Neighbor Signature Address Date

Doreen Dawlatov 882 N. Brys Dr 4/18/19
Neighbor Signature Address Date

Neighbor Signature Address Date

[Signature] _____
Owner/Agent Signature Date

By affixing my signature hereto, I certify that I am the owner or acting as the owner's agent, and I understand the regulations pertaining to the erection of a fence as described in Ordinance Sections #8-274 thru 8-284. The City of Grosse Pointe Woods does not guarantee the accuracy of the property lines as described herein, the accurate location of all property lines is the responsibility of the owner or owner agent.

Office Use Only	
Approved _____	Denied <u>X</u>
<u>Solid 8-274</u>	
10-18-18 _____ Building Inspector's Signature	_____ Date

To:
Grosse Pointe Woods Mayor and City Council
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED
MAY 02 2019
CITY OF GROSSE PTE. WOODS
BUILDING DEPT

From:
Jonathan Redziniak
874 North Brys Dr.
Grosse Pointe Woods, MI 48236
313-640-0455

May 1, 2019

To Whom It May Concern,

Within the past two years, I have purchased and lived at 874 North Brys Drive in Grosse Pointe Woods. I have lived in Grosse Pointe Woods all my life and have been a good citizen and good neighbor. I am 50% owner of Red Baron Enterprises LLC in Saint Clair Shores.

To improve my home, I would like to install a privacy fence around the sides of my property. The fence is made of vinyl with a six foot panel. The fence that is there currently is vintage and an eye sore, to myself & my neighbors. I applied for a permit for a replacement; it was denied. The current ordinance as of February 28, 2019, (Article IX, Sec. 8-279, (1)) states "All fences shall be constructed of open lattice work of metal, wood, vinyl or of woven wire in such a manner so that there shall be a minimum of two-inch openings throughout 50 percent of the length or height of the fence."

I received permission from all surrounding neighbors for the new fence to be installed. Since my neighbors are in agreement to the installation of the new fence, why has the council denied the permit?

Therefore, we respectfully ask the council to approve the permit for my fence replacement.

Thank you for your consideration.

Sincerely,

A handwritten signature in black ink, appearing to read 'Jonathan Redziniak', written in a cursive style.

Jonathan Redziniak

← 2

Google

73'

52.5

16'

39'

52.5

5' ←

Before

874 N. Brys
GPW

Neighbors' Fence
staying & removing my old one

After
874 N. Brys.
G.P.W.

11.2

16.9
10.5

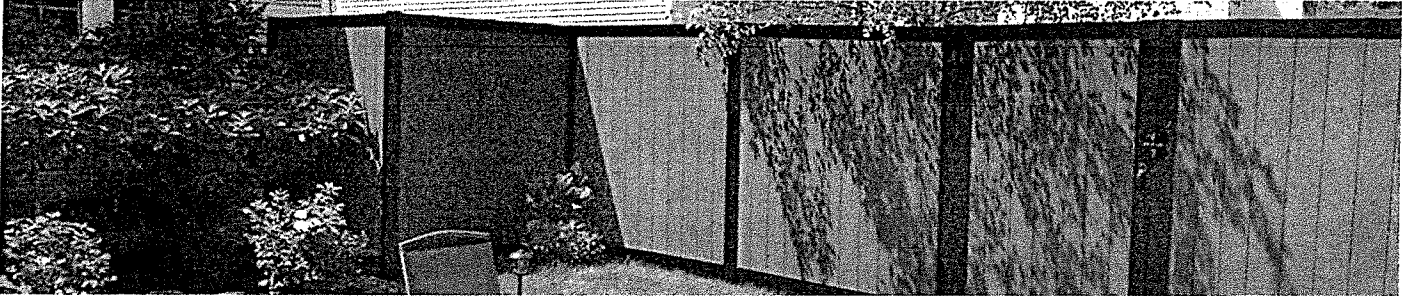
1.25

N

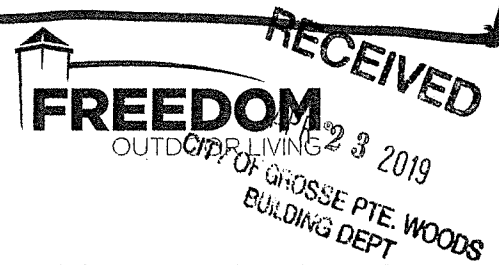
Google

Artisium Saddle

The Pursuit of Freedom



Make your outdoor space, your favorite place with Freedom Outdoor Living. Your yard is an extension of your home and Freedom offers a wide range of low-maintenance, high style lawn & garden products to complement. With a variety of quality fence, rail & yard accents, Freedom offers innovative, reliable and hassle-free solutions. Experience the peace of mind that beautiful, durable Freedom products can deliver. Freedom is bringing a whole new standard to outdoor living.



We Want To:



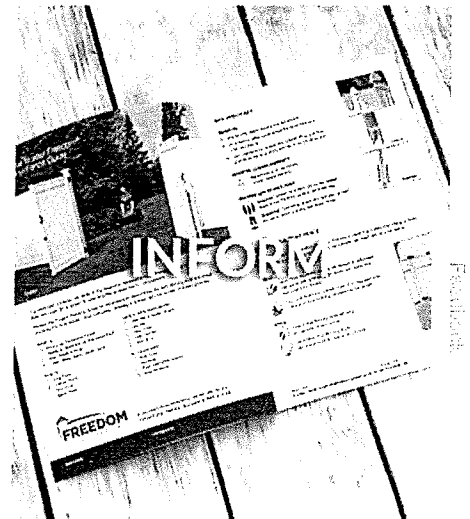
Invite

Provide high quality, durable, low-maintenance lawn & garden products that are inviting, easy to install and enjoy.



Inspire

Continually deliver lawn & garden products and ideas that inspire home owners to transform their yard into their perfect Freedom oasis.



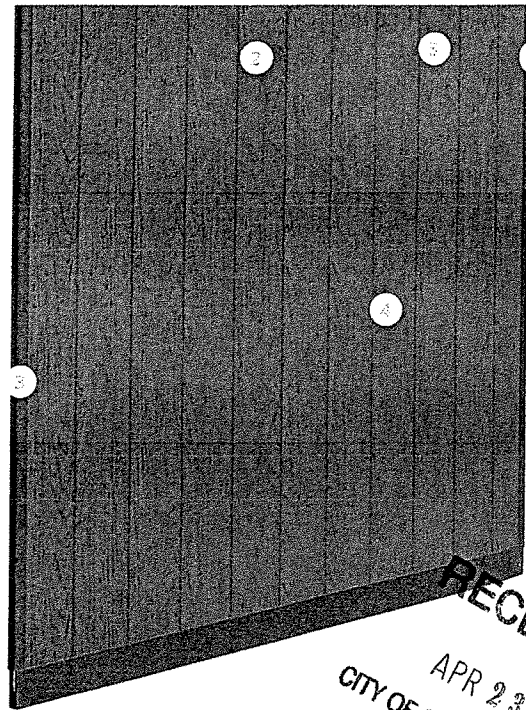
Inform

Supply helpful details along the homeowners shopping journey that may not have been considered and are informative.

Gallery

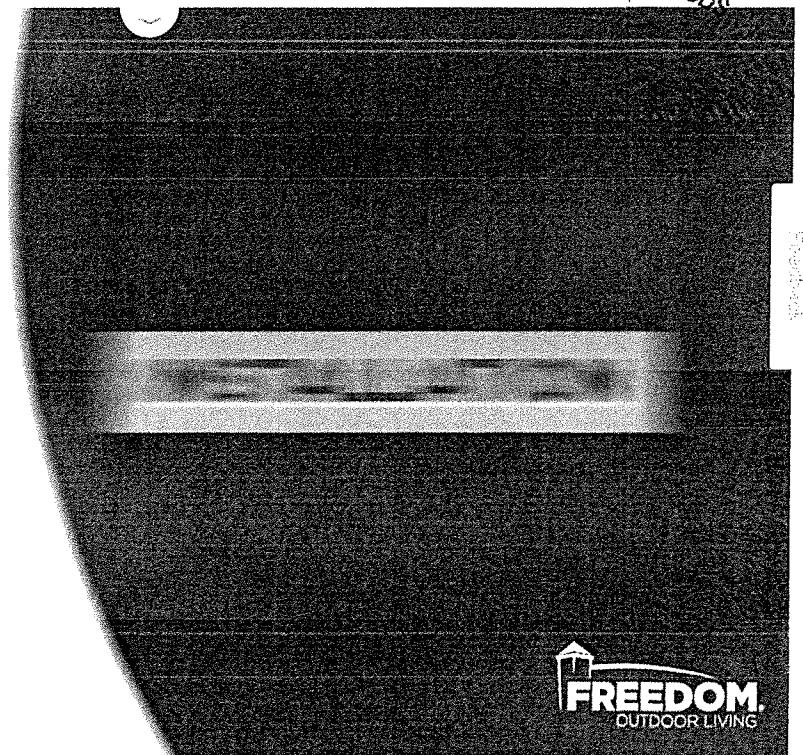


- ③ Surface Mount or In-Ground Installation
- ④ Low-Maintenance
- ⑤ Guaranteed Quality
- ⑥ More Options



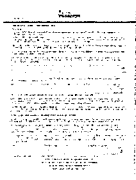
RECEIVED
 APR 23 2019
 CITY OF GROSSE PTE WOODS
 BUILDING DEPT

Video



Additional Information

Freedom Warranty



Installation Instructions



Freedom Vinyl Fence Care & Maintenance




CITY OF GROSSE POINTE WOODS

Building Inspector MEMORANDUM

RECEIVED

MAY 15 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: May 15, 2019
TO: Mayor and City Council
FROM: Gene Tutag, Building Inspector 
SUBJECT: 874 N Brys, Fence Variance

The applicant, Jonathan Redziniak, owner of 874 N. Brys, is requesting a variance of Section 8-279(1) of the Fence Ordinance which requires fences to be constructed so a minimum of 2 inch openings throughout 50% of the length or height of the fence. The proposed 144 feet of solid vinyl fence is to be constructed 6 feet in height along the east and west sides of the rear yard with no openings as indicated in the attached correspondence.

The applicant's property is on the north side of N Brys and is an interior lot.

According to the applicant's request for variance dated March 18, 2019 the fence is necessary for the safety and privacy as an in-ground pool is in the rear yard of the property.

This exception to the fence code requires a public hearing and approval from the City Council. The Council may consider any or all of the following along with other information when deciding a variance:

- (a) Balancing the relative hardships between the property owner and adjacent property owners.
- (b) Whether special circumstances or conditions exist.
- (c) Whether pedestrian or vehicle traffic will be affected.
- (d) The general health, safety and welfare of the neighborhood.

Not a lot of background has been provided by the applicant with regard to the reasons to justify the variance other than safety and privacy concerns. A 6 foot shadow box fence complying with the ordinance could be installed that would offer privacy and meet the requirements of the Michigan Building Code regarding swimming pools.

It is recommended that a variance of Section 8-279(1) not be granted to allow for the installation of the proposed fence at 874. N. Brys as special circumstances, relative hardships or conditions do not exist.

APPROVED BY: 
Bruce Smith, City Administrator

DATE:

5/15/2019



874 N. BAYS

WEST SIDE FACING NORTH



874 N. BAYS
WEST GATE



874 N. BAYS

NORTH SIDE



874 N. BAYS
NORTH + EAST SIDES



874 N. BRYS
EAST FACING SOUTH

MEMO 19-29

RECEIVED
MAY - 8 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Lisa Hathaway, City Clerk
FROM: Frank Schulte, Director of Public Services
DATE: May 7, 2019
SUBJECT: Variance – Fence at 874 North Brys Dr. GPW, MI 48236

I have reviewed the application from resident Jonathan Redziniak requesting a fence variance at 874 North Brys Dr. The fence variance will have no impact on the Department of Public Works or utilities.

Please contact me if you have any questions.

cc Gene Tutag
O/F

AFFIDAVIT OF PROPERTY OWNERS NOTIFIED

Re: 874 N. Brys Dr.
Jonathan Redziniak

State of Michigan)
) ss.
County of Wayne)

I HEREBY CERTIFY that the notice of Hearing was duly mailed First Class Mail on 05/10/19 to the following property owners within a 3 foot radius of the above property in accordance with the provisions of the 2017 City Code of Grosse Pointe Woods. A Hearing fee of \$75.00 has been received with receipt # 344649.

Lisa Kay Hathaway, CMMC/MMC
City Clerk

See attached document for complete list.

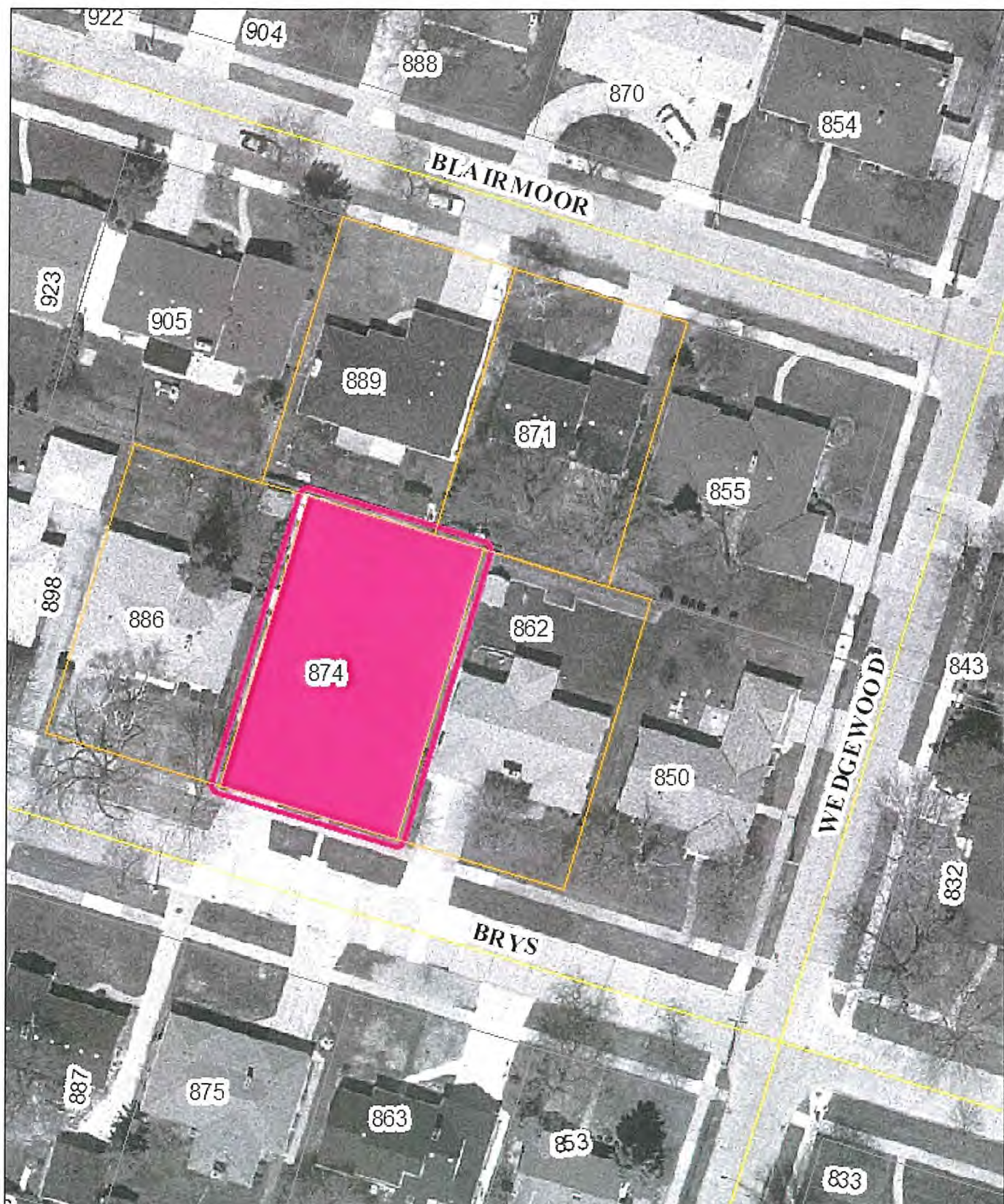
City of Grosse Pointe Woods, Michigan

NOTICE IS HEREBY GIVEN that in accordance with Chapter 8, Buildings and Building Regulations, Article IX, Fences of the 2017 City Code of the City of Grosse Pointe Woods, Sections 8-284(a)(2) Exceptions and 8-284(b) Public Hearing, the City Council will hold a public hearing in the Council-Court Room of the Municipal Building, 20025 Mack Plaza, on Monday, May 20, 2019, at 7:00 p.m. to hear the request of Jonathan Redziniak, 874 N. Brys Dr., Grosse Pointe Woods, MI, who is seeking approval of a variance for the property located at 874 N. Brys Dr., to permit installation of a 6' solid vinyl privacy fence along the rear yard, east and west lot lines. The fence application will require a variance in accordance with Sections 8-279(1) *All fences shall be constructed of open lattice work of metal, wood, vinyl or of woven wire in such a manner so that there shall be a minimum of two-inch openings throughout 50 percent of the length or height of the fence*, therefore a variance is required. The fence application materials are open for public scrutiny. All interested parties are invited to attend.

Lisa Kay Hathaway
City Clerk

874 N. BRYN DR. - 3' RADIUS

ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco	propertyst
DAVLANTES STEVE	STEVE DAVLANTES	886 N BRYN DR	GROSSE POINTE WOODS	MI	48236	886 N BRYN DR
CALHOUN ROBERT	ROBERT CALHOUN	889 BLAIRMOR CT	GROSSE POINTE WOODS	MI	48236	889 BLAIRMOR CT
DYE JALEESA	JALEESA DYE	871 BLAIRMOR CT	GROSSE POINTE WOODS	MI	48236	871 BLAIRMOR CT
REDZINIAK, JONATHAN	JONATHAN REDZINIAK	1740 N BRYN DR	GROSSE POINTE WOODS	MI	48236	874 N BRYN DR
OCCUPANT	OCCUPANT	874 N BRYN DR	GROSSE POINTE WOODS	MI	48236	874 N BRYN DR
HOLMES ELIZABETH A	ELIZABETH A HOLMES	862 N BRYN DR	GROSSE POINTE WOODS	MI	48236	862 N BRYN DR
	RED BARON ENTERPRISES, LLC	20315 E 9 MILE RD	ST. CLAIR SHORES	MI	48080	



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 WAYNE COUNTY, MI*
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 *ALL RIGHTS RESERVED



INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 874 N Brys Dr

Date: 05/10/2019





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 WAYNE COUNTY, MI*
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 *ALL RIGHTS RESERVED



INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: Color Imagery

Date: 4/3/2003





CITY OF GROSSE POINTE WOODS MEMORANDUM



Date: May 14, 2019

To: Mayor and City Council

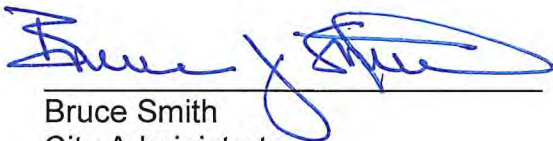
Re: Proposed 2019-20 Budget

RECEIVED
MAY 14 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Pursuant to Section 8.2 of the City Charter, we hereby present the proposed budget for fiscal year 2019-2020. The Finance Committee and Committee of the Whole met to discuss the proposed budget on April 29th and May 13, 2019.

As a result of those meetings, the budget was prepared with the City's general operating millage rate of 13.4300 and the use of \$1,265,925 General Fund balance. The general operating millage is at the Headlee Cap. The total City mileage rate, inclusive of Public Relations, Solid Waste and Road Bond Debt is 17.5664. Attached is a summary of the total budget projection for 2019 – 2020.

Thank you.


Bruce Smith
City Administrator


Cathrene Behrens
Treasurer/Comptroller

2019 - 20 PROPOSED BUDGET SUMMARY
City of Grosse Pointe Woods

Date: 05/06/2019

	2018 - 19 AMENDED	2019 - 20 PROPOSED	Change
<u>GENERAL FUND</u>			
General Government	\$3,524,574	\$3,552,747	
Public Safety	\$6,047,023	\$6,224,325	
Public Works	\$4,645,697	\$2,953,881	
Management Info. Systems	\$457,908	\$438,526	
Parks & Recreation	\$1,692,161	\$1,785,444	-9.44%
Total General Fund	\$16,367,363	\$14,954,923	(\$1,412,440)
<u>SPECIAL REVENUE</u>			
Major Street	\$1,074,993	\$1,609,302	
Local Street	\$2,812,950	\$2,004,232	
Parkway Beautification	\$56,500	\$52,500	
Cable Fund	\$363,500	-	
Act 302 Training	\$13,200	\$32,700	
Solid Waste	\$1,752,561	\$1,751,220	
CDBG	\$43,769	-	
911 Service Fund	\$109,563	\$114,193	
Drug Forfeiture	\$4,000	\$7,300	
SOM MIDC Grant	-	\$23,151	-11.38%
Total Special Revenue	\$6,231,036	\$5,594,598	(\$636,438)
<u>DEBT SERVICE FUND</u>			
Grosse Gratiot Drain (Milk River)	\$2,302,015	\$3,305,328	
Road Bond Debt	\$970,652	\$978,318	
Capital Improvement Debt	\$72,917	\$225,863	25.81%
Total Debt Funds	\$3,345,584	\$4,509,509	1,163,925
<u>CAPITAL PROJECTS FUND</u>			
Road Construction	\$0	\$268,823	
Municipal Improvement	\$1,223,698	\$218,454	-151.13%
Total Capital Projects Fund	\$1,223,698	\$487,277	(\$736,421)
<u>INTERNAL SERVICE FUNDS</u>			
Workmen's Compensation	\$160,848	\$129,747	
Motor Vehicle Fund	\$2,332,365	\$2,068,659	-13.41%
Total Internal Service Funds	\$2,493,213	\$2,198,406	(294,807)

Date: 05/06/2019

	2018 - 19 AMENDED	2019 - 20 PROPOSED	Change
<u>ENTERPRISE FUNDS</u>			
Water & Sewer	\$10,471,749	\$10,438,852	
Parking	\$840,624	\$853,620	
Boat Dock	\$764,650	\$160,785	
Commodity Sales	\$50,250	\$50,500	-5.42%
Total Enterprise Funds	\$12,127,273	\$11,503,757	(\$623,516)
<u>FIDUCIARY FUNDS</u>			
Supplemental Annuity	\$265,203	\$274,795	
Pension Trust Funds	\$3,733,698	\$3,823,614	
Retiree Healthcare (OPEB)	\$50,000	\$50,000	2.40%
Total Fiduciary Funds	\$4,048,901	\$4,148,409	\$99,508
			-5.62%
Budget Total	\$45,837,068	\$43,396,879	(\$2,440,189)

RECEIVED

MAY 14 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

CITY OF GROSSE POINTE WOODS

CERTIFIED RESOLUTION

Motion by _____, seconded by _____, that the Council adopts the following resolution:

**CITY OF GROSSE POINTE WOODS
BUDGET AND APPROPRIATION RESOLUTION**

WHEREAS, a public notice has been previously given, as required by City Charter and State of Michigan Public Act 5 of 1982, that a public hearing will be held at 7:00 p.m. on Monday, May 20, 2019, for the purpose of receiving comments on the proposed 2019-20 City budget and the intent to levy Property Tax Revenues within the said City of Grosse Pointe Woods; and;

WHEREAS, a full and final public hearing has been held on proposed 2019-20 City Budget, and the proposed Increase in Property Taxes, it is therefore the opinion and judgment of Council that the aforesaid proposed 2019-20 City Budget, is in all things appropriate, correct and should be approved and that the property Tax Levy to finance the 2019-20 City Council should be approved accordingly.

NOW, THEREFORE, BE IT RESOLVED by the Council of the City of Grosse Pointe Woods, Michigan that the proposed 2019-20 City Budget and the proposed property Tax Levy for the fiscal year 2019-20 as finally reviewed (and/or changed by) the Council at this public hearing be adopted and the amounts as contained in the aforesaid budget should be appropriated as designated and property tax levied accordingly.

BE IT RESOLVED that there are those sums of revenue which are deemed necessary to be raised by ad valorem tax levies on all real and personal property within the City of Grosse Pointe Woods, and that the City Clerk be and is hereby directed to certify such amounts to the City Assessor for the spread on the 2019 City Tax Roll at the rate of 13.4300 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for general operations; 1.5000 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for Road Bond Debt; at the rate of 0.0690 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for Act 359 Public Relations; at the rate of 2.5674 mills per thousand of the current City of Grosse Pointe Woods taxable valuation for Solid Waste.

Motion carried by the following vote:

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

City Clerk

CERTIFICATION

I, Lisa K. Hathaway Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on May 20, 2019, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

Lisa K. Hathaway, City Clerk

RECEIVED

MAY 14 2019

AFFIDAVIT OF LEGAL PUBLICATION

CITY OF GROSSE POINTE WOODS

Grosse Pointe News

16980 Kercheval Avenue

30

City of **Grosse Pointe Woods**, Michigan

**Notice of Public Hearing
On the Proposed 2019-20 General Budget
And
Various Other Fund Budgets**

NOTICE IS HEREBY GIVEN that the Mayor and the City Council of the City of Grosse Pointe Woods will be meeting on May 20, 2019 at 7:00 p.m. in the Council Chambers of the Municipal Building, 20025 Mack Plaza, for the purpose of conducting a public hearing on the proposed 2019-20 General Fund Budget as well as the various other Fund Budgets of the said City.

The subject of this hearing is the property tax millage rate of 17.5664 proposed to be levied on July 1, 2019 to support the proposed General Fund, Public Relations, Solid Waste and Road Budgets. If adopted, the proposed millage will generate \$12,708,886 in operating revenue from ad valorem property taxes for all funds, which is a \$328,974 or 2.58% increase compared to the 2018-19 total collection of \$12,379,912. It is anticipated that the winter millage levied for the Milk River Drainage tax will be 3.9550 mills.

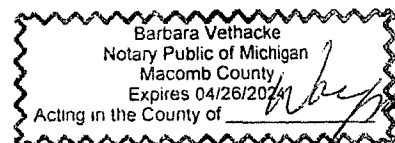
Purpose of Millage	Millage Rate	Revenue Generated
General Operating	13.4300	\$9,716,296
Road Bond Debt	1.5000	\$1,085,215
Act 359 - Public Relations	0.0690	\$49,920
Act 298 - Solid Waste	2.5674	\$1,857,455
Total Special Acts Millage	2.6364	\$1,907,375

TOTAL GENERAL, PUBLIC RELATIONS SOLID WASTE & ROAD DEBT MILLAGE	17.5664	\$12,708,886
--	----------------	---------------------

The City Council expects to take action on the proposed millage rates as well as taking action, subscribed and sworn to before me this 9th day of May A.D., 2019

Barbara Vethacke May 9, 2019

Notary Public



City of **Grosse Pointe Woods**, Michigan

Notice of Public Hearing On the Proposed 2019-20 General Budget And Various Other Fund Budgets

NOTICE IS HEREBY GIVEN that the Mayor and the City Council of the City of Grosse Pointe Woods will be meeting on May 20, 2019 at 7:00 p.m. in the Council Chambers of the Municipal Building, 20025 Mack Plaza, for the purpose of conducting a public hearing on the proposed 2019-20 General Fund Budget as well as the various other Fund Budgets of the said City.

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Purpose of Millage	Millage Rate	Revenue Generated
General Operating	13.4300	\$9,716,296
Road Bond Debt	1.5000	\$1,085,215
Act 359 – Public Relations	0.0690	\$49,920
Act 298 – Solid Waste	2.5674	\$1,857,455
Total Special Acts Millage	2.6364	\$1,907,375
TOTAL GENERAL, PUBLIC RELATIONS SOLID WASTE & ROAD DEBT MILLAGE	17.5664	\$12,708,886

The City Council expects to take action on the proposed millage rates as well as taking action to approve the aforementioned budgets at the Council meeting immediately following the public hearing. The taxing unit publishing this notice, identified above, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

GENERAL FUND	2019-20 PROPOSED
General Government	\$3,552,747
Public Safety	\$6,224,325
Public Works	\$2,953,881
Management Info. Systems	\$438,526
Parks & Recreation	\$1,785,444
Total General Fund	<u>\$14,954,923</u>
SPECIAL REVENUE	
Major Street	\$1,609,302
Local Street	\$2,004,232
Parkway Beautification	\$52,500
Cable Fund	-
Act 302 Training	\$32,700
Solid Waste	\$1,751,220
CDBG	-
911 Service Fund	\$114,193
Drug Forfeiture	\$7,300
SOM MIDC Grant	\$23,151
Total Special Revenue	<u>\$5,594,598</u>
DEBT SERVICE FUND	
Grosse Gratiot Drain (Milk River)	\$3,305,328
Road Bond Debt	\$978,318
Capital Improvement Debt	\$225,863
Total Debt Funds	<u>\$4,509,509</u>
CAPITAL PROJECTS FUND	
Road Construction	\$268,823
Municipal Improvement	\$218,454
Total Capital Projects Fund	<u>\$487,277</u>
INTERNAL SERVICE FUNDS	
Workmen's Compensation	\$129,747
Motor Vehicle Fund	\$2,068,659
Total Internal Service Funds	<u>\$2,198,406</u>
ENTERPRISE FUNDS	
Water & Sewer	\$10,438,852
Parking	\$853,620
Boat Dock	\$160,785
Commodity Sales	\$50,500
Total Enterprise Funds	<u>\$11,503,757</u>
FIDUCIARY FUNDS	
Supplemental Annuity	\$274,795
Pension Trust Funds	\$3,823,614
Retiree Healthcare (OPEB)	\$50,000
Total Fiduciary Funds	<u>\$4,148,409</u>
Budget Total	<u>\$43,396,879</u>

A copy of the proposed budget will be available for inspection during regular business hours at the office of the City Administrator. Public comments, oral and/or written, will be welcome at the public hearing on the aforesaid proposed General Fund Budget and the various other Fund Budgets.

Bruce L. Smith
City Administrator

2019 Tax Rate Request (This form must be completed and submitted on or before September 30, 2019)

MILLAGE REQUEST REPORT TO COUNTY BOARD OF COMMISSIONERS

This form is issued under authority of MCL Sections 211.24e, 211.34 and 211.34d. Filing is mandatory; Penalty applies.

Carefully read the instructions on page 2.

County(ies) Where the Local Government Unit Levies Taxes Wayne	2019 Taxable Value of ALL Properties in the Unit as of 5-28-19 723,480,741
Local Government Unit Requesting Millage Levy City of Grosse Pointe Woods	For LOCAL School Districts: 2019 Taxable Value excluding Principal Residence, Qualified Agricultural, Qualified Forest, Industrial Personal and Commercial Personal Properties.

This form must be completed for each unit of government for which a property tax is levied. Penalty for non-filing is provided under MCL Sec 211.119. The following tax rates have been authorized for levy on the 2019 tax roll.

(1) Source	(2) Purpose of Millage	(3) Date of Election	(4) Original Millage Authorized by Election Charter, etc.	(5) ** 2018 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(6) 2019 Current Year "Headlee" Millage Reduction Fraction	(7) 2019 Millage Rate Permanently Reduced by MCL 211.34d "Headlee"	(8) Sec. 211.34 Truth in Assessing or Equalization Millage Rollback Fraction	(9) Maximum Allowable Millage Levy *	(10) Millage Requested to be Levied July 1	(11) Millage Requested to be Levied Dec. 1	(12) Expiration Date of Millage Authorized
Charter	Operating	10/19/50	20.0000	13.6125	0.9866	13.4300	1.0000	13.4300	13.4300		
PA 359			0.0800	0.0718	0.9866	0.0708	1.0000	0.0708	0.0690		
PA 298			3.0000	2.6023	0.9866	2.5674	1.0000	2.5674	2.5674		
Voted	Road Debt	11/14/14							1.5000		
Drains	20 & 21									3.9550	

Prepared by Cathrene A. Behrens	Telephone Number 313-343-2604	Title of Preparer Treasurer/Comptroller	Date
---	---	---	------

CERTIFICATION: As the representatives for the local government unit named above, we certify that these requested tax levy rates have been reduced, if necessary to comply with the state constitution (Article 9, Section 31), and that the requested levy rates have also been reduced, if necessary, to comply with MCL Sections 211.24e, 211.34 and, for LOCAL school districts which levy a Supplemental (Hold Harmless) Millage, 380.1211(3).

<input checked="" type="checkbox"/> Clerk	Signature	Print Name	Date
<input type="checkbox"/> Secretary		Lisa K. Hathaway	
<input checked="" type="checkbox"/> Chairperson	Signature	Print Name	Date
<input type="checkbox"/> President		Mayor Robert E. Novitke	

* Under Truth in Taxation, MCL Section 211.24e, the governing body may decide to levy a rate which will not exceed the maximum authorized rate allowed in column 9. The requirements of MCL 211.24e must be met prior to levying an operating levy which is larger than the base tax rate but not larger than the rate in column 9.

**** IMPORTANT:** See instructions on page 2 regarding where to find the millage rate used in column (5).

Local School District Use Only. Complete if requesting millage to be levied. See STC Bulletin 3 of 2019 for instructions on completing this section.

Total School District Operating Rates to be Levied (HH/Supp and NH Oper ONLY)	Rate
For Principal Residence, Qualified Ag, Qualified Forest and Industrial Personal	
For Commercial Personal	
For all Other	

The Committee commenced review and discussion regarding the **Proposed FY 2019/20 Budget**. The Treasurer/Comptroller provided an overview and questions and answers ensued. She stated:

Total budget - \$43,396,879;
General Operating Levy (Millage rate) – 13.4300;
Public relations Millage - .0690;
Solid Waste debt – 2.5460;
Road Bond debt – 1.5000;
Total City Mileage rate – 17.5664.

There was discussion regarding Capital Improvement items. The Treasurer/Comptroller provided an overview and responded to questions regarding:

- Beaufait and Oxford Road Improvements;
- Street Light conversion savings;
- Vehicles for the Motor Vehicle and Water/Sewer Fund.

Motion by Shetler, seconded by McConaghy, regarding the proposed **FY 2019/20 budget**, that the Committee-of-the-Whole recommend the City Council to adopt the budget as presented.

Motion carried by the following vote:

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

MEMO 19-26

9A
RECEIVED

MAY 15 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *F.S.*
DATE: April 26, 2019
SUBJECT: Recommendation – Road Salt 2019/2020 Season

On March 14, 2018, a two-year bid request for supplying road salt for the winter maintenance seasons was posted on the Michigan Intergovernmental Trade Network (MITN) website by the City of Farmington Hills for the Oakland County Road Commission on behalf of 26 cooperative participants, including the City of Grosse Pointe Woods. Bids were received from the three companies listed below.

	<u>2018-2019</u>	<u>2019- 2020</u>
The Detroit Salt Company	\$49.35/ton before 10/01/18 \$49.85/ton after 10/01/18	\$51.35/ton
Morton Salt Company	\$51.28/ton	\$51.28/ton
Compass Minerals America	\$67.82/ton	\$67.82/ton

On April 2, 2019 the Detroit Salt Company renewed the agreement at their bid price listed above. Their bid overall came in lower than Morton Salt Company for the two-year contract and \$1.64 per ton less than the 2017/2018 price of \$52.99 per ton.

I am requesting that council approve the second year of the cooperative salt contract with the option of three additional one-year extensions at the approved 3% per year increase upon mutual consent between the City and Detroit Salt Company. We have committed to 1,300 tons for the upcoming 2019/2020 winter season. The city is required to take a minimum of 910 tons or can take a maximum of 1,690 tons.

The Detroit Salt Co. is the lowest qualified bidder and is located in Michigan. They provided salt to the city through the MITN/Oakland County Road Commission cooperative bid from 2008 through 2019 and their service has been satisfactory. Therefore, I concur with the decision of the MITN/Oakland County Road Commission cooperative and recommend that we purchase road salt for the 2019/2020 winter maintenance season from The Detroit Salt Company, 12841 Sanders Street, Detroit, MI 48217 at a price of \$51.35 per ton in an amount of \$86,800.00. The unencumbered funds in accounts 202-478-757.000 (\$21,700.00) and 203-478-757.000 (\$65,100.00) will be available upon approval of the 2019/2020 budget.

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


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


Bruce Smith, City Administrator

5/15/19
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

5/15/2019
Date

City of Farmington Hills, MI
 Bid Tabulation
 Rock Salt
 ITB-FH-17-18-2062

recommended for award

Year 1-2018-2019 Season		Oakland City			Macomb City			Wayne City			Grand Total -All Counties
		37,800			22,250			13,150			
		Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	
Compass Minerals America	Overland Park, KS	\$72.55	\$72.55	\$2,727,880.00	\$72.55	\$72.55	\$1,614,237.50	\$67.82	\$67.82	\$891,833.00	\$5,233,950.50
Morton Salt	Chicago, IL	\$52.26	\$52.26	\$1,964,876.00	\$52.09	\$52.09	\$1,159,002.50	\$51.28	\$51.28	\$674,332.00	\$3,798,310.50
Detroit Salt	Detroit, MI	\$50.14	\$51.14	\$1,922,864.00	\$50.05	\$50.81	\$1,130,522.50	\$49.35	\$49.85	\$655,527.50	\$3,708,914.00

Year 2-2019-2020 Season		Oakland City			Macomb City			Wayne City			Grand Total -All Counties
		37,600			22,250			13,150			
		Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	Early fill \$/Ton	Late fill \$/Ton	Total(late fill)	
Compass Minerals America	Overland Park, KS	\$72.55	\$72.55	\$2,727,880.00	\$72.55	\$72.55	\$1,614,237.50	\$67.82	\$67.82	\$891,833.00	\$5,233,950.50
Detroit Salt	Detroit, MI	\$52.67	\$52.67	\$1,980,392.00	\$52.33	\$52.33	\$1,164,342.50	\$51.35	\$51.35	\$675,252.50	\$3,819,987.00
Morton Salt	Chicago, IL	\$52.26	\$52.26	\$1,964,876.00	\$52.09	\$52.09	\$1,159,002.50	\$51.28	\$51.28	\$674,332.00	\$3,798,310.50

GRAND TOTAL BID		GRAND TOTAL YEAR'S 1 & 2	Discount If Increase 80% guarantee	Discount If decrease 120% guarantee	Blue Dye per ton	Optional Extension Beyond Year 2	Accept P-card	Production Origin & Delivery	Extendable to other MHTN agencies	Exceptions
Vendor	City/State									
Compass Minerals America	Overland Park, KS	\$10,487,901.00	N/A	N/A	N/A	5%	Yes	Godenck ON CA/Detroit Motor City Trucking	No	N/A
Morton Salt	Chicago, IL	\$7,596,621.00	-1%	N/A	Already Applies	0%	Yes	Detroit/Customer Service	No	N/A
Detroit Salt	Detroit, MI	\$7,528,991.00	\$0.00	\$0.00	\$0.00	3%	No	Detroit/Multiple	Yes	N/A

Notification was sent to over 100 vendors. Two (2) "No-Bids" were received

Jeanne Duffy

From: Kelly Monico <KMonico@fhgov.com>
Sent: Tuesday, April 2, 2019 11:57 AM
To: Brett Smith; Derrick Schueller; nmehalski@bloomfieldtp.org; Tom Trice; Gary McKinney; Mike Slater; Doug Ballard; Gerry McCallum; Nikki Lumpkin; Craig Treppa; Devin Adams; Randy Altimus; Jeanne Duffy; Sheryl Mitchell; Pamela Bratschi; Heidi Dziak; Ed Mlynczyk; Lisa Cummins; Jason Dickinson; Gregory Rassel; Gary Harris; Lynn Conway; Robert Sacpaticci; Paul Vandamme; Bryan Babcock; Martha Ritchie; Scott Tocco; Jared Beaudoin; Colleen Coogan; Chelsea Rodgers; Tim Skima
Cc: Bryan Pickworth; Kevin McCarthy; Michelle Aranowski
Subject: MITN 19-20 Contract Renewal
Attachments: JPEG.jpeg
Follow Up Flag: Follow up
Flag Status: Flagged

Great news from Detroit Salt. They are able to renew the agreement at the bid prices listed in their response. Please see their email below. I advise all of you to follow-up with Detroit Salt via email or letter acknowledging your agreement and letting them know when they might see a blanket P.O. for next year from your organization. Thanks for your continued support of Cooperative Purchasing.

Kelly Monico
Director of Central Services
City of Farmington Hills
31555 W. Eleven Mile Road
Farmington Hills, MI 48336
248-871-2435
kmonico@fhgov.com

>>> Jean Szatkowski <JSzatkowski@detroitssalt.com> 4/2/2019 8:34 AM >>>

Good morning Kelly,

As per our Contract #itb-fh-17-18-2062 second year pricing, yes, Detroit Salt would like to renew for 19-20 season.

Oakland County agencies+ \$52.67 per ton (37,600 tons)
Macomb County agencies = \$52.33 per ton (24,750 tons, which includes the increase for Sterling Heights)
Wayne County agencies = \$51.35 per ton (13,150 tons)

We look forward to hearing back from you and servicing the MITN group again for this year.

Please let me know if you have any further questions.

Thank you,

Jean Szatkowski
Bid and Contract Specialist

Detroit Salt Company | 12841 Sanders St. | Detroit, MI 48217
Office 313-841-5144 Ext 104 | Fax 313-841-1102 | jszatkowski@detroitsalt.com or sales@detroitsalt.com



This email message (including attachments) contains information which may be confidential and/or legally privileged. Unless you are the intended recipient, you may not use, copy or disclose to anyone the message or any information contained in the message or from any attachments that were sent with this email, and If you have received this email message in error, please advise the sender by email, and delete the message. Unauthorized disclosure and/or use of information contained in this email may result in civil and criminal liability

From: Kelly Monico <KMonico@fhgov.com>
Sent: Wednesday, March 13, 2019 2:10 PM
To: Sales <Sales@detroitsalt.com>
Cc: George Davis <GDavis@detroitsalt.com>; Jean Szatkowski <JSzatkowski@detroitsalt.com>; Kevin McCarthy <KMcCarthy@fhgov.com>
Subject: MITN Co-op Salt for Next Year

I wanted to reach out to you to make sure we are all set with our agreement for next year. Per the bid from last year, the agreed upon pricing for next year would be as follows:

Oakland County agencies+ \$52.67 per ton

Macomb County agencies = \$52.33 per ton

Wayne County agencies = \$51.35 per ton

The only change I heard of so far was from Sterling Heights. They were interested in increasing their order quantity by 2,500 tons which would bring their amount up to 8,000 tons. Please let me know if I can give them the go ahead on the increased quantity.

If for some reason you are unable to maintain our agreement please let me know ASAP. Thanks for your continued commitment to customer service. Its nice to have a partnership with a company that makes customer service a priority.

Kelly Monico
Director of Central Services
City of Farmington Hills
31555 W. Eleven Mile Road
Farmington Hills, MI 48336
248-871-2435
kmonico@fhgov.com

MEMO 19 - 18

98
RECEIVED
APR 30 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: April 25, 2019
SUBJECT: Recommendation – Rubbish Bags


Dyna Pak Corp. has supplied rubbish bags to the city since the 2015/2016 fiscal year and has proven to be a reputable manufacturer supplying a satisfactory product. They have offered to provide bags for the upcoming 2019/2020 fiscal year at the same price of \$6.50 per 50-bag sleeve.

An "Invitation to Bid" for supplying rubbish bags was posted on the Michigan Intergovernmental Trade Network (MITN) website on April 23, 2018 and emails were forwarded to approximately 75 vendors. The information was also advertised in the Grosse Pointe News. Only one bid was received from Dyna Pak Corp at the bid opening on May 8, 2018.

Therefore, I recommend to purchase up to 6,000 sleeves of rubbish bags from Dyna Pak Corporation, 112 Helton Drive, Lawrenceburg, TN 38464 at a cost of \$6.50 per 50-bag sleeve for a total amount of \$39,000.00. This is a budgeted item included in the 2019/2020 fiscal year budget in account 598-787-757.000. Rubbish bag orders are placed as needed based on current inventory.

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

Approved for Council consideration.




Bruce Smith, City Administrator

4/30/19

Date

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller

4/30/19

Date

9C

Memorandum
13-19

RECEIVED

MAY 15 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: May 13, 2019
To: Bruce J. Smith, City Administrator
Frank Schulte, Director of Public Works
From: Nicole Gerhart, Recreation Supervisor
Subject: Request to purchase banquet chairs for Community Center

The current banquet chairs at the Community Center are approximately 20 years old and are in need of replacement.

I have received two quotes to replace 175 banquet chairs in the Community Center, one from *Mitylite* and the other from Shelby Williams.

- *Mitylite*: \$97.09 (per chair) x 175 chairs = \$17,840.38 Total (includes shipping)
- *Shelby Williams*: \$157.05 (per chair) x 175 chairs = \$27,483.17 Total (does not include shipping)

The chairs from *Mitylite* are custom made of high quality aluminum, are covered in a durable and stain resistant fabric, and are warrantied for 12 years.

It my recommendation to purchase 175 custom made chairs directly from the manufacturer *Mitylite* for a cost of \$97.09 per chair and shipping cost of \$849.63, totaling an amount of not to exceed \$17,840.34 from account #101-780-850.000. This is a budged item approved in the FY 2018/19.

Department Certification:

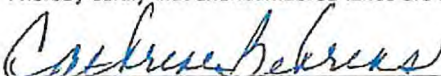
I hereby certify that the above items are necessary for the proper operation of this Department.



Department Head Signature

Fund Certification:

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





**CITY OF GROSSE POINTE WOODS
MEMORANDUM**

9D

RECEIVED

MAY - 9 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: May 8, 2019

TO: Mayor and City Council

FROM: Bruce J. Smith, City Administrator

SUBJECT: Michigan Municipal Executives Summer Workshop

I'm requesting to attend *Michigan Municipal Executives Summer Workshop*, which is being held July 23-26, 2019 in Alpena, Michigan. The registration forms are attached for your review.

This is a budgeted item in Account #101-172-958.001 in an amount not to exceed \$1,275.00.

Attachments

Fund Certification:

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

A handwritten signature in blue ink, reading "Catherine Peluso", is written over a horizontal line.

Treasurer/Comptroller Signature

APPROVED FOR COUNCIL CONSIDERATION:

A handwritten signature in blue ink, reading "Bruce J. Smith", is written over a horizontal line.

City Administrator Signature

One registrant
per form

Registration Form
MME Summer Workshop
July 23-26, 2019
Downtown Alpena, Michigan
(MMESW19)



A State Affiliate of ICMA

Name of Registrant _____ Title _____
Nickname for Badge _____ Municipality _____
Address _____ Zip _____
Significant Other's Name* *if attending* _____
Children's Names* *if attending* _____
Office Phone _____ Office Fax _____
E-mail Address for Confirmation _____ ☐ Vegetarian Meals

Quantity

Amount

Registration

_____ MME Member @ \$110.00 **	\$ _____
_____ MME Consultant Member @ \$210.00 **	\$ _____
_____ First Time Summer Workshop Attendee @ \$75.00 (for MME members only, consultants noneligible)	\$ _____
_____ Retired Member Summer Workshop Attendee @ \$75.00	\$ _____
_____ Manager in Transition Registration @ \$75.00	\$ _____
_____ Emerging Leader Member Registration (fee waived)	\$ 0.00

Tuesday Activities

_____ Pre-Conference Workshop: The Alpena Experience: Utilizing History and the Economic Tool Box to Transform our City and Region @ \$25.00

Wednesday Meals

_____ Lunch Voucher – Adult Guest @ \$15.00	\$ _____
_____ Lunch Voucher - Children under 12 @ \$10.00 each	\$ _____
_____ NextGen Member Dinner - All @ \$10.00	\$ _____

Thursday Meals

_____ Lunch Voucher – Adult Guest @ \$15.00	\$ _____
_____ Lunch Voucher - Children under 12 @ \$10.00 each	\$ _____
_____ Vendor Reception – Adult Guest @ \$25.00	\$ _____
_____ Vendor Reception - Children under 12 @ \$15.00 each	\$ _____

Thursday Activities

_____ Golf Outing [Noon] @ \$50.00 (pre-registration required)

Friday Meals

_____ Breakfast Buffet – Adult Guest @ \$15.00	\$ _____
_____ Breakfast Buffet - Children under 12 @ \$10.00 each	\$ _____

Total Amount \$ _____

Payment Options (please check one)

☐ **Register Online** with credit card at www.mme.org

In order to reduce the amount of printed paper and increase member privacy, the MME will no longer accept credit card payments on printable registration forms. All credit card payments can be made via online registration.

☐ **Check** payable to Michigan Municipal Executives

(Fax completed registration form to 734-669-4223; then send form with payment to:
Michigan Municipal Executives, P.O. Box 7409, Ann Arbor, MI. 48107-7409)

Cancellation Policy: Refunds for registration, meals and activities will be made ONLY if MME is notified of cancellation in writing by July 16th either by fax, 734-669-4223 or by e-mail, registration@mme.org.

* There is no registration fee for spouses/partners or other members of the registrant's family but please include the first name of spouse/partner and children for name badges.

** This registration includes all meals except for the NextGen dinner. No 2019 MME memberships will be taken at the Summer Workshop. 2019 MME memberships must be prepaid before the Workshop to qualify for the lesser membership Summer Workshop registration fee.

*** Note: Emerging leaders and Managers in Transition must complete the faxable form to register. Online registration is not available for this category of membership.

MME 2019 Summer Workshop

Housing Information

Please reserve your room early, Alpena has a busy summer season!

If you have any questions about housing, please contact Katie Jones at Kjones@mml.org

<p><u>Holiday Inn Express & Suites</u> <i>Downtown Alpena</i></p> <p>Phone: (989) 340-1800</p> <p>Rate: \$129.99 + taxes and fees</p> <p>Booking Instructions: <u>Click here for online booking.</u> Use block code MML. If booking by phone, please mention the Michigan Municipal Executives.</p> <p>Amenities Include: Enjoy free High Speed Internet service, 42 inch HDTV with free HBO, microwave, fridge and a spacious well lit work desk.</p>	<p><u>Days Inn by Wyndham</u> <i>2.8 Miles from downtown Alpena</i></p> <p>Phone: (989) 356-6118</p> <p>Rate: \$89.99 + taxes and fees</p> <p>Booking Instructions: Attendees with mobility issues should request a first-floor room. Please mention the Michigan Municipal Executives. Booking only available by phone.</p> <p>Amenities Include: In-room amenities such as a refrigerator and free WiFi. Use our onsite laundry facility and find plenty of parking and outdoor outlets for your truck, RV, boat, or trailer in our lot, indoor pool, hot tub, and exercise area.</p>
--	---



CITY OF GROSSE POINTE WOODS MEMORANDUM

9E

Date: May 15, 2019

To: Mayor and City Council

From: Cathrene Behrens, Treasurer/Comptroller

Re: Workers Compensation Fund

RECEIVED

MAY 15 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

The City is currently self-insured for our workers compensation fund to manage employee "on the job" injuries. We additionally maintain an "excess" policy for workers compensation with Midwest Casualty Insurance which picks up when the City spends more than \$450,000 in a one-year period. The various city funds that pay employee wages are charged annually with funding our workers compensation claims during each fiscal year.

At the present time the workers compensation fund is has a deficit balance of \$20,296.10 for fiscal year 2018-19. I am requesting council authorization to transfer \$25,000 from the general fund balance in order to cover our expenses through June 30, 2019. Budget transfers, you may recall, are considered a "gift" therefore the workers compensation fund would not pay back the general fund. In an average year, the general fund provides approximately 80% of the revenues for workers compensation claims.

I have attached a historical revenue and expenditure report to which represents the past six year history of our workers compensation fund. Please note that our workers compensation claims for the current fiscal year are down significantly from previous years which reflects well on staff wellness and safety.

Fund Certification:

A budget transfer is required from the general fund prior year fund balance, account No. 101-000-697.000 into the workers compensation fund budget line, medical expenditures, account No. 632-854-915.000 and the account number has been verified.

A handwritten signature in blue ink, reading "Cathrene Behrens", is written over a horizontal line.

Treasurer/Comptroller Signature

Month Ended: June

L NUMBER	DESCRIPTION	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE	BALANCE
		AS OF	AS OF	AS OF	AS OF	AS OF	AS OF
		06/30/2014	06/30/2015	06/30/2016	06/30/2017	06/30/2018	06/30/2019
und 632 - WORKERS COMP FUND							
evenues							
ept 000							
32-000-665.000	INTEREST INCOME	6,900.43	3,054.27	2,787.56	2,984.13	3,758.74	773.68
32-000-668.400	GAIN ON MKT VALUE	(1,408.00)	1,169.00	(1,124.00)	(792.00)	(1,029.00)	0.00
32-000-671.000	INSTALLMENT LOAN	0.00	0.00	0.00	0.00	0.00	0.00
32-000-694.000	OTHER INCOME	0.00	0.00	0.00	0.00	8,639.00	0.00
32-000-699.000	TRF F/PRIOR YR RES	0.00	0.00	0.00	0.00	0.00	0.00
32-000-699.101	TRF F/GENERAL	0.00	0.00	0.00	103,703.00	103,498.00	61,485.00
32-000-699.202	TRF F/MAJOR STREETS	0.00	0.00	0.00	3,443.00	3,443.00	3,443.00
32-000-699.203	TRF F/LOCAL STREETS	0.00	0.00	0.00	3,488.00	3,488.00	3,488.00
32-000-699.226	TRANSFER FROM SOLID WASTE	0.00	0.00	0.00	720.00	720.00	720.00
32-000-699.261	TRF F/911 EMS	0.00	0.00	0.00	450.00	450.00	450.00
32-000-699.585	TRF F/PARKING	0.00	0.00	0.00	1,350.00	1,350.00	1,575.00
32-000-699.592	TRF WATER/SEWER	0.00	0.00	0.00	3,510.00	3,510.00	3,510.00
32-000-699.594	TRF F/BOAT DOCKS	0.00	0.00	0.00	900.00	900.00	900.00
32-000-699.640	TRF F/MOTOR VEHICLE	0.00	0.00	0.00	1,283.00	1,283.00	1,283.00
otal Dept 000		5,492.43	4,223.27	1,663.56	121,039.13	130,010.74	77,627.68
OTAL REVENUES		5,492.43	4,223.27	1,663.56	121,039.13	130,010.74	77,627.68
xpenditures							
ept 854 - EXPENDITURES							
32-854-702.000	SALARIES & WAGES	39,455.55	40,253.92	12,445.60	74,369.67	29,128.45	2,470.72
32-854-756.000	LOSS ON MKT VALUE	0.00	0.00	0.00	0.00	0.00	0.00
32-854-801.000	LEGAL FEES-GEN'L CITY	0.00	0.00	0.00	0.00	0.00	0.00
32-854-810.000	LABOR CONSULTANT	0.00	0.00	0.00	0.00	0.00	0.00
32-854-812.000	CLAIMS/OUTSIDE COUNSEL	0.00	0.00	0.00	0.00	0.00	0.00
32-854-818.000	CONTRACTUAL SERVICES	2,000.00	2,000.00	2,000.00	2,050.00	3,484.07	3,722.69
32-854-914.000	INSURANCE PREM.	82,890.81	61,526.00	76,593.53	154,077.00	144,380.95	77,035.51
32-854-915.000	MEDICAL EXPENDITURES	48,793.41	85,418.13	23,328.46	120,130.81	20,066.26	14,694.86
32-854-980.000	CONTINGENCY-ACT 302	0.00	0.00	0.00	0.00	0.00	0.00
32-854-999.650	TRF TO MIS	0.00	0.00	0.00	0.00	0.00	0.00
otal Dept 854		173,139.77	189,198.05	114,367.59	350,627.48	197,059.73	97,923.78
OTAL EXPENDITURES		173,139.77	189,198.05	114,367.59	350,627.48	197,059.73	97,923.78
und 632 - WORKERS COMP FUND:							
OTAL REVENUES		5,492.43	4,223.27	1,663.56	121,039.13	130,010.74	77,627.68
OTAL EXPENDITURES		173,139.77	189,198.05	114,367.59	350,627.48	197,059.73	97,923.78
ET OF REVENUES & EXPENDITURES		(167,647.34)	(184,974.78)	(112,704.03)	(229,588.35)	(67,048.99)	(20,296.10)

MEMO 19 - 16

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services *F.S.*

DATE: April 25, 2019

SUBJECT: Recommendation – Tree Removal Contract for 2018/2019

RECEIVED
 APR 30 2019
 CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

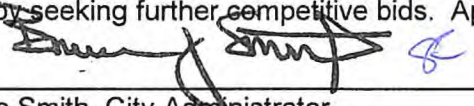
Arbor Pro Tree Service, Inc. has offered to extend the 2018/2019 contract pricing shown below for fiscal year 2019/2020. Their work is satisfactory. I do not believe any benefit will accrue to the City to seek further competitive bids.

COMPANY	12" to 19"	20" to 27"	28" to 35"	36" to 43"	Over 44"	Charge For Emergency Call-Out
Arbor Pro Tree Service, Inc.	\$210.00	\$425.00	\$580.00	\$1,140.00	\$1,410.00	\$65.00 per man hour

I recommend a contract for city tree removal from July 1, 2019 through June 30, 2020, be awarded to Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236. Attached is a copy of an updated contract, approved by city attorney Charles Berschback last year, as well as a current certificate of insurance. This is a budgeted item included in the 2019/2020 budget in the amount of \$40,000.00 in account 101-465-818.000.

Please contact me if you have any questions concerning this matter.

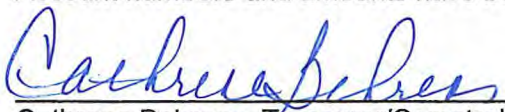
Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.


 Bruce Smith, City Administrator

4/30/19
 Date

Fund Certification:

Account numbers and amounts have been verified as presented.


 Cathrene Behrens, Treasurer/Comptroller

4/30/19
 Date



...for Safe, Healthy
and Beautiful Trees

April 4, 2019

Frank Schulte

City of Grosse Pointe Woods

Dear Frank

This correspondence is to advise yourself, (and any others interested), of our (my) intentions to continue our contract (and hold to current pricing) for as long as a period of time as is agreeable and amicable to the City of Grosse Pointe Woods.

Warm regards,

James G. Bonahoom, Pres.

Arbor Pro Tree Service, Inc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

04/29/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Lakepointe Insurance Agency 25124 Jefferson Ave. St. Clair Shores MI 48081		CONTACT NAME: Jeannine Feeney PHONE (A/C No. Ext): (586) 776-8990 FAX (A/C No.): (586) 776-7799 E-MAIL ADDRESS: jeannine@lakepointeinsurance.com	
INSURED Arbor Pro Tree Service Inc 425 Barclay Grosse Pointe Farms MI 48236		INSURER(S) AFFORDING COVERAGE INSURER A: Michigan Millers INSURER B: Travelers INSURER C: INSURER D: INSURER E: INSURER F:	

COVERAGES

CERTIFICATE NUMBER: CL1941802737

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:		Y	C0518550	04/25/2019	04/25/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ Included \$
A	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			C0518550	04/25/2019	04/25/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Uninsured motorist \$ 1,000,000 EACH OCCURRENCE \$ AGGREGATE \$ \$
	UMBRELLA LIAB <input type="checkbox"/> OCCUR EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input type="checkbox"/> RETENTION \$						PER STATUTE <input checked="" type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A	8KUB1K2158116	03/21/2019	03/21/2020	

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

Where required by written contract, City of Grosse Pointe Woods is included as an additionally insured with respect to operations performed by the named insured.

CERTIFICATE HOLDER

CANCELLATION

The City of Grosse Pointe Woods 20025 Mack Plaza Dr. Grosse Pointe MI 48236	SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE
---	---

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TREE REMOVAL CONTRACT

THIS AGREEMENT is entered into this ____ day of _____, 2019, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan, ("City), and Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236 ("Contractor").

WITNESSETH:

WHEREAS, the Contractor has offered to extend pricing for the period July 1, 2019 through June 30, 2020 for the removal of trees on City property within the City of Grosse Pointe Woods, in accordance with the instructions, specifications, and contract documents accepted by City Council on October 19, 2015, and

NOW THEREFORE, in consideration of the mutual undertakings of the parties it is agreed by and between the parties as follows:

1. The contract documents consisting of the Notice of Bid, Specifications, Signature of Bidder and the Bid Sheet of the Contractor (collectively referred to as "the contract documents") shall be incorporated herein by reference, and shall become a part of this contract, and shall be binding upon both parties. The terms of this Tree Removal Contract shall control in the event of any inconsistency between this contract and the documents incorporated by reference.

2. The Contractor agrees that it will, during the term of this contract or any extension, remove trees within the City of Grosse Pointe Woods in accordance with the contract and contract documents, and in compliance with all provisions of applicable Federal, State and local laws pertaining to the functions to be performed hereunder.

3. The City agrees that it will, upon satisfactory performance of the work as required, pay to the Contractor the amounts specified in its proposal, at the time provided in the contract documents.

4. This contract shall commence JULY 1, 2019 effective through JUNE 30, 2020, or until terminated as provided in the contract documents.

5. The Contractor agrees to indemnify, defend and hold the City harmless from any and all claims or damages occasioned by, or arising out of, or in connection with, the performance of its duties hereunder, and agrees to secure and keep in force public liability insurance and property damage insurance, all as required by the contract documents. The contractor is required to list the City of Grosse Pointe Woods as an additional insured.

6. In the event the Contractor shall fail, neglect or refuse to perform any and all of its duties under the contract, the City may perform such duties, and charge all costs incurred in connection therewith to the Contractor, and may deduct such costs from any monies due, or to become due to the Contractor. Such remedy shall be non-exclusive of any other remedies the City may have, and the exercise thereof shall be in addition to, and without prejudice to, whatever other rights the City may have against the Contractor in the event of a breach.

7. This contract and contract documents represents the entire agreement of the parties. Any modifications must be in writing.

Witnessed by:

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

BY: _____
Bruce Smith, City Administrator

ARBOR PRO TREE SERVICE, INC.
Contractor

BY: _____
James G. Bonahoom, Owner/President

108

MEMO 19 - 15

RECEIVED
APR 30 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

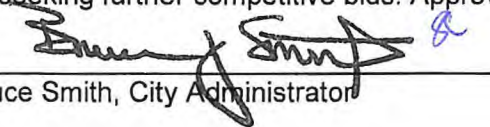
TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: April 25, 2019
SUBJECT: Recommendation – Janitorial Services for Municipal Building

Triple F Commercial Cleaning Services has the current contract to provide janitorial services for the municipal building through June 30, 2019. They are fully insured and bonded and their work is satisfactory. The bid specifications from 2011/12 included a provision that the city could extend the contract for additional periods as long as service requirements and the contract price remain the same. Triple F's offer to extend current pricing for the upcoming fiscal year July 1, 2019 through June 30, 2020 is attached. We received nine bids in 2011/12 and all were higher than Triple F, ranging from \$17,340.00 to \$35,000.00 per year. I believe they would be significantly higher now. I do not believe any benefit would accrue to the city by seeking additional bids.

Therefore, I recommend a contract in an amount not to exceed \$13,000.00 be awarded to Triple F Facility Services, Inc., 1250 Souter Dr., Troy, MI 48083 to supply janitorial services for the municipal building from July 1, 2019 through June 30, 2020. This is a budgeted item included in the 2019/2020 budget in account 101-444-818.000 in the amount of \$13,000.00.

Please contact me if you have any questions concerning this matter.

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.



Bruce Smith, City Administrator

4/30/19

Date

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller

4/30/19

Date



1250 Souter Dr, Troy, MI 48063 www.triplefservices.com 248.397.8079

April 29, 2019

Amendment to the maintenance agreement:

Triple F Facility Services, Inc to provide cleaning services for the City of Grosse Pointe Woods from July 1, 2019 to June 30, 2020 with the same price terms and conditions as indicated in the original contract on July 1, 2012

Customer City of Grosse Pointe Woods

Address 20025 Mack Plaza Dr

Grosse Pointe Woods, MI 48236

Yearly Price \$13,000.00

Triple F Facility Services, Inc

City of Grosse Pointe Woods

Tony J. Costa



CERTIFICATE OF LIABILITY INSURANCE

Tickler + file
RECEIVED
DATE (MM/DD/YYYY)
08/07/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER TERRILL MAYBERRY 33622 WOODWARD AVE BIRMINGHAM MI 48009	CONTACT NAME: TERRILL MAYBERRY PHONE (A/C, No, Ext): 2486459560 FAX (A/C, No): 2486459567 E-MAIL ADDRESS: TERRILL@TEAMMAYBERRY.COM
INSURED TRIPLE F FACILITY SERVICES Inc 1250 SOUTER DR TROY MI 48083	INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER: AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS	Y		92BP-Q453-4	02/12/2019	02/12/2020	EACH OCCURRENCE \$ 2,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 2,000,000 GENERAL AGGREGATE \$ 4,000,000 PRODUCTS - COMP/OP AGG \$ 4,000,000 COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	UMBRELLA LIAB EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$ PER STATUTE \$ OTH-ER \$
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N	N/A				E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

"The City of Grosse Pointe Woods is included as additional insured with respect to operations performed by the named insured." "The City of Grosse Pointe Woods is included as additional insured with respect to operations performed by the named insured."

CERTIFICATE HOLDER

CANCELLATION

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

**JANITORIAL SERVICES CONTRACT FOR
GROSSE POINTE WOODS MUNICIPAL BUILDING**

THIS AGREEMENT is entered into this ____ day of _____, 2019, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan (“City”), and Triple F C.C.S., 1250 Souter Dr., Troy, MI 48083 (“Contractor”).

WITNESSETH:

WHEREAS, the Contractor has offered to extend pricing for the period July 1, 2019 through June 30, 2020 for janitorial services for the City of Grosse Pointe Woods Municipal Building in accordance with the instructions, specifications, and contract documents accepted by City Council on June 20, 2011, including a provision that the City could extend the contract for additional periods as long as service requirements and the contract price remained the same;

NOW THEREFORE, in consideration of the mutual undertakings of the parties it is agreed by and between the parties as follows:

1. The “contract documents” defined as follows: this Contract, the Invitation to Bid, the Specifications for Janitorial Services for the Municipal Building, the Bidder’s Reference Page, the Bid Sheet, and the Certification of Bidder Form, shall be incorporated herein by reference, and shall become a part of this contract, and shall be binding upon both parties.
2. The Contractor agrees that it will, during the term of this contract or any extension, perform duties and provide janitorial services for the City of Grosse Pointe Woods Municipal Building in accordance with the contract documents, and in compliance with all provisions of applicable Federal, State and local laws pertaining to the functions to be performed hereunder.
3. The City agrees that it will, upon satisfactory performance of the work as required in the contract documents, pay the Contractor \$13,000.00 per annum as specified in its proposal. Payments will be made on a monthly basis within thirty (30) days of receipt of an invoice.
4. This contract shall have a term of one (1) year, commencing July 1, 2019 to June 30, 2020, or until terminated by either party giving not less than thirty (30) days advance written notice of termination.

5. The Contractor agrees to indemnify, defend and hold the City harmless from any and all claims or damages occasioned by, or arising out of, or in connection with, the performance of its duties hereunder, and agrees to secure and keep in force all insurance as required by the contract documents.

6. The Contractor shall file with the City a fidelity bond, which bond is incorporated herein by reference, and made a part of this contract.

7. In the event the Contractor shall fail, neglect or refuse to perform any or all of its duties under the contract, the City may perform such duties, and charge all costs incurred in connection therewith to the Contractor, and may deduct such costs from any monies due, or to become due to the Contractor. Such remedy shall be non-exclusive of any other remedies the City may have, (including but not limited to termination of this contract) and the exercise thereof shall be in addition to, and without prejudice to, whatever other rights the City may have against the Contractor in the event of a breach.

8. It is the intent of the parties that the Contractor shall utilize on a consistent basis the same employees to perform the services in an effort to avoid any retraining or background investigations. The City shall be informed of any change in personnel seven days in advance.

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

Witnessed by:

By: _____
Bruce Smith, City Administrator

TRIPLE F C.C.S.
Contractor

By: _____
Tony Jucja, Owner

10c

MEMO 19 - 17

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: April 25, 2019
SUBJECT: Recommendation – Trucking Services


RECEIVED
APR 30 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Grosso Trucking & Supply Co. has the current contract to provide trucking services for the City through June 30, 2019. Owner Steve Grosso has offered to extend the 2018/2019 trucking pricing for the 2019/2020 fiscal year, however the cost of materials they purchase and dump for us have gone up and therefore they have to pass on the cost (see attached letter to extend). The company is fully insured and bonded and has provided very good and reliable trucking services for the city since 2015. Grosso Trucking again requests an annual fee of \$2,500.00/year for leaving his loader in the DPW yard. His drivers load their trucks themselves at no additional cost to the city allowing DPW employees to work on other tasks. Only one other bid for trucking services was received the last time a bid was mailed in 2011 and the prices not only exceeded Grosso Trucking's current prices but also included \$52,000/year for a loader plus \$45.00/hour for labor plus fuel with a 3% fuel surcharge. Grosso Trucking's employees also assist with clean up in the DPW yard. I do not believe any benefit would accrue to the city by seeking additional bids.

I recommend the city enter into a contract with Grosso Trucking & Supply Co., 10015 Marine City Hwy., Fair Haven, MI 48023 to continue to provide trucking and hauling services from July 1, 2019 through June 30, 2020. This is a budgeted item included in the 2019/20 budget in the amount of \$84,000.00 in account 226-528-818.000. Attached is a copy of the proposed contract created by the city attorney and used in prior years that will be effective from July 1, 2019 through June 30, 2020, as well as a current certificate of insurance.

Please contact me if you have any questions concerning this matter.

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.



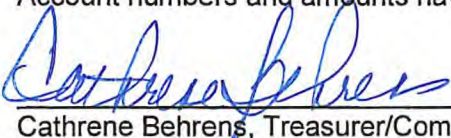
Bruce Smith, City Administrator

4/30/19

Date

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller

4/30/2019

Date

Grosso Trucking & Supply Co.
10015 Marine City Hwy.
Fair Haven, MI 48023
(586) 725-2935 • Fax: (586) 725-4153
Website www.grossotrucks.com

4/3/19

City of Grosse Pointe Woods

Attn: Frank

Here is the quote for the 2019 trucking and materials

The trucking prices will remain the same, our prices on material have gone up and we are passing on the cost.

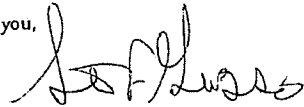
The cost is as follows, sand, topsoil and 21A crushed concrete will go up \$2.00 a yard, which is what the increases have been over the last 3-4 years. Also there will be a \$3.00 a yard dirt dump fee.

Leave trucking will remain the same.

Yard waste and compost trucking will stay the same.

If you have any questions please me a call.

Thank you,



Steve Grosso
Grosso Trucking



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
01/04/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must have ADDITIONAL INSURED provisions or be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Great Lakes Insurance Agency 3928 24th Avenue Port Huron MI 48060		CONTACT NAME: Terri Miller PHONE (A/C, No, Ext): (810) 824-3159 FAX (A/C, No): (810) 824-3165 E-MAIL ADDRESS: terrim@greatlakesinsurance.com	
INSURED GROSSO TRUCKING & SUPPLY COMPANY 10015 MARINE CITY HWY IRA MI 48023-1005		INSURER(S) AFFORDING COVERAGE INSURER A: EMCASCO Insurance Company INSURER B: Employers Mutual Casualty Company INSURER C: INSURER D: INSURER E: INSURER F:	
		NAIC # 21407 21415	

COVERAGES

CERTIFICATE NUMBER: MASTER 19-20

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDL SUBR INSD	WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Included GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			5D58121	01/01/2019	01/01/2020	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 10,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			5E58121	01/01/2019	01/01/2020	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			5J58121	01/01/2019	01/01/2020	EACH OCCURRENCE \$ 1,000,000 AGGREGATE \$ 1,000,000
	<input checked="" type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	5H58121	01/01/2019	01/01/2020	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)

That City of Grosse Pointe Woods is named as an additional insured with respects to the operations performed by the named insured.

CERTIFICATE HOLDER

CANCELLATION

<p>City of Grosse Pointe Woods 20025 Mack Plaza Drive Grosse Pointe Woods MI 48236</p>	<p>SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.</p> <p>AUTHORIZED REPRESENTATIVE </p>
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RECEIVED

MAY 15 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

GROSSO TRUCKING & SUPPLY CO. AGREEMENT

This agreement is entered into on this ____ day of _____, 2019 between the CITY OF GROSSE POINTE WOODS, a Municipal Corporation, of 20025 Mack Plaza, Grosse Pointe Woods, Michigan ("City"), and Grosso Trucking & Supply Co., 10015 Marine City Hwy., Fair Haven, Michigan 48023;

WHEREAS, Grosso Trucking & Supply Co. is engaged in hauling leaves/brush, scrap, concrete, wood chips, debris, dirt, and sand; and

WHEREAS, the City desires to utilize the services of Grosso Trucking & Supply Co. as an independent contractor:

THEREFORE, IT IS AGREED BETWEEN THE PARTIES AS FOLLOWS:

1. Award of Contract: Grosso Trucking & Supply Co. is hereby awarded a non-exclusive contract to perform hauling services for the City.
2. Term of Contract: This contract will cover the fiscal year beginning July 1, 2019 and continue through June 30, 2020.
3. Rates: Grosso Trucking & Supply Co. will perform hauling services as instructed by the City at the agreed sums of \$5.00 per yard for leaves/brush, \$5.00 per yard for removal of wood chips and clean concrete, \$8.00 per yard for excavation spoils, \$5.00 per yard for delivery of compost; \$10.00 per yard for sand in; \$11.00 for 21AA crushed concrete in; \$15.00 per yard for screened topsoil in; and \$10.00 per yard for miscellaneous debris out.
4. Termination: Notwithstanding the term of this contract, this agreement may be terminated by either party with 30 days written notice to the other party for any reason.
5. Insurance: Grosso Trucking & Supply Co. will keep in full force and affect insurance coverage in accordance with the bid specifications and shall furnish proof of such insurance to the City of Grosse Pointe Woods.
6. Compliance with City Ordinances: Grosso Trucking & Supply Co. shall be required to comply with all city ordinances and pertinent state laws during the terms of this Agreement including, but not limited to, hours of operation.

7. City Indemnification: Grosso Trucking & Supply Co. agrees to indemnify and hold harmless the City from any actions, suits, debts, judgments, damages and/or claims arising out of Grosso Trucking & Supply Co.'s performance of this Agreement.
8. Incorporation of Bid Documents: The original bid documents including the notice to bidders, specifications, insurance coverage, and the bid sheet are incorporated into this Agreement by reference. In the event of any inconsistencies between the bid documents and this Agreement, the Agreement controls.

WITNESS:

City of Grosse Pointe Woods

By:

Bruce Smith
City Administrator

Grosso Trucking & Supply Co.

By:

Steve Grosso
Owner

MEMO 19 - 21

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: April 25, 2019
SUBJECT: Recommendation – Landscape Services

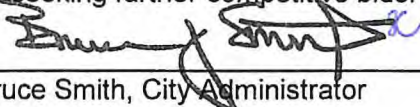
RECEIVED
APR 30 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT
F.S.

Marshall Landscape has been providing landscape services to the City of Grosse Pointe Woods for the past 21 years. They are fully insured and bonded and their work is satisfactory. Brett Marshall has offered to extend their pricing for another 3-year agreement for fiscal years 2019/2020, 2020/2021, and 2021/2022. The agreement will include all current turf fertilizing and pest management services at City Hall, on Mack Avenue and at Lake Front Park.

I recommend approval of a 3-year agreement with Marshall Landscape, Inc., 24343 Gibson Dr., Warren, MI 48089 to provide landscape services to the City in an amount of \$7,125.00 in fiscal years 2019/2020, 2020/2021, and 2021/2022. This is a budgeted item that will be included in each fiscal year budget in accounts 101-775-818.000 in the amount of \$4,000.00 and 202-463-818.000 in the amount of \$3,125.00. I do not believe any benefit will accrue to the city by seeking additional bids.

Please contact me if you have any questions concerning this matter.


Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further competitive bids. Approved for Council consideration.


Bruce Smith, City Administrator

4/30/19
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

4/30/19
Date



24343 Gibson
Warren, MI 48089
www.marshalllandscape.com

(586) 427-6577 Macomb
(313) 885-7272 Wayne
(586) 427-6926 Fax



Turf Grass Services • Plant Health Care • Exterior Pest Control • Athletic Field

City of Grosse Pointe Woods
Frank Schulte
1200 Parkway Drive
Grosse Pointe Woods, MI 48236

APRIL 25, 2019

Frank,

Thank you for the opportunity to provide you services again this growing season. As we have discussed I am offering to extend our service agreement for another season (2019-20) with no increase this year. As we have in the past seasons we continue to reduce the amount of pesticides used on municipal grounds.

Please call with any questions or concerns

Thank you,

Brett Marshall
Marshall Landscape Inc



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/25/2019

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

IMPORTANT: If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

PRODUCER Morris Insurance Group, Inc. Little-Killebrew-Steiger 22440 Hall Road Clinton Township MI 48036		CONTACT Shelle Kipp PHONE (A/C, No, Ext): (586) 569-0440 FAX (A/C, No): (586) 569-0384 E-MAIL: shelle.kipp@MorrisInsuranceGroup.com ADDRESS: shelle.kipp@MorrisInsuranceGroup.com	
INSURED MARSHALL LANDSCAPE INC 24343 GIBSON DR WARREN MI 48089-4319		INSURER(S) AFFORDING COVERAGE INSURER A: Frankenmuth Mutual NAIC # 13986 INSURER B: Ansur America Insurance Company/ 10984 INSURER C: Accident Fund National 12305 INSURER D: INSURER E: INSURER F:	

COVERAGES CERTIFICATE NUMBER: 2018 2019 REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ACORD INSURANCE	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-ECT <input type="checkbox"/> LOC OTHER:	X	CPP6075618	10/8/2018	10/8/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMPOF AGG \$ 2,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALLOWED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS		BA 6075618	10/8/2018	10/8/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE <input type="checkbox"/> CRO <input checked="" type="checkbox"/> RETENTION \$ 10,000		CPP6075618	10/8/2018	10/8/2019	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/ MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	YIN N N/A	HCV6174423	10/8/2018	10/8/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 500,000 E.L. DISEASE - EA EMPLOYEE \$ 500,000 E.L. DISEASE - POLICY LIMIT \$ 500,000

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required)
City of Grosse Pointe Woods is Additional Insured with respect to operations performed by the named insured.

CERTIFICATE HOLDER

City of Grosse Pointe Woods
20025 Mack Ave
Grosse Pointe Woods, MI 48236

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Bruce Morris/MMK

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LANDSCAPE SERVICES CONTRACT

THIS AGREEMENT, is entered into this ____ day of _____, 2019, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan, (“City), and Marshall Landscape, Inc. (“Contractor”).

WITNESSETH:

WHEREAS, the City has accepted a written proposal from the Contractor to provide landscape services on City property within the City of Grosse Pointe Woods for a three-year period from July 1, 2019 through June 30, 2022, and the offer has been accepted by the City Council on _____,

NOW THEREFORE, in consideration of the mutual undertakings of the parties it is agreed by and between the parties as follows:

1. The contract documents consisting of the offer received from Marshall Landscape, Inc. dated April 25, 2019 (Ex. A), and the recommendation memo dated April 25, 2019 (Ex. B) approved by City Council on _____ (collectively referred to as “the contract documents”) shall be incorporated herein by reference, and shall become a part of this contract, and shall be binding upon both parties. The terms of this landscape services contract shall control in the event of any inconsistency between this contract and the documents incorporated by reference.

2. The Contractor agrees that it will, during the term of this contract or any extension, provide all turf fertilizing and pest management services in accordance with the contract and contract documents, and in compliance with all provisions of applicable Federal, State and local laws pertaining to the functions to be performed hereunder.

3. The City agrees that it will, upon satisfactory performance of the work as required, pay to the Contractor the amounts specified in its proposal, at the time provided in the contract documents.

4. This contract shall commence JULY 1, 2019 effective through JUNE 30, 2022.

5. The Contractor agrees to indemnify, defend and hold the City harmless from any and all claims or damages occasioned by, or arising out of, or in connection with, the performance of its duties hereunder, and agrees to secure and keep in force public liability insurance and property damage insurance, all as required by the contract documents. The Contractor is required to list the City of Grosse Pointe Woods as an additional insured.

6. In the event the Contractor shall fail, neglect or refuse to perform any and all of its duties under the contract, the City may perform such duties, and charge all costs incurred in connection therewith to the Contractor, and may deduct such costs from any monies due, or to become due to the Contractor. Such remedy shall be non-exclusive of any other remedies the City may have, and the exercise thereof shall be in addition to, and without prejudice to, whatever other rights the City may have against the Contractor in the event of a breach.

7. This contract and contract documents represents the entire agreement of the parties. Any modifications must be in writing.

Witnessed by:

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

BY: _____
Bruce Smith, City Administrator

MARSHALL LANDSCAPE, INC.
Contractor

BY: _____
Brett Marshall, Owner/President



MCKENNA

RECEIVED

MAY 10 2019

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

11A

Mr. Bruce Smith
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

May 7, 2019

Invoice No: 21849 - 11

Project 21849 Grosse Pointe Woods Building Services

Professional Services from April 1, 2019 to April 30, 2019

Monthly Retainer

Conduct Plumbing and Mechanical Inspections as directed by the City.

	1,500.00	
Total		\$1,500.00
Invoice Total		<u>\$1,500.00</u>

THANK YOU. Please remit to above address and indicate project number on voucher.

Email: cbehrens@gpwmi.us

101-180-818.000
5/9/19
Cbehrens

11B

RECEIVED

MAY - 9 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



May 8, 2019

Invoice 050819

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

101-210-801.301

05/08/2019

A handwritten signature in blue ink, appearing to read "C. B. [unclear]", with a second signature below it.

RE: Legal Services - April 2019

Legal services rendered:

Invoice # 16293 (attached).....\$ 1,332.61

Total..... \$ 1,332.61

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lynette Hobyak", with the name and title printed below it.

Lynette Hobyak
Business Manager

Please submit payment to Hallahan and Associates, P.C.

38110 Executive Drive, Suite 100
Westland, MI 48185

734-595-7727 Office
734-595-7736 Fax

Adkison, Need, Allen, & Rentrop, PLLC
39572 Woodward
Suite 222
Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

11C
RECEIVED
MAY 13 2019

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods MI 48236

Attn: Bruce J. Smith

Page: 1
April 30, 2019
Account No: 3334M

Review of Liquor Ordinance

Balance

\$255.00

101-210-801-000

[Signature]

5/13/2019

[Signature]

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

Adkison, Need, Allen, & Rentrop, PLLC
39572 Woodward
Suite 222
Bloomfield Hills, MI 48304
248-540-7400, Fax 248-540-7401
Tax ID Number: 38-3224154

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods MI 48236

Attn: Bruce J. Smith

Page: 1
April 30, 2019
Account No: 3334-0000M
Statement No: 116903

Review of Liquor Ordinance

Fees

			Hours	
04/11/2019	KA	Revise engagement letter. Meeting with city attorney Chip Berschback to discuss proposed changes to liquor license ordinance.	1.00	
	KA	Review email from Chip Berschback regarding amendment to ordinance.	0.20	
04/12/2019	KA	Update engagement letter.	0.10	
04/17/2019	KA	Review Chip Berschback's correspondence and revised draft of liquor license ordinance.	0.40	
		For Current Services Rendered	1.70	255.00
		Total Current Work		255.00
		Subtotal		<u>\$255.00</u>
		Total Due for this Matter		<u>\$255.00</u>

Credit card payments may be made online through the firm's website at www.anafirm.com. Please note that the firm accepts Visa, Mastercard, American Express and Discover.

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 1240
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

RECEIVED

MAY 10 2019



11D

FEDERAL I.D. 38-1996878

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

Attention: Bruce Smith, City Manager

May 01, 2019

Client: 000896

Matter: 000000

Invoice #: 116467

101-210-810.000
ABelknap 5/15/19

REGARDING: GENERAL MATTERS

For professional services rendered and expenses incurred relative
to the above matter:

TOTAL

\$3,893.75

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 1240
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

FEDERAL I.D. 38-1996878

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

May 01, 2019
Client: 000896
Matter: 000000
Invoice #: 116467

Attention: Bruce Smith, City Manager

Page: 1

RE: GENERAL MATTERS

For Professional Services Rendered through April 30, 2019

DATE	ATTY	DESCRIPTION	HOURS
4/3/2019	GPK	Attention to review of documents regarding negotiations.	1.25
4/4/2019	GPK	Attention to preparation of contract proposals.	0.50
4/5/2019	GPK	Attention to preparation for and attendance at negotiations.	4.25
4/8/2019	GPK	Attention to preparation for and attendance at negotiations.	9.00
4/22/2019	GPK	Attention to preparation of contract proposals.	2.50
4/23/2019	GPK	Attention to preparation for and attendance at TPOAM negotiations.	4.75
Total Services			\$3,893.75

ATTORNEY	HOURS	RATE	AMOUNT
GPK GARY P. KING	22.25	\$175.00	\$3,893.75

Total Amount Due

\$3,893.75