

**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza**  
**Regular City Council Meeting Agenda**  
**Monday, October 1, 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. APPOINTMENT
  - A. Planning Commission (Mayoral)
    1. Kevin Ketels
  
7. MINUTES
  - A. Council 09/17/18
  - B. Committee-of-the-Whole 09/24/18
  - C. Election Commission 09/27/18, w/recommendations:
    1. Rates of Pay – Election Inspectors
    2. Replace Absent Voter Ballot Scanners, including Software and Listener/Funds Transfer
      - a. Memo 09/27/18 – City Clerk
      - b. Quote 09/27/18 – CDW-G
      - c. Quote 09/26/18 – DominionVoting
      - d. Quote 09/20/18 - DominionVoting
  - D. Beautification Commission 08/08/18
  - E. Citizen’s Recreation Commission 07/10/18, w/recommendations:
    1. Appointments (Council):
      - a. Biographical Sketch-Sarah Seger
      - b. Biographical Sketch-Angela Coletti Brown
  - F. Historical Commission 07/12/18, w/recommendation:
    1. Appointment (Mayoral):
      - a. Biographical Sketch-Jim Motschall
  - G. Senior Citizens’ Commission 07/17/18, w/recommendations:
    1. Senior Picnic Expenses
    2. Senior Expo Expenses
  - H. Tree Commission 06/06/18
  - I. Compensation & Evaluation Committee 09/10/18
  
8. COMMUNICATIONS
  - A. Replace Lights on Lake Front Park Boardwalk
    1. Memo 09/19/18 – Director of Public Services
    2. Estimate 09/18/18 – Colville Electric Co., LLC
    3. Estimate 08/22/18 - RSY Electrical Enterprises
    4. Estimate 07/12/18 - Sadler Electric
    5. Bollard Pamphlet

- B. Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Retirement Health Benefit Systems
      - 1. Memo 08/13/18 – Treasurer/Comptroller – City Administrator
      - 2. Letter 05/17/18 – Department of Treasury
      - 3. Proposed Plan
    - C. Legal Proceedings: Gerald Genna vs City of Grosse Pointe Woods
      - 1. Summons In A Civil Action Rec'd 09/14/18
      - 2. Complaint and Demand for Jury Trial
- 9. BIDS/PROPOSALS/ CONTRACTS
  - A. Contract: Medstar, Inc. – Ambulance Service
    - 1. Letter 09/26/18 – City Attorney
    - 2. Contract for Emergency Medical Services Between Medstar, Inc. and the Cities of Grosse Pointe Woods, Grosse Pointe Farms, and Grosse Pointe
- 10. PROCLAMATION
  - A. National Breast Cancer Awareness Month
- 11. ORDINANCE
  - A. First Reading: An Ordinance to Amend Chapter 8 Buildings and Building Regulations, Article IX Fences, Sec. 8-284 by Adding New Sections (1) and (2) Allowing Six Feet Fences in the Rear and Side Yards with the Adjacent Property Owner's Consent
    - 1. Letter 09/26/18 – City Attorney
    - 2. Proposed Ordinance
- 12. CLAIMS/ACCOUNTS
  - A. Plumbing and Mechanical Inspections
    - 1. McKenna Invoice No 21849-3 09/06/18 - \$1,500.00
  - B. Labor Attorney
    - 1. Keller Thoma Invoice No. 114898 09/01/18 - \$43.75
  - C. Parking Lot Improvements
    - 1. S & J Asphalt Pay Estimate No. 2 through 09/12/18 - \$177,698.65
  - D. 2017 SAW Grant Sewer Cleaning and CCTV Investigation
    - 1. Doetsch Industrial Services, Inc Pay Estimate No. 8 through 09/19/18 - \$12,026.88

- E. 2018 Concrete Pavement Repair Program
  - 1. L. Anthony Construction Inc. Pay Estimate No. 1 through 09/19/18 - \$110,963.80
- F. Legal Services
  - 1. WCA Assessing Invoice No. 091118 09/11/18 - \$3,987.21
- G. Assessing Services
  - 1. WCA Assessing Invoice No. 091818 09/18/18 - \$5,667.16
- H. City Engineer
  - 1. Anderson, Eckstein & Westrick Invoice No. 0118815 08/16/18 - \$20,077.40
- I. City Attorney
  - 1. Don R. Berschback 09/26/18 - \$1,530.00;
  - 2. Charles T. Berschback 09/26/18 - \$3,900.00.

13. NEW BUSINESS/PUBLIC COMMENT

14. 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><b>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</b></p>
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7A

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 17, 2018, 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  
City Attorney Chip Berschback  
Treasurer/Comptroller Behrens  
City Clerk Hathaway  
Director of Public Services Schulte  
Building Inspector Tutag  
City Engineer Lockwood

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

The following Commission member was in attendance:

Bonnie Medura, Beautification Commission

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, Novitke, Shetler  
No: None  
Absent: None

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

1. City Council Minutes dated September 10, 2018.

Motion carried by the following vote:

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

The following individual wished to be heard regarding a **request to repeal fence ordinance, Ordinance 871:**

Phil Whitman  
1716 Severn

The Mayor stated that the fence ordinance is scheduled for review by the Committee-of-the-Whole on September 24, 2018.

Motion by McMullen, seconded by Bryant, regarding **Lake Front Park Tree Trimming/Funds Transfer**, that the City Council authorize Arbor Pro Tree Services to elevate and remove dead wood from 62 trees located at Lake Front Park at a cost of \$19,480.00, and to approve a funds transfer as follows:

1. From Local Streets Asphalt Maintenance Account No. 203-451-975.200 - \$10,000;
2. From Vehicle Maintenance – DPW Account No. 640-851-939.100 - \$9,480.00;
3. Into the Forestry Services Contractual Account Services Account No. 101-465-818.000 - \$19,480.00.

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 **DPW Garage Door Replacement**, that the City Council authorize FJF Door Sales Company to replace the DPW garage door in the amount of \$7,125.00, funds to be taken from the Municipal Improvements Public Works Account No. 401-902-977.103.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – August 2018**, that the City Council refer this item to the Finance Committee.

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 **contract modification of added sewer televising: 2017 SAW Grant – Sewer Cleaning and Televising Investigation (Doetsch Environmental Services)**, that the City Council approve a modification to the 2017 SAW Grant Sewer Cleaning and Televising Investigation contract with Doetsch Environmental Service in the amount of \$367,360.00, funds to be taken from SAW Grant Construction Account No. 592-537-975.005, with 90% to be reimbursed from the SAW Grant.

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 **budget amendment/contract modification to add Virginia Lane: 2018 Water Main Capital Improvement Program (Bidigare Contractors, Inc.)**, that the City Council award a contract modification to Bidigare Contractors, Inc. to include replacement of the water main and necessary concrete on Virginia Lane in the amount of \$183,175.00, and to include construction contingency in an amount not to exceed \$18,317.50 and design and construction engineering in an amount not to exceed \$36,635.00; for a total project cost not to exceed \$238,127.50; and, approve a budget amendment in the amount of

\$238,127.50 from the Water/Sewer Fund Account No. 592-000-697.000, into the following accounts:

Water Main Construction	592-537-976.018	\$183,175.00
Water Main Engineering	592-537-977.410	\$36,635.00
Contingency	592-537-980.000	\$18,317.50

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 **2017 Concrete Pavement Repair Program**, that the City Council approve the following invoice dated August 5, 2018:

1. L. Anthony Construction Final Pay Estimate No. 5 - \$11,315.00:
  - a. Acct. No. 202-451-974.200 - \$2,715.60;
  - b. Acct. No. 203-451-974.200 - \$3,281.35;
  - c. Acct. No. 592-537-975.400 - \$5,318.05.

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 **City Engineers – AEW**, that the City Council approve the following invoices payable to Anderson, Eckstein and Westrick:

1. SAW Grant-Wastewater Invoice No. 0118815 08/16/18 - \$20,077.40; Acct. No. 592-537-975.004;
2. Lake Front Park Pedestals Invoice No. 0118817 08/16/18 - \$21,144.62; Acct. No. 594-785-818.000;
3. Capital Improvements Parking Lots Invoice No. 0118818 08/16/18 - \$6,953.15; Acct. No. 420-451-974.201;

4. 2018 Water Main Capital Improvement Invoice No. 0118819 08/16/18 - \$1,218.25; Acct. No. 592-537-978.300;
5. 2018 Concrete Pavement Repair Program Invoice No. 0118820 08/16/18 - \$3,230.70;
  - a. Acct. No. 202-451-974.201 - \$549.22;
  - b. Acct. No. 203-451-974.201 - \$1,195.26;
  - c. Acct. No. 592-537-975.401 - \$1,486.22.
6. 2018 Pavement Joint & Crack Sealing Invoice No. 0118821 08/16/18 - \$559.50;
  - a. Acct. No. 202-451-975.310 - \$184.64;
  - b. Acct. No. 203-451-975.310 - \$374.86.
7. FY 2018/19 Rate Study Invoice No. 0118822 08/16/18 - \$51.50; Acct. No. 592-537-818.000;
8. 2018 Road Program Invoice No. 0118823 08/16/18 - \$4,128.20; Acct. No. 203-451-977.803.

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 heard under New Business:

- The Mayor made the following appointments to the Judicial Liaison Committee:
  - Chair- Todd McConaghy
  - Member - George McMullen
  - Member – Robert E. Novitke

Under Public Comment, the following individuals were heard regarding construction of curbs, approaches, and concrete on Oxford between Helen and Jackson:

Burgess Foster  
2051 Oxford

Dr. Randy Lou Franklin  
2056 Oxford

Administration was asked to re-review Oxford Road.

The following individual was heard regarding the fence ordinance:

Alex Lazar  
1324 Roslyn

Motion by Bryant, seconded by Shetler, to adjourn tonight's meeting at 7:39 p.m.  
PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 24, 2018, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke  
Council Members Bryant, McConaghy, McMullen, Shetler  
ABSENT: Council Member Granger (arrived 6:58 p.m.)  
Council Member Koester (arrived 6:42 p.m.)  
  
ALSO PRESENT: City Attorney Chip Berschback  
Treasurer/Comptroller Behrens  
City Clerk Hathaway  
Director of Public Safety Kosanke  
Director of Public Services Schulte  
Building Official Tutag  
Recreation Supervisor Gerhart

Mayor Novitke called the meeting to order at 6:30 p.m.

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

Motion carried by the following vote:

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

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

Hearing no objections, the Chair took agenda items out of order.

The Chair first addressed **Direct Deposit tax payments**. The Treasurer/Comptroller provided a brief overview of her memo dated September 13, 2018. She stated that several requests were received regarding implementing a direct debit process for property taxes similar to that used for utility customers. There were no objections from the Committee with her proceeding.

Motion by Shetler, seconded by Bryant, that Direct Deposit tax payments be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

The next item discussed was regarding **Community Center Office Manager/Senior Coordinator Position**. There were no objections from the Committee with administration moving forward with this position.

Motion by McConaghy, seconded by Bryant, that the Community Center Office Manager/Senior Coordinator Position be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

Discussion ensued regarding **use of the Community Center**. The Mayor stated that two realtors came before Council and discussed branding of the City. Council Member/Public Relations Committee Chair Granger met with them. They have an interest in creating a Mack Avenue Business Association and Member Granger is requesting they be allowed to use the Community Center without a fee to hold meetings. Hearing no objections, this item is to be placed on the next Committee-of-the-Whole agenda to allow for Member Granger to be in attendance.

Council Member Koester was now in attendance at 6:42 p.m.

Discussion then ensued regarding the **Fence Ordinance**. The Chair placed this item on the agenda for discussion due to the number of variances that have been granted. The Building Official provided an overview on the history of the fence ordinance advising that since January 8, 2017, there have been 10 variance requests for a 6' fence; 8 were granted, and the 2 denied were also requesting a solid fence. He then explained that on January 8, 2017, the ordinance was amended to only permit 6' tall, solid fences to be installed on a corner or alley and allowing 4' fences on side or rear yard making it no longer relevant to obtain neighbor's consent to install a 6' fence.

The Chair stated that there should not be so many variances granted with a good ordinance, and the only time a variance should be granted is when there is a compelling reason. Discussion ensued regarding restoring the ordinance back to before it was

amended on January 8, 2017, thereby allowing a 6' fence in rear and side yards contingent upon receipt of the adjoining owner's consent. Hearing no objections, the City Attorney was asked to draft an amended ordinance for a First Reading before City Council on October 1, 2018.

The Mayor asked the Committee to review Article IX – Fences and identify any additional changes. Discussion ensued regarding Section 8-279, “. . . minimum of two-inch openings throughout 50% of the length or height of the fence” and there were no changes. All were in agreement with the current fence materials. There was a consensus of the Committee that there be no additional changes to the ordinance.

Motion by Bryant, seconded by Shetler, that the Fence Ordinance be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

No: None

Absent: Granger

Council Member Granger was now in attendance at 6:58 p.m.

The Committee then discussed the **Medstar contract**. The City Attorney distributed and reviewed a newly revised contract. The City Attorney was asked to obtain additional information regarding the “Normal Service Fee Scheduled” referred to on Page 5. The City Clerk was asked to place this item on the October 1, 2018, Council agenda.

The City Attorney stated he would address with the City Administrator the “Subsidy and Term of Agreement” portion of the contract. The City Attorney was asked to provide additional clarification language for Article 14, “The division of the subsidy will be determined by the designated city officials from each city.”

Motion by Bryant, seconded by Koester, that the Medstar contract be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

No: None

Absent: None

The City Clerk provided an overview regarding the City's **Records Retention Policy**.

Motion by Bryant, seconded by Koester, that Records Retention Policy be removed from the Committee-of-the-Whole agenda.

Motion carried by the following vote:

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

The City Attorney provided an overview regarding the **Open Meetings Act**. Questions pertaining to social media ensued. The City Attorney was asked to advise if a Council Member posts to social media, or texts to a voter, how that Council Member will vote on an upcoming issue, whether it would be in violation of the Open Meetings Act. This item is to remain on the Committee-of-the-Whole and return in one month.

New Business:

- The Mayor spoke of the vacancy on Planning Commission, and Kevin Ketels has expressed an interest in serving. Hearing no objections, the Mayor intends to appoint Kevin Ketels to the Planning Commission at the meeting on October 1, 2018.
- The Mayor stated the Committee-of-the-Whole agenda on October 8, 2018, will be discussing the fire truck and recreational marijuana. He stated items of concern regarding recreational marijuana include what the timeline is for addressing either an opt-out or whatever action may be taken.

Public Comment:

- Margaret Potter asked for clarification regarding the Medstar contract;
- Phil Whitman stated Council was very responsive regarding the fence ordinance in a decisive way in response to the community. He was seeking exactly what the Committee resolved this evening;
- An unidentified woman stated that after a recent fence variance request, she looked at a 6' shadow box fence and said that a child could climb that style fence.

Motion by Bryant, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 8:05 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor



MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON THURSDAY, SEPTEMBER 27, 2018, IN THE CITY HALL JURY ROOM, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The Chair called the meeting to order at 9:05 a.m.

Roll Call: Chair/City Clerk Lisa Hathaway  
Council Member Art Bryant

Absent: City Attorney Don Berschback

Also Present: City Attorney Chip Berschback  
Deputy City Clerk Paul Antolin  
Information Technology Manager Gary Capps

Motion by Bryant, seconded by Hathaway, that Commission Member Don Berschback be excused from today's meeting.

Motion carried by the following vote:

Yes: Bryant, Hathaway  
No: None  
Absent: Berschback

Motion by Bryant, seconded by Hathaway, that all items on the agenda be received, placed on file, and taken in order of appearance.

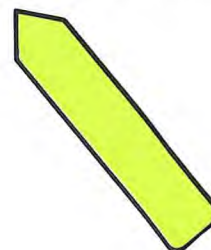
Motion carried by the following vote:

Yes: Bryant, Hathaway  
No: None  
Absent: Berschback

Motion by Bryant, seconded by Hathaway, regarding **Certification of Election Inspectors and Receiving Boards and Rates of Pay** for the November 6, 2018, General Election, that the Election Commission approve the list of Election Inspectors as presented and recommend the City Council approve the rates of pay as presented.

Motion carried by the following vote:

Yes: Bryant, Hathaway  
No: None  
Absent: Berschback



The next item discussed was regarding **replacement of absent voter ballot scanners including software and listeners**. The Chair provided an overview regarding the inability of the Absent Voter Counting Board to scan absent voter ballots at the August Primary Election. The original solution was estimated at a cost of \$111,750.00. Following a great deal of communications with the County, the State, and the Vendor, DominionVoting, as well as the City Attorney and Information Technology Manager, a recommended solution was presented. The Chair recommended purchasing necessary equipment in order to count absent voter ballots for the November 6<sup>th</sup> Election, with follow-up communications to continue with the State and County in an effort to recapture software upgrade costs.

The Chair identified the following costs:

<b>Absent Voter Counting Boards Scanning and Transmitting Equipment</b>			
<b>Description</b>	<b>Qty</b>	<b>Cost Per Unit</b>	<b>Total</b>
CDW - Canon imageFormula DR-G1130	3	\$6,747.99	\$ 20,243.97
Dominion ICC Software - G1130	2	19,100.00	\$ 38,200.00
Dominion EMS - Software	1	3,500.00	\$ 3,500.00
Dominion EMS Listener Server Kit	1	2,200.00	\$ 2,200.00
			<u>\$ 64,143.97</u>
Dominion Trade-In Refund (M160's)	3		\$ (15,370.00)
			<u>\$ 48,773.97</u>

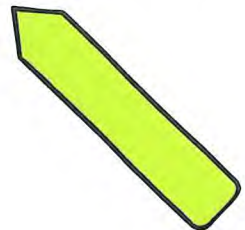
The Chair stated that miscellaneous costs were not included such as shipping. The Information Technology Manager stated he would obtain a quote from G-CDW to compare government pricing.

The City Attorney and Chair discussed the state's contract and the provisions therein for malfunctioning and defective equipment, and that recapturing of some costs could be sought later. The Chair will be meeting with the Treasurer/Comptroller regarding fund as this was an unexpected occurrence and was not budgeted.

Motion by Bryant, seconded by Hathaway, regarding replacement of absent voter ballot scanners including software and listeners, that the Election Commission recommend the City Council authorize the City Clerk to purchase election equipment as identified in an amount not to exceed \$50,000.00.

Motion carried by the following vote:

Yes: Bryant, Hathaway  
 No: None  
 Absent: Berschback



Motion by Bryant, seconded by Hathaway, that today's meeting minutes be immediately certified.

Motion carried by the following vote:

Yes: Bryant, Hathaway

No: None

Absent: Berschback

Motion by Bryant, seconded by Hathaway, that the meeting be adjourned at 9:36 a.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
Chair/City Clerk



## CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive  
Grosse Pointe Woods, Michigan 48236-2397

### Certification of Board of Election Inspectors

The undersigned, members of the Election Commission of the City of Grosse Pointe Woods, for the *November 6, 2018, State General Election*, do hereby certify the following:

1. The number of members of the Board of Election Inspectors shall be seven (7) in each precinct, seven (7) in each of two absent voter counting boards; one (1) of whom shall be designated as Chair, and one (1) of whom shall be designated as Co-Chair. One additional Inspector may be appointed to some precincts as needed.
2. The flat rate compensation for all regular precincts and absent voter counting board(s) shall be as follows:

\$175.00	Chair
160.00	Co-Chair
135.00	Inspector
90.00	Intern
3. If necessary, the City Clerk is authorized to appoint Election Inspectors to vacancies on the Board of Inspectors due to refusal or failure to serve. There shall be at all times during the times the polls are open a majority of Board of Election Inspectors on duty and there shall be at least one from each major political party: Republican and Democrat.
4. The number of members of the three Receiving Boards shall be six (6) total. The flat rate compensation for all receiving board members shall be \$50.00.
5. The members of the Board of Election Inspectors and Receiving Board for the above election are listed on the attached summary.

Respectfully submitted,

#### ELECTION COMMISSION

Lisa Kay Hathaway, City Clerk/Chair

Arthur W. Bryant, Council Member Representative

Don R. Berschback, City Attorney

Dated: September 27, 2018

Attachment

PCT	LAST	FIRST	ADDRESS1	ADDRESS2	TITLE	PTY	PHONE NUM	LOCATION
1	CLOR	KYLE	1796 VERNIER RO	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313-475-2359	FERRY SCHOOL
1	KOTES	AMANOA	18063 WINSOME RO	FRASER, MI 48026	CO-CHAIR	OEM	586-943-0592	FERRY SCHOOL
1	O'ANGELO	BENJAMIN	1600 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	INSPECTOR	OEM	313 790-1283	FERRY SCHOOL
1	GROSSCUP	LYNNE	19999 HUNT CLUB	HARPER WOODS, MI 48225	INSPECTOR	OEM	313-300-6691	FERRY SCHOOL
1	SOLTERISCH	LINOA	1930 LOCHMOOR BLVO	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-701-3142	FERRY SCHOOL
1	BURKHAROT	JUOITH	2039 COUNTRY CLUB OR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	OEM	313-530-5595	FERRY SCHOOL
1	BURLESON	DONNA	1694 NEWCASTLE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 500-4224	FERRY SCHOOL
2	STELLINGWERF	FRANK	1575 FAIRHOLME RO	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313-882-5232	MASON SCHOOL
2	MASSERANG	JUOITH	20104 E. BALLANTYNE CT.	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	OEM	313-886-6945	MASON SCHOOL
2	ZELENOCK	CAMILLE	2112 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-605-7474	MASON SCHOOL
2	GROSSO	LORI	1251 PAGET COURT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	OEM	313-878-8500	MASON SCHOOL
2	CHICKLAS	OANIEL	1120 N. RENAUD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-881-4437	MASON SCHOOL
2	KANGAS	RONALD	19876 HARPER CT	HARPER WOODS, MI 48225	INSPECTOR	OEM	313-527-8896	MASON SCHOOL
2	THIBODEAU	MARY ANN	1860 BROOKSTONE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 882-3877	MASON SCHOOL
3	POPKIN	OEBRA	1681 ROSLYN RO	GROSSE POINTE WOODS, MI 48236	CHAIR	OEM	313-882-4699	PARCELLS SCHOOL
3	THIBODEAU	ROY	1860 BROOKSTONE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP	313-882-3877	PARCELLS SCHOOL
3	ELWART	SUZANNE	23814 LAKEWOOD	ST. CLAIR SHORES, MI 48082	INSPECTOR	REP	586-859-7176	PARCELLS SCHOOL
3	KROLIKOWSKI	THADDEUS	1301 BRYAN DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-884-2806	PARCELLS SCHOOL
3	SAVAGE IV	MATTHEW	19955 W O'LEARY PL	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-885-2649	PARCELLS SCHOOL
3	SCHWARTZ	CHRISTIAN	2048 LOCHMOOR	GROSSE POINTE WOODS, MI 48236	INTERN	OEM	313-885-5723	PARCELLS SCHOOL
3	FABER	KATHLEEN	2016 VAN ANTWERP	GROSSE POINTE WOODS, MI 48236	INSPECTOR	OEM	313-417-8404	PARCELLS SCHOOL
4	MCGOVERN	ROBERT O.	808 SHOREHAM RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313-715-3253	CITY HALL - COMMUNITY CENTER
4	LUFBURROW	CAROL	702 MOORLAND DR	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	OEM	313-605-5256	CITY HALL - COMMUNITY CENTER
4	PROFETA	JIM	534 SAUNDERS LN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-657-6889	CITY HALL - COMMUNITY CENTER
4	FLETCHER	LORNA	1555 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-886-6027	CITY HALL - COMMUNITY CENTER
4	LILLICH	HEIDI	1547 BLAIRMOOR CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-886-2054	CITY HALL - COMMUNITY CENTER
4	GROSSCUP	LYNNE	19999 HUNT CLUB	HARPER WOODS, MI 48225	INSPECTOR	OEM	313 885-6379	CITY HALL - COMMUNITY CENTER
4	SCHWEICKERT	RITA	2017 OXFORD RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	228 217-1208	CITY HALL - COMMUNITY CENTER
5	HIGLEY	DENVER	2041 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313-642-0463	MONTEITH SCHOOL
5	LEO	JUOITH	20718 YOUNG LANE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM	313-310-9936	MONTEITH SCHOOL
5	ORLOW	LAWRENCE	1151 TORREY RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	OEM	313-460-0231	MONTEITH SCHOOL
5	ANDERSON	MARY	583 VERNIER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-573-2162	MONTEITH SCHOOL
5	UNGER	JERILYN	1854 ALLARD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-729-8609	MONTEITH SCHOOL
5	GUIDO	ELLEN	2032 LANCASTER AVE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 574-1158	MONTEITH SCHOOL
5	PETERSON	BRYAN	545 WOODS LANE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 432-3073	MONTEITH SCHOOL

PCT	LAST	FIRST	ADDRESS1	ADDRESS2	TITLE	PTY	PHONE NUM	LOCATION
6	DIXON	MICHAEL	1091 S RENAUD RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313-882-1197	BARNES SCHOOL
6	GARVEY	JUDITH	2108 HUNT CLUB DRIVE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM	313-478-7011	BARNES SCHOOL
6	HOLCOMB	JOHN	20670 VERNIER CIR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-884-8593	BARNES SCHOOL
6	CWENGROS	PAUL	21407 RIVER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-878-8500	BARNES SCHOOL
6	OTIOTIO	JOSEPHINE	2022 ROSLYN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	414-336-5868	BARNES SCHOOL
6	ARNOLD	LISA	19962 E. CLAIRVIEW CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-408-8500	BARNES SCHOOL
6	KRIEGER	BERNADETTE	19717 W KINGS CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 850-6490	BARNES SCHOOL
CB-7	GOERKE	MARY	920 S. OXFORD	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM	313-885-9498	CITY HALL - COMMUNITY CENTER
CB-7	DIXON	DEBRA	1091 S. RENAUD RD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP	313-882-1197	CITY HALL - COMMUNITY CENTER
CB-7	SABO	KELLY RENEE	1948 ALLARD AVE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 919-0203	CITY HALL - COMMUNITY CENTER
CB-7	MONCREIFF	CAROL	1091 TORREY	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	586-219-5964	CITY HALL - COMMUNITY CENTER
CB-7	CARTER	MARY	1374 ALINE DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-884-1879	CITY HALL - COMMUNITY CENTER
CB-7	BURLESON	DONNA	1694 NEWCASTLE RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-550-4224	CITY HALL - COMMUNITY CENTER
CB-7	PLIETH	JANE	885 NORTH RENAUD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-550-0533	CITY HALL - COMMUNITY CENTER
CB-8	ADAMS	SANDRA	1178 WHITTIER RD	GROSSE POINTE PARK, MI 48230	CHAIR	REP	313-401-4785	CITY HALL - COMMUNITY CENTER
CB-8	KUMMER	CYNTHIA	21905 RIDGEWAY ST	ST. CLAIR SHORES, MI 48080	CO-CHAIR	DEM	586-443-5455	CITY HALL - COMMUNITY CENTER
CB-8	RIZZO	A. CHRISTINA	561 PEACHTREE LN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-881-8693	CITY HALL - COMMUNITY CENTER
CB-8	MALBOUEF	BARBARA	1700 S. RENAUD RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-882-7234	CITY HALL - COMMUNITY CENTER
CB-8	MITCHELL	LARRY	788 WOODS LANE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313 881-8863	CITY HALL - COMMUNITY CENTER
CB-8	FELDMAN	JAMES	1268 ROSLYN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	586 285-8984	CITY HALL - COMMUNITY CENTER
CB-8	BIERKLE	ARLENE	21700 FRAZHO	ST. CLAIR SHORE, MI 48081	INSPECTOR	REP	586-776-2621	CITY HALL - COMMUNITY CENTER
RB	LUPO	JOSHUA	1825 ROSLYN	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	REP	313-693-8213	CITY HALL - AV OFFICE
RB	LENTINE	MICHAEL	1570 ANITA	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	DEM	313-473-8698	CITY HALL - AV OFFICE
RB	TOCCO	DAWN	575 HIDDEN LN	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	REP	313-885-4091	CITY HALL - AV OFFICE
RB	FELDMAN	JAMES	1268 ROSLYN RD	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	DEM	313-881-5358	CITY HALL - AV OFFICE
RB	MATYN	TIMOTHY	932 N. BRYN	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	DEM	313-505-6025	CITY HALL - AV OFFICE
RB	SZABO	MONICA	1620 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	RECEIVING BOARD	REP	313-530-5368	CITY HALL - AV OFFICE

# CITY OF GROSSE POINTE WOODS


## Office of the City Clerk

### Memorandum

RECEIVED  
SEP 27 2018  
CITY OF GROSSE POINTE WOODS

**DATE:** September 27, 2018

**TO:** Mayor and City Council

**FROM:** Lisa Hathaway, City Clerk 

**SUBJECT:** Election Scanners and Transmitting Equipment/Funds Transfer

The Election Commission met on September 27, 2018. One of the items discussed was regarding replacement scanners to be used by the Absent Voter Counting Board and transmitting equipment. Following discussions, the Commission made a recommendation to purchase the equipment as presented in an amount not to exceed \$50,000.00. However, following that meeting the Information Technology Manager was able to secure a governmental price from CDW-G at \$360.00 less per unit and no shipping costs; a savings of more than an additional \$1,080.00. The figures shown reflect the added savings:

Absent Voter Counting Boards Scanning and Transmitting Equipment			
Description	Qty	Cost Per Unit	Total
CDW-G - Canon imageFormula DR-G1130	3	\$6,388.00	\$ 19,164.00
Dominion ICC Software - G1130	2	19,100.00	\$ 38,200.00
Dominion EMS - Software	1	3,500.00	\$ 3,500.00
Dominion EMS Listener Server Kit	1	2,200.00	\$ 2,200.00
			<u>\$ 63,064.00</u>
Dominion Trade-In Refund (3 M160's)			\$ (15,370.00)
GRAND TOTAL			<u>\$ 47,694.00</u>

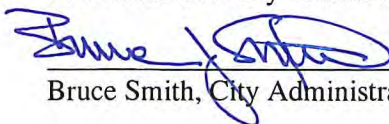
Total Purchases from CDW-G = \$19,164.00

Total Purchases from Dominion including refund = \$28,530.00

This replacement equipment was an unexpected cost caused by defective/malfunctioning equipment, and therefore was not included in the FY 2018/19 budget. A funds transfer will therefore be required from Prior Year Reserves Account No. 101-000-699.000 into Election Supplies Account No. 101-215-731.000 in the amount of \$50,000.00 to cover any incidentals that may arise.

I recommend approval of these purchases in order to process absent voter ballots beginning with the November 6, 2018, General Election as well as improve transmission of election results.

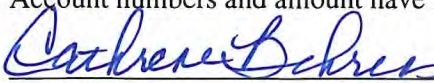
I do not believe any benefit will accrue to the City by seeking bids. Approved for Council consideration.

  
Bruce Smith, City Administrator

9/27/2018  
Date

Fund Certification:

Account numbers and amount have been verified as presented.

  
Catherine Behrens, Treasurer/Comptroller

9/27/2018  
Date

# QUOTE CONFIRMATION

RECEIVED

SEP 27 2018

CITY OF GROSSE PTE. WOODS



DEAR GARY CAPPS,

Thank you for considering CDW•G for your computing needs. The details of your quote are below. \_\_\_\_\_  
\_\_\_\_\_ to convert your quote to an order.

QUOTE #	QUOTE DATE	QUOTE REFERENCE	CUSTOMER #	GRAND TOTAL
1BWGZLM	9/27/2018	ELECTION SCANNERS	2697328	\$19,164.00

## IMPORTANT - PLEASE READ

Special Instructions: Beginning of customer text:  
Election Scanners  
End of customer text.

## QUOTE DETAILS

ITEM	QTY	CDW#	UNIT PRICE	EXT. PRICE
Mfg. Part#: 8073B002 UNSPSC: 43211711 Contract: Michigan Master Computing-MIDEAL (071B6600110)	3	2946371	\$6,388.00	\$19,164.00

PURCHASER BILLING INFO	SUBTOTAL	\$19,164.00
Billing Address: CITY OF GROSSE POINTE WOODS 20025 MACK PLAZA DR GROSSE POINTE WOODS, MI 48236-2343 Phone: (313) 343-2525 Payment Terms: Net 30 Days-Govt State/Local	SHIPPING	\$0.00
	SALES TAX	\$0.00
	GRAND TOTAL	\$19,164.00
DELIVER TO	Please remit payments to:	
Shipping Address: CITY OF GROSSE POINTE WOODS ATTN: GARY CAPPS 20025 MACK PLAZA GROSSE POINTE WOODS, MI 48236 Phone: (313) 343-2525 Shipping Method: UPS Ground (1- 2 day)	CDW Government 75 Remittance Drive Suite 1515 Chicago, IL 60675-1515	

## Need Assistance? CDW•G SALES CONTACT INFORMATION



CDW•G Sales

800.808.4239

davieng@cdwg.com

This quote is subject to CDW's Terms and Conditions of Sales and Service Projects at

For more information, contact a CDW account manager

© 2018 CDW•G LLC, 200 N. Milwaukee Avenue, Vernon Hills, IL 60061 | 800.808.4239

9/26/2018

## Grosse Pointe Woods City, MI (Wayne County)

Budgetary Quote - Q00002826

M160 Exchange for 2 G1130 System Software Quote

From : Kelly Garrett kelly.garrett@dominionvoting.com

Product Name	Description	Part Number	Quantity	Unit Price	Extension
ICC Software - G1130			2.00	USD 19,100.00	USD 38,200.00
<b>Central Scanning Hardware &amp; Software</b>					<b>Subtotal: USD 38,200.00</b>
Trade-In	Trade-in for 3 M160's. Credit invoice #121746	Trade-In	1.00	USD -15,370.00	USD -15,370.00
<b>Credits and Discounts</b>					<b>Subtotal: USD -15,370.00</b>

### Grand Totals

**Grand Total USD 22,830.00**

### Terms & Conditions

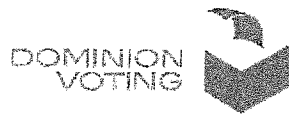
This quote is pursuant to the terms and conditions of Contract number 071B7700117. All pricing is subject to inventory availability at the time of quote acceptance and execution. Annual fees are due after the initial contract term of five years (commencing in year 6).

Customer to return:  
3x M160-II Scanners  
1x ICC Desktop Workstations

Customer to provide:  
3x G1130 Canon Scanners

### Signatures

Customer Name (printed)	Title	Signature	Date (MM/DD/YYYY)



9/20/2018

## Grosse Pointe Woods City, MI (Wayne County)

Budgetary Quote - Q00002818  
Grosse Pointe Woods - EMS Express Listener Quote

From : Kelly Garrett    kelly.garrett@dominionvoting.com

Product Name	Description	Part Number	Quantity	Unit Price	Extension
Communications Manager Module - Local			1.00	USD 3,500.00	USD 3,500.00
<b>Election Management System Software</b>					<b>Subtotal: USD 3,500.00</b>
EMS Express Listener Server Kit - MI *		172-000145	1.00	USD 2,200.00	USD 2,200.00
<b>Election Management System Hardware</b>					<b>Subtotal: USD 2,200.00</b>

---

### Grand Totals

**Grand Total    USD 5,700.00**

---

### Product Terms

EMS Express Listener Server Kit includes: Dell Workstation, 24" Monitor, Watchguard T30 Firewall

---

### Terms & Conditions

This quote is pursuant to the terms and conditions of Contract number 071B7700117. All pricing is subject to inventory availability at the time of quote acceptance and execution. Annual fees are due after the initial contract term of five years (commencing in year 6).

---

### Signatures

Customer Name (printed)	Title	Signature	Date (MM/DD/YYYY)

Beautification Advisory Commission  
Lake Room – GPW Community Center  
20025 Mack Plaza Dr., Grosse Pointe Woods  
Meeting – August 8, 2018 – 7:00 p.m.

RECEIVED

AUG 16 2018

CITY OF GROSSE POINTE WOODS

approved by  
Commission  
on 9-12-18

**Present:** Casinelli, Hage, Koester, McCarthy, Medura, Miller, Ragland, Sauter, Stephens, Stewart

**Excused:** Arslanian, Hess, Martin-Rahaim, Spreder

**Not Excused:** Hilton

**Call to Order:** The meeting was called to order by Chairperson, McCarthy at 7:01 p.m.

**Minutes:** The July 11, 2018 meeting minutes were distributed and reviewed.

Motion by Casinelli, seconded by Stephens to approve the July 11, 2018 minutes as presented.

Motion carried by the following vote:

**Yes:** Casinelli, Hage, Koester, McCarthy, Medura, Miller, Ragland, Sauter, Stephens, Stewart

**No:** none

**Excused:** Arslanian, Hess, Martin-Rahaim, Spreder

**Not Excused:** Hilton

**Treasurer's Report:** no report

**Chairperson's Report:** McCarthy presented chairperson report.

**Awards Program:** Stephens provided update on Awards Night. Some write-ups still due.  
Discussed new start time and volunteers.

**Flower Sale:** no report

**Council Report:** no report

**Old Business:** no report

**New Business:** Discussed Grosse Pointe Woods Foundation request for the Beautification Advisory Commissions involvement with the Grosse Pointe Woods Park & Rec's new Putt-Putt golf course.

Motion by Casinelli, seconded by Ragland, to adjourn the Beautification Advisory Commission meeting at 7:40 p.m.

Motion carried by the following vote:

**Yes:** Casinelli, Hage, Koester, McCarthy, Medura, Miller, Ragland, Sauter, Stephens, Stewart

**No:** none

**Excused:** Arslanian, Hess, Martin-Rahaim, Spreder

**Not Excused:** Hilton

Respectfully submitted,

Rachelle Koester



**Citizen's Recreation Commission Meeting Minutes**  
Meeting of the Citizen's Recreation Commission held on July 10th, 2018 at  
Grosse Pointe Woods, Michigan

**CALLED TO ORDER: 7:04**

**PRESENT:**

Barb Janutol  
Tom Jerger  
Mark Miller  
Christina Ventimiglia  
Tony Rennpage  
Amanda York  
Gibb Heim

**ABSENT:**

None

**RECEIVED**

AUG 10 2018

CITY OF GROSSE POINTE WOODS

*Approved by  
Commission on  
9-11-18*

**ALSO PRESENT:**

Councilman Mike Koester, Parks and Recreation Supervisor Nicole Gerhart and  
Commission Applicant Angela Brown were also present.

**Motion** to accept the minutes from June 12, 2018 by Barb Janutol and seconded by  
Gibb Heim.

**Yes:** York, Janutol, Jerger, Miller, Ventimiglia, Gibb and Rennpage.

**No:** None

**Absent:** None

**SUPERVISOR'S REPORT:**

The past two weeks saw over 10,000 people at the park.

Still short lifeguards, hoping to get other to apply and fill those positions.

**COUNCIL MEETING REPORT:**

Waiting for approval from Council on Winterfest location.

**OLD BUSINESS:**

Perch Derby: At least 10 families signed up so far

Banner is hanging at park.

Send sponsors to Nikki by next Wednesday, July 18<sup>th</sup>.

Amanda has goodie bags.

Chrissy will compile names of donations.

Nikki will get juice boxes and waters, cream cheese, napkins and knives.

Winterfest 2019: continue calling food trucks for possible presence at event.

**NEW BUSINESS:**

Met with Commission applicant Angela Brown to discuss her interest in Citizens Recreation Commission.

**Motion to Council to immediately certify the following motions:**

**Motion to accept application of Sara Seger and recommend to City Council she be appointed to Citizens Recreation Committee.**

**Motion to accept application of Angela Brown and recommend to City Council she be appointed to Citizens Recreation Committee.**



**ADJOURNMENT:**

Motion was made to adjourn the meeting by Gibb Heim and seconded by Barb Janutol.

Yes: York, Janutol, Jerger, Miller, Ventimiglia, Heim and Rennpage.

No: None

Absent: None

**Meeting Adjourned at 8:02 pm.**

Respectfully submitted by: Christina Ventimiglia, Secretary



# CITY OF GROSSE POINTE WOODS

20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

RECEIVED

MAY 07 2018

CITY OF GROSSE PTE. WOODS

## BIOGRAPHICAL SKETCH

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

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

NAME: Sarah Seger

ADDRESS: 1930 Hunt Club Dr. GPW MI 48236

TELEPHONE: Home: (517) 648-7215 (cell) Office: N/A

E-Mail: Sarahjo5984@gmail.com

OCCUPATION: Stay at home parent

# OF YEARS RESIDENT OF GROSSE POINTE WOODS: 1.5 years

### PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

My previous work as waterfront director at Lake Lansing has given me experience with park operations and creating the best experience for park patrons.

EDUCATION: B.A. from Michigan State University

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: The Grosse Pointe Moms Club - our most recent service project was helping to make plastic bags and mats for the homeless with Motor City Mitten Mission.

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: my past experiences working at a park, with children, and at a tennis club will make me an asset. Also my passion for safe and welcoming community spaces and being new to the area will add a different perspective.

Signature of sponsor

Signature of applicant

Date: 5/7/2018

Return to Clerk's Office

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



## CITY OF GROSSE POINTE WOODS

20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

RECEIVED

NOV 13 2017

CITY OF GROSSE PTE. WOODS

### BIOGRAPHICAL SKETCH

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

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

NAME: Angela Coletti Brown

ADDRESS: 672 Birch Lane

TELEPHONE: Home: 248-520-6714 Office: \_\_\_\_\_

E-Mail: Acocletti@hotmail.com

OCCUPATION: \_\_\_\_\_

# OF YEARS RESIDENT OF GROSSE POINTE WOODS: > 1 year

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

see attached

EDUCATION: MBA (University of Michigan); B.A. in Economics/Communications

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: UofM alumni, Alpha Kappa (U of M)

Psi Business Alumni, Operation Good Greer.

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

\_\_\_\_\_  
Signature of sponsor

Angela Coletti Brown  
Signature of applicant

Date: 11/13/17

Return to Clerk's Office

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

**BIOGRAPHICAL SKETCH Continued...**  
**Citizens' Recreation Commission**

For: Angela Coletti Brown  
Cell: 248-520-6714  
Email: [acoletti@hotmail.com](mailto:acoletti@hotmail.com)

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Professionally, I have nearly 20 years of marketing, communications and public relations experience across diverse global industries. In those roles, I have planned, promoted and produced numerous large-scale events across a variety of audiences, including media, executives and consumers. I have also managed many types of campaigns that generate awareness and media coverage. I believe my communications and event-management skills would help drive the mission of the Citizens' Recreation Commission.

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

Personally, my priority job is mother and wife. I'm the unofficial social director for my family and across my various friend networks. I keep us very busy with fun and fitness. Why? Because I'm an advocate for health, wellness and nature.

My husband George and I, along with our two-year old daughter Gloria, recently moved to the neighborhood from Chicago. We love walking along Lakeshore Drive, visiting Lake Front Park and dining along Mack Avenue. I believe in promoting wellness and fun and would be excited to have the opportunity to serve my new community in that capacity.

City of Grosse Pointe Woods Historical Commission Minutes  
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236  
Conference Room at City Hall  
July 12, 2018

RECEIVED

JUL 20 2018

CITY OF GROSSE POINTE WOODS

Approved by Commission  
on  
9-13-18

**1. Call to Order**

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:36 p.m. by Chairperson Lynne Millies.

**2. Roll Call**

**Present:** George Bailey, Mary Kaye Ferry, Del Harkenrider, Suzanne Kent, Lynne Millies, Sean Murphy, Becky Veitengruber, Giles Wilborn

**Excused:** Frank Romano

**Unexcused:** Shirley Hartert

**Also Present:** Council Representative George McMullen Jr., Grosse Pointe Woods resident Jim Motschall

**3. Approval of Agenda**

**Motion** by Ferry, seconded by Bailey, to approve the agenda for July 12<sup>th</sup>, 2018 as presented.  
Ayes: all. Motion carried.

**4. Approval of Minutes**

**Motion** by Kent, seconded by Harkenrider, to approve the June 14<sup>th</sup>, 2018 minutes as presented.  
Ayes: all. Motion carried.

**5. Items**

**A. Report of Treasurer:**

Bailey reported the balance of the commission: \$0 and the balance of the Cook Schoolhouse: \$5,291.11.

**B. Cook Schoolhouse:**

Open house this month will be July 21<sup>st</sup> from noon-2:00 p.m. with Millies, Harkenrider, and Kent hosting.

**C. Commission Files:**

- 1. Items in Lake Room at City Hall:** Some members will meet to sort through photos and other miscellaneous items.
- 2. Slides:** Members will view slides.

## 6. Old Business

**A. Member Vacancy:** Millies introduced prospective member, Jim Motschall to commission.

**Motion** by Harkenrider, seconded by Bailey, to recommend Jim Motschall to city council to fill a vacancy on the historical commission. Ayes: 6. Nays: 2. Absent: 2. Motion carried.

**B. School Desks:** Bailey will ask the donor of the desks to fill out and submit a donation form.

**C. By-Laws:** Murphy discussed a need for revision of the commission's by-laws.

**Motion** by Murphy, seconded by Bailey, to accept the revision of by-laws with a change in Article III A., B., C., and D. to now read:

### ARTICLE III. OFFICERS AND DUTIES

The officers of the Grosse Pointe Woods Historical Commission shall be:

- A. Chair, a member of the Commission in good standing
- B. Vice Chair, a member of the Commission in good standing
- C. Secretary, a member of the Commission in good standing
- D. Treasurer, a member of the Commission in good standing

Ayes: all (8), nays: 0, absent: 2. Motion carried.

**Motion** by Murphy, seconded by Veitengruber, to modify Article III 7. to now read:

- 7. Non-residents may be appointed to serve on the commission. Ayes: all (8), nays: 0, absent: 2. Motion carried.

**Motion** by Millies, seconded by Harkenrider, to amend the first motion by Murphy, for by-laws Article III to read that 2 of the 4 officers of the commission need to be residents of Grosse Pointe Woods. Ayes: 2, nays: 5, abstain: 1, absent: 2. Motion did not carry.

## 7. New Business

**August Meeting: Motion** by Ferry, seconded by Murphy, to cancel August meeting, due to lack of business to discuss. Ayes: all. Motion carried.

## 8. Public and Commissioner Comments

Council Representative McMullen Jr. updated the commission on city matters.

## 9. Adjournment

The meeting adjourned at 8:38 p.m. by chairperson Millies.

Respectfully submitted:

Becky Veitengruber, Secretary

*The next meeting of the Grosse Pointe Woods Historical Commission will take place on September 13th, 2018 at 7:30 p.m. in the Conference Room at City Hall, 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236*



# CITY OF GROSSE POINTE WOODS

20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

RECEIVED

JUN 12 2018

## BIOGRAPHICAL SKETCH

CITY OF GROSSE PTE. WOODS

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

cc: mayor  
commiss  
mcmulle

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

NAME: JAMES N MOTSCHALL JR  
ADDRESS: 823 CRESCENT LANE GPW 48236  
TELEPHONE: Home: 313-882-3626 Cell: 586-883-2398  
Office: 586-883-2398  
E-Mail: MOTSCHALL@HOTMAIL.COM  
OCCUPATION: SALES - JANSSEN REFRIGERATION  
# OF YEARS RESIDENT OF GROSSE POINTE WOODS: 21 YEARS

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

SERVED ON NUMEROUS BOARDS-  
EDUCATION: GROSSE PTE HIGH, UNIVERSITY OF NOTRE DAME, RIT  
PROFESSIONAL / SERVICE CLUB AFFILIATIONS: ART + ARCHITECTURE - DAC  
COAST GUARD LIAISON FOR PORT HURON TO MACKINAC RACE  
DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: A LIFE-  
LONG GROSSE POINTER AND WANT TO PRESERVE OUR HERITAGE

Signature of sponsor

Signature of applicant

Date:

Return to Clerk's Office

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



MINUTES OF THE REGULAR SENIOR CITIZENS' COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JULY 17, 2018 IN THE LAKE ROOM OF THE COMMUNITY CENTER, 20025 MACK PLAZA DRIVE, GROSSE POINTE WOODS, MI 48236

**RECEIVED**

**CALL TO ORDER:** Don Witt, Co-Chairperson called the meeting to order at 7:04 p.m.

JUL 26 2018

**ROLL CALL:**

Commission Members: Beeby, O'Hara, Thorton, Uhlig-Johnstone, Wehrmann, Witt  
Absent: Bryant, Isett, Motschall, Strek

CITY OF GROSSE POINTE WOODS

approved 9-8-18  
by commission

**APPROVAL OF MINUTES:**

Motion by Witt, seconded by Uhlig-Johnstone, to approve the minutes for the Senior Citizens' Commission meeting held May 16, 2018. Said motion passed unanimously.

**CHAIRPERSON REPORT:**

Witt reported there are currently 2 perspective commission members, Julie Temrowski and Jeffery Bloom, have submitted a Biographical Sketch. Witt will request Strek to reach out to perspective members.

Witt and Wehrmann will coordinate the Senior Picnic on Saturday, September 8, 2018 at 11:00 am. Beeby indicated that Sunrise will sponsor Wally's Ice Cream Truck. Wehrmann noted that door prizes are needed. Witt and Wehrmann will coordinate with Kathleen Norris on transporting supplies to and from the Lake Front Park. Witt requested that the commission members assist with set up and tear down after the event.

Motion by Wehrmann, seconded by O'Hara, to immediately certify that the Senior Citizens' Commission hereby request City Council to approve an amount up to \$1,000 for expenses related to the Senior Picnic to be held at Lake Front Park on September 8, 2018. Said motion passed unanimously.

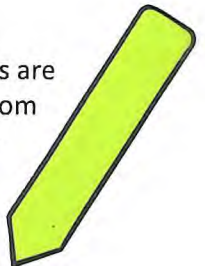
**COUNCIL REPRESENTATIVE REPORT:**

No Report.

**COMMUNITY REPRESENTATIVE REPORT:**

Wehrmann provided the following Senior Programs update from Kathleen Norris, Senior Coordinator:

- Lunch and A Movie: In July, the movie "The Post" was sold out. The August movie is "The Darkest Hour", which is half full. The September movie is "Eastside Sushi" and the October movie is "The Bookclub".
- The July craft class we are making a watercolor & wire dragonfly, and it is sold out. The August class is ribbon bead making, the September class is Drink Umbrella Wreath, and the October class is a Spooky Mason Jar. Most classes get filled.



- There are currently 20 people going to the minor league ball game at Jimmy John's Field. The August Trip is to Greektown Casino and there are 20 people signed up so far. In September we will be traveling to Frankenmuth, and October we will celebrate Oktoberfest at Dakota inn.
- The Senior Holiday Social is scheduled for December 7, and it will be held at the Assumption Cultural Center this year. This will allow an increase number of individuals to attend to celebrate the holiday. The tickets will go on sale September 1.

#### **TREASURER'S REPORT:**

Wehrmann reported the Carry-Forward Budget Balance as of June 30, 2018 is \$6,472.47, with a cash reserve increase by \$81.00 from donations. The Council-Approved General Fund carries a balance of \$1,737.60. The Council Approved General Fund budget balance as of May 1, 2018 was \$2,121.66. Ice Cream Social Expenses totaled \$384.06. As of June 30, 2018, the balance is \$1,737.60. Wehrmann also informed the commission the application for the Senior Expo Event held in October was received. In previous years, the commission paid for an Ad and reserved a table at the event for \$165.

#### **S.O.C. REPORT:**

Uhligh-Johnstone reported that SOC continues to work on their Strategic Plan. SOC Annual Gala will be held on Thursday, October 11, 2018. SOC is offering Creating Confident Caregiver Workshop starting Thursday, July 26<sup>th</sup>, which assists primary caregivers in developing skills in caring for their loved ones with Dementia or memory impairment.

#### **NEW BUSINESS:**

Wehrmann also informed the commission the application for the Senior Expo Event held in October was received. In previous years, the commission paid for an Ad and reserved a table at the event for \$165. Discussion determined to use the Expo as an opportunity to offer seniors a short survey to inquire what the seniors would like to see in their community. Witt suggested asking if Kathleen Norris would have interest in providing program material and even participating at the Commission's table.

**Motion by Witt, seconded by O'Hara, to immediately certify that the Senior Citizens' Commission hereby request City Council to approve an amount up to \$165 (\$125 Vendor table and \$40 AD) for expenses related to the Senior Expo Event to be held at Assumption Cultural Center on October 11, 2018. Said motion passed unanimously.**

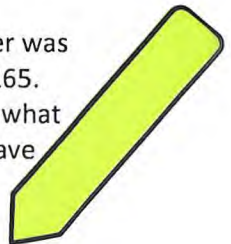
#### **OLD BUSINESS:**

Brochure Subcommittee, Printing Brochure, Deadline: No Report.

#### **ADJOURNMENT:**

Motion by Witt, seconded by O'Hara, to adjourn the meeting at 7:57 pm. Said motion passed unanimously.

Respectfully submitted,  
Heidi Uhligh-Johnstone  
SOC Representative



RECEIVED

JUN 08 2018

74

Minutes of the Grosse Pointe Woods Tree Commission Meeting June 6, 2018.

CITY OF GROSSE PTE. WOODS

Conference Room Grosse Pointe Woods community center 20025 Mack Plaza Drive, Grosse

Pointe Woods, Michigan 48236

Chairman Chan called the meeting to order at 7:32 pm

Present: Chan

Gaffney

Gaskin

Greening

Hathaway

Profeta

Rennpage

Shetler – Council Representative

Excused: Backer

Butler

Groschner

Meyering

Motion by Rennpage, seconded by Greening to approve the agenda for tonight's meeting June 6, 2018.

Motion carried by the following vote:

Yes: 7

No: 0

Absent: 4

Motion by Gaffney, seconded by Profeta, to approve the minutes of the GPW tree commission meeting May 2, 2018 with the following amendments:

Rennpage is excused and 21 Kousa dogwood trees went to Deb McCarthy.

Motion carried by the following vote:

Yes 7

No: 0

Absent: 4

Approved by  
Commission  
9/5/18

No Treasurer's Report due to Butler being excused. Chairman Chan reminded everyone to submit any outstanding expenses prior to month end.

Old Business: Greening spoke about going back to Liggett and presenting the Carly Cardinal DVD without incident. Greening also has an idea about asking a keyboarder to play dinner music at the Mayor's appreciation dinner next year.

New Business: Chairman Chan will work over the summer researching with Frank Schulte about the preferred tree for consideration by the commission come fall 2018.

The commission was informed by Rick Shetler the council rep about the many things that the council has going on at the moment, from the upcoming Music on the lawn, passing of the new budget to start 1 July, 18.

Motion by Gaffney, seconded by Rennpage to adjourn at 8:35 passed unanimously.

Submitted by: Laura Gaskin, office held: Secretary: 313 808 0948 cell. June 6, 2018



Compensation and Evaluation Committee  
SEPTEMBER 10, 2018

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 10, 2018, 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

The meeting was called to order by Chair Bryant at 8:57 p.m.

Motion by Novitke, second by McConaghy, 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 McConaghy, second by Novitke, to approve the Minutes of the 8/20/18 meeting.

Motion carried by the following vote:

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

Motion by McConaghy, second by Novitke, to extend the Probation Period of the Treasurer/ Comptroller by 30 days to October 31, 2018.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

Motion by McConaghy, second by Novitke, to immediately certify the minutes of the September 10, 2018 meeting.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

Motion by Novitke, seconded by McConaghy, that the meeting be adjourned at 9:21 p.m.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

Respectfully submitted,

Arthur Bryant

MEMO 18 - 75

RECEIVED  
SEP 19 2018  
CITY OF GROSSE PTE. WOODS

8A

TO: Bruce Smith, City Administrator  
FROM: Frank Schulte, Director of Public Services *FS-*  
DATE: September 19, 2018  
SUBJECT: Recommendation – Replace Lights on Lake Front Park Boardwalk

The lights on the boardwalk at Lake Front Park have not worked for 10 years. They are obsolete and parts are no longer available.

Attached is a picture of the new proposed LED lights for the boardwalk.

I requested quotes from local companies to replace the lights on the boardwalk with the proposed LED lights at Lake Front Park. We received the following quotes:

Colville Electric Co., LLC	\$14,413.83
RSY Electrical Enterprises	\$14,500.00
Sadler Electric	\$21,300.00

Colville Electric Co., LLC submitted the low quote in the amount of \$14,413.83. They have done work for Grosse Pointe Woods in the past and their work has been exceptional.

Therefore, I recommend a purchase order be issued for the replacement of the lights on the boardwalk at Lake Front Park with LED lights to Colville Electric Co. LLC, 15210 Toepfer Dr., Eastpointe, Michigan 48021 in the amount of \$14,413.83. I further recommend a construction contingency in an amount not to exceed \$3,000.00 to cover any unforeseen problems should they arise. The total project will not exceed \$17,413.00. This item is approved in the Fiscal Year 2018-2019 Budget in the Municipal Improvements Parks and Recreation account no. 401-902-977.104.

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

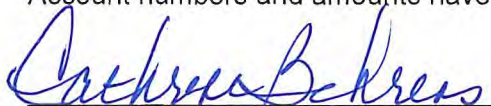
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.

  
Bruce Smith, City Administrator

9/19/2018  
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

  
Cathrene Behrens, Treasurer/Comptroller

15210 Toepfer Dr.  
Eastpointe, MI 48021

Date	Estimate #
9/18/2018	18-1057

[illegible]

*Please send signed approval to (586) 774-3897 or [services@colvilleelectric.com](mailto:services@colvilleelectric.com).*

**RSY Electrical Enterprises**

5642 Booth Rd

East China, MI 48054

(586)615-6351

rsyelectrical@yahoo.com

**ESTIMATE****ADDRESS**

John Salter

Grosse Pointe Woods

**ESTIMATE # 1502****DATE 08/22/2018**

---

ACTIVITY	QTY	RATE	AMOUNT
Install 29 new bollards on existing concrete foundations			
Take out 29 old bollards and grind the j bolts off			
Install new concrete anchors			
Install new gfis on bollards in 6 locations			
<b>Services</b>	29	305.00	8,845.00
Bollards			
<b>Services</b>	1	5,075.00	5,075.00
Labor			
<b>Services</b>	1	580.00	580.00
Materials plugs and anchors			

Estimate based on information supplied.

**TOTAL****\$14,500.00**

Accepted By

Accepted Date



Sadler Electric  
27423 Harper Ave  
St. Clair Shores, MI 48081

## Estimate

Date

7/12/2018

Name / Address

City of Grosse Pointe Woods  
1200 Parkway  
Grosse Pointe Woods, MI 48236

Project

Description	Total
Labor and material to remove (29) existing bollard lights and replace with (29)LED bollard lights using existing concrete bases and anchor bolts located in park.  Cost of LED Bollard light- \$16,500.00 Labor to install-\$4,800.00  Any additional work such as circuit repair if needed will be additional.	21,300.00
Any Questions Please call 586.775.7144 Thank You For Your Business.	<b>Total</b> \$21,300.00

Signature \_\_\_\_\_

# EasyLED Round Dome Bollards

LT/1  
# C

147,000 Hours



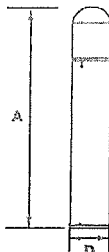
IES Type III & V Glass  
BOG3Q & BOG5Q



LED Cone Reflector  
Shown With Glare Shield  
BORLQ



Louvers  
BOLQ



## Dimensions

Diameter (D)	7" (178mm)
Height (A)	42 1/4" (1,073mm)

## EasyLED Technology

The LEPG EasyLED Bollards with choice of optics are designed to replace HID lighting systems up to 70w MH or HPS. These fixtures are ideal for retail centers, industrial parks, schools and universities, public transit and airports, office buildings and medical facilities.

### Specifications and Features:

#### Housing:

Extruded Aluminum Housing with Flush Mounting Base & Vandal-Resistant Screws, Domed Top, Internal Ballast Tray for Easy Maintenance. Bollards Can Be Cut to Custom Lengths Upon Request.

#### Listing & Ratings:

CSA: Listed for Wet Locations, ANSI/UL 1598, 8750  
IP65 Sealed LED Compartment.

#### Finish:

Textured Architectural Bronze or Black Powdercoat Finish Over a Chromate Conversion Coating. Custom Colors Available Upon Request.

#### Style:

IES Type III or V Clear Prismatic Borosilicate Glass Refractor, Specially Designed Aluminum Cone Reflector or Internal Louvers

#### Lens:

Clear Polycarbonate Vandal-Resistant Lens

#### Mounting Options:

Mounting Kit with 8" Anchor Bolts, Included.

#### EasyLED LED:

Aluminum Boards

#### Wattage:

Array: 14.5w, System: 17w; (70w HID Equivalent)

#### Driver:

Electronic Driver, 120-277V, 50/60Hz or 347V, 50/60Hz; Less Than 20% THD and PF>0.90. Standard Internal Surge Protection 2kV. 0-10V Dimming Standard for a Dimming Range of 100% to 10%; Dimming Source Current is 150 Microamps.

#### Warranty:

5-Year Warranty for -40°C to +40°C Environment.

See Page 2 for Projected Lumen Maintenance Table.

### Order Information Example:

BOG3QF1X15U5KZ36SF

1X15

Model	Optics	Wattage	Driver	CCT	Color	Height	Options
BOG3Q=Round Dome Bollard with IES Type III Glass BOG5Q=Round Dome Bollard with IES Type V Glass BORLQ=Round Dome Bollard with LED Cone Reflector BOLQ=Round Dome Bollard with Louvers	C=Type III* F=Wide Beam Spread  *BORLQ Only	1X15=15w	U=120-277V C=347V	3K=3000K 4K=4000K 5K=5000K	Z=Bronze B=Black C=Custom (Consult Factory)	(Leave Blank)= 42" Standard Height 36=36" Height 30=30" Height	SF=Single Fuse DF=Double Fuse SP=Surge Protection GF1=GFCI Outlet, 15A, 120V GSB=180° Glare Shield, Black GSZ=180° Glare Shield, Bronze GSC=180° Glare Shield, Custom Color, Consult Factory BU=Battery Backup, 90 Minutes

### Project Information:

Project Name:

Fixture Type:

Complete Catalog #:

Date:

Comments:

### Certification & Listings:



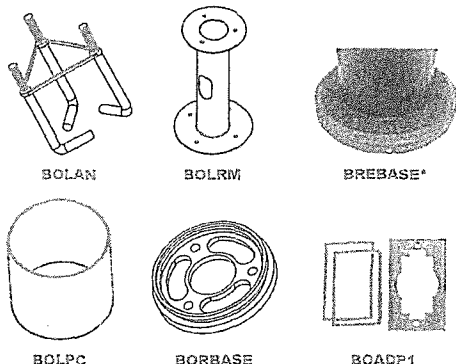
Specifications subject to change without notice. Rev. 043018

12802 Commodity Place • Tampa, FL 33626 • Phone: (813) 316-2221  
For more information visit our website at [www.qssi.com](http://www.qssi.com)



**6** LOCATIONS  
Tampa, FL  
Vancouver, WA  
Cerritos, CA  
Walden, NY  
Memphis, TN  
Telford, U.K.

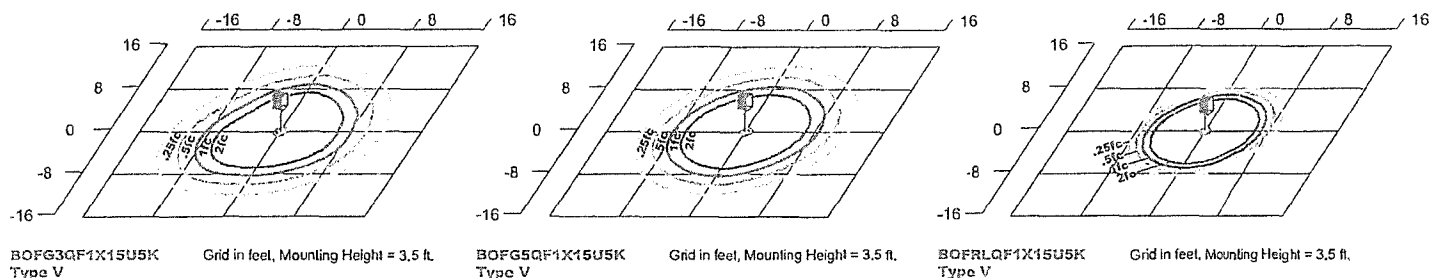
## Accessories & Replacement Parts:



\*Shown Mounted

Mounting Accessories (Order Separately, Field Installed)		Replacement Parts (Order Separately, Field Installed)	
BOLAN4	Mounting Kit, Includes Bracket & Three (3) 4" Anchor Bolts	BOLPC	Replacement Round Polycarbonate Vandal-Resistant Lens
BOLAN8	Mounting Kit, Includes Bracket & Three (3) 8" Anchor Bolts	BORBASE*	Die Cast Base Plate with Powdercoat Finish Over a Chromate Conversion Coating.
BOLAN12	Mounting Kit, Includes Bracket & Three (3) 12" Anchor Bolts	BOADP1	Adapter Plate with Gaskets for Outlet Boxes. Fits LEPC Round Bollards. Die Cast with Bronze Powdercoat Finish.
BOLAN15	Mounting Kit, Includes Bracket & Three (3) 15" Anchor Bolts		
BOLRM	Roof Mount Kit		*Specify Color: Z=Bronze, B=Black
BREBASE*	Bollard Retrofit Base Kit Adapts New Bollards to Most Existing Bolt Patterns. Fits all LEPC Bollards. Die Cast with Powdercoat Finish. Hardware Included. 11 1/2" Dia. x 1 1/2" H		For Replacement Battery Backup, see the LEPC LED Battery Backup Specification Sheet.
*Specify Color: Z=Bronze, B=Black, C=Custom (Consult Factory)			

## Photometric Data



## Photometric Performance

LED Board Watts	Drive Current (mA)	Input Watts	Optics	5000 CCT 80 CRI					4000 CCT 80 CRI					3000 CCT 80 CRI				
				Lumens	LPW	B	U	G	Lumens	LPW	B	U	G	Lumens	LPW	B	U	G
EasyLED 15w	116	17	BOG3 Type III Glass	1,156	68	1	3	1	1,110	65	1	3	1	1,023	60	1	3	1
			BOG5 Type V Glass	1,132	67	1	3	1	1,086	64	1	3	1	905	53	1	3	1
			BOL Louvers	763	45	1	2	1	733	43	1	2	1	675	40	1	2	1
			BORL Cone Reflector	1,510	89	1	3	1	1,450	85	1	3	1	1,225	72	1	3	1
			BORL Type III Optic	1,081	64	0	3	1	989	58	0	2	1	918	54	0	2	1

## Projected Lumen Maintenance

Data shown for 5000 CCT				Compare to MH			
TM-21-11	Input Watts	Initial	25,000 Hrs	50,000 Hrs	100,000 Hrs	Calculated L70@ 25°C	
L70 Lumen Maintenance @ 25°C / 77°F	17	1.00	0.95	0.90	0.80	147,000	
TM-21-11	Input Watts	Initial	25,000 Hrs	50,000 Hrs	100,000 Hrs	Calculated L70@ 50°C	
L70 Lumen Maintenance @ 50°C / 122°F	17	1.00	0.89	0.78	0.55	67,000	
TM-21-11	Input Watts	Initial	25,000 Hrs	50,000 Hrs	100,000 Hrs	Calculated L80@ 40°C	
L80 Lumen Maintenance @ 40°C / 104°F	17	1.00	0.92	0.85	0.70	66,000	

### NOTES:

1. Projected per IESNA TM-21-11. Data references the extrapolated performance projections for the 116mA base model in a 25°C ambient, based on 10,000 hours of LED testing per IESNA LM-80-08.
2. Compare to MH box indicates suggested Light Loss Factor (LLF) to be used when comparing to Metal Halide (MH) systems.

Specifications subject to change without notice. Rev. 060716



**CITY OF GROSSE POINTE WOODS**  
**Office of the City Treasurer/Comptroller**

8B

**Memorandum**

**RECEIVED**

**DATE:** August 13, 2018  
**TO:** Mayor Novitke and Council Members  
**SUBJECT:** Public Act 202 – Protecting Local Government Retirement and Benefits Act

AUG 29 2018

CITY OF GROSSE PTE. WOODS

Please find attached a copy of the determination letter received from the State of Michigan on May 17, 2018 regarding the underfunded status of our Retiree Health Care system. On March 27, 2018 the City submitted our first application for waiver for the retiree health care system (Form 5584) and this letter is the result of that submission. The City has 180 days, from the receipt of this letter, to respond to the State with a corrective action plan for our underfunded status. The attached Corrective Action Plan (Form 5597) requires Council approval prior to submission to the State of Michigan for consideration. City responses are highlighted in yellow for your review. The attachments which will be forwarded to the State with this document include:

- June 30, 2016 Retiree Health Care Actuarial
- June 30, 2017 GASB 75 Retiree Health Care Actuarial
- City Personnel Manual pages that pertain to Retiree Health Care Benefits
- Union Contract pages that pertain to Retiree Health Care Benefits
- Retiree Health Care City Ordinance

**Recommendation**

It is our recommendation that Council approve the attached corrective action plan for submission to the State of Michigan Local Retirement Board and authorize the Treasurer/Comptroller to sign the document.

Respectfully submitted,

Cathrene Behrens  
Treasurer/Comptroller

Bruce Smith  
City Administrator



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

NICK A. KHOURI  
STATE TREASURER

May 17, 2018

**Determination of Underfunded Status and  
Need For A Corrective Action Plan**

Fiscal Year: 2017

Municipality Code: 822130

**Sent Via Email**

City of Grosse Pointe Woods  
cbehrens@gpwmi.us

Re: Retirement Waiver Application

Dear Administrative Officer or Designee:

Thank you for submitting your retirement waiver application(s) pursuant to Public Act 202 of 2017 (the Act). **Based upon review, your waiver application(s) has been denied** for the following reasons:

- Your municipality's unfunded liability represents a significant portion of annual revenues and/or the outstanding unfunded liability remains significant.
- The fiscal year listed in Section 5 of the waiver application is significantly into the future or is to be determined, indicating prospective information will need to be monitored through a corrective action plan.

**As a result, your municipality is determined to be in underfunded status as defined by MCL 38.2803, Section 3 of the Act.**

**How to apply for a Corrective Action Plan**

In accordance with the Act, you **must** create a corrective action plan for each **underfunded system**. The attached corrective action plan form has a cover sheet with detailed instructions on how to complete the corrective action plan. The completed corrective action plan is due back to the Department of Treasury (Treasury) **within 180 days of this notification** via email to [LocalRetirementReporting@Michigan.gov](mailto:LocalRetirementReporting@Michigan.gov).

- ❖ **Please note:** If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

If you have multiple underfunded retirement systems, you are required to complete separate forms for each system and send a separate email for each system. Please attach each form as a separate PDF document in addition to all applicable supporting documentation. The subject line of the email should be in the following format:

**Corrective Action Plan-2017, Local Unit Name** (e.g. Corrective Action Plan-2017, City of Lansing). Treasury will send an automatic reply acknowledging receipt of the email. Treasury will also provide the corrective action plan to the Municipal Stability Board (the Board) for their review.

**Next Steps:**

- The Board will accept the corrective action plan submission at their next scheduled meeting.
- The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

Thank you for your continued compliance with the Act. If you would like to discuss your underfunded status, please schedule an appointment using the [Local Retirement Calendar](#). A staff member will contact you at your scheduled time. If you have any questions, please email our office at [LocalRetirementReporting@michigan.gov](mailto:LocalRetirementReporting@michigan.gov) or visit [Michigan.gov/LocalRetirementReporting](http://Michigan.gov/LocalRetirementReporting) for step-by-step reporting instructions and helpful FAQs.

Sincerely,

Michigan Department of Treasury  
Local Retirement Reporting Team

**Enclosed:**

- Corrective Action Plan: Retirement Health Benefit Systems (Form 5597)
- Corrective Action Plan: Defined Benefit Pension Retirement Systems (Form 5598)

## Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Retirement Health Benefit Systems

Issued under authority of Public Act 202 of 2017.

### 1. MUNICIPALITY INFORMATION

Local Unit Name: City of Grosse Pointe Woods Six-Digit Muni Code: 822130  
Retirement Health Benefit System Name: City of Grosse Pointe Woods Retiree Health Care Plan  
Contact Name (Administrative Officer): Cathrene Behrens  
Title if not Administrative Officer: Treasurer/Comptroller  
Email: cbehrens@gpwmi.us Telephone Number: (313) 343-2604

### 2. GENERAL INFORMATION

**Corrective Action Plan:** An underfunded local unit of government shall develop and submit for approval a corrective action plan for the local unit of government. The local unit of government shall determine the components of the corrective action plan. This Corrective Action Plan shall be submitted by any local unit of government with at least one retirement health benefit system that has been determined to have an underfunded status. Underfunded status for a retirement health system is defined as being less than 40% funded according to the most recent audited financial statements, and, if the local unit of government is a city, village, township, or county, the annual required contribution for all of the retirement health systems of the local unit of government is greater than 12% of the local unit of government's annual governmental fund revenues, based on the most recent fiscal year.

**Due Date:** The local unit of government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board. The Board may extend the 180-day deadline by up to an additional 45 days if the local unit of government submits a reasonable draft of a corrective action plan and requests an extension.

**Filing:** Per Sec. 10(1) of PA 202 of 2017 (the Act), this Corrective Action Plan must be approved by the local government's administrative officer and its governing body. ***You must provide proof of your governing body approving this Corrective Action Plan and attach the documentation as a separate PDF document.*** Per Sec. 10(4) of the Act, failure to provide documentation that demonstrates approval from your governing body will result in a determination of noncompliance by the Board.

The completed plan must be submitted via email to Treasury at [LocalRetirementReporting@michigan.gov](mailto:LocalRetirementReporting@michigan.gov) for review by the Board. **If you have multiple underfunded retirement systems, you are required to complete separate plans and send a separate email for each underfunded system.** Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-2017, Local Unit Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System OPEB Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

**Municipal Stability Board:** The Municipal Stability Board (the Board) shall review and vote on the approval of a corrective action plan submitted by a local unit of government. If corrective action is approved, the Board will monitor the corrective action for the following two years, and the Board will report on the local unit of government's compliance with the Act not less than every two years.

**Review Process:** Following receipt of the email by Treasury, the Board will accept the corrective action plan submission at the next scheduled meeting of the Board. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

**Considerations for Approval:** A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status, as well as the date prospective actions will be taken. A local unit of government may also include in its corrective action plan a review of the local unit of government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local unit of government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

- (i) Requiring cost sharing of premiums and sufficient copays.
- (ii) Capping employer costs.

**Implementation:** The local unit of government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local unit of government's compliance with this act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local unit of government is in substantial compliance with the Act. If the Board determines that an underfunded local unit of government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local unit of government detailing the reasons for the determination of noncompliance with the corrective action plan. The local unit of government has 60 days from the date of the notification to address the determination of noncompliance.

### 3. DESCRIPTION OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

- **Please Note:** If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local unit of government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

**Note:** Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

#### Category of Prior Actions:

- ☒ **System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

**Sample Statement:** *Benefit levels of the retired membership mirrors the current collective bargaining agreement for each class of employee. On **January 1, 2017**, the local unit entered into new collective bargaining agreements with the **Command***

**Officers Association and Internal Association of Firefighters** that increased employee co-payments and deductibles for healthcare. These coverage changes resulted in an improvement to the retirement system's funded ratio. Please see page 12 of the attached actuarial analysis that indicates the system is **40%** funded as of **June 30, 2017**.

See Attachment A

- ☒ **Additional Funding** – Additional funding may include the following: paying the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

**Sample Statement:** The local unit created a qualified trust to receive, invest, and accumulate assets for retirement healthcare on **June 23, 2016**. The local unit of government has adopted a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC). Additionally, the local unit has committed to contributing **\$500,000** annually, in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to **40%** by **2022**. Please see page 10 of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.

The City has a qualified trust to receive, invest and accumulate assets for retiree health care which was established and approved by the City Council on July 11, 2011. The fund is overseen by the Retiree Health Care Board of Directors which meets quarterly. Fund Evaluation Group (FEG) is our investment advisors who work closely with City Administration to maximize our earning potential based upon market conditions. The City currently funds our retiree health care obligation through pay as you go.

- ☒ **Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

**Sample Statement:** The information provided on the Form 5572 from the audit used actuarial data from **2015**. Attached is an updated actuarial valuation for **2017** that shows our funded ratio has improved to **42%** as indicated on page 13.

The City is currently funding annual retiree health care obligations 100% from the general fund and has also committed to contribute annually \$50,000 to the trust account. These costs are significant but the City has been able to fund this obligation each year without extracting funds from our RHC trust account. The trust accounts current balance is \$718,000. The City currently pays less than 12% of general fund revenues for Retiree Health Care costs but the City is currently not paying the Annual Retired Contribution as determined by the actuary.

#### 4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prospective actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local unit of government do to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

##### Category of Prospective Actions:

- ☒ **System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

**Sample Statement:** The local unit will seek to align benefit levels for the retired membership with each class of active employees. Beginning with **summer 2018** contract negotiations, the local unit will seek revised collective bargaining agreements with the **Command Officers Association and Internal Association of Firefighters** to increase employee co-payments and deductibles for healthcare. These coverage changes would result in an improvement to the retirement system's funded ratio. Please see page **12** of the attached actuarial analysis that indicates the system would be **40% funded by fiscal year 2020** if these changes were adopted and implemented by **fiscal year 2019**.

City Administration will evaluate the feasibility of mirroring retiree health care plans to the active membership with our local unit which would result in co-payment increases to retirees and reductions in our unfunded liabilities. The City is reviewing union contracts for existing retirees to determine if there are any changes which could be implemented to our health care plan which would decrease expenses through premium sharing, deductibles, co-payments. The City's existing union contracts are in effect through June 30, 2019 so no significant changes are planned prior to that time.

- ☒ **Additional Funding** – Additional funding may include the following: meeting the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

**Sample Statement:** The local unit will create a qualified trust to receive, invest, and accumulate assets for retirement healthcare by **December 31, 2018**. The local unit of government will adopt a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC) by **December 31, 2018**. Additionally, beginning in fiscal year 2019, the local unit will contribute **\$500,000** annually in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to **40% by 2022**. Please see page **10** of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.

City staff will work with our Finance Committee during the upcoming fiscal year 2019-2020 budget process to determine the feasibility of increasing the current annual contribution amount that the City makes to our Retiree Health Care account. Our retiree health care valuation report uses a 3.5%, net of expenses, investment return assumption; this is a very conservative assumption and results in increases in the ARC otherwise what it would be.

- ☒ **Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

**Sample Statement:** Beginning in **fiscal year 2019**, the local unit will begin amortizing the unfunded portion of the healthcare liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the health system to reach a funded status of **42% by 2022** as shown in the attached actuarial analysis on page **13**.

Our Retiree Health Care Actuarial report for June 30, 2018 is currently being prepared by the City's actuary and at that time we will have up-to-date data to determine if our funding level will reach 40% by 2048 based upon our current funding method and assumptions. Additionally, discussions are ongoing with our actuary to begin using a level-dollar amortization method versus the percentage of payroll method which we currently use for funding purposes.

## 5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for (insert local unit name) City of Grosse Pointe Woods to make, at a minimum, the retiree premium payment, as well as the normal cost payments for all new hires (if applicable), for the retirement health benefit system according to your long-term budget forecast?

☒ **Yes**

☐ **No**

If No, Explain:

## 6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

Documentation should be attached as a .pdf to this corrective action plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local unit of government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

**Naming convention:** when attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

### Naming Convention

### Type of Document

☒ Attachment – I

**This Corrective Action Plan (Required)**

☒ Attachment – 1a

**Documentation from the governing body approving this Corrective Action Plan (Required)**

☒ Attachment – 2a

Actuarial Analysis (annual valuation, supplemental valuation, projection)

☐ Attachment – 3a

Internally Developed Projection Study

☐ Attachment – 4a

Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information).

☐ Attachment – 5a

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance)

☐ Attachment – 6a

A separate corrective action plan that the local unit has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio

☒ Attachment – 7a

Other documentation, not categorized above

## 7. LOCAL UNIT OF GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN

I \_\_\_\_\_, as the government's administrative officer (*enter title*) \_\_\_\_\_ (City/Township Manager, Executive director, and Chief Executive Officer, etc.) approve this Corrective Action Plan and will implement the prospective actions contained in this Corrective Action Plan.

Signature \_\_\_\_\_ Date \_\_\_\_\_

## **City of Grosse Pointe Woods**

### **Protecting Local Government Retirement & Benefits Act**

#### **Appendix A**

##### **Category of Prior Actions:**

##### **System Design Changes**

The City, in recognition of the Retiree Health Care liability has made significant changes to address the Retiree Health Care obligation that we currently have. In order to address the unfunded liabilities in this plan, the City established our Retiree Health Care Trust in 2011, overseen by a Board of Directors, tasked with management of the Defined Benefit Plan and the Defined Contribution Plan. In 2008, for those employees hired prior to August 1, 2008, both union and non-union employees began to make percentage based contributions to the RHC Trust account. In addition, employees hired after August 1, 2008 were placed into a Defined Contribution Plan for retiree health care. The City also requires the use of Medicare as primary insurance for our retirees 65 years and older.

8C

UNITED STATES DISTRICT COURT  
for the  
Eastern District of Michigan

RECEIVED

SEP 14 2018

Gerald Genna,

CITY OF GROSSE PTE. WOODS

*Plaintiff,*

v.

Case No. 2:18-cv-11945-GAD-DRG  
Hon. Gershwin A. Drain

Gross Pointe Woods, City of,

*Defendant.*

SUMMONS IN A CIVIL ACTION

To: Gross Pointe Woods, City of

A lawsuit has been filed against you.

Within 21 days after service of this summons on you (not counting the day you received it) - or 60 days if you are the United States or a United States agency, or an officer or employee of the United States described in Fed. R. Civ. P. 12 (a)(2) or (3) - you must serve on the plaintiff an answer to the attached complaint or a motion under Rule 12 of the Federal Rules of Civil Procedure. The answer or motion must be served on the plaintiff or plaintiff's attorney, whose name and address are:

Heidi T. Sharp  
43260 Garfield, Suite 280  
Clinton Township, MI  
48038

If you fail to respond, judgment by default may be entered against you for the relief demanded in the complaint. You also must file your answer or motion with the court.

DAVID J. WEAVER, CLERK OF COURT

By: s/ D. Peruski  
*Signature of Clerk or Deputy Clerk*

Date of Issuance: June 20, 2018



**PROOF OF SERVICE**

*(This section should not be filed with the Court unless required by Fed. R. Civ. P. 4(1))*

Case No. 2:18-cv-11945-GAD-DRG

This summons for *(name of individual and title, if any)* \_\_\_\_\_  
was received by me on *(date)* \_\_\_\_\_

☐ I personally served the summons on the individual at *(place)* \_\_\_\_\_  
\_\_\_\_\_ on *(date)* \_\_\_\_\_; or

☐ I left the summons at the individual's residence or usual place of abode with *(name)* \_\_\_\_\_  
\_\_\_\_\_ a person of suitable age and discretion who resides there,  
on *(date)* \_\_\_\_\_, and mailed a copy to the individual's last known address; or

☐ I served the summons on *(name of individual)* \_\_\_\_\_, who is  
designated by law to accept service of process on behalf of *(name of organization)* \_\_\_\_\_  
\_\_\_\_\_ on *(date)* \_\_\_\_\_; or

☐ I returned the summons unexecuted because \_\_\_\_\_; or

☐ Other: *(specify)*: \_\_\_\_\_

My fees are \$ \_\_\_\_\_ for travel and \$ \_\_\_\_\_ for services, for a total of \$ \_\_\_\_\_.

I declare under the penalty of perjury that this information is true.

Date: \_\_\_\_\_

\_\_\_\_\_  
*Server's Signature*

\_\_\_\_\_  
*Printed Name and Title*

\_\_\_\_\_  
*Server's address*

Additional information regarding attempted service, etc.:

UNITED STATES DISTRICT COURT  
FOR THE EASTERN DISTRICT OF MICHIGAN  
SOUTHERN DIVISION

**GERALD GENNA,**

Plaintiff,

Case No.:

Hon.:

-vs-

Mag.:

**CITY OF GROSSE POINTE WOODS,**

Defendant.

---

BURGESS SHARP & GOLDEN, PLLC

Attorneys for Plaintiff

BY: Heidi T. Sharp (P69641)

43260 Garfield, Suite 280

Clinton Township, MI 48038

(586) 226-2627

heidi@bsglawfirm.com

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**COMPLAINT AND DEMAND FOR JURY TRIAL**

Gerald Genna ("PLAINTIFF"), through his attorneys at Burgess Sharp & Golden, PLLC, states the following for his Complaint against City of Grosse Pointe Woods ("DEFENDANT"):

1. Plaintiff, an individual, is a resident of the Township of Macomb, County of Macomb, State of Michigan.
2. Defendant, is an incorporated Home Rule City, located in the County of Wayne, State of Michigan.

3. This Court has jurisdiction under the Age Discrimination in Employment Act, 29 USC 621 et seq., (“ADEA”), and has pendant jurisdiction over state law claims under 28 USC 1367(a).

### **GENERAL ALLEGATIONS**

4. Plaintiff incorporates the preceding paragraphs by reference.
5. Defendant is a home rule city which provides services to residents including public safety.
6. Plaintiff’s date of birth is February 15, 1960.
7. Plaintiff began employment with Defendant on or about February 7, 2007 as a public safety officer.
8. Plaintiff continues to serve as a public safety officer for the Defendant.
9. Previously, Plaintiff served in the public safety department in the City of Center Line, achieving the rank of Sergeant. He retired from Center Line before gaining employment with Defendant.
10. Plaintiff also holds the position of Sergeant with the Macomb Township Fire Department.
11. In July 2016, Plaintiff and seven other officers were eligible and had expressed an interest in the promotional exam for the rank of Sergeant.
12. Plaintiff took the exam on October 3, 2016 and scored the second highest result (a 79%, the highest score was 81%) of the eight individuals tested.

13. Five individuals, including Plaintiff then moved onto the oral interview portion of process and the supervisors' written evaluation.
14. Plaintiff was notified that he had scored fifth in the supervisors' written evaluation portion of the exam, making him ineligible for either of the two Sergeant positions available.
15. Officers Brian Urban ("Urban") and Joseph Provost ("Provost") were promoted to Sergeant. Upon information and belief, Urban and Provost are under forty (40) years of age.
16. In the oral interview portion of the exam by non-Defendant personnel Plaintiff received a score of 83.10%, while his evaluations by his Defendant supervisors was only a 42.50.
17. Plaintiff undertook an investigation of how he could have scored so low during the supervisors' evaluation portion.
18. Plaintiff determined that his scores were not the result of an accurate evaluation of his conduct and abilities by his (command) supervisors, but illegal and intentional discrimination.
19. Sgt. Brian A. Conigliaro ("Conigliaro") and Lt. Quincy Lefurgey (who currently holds the rank of Sergeant) ("Lefurgey") rated Plaintiff a zero (0) during each of their evaluations of him.

20. While acknowledging his skill, experience, knowledge and ability to supervise and be a leader at GPW and other forces, they each gave him a score of 0.
21. The scores in each of the ten factors, and the comments provided regarding Plaintiff are entirely inconsistent with the 0 ranking. Plaintiff would have had to receive credit for the areas in which Conigliaro and Lefurgey rated him 'average' , 'above average' or 'superior,' providing a rating over zero.
22. Because the 0 ranking was not inadvertent, it was the result of an intentional act based upon an immutable characteristic, in violation of Title VII of the Civil Rights Act and the Michigan Elliott Larsen Civil Rights Act.
23. Sgt. Walter Galat rated Plaintiff 81% and in doing so, noted both his experience and time with the department as an asset. Sgt. Matthew Muzia rated Plaintiff an 89% and in particular noted him to be 'self motivated'.
24. Conigliaro and Lefurgey did not give a score of 0 or even below a 74% to any other candidate, including those that they did not believe were ready or qualified to be a Sergeant at this time. Each made comments about the positive qualities of Candidates Walker and Empson and suggested areas where they could improve with additional training in order to qualify to be a Sergeant in the future. Those same qualities which they considered positive

attributes in scoring Walker and Empson, and they noted that Plaintiff held, they gave him no credit.

25. The intentional discrimination against Plaintiff based on his age is evident from the comments made by Sgt. Conigliario in Plaintiff and Urban's ratings; he states in regard to Urban "he's young and energetic" showing that age was a factor in his ranking of each of the individuals who applied for the promotion to Sergeant, specifically Plaintiff.
26. Earlier that year, in discussing the promotional process with Sgt. Lefurgey, Plaintiff had mentioned that he intended to test again during the next round of exams. Lefurgey responded very negatively to him when he heard this, stating in response "why don't you let the younger guys have it, that's what we need in this department".
27. Removing the illegal scores given by Conigliario and Lefurgey, Plaintiff would have been promoted to Sergeant.
28. Defendant failed to promote Plaintiff to sergeant, because he was over 40 years of age, and instead promoted persons under 40 years of years because of their youth.

#### **COUNT I – VIOLATION OF THE ADEA**

29. Plaintiff incorporates the preceding paragraphs by reference.

30. At all relevant times, Plaintiff was an employee, and Defendant was his employer, covered by and within the meaning of the ADEA.
31. Plaintiff was fifty-six years old when he applied for the promotion to Sergeant.
32. Plaintiff's age was the sole factor in the decision to not promote him.
33. Other similarly situated employees who were younger than Plaintiff were promoted to Sergeant.
34. Two younger officers, upon information and belief, both under the age of 40, were promoted to Sergeant instead of the Plaintiff.
35. Defendant's actions were intentional in disregard for Plaintiff's rights and sensibilities.
36. The reasons given for the failure-to-promote Plaintiff were inaccurate, untrue, or otherwise in violation of his statutory rights, and were manufactured as a pretext to cover up Defendant's intent to discriminate against him because of his age.
37. As a direct result of Defendant's illegal discrimination because of his age, Plaintiff suffered lost wages, lost benefits, loss of future wages, emotional distress, and loss of employment opportunities.

**COUNT II – VIOLATION OF THE ELLIOT-LARSEN CIVIL RIGHTS  
ACT, MCL 37.2201 ET SEQ. (“ELCRA”)**

38. Plaintiff incorporates the preceding paragraphs by reference.
39. At all relevant times, Plaintiff was an employee, and Defendant was his employer, covered by and within the meaning of the ELCRA.
40. Plaintiff was fifty-six years old when he applied for the promotion to Sergeant.
41. Plaintiff's age was a factor in the decision to not promote him.
42. Other similarly situated employees who were younger than Plaintiff were promoted to Sergeant.
43. Two younger officers, upon information and belief both under the age of 40, were promoted to Sergeant instead of the Plaintiff.
44. Defendant's actions were intentional in disregard for Plaintiff's rights and sensibilities.
45. The reasons given for the failure-to-promote Plaintiff were inaccurate, untrue, or otherwise in violation of his statutory rights, and were manufactured as a pretext to cover up Defendant's intent to discriminate against him because of his age.

46. As a direct result of Defendant's illegal discrimination because of his age, Plaintiff suffered lost wages, lost benefits, loss of future wages, emotional distress, and loss of employment opportunities.

Plaintiff respectfully requests that this Honorable Court grant whatever legal or equitable relief it finds necessary to compensate Plaintiff for his lost wages, lost benefits, loss of future wages, compensatory damages, punitive damages, exemplary damages, loss of employment and advancement opportunities, and emotional distress resulting from Defendant's actions, as well as attorney fees and costs.

Dated: June 19, 2018

Respectfully Submitted,

BURGESS SHARP & GOLDEN,  
PLLC

By: /s/ Heidi T. Sharp  
Heidi T. Sharp (P69641)  
43260 Garfield, Suite 280  
Clinton Township, MI 48038  
(586) 226-2627  
heidi@bsglawfirm.com

**JURY DEMAND**

Plaintiff requests a jury trial in the above-captioned matter.

Dated: June 19, 2018

Respectfully Submitted,

BURGESS SHARP & GOLDEN, PLLC

By: /s/ Heidi T. Sharp  
Heidi T. Sharp (P69641)  
43260 Garfield, Suite 280  
Clinton Township, MI 48038  
(586) 226-2627  
heidi@bsglawfirm.com

9A

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK  
OF COUNSEL

September 26, 2018

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

RECEIVED

SEP 26 2018

CITY OF GROSSE PTE. WOODS

RE. Medstar / October 1, 2018 Agenda Item

Dear Mayor and Council:

Based on discussions at the Committee of the Whole meeting on September 24, 2018, I have attached a proposed contract for emergency medical services between Medstar and Grosse Pointe Woods. A previous red lined version was provided to you at the meeting on September 24, 2018. I have attached a final copy incorporating those changes. Exhibit A will be provided to you prior to the vote.

It would be the prerogative of Council to approve the contract for emergency medical services between Medstar and Grosse Pointe Woods, Farms and City subject to all other parties agreeing to the contract, and authorizing the City Administrator to sign on behalf of the city of Grosse Pointe Woods.

Very truly yours,



CHARLES T. BERSCHBACK

CTB:gmr

Enclosures

cc: Bruce Smith  
Lisa Hathaway  
Kolby Miller

**CONTRACT FOR EMERGENCY MEDICAL SERVICES**  
**BETWEEN MEDSTAR, INC.**  
**AND the Cities of Grosse Pointe Woods, Grosse Pointe Farms, and Grosse Pointe.**

---

THIS AGREEMENT is effective this 1 day of July, 2018 by and between Medstar, Inc., a Michigan not for profit Corporation, hereinafter referred to as "Medstar", with its registered and principal office at 380 N. Gratiot, Clinton Township, Michigan 48036, and the City of Grosse Pointe Woods, Grosse Pointe Farms, and Grosse Pointe, referred to as "Cities".

**RECITALS**

Medstar is a licensed Emergency Medical Services Agency approved and licensed by the Michigan Department of Community Health pursuant to Section 20918 of Public Act 375 of 2000, an amendment to Public Act 368 of 1978, known as the "Public Health Code", to provide emergency and interfacility ambulance service in, but not limited to, the area of the Grosse Pointe Communities, Wayne County, Michigan.

Cities are desirous of insuring safe, effective, and clinically appropriate ambulance service for persons within the Cities.

Accordingly, Medstar and the Cities agree to the following:

**AGREEMENT**

The technical terms and phrases used in this agreement have the definitions set out in Act No. 368 of the Michigan Public Acts of 1978, as amended, including Act No. 375 of Michigan Public Acts of 2000, as amended, and the rules and regulation promulgated by the Department of Community Health as amended from time to time. Medstar's responsibilities under the agreement are at all times governed by statutes, rules, and regulations pertaining to emergency medical services.

**ARTICLE 1**  
**SERVICE AREA**

The City of Grosse Pointe, Grosse Pointe Woods, and Grosse Pointe Farms shall be the service area affected by this agreement.

**ARTICLE 2**  
**SERVICE**

Medstar will provide Cities advanced and basic life support ambulance service when request by the Cities as defined in article 6.

**ARTICLE 3**  
**QUALIFICATIONS OF MEDSTAR**

Medstar will furnish ambulances and response vehicles licensed by the Michigan Department of Community Health EMS Division, and staffed with personnel appropriate for the license level of each vehicle. Medstar will provide advanced life support (ALS) ambulances staffed by at least one paramedic and one Emergency Medical Technician, and basic life support (BLS) ambulances, staffed by two Emergency Medical Technicians as the basis of this agreement.

Medstar will maintain accreditation by the Commission on Accreditation of Ambulance Services (CAAS) throughout the course of this agreement, and will notify the Cities of any changes to its accreditation status.

**ARTICLE 4**  
**PATIENT SATISFACTION SURVEY**

Medstar will survey patients receiving services from Medstar under this agreement regarding customer satisfaction through the utilization of an independent, nationally benchmarked patient satisfaction survey. Survey data will be furnished on a quarterly basis to the City Managers.

**ARTICLE 5**  
**MEDICAL CONTROL**

The Michigan Department of Consumer and Industry Services has designated a medical control authority for the County of Wayne under Section 20910(1)(k) of the act. Accordingly, the supervision of emergency medical services to be provided by Medstar is under the direction of the Detroit East Medical Control Authority and its designated medical physician director pursuant to Section 20906 of the act.

**ARTICLE 6**  
**EMERGENCY MEDICAL DISPATCH / CALL CATEGORIZATION**

Medstar will maintain a communication link between its dispatch center and the designated dispatch centers utilized by the Cities.

Cities designated dispatch center will provide Emergency Medical Dispatch (EMD) call screening utilizing the National Academy of Emergency Medical Dispatch (NAEMD) triage criteria, and will categorize requests for EMS service through the use of the process. The Cities designated dispatch center will provide Medstar summarized call information including address and cross streets, primary medical complaint of the anticipated patient(s), and the categorization of the request based on the call screening process.

Call Level	Determinant	Ambulance Response Mode	Ambulance Level	First Response Mode	Response Time Criteria
Echo		RLS	ALS	RLS	8/90
Delta		RLS	ALS	RLS	8/90
Charlie		NRLS	BLS	N/I	11/90
Alpha		NRLS	BLS	N/I	11/90
Omega		Referral to Alternative Care			

Medstar will utilize the appropriate level and response mode for each response, as categorized through the national criteria.

#### **ARTICLE 7** **RESPONSE TIME**

Medstar will respond to requests for services within a reasonable time, consistent with the categorization of the request based on the call screening process and in compliance with any applicable medical control authority protocols. Emergency requests requiring the highest priority of medical response will be monitored to insure an eight (8) minute, 59 second or less response 90% of the time. Emergency requests requiring the less than the highest priority of medical response time will be monitored to insure an eleven (11) minute, 59 second or less response 90% of the time. Requests that are non-emergency in nature (lift-assists, check-outs, etc.) will receive service times as generated by the status of the EMS system at the time of the request.

Medstar will provide the Cities designated representative quarterly reports summarizing the response time performance data.

#### **ARTICLE 8** **INDEMNITY**

The parties mutually acknowledge that liability for services performed pursuant to this agreement is controlled under the applicable provisions of MCL 333.20965. Medstar will defend and indemnify Cities from and for any and all liability or claims arising out of Medstar's performance of services under this agreement. The Cities and Medstar also retain all rights to assert common law indemnification and statutory contribution.

#### **ARTICLE 9** **PAYMENT AND FEES TO BE CHARGED**

For all services rendered, Medstar will charge the fees in its Normal Service Fee Schedule (attached here as exhibit A and as amended from time to time) for such service directly to said person, and such fees will be in an amount not higher than those fees charged by it for

similar services in each of those communities in which it operates in and about the vicinity of the Cities. Medstar represents and warrants that the fees it charges are reasonable and customary and comparable to the fees charged by other services providers under similar circumstances. During the term of this Agreement, Medstar will provide notice to the Cities of any change in its fee schedule. Medstar will accept assignment of Medicare, Medicaid, and commercial payment, and will collect co-pays and deductibles from the responsible party or, if applicable, from supplemental insurance. Except as otherwise indicated, the Cities is not obligated to collect and/or pay to Medstar any fees it may charge that are not paid by the responsible party.

In the event that Medstar renders services to a Cities employee who is injured in the line of duty, it will bill the Cities or, if applicable, the Cities worker's compensation carrier.

#### **ARTICLE 10** **BASE OF OPERATIONS**

Medstar's headquarters and dispatch site is at 380 N. Gratiot, Clinton Township, Michigan 48036.

Medstar deploys its ambulances from various strategic locations within and near the Cities to optimize safe response time performance.

#### **ARTICLE 11** **INSURANCE**

Medstar will secure and maintain throughout the term of this Agreement insurance coverage described below from companies in a form and amount acceptable to the Cities:

A. Worker's Compensation and Employees Liability Insurance in compliance with the statutes of the State of Michigan for the personnel provided by Medstar to staff the "Unit".

B. Comprehensive General Liability Insurance (which includes professional liability) and Automobile Liability Insurance in the amounts set forth below;

General Liability - \$1,000,000 per occurrence, \$2,000,000 in the aggregate.

Automobile Liability - \$1,000,000 combined single limit.

Cities will be named as Additional Insured on such policies. Such insurance will be primary for any liability of Medstar arising out of its indemnification of Cities pursuant to Article 8. Medstar will also maintain Excess Liability in the amount of \$10,000,000. Medstar agrees to furnish a copy of each of the foregoing policies to the Cities at or prior to the execution of this Agreement. Each of these policies must also provide that it may not be modified or cancelled without thirty (30) days prior written notice to the Cities.

#### **ARTICLE 12** **INDEPENDENT CONTRACTOR**

It is expressly understood and agreed that Medstar is an independent contractor for all purposes of this agreement. Medstar is not an agent, servant, employee, or appointee of the Cities.

#### **ARTICLE 13** **COMPLIANCE WITH LAWS**

Medstar will comply with all Federal and Michigan laws and all ordinances of the political subdivisions in which it operates regarding all matters relating to the performance of this agreement including, but not limited to, all such laws and ordinances concerning licensing, training, personnel, and operation of motor vehicles.

#### **ARTICLE 14** **SUBSIDY AND TERM OF AGREEMENT**

This Agreement is effective as of the date first written above. The term of this Agreement is for three (3) years from and after July 1, 2018. The cities shall pay Medstar \$125,000 per year, paid in quarterly payments as an operating subsidy for the services provided in accordance with Exhibit B. The division of the subsidy will be determined by the designated city officials from each city.

**ARTICLE 15**  
**TERMINATION**

This agreement may be terminated by either party upon delivery of written notice of termination not less than ninety (90) days prior to the effective date of the termination. Such notices will be considered made if deposited in the United States mail with proper postage for first class postage addressed to the following addresses of the respective parties:

City of Grosse Pointe Farms  
Shane Reeside, City Manager  
90 Kerby Road  
Grosse Pointe Farms, MI 48236

City of Grosse Pointe Woods  
Bruce Smith, City Administrator  
200025 Mack Plaza  
Grosse Pointe Woods, MI 48236

City of Grosse Pointe  
Peter Dame, City Manager  
14147 Maumee Avenue  
Grosse Pointe, MI 48230

Medstar  
Kolby C. Miller, Chief Executive Officer  
380 N. Gratiot  
Clinton Township, MI 48036

At least 60 days prior to the effective date of such termination, the parties will meet in person to discuss the reasons for the Cities Notice of Termination, and Medstar will have 30 days thereafter to address the concerns that prompted the Cities to give Notice of Termination. However, any City reserves the absolute right to terminate this Agreement regardless of the results of any meeting.

**ARTICLE 16**  
**COMPLETE AGREEMENT**

This document constitutes the complete agreement between the parties. There are no oral or other written agreements of any nature pertaining to any matter or thing relating to the subject matter of this agreement.

**ARTICLE 17**  
**NON-DISCRIMINATION**

Both parties agree that any services to be provided will be provided in a manner that does not discriminate on the basis of race, religion, color, national origin, sex, age, height, weight, handicap, AIDS, HIV, hepatitis or other infectious disease, marital status, sexual preference, or any other protected classification or source of payment.

The parties executed this agreement on the date and year written below.

**City of Grosse Pointe**

\_\_\_\_\_  
BY: \_\_\_\_\_  
Name of Representative Date:

**City of Grosse Pointe Woods**

\_\_\_\_\_  
Date:  
BY: \_\_\_\_\_  
Name of Representative

**City of Grosse Pointe Farms**

\_\_\_\_\_  
Date:  
BY: \_\_\_\_\_  
Name of Representative

**Medstar, Inc.**

BY: \_\_\_\_\_  
Kolby Miller, Chief Executive Officer Date:

**EXHIBIT B**  
**SUBSIDY AMOUNT**

City of Grosse Pointe	\$23,750
Grosse Pointe Farms	\$45,000
Grosse Pointe Woods	\$56,250

10A

## CITY OF GROSSE POINTE WOODS

### PROCLAMATION

**WHEREAS**, October 2018 is National Breast Cancer Awareness Month; and

**WHEREAS**, this year, more than 266,120 women and over 2,550 men will be diagnosed with breast cancer; and

**WHEREAS**, the pain of this disease will touch too many of our mothers, fathers, daughters, sisters, sons, and brothers with approximately 40,920 women and 480 men dying this year from breast cancer; and

**WHEREAS**, over the past several decades, our Nation has made strides in the fight against breast cancer with more than 3.1 million Americans surviving this disease; and

**WHEREAS**, because early detection can decrease the risk of death from breast cancer, individuals are encouraged to speak with their doctors about recommended testing and clinical exams.

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan, do hereby proclaim October 2018 as **NATIONAL BREAST CANCER AWARENESS MONTH** in the City of Grosse Pointe Woods.

---

Mayor Robert E. Novitke  
October 1, 2018

11A

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

RECEIVED

SEP 26 2018

CITY OF GROSSE POINTE WOODS

CHARLES T. BERSCHBACK

DON R. BERSCHBACK  
OF COUNSEL

September 26, 2018

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

RE. Fence Ordinance Amendment / Agenda Item October 1, 2018

Dear Mayor and Council:

Based on the discussions at the Committee of the Whole meeting on September 24, 2018, I have amended the fence ordinance to allow six foot fences in the rear and side yards with the owners' consent. As I mentioned at the meeting, Sections (1) and (2) are the identical wording of the previous ordinance, prior to those sections being deleted by Ordinance 871 effective 1/08/17.

This ordinance is scheduled for a first reading on October 1, 2018. At that time, it would be the prerogative of the Council to schedule this for a second reading and direct the City Clerk to post the appropriate notices.

If you have any questions please call.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr

Enclosure

cc: Bruce Smith  
Lisa Hathaway  
Gene Tutag

**ORDINANCE #\_\_\_\_\_**

**ORDINANCE TO AMEND CHAPTER 8  
BUILDINGS AND BUILDING REGULATIONS,  
ARTICLE IX FENCES, SEC. 8-284 BY ADDING NEW SECTIONS  
(1) AND (2) ALLOWING SIX FEET  
FENCES IN THE REAR AND SIDE YARDS WITH THE  
ADJACENT PROPERTY OWNER'S CONSENT**

**THE CITY OF GROSSE POINTE WOODS ORDAINS:**

Sec. 8-284. - Exceptions to this article.

(a) Exceptions. Notwithstanding anything to the contrary provided in this article, exceptions from the provisions of this article shall be made under the following circumstances:

- (1) Rear fences. Rear yard fences may be constructed to a maximum height of six feet from the property grade line with the adjacent property owners' consent. Consent from the adjacent property owners must be submitted to the building department in writing with the permit application. If a rear yard is directly parallel to a public street and not a residential lot, property owners are then the city, and consent from the city administrator is required.
- (2) Side yard fences. Side yard fences may be constructed to a maximum height of six feet from the property grade line with the adjacent property owners' consent. Consent from the adjacent property owners must be submitted to the building department in writing with the permit application. If a side yard is directly parallel to a public street and not a residential lot, property owners are then the city, and consent from the city administrator is required.
- (3) Solid fences. Notwithstanding the general requirements found in subsection 8-279(1), solid fences are permitted under the following circumstances:
  - a. For that portion of a fence that faces a street on a corner lot;
  - b. When a fence faces an alley.
- (4)(2) Special circumstances. Applications meeting the requirements of this article and subsections (a)(1), (2) or (3) above do not require a public hearing, and shall be approved by the building inspector if the application otherwise meets the requirements of this chapter. All other exceptions from the provisions of this article require a public hearing and approval from the city council. The council may consider any or all of the following, along with other information:
  - a. Balancing the relative hardships between the property owner and adjacent property owners;
  - b. Whether special circumstances or conditions exist;

- c. Whether pedestrian or vehicular vision will be affected;
- d. The general health, safety and welfare of the neighborhood.

(b) Public hearing. Any applicant seeking a hearing under the provisions of this article shall pay to the city a hearing notice fee set by council resolution for the scheduling of such hearing. Payment shall be made at the time the application is made for a hearing. The public hearing fee may be modified by a resolution of the city council as adopted from time to time. The city shall mail notice of the hearing to adjacent property owners at least seven days prior to the hearing date.

(Code 1997, § 10-331; Ord. No. 748, § 1, 6-19-2000; Ord. No. 865, 9-21-2015)



**MCKENNA**

**RECEIVED**

**SEP 12 2018**

**CITY OF GROSSE PTE. WOODS**

HEADQUARTERS  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

*M. Sue Stewart*

*12A*

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

September 6, 2018

Invoice No: 21849 - 3

**RECEIVED**

**SEP 12 2018**

**CITY OF GROSSE PTE. WOODS**

Project 21849 Grosse Pointe Woods Building Services

**Professional Services from August 1, 2018 to August 31, 2018**

Monthly Retainer

Conduct Plumbing and Mechanical Inspections as directed by the City.

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

**Outstanding Invoices**

Number	Date	Balance
2	8/13/2018	960.00
<b>Total</b>		<b>\$960.00</b>

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

Email: cbehrens@gpwmi.us

*[Signature]*  
9/12/18

101. 180. 818. 000  
9/12/2018  
*cbehrens*

**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**

SEP 11 2018

12B

**CITY OF GROSSE PTE. WOODS**

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236  
**Attention: City Manager**

September 01, 2018  
Client: 000896  
Matter: 000000  
Invoice #: 114898

---

REGARDING: GENERAL MATTERS

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

**TOTAL**

**\$43.75**

101.210.810.000  
9/10/18  
CBK

**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

September 01, 2018  
Client: 000896  
Matter: 000000  
Invoice #: 114898

Attention: City Manager

Page: 1

RE: GENERAL MATTERS

---

For Professional Services Rendered through August 31, 2018

DATE	ATTY	DESCRIPTION	HOURS
8/6/2018	TLF	Telephone call from Ms. Behrens regarding WC/FMLA leave for PSO.	0.25
Total Services			\$43.75

ATTORNEY	HOURS	RATE	AMOUNT
TLF THOMAS L. FLEURY	0.25	\$175.00	\$43.75

**Total Amount Due**

**\$43.75**



Celebrating 50 Years of Excellence  
1968-2018

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



September 12, 2018

Cathy Behrens  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, Michigan 48236-2397

RECEIVED  
SEP 17 2018  
CITY OF GROSSE PTE. WOODS

Reference: Parking Lot Improvements  
City of Grosse Pointe Woods  
AEW Project No. 0160-0396

PO # 18-44619  
401-902-977.101 \$49,755.62  
585-561-979.000 \$127,943.03

*C. Behrens 9/12/2018*

Dear Ms. Behrens:

*OK - FS.  
Bruce Smith*

Enclosed please find Construction Pay Estimate No. 2 for the above referenced project. For work performed through September 12, 2018 we recommend issuing payment for the **Net Earnings this Period (see Page 3)** in the amount of **\$177,698.65** to S & J Asphalt Co., 39571 Michigan Ave., Canton, MI., 48188

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

Sincerely,

Juli Sala, PE, LEED AP BD+C  
Project Manager

cc: Bruce Smith, City Administrator  
Frank Schulte, Director of Public Services  
Jeanne Duffy  
Susan Como  
S & J Asphalt Co.



## Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

**Contract: .0160-0396, Parking Lots Improvements**

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
2	9/12/2018	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein & Westrick, Inc.
All Contract Work Completed		Construction Started Date	Prime Contractor S&J Asphalt Paving Co 39571 Michigan Ave. Canton MI 48188	

**Comments**

### Item Usage Summary

**Project: 0160-0396, Parking Lots Improvements**

**Category: 0001, City Hall**

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Earthwork, Site	Ea	2057050	0035	0035	00	000	0.750	19,000.00	\$14,250.00
_ Pavt Marking	Ea	8117050	0105	0105	00	000	0.250	1,750.00	\$437.50
_ Sign, Steel Post, Modified	Ea	8107050	0100	0100	00	000	1.000	300.00	\$300.00
Cold Milling HMA Surface	Syd	5010002	0065	0065	00	000	1,648.810	4.50	\$7,419.65
Conc Pavt, Nonreinf, 8 inch	Syd	6020104	0080	0080	00	000	11.100	75.00	\$832.50
Curb and Gutter, Conc, Det F2	Ft	8020036	0085	0085	00	000	454.300	35.00	\$15,900.50
Curb, Rem	Ft	2040021	0015	0015	00	000	115.300	17.00	\$1,960.10
Dr Structure, 48 inch dia	Ea	4030210	0060	0060	00	000	1.000	4,000.00	\$4,000.00
HMA, 13A	Ton	5010033	0070	0070	00	000	330.270	100.00	\$33,027.00
HMA, 36A	Ton	5010034	0075	0075	00	000	229.870	100.00	\$22,987.00
Pavt, Rem	Syd	2040050	0020	0020	00	000	308.400	5.00	\$1,542.00
Sidewalk, Conc, 4 inch	Sft	8030044	0090	0090	00	000	180.500	6.50	\$1,173.25

**Subtotal for Category 0001: \$103,829.50**

**Category: 0002, DPW**

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Bond, Insurance and Intial Setup Expense - 3% Max	LS	1027051	0115	0115	00	000	1.000	2,500.00	\$2,500.00
_ Earthwork, Site	Ea	2057050	0140	0140	00	000	0.750	9,500.00	\$7,125.00
_ Traffic Control and Maintenance	LS	1027051	0120	0120	00	000	0.500	1,000.00	\$500.00
Aggregate Base, 6 inch	Syd	3020016	0155	0155	00	000	48.330	10.50	\$507.47
Conc Pavt, Nonreinf, 8 inch	Syd	6020104	0180	0180	00	000	48.330	75.00	\$3,624.75
Curb, Rem	Ft	2040021	0125	0125	00	000	10.000	25.00	\$250.00
Dr Structure, 48 inch dia	Ea	4030210	0165	0165	00	000	2.000	4,000.00	\$8,000.00
Ero Con, Inlet Protection, Fabric Drop	Ea	2080020	0150	0150	00	000	4.000	330.00	\$1,320.00

Contract ID: .0160-0396

Estimate: 2

Page 1 of 3



## Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

### Item Usage Summary

Project: 0160-0396, Parking Lots Improvements

Category: 0002, DPW

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
HMA, 13A	Ton	5010033	0170	0170	00	000	225.230	100.00	\$22,523.00
HMA, 36A	Ton	5010034	0175	0175	00	000	226.060	100.00	\$22,606.00
Pavt, Rem	Syd	2040050	0130	0130	00	000	2,303.520	5.00	\$11,517.60
Subtotal for Category 0002:									\$80,473.82

Category: 0003, Jackson

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Earthwork, Site	Ea	2057050	0225	0225	00	000	1.000	2,500.00	\$2,500.00
Subtotal for Category 0003:									\$2,500.00

Category: 0004, Bramcaster

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Earthwork, Site	Ea	2057050	0305	0305	00	000	1.000	2,500.00	\$2,500.00
Subtotal for Category 0004:									\$2,500.00
Subtotal for Project 0160-0396:									\$189,303.32

Total Estimated Item Payment: \$189,303.32

### Time Charges

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

### Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0396, Parking Lots Improvements	0002	\$189,303.32	\$0.00	\$189,303.32
Voucher Total:				\$189,303.32



## Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

### Summary

Current Voucher Total:	\$189,303.32	Earnings to date:	\$299,917.87
-Current Retainage:	\$11,604.67	- Retainage to date:	\$22,666.13
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
<b>Total Estimated Payment:</b>	<b>\$177,698.65</b>	<b>Net Earnings to date:</b>	<b>\$277,251.74</b>
		- Payments to date:	\$99,553.09
		<b>Net Earnings this period:</b>	<b>\$177,698.65</b>

### Estimate Certification

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

  
Julie Sala, PE, LEED AP BD+C

09-12-2018  
(Date)



## Construction Pay Estimate Amount Balance Report

Estimate: 2

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

Contract: .0160-0396, Parking Lots Improvements

Project: 0160-0396, Parking Lots Improvements

Category: 0001, City Hall

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Bonds, Insurance & Mobilization Expense- 3% Max	1027051	1.000	LS		1.000	1.000	100%	7,000.00000	\$7,000.00
0035	_ Earthwork, Site	2057050	1.000	Ea	0.750	0.750	0.750	75%	19,000.00000	\$14,250.00
0110	_ Final Cleanup and Restoration	8507060	1.000	Dlr		0.000			5,500.00000	
0360	_ Geogrid, Tensar TX-5	6037011	215.000	Syd		0.000			3.50000	
0365	_ Geosynthetic Paving Fabric, City Hall	6037011	3,700.000	Syd		0.000			6.00000	
0105	_ Pavt Marking	8117050	1.000	Ea	0.250	0.250	0.250	25%	1,750.00000	\$437.50
0095	_ Sign, Rem, Salv, Relocate	8107050	7.000	Ea		7.000	7.000	100%	350.00000	\$2,450.00
0100	_ Sign, Steel Post, Modified	8107050	3.000	Ea	1.000	1.000	1.000	33%	300.00000	\$300.00
0010	_ Traffic Control and Maintenance	1027051	1.000	LS		0.500	0.500	50%	1,000.00000	\$500.00
0050	Aggregate Base, 6 inch	3020016	115.000	Syd		50.000	50.000	43%	10.50000	\$525.00
0055	Aggregate Base, 8 inch	3020020	100.000	Syd		670.400	670.400	670%	14.50000	\$9,720.80
0065	Cold Milling HMA Surface	5010002	3,700.000	Syd	1,648.810	1,648.810	1,648.810	45%	4.50000	\$7,419.65
0080	Conc Pavt, Nonreinf, 8 inch	6020104	30.000	Syd	11.100	38.100	38.100	127%	75.00000	\$2,857.50
0085	Curb and Gutter, Conc, Det F2	8020036	770.000	Ft	454.300	769.400	769.400	99%	35.00000	\$26,929.00
0015	Curb, Rem	2040021	80.000	Ft	115.300	115.300	115.300	144%	17.00000	\$1,960.10
0060	Dr Structure, 48 inch dia	4030210	2.000	Ea	1.000	2.000	2.000	100%	4,000.00000	\$8,000.00
0040	Ero Con, Inlet Protection, Fabric Drop	2080020	7.000	Ea		9.000	9.000	129%	200.00000	\$1,800.00
0045	Erosion Control, Silt Fence	2080036	750.000	Ft		803.000	803.000	107%	3.50000	\$2,810.50
0070	HMA, 13A	5010033	370.000	Ton	330.270	330.270	330.270	89%	100.00000	\$33,027.00
0075	HMA, 36A	5010034	770.000	Ton	229.870	229.870	229.870	30%	100.00000	\$22,987.00
0020	Pavt, Rem	2040050	3,500.000	Syd	308.400	2,673.400	2,673.400	76%	5.00000	\$13,367.00
0090	Sidewalk, Conc, 4 inch	8030044	110.000	Sft	180.500	180.500	180.500	164%	6.50000	\$1,173.25
0025	Sidewalk, Rem	2040055	15.000	Syd		9.400	9.400	63%	30.00000	\$282.00
0030	Subgrade Undercutting, Type III	2050042	250.000	Cyd		64.900	64.900	26%	90.00000	\$5,841.00

Subtotal for Category 0001: 163637.30

Contract: .0160-0396

Estimate: 2

Page 1 of 5



# Construction Pay Estimate Amount Balance Report

Estimate: 2

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

Project: 0160-0396, Parking Lots Improvements

Category: 0002, DPW

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0115	_ Bond, Insurance and Intial Setup Expense - 3% Max	1027051		1.000 LS	1.000	1.000	1.000	100%	2,500.00000	\$2,500.00
0140	_ Earthwork, Site	2057050		1.000 Ea	0.750	0.750	0.750	75%	9,500.00000	\$7,125.00
0195	_ Final Cleanup and Restoration	8507060		1.000 Dir		0.000			4,500.00000	
0190	_ Pavt Marking	8117050		1.000 Ea		0.000			750.00000	
0120	_ Traffic Control and Maintenance	1027051		1.000 LS	0.500	0.500	0.500	50%	1,000.00000	\$500.00
0155	Aggregate Base, 6 inch	3020016	110.000	Syd	48.330	48.330	48.330	44%	10.50000	\$507.47
0160	Aggregate Base, 8 inch	3020020	300.000	Syd		0.000			14.50000	
0180	Conc Pavt, Nonreinf, 8 inch	6020104	110.000	Syd	48.330	48.330	48.330	44%	75.00000	\$3,624.75
0185	Curb and Gutter, Conc, Det F2	8020036		10.000 Ft		0.000			50.00000	
0125	Curb, Rem	2040021		10.000 Ft	10.000	10.000	10.000	100%	25.00000	\$250.00
0165	Dr Structure, 48 inch dia	4030210		2.000 Ea	2.000	2.000	2.000	100%	4,000.00000	\$8,000.00
0150	Ero Con, Inlet Protection, Fabric Drop	2080020		4.000 Ea	4.000	4.000	4.000	100%	330.00000	\$1,320.00
0145	Erosion Control, Gravel Access Approach	2080016		1.000 Ea		0.000			750.00000	
0170	HMA, 13A	5010033	270.000	Ton	226.230	226.230	226.230	83%	100.00000	\$22,623.00
0175	HMA, 36A	5010034	270.000	Ton	226.060	226.060	226.060	84%	100.00000	\$22,606.00
0130	Pavt, Rem	2040050	2,700.000	Syd	2,303.520	2,303.520	2,303.520	85%	5.00000	\$11,517.60
0135	Subgrade Undercutting, Type III	2050042		200.000 Cyd		0.000			90.00000	
Subtotal for Category 0002:										80473.82

Category: 0003, Jackson

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0200	_ Bond, Insurance and Intial Setup Expense - 3% Max	1027051		1.000 LS		1.000	1.000	100%	1,500.00000	\$1,500.00
0220	_ Bumper Block	2047050		25.000 Ea		0.000			35.00000	
0225	_ Earthwork, Site	2057050		1.000 Ea	1.000	1.000	1.000	100%	2,500.00000	\$2,500.00
0285	_ Final Cleanup and Restoration	8507060		1.000 Dir		0.000			3,000.00000	

Contract: .0160-0396

Estimate: 2

Page 2 of 5



## Construction Pay Estimate Amount Balance Report

Estimate: 2

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

**Project: 0160-0396, Parking Lots Improvements**

**Category: 0003, Jackson**

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0370	_ Geosynthetic Paving Fabric	6037011	1,570.000	Syd		0.000			4.50000	
0265	_ Pavt Joints and Cracks, Resealing	6037001	1,000.000	Ft		0.000			0.80000	
0280	_ Pavt Marking	8117050	1.000	Ea		0.500	0.500	50%	500.00000	\$250.00
0275	_ Sign, Rem, Salv, Relocate	8107050	2.000	Ea		2.000	2.000	100%	300.00000	\$600.00
0205	_ Traffic Control and Maintenance	1027051	1.000	LS		0.500	0.500	50%	500.00000	\$250.00
0240	Aggregate Base, 6 inch	3020016	15.000	Syd		0.000			25.00000	
0245	Cold Milling HMA Surface	5010002	55.000	Syd		5.330	5.330	10%	10.00000	\$53.30
0260	Conc Pavt, Nonreinf, 8 inch	6020104	12.000	Syd		16.100	16.100	134%	100.00000	\$1,610.00
0210	Curb, Rem	2040021	200.000	Ft		175.500	175.500	88%	4.00000	\$702.00
0230	Ero Con, Inlet Protection, Fabric Drop	2080020	1.000	Ea		1.000	1.000	100%	350.00000	\$350.00
0235	Erosion Control, Silt Fence	2080036	400.000	Ft		0.000			3.50000	
0250	HMA, 13A	5010033	15.000	Ton		0.000			115.00000	
0255	HMA, 36A	5010034	170.000	Ton		208.890	208.890	123%	115.00000	\$24,022.35
0270	Sidewalk, Conc, 4 inch	8030044	100.000	Sft		80.100	80.100	80%	5.00000	\$400.50
0215	Sidewalk, Rem	2040055	10.000	Syd		8.900	8.900	89%	25.00000	\$222.50
<b>Subtotal for Category 0003:</b>										<b>32460.65</b>

**Category: 0004, Bramcaster**

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0290	_ Bond, Insurance and Intial Setup Expense - 3% Max	1027051	1.000	LS		1.000	1.000	100%	1,500.00000	\$1,500.00
0300	_ Bumper Block	2047050	15.000	Ea		0.000			35.00000	
0305	_ Earthwork, Site	2057050	1.000	Ea	1.000	1.000	1.000	100%	2,500.00000	\$2,500.00
0355	_ Final Cleanup and Restoration	8507080	1.000	Dlr		0.000			3,500.00000	
0375	_ Geosynthetic Paving Fabric	6037011	1,070.000	Syd		0.000			4.50000	
0340	_ Pavt Joints and Cracks, Resealing	6037001	1,000.000	Ft		0.000			0.80000	
0350	_ Pavt Marking	8117050	1.000	Ea		0.500	0.500	50%	500.00000	\$250.00

**Contract: 0160-0396**

**Estimate: 2**

Page 3 of 5



## Construction Pay Estimate Amount Balance Report

Estimate: 2

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

Project: 0160-0396, Parking Lots Improvements

Category: 0004, Bramcaster

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0345	_ Sign, Rem, Salv, Relocate	8107050		1.000 Ea		1.000	1.000	100%	350.00000	\$350.00
0295	_ Traffic Control and Maintenance	1027051		1.000 LS		0.500	0.500	50%	500.00000	\$250.00
0325	Cold Milling HMA Surface	5010002		55.000 Syd		5.330	5.330	10%	10.00000	\$53.30
0320	Dr Structure, 48 inch dia	4030210		1.000 Ea		1.000	1.000	100%	4,500.00000	\$4,500.00
0310	Ero Con, Inlet Protection, Fabric Drop	2080020		1.000 Ea		0.000			400.00000	
0315	Erosion Control, Silt Fence	2080036		440.000 Ft		0.000			3.50000	
0330	HMA, 13A	5010033		15.000 Ton		0.000			120.00000	
0335	HMA, 36A	5010034		120.000 Ton		116.190	116.190	97%	120.00000	\$13,942.80
Subtotal for Category 0004:										23346.10

Category: 0005, Broadstone

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0395	_ Earthwork, Site	8147050		0.000 Ea		0.000			7,515.00000	
0415	_ Pavt Marking	8147050		0.000 Ea		0.000			750.00000	
0390	_ Subgrade Undercut	2057011		0.000 Syd		0.000			90.00000	
0420	_ Traffic Control and Maint.	8147050		0.000 Ea		0.000			500.00000	
0400	Aggregate Base, 8 inch	3020020		0.000 Syd		0.000			14.50000	
0430	Dr Structure Cover, Adj, Case 1	4030005		0.000 Ea		0.000			500.00000	
0425	Ero Con, Inlet Protection, Fabric Drop	2080020		0.000 Ea		0.000			350.00000	
0405	HMA, 13A	5010033		0.000 Ton		0.000			100.00000	
0410	HMA, 36A	5010034		0.000 Ton		0.000			100.00000	
0380	Mobilization, Max 3%	1500001		0.000 LS		0.000			1,335.00000	
0385	Pavt, Rem	2040050		0.000 Syd		0.000			5.00000	
Subtotal for Category 0005:										0



## Construction Pay Estimate Amount Balance Report

Estimate: 2

Anderson, Eckstein & Westrick, Inc.

9/12/2018 3:20 PM

FieldManager 5.3b

Project: 0160-0396, Parking Lots Improvements

Category: 0006, Ridgemont North Lot

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0455	_ Earthwork, Site	8147050		0.000 Ea		0.000			6,795.00000	
0475	_ Pavt Marking	8147050		0.000 Ea		0.000			750.00000	
0450	_ Subgrade Undercut	2067021		0.000 Cyd		0.000			90.00000	
0480	_ Traffic Control and Maint.	8147050		0.000 Ea		0.000			500.00000	
0460	Aggregate Base, 8 inch	3020020		0.000 Syd		0.000			14.50000	
0485	Ero Con, Inlet Protection, Fabric Drop	2080020		0.000 Ea		0.000			350.00000	
0465	HMA, 13A	5010033		0.000 Ton		0.000			100.00000	
0470	HMA, 36A	5010034		0.000 Ton		0.000			100.00000	
0435	Mobilization, Max 3%	1500001		0.000 LS		0.000			1,155.00000	
0445	Pavt, Rem	2040050		0.000 Syd		0.000			5.00000	

Subtotal for Category 0006: 0

Category: 0007, Ridgemont South Lot

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0490	_ Concrete, Rem and Repl	7127051		0.000 LS		0.000			3,200.00000	
0495	_ HMA, Patch	7127051		0.000 LS		0.000			2,500.00000	

Subtotal for Category 0007: 0

Subtotal for Project 0160-0396: 299917.87

Percentage of Contract Completed(curr): 61%  
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$189,303.32

Total Amount Earned To Date: \$299,917.87



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

120

September 13, 2018

Cathy Behrens  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, Michigan 48236-2397

PO #17-44437  
592-537-975.005  
09-12-2018

RECEIVED

SEP 17 2018

CITY OF GROSSE PTE. WOODS

Reference: 2017 SAW Grant Sewer Cleaning and CCTV Investigation  
City of Grosse Pointe Woods  
AEW Project No. 0160-0364

*C. Behrens*

OK - F.S.  
*Bruce Smith*

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 8 for the above referenced project. For work performed through September 9, 2018 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$12,026.88** to Doetsch Industrial Services, Inc. 21221 Mullin Ave Warren, MI 48089-3086.

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

Sincerely,

*Frank D. Varicalli*

Frank D. Varicalli  
Project Manager

cc: Bruce Smith, City Administrator  
Frank Schulte, Director of Public Services  
Jeanne Duffy  
Susan Como  
Doetsch Industrial Services, Inc.



## Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

9/13/2018 8:07 AM

FieldManager 5.3b

Contract: .0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

<b>Estimate No.</b> 8	<b>Estimate Date</b> 9/9/2018	<b>Entered By</b> William WW Wines	<b>Estimate Type</b> Semi-Monthly	<b>Managing Office</b> Anderson, Eckstein & Westrick, Inc.
<b>All Contract Work Completed</b>		<b>Construction Started Date</b> 1/29/2018	<b>Prime Contractor</b> Doetsch Industrial Services, Inc. 21221 Mullin Ave Warren MI 48089-3086	
<b>Comments</b> Current Contract Amount: \$249,001.00 % Complete: 92%				

### Item Usage Summary

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Catch Basin Lead, Heavy Cleaning	Ft	4027001	0005	0005	00	000	88.000	0.01	\$0.88
_ Catch Basin, Cleaning	Ea	4037050	0100	0100	00	000	2.000	10.00	\$20.00
_ Catch Basin, Cleaning Modified	Ea	4037050	0105	0105	00	000	4.000	10.00	\$40.00
_ Catch Basin, Lead Cleaning	Ft	4027001	0010	0010	00	000	2,001.000	1.25	\$2,501.25
_ Cleaning 06 - 12 inch Combined Sewers	Ft	4027001	0015	0015	00	000	2,056.000	0.75	\$1,542.00
_ Cleaning 15 - 21 inch Combined Sewers	Ft	4027001	0020	0020	00	000	449.000	1.00	\$449.00
_ Cleaning 24 - 36 inch Combined Sewers	Ft	4027001	0025	0025	00	000	384.000	1.00	\$384.00
_ Extra Heavy Cleaning	Hr	8167040	0130	0130	00	000	23.500	150.00	\$3,525.00
_ Final TV Investigation and Log, 06 - 12 inch Combined Sewers	Ft	4027001	0035	0035	00	000	1,403.000	0.50	\$701.50
_ Final TV Investigation and Log, 15 - 21 inch Combined Sewers	Ft	4027001	0040	0040	00	000	166.000	0.50	\$83.00
_ Final TV Investigation and Log, 24 - 36 inch Combined Sewers	Ft	4027001	0045	0045	00	000	384.000	0.50	\$192.00
_ Final TV Investigation and Log, Catch Basin Lead	Ft	4027001	0075	0075	00	000	2,001.000	1.25	\$2,501.25
_ Heavy Cleaning 06 - 12 inch Combined Sewers	Ft	4027001	0080	0080	00	000	164.000	0.50	\$82.00
_ Removal of Mineral Deposits	Ea	4037050	0115	0115	00	000	1.000	5.00	\$5.00
<b>Subtotal for Category 0000:</b>									<b>\$12,026.88</b>
<b>Subtotal for Project 0160-0364:</b>									<b>\$12,026.88</b>
<b>Total Estimated Item Payment:</b>									<b>\$12,026.88</b>



## Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

9/13/2018 8:07 AM

FieldManager 5.3b

### Time Charges

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

### Pre-Voucher Summary

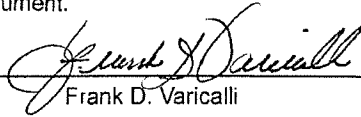
Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation	0008	\$12,026.88	\$0.00	\$12,026.88
Voucher Total:				\$12,026.88

### Summary

Current Voucher Total:	\$12,026.88	Earnings to date:	\$230,094.31
-Current Retainage:	\$0.00	- Retainage to date:	\$12,450.05
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$12,026.88	Net Earnings to date:	\$217,644.26
		- Payments to date:	\$205,617.38
		Net Earnings this period:	\$12,026.88

### Estimate Certification

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

  
Frank D. Varicalli

9.13.18  
(Date)



## Construction Pay Estimate Amount Balance Report

Estimate: 8

9/13/2018 8:07 AM

Anderson, Eckstein & Westrick, Inc.

FieldManager 5.3b

Contract: .0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Catch Basin Lead, Heavy Cleaning	4027001	15,600.000	Ft	88.000	980.000	980.000	6%	0.01000	\$9.80
0010	_ Catch Basin, Lead Cleaning	4027001	39,000.000	Ft	2,001.000	32,945.700	32,945.700	84%	1.25000	\$41,182.13
0015	_ Cleaning 06 - 12 inch Combined Sewers	4027001	36,500.000	Ft	2,056.000	34,420.400	34,420.400	94%	0.75000	\$25,815.30
0020	_ Cleaning 15 - 21 inch Combined Sewers	4027001	9,800.000	Ft	449.000	7,101.000	7,101.000	72%	1.00000	\$7,101.00
0025	_ Cleaning 24 - 36 inch Combined Sewers	4027001	13,500.000	Ft	384.000	12,103.100	12,103.100	90%	1.00000	\$12,103.10
0030	_ Cleaning 42 - 48 inch Combined Sewers	4027001	2,000.000	Ft		2,181.000	2,181.000	109%	1.00000	\$2,181.00
0035	_ Final TV Investigation and Log, 06 - 12 inch Combined Sewers	4027001	36,500.000	Ft	1,403.000	31,505.100	31,505.100	86%	0.50000	\$15,752.55
0040	_ Final TV Investigation and Log, 15 - 21 inch Combined Sewers	4027001	9,800.000	Ft	166.000	6,422.000	6,422.000	66%	0.50000	\$3,211.00
0045	_ Final TV Investigation and Log, 24 - 36 inch Combined Sewers	4027001	13,500.000	Ft	384.000	12,103.100	12,103.100	90%	0.50000	\$6,051.55
0050	_ Final TV Investigation and Log, 42 - 48 inch Combined Sewers	4027001	2,000.000	Ft		2,181.000	2,181.000	109%	0.50000	\$1,090.50
0055	_ Final TV Investigation and Log, 60 inch Storm Sewers	4027001	170.000	Ft		0.000			1.00000	
0060	_ Final TV Investigation and Log, 66 inch Storm Sewers	4027001	1,400.000	Ft		0.000			1.00000	
0065	_ Final TV Investigation and Log, 72 inch Storm Sewers (Man Entry)	4027001	1,600.000	Ft		0.000			2.00000	
0070	_ Final TV Investigation and Log, 96 inch, Storm Sewer (Man Entry)	4027001	1,100.000	Ft		0.000			2.00000	
0075	_ Final TV Investigation and Log, Catch Basin Lead	4027001	39,000.000	Ft	2,001.000	31,023.500	31,023.500	80%	1.25000	\$38,779.38
0080	_ Heavy Cleaning 06 - 12 inch Combined Sewers	4027001	14,600.000	Ft	164.000	16,682.000	16,682.000	114%	0.50000	\$8,341.00
0085	_ Heavy Cleaning 15 - 21 inch Combined Sewers	4027001	3,950.000	Ft		3,068.000	3,068.000	78%	1.00000	\$3,068.00
0090	_ Heavy Cleaning 24 - 36 inch Combined Sewers	4027001	5,400.000	Ft		7,177.000	7,177.000	133%	4.00000	\$28,708.00
0095	_ Heavy Cleaning 42 - 48 inch Combined Sewers	4027001	800.000	Ft		1,820.000	1,820.000	228%	4.00000	\$7,280.00
0100	_ Catch Basin, Cleaning	4037050	100.000	Ea	2.000	89.000	89.000	89%	10.00000	\$890.00

Contract: .0160-0364

Estimate: 8

Page 1 of 3



## Construction Pay Estimate Amount Balance Report

Estimate: 8

Anderson, Eckstein & Westrick, Inc.

9/13/2018 8:07 AM

FieldManager 5.3b

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0105	_ Catch Basin, Cleaning Modified	4037050	100.000	Ea	4.000	22.000	22.000	22%	10.00000	\$220.00
0110	_ Cutting Service Lead Protrusions	4037050	50.000	Ea		0.000			5.00000	
0115	_ Removal of Mineral Deposits	4037050	100.000	Ea	1.000	7.000	7.000	7%	5.00000	\$35.00
0120	_ Traffic Control, Major Street	8127051	1.000	LS		0.500	0.500	50%	3,000.00000	\$1,500.00
0125	_ Traffic Control, Minor Street	8127051	1.000	LS		0.500	0.500	50%	3,000.00000	\$1,500.00
0130	_ Extra Heavy Cleaning	8167040	80.000	Hr	23.500	168.500	168.500	211%	150.00000	\$25,275.00
0135	_ Deliverables	8267051	1.000	LS		0.000			4,000.00000	
0140	_ Catch Basin, Lead Cleaning 2018 Item	8137001	0.000	Ft		0.000			1.25000	
0145	_ Cleaning 06-12 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			0.75000	
0150	_ Cleaning 15-21 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			1.00000	
0155	_ Cleaning 24-36 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			1.00000	
0160	_ Cleaning 39-48 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			1.00000	
0165	_ Heavy Cleaning 06-12 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			0.50000	
0170	_ Heavy Cleaning 15-21 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			1.00000	
0175	_ Heavy Cleaning 24-36 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000	368.000		4.00000	
0180	_ Heavy Cleaning 39-48 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			4.00000	
0185	_ Catch Basin Lead, Heavy Cleaning 2018 Item	8137001	0.000	Ft		0.000	70.000		0.01000	
0190	_ Final TV Investigation and Log, 06-12 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000	653.000		0.50000	
0195	_ Final TV Investigation and Log, 15-21 inch 2018 Item	8137001	0.000	Ft		0.000	283.000		0.50000	
0200	_ Final TV Investigation and Log, 24-36 inch Combined Sewers 2018 Item	8137001	0.000	Ft		0.000			0.50000	
0205	_ Final TV Investigation and Log, 39-48 inch Combined Sewers	8137001	0.000	Ft		0.000			0.50000	
0210	_ Combined TV Investigation and Log, 60 inch Storm Sewers 2018 Item	8137001	0.000	Ft		0.000			1.00000	

Contract: .0160-0364

Estimate: 8

Page 2 of 3



## Construction Pay Estimate Amount Balance Report

Estimate: 8

9/13/2018 8:07 AM

Anderson, Eckstein & Westrick, Inc.

FieldManager 5.3b

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0215	_ Combined TV Investigation and Log, 66 inch Storm Sewers 2018 Item	8137001		0.000 Ft		0.000			1.00000	
0220	_ Combined TV Investigation and Log, 72 inch Storm Sewers 2018 Item	8137001		0.000 Ft		0.000			2.00000	
0225	_ Final TV Investigation and Log, Catch Basin Lead 2018 Item	8137001		0.000 Ft		0.000			1.25000	
0230	_ Removal of Mineral Deposits 2018 Item	8207050		0.000 Ea		0.000			5.00000	
0235	_ Cutting Service Lead Protrusions 2018 Item	8207050		0.000 Ea		0.000			5.00000	
0240	_ Deliverables 2018 Item	2087051		0.000 LS		0.000			4,000.00000	
0245	_ Traffic Control and Maintenance 2018 Item	2087051		0.000 LS		0.000			3,000.00000	
0250	_ Extra Heavy Cleaning, 2018 Item	8167040		0.000 Hr		0.000			150.00000	

Subtotal for Category 0000: 230094.31

Subtotal for Project 0160-0364: 230094.31

Percentage of Contract Completed(curr): 92%  
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$12,026.88

Total Amount Earned To Date: \$230,094.31



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



SEP 19 2018  
CITY OF GROSSE PTE. WOODS

September 13, 2018

PO # 18-44616

202-451-974.200	\$18,863.85
203-451-974.200	\$41,056.61
592-537-975.400	\$51,043.34

Cathy Behrens  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, Michigan 48236-2397

Reference: 2018 Concrete Pavement Repair Program  
City of Grosse Pointe Woods  
AEW Project No. 0160-0400

OK - FS.

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 1 for the above referenced project. For work performed through September 9, 2018 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$110,963.80** to L. Anthony Construction Inc., 11085 Lisa Ln., Shelby Twp., Mi., 48316

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

Sincerely,

Frank D. Varicalli  
Project Manager

cc: Bruce Smith, City Administrator  
Frank Schulte, Director of Public Services  
Jeanne Duffy  
Susan Como  
L. Anthony Construction Inc.



# Construction Pay Estimate Report

Anderson, Eckstein and Westrick

9/13/2018 8:54 AM

FieldManager 5.3b

Contract: .0160-0400, 2018 Concrete Pavement Repair Program

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
09/09/2018	1	William WW Wines	Semi-Monthly	No		7/5/2018
Prime Contractor L. Anthony Construction Inc.				Managing Office Anderson, Eckstein and Westrick		

## Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
_ Sidewalk, Rem	2047010	0010	0160-0400	0000	0010	00	000	151.900	\$151.90
_ Driveway, Conc, Rem	2047011	0015	0160-0400	0000	0015	00	000	6.800	\$61.20
_ External Structure Wrap, 12 inch	4027050	0025	0160-0400	0000	0025	00	000	3.000	\$900.00
_ External Structure Wrap, 18 inch	4027050	0030	0160-0400	0000	0030	00	000	1.000	\$350.00
Dr Structure Cover, Adj, Case 1	4030005	0035	0160-0400	0000	0035	00	000	12.000	\$2,400.00
Dr Structure, Adj, Add Depth	4030280	0050	0160-0400	0000	0050	00	000	12.000	\$2,400.00
Dr Structure, Tap, 4 inch	4030304	0055	0160-0400	0000	0055	00	000	1.000	\$20.00
_ Dr Structure Cover, Catch Basin	4037050	0065	0160-0400	0000	0065	00	000	4.000	\$1,500.00
_ Dr Structure Cover, Sanitary Manhole	4037050	0070	0160-0400	0000	0070	00	000	2.000	\$750.00
Underdrain, Subgrade, 4 inch	4040071	0080	0160-0400	0000	0080	00	000	570.000	\$5,700.00
_ Joint, Expansion, Erg, Modified	6027001	0095	0160-0400	0000	0095	00	000	94.000	\$1,128.00
Lane Tie, Epoxy Anchored	6030030	0105	0160-0400	0000	0105	00	000	518.000	\$2,590.00
Pavt Repr, Nonreinf Conc, 8 inch	6030044	0110	0160-0400	0000	0110	00	000	1,647.900	\$84,042.90
Pavt Repr, Rem	6030080	0120	0160-0400	0000	0120	00	000	1,647.900	\$9,887.40
_ Full Depth Sawcutting through Existing P avement, Driveway, or Curb	6037001	0125	0160-0400	0000	0125	00	000	1,738.200	\$2,607.30
Driveway, Nonreinf Conc, 6 inch	8010005	0135	0160-0400	0000	0135	00	000	6.800	\$299.20
Detectable Warning Surface	8030010	0145	0160-0400	0000	0145	00	000	10.000	\$300.00
Sidewalk, Conc, 4 inch	8030044	0150	0160-0400	0000	0150	00	000	1,300.400	\$6,502.00
_ Sidewalk Ramp, Conc, 8 inch	8037010	0160	0160-0400	0000	0160	00	000	51.700	\$310.20
Total Estimated Item Payment:								\$121,900.10	



## Construction Pay Estimate Report

Anderson, Eckstein and Westrick

9/13/2018 8:54 AM

FieldManager 5.3b

### Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date	57	\$0
Total Liquidated Damages:				\$0

### Pre-Voucher Summary

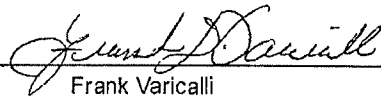
Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0400, 2018 Concrete Pavement Repair Program	0001	\$121,900.10	\$0.00	\$121,900.10
Voucher Total:				\$121,900.10

### Summary

Current Voucher Total:	\$121,900.10	Earnings to date:	\$121,900.10
-Current Retainage:	\$10,936.30	- Retainage to date:	\$10,936.30
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$110,963.80	Net Earnings to date:	\$110,963.80
		- Payments to date:	\$0.00
		Net Earnings this period:	\$110,963.80

### Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document. I also certify the prime contractor is meeting all requirements for minority percentages and the payrolls are current.

  
Frank Varicalli

9-13-18  
(Date)



## Construction Pay Estimate Amount Balance Report

Estimate: 1

9/13/2018 8:14 AM

Anderson, Eckstein and Westrick

FieldManager 5.3b

**Contract: .0160-0400, 2018 Concrete Pavement Repair Program**

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
Curb and Gutter, Rem	2040020	0005	0160-0400	0000	25.000		0.000			5.00000	
_ Sidewalk, Rem	2047010	0010	0160-0400	0000	3,700.000	151.900	151.900	151.900	4%	1.00000	\$151.90
_ Driveway, Conc, Rem	2047011	0015	0160-0400	0000	200.000	6.800	6.800	6.800	3%	9.00000	\$61.20
_ Subgrade Undercutting, Type II, Modified	2057021	0020	0160-0400	0000	30.000		0.000			20.00000	
_ External Structure Wrap, 12 inch	4027050	0025	0160-0400	0000	2.000	3.000	3.000	3.000	150%	300.00000	\$900.00
_ External Structure Wrap, 18 inch	4027050	0030	0160-0400	0000	6.000	1.000	1.000	1.000	17%	350.00000	\$350.00
Dr Structure Cover, Adj, Case 1	4030005	0035	0160-0400	0000	8.000	12.000	12.000	12.000	150%	200.00000	\$2,400.00
Dr Structure Cover, Adj, Case 2	4030006	0040	0160-0400	0000	1.000		0.000			300.00000	
Dr Structure, 24 inch dia	4030200	0045	0160-0400	0000	1.000		0.000			1,500.00000	
Dr Structure, Adj, Add Depth	4030280	0050	0160-0400	0000	40.000	12.000	12.000	12.000	30%	200.00000	\$2,400.00
Dr Structure, Tap, 4 inch	4030304	0055	0160-0400	0000	20.000	1.000	1.000	1.000	5%	20.00000	\$20.00
_ Catch Basin Trap	4037050	0060	0160-0400	0000	1.000		0.000			200.00000	
_ Dr Structure Cover, Catch Basin	4037050	0065	0160-0400	0000	8.000	4.000	4.000	4.000	50%	375.00000	\$1,500.00
_ Dr Structure Cover, Sanitary Manhole	4037050	0070	0160-0400	0000	1.000	2.000	2.000	2.000	200%	375.00000	\$750.00
_ Dr Structure, 36 inch dia	4037050	0075	0160-0400	0000	1.000		0.000			1,500.00000	
Underdrain, Subgrade, 4 inch	4040071	0080	0160-0400	0000	200.000	570.000	570.000	570.000	285%	10.00000	\$5,700.00
HMA, 13A	5010033	0085	0160-0400	0000	1.000		0.000			200.00000	
Joint, Expansion, E2	6020207	0090	0160-0400	0000	25.000		0.000			12.00000	
_ Joint, Expansion, Erg, Modified	6027001	0095	0160-0400	0000	50.000	94.000	94.000	94.000	188%	12.00000	\$1,128.00
Cement	6030005	0100	0160-0400	0000	1.000		0.000			50.00000	
Lane Tie, Epoxy Anchored	6030030	0105	0160-0400	0000	1,200.000	518.000	518.000	518.000	43%	5.00000	\$2,590.00
Pavt Repr, Nonreinf Conc, 8 inch	6030044	0110	0160-0400	0000	2,400.000	1,647.900	1,647.900	1,647.900	69%	51.00000	\$84,042.90
Pavt Repr, Nonreinf Conc, 9 inch	6030046	0115	0160-0400	0000	100.000		0.000			54.00000	
Pavt Repr, Rem	6030080	0120	0160-0400	0000	2,500.000	1,647.900	1,647.900	1,647.900	66%	6.00000	\$9,887.40

Contract: .0160-0400

Estimate: 1

Page 1 of 2



## Construction Pay Estimate Amount Balance Report

Estimate: 1

9/13/2018 8:14 AM

Anderson, Eckstein and Westrick

FieldManager 5.3b

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ Full Depth Sawcutting through Existing P avement, Driveway, or Curb	6037001	0125	0160-0400	0000	5,000.000	1,738.200	1,738.200	1,738.200	35%	1.50000	\$2,607.30
_ Curb Casting	7177050	0130	0160-0400	0000	1.000		0.000			1.00000	
Driveway, Nonreinf Conc, 6 inch	8010005	0135	0160-0400	0000	200.000	6.800	6.800	6.800	3%	44.00000	\$299.20
Curb and Gutter, Conc, Det F4	8020038	0140	0160-0400	0000	25.000		0.000			25.00000	
Detectable Warning Surface	8030010	0145	0160-0400	0000	15.000	10.000	10.000	10.000	67%	30.00000	\$300.00
Sidewalk, Conc, 4 inch	8030044	0150	0160-0400	0000	2,400.000	1,300.400	1,300.400	1,300.400	54%	5.00000	\$6,502.00
Sidewalk, Conc, 6 inch	8030046	0155	0160-0400	0000	800.000		0.000			5.50000	
_ Sidewalk Ramp, Conc, 8 inch	8037010	0160	0160-0400	0000	500.000	51.700	51.700	51.700	10%	6.00000	\$310.20
_ Traffic Maintenance and Control	8127051	0165	0160-0400	0000	1.000		0.000			3,000.00000	
_ Surface Restoration, Seeding	8167011	0170	0160-0400	0000	200.000		0.000			6.00000	
Percentage of Contract Completed(curr): 56%							Total Amount Paid This Estimate:		\$121,900.10		
(total paid to date / total of all authorized work)							Total Amount Paid To Date:		\$121,900.10		

127

RECEIVED

SEP 17 2018

CITY OF GROSSE PTE. WOODS



A handwritten signature in black ink, appearing to be "Brian [illegible]".

101-210-801.300

9-10-2018

A handwritten signature in black ink, appearing to be "C. [illegible]".

September 11, 2018

Invoice 091118

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

RE: Legal Services – August 2018

---

**Legal services rendered:**

Invoice # 15737 (attached).....\$ 3,987.21

**Total..... \$ 3,987.21**

Respectfully submitted,

A handwritten signature in black ink, appearing to be "Lynette Hobyak".  

Lynette Hobyak  
Business Manager

38110 Executive Drive, Suite 100  
Westland, MI 48185

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

126



RECEIVED  
SEP 19 2018  
CITY OF GROSSE PTE. WOODS

September 18, 2018

Invoice 091818

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

101-223-818.000

09-18-2018

A handwritten signature in blue ink, appearing to read "C. B. Brown".

RE: October 2018 Services

**For contract assessing services rendered:**

Contract Fee (\$68,006 ÷ 12)..... \$ 5,667.16

**TOTAL AMOUNT DUE ..... \$ 5,667.16**

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lynette Hobyak".

Lynette Hobyak  
Business Manager

A handwritten signature in blue ink, appearing to read "Bruce Smith".

38110 Executive Drive, Suite 100  
Westland, MI 48185

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

572.537.975.004

C. Behrens F.S.

9/13/2018



124



**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 WOODS, MI 48236-2397

August 16, 2018

Project No:

0160-0364-0

Invoice No:

0118815

Project 0160-0364-0 SAW GRANT-WASTEWATER ASSET MGT PLAN  
Professional Services from June 25, 2018 to July 22, 2018  
 Professional Personnel

**RECEIVED****SEP 17 2018**

CITY OF GROSSE PTE. WOODS

		Hours	Rate	Amount
RESEARCH/REVIEW				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	6/27/2018	1.80	103.00	185.40
Review project and extra contract work				
CONTRACT ADMINISTRATION				
GRADUATE ENG/SUR/ARC				
EBERLE, JOSEPH	7/19/2018	.50	83.50	41.75
Disbursement request				
TEAM LEADER				
MYSLINSKI, CHARLES	6/25/2018	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	6/27/2018	.50	83.50	41.75
Staffing/Status				
MYSLINSKI, CHARLES	6/29/2018	.50	83.50	41.75
Site Visit				
MYSLINSKI, CHARLES	7/5/2018	1.00	83.50	83.50
Site Visit				
SMITH, BRADLEY	6/25/2018	.50	83.50	41.75
download, refresh, timesheet, mileage, schedule, general questions and concerns.				
SMITH, BRADLEY	7/2/2018	.50	83.50	41.75
download, refresh, timesheet, mileage, schedule, general questions and concerns.				
SMITH, BRADLEY	7/16/2018	.50	83.50	41.75
download, refresh, schedule, idr's, mileage, timesheets				
VARICALLI, FRANK	6/26/2018	.50	83.50	41.75
proj.co-ord.dls.w/Insp.& contr.				
VARICALLI, FRANK	6/28/2018	.50	83.50	41.75
VARICALLI, FRANK	6/29/2018	1.00	83.50	83.50
site visit, mtg.w/Insp.& contr.				
VARICALLI, FRANK	7/2/2018	.50	83.50	41.75
review cctv video & reports				
VARICALLI, FRANK	7/3/2018	.50	83.50	41.75
VARICALLI, FRANK	7/10/2018	.50	83.50	41.75
PACP Schd.				
VARICALLI, FRANK	7/11/2018	.50	83.50	41.75
VARICALLI, FRANK	7/12/2018	.50	83.50	41.75
VARICALLI, FRANK	7/13/2018	1.50	83.50	125.25
VARICALLI, FRANK	7/19/2018	.50	83.50	41.75

Please include the project number and Invoice number on your check.

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN	Invoice	0118815
---------	-------------	-------------------------------------	---------	---------

ENGINEERING AIDE III					
BARNES, JOYCE	6/25/2018	.30	70.00	21.00	
download files & refresh laptops					
BARNES, JOYCE	6/26/2018	1.00	70.00	70.00	
Check reports					
BARNES, JOYCE	7/2/2018	.30	70.00	21.00	
download files & refresh laptops					
BARNES, JOYCE	7/3/2018	1.20	70.00	84.00	
Check reports					
BARNES, JOYCE	7/9/2018	1.50	70.00	105.00	
check reports					
DE SANDRE, DAVID	7/16/2018	.50	70.00	35.00	
download reports					
WINES, WILLIAM	7/11/2018	2.00	70.00	140.00	
IDR Review / Estimate 6					
WINES, WILLIAM	7/12/2018	1.00	70.00	70.00	
Estimate 6					
WINES, WILLIAM	7/13/2018	1.00	70.00	70.00	
Estimate 6					
WINES, WILLIAM	7/20/2018	1.00	70.00	70.00	
IDR Review					
CONSTRUCTION OBSERVATION					
ENGINEERING AIDE III					
BIRKETT, CHRISTOPHER	7/18/2018	8.50	70.00	595.00	
Inspection of Doetsch CCTV and Clean on Marter.					
MONTEMAYOR-ESPINOZA, DARIO	6/25/2018	9.00	70.00	630.00	
Sewer Cleaning and CCTV					
MONTEMAYOR-ESPINOZA, DARIO	6/26/2018	9.00	70.00	630.00	
Sewer Cleaning and CCTV					
MONTEMAYOR-ESPINOZA, DARIO	6/27/2018	8.00	70.00	560.00	
Sewer Cleaning and CCTV					
ROSS, ROBERT	6/28/2018	8.50	70.00	595.00	
ROSS, ROBERT	6/29/2018	9.50	70.00	665.00	
infrastructure investigation					
ROSS, ROBERT	7/2/2018	8.00	70.00	560.00	
Infrastructure Investigation					
ROSS, ROBERT	7/3/2018	7.50	70.00	525.00	
Infrastructure investigation					
ROSS, ROBERT	7/5/2018	7.50	70.00	525.00	
Infrastructure investigation					
ROSS, ROBERT	7/6/2018	8.00	70.00	560.00	
Infrastructure investigation					
ROSS, ROBERT	7/10/2018	5.50	70.00	385.00	
Infrastructure Investigation					
ROSS, ROBERT	7/11/2018	8.00	70.00	560.00	
Infrastructure investigation					
ROSS, ROBERT	7/12/2018	8.00	70.00	560.00	
Infrastructure investigation					
ROSS, ROBERT	7/13/2018	7.00	70.00	490.00	
Infrastructure investigation					
ROSS, ROBERT	7/16/2018	8.00	70.00	560.00	
Infrastructure investigation					
ROSS, ROBERT	7/17/2018	8.00	70.00	560.00	
Infrastructure investigation					

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN	Invoice	0118815
ROSS, ROBERT	7/18/2018	4.00	70.00	280.00
Infrastructure investigation				
ENGINEERING AIDE II				
PROCTOR, RANDALL	7/9/2018	9.00	62.00	558.00
Covered cctv for Bob Ross				
ENGINEERING PLAN REVIEW				
GRADUATE ENG/SUR/ARC				
MILLER, JEFFREY	6/25/2018	4.00	83.50	334.00
Checking of CCTV AB Updates				
CONSTRUCTION ADMINISTRATION				
ENGINEERING AIDE III				
WINKLE, TODD	7/16/2018	.30	70.00	21.00
^ Contract Admin				
GIS UPDATES				
ENGINEERING AIDE III				
DOURJALIAN, ANDREW	6/25/2018	6.30	70.00	441.00
AB Updates				
DOURJALIAN, ANDREW	6/26/2018	7.50	70.00	525.00
AB Updates				
DOURJALIAN, ANDREW	6/27/2018	8.00	70.00	560.00
AB Updates				
DOURJALIAN, ANDREW	6/28/2018	5.30	70.00	371.00
AB Updates				
DOURJALIAN, ANDREW	6/29/2018	7.30	70.00	511.00
AB Updates				
DOURJALIAN, ANDREW	7/2/2018	5.00	70.00	350.00
AB Updates				
DOURJALIAN, ANDREW	7/11/2018	1.00	70.00	70.00
AB Updates				
DOURJALIAN, ANDREW	7/12/2018	.30	70.00	21.00
AB Updates				
DOURJALIAN, ANDREW	7/19/2018	3.30	70.00	231.00
AB Updates				
DOURJALIAN, ANDREW	7/20/2018	7.60	70.00	532.00
AB Updates				
FORCE MAIN-ALTERNATE MATERIAL ANALYSIS				
GRADUATE ENG/SUR/ARC				
MARCUS, PATRICK	6/25/2018	6.00	83.50	501.00
Sewer Review				
MARCUS, PATRICK	6/26/2018	2.00	83.50	167.00
Sewer Review				
MARCUS, PATRICK	6/27/2018	3.00	83.50	250.50
Sewer Review				
MARCUS, PATRICK	6/28/2018	4.00	83.50	334.00
Sewer Review				
MARCUS, PATRICK	6/29/2018	8.00	83.50	668.00
Sewer Review				
MARCUS, PATRICK	7/5/2018	1.00	83.50	83.50
Sewer Review				
CCTV REVIEW				
GRADUATE ENG/SUR/ARC				
MARCUS, PATRICK	7/20/2018	3.00	83.50	250.50
Sewer review				
ENGINEERING AIDE I				
ANDERSON, KEVIN	7/5/2018	3.00	56.00	168.00

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN			Invoice	0118815
	CCTV review					
	ANDERSON, KEVIN	7/11/2018	6.50	56.00	364.00	
	CCTV review					
	ANDERSON, KEVIN	7/12/2018	8.00	56.00	448.00	
	CCTV review					
	ANDERSON, KEVIN	7/13/2018	7.00	56.00	392.00	
	CCTV review					
	ANDERSON, KEVIN	7/16/2018	8.00	56.00	448.00	
	CCTV review					
	ANDERSON, KEVIN	7/17/2018	8.00	56.00	448.00	
	CCTV review					
	Totals		287.00		20,077.40	
	<b>Total Labor</b>					<b>20,077.40</b>
				<b>Total this Invoice</b>		<b>\$20,077.40</b>

RECEIVED  
SEP 26 2018  
CITY OF GROSSE PTE. WOODS

DON R. BERSCHBACK  
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24053 JEFFERSON AVENUE  
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OF COUNSEL  
CHARLES T. BERSCHBACK

September 26, 2018

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

RE: September 2018 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
9.4.18	Trip to GPW for miscellaneous City matters, TCs and follow up (.50); TC and review of paperwork regarding notice of non-consent and follow up (.50)	1.00
9.5.18	TC LKH on process and follow up on City matters (.50)	0.50
9.7.18	TCs regarding outside litigation and follow up (.50); FOIA (.25); work on CC items, review of weekend packet, TCs and follow up (1.25); Court work and review of cases (.50)	2.50
9.10.18	Attendance at CC meeting (1.50)	1.50
9.12.18	Attendance at Municipal Court (2.00)	2.00
9.24.18	Attention to emails, faxes and letter correspondences on City matters (1.00); follow up on Genna litigation (.50)	1.50

DRB = 9.00 hours x \$170.00

TOTAL: \$1,530.00

Breakdown

General	6.50 hours
Municipal Court	2.50 hours
Bldg/Planning Comm.	
MTT	

TC - Telephone	LKH - Lisa K. Hathaway	GT - Gene Tutag
CTB - Charles T. Berschback	CC - City Council	CB - Cathrene Behrens
DRB - Don R. Berschback	PC - Planning Commission	CEW-Conference of Eastern Wayne
BS - Bruce Smith	FS - Frank Schulte	LFP - Lakefront Park
GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority		MTT - Michigan Tax Tribunal
SEMSD - Southeast Macomb Sanitary District		

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CHARLES T. BERSCHBACK

DON R. BERSCHBACK

OF COUNSEL

September 26, 2018

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

**RE: September Billing/ CTB Only**

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
9.10.18	TC GT (.25)	0.25
9.11.18	Work on NESDS contract finalization with Wayne County; work on AT&T contract (.50); TCs on Medstar email (.50)	1.00
9.12.18	TC Medstar; other miscellaneous calls and emails (.25)	0.25
9.13.18	TCs on FOIA request, review of police report on OWI (Municipal Court) (.25); review of memo from FS, emails on pending COW issues, FOIA request, TCs LH (.25); initial prep for Municipal Court bench trial (.50)	1.00
9.14.18	TC from Court of Appeals re: Wheatley; prep of reply to Motion for Reconsideration (.75); review of Municipal Court docket and meeting with Clerk; calls re: trial (.75); meeting with FS at DPW on DTE, LFP, water lines, draft of letters and emails (1.00)	2.50
9.17.18	Appearance in Harper Woods Court for GPW OWI, plea (1.00); review of Council package (.25); calls and review of answer for TT case, (.50); TC GT, TCs with D. Curis and attorney re: Liquor License (.25); TCs GT, Sue Co., attorney re: C of O's (.25); TC CW on Municipal Court case, TC attorney (.25); TCs and prep for meeting with Rivers condo owners association (.50); attendance at Council meeting and review of Rivers questions (1.00)	4.00
9.18.18	Meeting with Rivers Homeowners Association, BS and GT (1.25); TC GT on Rivers and other pending issues (.25); prep for Municipal Court bench trial (.75); TC with attorney re: quota lic. (.25)	2.50
9.19.18	Municipal Court docket, plea on bench trial, follow up with complaining witness, review of new warrants (3.50); meeting with CB, research on Charter, call with Mr. Burke (.25); meeting with BS, SC (.25)	4.00

9.20.18	TC LH election issue (.25); review of warrant, TC Det Bur, TC GT (.25)	0.50
9.21.18	Work on COW agenda items, OMA, mediation (.50); TC LH on election issue, initial review of documents (.50); review of Municipal Court docket (.25)	1.25
9.24.18	Review of Old Dominion election contracts and emails, meeting with LH (1.00); review of agenda items, files and TCs, OMA research (1.00); TCs with domestic violence victims - 2 cases (.25); TCs BN revisions to Medstar (.25); attendance at COW (1.75)	4.25
9.25.18	Follow up on COW issues, fence ordinance, Medstar, work on Dominion election issue (2.25)	2.25
9.26.18	Attendance at Municipal Court docket (2.00); review of Milk River Contract (.25)	2.25

CTB = 26.00 hours at \$150.00 per hour

**TOTAL DUE:** \$ 3,900.00

TC - Telephone  
BS - Bruce Smith  
PC - Planning Commission

GT - Gene Tutag  
LH - Lisa Hathaway  
CB - Cathrene Behrens  
TT - Tax Tribunal

M/C - Mayor and Council  
Det. Bur. - Detective Bureau  
ED - Eric Dunlap

**Breakdown**

General	15.75 hours
Municipal Court	9.75 hours
Building/Planning Commission	0 hours
Tax Tribunal	.50 hours