

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, July 16, 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. PRESENTATION
 - A. Government Finance Officer's Certificate of Achievement for Excellence in Financial Reporting

7. MINUTES
 - A. Council 07/02/18
 - B. Committee-of-the-Whole 07/02/18
 - C. Election Commission 07/10/18, w/recommendation:
 1. Inspector and Receiving Board Rates of Pay
 - a. Certification of Board of Election Inspectors
 - D. Citizen's Recreation Commission

8. COMMUNICATIONS
 - A. Application for Permit/License – Vendor (Ice Cream)
 1. Nakita Stanford

 - B. Parade or Procession Permit Application
 1. Love Laces LLC 06/16/18
 2. Certificate of Liability Insurance

 - C. Use of Ghesquiere Park Baseball Diamond
 1. Letter 07/09/18 – Anna Burghardt
 2. 501(c)(3) Letter 10/28/14 – Internal Revenue Service
 3. Certificate of Liability Insurance

 - D. 2018 Capital Improvement Bonds Depository Account
 1. Memo 07/16/18 – Treasurer/Comptroller
 2. Business Deposit Account Signature Document – Comerica Bank

 - E. Budget Amendments FY 2018/19
 1. Memo 07/16/18 – Treasurer/Comptroller

 - F. Monthly Financial Report – June 2018

- 9. BIDS/PROPOSALS/
CONTRACTS
 - A. Purchase: Uniforms
 - 1. Memo 07/02/18 – Director of Public Services
 - B. Purchase: Terrain AWD Utility Vehicle – Administration
 - 1. Memo 06/25/18 – Director of Public Services
 - C. Purchase: Street Sweeper
 - 1. Memo 06/25/18 – Director of Public Services
 - D. Purchase: JCB Backhoe
 - 1. Memo 06/25/18 – Director of Public Services
 - E. Contract/Budget Amendment: 2018 Water Main Capital Improvement Program
 - 1. Memo 07/10/18 - Director of Public Services
 - 2. Letter 07/09/18 - City Engineer
- 10. CLAIMS/ACCOUNTS
 - A. City Engineer - AEW
 - 1. Invoice No. 0117963 06/07/18 - \$757.75;
 - 2. Invoice No. 0118115 06/14/18 - \$16,444.00;
 - 3. Invoice No. 0118117 06/14/18 - \$141.95;
 - 4. Invoice No. 0118120 06/14/18 - \$21,375.00;
 - 5. Invoice No. 0118121 06/14/18 - \$8,639.67;
 - 6. Invoice No. 0118122 06/14/18 - \$2,709.45;
 - 7. Invoice No. 0118123 06/14/18 - \$1,998.20;
 - 8. Invoice No. 0118127 06/14/18 - \$1,162.90.
 - B. Professional Services – Plante Moran
 - 1. Invoice No. 1559191 06/19/18 - \$5,000.00.
 - C. Assessing – WCA
 - 1. Invoice 06/15/18 - \$5,667.16.
 - D. Labor Attorney – Keller Thoma
 - 1. Invoice No. 114591 07/01/18 - \$175.00;
 - 2. Invoice No. 114673 07/01/18 - \$83.95.
- 18. NEW BUSINESS/PUBLIC COMMENT
- 19. 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.



Government Finance Officers Association
203 North LaSalle Street, Suite 2700
Chicago, Illinois 60601-1210
312.977.9700 fax: 312.977.4806

RECEIVED

JUN 11 2018

CITY OF GROSSE PTE. WOODS

June 6, 2018

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

Dear Mayor Novitke:

We are pleased to notify you that your comprehensive annual financial report (CAFR) for the fiscal year ended 2017 qualifies for GFOA's Certificate of Achievement for Excellence in Financial Reporting. The Certificate of Achievement is the highest form of recognition in governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

When a Certificate of Achievement is awarded to a government, an Award of Financial Reporting Achievement (AFRA) is also presented to the individual(s) or department designated by the government as primarily responsible for its having earned the Certificate. This award has been sent to the submitter as designated on the application.

We hope that you will arrange for a formal presentation of the Certificate and Award of Financial Reporting Achievement, and that appropriate publicity will be given to this notable achievement. A sample news release is enclosed to assist with this effort.

We hope that your example will encourage other government officials in their efforts to achieve and maintain an appropriate standard of excellence in financial reporting.

Sincerely,

A handwritten signature in black ink that reads "Michele Mark Levine".

Michele Mark Levine
Director, Technical Services Center



GOVERNMENT FINANCE OFFICERS ASSOCIATION
NEWS RELEASE

FOR IMMEDIATE RELEASE

06/06/2018

For more information contact:

Michele Mark Levine, Director/TSC

Phone: (312) 977-9700

Fax: (312) 977-4806

E-mail: mlevine@gfoa.org

(Chicago, Illinois)--The Certificate of Achievement for Excellence in Financial Reporting has been awarded to **City of Grosse Pointe Woods** by Government Finance Officers Association of the United States and Canada (GFOA) for its comprehensive annual financial report (CAFR). The Certificate of Achievement is the highest form of recognition in the area of governmental accounting and financial reporting, and its attainment represents a significant accomplishment by a government and its management.

An Award of Financial Reporting Achievement has been awarded to the individual(s) or department designated by the government as primarily responsible for preparing the award-winning CAFR.

The CAFR has been judged by an impartial panel to meet the high standards of the program, which includes demonstrating a constructive "spirit of full disclosure" to clearly communicate its financial story and motivate potential users and user groups to read the CAFR.

Government Finance Officers Association is a major professional association servicing the needs of nearly 19,000 appointed and elected local, state, and provincial-level government officials and other finance practitioners. It provides top quality publications, training programs, services, and products designed to enhance the skills and performance of those responsible for government finance policy and management. The association is headquartered in Chicago, Illinois, with offices in Washington, D.C.



Government Finance Officers Association

**Award for
Outstanding
Achievement in
Popular Annual
Financial Reporting**

Presented to

**City of Grosse Pointe Woods
Michigan**

For its Annual
Financial Report
for the Fiscal Year Ended

June 30, 2017

Christopher P. Morill

Executive Director/CEO



The Government Finance Officers Association
of the United States and Canada

presents this

AWARD OF FINANCIAL REPORTING ACHIEVEMENT

to

Cathrene A. Behrens

Treasurer / Comptroller
City of Grosse Pointe Woods, Michigan



The award of Financial Reporting Achievement is presented by the Government Finance Officers Association to the individual(s) designated as instrumental in their government unit achieving a Certificate of Achievement for Excellence in Financial Reporting. A Certificate of Achievement is presented to those government units whose annual financial reports are judged to adhere to program standards and represents the highest award in government financial reporting.

Executive Director

Christopher P. Morill

Date June 6, 2018

7A

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JULY 2, 2018, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:20 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

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

The following Commission Members was in attendance:

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

1. City Council Minutes dated June 18, 2018.

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 **Department of Public Services**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting held June 25, 2018, and authorize the hire of two additional Operator 2's in the Department of Public Services to engage in weekly chipping services, other services, and to reduce overtime; and, require that limbs are not to exceed up to a 4" diameter or up to 12' in length.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, that the following minutes be approved as submitted:

1. Committee-of-the-Whole Minutes dated June 18, 2018;
2. Committee-of-the-Whole Minutes dated June 25, 2018.

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 **Appointed Officials Contracts/Compensation**, that the City Council concur with the Compensation & Evaluation Committee at their meeting held June 25, 2018, and the Committee-of-the-Whole held July 2, 2018, and:

1. Approve the contracts of the City Administrator and the City Clerk to be extended for one year, from July 1, 2018, through June 30, 2019; the City Administrator's

salary be raised 4% to include 2% salary and 5 days additional vacation (the 5 days are equal to 2% salary.) The City Administrator's salary will now be \$116,614.00, and he will have 25 days vacation. The City Clerk's salary be raised 3% and the total will now be \$77,700.00. The City Administrator's and City Clerk's increases, as stated, includes the 2% increase extended to non-union employees. Also the City Administrator and City Clerk will receive a one-time stipend of \$500.00 (not part of salary);

2. Not renew the Treasurer/Comptroller's contract, and the Treasurer/Comptroller be placed on a 90-day probationary period to be monitored by the Compensation & Evaluation Committee with her subject to termination;
3. That City Attorney Don Berschback's hourly rate remain at \$170.00 and Charles Berschback's hourly rate remain at \$150.00, but with no written contract.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Shetler, regarding **conference: Michigan Municipal Executives Summer Workshop**, that the City Council approve the City Administrator's request to attend the Michigan Municipal Executives Summer Workshop in Charlevoix, MI, from July 17-20, 2018, in an amount not to exceed \$1,275.00, funds to be taken from Account No. 101-172-958.001.

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 **Detroit Area Agency on Aging (DAAA) FY 2019 Annual Implementation Plan**, that the City Council approve the Detroit Area Agency on Aging (DAAA) 2019 Annual Implementation Plan as submitted and authorize the City Administrator to sign the approval form.

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: Property and Liability Insurance**, that the City Council approve a one-year contract extension with Stevenson Co. to expire September 30, 2019, to provide the City's property and liability insurance coverage in the amount of \$108,854.00, funds to be taken from several department's funds with account numbers ending in .914.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **Public Safety renovations**, that the City Council approve payment of the following invoices from Account No. 401-902-977.102:

1. Cross Renovation:

- a. Invoice No. 1 05/16/18 – Pay Estimate 1 - \$41,245.55;
- b. Invoice No. 2 06/18/18 – Pay Estimate 2 - \$28,649.54.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **City Engineer**, that the City Council approve payment of the following invoices:

1. Anderson Eckstein & Westrick:

- a. Invoice No. 0118046 06/11/18 - \$666.80:
 - i. Account No. 101-774-818.110;

- b. Invoice No. 0118119 06/14/18 - \$399.00;
 - i. Account No. 101-000-285.520.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, regarding **City Attorney**, that the City Council approve payment of the following statements:

1. Don R. Berschback 06/27/18 - \$3,612.50;
2. Charles T. Berschback 06/27/18 - \$5,160.00.

Motion carried by the following vote:

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

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

- The City Administrator distributed the Building Inspector's memo dated June 29, 2018, requesting approval of an **Independent Contractor Agreement** explaining that the City no longer has a Plumbing Inspector. He recommended contracting with McKenna to perform plumbing inspections and mechanical inspections. The Building Inspector stated McKenna will provide a window of time for appointments and agreed to adhere to the schedule. The City Attorney stated we have been satisfied with McKenna's services provided in the past. The Building Official recommended approving the Agreement.

Motion by Granger, seconded by Bryant, that the following items be received and placed on file:

1. Memo 06/28/18 – Building Inspector;
2. Email 06/29/18 – City Attorney;
3. Proposed Independent Contractor Agreement.

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 Independent Contractor Agreement – Plumbing and Mechanical Services, that the City Council approve the Independent Contractor Agreement with McKenna, and authorize the City Administrator to sign the contract.

Motion carried by the following vote:

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

- The City Administrator discussed the Memorandum of Understanding with Beaumont Hospital discussed earlier this evening at the Committee-of-the-Whole.

Motion by McConaghy, seconded by Granger, regarding Beaumont Hospital – Memorandum of Understanding, that City Council approve entering into the Memorandum of Understanding as amended.

Motion by McConaghy, seconded by Granger, regarding Beaumont Hospital – Memorandum of Understanding, to amend the previous motion by inserting, "and authorize the City Administrator to sign the Agreement."

Motion carried by the following vote:

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

- The City Clerk informed City Council that the State of Michigan now charges a fee in the amount of \$10.00 for performing background checks on solicitors, venders, and peddlers through Michigan State Police (ICHAT). She requested to begin charging a fee in the amount of \$10.00 to recapture the City's costs.

Motion by Bryant, seconded by Shetler, regarding amending the Fee Schedule by Department, that the City Council impose a \$10.00 fee for all background checks for all solicitors, vendors, and peddlers effective July 3, 2018.

Motion by Bryant, seconded by Shetler, regarding amending the Fee Schedule by Department, that the previous motion be amended by inserting, "and authorize the City Clerk to update the Fee Schedule to include said fee."

Motion carried by the following vote:

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

No: None

Absent: None

The following individual was heard under public comment:

Ernie Cunningham
Landscaper

- Mr. Cunningham spoke regarding last year's DTE gas line installation project, specifically on Oxford. He stated that Eagle Landscaping, DTE's contractor, has not re-sodded three homes 570, 551, and 530 Oxford, and DTE cones remain on the properties. He asked for assistance from the City to have Eagle Landscaping and/or DTE complete their work. The Director of Public Services stated he would follow-up with DTE.
- Mr. Cunningham also spoke regarding street lights not working at 590 and 551 Oxford. The street is dark, although it appears that they are working for Halloween and then out again. The Director stated DTE has already been notified and say that it will be fixed. The City Administrator was asked to contact DTE.

An unidentified woman spoke regarding the following items:

- She inquired whether a new chipper is included in costs for chipping services or just the operators. City's response:
 - Two new employees will be addressing chipping services and other services;
 - The City is not going to purchase a new chipper. The two chippers that the City has are in good condition. A new chipper will be included in a

proposed budget in two to three years at a cost of approximately \$50,000.00.

- The workshop in Charlevoix, MI, included topics regarding road funding/road improvements and attracting young families. She wanted to know which sessions would be attended and encouraged road funding/road improvements.
- She asked if the liability insurance company performs actual inspections of City property such as the parks. Response:
 - The Mayor and City Attorney stated the insurance company normally conducts Risk Management services.
- She inquired regarding the City Engineer's invoice (University Liggett's school hydrant) and whether anything else is inspected at the park such as the bridge. Response:
 - The City is reimbursed for work performed at University Liggett;
 - Additional inspection included pool filtration room.
- A recent inspection conducted by the Building Department proved to be timely, and good information/feedback was received.

Motion by Bryant, seconded by Shetler, to adjourn tonight's meeting at 7:55 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JULY 2, 2018, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

- PRESENT: Mayor Novitke
Council Members Bryant, Granger, Koester, McConaghy,
McMullen, Shetler
- ABSENT: None
- ALSO PRESENT: City Administrator Smith
Treasurer/Comptroller Behrens
City Attorney Chip Berschback
City Clerk Hathaway

Mayor Novitke called the meeting to order at 7:00 p.m.

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

- Motion carried by the following vote:
- Yes: Bryant, Granger, Koester, McConaghy, McMullen, Novitke, Shetler
- No: None
- Absent: None

The first item on tonight's agenda was regarding **Compensation & Evaluation – Appointed Officials**. Discussion first ensued regarding the Treasurer/Comptroller's evaluation and the recommendation of the Compensation & Evaluation Committee from their meeting held June 25, 2018. Chair Bryant of the Compensation and Evaluation Committee provided some of the reasons for placing the Treasurer/Comptroller on a 90-day probationary period without a contract renewal. He stated checks were found in the wrong envelopes, checks were found in the trash, wire transfer errors were made, and emotional outbursts. The Mayor, also a member on the Committee, stated concerns with the variances in the estimates provided regarding the General Fund. Committee Member McConaghy stated that additional reasons included issues that were brought to light by staff and her job performance was not as expected. The Treasurer/Comptroller stated these things can be corrected and she would like to be given an opportunity to correct them. The Mayor stated the Compensation and Evaluation Committee will be interfacing with administration and holding meetings with the Treasurer/Comptroller.

Hearing no objections, the next item regarding **Healthy Communities Grosse Pointe and Harper Woods** was taken out of order and discussed next. Suzy Berschback from Beaumont Hospital provided an overview. The Chair stated according to the Agreement, there is no cost to the City and nothing is mandatory. Ms. Berschback stated the non-binding Agreement encourages the communities to take health into consideration when

making decisions, and obtaining community engagement as much as possible with the Cities.

The Chair asked if Ms. Berschback would agree to a revision on the 2nd page – General, 2nd paragraph, where it refers to the “MOU can be terminated” by inserting “immediately” before “by either party, with or without cause at any time by providing written notice to the other party”, and by deleting the last paragraph before the signature lines. Ms. Berschback agreed to the revisions. There was a consensus of the Committee to move forward with the Agreement as revised.

Motion by Granger, seconded by Shetler, to remove Healthy Communities from the Committee-of-the-Whole.

Motion carried by the following vote:

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

The next item discussed was regarding **compensation – Deputy City Clerk**. The City Clerk provided an overview and asked for approval to increase the Deputy City Clerk’s salary from \$53,500.00 to \$55,000.00. The Mayor stated he appreciated starting the employee at a lower rate to suitably evaluate the individuals performance. There was a consensus of the Committee to authorize the City Clerk to increase the Deputy City Clerk’s compensation to \$55,000.00 effective July 1, 2018.

Motion by Bryant, seconded by Koester, to remove compensation – Deputy City Clerk from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Discussion then ensued regarding **Rocket Fiber**, with respect to the proposed Grosse Pointe Area Educational Telecommunications Network – Consortium and Intergovernmental Agreement 2018. The Chair discussed his concerns including the Consortium Agreement providing for another Agreement that has not been reached, the appointment of the Board Members, adopting By-Laws, and further development of an Agreement.

The City Attorney stated the consortium would create an Agreement and members are to develop By-Laws. The Board would determine costs, expenses, and how they will be allocated. The consortium is proposed to include six municipal members, library, and School Board. If signed, the City would be locked in for five years. Some of the cities have opted out of the lateral which reduced their costs.

The Mayor stated an Agreement is needed to include all the details and to find out what control the City has. The City Administrator stated one fiber cable is for the City's use and three fiber cables are for future residential and commercial use. There was a consensus of the Committee to have the City Attorney obtain a detailed Agreement including By-Laws. This item to remain on the Committee-of-the-Whole.

Motion by Bryant, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 7:11 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor



ELECTION COMMISSION
07-10-18

MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JULY 10, 2018, IN THE CONFERENCE ROOM AT CITY HALL, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The Chair called the meeting to order at 10:01 a.m.

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

Absent: None

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

Motion carried by the following vote:

Yes: Berschback, Bryant, Hathaway
No: None
Absent: None



Motion by Berschback, seconded by Bryant, regarding Certification of Election Inspectors and Receiving Boards for the August 7, 2018, Primary 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.

Discussion ensued regarding the number of Inspectors that work the elections and how they vary based on the size of the election (Local, State, or Federal). Also discussed was the rate differences between the Receiving Board Inspectors and other Inspectors. The City Clerk explained that Receiving Board Inspectors work shorter hours as they start work once the polls close at 8 p.m. until all of the results have been received from the precincts and the paperwork has been verified. Discussion also included moving local elections to even years and that although it would cut costs and reduce the number of elections held, the downfall is that fall-off voting occurs at the bottom of lengthy State and Federal ballots.

Motion carried by the following vote:

Yes: Berschback, Bryant, Hathaway
No: None
Absent: None

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

- The City Clerk informed the Commission that the State has rolled out a new software program used to manage absentee voting, election reporting, and voter registration, called QVF Refresh. The roll out of QVF Refresh is designed to provide added election security, an issue being addressed at the Federal level. Clerk's staff have attended training on the new software however, major glitches with the program have been reported by many communities. The State has indicated they will continue to support the original Qualified Voter File (QVF) software through the August 2018 and November 2018 elections, and that it would be the choice of each local Clerk which program they wish to use through the end of the year. The City Clerk stated that she chose to continue using the original QVF giving time for the glitches to be worked through in the program, and providing additional training time for Clerk's staff and seasonal absent voter office staff.

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

Motion carried by the following vote:

Yes: Berschback, Bryant, Hathaway
No: None
Absent: None

Motion by Berschback, seconded by Bryant, that the meeting be adjourned at 10:22 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 **August 7, 2018, State Primary Election**, do hereby certify the following:

1. The number of members of the Board of Election Inspectors shall be six (6) in each precinct, seven (7) in one absent voter counting board; 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: July 10, 2018

Attachment

PCT	LAST	FIRST	ADDRESS1	ADDRESS2	TITLE	PTY
1	POPKIN	DEBRA	1681 ROSLYN RD	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM
1	HACKLEMAN	MARIE	1068 BERKSHIRE	GROSSE POINTE PARK, MI 48230	CO-CHAIR	REP
1	GUIDO	ELLEN	2032 LANCASTER AVE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	BOHANNON	JULIE	1438 HAWTHORNE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	SOLTERISCH	LINDA	1930 LOCHMOOR BLVD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
1	BURKHARDT	JUDITH	2039 COUNTRY CLUB DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

2	STELLINGWERF	FRANK	1575 FAIRHOLME RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
2	MASSERANG	JUDITH	20104 E. BALLANTYNE CT.	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
2	ZELENOCK	CAMILLE	2112 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
2	GROSSO	LORI	1251 PAGET COURT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
2	CHICKLAS	DANIEL	1120 N. RENAUD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
2	KANGAS	RONALD	19876 HARPER CT	HARPER WOODS, MI 48225	INSPECTOR	DEM

3	CLOR	KYLE	1796 VERNIER RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
3	KOTES	AMANDA	21604 BENJAMIN	ST. CLAIR SHORE, MI 48081	CO-CHAIR	DEM
3	ELWART	SUZANNE	23814 LAKEWOOD	ST. CLAIR SHORES, MI 48082	INSPECTOR	REP
3	KROLIKOWSKI	THADDEUS	1301 BRYN DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
3	SAVAGE IV	MATTHEW	19955 W DOYLE PL	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP

4	PERRY	DAVID	2065 VAN ANTWERP	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM
4	MCGOVERN	ROBERT D.	808 SHOREHAM RD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
4	LUFBURROW	CAROL	702 MOORLAND DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
4	PROFETA	JIM	534 SADDLE LN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
4	FLETCHER	LORNA	1555 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

5	HIGLEY	DENVER	2041 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
5	RHEIN	RAY	20132 E BALLANTYNE CT	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
5	THIBODEAU	ROY	1860 BROADSTONE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
5	ORLOW	LAWRENCE	1151 TORREY RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
5	ANDERSON	MARY	583 VERNIER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
5	LEO	JUDITH	20718 YOUNG LANE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM

6	DIXON	MICHAEL	1091 S RENAUD RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP
6	GARVEY	JUDITH	2108 HUNT CLUB DRIVE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM
6	HOLCOMB	JOHN	20670 VERNIER CIR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
6	CWENGROS	PAUL	21407 RIVER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	OTIOTIO	JOSEPHINE	2022 ROSLYN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
6	ZORWICK	JOANN	1127 ANITA AVE.	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP

CB-7	GOERKE	MARY	920 S. OXFORD	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM
CB-7	DIXON	DEBRA	1091 S. RENAUD RD	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP
CB-7	CARTER	MARY	1374 ALINE DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	KUMMER	CYNTHIA	21905 RIDGEWAY ST	ST. CLAIR SHORES, MI 48080	INSPECTOR	DEM
CB-7	MONCREIFF	CAROL	1091 TORREY	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM
CB-7	ADAMS	SANDRA	1178 WHITTIER RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP
CB-7	BURLESON	DONNA	1694 NEWCASTLE RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP

RB	LUPO	JOSHUA	1825 ROSLYN	GROSSE POINTE WOODS, MI 48236	RECEIVING B	REP
RB	LENTINE	MICHAEL	1570 ANITA	GROSSE POINTE WOODS, MI 48236	RECEIVING B	DEM
RB	TOCCO	DAWN	575 HIDDEN LN	GROSSE POINTE WOODS, MI 48236	RECEIVING B	REP
RB	FELDMAN	JAMES	1268 ROSLYN RD	GROSSE POINTE WOODS, MI 48236	RECEIVING B	DEM
RB	MATYN	TIMOTHY	932 N. BRYN	GROSSE POINTE WOODS, MI 48236	RECEIVING B	DEM
RB	SZABO	MONICA	1620 FAIRHOLME	GROSSE POINTE WOODS, MI 48236	RECEIVING B	REP



Citizen's Recreation Commission Meeting Minutes
Meeting of the Citizen's Recreation Commission held on May 8th, 2018 at
Grosse Pointe Woods, Michigan

CALLED TO ORDER: 7:03

PRESENT:

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

ABSENT:

Gibb Heim

RECEIVED

JUN 04 2018

CITY OF GROSSE PTE. WOODS
Approved by
Commission
on 6-10-18

ALSO PRESENT:

Park Supervisor Nicole Gerhart and Councilman Mike Koester were present.

Motion to accept the minutes from April 10, 2018 by Tom Jerger and seconded by Barb Janutol.

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

No: None

Absent: Heim

SUPERVISOR'S REPORT:

Pool filter and electric issues are being worked on.

Photo passes still going on, extended hours for those still needing to take photos.

Pool opens May 26th.

City is still hiring lifeguards.

Marina project is done, boat docks have been raised.

COUNCIL MEETING REPORT:

2018-2019 budget has been recommended for approval. Will be approved at next May meeting.

Mileage in August, will fix roads, ladder truck, hire more officers.

OLD BUSINESS:

New member apps already on file were read.

Will reach out to applicants for next month's meeting.

Perch Derby: Will take place on August 4th, 9am-11am.

No lunch will be served (participants can stay for city picnic and eat there).

Commission members will begin calling for donations towards Derby (morning bagels and coffee, raffle prizes, goody bags).

Sponsor list will be given to Nikki two weeks ahead of time.

Need a new banner (Barb will order) and Nikki will reserve a gazebo as our "command center".

Winterfest 2019: No chili cook-off or bake off.

Historical Society will be called to reserve the Cook School House.

Committee Members will look into food trucks to come out day of event.

Possible petting zoo: Would need invoice and insurance for the city. (City of GPW is additionally insured).

Amanda will ask fire department to be there. Will also look into character greetings at the event.

Mark will ask the Community Events Committee about borrowing tables.

Event will take place from noon-2pm.

NEW BUSINESS:

Will look into researching our local parks at next meeting. Will need to put on meeting notice sheet if next meeting will be held at a park. Looking into possibly a 4th of July meeting at a park.

ADJOURNMENT:

Motion was made to adjourn the meeting by Barb Janutol and seconded by Mark Miller to adjourn.

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

No: None

Absent: Heim

Meeting Adjourned at 8:29 pm.

Respectfully submitted by: Christina Ventimiglia, Secretary

RECEIVED

8A

JUN 28 2018

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: NAKITA STANFORD Birth Date: 2/8/1984

Home address: 19661 KENOSHA HARPER Woods, MI 48225

Telephone: (313) 828-1510 Driver's License No. [REDACTED]

Business Name: NAKITA STANFORD Telephone: (313) 828-1510

Business Address: SAME AS ABOVE

Description of Business: ICE CREAM TRUCK

Assistants: _____

Name	Address	Date of Birth
Name	Address	Date of Birth
Name	Address	Date of Birth

If vehicle used, describe: 1994 Chevy Van DXR4385
Year Make Model License Plate #

Other cities served: (Harper Woods ONLY as of now)

Years previously licensed in Grosse Pointe Woods: N/A

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

LICENSE: The license issued shall expire on December 31 of the year issued. The license fee is to be paid at the time of issuance.

Signed: NAKITA STANFORD Date: 6/28/18

State of Michigan)
County of Wayne) ss.

Subscribed and sworn to by NAKITA STANFORD
before me on the 28th day of JUNE, 2018

Signature of Notary Public [Signature]
My Commission expires: 2-7-24
PAUL P. ANTOLIN
NOTARY PUBLIC, STATE OF MI
COUNTY OF WAYNE
MY COMMISSION EXPIRES Feb 7, 2024
ACTING IN COUNTY OF Wayne

	Approve	Deny
Public Safety:	<u>[Signature]</u>	_____
City Clerk:	<u>[Signature]</u>	_____
Council Action:	_____	_____
Plate No.:	_____	
Date Issued:	_____	
By:	_____	



CITY OF GROSSE POINTE WOODS

20025 MACK PLAZA DRIVE
GROSSE POINTE WOODS, MI 48236
313-343-2440

WWW.GPWMI.US

Requires Council Approval

RECEIVED

JUN 28 2018

CITY OF GROSSE POINTE WOODS

Parade or Procession Permit Application

Chapter 38, Article V, Sec. 38-134 to 38-180

Instructions to Applicant:

- Application for a permit to hold a parade, procession, fun run, group walk, marathon walk, race or bike-a-thon shall be made on this form.
- All questions shall be answered and if the requested information is unavailable, an explanation shall be made as to why such information cannot be furnished.
- Knowingly furnishing or filing false information in an attempt to obtain a permit is a violation of the City Code.
- Application should be made 90 days prior to the scheduled event.
- Attach copy of current \$1 million dollar liability insurance certificate, with an "A" rating or better, indemnifying the City.

1. Name, address and telephone number of the individual or organization making request

Love Laces LLC 1845 Kenmore Dr. 48236 (Tresa Galloway)

218 890-4079

2. Name and address of the charity, institution or organization that will benefit

G.P.W. Anti-Bullying Program

3. If applicant held a similar event within 12 months preceding the above date, explain as follows:

- Date of event: NA
- Gross amount collected: \$ NA
- Amt. Of funds remitted to charity: \$ NA

4. Describe a map of the starting point, route, and ending point of the event

Start Morningside & Vernier to Cook Rd, right Mack Ave, right Lochmoor, left Sunningdale Ct, right Sunningdale Drive, left of Morningside back to G.P.W.

5. Date of the event, the starting time and estimated ending time of the event

10-6-2018 / 6:00 p.m. - 9:00 p.m.

6. Number and approximate age of the participants who will take part in the event

school-age - adults Approximate 200 walkers

It is hereby acknowledged that any permit issued by the City of Grosse Pointe Woods is conditional upon the applicant fulfilling certain requirements prior to the event. Should the applicant fail or neglect to fulfill any such condition, then such approval for the event, as obtained from City Council, shall be automatically rescinded.

Return Completed Application to the City Clerk's Office.

Tresa D. Galloway
Applicant Signature

6-16-2018
Date

Do Not Write Below This Line - Official Use Only

ROUTE PERMIT TO:

Insurance certificate attached: ()
Calendar check for conflict: ()
City Clerk: [Signature]

Insurance rating "A" or better: ()
Comptroller: [Signature]
City Clerk: [Signature]

Approved: ☒ Denied: () Date: 6-29-18
Director of Public Safety: [Signature]

Approved: ☒ Denied: () Date: 6/29/18
City Administrator: [Signature]

Approved: () Denied: () Date: _____

City Council: _____

Original: Clerk's Office
cc: Applicant
Public Safety



CERTIFICATE OF LIABILITY INSURANCE

RECEIVED
JUN 11 2018
GROSSE PTE. WOODS

DATE (MM/DD/YYYY)
06/11/2018

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

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

PRODUCER PAM MOWATT STATE FARM 20563 MACK AVENUE GROSSE POINTE WOODS MICHIGAN 48236	CONTACT NAME: PAM MOWATT PHONE (A/C No. Ext): 313 886 3060 FAX (A/C No.): 313 886 1058 E-MAIL ADDRESS: INSURER(S) AFFORDING COVERAGE INSURER A: State Farm Fire and Casualty Company INSURER B: INSURER C: INSURER D: INSURER E: INSURER F:
INSURED LOVE LACES, LLC 1845 KENMORE DR GROSSE POINTE WOODS MICHIGAN 48236	NAIC # 25143

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVR	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:	Y		92 CZ D587 0	06/11/2018	06/11/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY						COMBINED SINGLE LIMIT (Ea accident) \$ BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB DED RETENTION \$						EACH OCCURRENCE \$ AGGREGATE \$
	<input type="checkbox"/> WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N N/A					PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$

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

ADDITIONAL INSURED: CITY OF GROSSE POINTE WOODS FOR EVENT TO BE HELD ON OCTOBER 6, 2018

CERTIFICATE HOLDER

CANCELLATION

CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA DR
GROSSE POINTE WOODS
MICHIGAN 48236

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

AUTHORIZED REPRESENTATIVE

Pam Mowatt

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8C

RECEIVED
JUL -9 2018
CITY OF GROSSE PTE. WOODS

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

July 9, 2018

Dear Ms. Hathaway,

My name is Anna Burghardt and I am the Director at the Center for Success Detroit. I would like to submit a formal request to use one baseball field at Ghesquiere Park for a summer baseball camp. I am a resident of Grosse Pointe Woods. My brother and father grew up involved in Little League Baseball and have assembled a team of former baseball players to work with the students in our program.

The Center for Success is a literacy based program that works to empower youth and families to live successful lives. The Center for Success Network targets communities across the country with demonstrated need for educational and mentoring support for underserved students. Our centers help alleviate the adverse effects of underfunded educational systems and expand opportunities for success. The Center for Success Network engages the community to support underserved children, increasing their prospects for becoming inclusive and productive members of society.

We are beginning our Summer of Success July 9th- August 17th. We would need one field from 10:00am-12:00pm for one week (Monday-Thursday). We were hoping to run the program the week of July 23rd, July 30th, August 6th, or August 13th. We will be working with 18 kids total. The students are Detroit residents, but 5 of the coaches are residents of Grosse Pointe Woods. This would be an awesome opportunity for the kids and we would greatly appreciate your partnership.

Sincerely,

Anna Burghardt
Detroit Program Director
(313) 550-0954
anna.burghardt@center4success.org

INTERNAL REVENUE SERVICE
P. O. BOX 2508
CINCINNATI, OH 45201

DEPARTMENT OF THE TREASURY

Date: **OCT 28 2014**

THE CENTER FOR SUCCESS-PONTIAC
PO BOX 420693
PONTIAC, MI 48342

Employer Identification Number:
46-3792734
DLN:
17053170329004
Contact Person:
JO A CHRISTMAS ID# 31546
Contact Telephone Number:
(877) 829-5500
Accounting Period Ending:
September 30
Public Charity Status:
170(b)(1)(A)(vi)
Form 990 Required:
Yes
Effective Date of Exemption:
August 2, 2013
Contribution Deductibility:
Yes
Addendum Applies:
No

Dear Applicant:

We are pleased to inform you that upon review of your application for tax exempt status we have determined that you are exempt from Federal income tax under section 501(c)(3) of the Internal Revenue Code. Contributions to you are deductible under section 170 of the Code. You are also qualified to receive tax deductible bequests, devises, transfers or gifts under section 2055, 2106 or 2522 of the Code. Because this letter could help resolve any questions regarding your exempt status, you should keep it in your permanent records.

Organizations exempt under section 501(c)(3) of the Code are further classified as either public charities or private foundations. We determined that you are a public charity under the Code section(s) listed in the heading of this letter.

For important information about your responsibilities as a tax-exempt organization, go to www.irs.gov/charities. Enter "4221-PC" in the search bar to view Publication 4221-PC, Compliance Guide for 501(c)(3) Public Charities, which describes your recordkeeping, reporting, and disclosure requirements.

THE CENTER FOR SUCCESS-PONTIAC

We have sent a copy of this letter to your representative as indicated in your power of attorney.

Sincerely,

A handwritten signature in cursive script that reads "Tamera Rippanda". The signature is written in dark ink and is positioned below the word "Sincerely,".

Director, Exempt Organizations



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
07/10/2018

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

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

PRODUCER Fiedler Insurance Agency 117 E Maple Mason MI 48854	CONTACT NAME:		
	PHONE (A/C, No, Ext):	517-676-2449	FAX (A/C, No): 517-676-3171
INSURED Center for Success 245 E Rundell St PONTIAC MI 48342	E-MAIL ADDRESS:		
	INSURER(S) AFFORDING COVERAGE		NAIC #
	INSURER A: Brotherhood Mutual Insurance		
	INSURER B:		
	INSURER C:		
	INSURER D:		
INSURER E:			
INSURER F:			

COVERAGES

CERTIFICATE NUMBER: 20180710100358056

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY	Y	N	21MEA0461367	01/15/2018	01/15/2019	EACH OCCURRENCE \$ 1,000,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 300,000
							MED EXP (Any one person) \$ 5,000
							PERSONAL & ADV INJURY \$ 1,000,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						GENERAL AGGREGATE \$ 3,000,000
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						PRODUCTS - COMP/OP AGG \$ 3,000,000
	OTHER:						Fire Legal Liability \$
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> OWNED AUTOS ONLY						BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS ONLY						PROPERTY DAMAGE (Per accident) \$
	<input type="checkbox"/> SCHEDULED AUTOS						\$
	<input type="checkbox"/> NON-OWNED AUTOS ONLY						
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	<input type="checkbox"/> OCCUR						\$
	<input type="checkbox"/> CLAIMS-MADE						
	DED						
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						PER STATUTE
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						OTH-ER
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. EACH ACCIDENT \$
							E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

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

BASEBALL CAMP 07/23/2018-08/13-2018

The City of Grosse Pointe Woods is named as an additional insured.

CERTIFICATE HOLDER

CANCELLATION

The City of Gross Pointe Woods
20025 Mack Plaza
GROSS POINTE WOODS MI 48236

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

AUTHORIZED REPRESENTATIVE

Carla Acorda

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CITY OF GROSSE POINTE WOODS
Office of the Treasurer/Comptroller

8D

Memorandum

DATE: July 16, 2018
TO: Mayor and City Council
CC: Bruce Smith, City Administrator
FROM: Cathrene Behrens, Treasurer/Comptroller
SUBJECT: 2018 Capital Improvement Bonds Depository Account

RECEIVED
JUL 12 2018
CITY OF GROSSE PTE. WOODS

Pursuant to Section 5 of the resolution adopted on June 4, 2018 authorizing the 2018 Capital Improvement Bonds I am requesting that City Council authorize Comerica Bank as the depository for the bond proceeds. The bond closing is scheduled for July 31, 2018. Comerica Bank is where all City accounts are maintained and also serves as the depository for the 2015 and 2017 Road Debt Service funds. Listed below is section 5 of the resolution adopted on June 4, 2018 for your reference.

5. Construction Fund; Proceeds of Bond Sale. The Treasurer is authorized and directed to open a separate depository account with a bank or trust company designated by the City Council, to be designated 2018 CAPITAL IMPROVEMENT BONDS CONSTRUCTION FUND (the "Construction Fund") and deposit into said Construction Fund the proceeds of the Bonds less accrued interest, if any, which shall be deposited into the Debt Retirement Fund. The moneys in the Construction Fund shall be used solely to pay the costs of the Project and the costs of issuance of the Bonds.

I am respectfully requesting a motion to authorize the City Treasurer/Comptroller to open a depository account for the 2018 Capital Improvement Bonds Debt Service and authorize Comerica Bank as the depository bank.



BUSINESS DEPOSIT ACCOUNT SIGNATURE DOCUMENT- Michigan

Account(s) Registration: CITY OF GROSSE POINTE WOODS 2018 Capital Improvement Bonds Debt Retirement Fund	For Account Number(s):		Type(s):
Account(s) Address: 20025 MACK AVE GROSSE POINTE WOODS MI 48236-2343	Bank Use Only:	Opened by:	Approved by / Date
	Opening Date 1180711	Effective Date	Office No. 161

ACCOUNT OWNER (BUSINESS ENTITY) INFORMATION

Taxpayer/Employer Identification Number (TIN/EIN)	ROAD CONSTRUCTION BOND ACCOUNT ATTN: TREASURER 20025 MACK AVE GROSSE POINTE WOODS MI 48236-2343 386007179
--	---

The capitalized terms and the words "you" and "your" used on this Business Account Signature Document have the same meaning given to them in the Comerica Business and Personal Deposit Account Contract ("Contract").

ACCOUNT TERMS AND CONDITIONS: ACCOUNT TERMS, INCLUDING ALL SERVICES AND PRODUCTS SELECTED, AND CONDITIONS

By signing this Business Account Signature Document in the AUTHORIZED SIGNATURE(S) box below, you agree:

The Contract terms will apply to the Account(s) and related services and products designated on this Business Account Signature Document; (which includes a Fee Brochure, Card/ATM Application Receipt, and, an APY disclosure, if applicable) which you have received;

1. There are no unwritten agreements about overdraft protection or any other matter related to the Account(s);
2. The signature and/or name of each Authorized Signer has been placed on this Business Deposit Account Signature Document or an approved attachment to this Business Deposit Account Signature Document and you will provide the Bank with timely information of any changes to Authorized Signers;
3. Any dispute regarding the Account(s) that cannot be resolved without formal litigation will be resolved in the manner described in the Contract;
4. THAT YOU HAVE THOROUGHLY REVIEWED THIS BUSINESS ACCOUNT SIGNATURE DOCUMENT TO ENSURE ALL PRODUCTS AND SERVICES YOU HAVE CHOSEN ARE INCLUDED AND THAT NO OTHER PRODUCT OR SERVICE WILL BE PROVIDED except to the extent You and the Bank execute other written agreements for other products and/or services; and
5. That you have reviewed and consent to the provisions of the Electronic Banking Product, Business Debit Card/ATM Application, and Web Banking®, Web Bill Pay®, Quicken®, Quicken® with Bill Pay, QuickBooks® or QuickBooks® with Bill Pay receipt(s) if applicable.

THE NAMES OF THE AUTHORIZED SIGNERS AND/OR AUTHORIZED SIGNATURES OF PEOPLE THAT MAY CONDUCT ACCOUNT TRANSACTIONS (TREASURY MANAGEMENT SERVICES AND TRANSACTIONS ARE COVERED BY SEPARATE WRITTEN AGREEMENT BETWEEN YOU AND THE BANK.)

AUTHORIZED SIGNATURES

Signature	Name	Date	Title	Identification No/Type (as Bank requires)
	Cathrene Behrens		Treasurer/Comptroller	
	Shawn Murphy		Deputy Comptroller	

ACCEPTANCE OF ABOVE DESCRIBED PRODUCTS/SERVICES AND TERMS AND CONTRACT TERMS

The undersigned is/are authorized by the Account Owner to enter into this Contract on behalf of the Account Owner:



Signature

Cathrene Behrens

Name

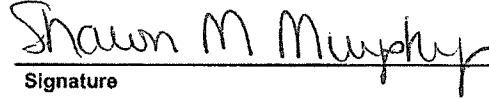
Treasurer/Comptroller

Title

7/11/2018

Date

Second Authorized Agent, if required by Customer



Signature

Shawn Murphy

Name

Deputy Comptroller

Title

Date

Certification of signatures and/or names of Authorized Signers and authorized agents:

The signatures and/or names of the persons identified above as Authorized Signers and authorized agents are those of the persons identified. Such persons are authorized by the Account Owner to act in the capacity as indicated in the following: (i) the Contract; (ii) this Business Deposit Account Signature Document; and (iii) the Declaration for Deposit Accounts and Treasury Management Services or other resolution, declaration or authorization acceptable to Comerica Bank.

City Clerk

Signature

Date

Title (Corp Secretary, Partner, LLC Manager/Member or Sole Proprietor)

REQUEST FOR TAXPAYER IDENTIFICATION NUMBER AND CERTIFICATION (SUBSTITUTE FORM W-9) *The IRS does not require your consent to any provisions of this document other than the certifications required to avoid backup withholding.*

I have read the detailed instructions concerning backup withholding and taxpayer identification numbers and I CERTIFY UNDER PENALTIES OF PERJURY THAT (1) the number shown on this Business Signature Document is my correct taxpayer identification number and (2) I am not subject to backup withholding because (a) I am exempt from backup withholding, or (b) I have not been notified by the IRS that I am subject to backup withholding as a result of a failure to report all interest or dividends, or (c) the IRS notified me that I am no longer subject to backup withholding and (3) I am a U.S. citizen or other U.S. person (including a U.S. resident alien) and (4) I am exempt from FATCA reporting (Foreign Account Tax Compliance Act). (Instructions to signer: You must cross out item 2 above if you have been notified by the IRS that you are currently subject to backup withholding because you failed to report all interest and dividends on your tax return.)

Note: Exempt recipients, as described in Section 1.6049(c) of the Federal Tax Regulations, are not subject to backup withholding. Non U.S. persons (nonresident aliens) who are not subject to backup withholding are required to sign the appropriate form W-8 or Substitute W-8BEN Bank form.

Authorized Agent	Cathrene Behrens	Signature	Date
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Rev 08-25-17



CITY OF GROSSE POINTE WOODS

Office of the Treasurer/Comptroller

Memorandum

8E
RECEIVED
JUL 12 2018
CITY OF GROSSE POINTE WOODS

DATE: July 16, 2018
TO: Mayor and City Council
FROM: Cathrene Behrens, Treasurer/Comptroller (CB)
SUBJECT: Budget Amendments FY 2018-19

At the Committee-of-the-Whole meeting several budget amendments were proposed for consideration as a result of Council adopting the "Intent to Sell" resolution for the Capital Improvement Bond issue and also for the addition of two (2) Operator II positions in the Department of Public Works. The following tables provide a breakdown of the budget lines which will be affected depending upon Council approval of the amendments.

Updated budget pages and the updated FY 2018-19 Budget Summary have been placed into your mailboxes for your budget books.

2018 Capital Improvement Debt Service Fund Budget – *New Fund*

The Capital Improvement Debt Service Fund #307 has been created based upon the resolution adopted on June 4, 2018 in order to expense our annual debt payments for the bonds. This is strictly a debt service fund and will only be used to pay principal and interest.

Budget Line #	Budget Line Description	Original Budget	Budget Amendment Recommendation
REVENUES			
307-000-067-101	Transfer from General	\$0	\$72,917
TOTAL REVENUES		\$0	\$72,917
EXPENDITURES			
307-990-991.000	Interest	\$0	\$72,917
TOTAL EXPENDITURES		\$0	\$72,917
NET EFFECT			\$0

Capital Improvement Fund Budget

The Capital Improvement Fund Budget has been amended to allocate funds for project costs associated with the 2018 Capital Improvement Bond issue. This fund will be utilized only for project costs and will not expense any principal or interest payment for the bonds.

Budget Line #	Budget Line Description	Original Budget	Budget Amendment Recommendation
REVENUES			
420-000-678.000	Bond Proceeds	\$0	\$2,500,000
420-000-699-592	Transfer from Water/Sewer	\$0	\$187,747

TOTAL REVENUES		\$0	\$2,687,747
EXPENDITURES			
420-299-977.199	Bond Expense	\$0	\$76,400
420-451-974.201	Engineering-Oversight	\$0	\$195,000
420-902-977-101	Cap Imp-General	\$0	\$1,574,431
420-902-977.103	Cap Imp-Public Works	\$0	\$218,050
420-902-977.104	Cap Imp-Parks & Rec	\$0	\$461,000
420-902-980.000	Contingency	\$0	\$147,894
TOTAL EXPENDITURES		\$0	\$2,672,775
NET EFFECT (SURPLUS)			\$14,972

General Fund Budget

The General Fund Budget has been amended to transfer in from the General Fund Balance the Capital Improvement Bond interest payments due in April 2019. Additionally 2 (two) full-time Operator II positions have been added with funding to be utilized from the Prior Year Reserves.

The general fund listed amendments will result in an additional allocation from the General Fund Balance in the amount of \$211,667, previously approved for \$631,731, for the Capital Improvement Interest payment and the addition of two (2) full-time Operator II's. The total allocation from the General Fund Balance would be \$843,408.

Budget Line #	Budget Line Description	Original Budget	Budget Amendment Recommendation
REVENUE			
101-000-699.000	Transfer from P/Y Reserves (Bond)	\$0	\$72,917
101-000-699.000	Transfer from P/Y Reserves (DPW)	\$631,744	\$138,750
Sub-Total		\$631,744	\$211,667
Total Revenues		\$631,744	\$843,411
EXPENDITURES			
101-299-999.420	Transfer to Capital Improvement (Bond Interest)	\$0	\$72,917
101-465-702.000	Salaries & Wages	\$51,628	\$126,834
101-465-715.000	FICA/Medicare	\$6,240	\$11,992
101-595-717.000	Retiree Health Care	\$31,120	\$34,720
101-465-718.000	H.S.A. Funding	\$13,700	\$17,700
101-465-722.000	Pension	\$12,604	\$29,382
101-595-723.000	Supplemental Annuity	\$36,121	\$45,777
101-595-719.000	Medical/Dental/Vision	\$62,845	\$85,091
101-595-720.000	Life Insurance	\$581	\$1,193
101-595-721.000	Workers Compensation	\$4,455	\$5,355
TOTAL EXPENDITURES		\$219,294	\$358,044
NET EFFECT			\$211,667

Water/Sewer Budget

The Water/Sewer Budget has been amended to transfer in from the Water/Sewer Fund 50% of the cost of capital improvements to the DPW Administrative Building and 5% of the cost of capital improvements to City Hall. The revenue for this transfer will come from the Water/Sewer Fund Balance and a slight surplus which was budgeted in FY 2018-19 during the budget process.

Budget Line #	Budget Line Description	Original Budget	Budget Amendment Recommendation
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REVENUE			
592-000-699.000	Transfer from P/Y Reserves	\$0	\$149,596
	Budgeted Surplus in Fund		\$38,151
TOTAL			\$187,747
EXPENDITURES			
592-299-999.420	Transfer to Capital Improvement	\$0	\$187,747
TOTAL		\$0	\$187,747
NET EFFECT			\$187,847

Solid Waste Fund Budget

The Solid Waste Budget has been amended to make the first scheduled payment of an inter-fund loan between the Solid Waste Fund and the General Fund. The millage rate of 2.6023 was approved at the Council meeting held on June 4, 2018. The surplus listed in the table below will be utilized to reduce the deficit the solid waste fund will have at the end of FY 2017-18 as a result of expensing the purchase of two municipal tractors.

Budget Line #	Budget Line Description	Original Budget	Budget Amendment Recommendation
REVENUE			
226-000-402.000	Operating Levy	\$1,789,479	\$1,811,265
TOTAL REVENUES SOLID WASTE FUND		\$1,789,479	\$1,817,265
EXPENDITURES			
226-699-999.101	Transfer to General	\$0	\$52,789
TOTAL EXPENDITURES SOLID WASTE FUND		\$1,746,856	\$1,799,645
NET EFFECT (SURPLUS)			\$17,620

I am recommending the approval of the above listed budget amendments as detailed in the tables above. The budget amendments include the Capital Improvement Fund, the General Fund, the Solid Waste Fund and the Water/Sewer Fund.


Treasurer/Comptroller Signature

APPROVED FOR COUNCIL CONSIDERATION:


Acting City Administrator Signature

9A

MEMO 18- 55

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: July 2, 2018
SUBJECT: Recommendation – Uniforms

RECEIVED
JUL 12 2018
CITY OF GROSSE PTE. WOODS

FS

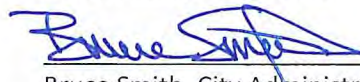
A bid request for supplying winter and summer uniforms to the Department of Public Works for a one-year period between July 1, 2018 and June 30, 2019 was posted on the Michigan Intergovernmental Trade Network (MITN) website on May 31, 2018 and an "Invitation to Bid" was forwarded to 102 companies. It was also advertised in the Grosse Pointe News. The following bids were received:

JEM Industries Inc.	\$607.78/employee
Premier Safety	\$630.40/employee (Disqualified/incomplete bid)

JEM Industries bid \$607.78 per employee. Therefore, I recommend a purchase order be issued to the lowest qualified bidder, JEM Industries, Inc., 25600 Dequindre, Warren, Michigan 48091 to supply winter and summer uniforms to the Department of Public Works between July 1, 2018 and June 30, 2019. We request funds in an amount of \$10,600.00 for fiscal year 2018/2019 to supply uniforms for DPW and Lake Front Park TPOAM union employees. I do not believe any benefit will accrue to the city by seeking additional bids. This is a budgeted item included in fringe benefit-clothing allowance accounts: 101-595-725.000 (\$3,000), 202-483-725.000 (\$1,000), 203-483-725.000 (\$1,000), 226-529-725.000 (\$500), 592-545-725.000 (\$4,000), and 640-860-725.000 (\$1,100).

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

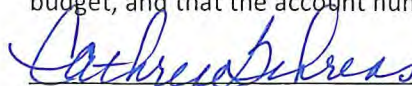
Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.


Bruce Smith, City Administrator

7/12/18
Date

Fund Certification:

I hereby certify that unencumbered funds in accounts 101-595-725.000, 202-483-725.000, 203-483-725.000, 226-529-725.000, 592-545-725.000, and 640-860-725.000 will be available in the 2018/2019 budget, and that the account numbers have been verified.


Cathrene Behrens, Treasurer/Comptroller

7/12/2018
Date

98

MEMO 18 - 54

TO: Bruce Smith, City Administrator

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

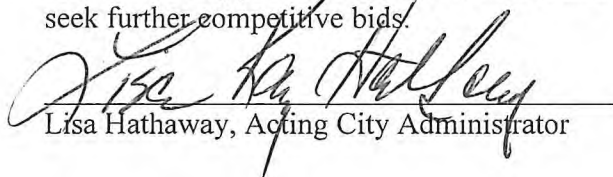
DATE: June 25, 2018

SUBJECT: Purchase – Terrain AWD Utility Vehicle for Administration

I have received a quote from Todd Wenzel Buick GMC, 35100 Ford Road, Westland, MI 48185 for a 2018 GMC Terrain AWD 4-door SLE Utility Vehicle through the Oakland County Bid Purchase Program. The Terrain will be utilized by Administration and various departments at City Hall to attend conferences, meetings, and any other needs that may arise in place of using their personal vehicle. This will reduce travel mileage expenses that employees are compensated for. The new vehicle will replace the 2015 GMC TERRAIN that was transferred to the Building Department for use by the Code Enforcement Officer.

The Oakland County Bid is the lowest price available and no further benefit would accrue to the city by going out for additional bids. Therefore, I recommend that we purchase this vehicle through the Oakland County Bid Purchase Program from Todd Wenzel Buick GMC, 35100 Ford Road, Westland, MI 48185 at an amount of \$25,893.00. Funds are included for this purchase in Fiscal Year 2018-2019 Budget in the Motor Vehicles Capital Equipment – General account No. 640-852-977.299.

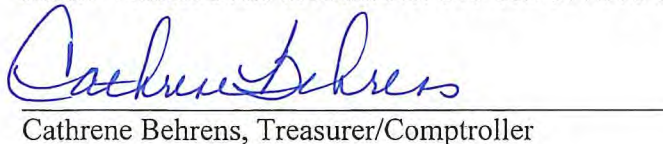
Recommend approval of the above stated and do not believe any benefit will accrue to the city to seek further competitive bids.


Lisa Hathaway, Acting City Administrator

07-13-18
Date

Fund Certification:

The Terrain purchase is a budgeted item in Fiscal Year 2018-19 and will be expensed from the Motor Vehicle Fund account No. 640-852-977.299 and the account number has been verified.


Cathrene Behrens, Treasurer/Comptroller

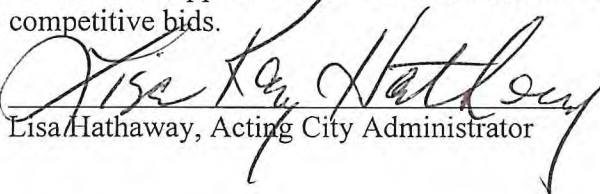
TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: June 25, 2018
SUBJECT: Purchase – Street Sweeper

F.S.

The DPW needs to replace the 2002 Vac-All sweeper. We are experiencing an increasing number of mechanical issues with this sweeper that continually takes it out of service. The replacement would be identical to a 2007 Global Sweeper currently in the fleet that has been reliable. This will be beneficial to the department because both sweepers will have interchangeable parts making it easier for the mechanics to service them. In addition, we found the Global Sweeper to be user friendly for the drivers. The department needs this new sweeper to keep up with street sweeping in the City. It is a visible piece of equipment noticed by our residents and one of the most appreciated services we provide.

I have obtained a quote from MTech Company to purchase one new 2018 Global M3 3-Wheel Sweeper through the National Joint Purchasing Alliance (NJPA) program at a price of \$200,861.00. The NJPA program is a cooperative purchasing program for state and government agencies and the City can take advantage of the government pricing offered. I do not believe any benefit will accrue to the City by seeking further competitive bids. Therefore, I recommend a purchase order be issued to MTech Company, 5405 Industrial Parkway, San Bernardino, CA 92407, in an amount of \$200,861.00 for the purchase of one Global M3 3-Wheel Sweeper. Funds are included for this purchase in Fiscal Year 2018-2019 Budget in the Motor Vehicles Capital Equipment – Public Works account No. 640-852-977.599.

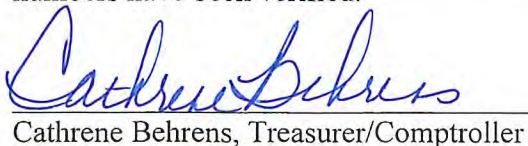
Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.


Lisa Hathaway, Acting City Administrator

07-13-18
Date

Fund Certification:

The Street Sweeper is a budgeted item in FY 2018-19 will be expensed from the Motor Vehicles Capital Equipment - Public Works account No. 640-852-977.599 in the amount of \$200,861.00, and the account numbers have been verified.


Cathrene Behrens, Treasurer/Comptroller

9D

MEMO 18 - 49

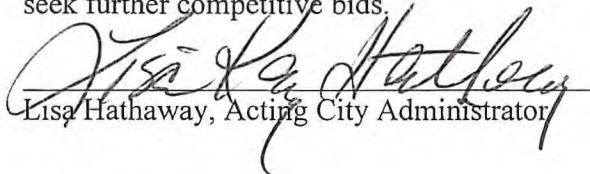
TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: June 25, 2018
SUBJECT: Purchase – JCB Backhoe

F.S

The DPW currently uses a 2008 JCB Backhoe for repair of all water main breaks. It needs to be ready to go in a moment's notice, usually in the middle of the night, for unpredictable water main repairs. Last year the city had 23 water main breaks. The machine is 10 years old and is no longer dependable. It is in need of many costly repairs to keep it at its readiness status. We would trade this vehicle in before we experience major component failures. The purchase of a new JCB 3CX-14 Backhoe will also avoid any down time or additional costs of renting a backup machine.

AIS Construction Equipment has provided a quote to purchase one new JCB 3CX-14 Backhoe through the MIDEAL program for \$147,530.00 less the municipal discount of \$23,700.00 for a net price of \$123,830.00. AIS Equipment also offered \$19,000.00 for the trade in of the 2008 JCB Backhoe. The MIDEAL program is a cooperative purchasing program for state and government agencies and the City can take advantage of the government pricing offered. I do not believe any benefit will accrue to the City by seeking further competitive bids. Therefore, I recommend a purchase order be issued to AIS Construction Equipment, 65809 Gratiot Avenue, New Haven, MI 48050 in the amount of \$104,830.00 for the purchase of one JCB 3CX-14 Backhoe. Funds are included for this purchase in the Fiscal Year 2018-2019 Budget in the Motor Vehicles Capital Equipment – Public Works account No. 640-852-977.599.

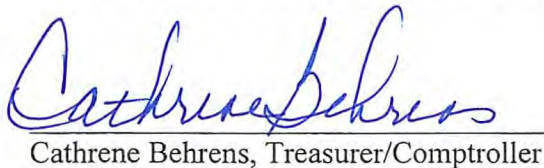
Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.


Lisa Hathaway, Acting City Administrator

07-13-18
Date

Fund Certification:

The backhoe expense is a budgeted item in FY 2018-19 will be expensed from the Motor Vehicle Fund account # 640-852-977.599 and the account number has been verified.


Cathrene Behrens, Treasurer/Comptroller

TO: Bruce Smith, City Administrator

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

DATE: July 10, 2018

SUBJECT: 2018 Water Main Capital Improvement Program – AEW Project No. 0160-0399

At the March 26, 2018 Construction Committee meeting it was determined that the 2018 Water Main Capital Improvement Program's priority is the replacement of 5,195 ft. of 65 year old 8 in. water main on Fairholme Road from Mack to Fairford, including the cul-de-sacs to the south (Marford Ct., Baltree Ct., Ghesquiere Ct., and Berns Ct.). This portion of water main has experienced multiple breaks in recent years.

The new water main will be an 8 inch polyvinyl chloride (PVC) pipe. The replacement of the water main will be done by pipe bursting. Pipe bursting is a cost effective and efficient method to replace water mains. Pipe bursting also has a minimum impact to residents on the affected streets. The new water main will increase reliability and flow for fire protection and our residents. Furthermore, while replacing the water main, deteriorating areas of concrete will be replaced due to the scope of the project.

On Tuesday, June 26, 2018, five bids were received for the above referenced project for the 2018 Water Main Capital Improvement Program. The lowest qualified bidder was, Bidigare Contractors, Inc., of Plymouth, Michigan.

Bidigare Contractors, Inc.	\$1,243,682.75
Bricco Excavating Co. LLC	\$1,381,518.50
Fontana Construction, Inc.	\$1,388,132.00
Pamar Enterprises, Inc.	\$1,389,396.00
JB Contractors	\$1,733,089.50

AEW has not previously worked with Bidigare Contractors, Inc. However, AEW acknowledges that they have been completing similar work throughout southeast Michigan for several decades and they have provided a number of references for similar projects that have been reviewed. AEW believes Bidigare Contractors, Inc. will complete this project satisfactorily.

Based upon the recommendation of AEW, I concur that the contract for the 2018 Water Main Capital Improvement Program be awarded to the lowest qualified bidder, Bidigare Contractors, Inc., 939 South Mill Street, Plymouth, Michigan 48170, in the amount of \$1,243,682.75.

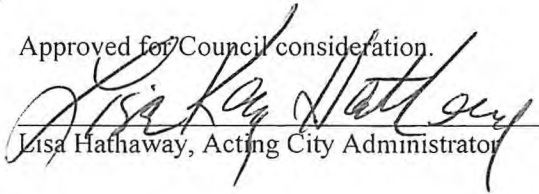
I further recommend a construction contingency in an amount not to exceed \$100,000.00 to cover any unforeseen problems should they arise and construction engineering fees not to exceed \$162,500.00. The total project will not exceed \$1,506,182.75. This was not a budgeted item and will require an amendment from the water/sewer fund #592-000-697.000 in the amount of \$1,506,182.75 into accounts #592-397-976.018, #592-537-977.410 and #592-537-980.000 the amounts are listed in the table below.

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

Water Main Construction & Engineering Expenses		
Account Description	Account Number	Amount
Water Main Construction	592-537-976.018	\$1,243,682.75
Water Main Construction Engineering	592-537-977.410	\$162,500.00
Contingency	592-537-980.000	\$100,000.00
TOTAL PROJECT COST		\$1,506,182.75

Attachment

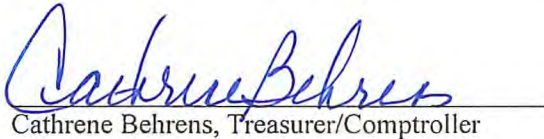
Approved for Council consideration.


Lisa Hathaway, Acting City Administrator

07-13-18
Date

Fund Certification:

I hereby certify that unencumbered funds are available for the 2018 Water Main Capital Improvement Program as presented in the table above and that the account numbers have been verified. Funds were not budgeted for this project during the Fiscal Year 2018-19 budget process therefore a budget amendment will be required from the water/sewer fund balance, budget line 592-000-697.000 in the amount of \$1,506,182.75. Into the following accounts #592-397-976.018, #592-537-977.410, #592-537-980.000.


Cathrene Behrens, Treasurer/Comptroller

7/13/18
Date

RECEIVED

JUL 11 2018

CITY OF GROSSE POINTE WOODS

Invoice

10A

ANDERSON, ECKSTEIN AND WESTRICK, INC.

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS

51301 Schoenherr Road, Shelby Township, Michigan 48315

Phone (586) 726-1234 Fax (586) 726-8780

NOTE



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

June 7, 2018

Project No:

0160-0397-0

Invoice No:

0117963

Pay ONLY \$757.75
7/3/18

401.451.974.201

6/21/2018

James V. Senke
7-3-18

Project 0160-0397-0

PUBLIC SAFETY IMPROVEMENTS

FOR: LAYOUTS & MEETINGS TO REVIEW, PLAN REVISIONS AND PREPARE PRELIMINARY DESIGN DOCUMENTS

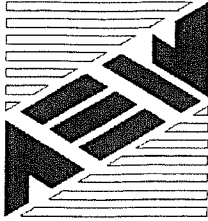
Professional Services from April 30, 2018 to May 27, 2018

Phase 02 CONSTRUCTION ADMINISTRATION

John J. Just
7-3-18
AS MARKED FOR DISCUSSION

Professional Personnel

			Hours	Rate	Amount
SECRETARIAL					
SECRETARIAL					
BICKHAM, BRENDA	5/24/2018	Field Report	.50	33.00	16.50
PRINTS					
ENGINEERING AIDE TRAINEE					
KAERLE, KATHLEEN	4/30/2018	Plans	.50	40.50	20.25
CONSTRUCTION ADMINISTRATION					
LICENSED ENG/SUR/ARC					
X BERGE, MATTHEW	4/30/2018	Construction Issue drawings	1.50	103.00	154.50
BERGE, MATTHEW	5/2/2018	CAD files for trussbilt, minutes from pre-con meeting.	.50	103.00	51.50
X BERGE, MATTHEW	5/23/2018	Review proposed change order 1	.50	103.00	51.50
BERGE, MATTHEW	5/24/2018	Visit job site, observe site conditions. Review change order request, meet with Bruce Smith.	4.00	103.00	412.00
X BERGE, MATTHEW	5/25/2018	Revised ceiling details	3.00	103.00	309.00
X SENIOR PROJECT ENGINEER					
ZAUEL, KEVIN	5/25/2018	DPW ceiling joist sizing	1.50	103.00	154.50
SENIOR PROJECT ARCHITECT					
ARLOW, JASON	4/30/2018	City council meeting, contract award	2.00	103.00	206.00
ARLOW, JASON	5/4/2018	Owner RFI	.50	103.00	51.50
X ARLOW, JASON	5/23/2018	Change order no1 review	.50	103.00	51.50
X ARLOW, JASON	5/24/2018	Change order no1 review	1.00	103.00	103.00
Totals			16.00		1,581.75
Total Labor					1,581.75



ANDERSON, ECKSTEIN AND WESTRICK, INC.
CIVIL ENGINEERS • SURVEYORS • ARCHITECTS
51301 Schoenherr Road, Shelby Township, Michigan 48315
Phone (586) 726-1234 Fax (586) 726-8780

Invoice

RECEIVED

JUN 28 2018

CITY OF GROSSE POINTE WOODS
0160-0364-
0118115
OK - FJ

June 14, 2018

Project No:

Invoice No:

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

6/25/18
FY 2017-18

17-43940

592,537.974.004 6/21/2018

Project 0160-0364-0

SAW GRANT-WASTEWATER ASSET MGT PLAN

Professional Services from April 30, 2018 to May 27, 2018

Professional Personnel

		Hours	Rate	Amount
RESEARCH/REVIEW				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	5/7/2018	1.00	103.00	103.00
Review conflicts				
CONTRACT ADMINISTRATION				
GRADUATE ENG/SUR/ARC				
MARCUS, PATRICK	5/9/2018	2.00	83.50	167.00
Research for contract mod				
MARCUS, PATRICK	5/10/2018	2.00	83.50	167.00
Research for contract mod				
MARCUS, PATRICK	5/17/2018	3.00	83.50	250.50
Make updates to post bid work schedule, maps and estimate				
TEAM LEADER				
MYSLINSKI, CHARLES	4/30/2018	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	5/3/2018	1.00	83.50	83.50
Site Visit				
MYSLINSKI, CHARLES	5/7/2018	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	5/11/2018	2.00	83.50	167.00
Site Visit				
MYSLINSKI, CHARLES	5/14/2018	.50	83.50	41.75
Time, Mileage, Data Transfers, Staffing ...				
MYSLINSKI, CHARLES	5/15/2018	1.00	83.50	83.50
Site Visit				
MYSLINSKI, CHARLES	5/21/2018	.50	83.50	41.75
Time, Mileage, Data Transfers, Staffing ...				
MYSLINSKI, CHARLES	5/25/2018	1.00	83.50	83.50
Site Visit				
SMITH, BRADLEY	4/30/2018	1.00	83.50	83.50
Download, refresh, schedule, time sheets, mileage				
SMITH, BRADLEY	5/14/2018	1.00	83.50	83.50
Download, refresh, schedule, time sheets, mileage.				
SMITH, BRADLEY	5/21/2018	1.00	83.50	83.50
Download, refresh, schedule, time sheets, mileage.				
VARICALLI, FRANK	5/4/2018	.50	83.50	41.75
proj.co-ord.dis.w/insp.& contr.				
VARICALLI, FRANK	5/9/2018	.50	83.50	41.75
VARICALLI, FRANK	5/10/2018	.50	83.50	41.75

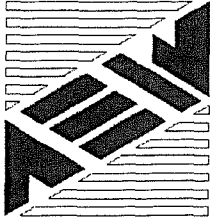
Please include the project number and invoice number on your check.

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN			Invoice	0118115
	VARICALLI, FRANK	5/11/2018	.50	83.50	41.75	
	VARICALLI, FRANK	5/15/2018	.50	83.50	41.75	
	proj.co-ord.dis.w/insp.& contr.					
	VARICALLI, FRANK	5/17/2018	1.00	83.50	83.50	
	VARICALLI, FRANK	5/18/2018	.50	83.50	41.75	
	VARICALLI, FRANK	5/21/2018	.50	83.50	41.75	
	proj.co-ord.dis.w/insp.& contr.					
	VARICALLI, FRANK	5/25/2018	.50	83.50	41.75	
ENGINEERING AIDE III						
	BARNES, JOYCE	4/30/2018	.80	70.00	56.00	
	file transfer & refresh					
	BARNES, JOYCE	5/2/2018	1.00	70.00	70.00	
	SPS Site overview					
	BARNES, JOYCE	5/7/2018	.80	70.00	56.00	
	file transfer & refresh					
	BARNES, JOYCE	5/14/2018	.80	70.00	56.00	
	file transfer & refresh					
	BARNES, JOYCE	5/21/2018	.50	70.00	35.00	
	file transfer & refresh					
	DEDENBACH, LYNN	4/30/2018	.50	70.00	35.00	
	Filing					
	DEDENBACH, LYNN	5/3/2018	.50	70.00	35.00	
	Filing					
	DEDENBACH, LYNN	5/9/2018	2.50	70.00	175.00	
	IDR Generate & Review, Filing, (Last 2 Weeks), Draft Estimate					
	DEDENBACH, LYNN	5/10/2018	2.50	70.00	175.00	
	IDR Generate & Review, Filing, Generate Estimate, Transmittal to City, Email, Filing,					
	DEDENBACH, LYNN	5/21/2018	2.00	70.00	140.00	
	Generate Contract Modification, IDR Review, Filing					
CONSTRUCTION OBSERVATION						
ENGINEERING AIDE III						
	BARNES, JOYCE	4/30/2018	.80	70.00	56.00	
	Transfer repair documents to inspector					
	BARNES, JOYCE	5/1/2018	1.00	70.00	70.00	
	SPS, Gas service repair. (No Contractor)					
	BIRKETT, CHRISTOPHER	4/30/2018	2.50	70.00	175.00	
	manhole inspection.					
	DAVIS, JOHN	4/30/2018	2.50	70.00	175.00	
	DE SANDRE, DAVID	4/30/2018	2.00	70.00	140.00	
	Reports and calculations					
	MONTEMAYOR-ESPINOZA, DARIO	4/30/2018	10.00	70.00	700.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/1/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/2/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/3/2018	6.00	70.00	420.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/4/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV Inspection					

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN			Invoice	0118115
	MONTEMAYOR-ESPINOZA, DARIO	5/7/2018	10.00	70.00	700.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/8/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/9/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/10/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/11/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/14/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/15/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/16/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/17/2018	10.00	70.00	700.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/18/2018	7.50	70.00	525.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/21/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/22/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/23/2018	9.00	70.00	630.00	
	Sewer Cleaning and CCTV Inspection					
	MONTEMAYOR-ESPINOZA, DARIO	5/24/2018	8.00	70.00	560.00	
	Sewer Cleaning and CCTV					
	MONTEMAYOR-ESPINOZA, DARIO	5/25/2018	9.50	70.00	665.00	
	Sewer Cleaning and CCTV					
	MYNY, JOSEPH	5/2/2018	2.00	70.00	140.00	
	WILSON, HOLLY	4/30/2018	3.00	70.00	210.00	
	WILSON, HOLLY	5/1/2018	2.00	70.00	140.00	
DATABASE	ENGINEERING AIDE III					
	SVOBODA, JOSEPH	5/10/2018	1.00	70.00	70.00	
	obtained sewer quantities >24" diameter for potential add-on locations and marked up map for Pat					
MAPSET	ENGINEERING AIDE III					
	SVOBODA, JOSEPH	5/17/2018	.50	70.00	35.00	
	added project locations to plotmaps					
	Totals		230.20		16,444.00	
	Total Labor					16,444.00

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN	Invoice	0118115
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Total this Invoice	\$16,444.00
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ANDERSON, ECKSTEIN AND WESTRICK, INC.
CIVIL ENGINEERS • SURVEYORS • ARCHITECTS
51301 Schoenherr Road, Shelby Township, Michigan 48315
Phone (586) 726-1234 Fax (586) 726-8780

Invoice

RECEIVED

JUN 28 2018

CITY OF GROSSE POINTE WOODS
0160-0394
0118117

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

Project 0160-0394-0 2017-2018 GIS MAINTENANCE
FOR: GIS PORTAL & MOBILE APP SETUP AND PREP FOR TRAINING
Professional Services from April 30, 2018 to May 27, 2018
Professional Personnel

June 14, 2018
Project No:
Invoice No:

FY 2017-18

PO 17-44040

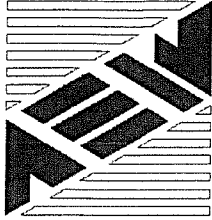
592,537.977.000

6/21/2018

cdk

OK - FS

	Hours	Rate	Amount	
DATABASE				
GRADUATE ENG/SUR/ARC				
MILLER, JEFFREY 5/24/2018	1.70	83.50	141.95	
Checking of water stop box location feature class				
Totals	1.70		141.95	
Total Labor				141.95
Billing Limits	Current	Prior	To-Date	
Total Billings	141.95	9,431.15	9,573.10	
Limit			13,000.00	
Remaining			3,426.90	
		Total this Invoice		\$141.95



ANDERSON, ECKSTEIN AND WESTRICK, INC.
CIVIL ENGINEERS • SURVEYORS • ARCHITECTS
51301 Schoenherr Road, Shelby Township, Michigan 48315
Phone (586) 726-1234 Fax (586) 726-8780

Invoice
RECEIVED

JUN 28 2018

CITY OF GROSSE PTE. WOODS

June 14, 2018

Project No:

0160-0399-0

Invoice No:

0118120

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

Project 0160-0399-0

2018 WATERMAIN CAPITAL IMPROVEMENT

Professional Services from April 30, 2018 to May 27, 2018

Fee

Construction Cost	1,500,000.00
Fee Percentage	5.70
Total Fee	85,500.00

Percent Complete

75.00

Total Earned

64,125.00

Previous Fee Billing

42,750.00

Current Fee Billing

21,375.00

Total Fee

21,375.00

Total this Invoice

\$21,375.00

Outstanding Invoices

Number	Date	Balance
0117543	4/30/2018	34,200.00
0117807	5/24/2018	8,550.00
Total		42,750.00

Project Detail - JTD

Thursday, June 14, 2018

11:59:51 AM

Anderson, Eckstein & Westrick, Inc.

Transactions for 6/1/2010 through
5/27/2018

Total			
Hours			
Project Number: 0160-0399-0 2018 WATERMAIN CAPITAL IMPROVEMENT			
Total for			
Labor and Overhead			
02 N/B TOPO			
000 UNASSIGNED			
F	125 CZERNIAKOWSKI, DOUGLAS	1/16/2018	10.00
F	125 CZERNIAKOWSKI, DOUGLAS	1/17/2018	5.00
F	125 CZERNIAKOWSKI, DOUGLAS	1/18/2018	7.00
F	125 CZERNIAKOWSKI, DOUGLAS	1/22/2018	6.50
F	125 CZERNIAKOWSKI, DOUGLAS	1/24/2018	8.50
Total for 125			37.00
F	236 LAGODNA, CARL	1/16/2018	10.00
F	236 LAGODNA, CARL	1/17/2018	5.00
F	236 LAGODNA, CARL	1/18/2018	7.00
Total for 236			22.00
F	592 ANGER, SCOTT	1/24/2018	6.00
W/ DMC			
Total for 592			6.00
F	622 CARPENTER, AARON	1/22/2018	6.50
F	622 CARPENTER, AARON	1/24/2018	8.50
Total for 622			15.00
Total for UNASSIGNED			80.00
Total for N/B TOPO			80.00
12 TOPO SURVEY			
000 UNASSIGNED			
X	007 LEIDEKER, GARY	3/26/2018	.50
edit water main locations			
X	007 LEIDEKER, GARY	3/28/2018	2.00
added sanitary leads			
X	007 LEIDEKER, GARY	5/9/2018	2.00
fix back of curbs in cul-de-sacs			
Total for 007			4.50
X	115 AMEY, CRAIG	2/5/2018	2.00
process data, update bm map			
X	115 AMEY, CRAIG	2/6/2018	2.00
process data, update bm map			
Total for 115			4.00
X	125 CZERNIAKOWSKI, DOUGLAS	1/17/2018	3.50
1 man field crew-topo at south end, 3.5 hours			
X	125 CZERNIAKOWSKI, DOUGLAS	1/17/2018	.50
Notes/ Transfers/ Setup			
X	125 CZERNIAKOWSKI, DOUGLAS	1/18/2018	.50
Notes/ Transfers/ Setup			
X	125 CZERNIAKOWSKI, DOUGLAS	1/22/2018	.50
Notes/ Setup / Transfers			
X	125 CZERNIAKOWSKI, DOUGLAS	1/24/2018	.50

Notes/ Setup / Transfers		
X	125 CZERNIAKOWSKI, DOUGLAS 1/25/2018	.50
Structure data sheets		
Total for 125		6.00
X	229 HENNINGS, NANCY 1/29/2018	2.50
Fairholme topo		
X	229 HENNINGS, NANCY 1/30/2018	9.00
Fairholme topo		
X	229 HENNINGS, NANCY 1/31/2018	2.50
Add water services, add dte and att buried utilities		
X	229 HENNINGS, NANCY 2/20/2018	.50
Utility returns		
Total for 229		14.50
X	235 PIOTROWSKI, KEVIN 1/30/2018	.50
Topographic Survey - Sidetopo notes		
Total for 235		.50
X	236 LAGODNA, CARL 1/13/2018	6.00
one man crew....topo fairholme from mack to east		
X	236 LAGODNA, CARL 1/15/2018	9.00
one man crew....topo fairholme		
Total for 236		15.00
X	320 GAYESKI JR., JOSEPH 1/17/2018	2.00
basemap, control, BM, process data collection, pcode and line clean up, sturcure data and create cad file		
X	320 GAYESKI JR., JOSEPH 1/18/2018	3.00
basemap, control, BM, process data collection, pcode and line clean up, sturcure data and create cad file		
X	320 GAYESKI JR., JOSEPH 1/19/2018	2.00
basemap, control, BM, process data collection, pcode and line clean up, sturcure data and create cad file		
X	320 GAYESKI JR., JOSEPH 1/22/2018	4.00
process data collection, dificulties with Benchmarks		
X	320 GAYESKI JR., JOSEPH 1/23/2018	2.00
structure plots		
X	320 GAYESKI JR., JOSEPH 1/24/2018	1.50
post processing, clean up codes and lines		
X	320 GAYESKI JR., JOSEPH 1/25/2018	5.50
post processing, clean up codes and lines, structure data and cad file		
Total for 320		20.00
X	515 TRUAX, MICHAEL 1/4/2018	1.00
Created field file		
X	515 TRUAX, MICHAEL 1/10/2018	2.00
Set up field file for: 2.0 HR = Researched for recent data collection in these required areas and structure data.		
X	515 TRUAX, MICHAEL 1/11/2018	9.00
ONE MAN CREW: Set control and GPS, Located property monuments with GPS		
X	515 TRUAX, MICHAEL 1/12/2018	6.00
ONE MAN CREW: Set control and GPS, Located property monuments with GPS		
X	515 TRUAX, MICHAEL 1/15/2018	.50
Printed out sewer and water main plots from portal.		
X	515 TRUAX, MICHAEL 1/22/2018	2.00
One man crew: Water services, checked benches and marked up.		
X	515 TRUAX, MICHAEL 1/24/2018	3.00
Structures		
Total for 515		23.50
Total for UNASSIGNED		88.00
Total for TOPO SURVEY		88.00
23 RESEARCH/REVIEW		

000 UNASSIGNED		
* T 293 LOCKWOOD, SCOTT 3/5/2018		2.00
Capital Improvement Plan		
* T 293 LOCKWOOD, SCOTT 3/5/2018		-2.00
Capital Improvement Plan		
* T 293 LOCKWOOD, SCOTT 3/7/2018		1.50
Water, Sewer and Pavement CIP		
* T 293 LOCKWOOD, SCOTT 3/7/2018		-1.50
Water, Sewer and Pavement CIP		
* T 293 LOCKWOOD, SCOTT 3/9/2018		2.00
Water CIP review with Frank and Cathy		
* T 293 LOCKWOOD, SCOTT 3/9/2018		-2.00
Water CIP review with Frank and Cathy		
* T 293 LOCKWOOD, SCOTT 3/26/2018		1.50
Water CIP with Construction Committee		
* T 293 LOCKWOOD, SCOTT 3/26/2018		-1.50
Water CIP with Construction Committee		
X 293 LOCKWOOD, SCOTT 12/20/2017		2.00
X 293 LOCKWOOD, SCOTT 12/21/2017		1.00
X 293 LOCKWOOD, SCOTT 12/22/2017		.50
X 293 LOCKWOOD, SCOTT 1/2/2018		1.50
Set up project and discuss with Survey for field work		
X 293 LOCKWOOD, SCOTT 1/22/2018		1.50
Project progress and scheduling		
X 293 LOCKWOOD, SCOTT 2/1/2018		.50
Water fund review and discussion		
X 293 LOCKWOOD, SCOTT 2/12/2018		2.00
Project timing and design assignment		
X 293 LOCKWOOD, SCOTT 2/13/2018		.50
X 293 LOCKWOOD, SCOTT 2/22/2018		1.50
Review design and project docs		
X 293 LOCKWOOD, SCOTT 2/26/2018		1.00
Design considerations		
X 293 LOCKWOOD, SCOTT 3/5/2018		1.00
Design		
X 293 LOCKWOOD, SCOTT 3/6/2018		1.00
Design considerations with RW		
X 293 LOCKWOOD, SCOTT 3/26/2018		1.60
X 293 LOCKWOOD, SCOTT 4/3/2018		.50
design		
X 293 LOCKWOOD, SCOTT 4/19/2018		1.00
review design		
X 293 LOCKWOOD, SCOTT 4/20/2018		1.50
Design considerations and timing		
X 293 LOCKWOOD, SCOTT 4/24/2018		1.00
Design		
X 293 LOCKWOOD, SCOTT 4/25/2018		2.00
Field review of cul-de-sacs for concrete replacement		
X 293 LOCKWOOD, SCOTT 4/30/2018		1.00
X 293 LOCKWOOD, SCOTT 5/7/2018		1.00
project schedule		
X 293 LOCKWOOD, SCOTT 5/14/2018		1.00
Design		
X 293 LOCKWOOD, SCOTT 5/17/2018		1.00
Design		

X	293 LOCKWOOD, SCOTT	5/22/2018	1.00
Design review			
X	293 LOCKWOOD, SCOTT	5/23/2018	3.00
Review plans, specs and site review			
X	293 LOCKWOOD, SCOTT	5/25/2018	1.20
Design			
Total for 293			30.80
X	442 VIGNERON, MICHAEL	1/31/2018	.50
Review Topo			
X	442 VIGNERON, MICHAEL	2/14/2018	.50
Review Project with RTW			
X	442 VIGNERON, MICHAEL	2/28/2018	1.00
Design Oversight			
X	442 VIGNERON, MICHAEL	3/2/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/8/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/9/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/12/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/13/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/21/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/27/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/28/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	3/30/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	4/25/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	4/30/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	5/1/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	5/2/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	5/9/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	5/11/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	5/15/2018	1.00
Design Oversight			
X	442 VIGNERON, MICHAEL	5/17/2018	1.50
Design Oversight / Review SPs / Staging Discussions			
X	442 VIGNERON, MICHAEL	5/18/2018	.50
Design Oversight			
X	442 VIGNERON, MICHAEL	5/22/2018	1.00
Design Oversight / Review Estimate			
X	442 VIGNERON, MICHAEL	5/23/2018	1.00
Design Oversight			
X	442 VIGNERON, MICHAEL	5/24/2018	1.00
Design Oversight			

X 442 VIGNERON, MICHAEL 5/25/2018	.50
Design Oversight	
Total for 442	16.00
Total for UNASSIGNED	46.80
Total for RESEARCH/REVIEW	46.80
24 SECRETARIAL	
000 UNASSIGNED	
X 391 BICKHAM, BRENDA 4/25/2018	.50
Spec	
Total for 391	.50
Total for UNASSIGNED	.50
Total for SECRETARIAL	.50
30 CONST PLAN DRAFT	
000 UNASSIGNED	
X 007 LEIDEKER, GARY 3/26/2018	4.50
cover, note & detail sheets, std. notes, ARIAL revisions	
X 007 LEIDEKER, GARY 3/27/2018	5.50
std. note library, start annotate	
X 007 LEIDEKER, GARY 3/28/2018	5.00
plan drafting	
X 007 LEIDEKER, GARY 3/29/2018	2.00
plan drafting	
X 007 LEIDEKER, GARY 3/30/2018	2.00
plan drafting	
X 007 LEIDEKER, GARY 5/3/2018	1.50
revisions from checking	
X 007 LEIDEKER, GARY 5/4/2018	.50
revisions	
X 007 LEIDEKER, GARY 5/7/2018	1.50
revisions, detailed sketches on ramps	
X 007 LEIDEKER, GARY 5/8/2018	1.00
revisions	
X 007 LEIDEKER, GARY 5/9/2018	1.50
plan drafting - notes	
X 007 LEIDEKER, GARY 5/10/2018	3.00
pavement layout	
X 007 LEIDEKER, GARY 5/11/2018	3.00
layout cul de sacs and ramps	
X 007 LEIDEKER, GARY 5/16/2018	1.50
DRAFT RAMP PLANS	
X 007 LEIDEKER, GARY 5/17/2018	6.00
layout ramps, redo wm in culdesacs	
X 007 LEIDEKER, GARY 5/18/2018	4.00
NEW RAMP DETAIL MAPS,DRAFT GRADES	
X 007 LEIDEKER, GARY 5/21/2018	5.70
deraft ramps, courts paving details	
X 007 LEIDEKER, GARY 5/22/2018	6.50
grading details	
X 007 LEIDEKER, GARY 5/23/2018	3.50
plan drafting, plan checks	
Total for 007	58.20
X 056 ALLEGOET, JEFFREY 3/30/2018	.50
misc. questions	
Total for 056	.50
Total for UNASSIGNED	58.70

Total for CONST PLAN DRAFT	58.70
34 PRELIM ENG	
000 UNASSIGNED	
X 594 MERRILL, LEIGH 1/2/2018	.20
Topo Request	
Total for 594	.20
X 684 WILBERDING, ROSS 2/21/2018	1.00
Familiarizing with Fairholme survey dwgs	
X 684 WILBERDING, ROSS 2/22/2018	8.50
Prelim Engr	
X 684 WILBERDING, ROSS 2/26/2018	3.00
Prelim Eng	
X 684 WILBERDING, ROSS 2/27/2018	3.50
Prelim Engr	
X 684 WILBERDING, ROSS 2/28/2018	4.50
Prelim Engr	
X 684 WILBERDING, ROSS 3/1/2018	6.00
Prelim Engr	
X 684 WILBERDING, ROSS 3/2/2018	6.00
Quantities Estimate	
X 684 WILBERDING, ROSS 3/7/2018	2.50
Prelim Engr	
X 684 WILBERDING, ROSS 3/8/2018	5.50
Prelim Engr	
X 684 WILBERDING, ROSS 3/9/2018	8.50
Preliminary Estimate	
X 684 WILBERDING, ROSS 3/12/2018	8.00
Prelim Engr	
X 684 WILBERDING, ROSS 3/13/2018	4.00
Prelim Engr	
X 684 WILBERDING, ROSS 3/14/2018	4.50
ADA Ramps	
Total for 684	65.50
Total for UNASSIGNED	65.70
Total for PRELIM ENG	65.70
35 CONST.DESIGN	
000 UNASSIGNED	
X 007 LEIDEKER, GARY 3/26/2018	.50
design work - drive rems	
X 007 LEIDEKER, GARY 3/27/2018	1.00
design plans	
X 007 LEIDEKER, GARY 3/28/2018	2.00
design work	
X 007 LEIDEKER, GARY 3/29/2018	.50
design plans	
X 007 LEIDEKER, GARY 3/30/2018	1.00
FGs, minir design	
X 007 LEIDEKER, GARY 5/10/2018	1.50
redesign handicap ramps	
X 007 LEIDEKER, GARY 5/11/2018	1.00
ramp grading	
X 007 LEIDEKER, GARY 5/15/2018	1.00
redesign ramp grades	
X 007 LEIDEKER, GARY 5/16/2018	2.00
RAMP DESIGN	

X 007 LEIDEKER, GARY 5/17/2018	2.00
ramp grading on culdesacs	
X 007 LEIDEKER, GARY 5/18/2018	3.00
ramp grading on culdesacs	
X 007 LEIDEKER, GARY 5/21/2018	4.00
grading design, ramps and revise paving	
X 007 LEIDEKER, GARY 5/22/2018	3.00
grading design	
X 007 LEIDEKER, GARY 5/23/2018	2.00
finish grading design	
Total for 007	24.50
X 684 WILBERDING, ROSS 3/21/2018	4.00
ADA Ramps	
X 684 WILBERDING, ROSS 3/28/2018	.50
ADA Ramps	
X 684 WILBERDING, ROSS 4/5/2018	3.00
ADA Details	
X 684 WILBERDING, ROSS 4/24/2018	1.00
Dwg Markups	
X 684 WILBERDING, ROSS 4/25/2018	1.00
Adjusting Court Reconstruct Limits	
X 684 WILBERDING, ROSS 4/26/2018	.50
Drawing Markups	
X 684 WILBERDING, ROSS 4/27/2018	5.00
Dwg Markups	
X 684 WILBERDING, ROSS 4/30/2018	7.00
Dwg Markups and Cul-De-Sac grades	
X 684 WILBERDING, ROSS 5/1/2018	8.00
Cul-De-Sac Detailed Grades	
X 684 WILBERDING, ROSS 5/2/2018	3.00
Cul-De-Sac Detailed Grades	
X 684 WILBERDING, ROSS 5/17/2018	1.00
Restoration Estimation	
X 684 WILBERDING, ROSS 5/18/2018	1.00
Permit Apps	
X 684 WILBERDING, ROSS 5/23/2018	2.50
Dwg Review	
X 684 WILBERDING, ROSS 5/24/2018	4.00
Dwg Review	
X 684 WILBERDING, ROSS 5/25/2018	7.50
Dwg Review and CAD	
Total for 684	49.00
Total for UNASSIGNED	73.50
Total for CONST.DESIGN	73.50
36 QUANTITIES	
000 UNASSIGNED	
X 007 LEIDEKER, GARY 3/30/2018	2.00
quantity takeoffs	
X 007 LEIDEKER, GARY 5/15/2018	1.00
ramp grades	
X 007 LEIDEKER, GARY 5/23/2018	3.50
quantities	
Total for 007	6.50
X 684 WILBERDING, ROSS 5/18/2018	1.00
Began new estimate	

X	684 WILBERDING, ROSS	5/21/2018	3.50
Revised MERL Estimate			
X	684 WILBERDING, ROSS	5/22/2018	2.00
Revised MERL Estimate			
Total for 684			6.50
Total for UNASSIGNED			13.00
Total for QUANTITIES			13.00
37 SPECIFICATIONS			
000 UNASSIGNED			
X	684 WILBERDING, ROSS	4/25/2018	2.00
Starting Spec Book			
X	684 WILBERDING, ROSS	4/26/2018	2.50
Special Provisions			
X	684 WILBERDING, ROSS	5/14/2018	2.00
Spec Book			
X	684 WILBERDING, ROSS	5/15/2018	4.50
SpecProv Revisions			
X	684 WILBERDING, ROSS	5/18/2018	3.00
Spec Revisions			
Total for 684			14.00
Total for UNASSIGNED			14.00
Total for SPECIFICATIONS			14.00
41 MEETINGS			
000 UNASSIGNED			
X	684 WILBERDING, ROSS	5/23/2018	2.00
Meeting with GPW and Follow Up			
Total for 684			2.00
Total for UNASSIGNED			2.00
Total for MEETINGS			2.00
93 FIELD SERVICES			
000 UNASSIGNED			
X	684 WILBERDING, ROSS	3/20/2018	1.50
Site Visit			
Total for 684			1.50
Total for UNASSIGNED			1.50
Total for FIELD SERVICES			1.50
Total for Labor and Overhead			443.70
Expenses			
Reimbursable Expenses			
520.00 REIMB. MISC. EXPENSE			
X	UN 0000039 1/16/2018 2 PERSON CREW- TOPOGRAPHICAL SURVEY / topo fairholme west of holiday and west of fairford		
X	UN 0000039 1/17/2018 2 PERSON CREW- TOPOGRAPHICAL SURVEY / Data collection topo		
X	UN 0000039 1/18/2018 2 PERSON CREW- TOPOGRAPHICAL SURVEY / Finished data collection topo		
X	UN 0000112 1/22/2018 2 PERSON CREW- TOPOGRAPHICAL SURVEY / Locate waterservices, locate benches		
X	UN 0000112 1/24/2018 3 PERSON CREW- TOPOGRAPHICAL SURVEY / Benchloop. structure data		

X UN 0000112 1/24/2018 2 PERSON CREW-
TOPOGRAPHICAL SURVEY / Structure data

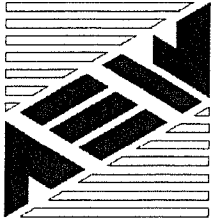
Total for 520.00

Total for Reimbursable Expenses

Total for Expenses

Total for 0160-0399-0 443.70

Final Totals 443.70



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Phone (586) 726-1234 Fax (586) 726-8780

Invoice
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JUN 28 2018

CITY OF GROSSE PTE. WOODS

June 14, 2018

Project No: 0160-0400-0

Invoice No: 0118121

FY 2017-18

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

Project 0160-0400-0 2018 CONCRETE PAVEMENT REPAIR PROGRAM

Professional Services from April 30, 2018 to May 27, 2018

Fee

Construction Cost 218,726.00
Fee Percentage 7.90
Total Fee 17,279.35

Percent Complete	100.00	Total Earned	17,279.35
		Previous Fee Billing	8,639.68
		Current Fee Billing	8,639.67
		Total Fee	8,639.67

Billing Limits

	Current	Prior	To-Date
Total Billings	8,639.67	8,639.68	17,279.35
Limit			43,000.00
Remaining			25,720.65

Total this Invoice \$8,639.67

Outstanding Invoices

Number	Date	Balance
0117798	5/24/2018	4,319.84
Total		4,319.84

PD 18-44617 *Ernie Smith 6/26/18*

202.451.974.201 \$1555.41

203.451.974.201 \$3369.47

592.537.975.401 \$3715.05

6/21/2018

Abraham

OK-FJ

Project Detail - JTD

Thursday, June 14, 2018

12:08:26 PM

Anderson, Eckstein & Westrick, Inc.

Transactions for 6/1/2010 through 5/27/2018

	Total Hours
Project Number: 0160-0400-0 2018 CONCRETE PAVEMENT REPAIR PROGRAM	
Total for	
Labor and Overhead	
23 RESEARCH/REVIEW	
000 UNASSIGNED	
* X 293 LOCKWOOD, SCOTT 5/2/2018	1.30
Design	
Total for 293	1.30
X 442 VIGNERON, MICHAEL 3/5/2018	.50
Post to MITN	
Total for 442	.50
Total for UNASSIGNED	1.80
Total for RESEARCH/REVIEW	1.80
24 SECRETARIAL	
000 UNASSIGNED	
X 391 BICKHAM, BRENDA 2/7/2018	1.00
Spec	
X 391 BICKHAM, BRENDA 2/28/2018	.50
Spec	
X 391 BICKHAM, BRENDA 3/22/2018	.30
Letter	
Total for 391	1.80
X 520 DUBAY, GAIL 2/6/2018	.80
Spec Book - PFM	
X 520 DUBAY, GAIL 3/2/2018	.20
Spec Book Changes - PFM	
Total for 520	1.00
Total for UNASSIGNED	2.80
Total for SECRETARIAL	2.80
25 PRINTS	
000 UNASSIGNED	
X 360 LEIDEKER, RONDA 3/21/2018	.60
Scan Bid Packages	
Total for 360	.60
X 523 KAERLE, KATHLEEN 2/28/2018	.70
Spec Books	
Total for 523	.70
X 665 ANKAWI, MICHELLE 3/7/2018	.50
Copy 2 Spec Books	
Total for 665	.50
Total for UNASSIGNED	1.80
Total for PRINTS	1.80
34 PRELIM ENG	
000 UNASSIGNED	
X 271 VARICALLI, FRANK 2/1/2018	.50
review proposed loc.prepare specs	
X 271 VARICALLI, FRANK 2/2/2018	.50
X 271 VARICALLI, FRANK 2/5/2018	1.00
review specs.& adv.for bidding	
X 271 VARICALLI, FRANK 2/6/2018	.50
X 271 VARICALLI, FRANK 2/7/2018	.50
X 271 VARICALLI, FRANK 2/13/2018	.50
X 271 VARICALLI, FRANK 2/14/2018	.50
X 271 VARICALLI, FRANK 2/19/2018	.50
review & update specs.	

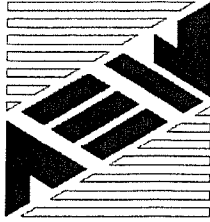
				Total Hours
X	271	VARICALLI, FRANK	2/23/2018	.50
X	271	VARICALLI, FRANK	2/26/2018	.50
X	271	VARICALLI, FRANK	2/28/2018	.50
X	271	VARICALLI, FRANK	3/2/2018	1.00
		update cost est.& adv.		
X	271	VARICALLI, FRANK	3/5/2018	.50
		review plans & specs.		
X	271	VARICALLI, FRANK	3/6/2018	.50
		del.bid book		
X	271	VARICALLI, FRANK	3/7/2018	.50
X	271	VARICALLI, FRANK	4/2/2018	.50
		prepare prop.cpr loc.list		
X	271	VARICALLI, FRANK	4/3/2018	.50
X	271	VARICALLI, FRANK	4/4/2018	.50
X	271	VARICALLI, FRANK	4/11/2018	.50
X	271	VARICALLI, FRANK	4/12/2018	1.00
X	271	VARICALLI, FRANK	4/13/2018	1.00
		fld.paint prop.cpr.loc.		
X	271	VARICALLI, FRANK	4/20/2018	.50
		review prop.crp loc.from city		
X	271	VARICALLI, FRANK	4/24/2018	.50
X	271	VARICALLI, FRANK	4/25/2018	.50
X	271	VARICALLI, FRANK	4/27/2018	.50
Total for 271				14.50
Total for UNASSIGNED				14.50
Total for PRELIM ENG				14.50
36 QUANTITIES				
000 UNASSIGNED				
* X	650	VANFLETEREN, JOHN	4/5/2018	3.50
		Up-dating Punch-list		
* X	650	VANFLETEREN, JOHN	4/9/2018	1.00
Total for 650				4.50
Total for UNASSIGNED				4.50
Total for QUANTITIES				4.50
37 SPECIFICATIONS				
000 UNASSIGNED				
X	489	MARCUS, PATRICK	2/6/2018	2.50
		Put together spec book		
X	489	MARCUS, PATRICK	2/7/2018	.50
		Create spec book		
X	489	MARCUS, PATRICK	2/19/2018	1.00
		Update reviewed spec book		
X	489	MARCUS, PATRICK	2/26/2018	1.00
		Update Spec		
X	489	MARCUS, PATRICK	2/27/2018	.50
		Update Spec		
X	489	MARCUS, PATRICK	2/28/2018	1.00
		Update Spec and turn into PDF and check		
X	489	MARCUS, PATRICK	3/2/2018	1.00
		Make changes to ad and bid form, update estimate, PDF, and hard copies		
Total for 489				7.50
Total for UNASSIGNED				7.50
Total for SPECIFICATIONS				7.50
38 CONTRACT ADMIN				
000 UNASSIGNED				
* X	195	DE SANDRE, DAVID	5/17/2018	.50
		Filing plans		

			Total Hours
* X	195 DE SANDRE, DAVID	5/24/2018	1.00
	Review reporting with inspector		
* X	195 DE SANDRE, DAVID	5/25/2018	4.00
	calculations and checking reports		
Total for 195			5.50
X	271 VARICALLI, FRANK	3/20/2018	1.00
	chk.ref.& prepare award letter		
X	271 VARICALLI, FRANK	3/21/2018	1.00
X	271 VARICALLI, FRANK	3/23/2018	1.00
X	271 VARICALLI, FRANK	3/27/2018	1.00
	review repair list from dpw		
X	271 VARICALLI, FRANK	3/28/2018	.50
X	271 VARICALLI, FRANK	3/29/2018	.50
* X	271 VARICALLI, FRANK	4/16/2018	.50
	review quant.for pay est.		
* X	271 VARICALLI, FRANK	4/17/2018	.50
* X	271 VARICALLI, FRANK	4/18/2018	.50
X	271 VARICALLI, FRANK	4/30/2018	.50
	proj.adm.		
X	271 VARICALLI, FRANK	5/1/2018	.50
X	271 VARICALLI, FRANK	5/2/2018	.50
* X	271 VARICALLI, FRANK	5/3/2018	.50
	proj.co-ord.dis.w/insp.& contr.		
X	271 VARICALLI, FRANK	5/7/2018	.50
* X	271 VARICALLI, FRANK	5/7/2018	.50
* X	271 VARICALLI, FRANK	5/8/2018	.50
* X	271 VARICALLI, FRANK	5/9/2018	.50
* X	271 VARICALLI, FRANK	5/10/2018	2.00
	site visit,dis.w/inspector		
* X	271 VARICALLI, FRANK	5/11/2018	2.00
* X	271 VARICALLI, FRANK	5/14/2018	.50
	proj.co-ord.dis.w/insp.& contr.		
* X	271 VARICALLI, FRANK	5/15/2018	.50
* X	271 VARICALLI, FRANK	5/16/2018	1.00
* X	271 VARICALLI, FRANK	5/17/2018	.50
* X	271 VARICALLI, FRANK	5/18/2018	.50
* X	271 VARICALLI, FRANK	5/21/2018	.50
	proj.co-ord.dis.w/insp.& contr.		
X	271 VARICALLI, FRANK	5/23/2018	.50
	review dpw add-on loc.		
* X	271 VARICALLI, FRANK	5/23/2018	.50
* X	271 VARICALLI, FRANK	5/24/2018	.50
* X	271 VARICALLI, FRANK	5/25/2018	.50
Total for 271			20.00
* X	371 SMITH, BRADLEY	3/21/2018	.20
	punchlist, 2018 letter		
* X	371 SMITH, BRADLEY	4/5/2018	.50
	punchlist letter emailed out to contractors for completion and schedule		
Total for 371			.70
X	489 MARCUS, PATRICK	4/17/2018	2.00
	Calculate quantities from field sketches, create work schedule with updated cost estimate		
X	489 MARCUS, PATRICK	4/24/2018	1.00
	Update spring 2018 locations and email location list to contractor		
X	489 MARCUS, PATRICK	4/30/2018	1.00
	Create sketch book for insepctor for 2018 spring work		
X	489 MARCUS, PATRICK	5/2/2018	2.00
	Create field book for inspector		

			Total Hours
X	489	MARCUS, PATRICK 5/11/2018	1.00
		Site visit to patch on Renaud	
	Total for 489		7.00
* X	551	MYSLINSKI, CHARLES 4/4/2018	.50
		Scheduling, Punch-list Up-date	
* X	551	MYSLINSKI, CHARLES 5/8/2018	1.00
		Contract Revisions & Staffing	
* X	551	MYSLINSKI, CHARLES 5/14/2018	.50
		Time, Mileage, Data Transfers, Staffing ...	
* X	551	MYSLINSKI, CHARLES 5/15/2018	1.00
		Site Visit	
* X	551	MYSLINSKI, CHARLES 5/21/2018	.50
		Time, Mileage, Data Transfers, Staffing ...	
* X	551	MYSLINSKI, CHARLES 5/25/2018	.50
		Status / Staffing	
	Total for 551		4.00
X	679	DEDENBACH, LYNN 3/8/2018	.50
		Update Bid Calendar	
X	679	DEDENBACH, LYNN 3/12/2018	2.00
		Bid Tabulation Set-Up	
* X	679	DEDENBACH, LYNN 3/15/2018	.50
		Email Regarding Project Closeout Status	
* X	679	DEDENBACH, LYNN 3/16/2018	.50
		Email to/from contractor for Pay Estimate information	
X	679	DEDENBACH, LYNN 3/21/2018	2.00
		Bid Tabulation	
	Total for 679		5.50
	Total for UNASSIGNED		42.70
	Total for CONTRACT ADMIN		42.70
	46 CONST OBSERV		
	000 UNASSIGNED		
X	301	MILLER, THOMAS 4/20/2018	1.00
		Measure and sketch proposed concrete pavement repairs.	
	Total for 301		1.00
* M	382	BIRKETT, CHRISTOPHER 5/17/2018	6.50
		Inspection of rest Grosse Pointe Shores sites including north side of Renaud. Site at Huntington not finished due to contractor.	
* X	382	BIRKETT, CHRISTOPHER 5/10/2018	10.00
		Inspection and measure of concrete removals. Get started with Todd W. in the office before meeting contractor on site at 8 am.	
* X	382	BIRKETT, CHRISTOPHER 5/11/2018	8.50
		Continue measure of removals, inspection of Contractor tearing up bridge deck at Renaud, learn Fieldbook and complete IDR for Thursday and Friday.	
* X	382	BIRKETT, CHRISTOPHER 5/14/2018	4.50
		Inspection of concrete removal at 1217 Renaud.	
* X	382	BIRKETT, CHRISTOPHER 5/15/2018	11.00
		Inspection of road prep for pouring concrete at 1217 Renaud.	
* X	382	BIRKETT, CHRISTOPHER 5/16/2018	11.00
		Inspection of concrete pours sites 1-10, 18-18 including south side of Renaud.	
* X	382	BIRKETT, CHRISTOPHER 5/22/2018	1.50
		On site, try to contact contractor about restoration, no word back. Open up Renaud to traffic.	
* X	382	BIRKETT, CHRISTOPHER 5/23/2018	9.50
		Inspection of two man crew pulling forms and retoring topsoil and seed. Start at Edmundton and end at Renaud for the day.	

	Total Hours
* X 382 BIRKETT, CHRISTOPHER 5/24/2018 Finish inspectio of restoration and filling out spread sheet of pay out items.	3.00
* X 382 BIRKETT, CHRISTOPHER 5/25/2018 Review payout and paper work with Dave DeSandre.	3.50
Total for 382	69.00
X 580 BARBARO, VITO 4/3/2018	7.00
X 580 BARBARO, VITO 4/4/2018	5.50
X 580 BARBARO, VITO 4/13/2018	1.00
Total for 580	13.50
Total for UNASSIGNED	83.50
Total for CONST OBSERV	83.50
48 ENG. PLAN REVIEW	
000 UNASSIGNED	
X 684 WILBERDING, ROSS 2/20/2018 Internal Plan Review	.50
X 684 WILBERDING, ROSS 2/21/2018 Internal Plan Review	2.80
Total for 684	3.30
Total for UNASSIGNED	3.30
Total for ENG. PLAN REVIEW	3.30
54 BIDDING	
000 UNASSIGNED	
X 271 VARICALLI, FRANK 3/8/2018 answer pre bid quest.	.50
X 271 VARICALLI, FRANK 3/12/2018 answer pre bid quest.	.50
X 271 VARICALLI, FRANK 3/14/2018	.50
X 271 VARICALLI, FRANK 3/19/2018 answer pre bid quest.	.50
X 271 VARICALLI, FRANK 3/20/2018 open & check bids	1.50
Total for 271	3.50
Total for UNASSIGNED	3.50
Total for BIDDING	3.50
55 CONST ADMIN	
000 UNASSIGNED	
* X 660 WINKLE, TODD 5/10/2018 SPS Duties	5.10
* X 660 WINKLE, TODD 5/11/2018 SPS Duties	2.70
* X 660 WINKLE, TODD 5/14/2018 IDR Review/On site visit	1.60
* X 660 WINKLE, TODD 5/15/2018 ^Meet Insp, Address Job Issues	2.10
* X 660 WINKLE, TODD 5/16/2018 ^Meet Insp, Address Job Issues	3.30
* X 660 WINKLE, TODD 5/17/2018 ^Meet Insp, Address Job Issues	1.40
* X 660 WINKLE, TODD 5/22/2018 ^Meet Insp, Address Job Issues	.70
* X 660 WINKLE, TODD 5/23/2018 ^Meet Insp, Address Job Issues	1.00
* X 660 WINKLE, TODD 5/25/2018 ^Meet Insp, Address Job Issues	1.00
Total for 660	18.90
Total for UNASSIGNED	18.90

	Total Hours
Total for CONST ADMIN	18.90
62 BASE MAPS	
000 UNASSIGNED	
X 541 MILLER, JEFFREY 3/28/2018	.50
Creation of repair location dot map	
Total for 541	.50
Total for UNASSIGNED	.50
Total for BASE MAPS	.50
70 REVISIONS	
000 UNASSIGNED	
X 541 MILLER, JEFFREY 4/30/2018	1.00
Revisions to Concrete Repair location map	
Total for 541	1.00
Total for UNASSIGNED	1.00
Total for REVISIONS	1.00
Total for Labor and Overhead	186.30
Total for 0160-0400-0	186.30
Final Totals	186.30



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Phone (586) 726-1234 Fax (586) 726-8780

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JUN 28 2018

CITY OF GROSSE POINTE WOODS

June 14, 2018

Project No:

Invoice No:

0160-0402-0

0118122

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

Project 0160-0402-0

FY 2018-2019 RATE STUDY

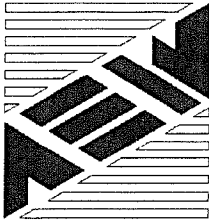
Professional Services from April 30, 2018 to May 27, 2018

Professional Personnel

		Hours	Rate	Amount
RESEARCH/REVIEW				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	2/21/2018	1.00	103.00	103.00
Capital Improvement Plan				
LOCKWOOD, SCOTT	2/28/2018	.50	103.00	51.50
LOCKWOOD, SCOTT	3/1/2018	1.00	103.00	103.00
Capital program				
LOCKWOOD, SCOTT	3/2/2018	.50	103.00	51.50
Review potential capital program with Ross				
LOCKWOOD, SCOTT	4/16/2018	.50	103.00	51.50
LOCKWOOD, SCOTT	4/20/2018	1.50	103.00	154.50
Meeting with Bruce, Cathy and Kyle to discuss options				
LOCKWOOD, SCOTT	4/24/2018	3.00	103.00	309.00
NESDS Meeting downtown				
LOCKWOOD, SCOTT	5/11/2018	1.00	103.00	103.00
Review user charge FAQ				
GRADUATE ENG/SUR/ARC				
MCDONALD, BRETT	5/8/2018	.50	83.50	41.75
Review FAQs Letter				
STUDIES				
SENIOR PROJECT ENGINEER				
SEIDEL, KYLE	4/30/2018	1.80	103.00	185.40
COW Board Packets				
SEIDEL, KYLE	5/1/2018	1.70	103.00	175.10
exhibits for committee of the whole and coordination with Bruce				
SEIDEL, KYLE	5/2/2018	2.00	103.00	206.00
Final Exhibits for COW				
SEIDEL, KYLE	5/3/2018	.70	103.00	72.10
Coordination of COW packets				
SEIDEL, KYLE	5/7/2018	6.50	103.00	669.50
Preparation for council meeting. Attendance at council meeting for presentation on rates				
SEIDEL, KYLE	5/8/2018	2.20	103.00	226.60
FAQ, contract reopener information and summary of rates for GPW				
SEIDEL, KYLE	5/12/2018	.30	103.00	30.90
Coordination on GLWA contract reopener				
SEIDEL, KYLE	5/14/2018	1.00	103.00	103.00
Finalize FAQ and FY19 Rate Summary				

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

Project	0160-0402-0	FY 2018-2019 RATE STUDY			Invoice	0118122
SEIDEL, KYLE	5/18/2018	.30	103.00		30.90	
Follow up on GLWA IWC charges						
SEIDEL, KYLE	5/21/2018	.40	103.00		41.20	
Finalize FAQ and FY19 Rate Summary						
Totals		26.40			2,709.45	
Total Labor						2,709.45
				Total this Invoice		\$2,709.45



ANDERSON, ECKSTEIN AND WESTRICK, INC.
 CIVIL ENGINEERS • SURVEYORS • ARCHITECTS
 51301 Schoenherr Road, Shelby Township, Michigan 48315
 Phone (586) 726-1234 Fax (586) 726-8780

Invoice
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JUN 28 2018

CITY OF GROSSE PTE. WOODS

June 14, 2018

Project No:

0160-0403-0

Invoice No:

0118123

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

James S. [Signature] 6/26/18
 FY 2017-18

PO 18-44521

101.774 818.103

Project 0160-0403-0

LAKEFRONT PK POOL FILTRATION-ELECTRICAL

OK - [Signature]
 6/21/2018

Professional Services from April 30, 2018 to May 27, 2018

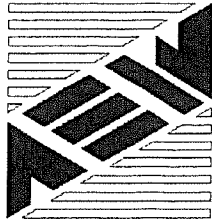
Professional Personnel

			Hours	Rate	Amount	
RESEARCH/REVIEW						
PRINCIPAL ENGINEER						
LOCKWOOD, SCOTT	2/19/2018		.50	103.00	51.50	
Filtration building quote review						
MECHANICAL/ELECTRICAL DESIGN						
SENIOR PROJECT ENGINEER						
EDWARDS, WILLIAM	2/26/2018		2.90	103.00	298.70	
EDWARDS, WILLIAM	4/7/2018		4.90	103.00	504.70	
EDWARDS, WILLIAM	4/12/2018		.20	103.00	20.60	
EDWARDS, WILLIAM	4/18/2018		.60	103.00	61.80	
EDWARDS, WILLIAM	4/19/2018		.30	103.00	30.90	
EDWARDS, WILLIAM	4/25/2018		4.20	103.00	432.60	
Site meeting D. Colville, F. Schulte, J. Salter, E. Hall, S. Lockwood, Marina Electric						
EDWARDS, WILLIAM	5/10/2018		3.40	103.00	350.20	
Filtration Plant site mtg.						
EDWARDS, WILLIAM	5/14/2018		.90	103.00	92.70	
EDWARDS, WILLIAM	5/15/2018		.50	103.00	51.50	
EDWARDS, WILLIAM	5/21/2018		1.00	103.00	103.00	
Totals			19.40		1,998.20	
Total Labor						1,998.20

OK - FS

Billing Limits	Current	Prior	To-Date
Total Billings	1,998.20	762.20	2,760.40
Limit			6,000.00
Remaining			3,239.60

Total this Invoice \$1,998.20



ANDERSON, ECKSTEIN AND WESTRICK, INC.
CIVIL ENGINEERS • SURVEYORS • ARCHITECTS
51301 Schoenherr Road, Shelby Township, Michigan 48315
Phone (586) 726-1234 Fax (586) 726-8780

Invoice

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

FY 2017-18

PO 17-44119

101-000-285,530

OK - F.S

June 14, 2018

Project No:

0160-0376-2

Invoice No:

0118116

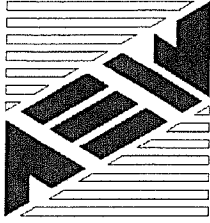
Project 0160-0376-2 GAS MAIN CONSTRUCTION OVERSIGHT

Professional Services from April 30, 2018 to May 27, 2018

Professional Personnel

		Hours	Rate	Amount
CONTRACT ADMINISTRATION				
TEAM LEADER				
MYSLINSKI, CHARLES	4/30/2018	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	5/4/2018	.50	83.50	41.75
Staffing / Status				
MYSLINSKI, CHARLES	5/7/2018	.50	83.50	41.75
Time, Mileage, Data Transfer, Staffing ...				
MYSLINSKI, CHARLES	5/8/2018	1.00	83.50	83.50
Site Visit & Inspector Questions				
MYSLINSKI, CHARLES	5/14/2018	.50	83.50	41.75
Time, Mileage, Data Transfers, Staffing ...				
VARICALLI, FRANK	5/4/2018	.50	83.50	41.75
ans.fld.quest.on point repairs				
VARICALLI, FRANK	5/7/2018	.50	83.50	41.75
VARICALLI, FRANK	5/8/2018	.50	83.50	41.75
VARICALLI, FRANK	5/9/2018	.50	83.50	41.75
ENGINEERING AIDE III				
DE SANDRE, DAVID	5/17/2018	1.00	70.00	70.00
DEDENBACH, LYNN	5/18/2018	.50	70.00	35.00
IDR Filing				
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE I				
FOX, JACK	5/7/2018	12.40	56.00	694.40
Sewer Repairs				
FOX, JACK	5/8/2018	12.40	56.00	694.40
Sewer Repairs				
FOX, JACK	5/9/2018	10.90	56.00	610.40
Sewer Repairs				
BASE MAPS				
GRADUATE ENG/SUR/ARC				
MILLER, JEFFREY	4/30/2018	4.00	83.50	334.00
Addition of gas mains to CCTV maps for contractors use				
MILLER, JEFFREY	5/1/2018	6.50	83.50	542.75
Addition of gas mains to CCTV maps for contractors use				
MILLER, JEFFREY	5/2/2018	5.00	83.50	417.50
Addition of gas mains to CCTV maps for contractors use				

Project	0160-0376-2	GAS MAIN CONSTRUCTION OVERSIGHT			Invoice	0118116
	MILLER, JEFFREY	5/3/2018	3.70	83.50	308.95	
	Addition of gas mains to CCTV maps for contractors use					
	MILLER, JEFFREY	5/4/2018	6.00	83.50	501.00	
	Addition of gas mains to CCTV maps for contractors use					
	MILLER, JEFFREY	5/7/2018	7.00	83.50	584.50	
	Addition of gas mains to CCTV maps for contractors use					
	Totals		74.40		5,210.40	
	Total Labor					5,210.40
Billing Limits		Current		Prior	To-Date	
Total Billings		5,210.40		132,932.25	138,142.65	
Limit					140,000.00	
Remaining					1,857.35	
				Total this Invoice		\$5,210.40



ANDERSON, ECKSTEIN AND WESTRICK, INC.
 CIVIL ENGINEERS • SURVEYORS • ARCHITECTS
 51301 Schoenherr Road, Shelby Township, Michigan 48315
 Phone (586) 726-1234 Fax (586) 726-8780

Invoice
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 JUN 28 2018
 CITY OF GROSSE PTE. WOODS

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

June 14, 2018
6/26/18

June 14, 2018
 Project No: 0160-0396-0
 Invoice No: 0118127

FY 2017-18 18-44484
420,451.974.201

Project 0160-0396-0 CAPITAL IMPROVEMENTS, PARKING LOTS
 FOR: DESIGN AND CONTRACT AD.
Professional Services from April 30, 2018 to May 27, 2018
 Professional Personnel

6/21/2018
CBH

OK-FS-

		Hours	Rate	Amount
PRINTS				
ENGINEERING AIDE TRAINEE				
KAERLE, KATHLEEN	5/21/2018	1.30	40.50	52.65
Contract books and plans				
PRELIMINARY ENGINEERING				
LICENSED ENG/SUR/ARC				
SALA, JULI	5/1/2018	.50	103.00	51.50
SALA, JULI	5/15/2018	.50	103.00	51.50
SALA, JULI	5/16/2018	.50	103.00	51.50
SALA, JULI	5/18/2018	.50	103.00	51.50
GRADUATE ENG/SUR/ARC				
SOMMERS, MICHAEL	5/8/2018	2.50	83.50	208.75
SOMMERS, MICHAEL	5/14/2018	.50	83.50	41.75
SOMMERS, MICHAEL	5/21/2018	2.00	83.50	167.00
SOMMERS, MICHAEL	5/22/2018	2.00	83.50	167.00
SOMMERS, MICHAEL	5/25/2018	.50	83.50	41.75
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	5/8/2018	1.00	103.00	103.00
Contract books				
ENGINEERING AIDE III				
DE SANDRE, DAVID	5/23/2018	1.50	70.00	105.00
log in plans, set up file, south office				
DEDENBACH, LYNN	5/24/2018	1.00	70.00	70.00
Import .dat File, Set-Up, Update Plan Rack				
Totals		14.30		1,162.90
Total Labor				1,162.90

Billing Limits	Current	Prior	To-Date
Total Billings	1,162.90	35,489.85	36,652.75
Limit			75,000.00
Remaining			38,347.25

Total this Invoice \$1,162.90



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JUN 25 2018

CITY OF GROSSE PTE. WOODS

Plante & Moran, PLLC

1098 Woodward Avenue

Detroit, MI 48226-1906

Tel: 313.496.7200

Fax: 313.496.7201

10B

INVOICE

City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pte. Woods, MI 48236

Date: June 19, 2018
Client No: 64954
Invoice No: 1559191
Page: 1

For Professional Services Rendered

Accounting and general consulting services provide by Bill Brickey and Zane Deland
related to the following: 5,000.00

Assistance with the General Fund financial projection including:

- Preparation of the excel based projection template
- Review and input data into the template
- Various discussions regarding assumptions, road projects, and other capital expenditures
- Attend meeting on May 9, 2018 to discuss the projection
- Attend meeting on June 12, 2018 to review the projection
- Attend City Council meeting on June 18, 2018

101.223.818.000

6/22/2018

Bill Brickey

Bill Brickey
6/27/18

Hours - Bill Brickey 15 X \$290 = \$4,350 - Zane Deland 13 X \$155 = \$2,015 - Total
\$6,365 less discount (1,365) - Total invoice \$5,000

Balance Due \$ 5,000.00 USD

Remittance information:

Check:

Plante & Moran, PLLC
16060 Collections Center Drive
Chicago, IL 60693

Bank
Routing/ABA#
Bank Address

Account Number
Account Name

Wire Transfer:

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC



10C



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JUL 12 2018
CITY OF GROSSE PTE. WOODS

June 15, 2018

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

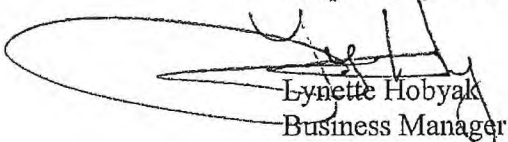
RE: July 2018 Services

For contract assessing services rendered:

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


TOTAL AMOUNT DUE \$ 5,667.16

Respectfully submitted,


Lynette Hobyak
Business Manager

101.224.818.000




7/12/18

38110 Executive Drive, Suite 100
Westland, MI 48185

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

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



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JUL 09 2018

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

July 01, 2018
Client: 000896
Matter: 000000
Invoice #: 114591

REGARDING: GENERAL MATTERS

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

TOTAL **\$175.00**

[Handwritten signature]
7/10/18

FY 17-18

101-210-810-000

7/10/2018

CBH

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

July 01, 2018

Client: 000896

Matter: 000000

Invoice #: 114591

Attention: City Manager

Page: 1

RE: GENERAL MATTERS

For Professional Services Rendered through June 28, 2018

DATE	ATTY	DESCRIPTION	HOURS
6/18/2018	GPK	Attention to review of documents regarding pending grievances.	0.50
6/21/2018	GPK	Telephone calls from client regarding pending labor matters.	0.50
Total Services			\$175.00

ATTORNEY	HOURS	RATE	AMOUNT
GPK GARY P. KING	1.00	\$175.00	\$175.00

Total Amount Due \$175.00

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

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JUL 09 2018 12

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

July 01, 2018
Client: 000896
Matter: 000003
Invoice #: 114673

REGARDING: GENERAL LABOR MATTER

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

TOTAL \$83.95


7/10/18

FY 17-18

101.210.810.000

7/10/2018

Chen

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
Attention: City Manager

July 01, 2018
Client: 000896
Matter: 000003
Invoice #: 114673

Page: 1

RE: GENERAL LABOR MATTER

For Professional Services Rendered through June 28, 2018

DATE	ATTY	DESCRIPTION	HOURS
6/4/2018	CKD	E-mail correspondence to and from Cathy Behrens and Bruce Smith regarding unemployment decision and possible next actions.	0.25
6/5/2018	TLF	Telephone call from Ms. Behrens regarding employee medical problem and referral to occupational health.	0.25
Total Services			\$83.75

ATTORNEY		HOURS	RATE	AMOUNT
CKD	Chelsea K. Ditz	0.25	\$160.00	\$40.00
TLF	THOMAS L. FLEURY	0.25	\$175.00	\$43.75

DISBURSEMENTS

6/13/2018	Document Reproduction	\$0.20
Total Disbursements		\$0.20

KELLER THOMA
A PROFESSIONAL CORPORATION

CITY OF GROSSE POINTE WOODS

20025 Mack Plaza

Grosse Pointe Woods, MI 48236

Attention: City Manager

July 01, 2018

Client: 000896

Matter: 000003

Invoice #: 114673

Page: 2

RE: GENERAL LABOR MATTER

Total Amount Due

\$83.95