

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, April 15, 2018
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. MINUTES
 - A. Council 04/01/19
 1. Consideration to Rescind Motion: Records Retention – Hand Written Checks
 - B. Committee-of-the-Whole 04/08/19
 - C. Compensation & Evaluation Committee 03/25/19
 - D. Community Events Committee 03/14/19,
w/recommendations:
 1. Budget Transfer
 2. Entertainment Contracts/Agreements
7. COMMUNICATIONS
 - A. Resignation – Historical Commission
 1. Email 04/07/19 – George Bailey
 - B. Monthly Financial Report – March 2019
8. BIDS/PROPOSALS/
CONTRACTS
 - A. Contracts/Agreements: 2019 City Event Entertainment
 1. Sun Messengers
 2. Detroit Social Club Blues Band
 3. Buggs Beddow and the Good Stuff
 4. Sonic Freeway
 - B. Design Fees/Budget Amendment – 2019 Structure Repairs and Miscellaneous Concrete
 1. Memo 03/27/19 – Director of Public Services
 2. Fund Balance Analysis Update 02/06/19
 3. Proposed 2019 Construction Projects
 - C. Proposal/Budget Amendment: Lake Front Park Pool Fence Replacement
 1. Memo 03/28/19 – Director of Public Services
 2. Proposal 03/04/19 – All Pointes Fencing Plus, LLC
 3. Diagram
 4. Photos (7)
 - D. Proposal: City Hall Restoration

1. Memo 04/10/19 – Director of Public Services
2. Proposal for Professional Services Rev 03/26/19 – Stucky Vitale Architects

9. PROCLAMATIONS
 - A. National Public Works Week
 - B. Holocaust Days of Remembrance
 - C. National Military Appreciation Month
10. CLAIMS/ACCOUNTS
 - A. Wireless Communications Attorney
 1. Email 04/08/19 – Grosse Pointe Shores - \$527.15;
 2. Kitch Drutchas Wagner Valitutti & Sherbrook Invoice No. 432229 07/31/18.
 - B. Professional Services
 1. McKenna Invoice No. 21849-10 04/04/19 - \$1,500.00.
 - C. City Engineer – Anderson Eckstein & Westrick
 1. Invoice No. 0116723 02/02/18 - \$1,611.30;
 2. Invoice No. 0117020 03/05/18 - \$99.70;
 3. Invoice No. 0119194 09/18/18 - \$4,732.23;
 4. Invoice No. 0119437 10/11/18 - \$13,367.65.
11. NEW BUSINESS/PUBLIC COMMENT
12. 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.

<p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p>
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COUNCIL
04-01-19 - 42

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 1, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:06 p.m. by Mayor Novitke.

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

Also Present: City Attorney Don Berschback
Treasurer/Comptroller Behrens
Deputy City Clerk Antolin
Director of Public Services Schulte
Recreation Supervisor Gerhart
Information Technology Manager Capps

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 **Planning Commission Appointment (Mayoral)**, that City Council concur with the Mayoral appointment of George Bailey to the Planning Commission with a term to expire December 31, 2020, conditioned upon his resignation from the Historical Commission by April 8, 2019.

Motion carried by the following vote:

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

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

1. City Council Minutes dated March 18, 2019.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, regarding **Employee Handbook – Revised 04/01/19**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting held March 25, 2019, and approve the Grosse Pointe Woods Employee Handbook (dated April 1, 2019) with the proposed revisions as amended.

Motion carried by the following vote:

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

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

1. Committee-of-the-Whole Minutes dated March 25, 2019.

Motion carried by the following vote:

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

Regarding the **Appointment (Mayoral)**, the Mayor appointed Eric Reiter to the Beautification Advisory Commission with a term to expire December 31, 2020.

Motion by Bryant, seconded by Granger, regarding **Ice Cream Social**, that the City Council concur with the recommendation of the Senior Commission at their meeting held January 15, 2019, and approve an amount not to exceed \$500.00 for expenses related to the Ice Cream Social to be held May 15, 2019, at the Helm, funds to be taken from Senior Commission Account No. 101-105-880.600.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **FY 2019/20 Budget Summary**, that the City Council receive and place on file the 2019/20 Proposed Budget Summary.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Records Retention and Disposal Schedule – Hand Written Checks**, that the City Council approve a six month retention be added to the Records Retention and Disposal Schedule for customer checks receipted by the City, and that the City Clerk be authorized to sign and forward necessary documents to the State for final approval.

Motion by Bryant, seconded by Shetler, to amend the previous motion by removing "six month" and replacing it with "60 day".

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Budget Transfer – City Hall and Grounds Contractual Services**, that the City Council approve a budget amendment and transfer in the amount of \$20,000.00 from Prior Year Reserve Fund Balance Account No. 101-000-699.000 into City Hall and Grounds Contractual Services Account No. 101-444-818.000.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **PA 202 – FY 2018 Retiree Health Care Underfunded Status**, that the City Council approve the PA 202 Application for Waiver and Plan for Fiscal Year 2018, and authorize the Treasurer/Comptroller to sign the application.

Motion carried by the following vote:

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

Motion by Granger, seconded by Koester, regarding **Policy: Use of Recreation Facilities**, that the City Council approve the Application for Community Use of Recreational Facilities and Community Use of City Recreational Facilities Guidelines as amended, and approve this policy for use effective immediately.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, that the following documents be received and placed on file:

1. Application for Community Use of Recreational Facilities received April 1, 2019;
2. Community Use of City Recreational Facilities Guidelines received April 1, 2019.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Granger, regarding **Contract: Printing Services**, that the City Council approve, and authorize the City Administrator to sign, a three-year contract beginning July 1, 2019, through June 30, 2022, with Compton Press Industries, at a cost of \$18,886.00 per year; \$56,658.00 for the three year contract, funds to be taken from the following accounts:

- Account No. 101-780-880.000-Calendar/Newsletters - \$18,238.00;
- Account No. 592-536-757.000-Water Quality Report - \$648.00.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Shetler, regarding **Contract: City-Wide Phone System Consultant**, that the City Council approve a consulting contract with Plante Moran to provide services for obtaining a city-wide phone system at a cost of \$13,200.00, funds to be taken from Account No. 101-855-977.000, and to authorize the City Administrator to sign the contract.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Bryant, regarding **Budget Amendment/Contract: Fuel Tanks Final Assessment**, that the City Council approve a budget amendment in the amount of \$24,989.86 from Motor Vehicle Fund Balance Account No. 640-000-395.000 into Capital Expense-DPW Account No. 640-0852-977.200; and, to approve a contract with Groundwater & Environmental Services, Inc. to perform additional testing services including

three more boring sites at a cost of \$24,989.86, and authorize the City Administrator to sign said contract.

Motion by Shetler, seconded by Bryant, to amend the previous motion by deleting the "0" before "852".

Motion carried by the following vote:

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

Motion by Granger, seconded by Bryant, regarding **Special License Application – City Events (Revised)**, that the City Council adopt the Certified Resolution Authorizing the Application for Special License be recommended.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Military Leave Request – Brian Conigliaro**, that City Council adopt the Resolution for military leave-Brian Conigliaro, and authorize the City Administrator to sign the Supplemental Agreement.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **2015-2018 Pavement Joint and Crack Sealing Program – District 1**, that the City Council approve the following:

1. Michigan Joint Sealing Final Pay Estimate 02/28/19 - \$6,778.10;
 - a. Account No. 202-451-975.300 - \$2,236.88;
 - b. Account No. 203-451-975.300 - \$4,541.22.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **City Engineers – Anderson, Eckstein and Westrick**, that the City Council approve the following invoices:

1. Invoice No. 0116798 02/13/18 - \$14,400.00; Account No. 420-451-974.201.
2. Invoice No. 0116799 02/13/18 - \$6,900.00; Account No. 401-451-974.201.
3. Invoice No. 0121019 02/26/19 - \$7,800.00; Account No. 202-451-974.803.
4. Invoice No. 0121078 03/12/19 - \$600.00; Account No. 420-451-974.201.
5. Invoice No. 0121278 03/18/19 - \$807.25; Account No. 592-537-818.000.
6. Invoice No. 0121279 03/18/19 - \$2,250.10; Account No. 592-537-975.004.
7. Invoice No. 0121280 03/18/19 - \$528.50; Account No. 592-537-978.300.
8. Invoice No. 0121281 03/18/19 - \$266.75;
 - a. Account No. 203-451-977.803 - \$186.72;
 - b. Account No. 592-537-975.401 - \$80.03.
9. Invoice No. 0121282 03/18/19 - \$295.70; Account No. 592-537-977.000.
10. Invoice No. 0121283 03/18/19 - \$175.10; Account No. 592-537-818.000.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **County of Wayne Milk River Drainage District**, that the City Council approve the following invoices:

1. Invoice No. 298154 02/27/19 FY 2019 Quarters 1 and 2 - \$199,181.00; Account No. 365-455-992.200.
2. Invoice No. 298092 02/26/19 Interest - \$132,815.75; Account No. 365-455-992.000.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Shetler, regarding **Tokio Marine HCC – Lynne Walter/Sewer Backup Claim**, that the City Council approve the following invoice:

1. Invoice Claim #190868 03/15/19 - \$10,000.00; Account No. 101-210-812.000.

Motion carried by the following vote:

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

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

1. WCA Assessing Invoice No. 031919 03/19/19 - \$5,786.16; Account No. 101-224-818.000.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **City Attorneys**, that the City Council approve the following invoices dated March 27, 2019:

1. Don. R. Berschback - \$4,037.50;
 - a. Account No. 101-210-801.000 - \$3,230.00;
 - b. Account No. 101-210-801.100 – \$807.50.
2. Charles T. Berschback - \$5,675.00;
 - a. Account No. 101-210-801.000 - \$5,625.00;
 - b. Account No. 101-223-757.000 – \$50.00.

Motion carried by the following vote:

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

Under New Business, the following individuals were heard:

- Council Member Bryant – SEMCOG update;
- Mayor Novitke commented on how well City Administration and the employees handled the transition of city functions to the Community Center regarding the water damage incident.

Under Public Comment, no one wished to be heard.

Motion by Granger, seconded by Bryant, to adjourn tonight's meeting at 7:45 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Robert E. Novitke
Mayor



COMMITTEE-OF-THE-WHOLE
04-08-19 - 16

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 8, 2019, IN THE COUNCIL CHAMBERS/MUNICIPAL COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Granger, Koester, McMullen, Shetler
ABSENT: Bryant, McConaghy
ALSO PRESENT: City Administrator Smith
Treasurer/Comptroller Behrens
City Clerk Hathaway
Director of Public Services Schulte

Mayor Novitke called the meeting to order at 7:01 p.m.

Motion by Granger, seconded by Shetler, to excuse Council Members Bryant and McConaghy from tonight's meeting.

Motion carried by the following vote:

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

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

The first item discussed was regarding **DTE Lighting**. The Chair referred to the Director of Public Service's memo dated April 1, 2019, and questions and answers ensued. The Chair stated the proposal is about a 20% return on investment. The Treasurer/Comptroller discussed various methods of financing including bonding an amount larger than \$410,000.00. She stated that she spoke with Financial Advisor McGow regarding PA 99, and he requested additional information such as a copy of the City's DTE contract and confirmation of the lifespan for the lights. She stated PA 99 allows for borrowing money for land and equipment. She stated an alternative to bonding may be to take a loan from a bank.

The City Administrator stated if funds came from the fund balance, the funds would come out of two fiscal years and the new LED lighting installation would need to be completed by November 2019 in order to meet the timeline for rebates. The Treasurer/Comptroller stated that if funds were taken out of fund balance, that fund balance would remain above 30%. The Chair stated the City is losing over \$84,000.00 with the existing lighting throughout the City pursuant to information provided. The Director of Public Services stated DTE is coming up with an actual count of light poles and will provide firm numbers, and that the type of lighting needs to be determined. He stated the 58 Watts style saves more money than the 136 watts style lighting. He also stated that the estimated costs and savings DTE provided included numbers based on a mixture of 58 and 136 watts. There was a question if a greater savings should be realized than outlined in the savings presented by DTE. This item is to be left on the Committee-of-the-Whole agenda, and the Treasurer/Comptroller was asked to provide additional financing information.

Following discussion regarding ornamental lighting, the Director stated the current style globe is no longer available and a new style needs to be chosen. The estimated count needed is 153, however a final preflight count is needed and forthcoming from DTE. There was a consensus of the Committee to choose the third style light shown in the information provided, the glass globe with ribs and band. This item is to remain on the Committee-of-the-Whole agenda, and that the next Committee-of-the-Whole meeting be tentatively scheduled for April 29, 2019. The Director will provide additional information at that meeting.

Next, administration provided a **status report on City Hall clean-up** following the March 3, 2019, flooding in the administrative offices. Asbestos mitigation is to be completed tomorrow. Additional testing needs to be performed to determine levels of moisture and mold in the walls, if any.

Discussion then ensued regarding **City Hall Re-Design**. The City Administrator stated that with the open space and blank palette presented as a result of the flood, it presents an opportunity to design more workable spaces, and a determination needs to be made to move forward with reconstruction. Two proposals have been received from AEW and Stucky Vitale. Stucky Vitale provided the lowest quote. The City Administrator asked Stucky Vitale to provide pricing for three options; rebuild in the current floor plan, expand the scope of design to provide a re-design that makes better use of the space, and to enclose the porch off the employee entrance. He stated an estimated construction and oversight cost to enclose the porch is over \$100,000.00. There was a consensus of the Committee to approve Stucky Vitale's proposal for Phase I at a cost of \$5,800.00, and to evaluate the design when it is received for moving forward. There was also a decision to not cover the porch, and to possibly look at it in the future. This item is to be placed on the Council agenda for April 15th.

The next item was regarding the **Retention Schedule – incoming checks**. This item is to be placed on the Council agenda to reverse original Council action, and that policy will establish a six-month retention on incoming checks having been scanned.

Under New Business, nobody wished to be heard.

Under Public Comment, nobody wished to be heard.

Motion by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 8:01 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor

Approved by Committee 04/01/19

Compensation and Evaluation Committee
March 25, 2019



MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 25, 2019, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ALSO PRESENT: City Clerk Lisa Hathaway

The meeting was called to order by Chair Bryant at 8:55 p.m.

Motion by McConaghy, second by Novitke, 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, McConaghy, Novitke
No: None
Absent: None

Motion by Novitke, second by McConaghy, that the minutes of 2-25-19 be approved.

Motion carried by the following vote:

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

A discussion concerning compensation and evaluation was conducted with Lisa Hathaway.

Motion by McConaghy, seconded by Novitke, that the meeting be adjourned at 9:30 p.m.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

Respectfully submitted

Arthur Bryant



COMMUNITY EVENTS COMMITTEE
March 14, 2019

MINUTES OF THE COMMUNITY EVENTS COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON THURSDAY, MARCH 14, 2019 AT THE GROSSE POINTE WOODS – CONFERENCE ROOM, 20025 MACK, and GROSSE POINTE WOODS, MICHIGAN.

Members Present: Chair Mayor Robert Novitke, Jennifer Boettcher, Chris Fenton, Al Fincham, Vicki Granger, Todd McConaghy, Bruce Smith

Members Absent: None

Also in attendance: Susan Como (Recording Secretary)

The Chair called the meeting to order at 5:33 p.m.

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

Motion passed by the following vote:

Yes: Boettcher, Fenton, Fincham, Granger, McConaghy, Novitke, Smith

No: None

Absent: None

The first item discussed was the **2018 Ending Balance Sheet**.

Motion by Granger, seconded by Fincham, to accept the 2018 Ending Balance Sheet as presented.

Motion passed by the following vote:

Yes: Boettcher, Fenton, Fincham, Granger, McConaghy, Novitke, Smith

No: None

Absent: None

Next item discussed was the **2019 Proposed Budget**. Recording Secretary Como advised the Committee Members of a calculation error discovered in the 2017 Wage (Overtime) amount charged to the General Fund Budget.

The 2018 Wages (Overtime) original amount provided was \$4,940.72, which after subtracting the 2017 overcharged amount of \$444.05 brings the amended 2018 amount to \$4,496.67.

Motion by Fenton, seconded by McConaghy regarding the 2019 Proposed Budget, to transfer the sum of \$4,496.67 from the Community Events Committee Account #205-870-820.130 to the city's General Fund to cover the overtime wages incurred from employees working the events.

NOTE



Motion passed by the following vote:

Yes: Boettcher, Fenton, Fincham, Granger, McConaghy, Novitke, Smith

No: None

Absent: None

Motion by McConaghy, seconded by Granger, to accept the 2019 Proposed Budget as presented.

Motion passed by the following vote:

Yes: Boettcher, Fenton, Fincham, Granger, McConaghy, Novitke, Smith

No: None

Absent: None

The Committee Members did not make any changes to the **Stationary**.

The next item discussed was the **Sponsors**. It was determined the following previous year's sponsors would be contacted for sponsorship:

<u>COMPANY NAME</u>	<u>CONTACT</u>
A.H. Peters Funeral Home	Granger
Anderson, Eckstein & Westrick, Inc.	Smith
Ascension St. John Hospital (Exclusive)	Smith
Comerica	Behrens
Dan Curis (Champs Rotisserie & Spirits)	Novitke
Don Berschback & Chip Berschback - City Attorneys	Smith
Edmund t. Ahee Jewelry Company	Granger
Genesis Cadillac & Genesis Chevrolet	Smith
GFL Environmental	Smith
Grosse Pointe Woods Foundation	Novitke
Kitty's Doctor	Smith
Marshall Landscape, Inc.	Fenton
Mr. C's Car Wash	Novitke
Stevenson Company	Smith
Tom Kleiner Construction	Novitke
Wesley Orthodontics	Smith

Additional companies to be contacted for sponsorship:

<u>COMPANY NAME</u>	<u>CONTACT</u>
Beline Obeid Realty	Granger
Blue Cross Blue Shield	Granger
Bob Maxey Lincoln-Mercury	Granger

Churchill's Grosse Pointe	Novitke
Cornerstone	Smith
DTE	Smith
Eastside Dermatology	McConaghy
Flagstar Bank	Behrens
Gabel Financial Services	McConaghy
Grosse Pointe Chamber of Commerce	Granger
Grosse Pointe Equestrian Center	Novitke
Keller Thoma, P.C.	McConaghy
Kitch Drutchas Wagner Valitutti & Sherbrook	Granger
Lochmoor Club	McConaghy
Plante Moran	Smith
Ray Laethem Buick GMC	Smith
SERVPRO of Grosse Pointe	Fincham
University Liggett School	Granger
Wayne County Community College District	Novitke

Additionally, recognizing individuals and sponsors in the *Update* who make a contribution was discussed and will be addressed at a later date.

Entertainment at the event was discussed and Recording Secretary Como was asked to schedule the bands selected and have them provide contracts with the inclusion of a rain date cancellation clause.

Motion by McConaghy, seconded by Granger to recommend to City Council to enter into the entertainment contracts/agreements with the inclusion of a rain date cancellation clause with the following bands: Sun Messengers, Detroit Social Club Blues Band, Buggs Beddow and the Good Stuff, and Sonic Freeway.

Motion passed by the following vote:

Yes: Boettcher, Fenton, Fincham, Granger, McConaghy, Novitke, Smith
 No: None
 Absent: None

In the event that one of the bands selected could not play there was consensus of the Committee to authorize Recording Secretary Como to enter into an agreement with Paul Carey's Rhythm and Blues Krewe in an amount not to exceed \$2,500.00.

Food Vendors were discussed next. Recording Secretary Como indicated the three food vendors interested in vending at this year's Music on the Lawn events are as follows: Stix & Stone – Wood Fired Pizza; National Coney Island; Walking Taco. All Committee Members were in agreement to allow Recording Secretary Como to assign the interested food vendors to one of the events.



*(Secretary's Note: The Fall Fest date was corrected from September 14, 2019 to September 21, 2019 and all relating documents will be corrected to reflect this date).

Motion by Granger, Seconded by Fenton, to immediately certify the minutes of the March 14, 2019 Community Events Committee.

Motion by Fincham, seconded by McConaghy, to adjourn the meeting at 6:40 p.m. Passed Unanimously.

Respectfully Submitted,

Susan Como
Recording Secretary

7A

Lisa Hathaway

From: George Bailey <george@bailey-built.com>
Sent: Sunday, April 7, 2019 7:58 AM
To: Lisa Hathaway
Subject: Re: Planning Commission

Hello Lisa

I am writing this message to thank you and the Mayor for the opportunity to begin serving on the Planning Commission for the City of Grosse Pointe Woods.

Regrettably, the City does not allow member participation on multiple Commissions so I must inform you that I am officially resigning my position on the Historical Commission of the City of Grosse Pointe Woods effective immediately. I have enjoyed my time on the Historical Commission and will continue to Volunteer and fulfill my commitment as a non-voting citizen participant.

Thanks very much.

george bailey, architect

313.451.1462 office
972.679.8829 cell

bailey built, pllc



On Fri, Apr 5, 2019 at 12:02 PM Lisa Hathaway <LHathaway@gpwni.us> wrote:

Hi George,

Reminder regarding our discussion. Please email me your resignation from the Historical Commission by Monday, April 8.



PO BOX 24668
DETROIT, MI 48224-0668
OFFICE: 313 881-4108
CELL: 313 919-0378
EMAIL: rsteiger@sunmessengers.com
WWW: www.sunmessengers.com

8A

CONTRACT

TODAY'S DATE: January 22, 2018

BAND: Sun Messengers

DATE OF PERFORMANCE: Friday June 28, 2019

LOCATION: Grosse Pointe Woods City Hall

HOURS: 7- 10pm.

AMOUNT: \$1500.00

TERMS: \$1500.00 by check payable to Sun Music International, L.L.C on 6/28/2019. **Weather clause:** If event is cancelled by 2PM on 6/28-\$750.00 (50%) is due. If event is cancelled after 2PM on 6/28-\$1500.00 (100%) is due.

FOOD: Water for 10.

OVERTIME RATE: N/A

RICHARD B. STEIGER

Approved for Signature

Charles T. Berschback
City Attorney

Date: _____

CLIENT'S SIGNATURE

20025 Mack Plaza Drive

ADDRESS

Grosse Pointe Woods, MI

CITY

STATE/ZIP

48236

313.343.2445

TELEPHONE

PRINT TWO COPIES OF THE CONTRACT, SIGN BOTH AND RETURN ONE BY **4/18/19**

CONTRACT FOR PERFORMANCE

Date of document: March 18, 2019

Contact/Contractor/Phone/Email: **Bruce J. Smith**

City Administrator

(313) 343-2445: Susan Como

bsmith@gpwmi.us

Band Representative/Phone/Email: **Arthur Littsey**

(313) 369-1710

littsey.arthur@sbcglobal.net

Performance date: **Friday, July 26, 2019**

Performers: **Detroit Social Club Blues Band**

Performance location: **Grosse Pointe Woods “Music on the Lawn” Summer Concert Series.**

Venue: **City Hall Front Lawn**

Set Up Time: **4:00 – 6:30**

Performance time: **7:00 p.m. – 10:00 p.m.** w/2 band breaks @ 15 minutes

Compensation: **\$950** Payment to be made prior to performance.

----- Continued -----

-----Continued-----

- Band will provide sound system and lights (if needed)
- Contractor will provide adequate power supply.
- Contractor will provide proper security for the band members and their equipment.

Weather Clause:

Should the performance be delayed, postponed or canceled due to inclement weather, the band must be notified by 2:00p.m. on the day of the show and at that point will only expect to receive 50% of the agreed upon compensation. Should the event/performance be canceled after 2:00p.m. due to inclement weather, the band shall receive 100% of the agreed upon compensation.

Agreed to by...

Contractor _____ Date _____

Band _____ Date _____

Approved for Signature

Charles T. Berschback
City Attorney

Date: _____

BAND ENGAGEMENT CONTRACT

This Agreement defines Entertainment Services to be provided by Doug Hamborsky as representative for the band 'Bugs Beddow and the Good Stuff', hereinafter referred to as "The Band", to the purchaser, The City of Grosse Pointe Woods, hereinafter referred to as "The Client", for a specific engagement. The Client hereby engages The Band to perform the services as defined by all Terms and Conditions described herein. Specific information regarding this Agreement are as follows:

A. ENGAGEMENT

A1. Description GPW Music On The Lawn
A2. Location/Address/Room/Etc. CITY HALL FRONT LAWN – GROSSE POINTE WOODS
A3. Day(s)/Date(s) Fridav, August 23, 2019 A4. Time: From 7:00pm to 10:00pm (3.00) Hours
A5. Contact Person(s) Sue Como

B. SERVICES PROVIDED

B1. The Band – 5 Piece – LIVE MUSICAL PERFORMANCE
B2. Other Services: BACKGROUND MUSIC PROVIDED - WIRELESS MIC AVAILABLE FOR ANNOUNCEMENTS.

C. PRICE

C1. ONE THOUSAND TWO HUNDRED FIFTY & 00/100 dollars (\$ 1,250.00)

D. PAYMENT

D1. Deposit Amount \$ 0.00 D2. Due by (date) N/A
D3. Balance due on the date of the engagement or as otherwise arranged: Full Amount: (\$ 1,250.00)

E. GENERAL TERMS & CONDITIONS

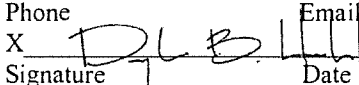
1. Standard playing sets shall be approximately Sixty minutes with thirty minute breaks unless otherwise specified.
3. Background music shall be provided between live performance sets.
4. The CLIENT will provide suitable performing stage area with appropriate electrical power.
5. This agreement shall not be binding until signed by both parties.
6. The Band shall have the sole and exclusive control over the production, presentation and performance of the engagement hereunder, including but not limited to the details, means and methods of the performances of the performing artists hereunder, and The Band shall have the sole right to designate and change at any time the performing personnel. The Band's obligations hereunder are subject to detention or prevention by sickness, inability to perform, accident, means of transportation, Acts of God, riots, strikes, labor difficulties, epidemics, and act or order of any public authority or any other cause, similar or dissimilar, beyond The Band control.

F. ADDITIONAL TERMS & CONDITIONS

Cancellation Terms:

1. If the engagement becomes cancelled before July 1, 2019, there will be zero amount due to The Band.
2. If the engagement becomes cancelled after July 1, 2019 and up until 3pm on August 23, the amount due to The Band will be \$625.00 (50%).
3. If the engagement becomes cancelled after 3pm on August 23, 2019 the full amount (\$1,250.00) will be due to the band.

It is hereby confirmed that the parties involved have completely read and dofully understand and agree with all information, terms and conditions presented herein or as attached.

Client Representative Name (print)	<u>Douglas Hamborsky</u>
Street	<u>The Band Representative – Bugs Beddow and the Good Stuff</u>
City	<u>19982 E. Clairview Ct.</u>
State	<u>Street</u>
Zip	<u>Grosse Pointe Woods MI 48236</u>
Phone	<u>City State Zip</u>
Email	<u>313-282-6432 hamgroup2@gmail.com</u>
X	<u>Phone Email</u>
Signature	<u>X  March 19, 2019</u>
Date	<u>Signature Date</u>

Approved for Signature

Charles T. Berschback
City Attorney

Date: _____

Live Performance Agreement
Sonic Freeway, 248-763-4956

THIS PERFORMANCE AGREEMENT is made and entered into as of March 19, 2019, by and between City of Grosse Pointe Woods, whose business address is 20025 Mack Ave, Grosse Pointe Woods ("Purchaser") and Sonic Freeway, LLC, a Michigan Limited Liability Company ("Musician"), whose business address is 1111 Congress Dr., Troy, MI 48085.

In consideration of the mutual covenants herein contained and, intending to be legally bound hereby, the Purchaser and Musician agree as follows:

1) ENGAGEMENT. The Purchaser hereby engages Musician to render a musical performance (the "Performance"), and Musician hereby agrees to render such Performance under the terms and conditions specified herein.

2) INDIVIDUALS COMPRISING MUSICIAN. Musician consists of the following individuals: Bing Burris, Linda Burris, Jim LeFevre, John Marker, and George Wietecha. Musician's obligation to perform hereunder is subject to the unavailability of Musician as a result of sickness, accidents, acts of God, and other reasons beyond Musician's control.

3) LOCATION OF PERFORMANCE. The Performance will take place at the following location:

Name: The City of Grosse Pointe Woods, Fall Fest

Street Address: 20025 Mack Ave.

City/State/Zip: Grosse Pointe Woods, MI 48236

Phone/Email: 313-343-2445

Sound system, lights (if needed), and break music will be supplied by: Purchaser X Musician.

Details:

4) DATE AND TIME OF PERFORMANCES. The day and date of the performance is Saturday, September 21st, 2019. Band will provide music on the breaks. The Musician will play 3 sets as follows:

Sets	Start Time	Ending Time	Sets	Start Time	Ending Time
Set 1:	5:00pm	6:00pm			
Set 2:	6:30pm	7:30pm			
Set 3:	8:00pm	9:00pm			

5) PAYMENT. In full consideration for all services rendered by Musician at the Performance, Purchaser agrees to make the following payment in U.S. funds to Musician on or before the day of the performance. A set fee of \$1200.00.

Overtime: Purchaser agrees to pay Musician a fee of Three Hundred Twenty Five XX/100 (\$325.00) for each 30 minute overtime set (any set beginning after the agreed upon end time). Overtime must be paid in advance of the set and be agreed upon by both Musician and Purchaser. Overtime is calculated at \$65/musician per 30 minute set.

a) **DEPOSIT.** Purchaser will pay No Deposit (\$0.00) of the payment to Musician as a deposit by NA. If Purchaser does not pay Musician the deposit, Musician will have the option of canceling this Performance Agreement with no further liability hereunder to Purchaser. If no deposit is required initial here:

Both parties agree to waive deposit requirement (initial) Purchaser BB Musician

b) **PAYMENT OF BALANCE.** If a deposit was made, purchaser will pay Musician the remaining balance of the payment in cash; or check, money order, or certified check payable to _____ Sonic Freeway, LLC, on or before the performance date ____.

6) **CANCELLATION DUE TO INCLEMENT WEATHER.** In the event Purchaser cancels the Performance due to inclement weather on or before 1:00pm on the scheduled date, Purchaser will pay Musician a sum equal to: __Six Hundred Dollars (\$600.00), representing __50__ % of the set fee specified in paragraph 5. Upon payment of the cancellation fee, Purchaser will have no further liability to Musician hereunder.

After 1:00pm on the scheduled date, Purchaser pays Twelve Hundred Dollars (\$1200.00), representing 100% of the contract.

7) **MISCELLANEOUS.** This Performance Agreement and the attached rider(s), if any, set forth the entire agreement between the parties, and may not be amended except in a writing signed by both parties. This Performance Agreement will be governed by and construed in accordance with the laws of the State of Michigan, without regard to the principles of conflicts of law. In any action or proceeding involving a dispute between the Purchaser and the Musician arising out of this Performance Agreement, the prevailing party will be entitled to receive from the losing party reasonable attorney's fees.

Musician and Purchaser have each caused this Performance Agreement to be signed by its duly authorized representative.

PURCHASER:

____ City of Grosse Pointe Woods _____
(Name of Purchaser)

(Signature of Authorized Representative)

Name and Title) (Printed

Approved for Signature

Charles T. Berschback
City Attorney

MUSICIAN:

____ Sonic Freeway, LLC _____
(Name of Musician)

Date: _____

Bing Burris (Constitutes valid signature
electronically)____ (Signature of Authorized Representative)

____ Bing Burris, Band Leader, Sonic Freeway _____ (Printed
Name and Title)

88

MEMO 19 - 13

TO: Bruce Smith, City Administrator

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

DATE: March 27, 2019

RECEIVED
APR - 9 2019
 CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

SUBJECT: Recommendation – AEW Design Fees for 2019 Structure Repairs and Miscellaneous Concrete

During the Construction Committee meeting on February 11, 2019, a discussion was held regarding the proposed 2019 construction projects. Attached are the proposed 2019 construction projects and fund balance analysis. Included in discussion were needed structure repairs that were discovered from the SAW Grant investigation and the miscellaneous concrete program. The miscellaneous concrete program and structure repairs will be bid as one project due to the similarity of work.

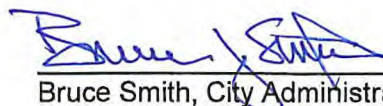
Below is a construction and engineering cost table.

	Miscellaneous Concrete	Structure Repairs	Both Projects
Construction Major Streets	\$4,000.00	\$0.00	\$4,000.00
Construction Local Streets	\$84,000.00	\$0.00	\$84,000.00
Construction Water/Sewer	\$112,000.00	\$416,000.00	\$528,000.00
Total Construction	\$200,000.00	\$416,000.00	\$616,000.00
Engineering Major Streets	\$1,000.00	\$0.00	\$1,000.00
Engineering Local Streets	\$21,000.00	\$0.00	\$21,000.00
Engineering Water/Sewer	\$14,240.00	\$74,760.00	\$89,000.00
Design Engineering Only (W/S)	\$13,760.00	\$29,240.00	\$43,000.00
Total Engineering	\$50,000.00	\$104,000.00	\$154,000.00
Total of Both Projects	\$250,000.00	\$520,000.00	\$770,000.00

The estimated cost of design and construction engineering is \$154,000.00. The total cost of this project to the City of Grosse Pointe Woods will be \$770,000.00.

To move forward and complete the miscellaneous concrete program and structure repairs during the 2019 construction season, I am recommending that council approve funds for soliciting bids and design engineering that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$43,000.00. This is not a budgeted item in the 2018/2019 fiscal year budget and will require an amendment from the Water/Sewer Fund Balance account no. 592-000-697.000 in the amounts of \$13,760.00 into account no. 592-537-975.401 and \$29,240.00 into account no. 592-537-976.001.


Approved for Council Consideration:


 Bruce Smith, City Administrator

4/9/2019
 Date

Fund Certification:

Account numbers and amounts have been verified as presented.


 Cathrene Behrens, Treasurer/Comptroller

4/9/19
 Date

RECEIVED

FEB - 6 2019

Updated 2/6/2019

FUND BALANCE ANALYSIS UPDATED 2/6/2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Fund Balance 6/30/2018	General Fund	Major Road	Local Road (GF)	Parking Fund	Water/Sewer Fund	Boat Dock Fund
	FY 2018 - 19	FY 2019 - 2020	FY 2019 - 2020	FY 2018 - 19	FY 2019 - 2020	FY 2019 - 2020
Beginning Fund Balance	\$ 9,156,038	\$ 731,563	\$ 397,571	\$ 1,800,593	\$ 11,874,570	\$ 350,997
NON-SPENDABLE (Pre-Paid)	\$ (24,890)					
COMMITTED						
- Local Streets	\$ (424,329)					
ASSIGNED						
- Public Safety	\$ (50,000)					
- Cable Fund	\$ (538,746)					
FY 2018-19 Year's Budget Allocations -	\$ (2,802,482)	\$ -	\$ -	\$ -	\$ -	\$ -
Unassigned Fund Balance Per FY 2017-18 Audit	\$ 5,315,591	\$ 731,563	\$ 397,571	\$ 1,800,593	\$ 11,874,570	\$ 350,997

CONSTRUCTION COMMITTEE POTENTIAL PROJECTS

Vernier Road Resurfacing		(520,000)				
Beaufait Reconstruction - Mack to west City limit	(800,000)				(160,000)	
Oxford Road Resurfacing - West city limit to Jackson	(315,000)					
Asphalt Joint Patching Fairway & Holiday		(75,000)	(65,000)			
Concrete Patch Program		(20,000)	(60,000)		(120,000)	
Bournemouth Water Main					(1,060,000)	
Eastment Water Mains (S. Renaud, N. Saddle, Lakeshore Lane)					(365,000)	
DPW Pole Barn					(250,000)	
Structure Repairs (Result of SAW Grant Investigation)					(520,000)	
Sewer Repairs (Result of SAW Grant Investigation)					(530,000)	
Lake Front Park Vehicular Bridge (Concrete multi-span)	(350,000)					(150,000)
Boat Launch Parking Lot	(120,000)			(160,000)		(120,000)
Sailboat Lane				(284,000)		
SUB-TOTAL	(1,585,000)	(615,000)	(125,000)	(444,000)	(3,005,000)	(270,000)
SUM TOTAL	3,730,591	116,563	272,571	1,356,593	8,869,570	80,997
FUND BALANCE %	30.23%	16.11%	30.08%	575.42%	145.15%	18.74%

Proposed 2019 Construction Projects												
Project	Project Budget											
	Major		Local		Water & Sewer		General		Parking		Marina	
	Const	Eng	Const	Eng	Const	Eng	Const	Eng	Const	Eng	Const	Eng
Vernier Road Resurfacing- Fairway to Morningside	\$416,000	\$104,000										
Beaufait Reconstruction- Mack to West City Limit			\$640,000	\$160,000	\$128,000	\$32,000						
Oxford Road Resurfacing- West City Limit to Jackson			\$252,000	\$63,000								
Asphalt Joint Patching on Fairway and Holiday ¹	\$60,000	\$15,000	\$52,000	\$13,000								
Concrete Patch Program ²	\$4,000	\$1,000	\$84,000	\$21,000	\$112,000	\$28,000						
Structure Repairs (Result of SAW Grant Investigation) ²					\$416,000	\$104,000						
Sewer Repairs (Result of SAW Grant Investigation)					\$424,000	\$106,000						
Bournemouth WM Replacement (inc. Raymond, Linville and Kingsville)					\$848,000	\$212,000						
Easement Water Mains (S. Renaud, N. Saddle, Lakeshore Lane)					\$292,000	\$73,000						
Pole Barn at DPW					\$220,000	\$30,000						
Lakefront Park Vehicular Bridge (Concrete multi-span)							\$400,000	\$100,000				
Boat Launch Parking Lot							\$96,000	\$24,000	\$128,000	\$32,000	\$96,000	\$24,000
Sailboat Lane									\$227,200	\$56,800		
	\$480,000	\$120,000	\$1,028,000	\$257,000	\$2,440,000	\$585,000	\$496,000	\$124,000	\$355,200	\$88,800	\$96,000	\$24,000

- Notes:
- 1- Project funds are from Major and Local street funds for Joint Sealing Program (66k) and Patch Program (74K)
 - 2- The Patch Program and Structure Repair Project would be bid as one project due to similarity of work

MEMO 19 – 14

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: March 28, 2019
SUBJECT: Lake Front Park Pool Fence Replacement

FS

RECEIVED
APR - 5 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

On February 24, 2019, a windstorm damaged the fence around the Lake Front Park storage lot for the pool. Pictures are attached that show the damage. The damage is too great to repair the fence.

After this occurred, the city's Park Foreman, John Salter, and I requested quotes from local contractors to replace the fence that was damaged. We received the following quotes:

All Pointes Fencing Plus, LLC	\$11,675.00
Modern Fence Co.	\$15,970.00
Tom's Fence Company	\$16,516.00

All Pointes Fencing Plus, LLC submitted the low quote for the fence replacement in the amount of \$11,675.00. They have been doing work in the Grosse Pointes for years and have a great reputation.

Therefore, I am requesting permission to accept the lowest quote to replace the damaged fence at Lake Front Park to All Pointes Fencing Plus, LLC, 1458 Maryland Street, Grosse Pointe Park, MI 48230 in the amount of \$11,675.00. This item is not included in the Fiscal Year 2018-2019 Budget and will require an amendment from account no. 101-000-699.000, Transfer from prior year Reserve Fund Balance, into account no. 101-774-818.103, Lake Front Park Pool Maintenance Contractual Services in the amount of \$11,675.00. An insurance claim was filed and the city received \$10,000.00 to replace the fence. The actual cost to the city will be \$1,675.

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

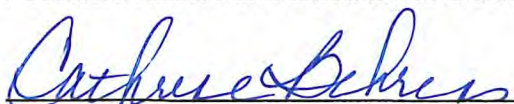
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


Bruce Smith, City Administrator

4/4/2019
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

4/5/2019
Date

All Pointes Fencing Plus, LLC

1458 Maryland Street
Grosse Pointe Park, MI 48230
Phone (313) 821-8812

ESTIMATE

Number: 0115

Date: March 04, 2019

Bill To:

City of Grosse Pointe Woods
23000 Jefferson
Saint Clair Shores, MI 48080
Phone (313) 343-2426

Ship To:

All Pointes Fencing Plus, LLC
1458 Maryland Street
Grosse Pointe Park, MI 48230
Phone (313) 821-8812

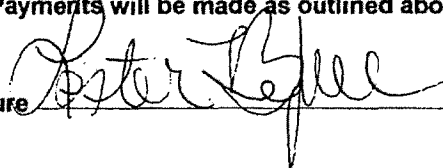
PO Number	Terms	Project
10143	50% Down	Chain Link Fence

Description	Amount
Remove 126' of 6' tall green vinyl chain link fence, a 2 double swing gates plus all posts and haul away. We will saw cut around the gate posts, jack hammer and remove the gate posts.	
Install 4 - 4" x 10' schedule 40 green painted galvanized steel gate posts into the ground at a depth of 42" using concrete as a footer. we will; also finish the concrete back to surface level using expansion paper.	
Install 3 - 3" x 10' schedule 30 green painted galvanized steel termination fence posts into the ground at a depth of 42" using concrete as a footer.	
Drive 11 - 2-1/2" x 11' schedule 20 green painted galvanized steel line posts into the ground at a depth of 4' using a gas powered post driver. We will use a hydraulic cement to fill in each post hole.	
Hang and stretch 126' of 6' tall green commercial chain link fence including top rail and hardware.	
Hang a 6' x 14' and a 6' x 19' green commercial double swing gates including heavy duty box hinges, drop rods and latches.	
Remove 1 - 4' x 6' green commercial chain link gate, hinges plus latch and haul away. We will hang a new 4' x 6' commercial chain link gate including self closing hinges and a 2" x 3" pool latch.	
Install 159' of 6' tall green bottom lock fence slats.	
Remove all fence construction related debris and haul away.	
3 year guarantee on all workmanship.	
Final cost for materials, installation and tax.	11,675.00
Total	\$11,675.00

ACCEPTANCE OF PROPOSAL

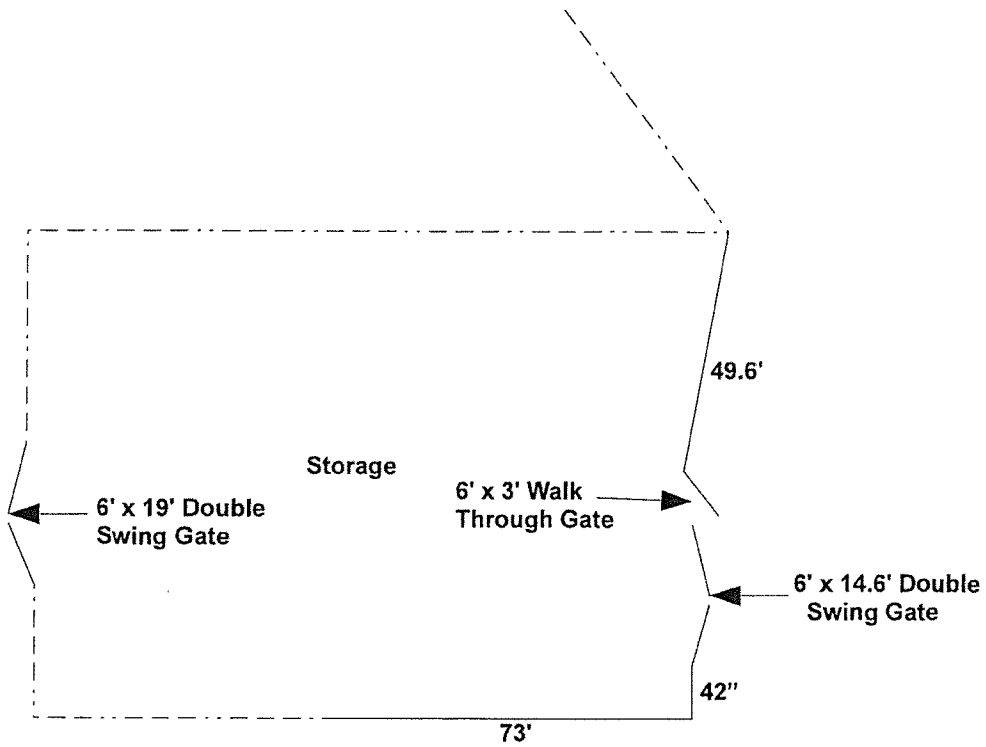
The above process, specifications and conditions are satisfactory and are hereby accepted.
You are authorized to do the work as specified. Payments will be made as outlined above.

Signature



Date _____

Signature _____



Replace 4' x 6' Commercial
Green Chain Link Gate
Including 2-1/2" Hinges,latch
And self closer.

Office/Bathrooms

NAME:City of Grosse Pointe Woods
6' Tall Commercial Green Chain Link Fence
With Green Slats to Match















MEMO 19 – 23

8D

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: April 10, 2019
SUBJECT: Recommendation – City Hall Re-design

RECEIVED
APR 10 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

As discussed at the Committee of the Whole meeting on April 8, 2019, the City will move forward with Phase 1 of the proposal from Stucky Vitale Architects in the amount of \$5,800.00. Stucky Vitale will re-design the existing area for better use for all departments and their staff. Some of these potential improvements could be a larger conference room, lunchroom, and relocating staff into defined areas for better productivity.

Stucky Vitale Architects have confirmed Phase 1 of their proposal. They will perform the following scope of work on the existing footprint of the administration area:

1. Visit photography survey.
2. Meet with owners to confirm the program.
3. Develop schematic design documents.
4. Develop design development documents.
5. Provide final schematic development drawing for review.
6. Code review and perform.
7. Provide a verbal presentation of design and development to our Committee of the Whole.

Therefore, I am recommending Council to approve Phase 1 of the proposal from Stucky Vitale Architects, located at 27172 Woodward Avenue, Royal Oak, MI 48067, in the amount of \$5,800.00.

This item is not included in the Fiscal Year 2018-2019 Budget and will require an amendment from account no. 101-000-699.000, Transfer from prior year Reserve Fund Balance, into account no. 101-299-815.000, Flood Repairs, in the amount of \$5,800.00.

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

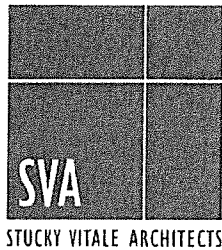
4/10/2019
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

4/10/2019
Date



Date: March 22, 2019
Revised March 26, 2019

Frank Schulte
City of Grosse Pointe Woods
1200 Parkway Dr.
Grosse Pointe Woods, MI 48236
fschulte@gpwmi.us

Subject: Proposal for Professional Services
Grosse Pointe Woods-City Hall Restoration

Dear: Mr. Schulte

Stucky Vitale Architects (SVA) is pleased to offer the services of our staff to the City of Grosse Pointe Woods for the above referenced project. Based on our meeting, the following is our understanding of the project and services, which are to be provided.

PROJECT DESCRIPTION

SVA to provide design and construction documents for the renovation of the existing city hall office area. This includes space planning, materials/finish selections. Feasibility and schemes will include an option for a 525 sq. ft. expansion to the south side of the existing building.

SCOPE OF SERVICE

We propose to provide the following basic professional services for the above-mentioned project:

PHASE ONE – PROGRAMMING AND SCHEMATIC DESIGN

- Field visit and photographic survey of existing conditions as needed
- Meet with the Owner to confirm the program
- Develop schematic design documents
- Develop design development documents
- Provide final schematic development drawings for review
- Code review
- Perform verbal presentation of design development documents

PHASE TWO – CONSTRUCTION DOCUMENTS

- Preparation of construction documents for City's approval , bidding and construction. These to include architectural, mechanical and electrical engineering. All drawings prepared on AutoCAD Version 2018 software
- Recommend architectural material and finishes
- Current CSI based
- Answer questions during the bidding phase. Preparation of addendums to clarify bid documents
- Provide two progress reviews with the Owner-a 50% review and 90% review of the construction documents. Attend two progress review meetings
- Assist in bid analysis and recommendation of contract award

PHASE THREE – CONSTRUCTION ADMINISTRATION PHASE

- Answer questions of the contractor during construction
- Preparation of field orders and change orders to clarify construction if required
- Site visits (8) site visits during construction
- Preparation of a final punch list

FEE

We propose to provide the Architectural and Engineering Services which includes; Mechanical, Electrical and Plumbing described herein on an hourly basis not to exceed the following:

Option I- Base fee, to renovate existing area approximately 4500 sq ft interior office with existing build

<u>Phase I</u>	\$5,800.00
<u>Phase II</u>	\$8,000.00
<u>Phase III</u>	\$3,400.00

Option II-To expand and add additional 525 square foot over porch space. This includes additional MEP engineering and a \$2,000 allowance for structural engineering \$8,000.00

CHANGES AND ADDITIONAL WORK

For additional work or changes in scope, we will provide the services of our staff on an hourly basis in accordance with our standard billing rate schedule plus reimbursable expenses.

Hourly Rates are as follows:

Principal Architects	\$150.00
----------------------	----------

Associate Architects	\$130.00
Senior Project Architects	\$110.00
Project Architects	\$100.00
Senior Designer/Architect	\$90.00
Senior Interior Designer	\$90.00
Senior Architectural Designer	\$75.00
CAD Technician/Intern Architect	\$75.00
Intern Architect/Interior Design	\$75.00
Intern Designer/Intern Architect	\$65.00
Interior Designer	\$65.00
Administrative	\$55.00

REIMBURSABLE EXPENSES

For our reimbursable expenses, a multiple of 1.15 times the amount expended in the interest of the project.

1. Expense of reproductions beyond one record set of contract document deliverables at each phase.
2. Any permit or application fees paid for securing approval by third party design review or Authorities Having Jurisdiction (AHJ) over the project. State filing and/or permit fees.
3. Expense of standard expedited or overnight postage.
4. Travel expense (All mileage over 100 miles round-trip, current IRS rates).
5. Meals and lodging when required to travel overnight.
6. Project specific insurance coverage riders or amendments necessary to comply with required insurance requirements above SVA limits and conditions.
7. Expense of any additional mechanical, electrical, structural, or civil engineering work beyond our basic services.

INVOICING PROCEDURES

Invoices for our services and reimbursable expenses will be submitted every four (4) weeks. Payments against our invoices will be expected within thirty (30) days from receipt of invoice.

SERVICES NOT INCLUDED

1. Attendance at meetings to secure approval of agencies having jurisdiction.
2. Reproduction of plans and specifications in excess of that required for coordination.
3. Construction cost estimates.
4. BIM, 3D models, professional renderings and presentation graphic boards.
5. Civil and Landscape Architecture.
6. Existing utility evaluations.
7. Electric Demand Metering and/or Air Test Balancing.
8. Soil borings, boundary survey and topographical survey.
9. As-built drawings.
10. Infrastructure upgrades
11. Specialty Consultants: Low-Voltage, Specialty Equipment (i.e. systems furniture, food service, laundry, medical equipment, etc.), Security, Audio Visual, and/or Acoustical.
12. Furniture, Fixtures and/or Art Procurement.
13. Energy and/or Life Cycle Cost Analysis
14. LEED certification and/or Documentation

15. Value Engineering -Design revisions for VE after Phase 1 (DD) plan sign-off.

INSURANCE

For protection of our clients as well as our firm, we carry insurance protection including professional liability insurance. The extent and types of insurance can be provided upon your request.

HAZARDOUS MATERIAL

The architect and/or their consultants shall have no responsibility for the presence, discovery, handling, removal or disposal of or exposure of persons to hazardous materials in any form including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

RISK ALLOCATION

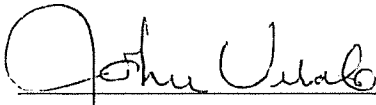
In recognition of the relative risks, rewards and benefits of the project to both the Client and the Architect, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, the Architect's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any causes shall not exceed the amount of the Architect's fee or other amount agreed upon. Such causes include, but are not limited to, the Architect's negligence, errors, omissions, strict liability, breach of agreement or breach of warranty.

Stucky Vitale Architects, Inc. has the experience and resources to successfully complete this project and we would appreciate the opportunity to be of service. If you have any questions regarding our proposal or wish to discuss any aspect of this project, please contact us.

ACCEPTANCE

You may indicate your acceptance of this proposal by signing all copies and returning one copy to our office. This proposal is an extension of the AIA Standard Form of Agreement between Owner and Architect. This document is intended to be used in conjunction with AIA Document A201.

STUCKY VITALE ARCHITECTS


JOHN A. VITALE, PRINCIPAL

DATE: _____

CC: Lisa Hathaway

CITY OF GROSSE POINTE WOODS

PROCLAMATION

Whereas, public works services provided in our community are an integral part of our citizens' everyday lives; and

Whereas, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

Whereas, the health, safety and comfort of this community greatly depends on these facilities and services; and

Whereas, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works employees; and

Whereas, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform,

Now, therefore, I, Robert E. Novitke, Mayor of the City of Grosse Pointe Woods, do hereby proclaim the week of May 19-25, 2019 as **National Public Works Week** in the City of Grosse Pointe Woods, Michigan and encourage all of our residents to acquaint themselves with the issues involved in providing public works services and to recognize the contributions that public works employees make every day to our health, safety, comfort, and quality of life.

Mayor Robert E. Novitke
April 15, 2019



CITY OF GROSSE POINTE WOODS

PROCLAMATION

WHEREAS, the Holocaust was the state-sponsored, systematic persecution and annihilation of European Jewry by Nazi Germany and its collaborators between 1933 and 1945 – six million were murdered; Roma (Gypsies), people with disabilities, and Poles were also targeted for destruction or decimation for racial, ethnic, or national reasons; and millions more, including homosexuals, Jehovah's Witnesses, Soviet prisoners of war, and political dissidents, also suffered grievous oppression and death under Nazi tyranny; and

WHEREAS, the history of the Holocaust offers an opportunity to reflect on the moral responsibilities of individuals, societies, and governments, to always remember the terrible events of the Holocaust, and to remain vigilant against hatred, persecution, and tyranny; and

WHEREAS, the Days of Remembrance have been set aside to remember the victims of the Holocaust as well as to reflect on the need for respect of all peoples.

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan, do hereby proclaim the week of Sunday, April 28, through Sunday, May 5, 2019, as Days of Remembrance in the City of Grosse Pointe Woods in memory of the victims of the Holocaust and in honor of the survivors as well as the rescuers and liberators.

Mayor Robert E. Novitke
April 15, 2019

9C

CITY OF GROSSE POINTE WOODS

PROCLAMATION

WHEREAS, the freedom and security that the citizens of the United States enjoy today are a direct result of the bloodshed and continued vigilance provided by the United States Armed Forces over the history of our great nation; and

WHEREAS, the sacrifices of the members of the United States Armed Forces and the family members that support them, have preserved the liberties that have enriched this nation making it unique in the world community; and

WHEREAS, the United States Congress, in 2004, passed a resolution proclaiming May as National Military Appreciation Month, calling all Americans to remember those who gave their lives in defense of freedom and to honor the men and women of all of our Armed Services who have served and are now serving our Country, together with their families; and

WHEREAS, the month of May was selected because it contains more national observances in honor of the armed forces than any other month, such as Victory in Europe (VE) Day, Military Spouse Day, Loyalty Day, Armed Forces Day/Week, National Day of Prayer, and Memorial Day.

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan do hereby proclaim the month of May as **National Military Appreciation Month** in the City of Grosse Pointe Woods, Michigan and encourage all citizens to join the City Council and myself in showing our gratitude by the appropriate display of flags and ribbons during the designated period.

Mayor Robert E. Novitke
April 15, 2019

Susan Como

10A

From: Mark Wollenweber <MWollenweber@gpshoresmi.gov>
Sent: Monday, April 08, 2019 3:04 PM
To: Gary Niehaus; Bruce Smith; Dale Krajniak; Joe Rheker (jrheker@harperwoods.net); Pete Dame; Shane Reeside
Cc: Rhonda Ricketts; Susan Como
Subject: FW: GP Schools Fiber Ring
Attachments: GP School Fiber Ring-04082019144842.pdf

There is a remaining bill from the Kitch firm that needs to be paid. GP Shores is advancing it and the share for each of the cities, the schools and the library is \$527.15. Please remit your share to us in GP Shores. Call me if you have a question.

Mark Wollenweber AICP
City Manager
Village of Grosse Pointe Shores,
A Michigan City
313-881-6565
gpshoresmi.gov

-----Original Message-----

From: Lynn Michaux <LMichaux@gpshoresmi.gov>
Sent: Monday, April 8, 2019 2:50 PM
To: Mark Wollenweber <MWollenweber@gpshoresmi.gov>
Subject: GP Schools Fiber Ring

-----Original Message-----

From: Scanner <No_Reply@scanner.gpshoresmi.local>
Sent: Monday, April 8, 2019 5:49 PM
To: Lynn Michaux <LMichaux@gpshoresmi.gov>
Subject: Send data from MFP13399373 04/08/2019 14:48

Scanned from MFP13399373
Date:04/08/2019 14:48
Pages:1
Resolution:200x200 DPI

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION
Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-6485

313-965-7900

IRS # 38-1888224

GROSSE POINTE PUBLIC SCHOOL SYSTEM
ATTN: LISA ABBEY
DEPUTY SUPERINTENDENT
389 ST. CLAIR
GROSSE POINTE, MI 48230

JULY 31, 2018

FILE # 2371.059487
INVOICE # 432229

RECEIVED
APR - 8 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

REGARDING: GROSSE POINTE SCHOOL BOARD FIBER RING

FOR PROFESSIONAL SERVICES RENDERED

06/04/18 MJW PHONE CALL WITH LIBRARY ATTORNEY TO DISCUSS .30
TOMORROW'S MEETING AGENDA WITH SCHOOLS,
CITIES AND LIBRARY REPS

06/05/18 MJW PREPARATION - INCLUDING REVIEW OF ALL DOCUMENTS 6.00
RELATED TO FIBER BUILD, INTER-LOCAL AGREEMENT
AND RESEARCH PEG FE USE ISSUE (3 HOURS); ATTEND
MEETING AT SCHOOL BOARD

06/12/18 MJW REVIEW RECENT SCHOOL BOARD E-MAIL ATTACHING 6.00
PROPOSED REVISED INTER-LOCAL AGREEMENT AND THEN
RESEARCH AND ANALYZE THE USE OF PEG FEES FOR
THE PROJECT AND COMMENT ON THE WAR MEMORIAL
AGREEMENT AND ITS IMPACT

TOTAL HOURLY CHARGES

\$3,690.00

-----RECAP-----

TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	12.30	3,690.00
TOTALS		12.30	3,690.00

CURRENT AMOUNT DUE

101.210.812.000
4/8/19 C. B. HARRIS

\$3,690.00

City of Grosse Pointe Woods owes
\$ 527.15

[Signature]

YOUR FILE WILL BE DESTROYED 2 YEARS AFTER CLOSING
UNLESS YOU NOTIFY US IN ADVANCE

NOTE



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0
F 248.596.093
MCKA.COM

108

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

April 4, 2019

Invoice No: 21849 - 10

RECEIVED

APR - 8 2019

[Signature]
4/8/19

Project 21849 Grosse Pointe Woods Building Services

Professional Services from March 1, 2019 to March 31, 2019

Monthly Retainer

Conduct Plumbing and Mechanical Inspections as directed by the City.

Total

1,500.00

\$1,500.00

Invoice Total

\$1,500.00

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

Email: cbehrens@gpwmi.us

101-180-818-000

[Signature]

4/9/2018

10C



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

RECEIVED
 MAR 28 2019
 CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT February 2, 2018

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOOD, MI 48236-2397

Project No: 0160-0398-0
 Invoice No: 0116723

Project 0160-0398-0 UNIVERSITY LIGGETT BOLL CENTER

101.000.285.300
 3/26/19
 F.S.

Professional Services from December 11, 2017 to January 7, 2018

Professional Personnel

		Hours	Rate	Amount
RESEARCH/REVIEW				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	12/11/2017	1.50	103.00	154.50
Review and meeting to discuss water main tap location				
LOCKWOOD, SCOTT	1/3/2018	.50	103.00	51.50
CONTRACT ADMINISTRATION				
TEAM LEADER				
MYSLINSKI, CHARLES	12/11/2017	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	12/18/2017	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	12/22/2017	.30	83.50	25.05
Time, Mileage, Data Transfer, Staffing ...				
SMITH, BRADLEY	1/3/2018	1.50	83.50	125.25
Liggett water sample followup and emails.				
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE III				
BARNES, JOYCE	12/11/2017	4.00	70.00	280.00
complete mark-up final measure plans & reports				
BARNES, JOYCE	12/13/2017	5.00	70.00	350.00
Extend Water Main & blow off				
CONSTRUCTION ADMINISTRATION				
TEAM LEADER				
SMITH, BRADLEY	12/19/2017	5.00	83.50	417.50
Pressure Test, sample bottle pickup				
ENGINEERING AIDE II				
VARICALLI, JOSEPH	12/21/2017	1.00	62.00	62.00
VARICALLI, JOSEPH	12/22/2017	1.00	62.00	62.00
Totals		20.80		1,611.30
Total Labor				1,611.30

Billing Limits	Current	Prior	To-Date
Total Billings	1,611.30	4,539.00	6,150.30
Limit			10,000.00
Remaining			3,849.70

Total this Invoice \$1,611.30

RECEIVED

MAR 28 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOOD, MI 48236-2397

March 5, 2018

Project No: 0160-0398-0

Invoice No: 0117020

Revenue 3/27/19
101,000.285.300
3/26/19

Project 0160-0398-0 UNIVERSITY LIGGETT BOLL CENTER

Professional Services from January 8, 2018 to February 4, 2018

Professional Personnel

		Hours	Rate	Amount
PRINTS				
ENGINEERING AIDE TRAINEE				
KAERLE, KATHLEEN	1/10/2018	.40	40.50	16.20
Scanning				
CONTRACT ADMINISTRATION				
TEAM LEADER				
SMITH, BRADLEY	1/9/2018	1.00	83.50	83.50
Correspondence with contractor				
Totals		1.40		99.70
Total Labor				99.70

Billing Limits

	Current	Prior	To-Date
Total Billings	99.70	6,150.30	6,250.00
Limit			10,000.00
Remaining			3,750.00

Total this Invoice \$99.70



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

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MAR 28 2019

5/18 PO 17-43895
 406.451.977.803
 592.537.977.310

CITY OF GROSSE POINTE WOODS
 September 18, 2018
 Project No: 0160-0380-0
 Invoice No: 0119194

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0380-0 2017-2018 ROAD PROGRAM

FOR: CONSTRUCTION ENGINEERING

Professional Services from June 25, 2018 to August 19, 2018

Professional Personnel

Cheress
 3/27/19
Emu Ship 3/27/19 - FS.

	Hours	Rate	Amount
RESEARCH/REVIEW			
GRADUATE ENG/SUR/ARC			
MCDONALD, BRETT	1.50	83.50	125.25
Assistance in downloading and preparing PASER Maps			
QUANTITIES			
GRADUATE ENG/SUR/ARC			
SOMMERS, MICHAEL	3.00	83.50	250.50
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	2.50	103.00	257.50
TEAM LEADER			
MYSLINSKI, CHARLES	1.00	83.50	83.50
Punch-list Status			
MYSLINSKI, CHARLES	1.00	83.50	83.50
Punchlist review, forward to PK and scheduling for PK work next week			
MYSLINSKI, CHARLES	1.00	83.50	83.50
Site Review			
MYSLINSKI, CHARLES	1.00	83.50	83.50
Staffing & Inspector Questions			
SMITH, BRADLEY	1.00	83.50	83.50
G2 invoice review			
SMITH, BRADLEY	4.00	83.50	334.00
Joining payment idr creation			
SMITH, BRADLEY	1.00	83.50	83.50
project review, status			
SMITH, BRADLEY	.50	83.50	41.75
punchlist letter emailed out to contractors for completion and schedule			
SMITH, BRADLEY	.30	83.50	25.05
punchlist, 2018 letter			
SMITH, BRADLEY	2.50	83.50	208.75
Quantity issues			
ENGINEERING AIDE III			
BARNES, JOYCE	.80	70.00	56.00
file transfer & refresh			
BARNES, JOYCE	.70	70.00	49.00
File transfer & print reports			

Project	0160-0380-0	2017-2018 ROAD PROGRAM		Invoice	0119194
BARNES, JOYCE		.30	70.00	21.00	
SPS plan review					
BEHNAM, DANNY		36.00	70.00	2,520.00	
As-Built Drawings					
DE SANDRE, DAVID		.50	70.00	35.00	
calculations and checking reports					
DEDENBACH, LYNN		.50	70.00	35.00	
Email to Brad for quantity posting issues for estimate					
DEDENBACH, LYNN		2.50	70.00	175.00	
Generate Estimate, Transmittal to City, Email, Filing, Audio Video Review for City Complaint, Extracted Images, Email, Filing					
DEDENBACH, LYNN		1.50	70.00	105.00	
Revise Brad Smiths Draft IDR, Filing, Scan and Email Punch List Documentation to S Lockwood, Filing					
DEDENBACH, LYNN		.50	70.00	35.00	
Draft Estimate					
DEDENBACH, LYNN		1.00	70.00	70.00	
File Review, IDR Back-Up Scan & Email Documentation to Project Engineer					
DEDENBACH, LYNN		.50	70.00	35.00	
G2 Review, Email for Payment, Filing					
DEDENBACH, LYNN		.50	70.00	35.00	
IDR Filing					
DEDENBACH, LYNN		3.00	70.00	210.00	
Internal Contract Modification for Qty Update Per S Lockwood					
DEDENBACH, LYNN		1.00	70.00	70.00	
Project Documentation for S Lockwood Regarding Qty					
DEDENBACH, LYNN		1.00	70.00	70.00	
Quantity Review for Service Leads For S Lockwood					
WINES, WILLIAM		3.00	70.00	210.00	
Estimate 7					
WINES, WILLIAM		2.00	70.00	140.00	
IDR Review					
CONSTRUCTION OBSERVATION					
ENGINEERING AIDE III					
BROWN, GREGORY		3.00	70.00	210.00	
Line Striping					
DAVIS, JOHN		6.00	70.00	420.00	
DE SANDRE, DAVID		3.00	70.00	210.00	
Reports and calculations					
WILSON, HOLLY		6.00	70.00	420.00	
Pavement marking					
BASE MAPS					
GRADUATE ENG/SUR/ARC					
MILLER, JEFFREY		2.00	83.50	167.00	
Creation of GPW PASER maps					
Totals		95.60		7,041.80	
Total Labor					7,041.80
Reimbursable Expenses					
REIMB. MISC. EXPENSE					
11/20/2017	G2 CONSULTING GROUP, LLC	INVOICE 172925		539.50	
Total Reimbursables				539.50	539.50
Billing Limits		Current	Prior	To-Date	
Total Billings		7,581.30	551,268.77	558,850.07	
Limit				556,000.00	
Adjustment					(2,850.07)

Project	0160-0380-0	2017-2018 ROAD PROGRAM	Invoice	0119194
			Total this Invoice	\$4,731.23

G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 172925

Invoice Date: October 31, 2017

Page Number: 1

Bill To: Accounts Payable
Anderson, Eckstein & Westrick
51301 Schoenherr Road
Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.
AEW001	AEW No. 0160-0380	170242
Payment Terms	Due Date	Ship Date
Net 30 Days	November 30, 2017	

Quantity	Description	Unit Price	Amount
8.00	Engineering Technician, Regular Hours, each	50.00	400.00
0.50	Engineering Technician, Overtime Hours, each	75.00	37.50
0.50	Project Manger, per hour	130.00	65.00
0.25	Administrative Assistant, per hour	48.00	12.00
1.00	Troxler Nuclear Moisture/Density Gauge, each	25.00	25.00
AEW No. 0160-0380			
Grosse Pointe Woods 2017 Road Program, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 10/17/17			
Client Contact: Brad Smith			

Total Invoice Amount \$ 539.50

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a finance charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.

RECEIVED

MAR 28 2019



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

PD 19-45191 (G2)

October 11, 2018

Project No:

0160-0407-0

Invoice No:

0119437

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

PD 18-44856

203.451.977.804 # 9424.19

592.537.975.401 # 3943.46

Project 0160-0407-0

2018 ROAD PROGRAM

Professional Services from August 20, 2018 to September 16, 2018

Professional Personnel

	Hours	Rate	Amount
CONSTRUCTION STAKEOUT			
TEAM LEADER			
CAMPBELL, RANDY	.50	83.50	41.75
Prepared construction survey notes for paving on Stanhope Ave.			
CAMPBELL, RANDY	1.00	83.50	83.50
Prepared survey construction notes for sewer on Stanhope St.			
PRINTS			
ENGINEERING AIDE TRAINEE			
KAERLE, KATHLEEN	.30	40.50	12.15
Plans			
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	3.00	103.00	309.00
LOCKWOOD, SCOTT	2.50	103.00	257.50
Construction coordination, notice prep			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Contract mod recommendation for Oxford resurfacing			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Discussion about DTE lighting wire issue on Stanhope			
LOCKWOOD, SCOTT	1.50	103.00	154.50
Pay estimate			
LOCKWOOD, SCOTT	2.50	103.00	257.50
Phone call and progress update, Pay estimate			
LOCKWOOD, SCOTT	1.50	103.00	154.50
Progress meeting			
LOCKWOOD, SCOTT	2.00	103.00	206.00
Project review and progress meeting			
LOCKWOOD, SCOTT	3.00	103.00	309.00
Review additional work for Road Program and Contract admin			
GRADUATE ENG/SUR/ARC			
WILBERDING, ROSS	.50	83.50	41.75
Construction updates			
WILBERDING, ROSS	2.00	83.50	167.00
Field Change No. 2			
WILBERDING, ROSS	.50	83.50	41.75
Florence Additional Work correspondence and rec letter			

CBHrens FS
3/6/19

Project	0160-0407-0	2018 ROAD PROGRAM	Invoice	0119437
	WILBERDING, ROSS	1.00 83.50	83.50	
	Labor dispute update and progress meeting minutes			
	WILBERDING, ROSS	1.00 83.50	83.50	
	Notices and correspondence			
	WILBERDING, ROSS	3.00 83.50	250.50	
	Notices, updates and site visit			
	WILBERDING, ROSS	2.50 83.50	208.75	
	Oxford prelim estimate			
	WILBERDING, ROSS	2.50 83.50	208.75	
	Oxford proposal, memo regarding oxford estimate			
	WILBERDING, ROSS	1.50 83.50	125.25	
	Progress meeting			
	WILBERDING, ROSS	2.00 83.50	167.00	
	Progress meeting and minutes			
	WILBERDING, ROSS	1.00 83.50	83.50	
	Revised sheets for Field change No. 2 for const services, sending meeting minutes			
	WILBERDING, ROSS	.50 83.50	41.75	
	sending and reformatting memo			
	WILBERDING, ROSS	4.00 83.50	334.00	
	Stanhope Notice, meeting minutes, Anita Manhole #4 revisions			
TEAM LEADER				
	MYSLINSKI, CHARLES	3.50 83.50	292.25	
	Site Review			
	MYSLINSKI, CHARLES	1.00 83.50	83.50	
	Site Visit			
	MYSLINSKI, CHARLES	2.50 83.50	208.75	
	Time, Mileage, Data Transfers, Staffing ...			
	SMITH, BRADLEY	.50 83.50	41.75	
	schedule, idr's, timesheets, mileage, download, refresh			
	SMITH, BRADLEY	.50 83.50	41.75	
	Download, refresh, timesheet, schedule, mileage			
	SMITH, BRADLEY	.50 83.50	41.75	
	schedule, idr's, timesheets, mileage, download, refresh			
ENGINEERING AIDE III				
	DE SANDRE, DAVID	5.00 70.00	350.00	
	DE SANDRE, DAVID	1.00 70.00	70.00	
	calculations and checking reports			
	DE SANDRE, DAVID	.50 70.00	35.00	
	download reports			
	DE SANDRE, DAVID	2.00 70.00	140.00	
	Log and file plans, and revisions			
	WINES, WILLIAM	1.00 70.00	70.00	
	Video Review / IDR			
ENGINEERING AIDE TRAINEE				
	ANKAWI, MICHELLE	.50 40.50	20.25	
	Create letter and Mail video			
	ANKAWI, MICHELLE	.50 40.50	20.25	
	Email Pay estimate, Pay Estimate Spreadsheet and filing			
	ANKAWI, MICHELLE	.50 40.50	20.25	
	Pay Estimates and Filing			
	ANKAWI, MICHELLE	.50 40.50	20.25	
	Send G2 Invoices and File.			
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE III				
	BARNES, JOYCE	1.00 70.00	70.00	
	Change reports, to correct file.			

Project	0160-0407-0	2018 ROAD PROGRAM	Invoice	0119437
BARNES, JOYCE	.50	70.00	35.00	
Download reports & refresh laptop				
BARNES, JOYCE	1.00	70.00	70.00	
Modify report for inspector				
BARNES, JOYCE	1.50	70.00	105.00	
SPS review project site with plans & Specs				
BARNES, JOYCE	1.50	70.00	105.00	
SPS site visit with inspector				
BARNES, JOYCE	.50	70.00	35.00	
SPS, check status with inspectors				
BARNES, JOYCE	2.50	70.00	175.00	
SPS, site visit				
BROWN, GREGORY	31.50	70.00	2,205.00	
ENGINEERING AIDE II				
HOLMES, ANDREW	18.00	62.00	1,116.00	
CONSTRUCTION ADMINISTRATION				
ENGINEERING AIDE III				
WINKLE, TODD	.40	70.00	28.00	
Contract Admin				
Totals	120.20		9,228.15	
Total Labor				9,228.15
Reimbursable Expenses				
REIMB. MISC. EXPENSE				
8/22/2018 G2 CONSULTING GROUP	Invoice #181772		3,018.00	
8/31/2018 G2 CONSULTING GROUP	Invoice #182024		487.00	
Total Reimbursables			3,505.00	3,505.00
Unit Billing				
2 PERSON CREW-CONSTRUCTION STAKEOUT	4.5 HOURS @ 141.00		634.50	
Total Units			634.50	634.50
Total this Invoice				\$13,367.65

G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 181772

Invoice Date: August 22, 2018

Page Number: 1

Bill To: Accounts Payable
 Anderson, Eckstein & Westrick
 51301 Schoenherr Road
 Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0407	180516	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	September 21, 2018		

Quantity	Description	Unit Price	Amount
18.00	Engineering Technician, Regular Hours, each	56.00	1,008.00
2.50	Engineering Technician, Overtime Hours, each	84.00	210.00
2.00	Concrete Mix Design QA Evaluation	250.00	500.00
2.00	Bituminous Mix Design QA Evaluation	250.00	500.00
4.00	Project Manager, per hour- Project Coordination / Engineering Review	140.00	560.00
2.00	Administrative Assistant, per hour	50.00	100.00
4.00	Troxler Nuclear Moisture/Density Gauge, each	35.00	140.00
	AEW No. 0160-0407		
	GPW 2018 Road Program, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 7/13/18 through 8/1/18		
	Client Contact: Brad Smith		

Total Invoice Amount \$ 3,018.00

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a finance charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.

G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 182024

Invoice Date: August 31, 2018

Page Number: 1

Bill To: Accounts Payable
Anderson, Eckstein & Westrick
51301 Schoenherr Road
Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0407	180516	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	September 30, 2018		

Quantity	Description	Unit Price	Amount
4.50	Engineering Technician, Regular Hours, each	56.00	252.00
1.00	Project Manger, per hour	140.00	140.00
0.50	Administrative Assistant, per hour	50.00	25.00
2.00	Troxler Nuclear Moisture/Density Gauge, each	35.00	70.00
	AEW No. 0160-0407		
	Grosse Pointe Woods 2018 Road Program, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 8/7/18 through 8/31/18		
	Client Contact: Brad Smith		

Total Invoice Amount \$ 487.00

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a finance charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.