

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, May 2, 2016
7:30 p.m.

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

6. PRESENTATIONS
 - A. Department of Public Safety Commendation
 1. Officer Gerald Genna

 - B. Tree City USA – 38th

7. APPOINTMENTS
 - A. Tree Commission (Mayoral)
 1. Excerpts 02/03/16, 03/02/16
 2. Biographical Sketch – Mary Ellen Meyering

 - B. Beautification Commission (Mayoral)
 1. Excerpt 04/13/16
 2. Biographical Sketch – Mary E. Casinelli

8. MINUTES
 - A. Council 04/18/16
 - B. Committee-of-the-Whole 04/25/16
 - C. Finance Committee 04/04/16
 - D. Planning Commission 02/23/16
 - E. Compensation and Evaluation Committee 04/11/16
 - F. Citizens Recreation Commission 03/08/16
 - G. Beautification Commission 03/09/16
 - H. Mayor's Mack Avenue Business Study Committee 03/25/15

9. PUBLIC HEARINGS
 - A. Fence Variance: Frank Peeters, 1625 Hawthorne
 1. Letter 04/06/16 – Frank & Sara Peeters
 2. Application for Fence Permit 04/05/16
 3. Fence Illustration
 4. Drawing
 5. Memo 04/27/16 – Building Inspector
 6. Photos (7)
 7. Aerial views (2)
 8. Affidavit of Property Owners Notified

- B. Fence Variance: Lauren Beller and Mark Laquere, 1859 Littlestone
 - 1. Letter 04/11/16 – Lauren Beller & Mark Laquere
 - 2. Application for Fence Permit 10/26/15
 - 3. Letters from Neighbors (4)
 - 4. Drawing
 - 5. Fence Illustration
 - 6. Memo 04/26/16 – Building Official
 - 7. Photos (11)
 - 8. Aerial views (2)
 - 9. Affidavit of Property Owners Notified

10. COMMUNICATIONS

- A. Proposed FY 2016/17 Budget
 - 1. Memo 04/28/16
 - 2. 2016/17 Proposed Budget Summary
 - 3. Fund Balance Forecast Rev. 04/22/16
 - 4. Committee-of-the-Whole Excerpt 04/11/16
- B. 2015/16 Budget Amendments
 - 1. Memo 04/26/16 - Treasurer/Comptroller
- C. Permit to Solicit/Vend - Lori Ann Romanik, C.K. Corporation (Ice Cream)
 - 1. Application for Permit/License – 04/26/16
- D. 2015 Department of Public Safety Annual Report
 - 1. Memo 03/17/16 – Director of Public Safety
 - 2. 2015 Annual Report

11. BIDS / PROPOSALS/
CONTRACTS

- A. Paving Contract: Lake Front Park Activities Building Parking Lot
 - 1. Memo 04/26/16 - Director of Public Services
- B. Trolley Repair
 - 1. Memo April 26, 2016 - Director of Public Services
 - 2. Invoice #1426 04/15/16 – Superior Diesel & Equipment Repair
- C. Contract: 2016/17 Tree Removal
 - 1. Memo 04/26/16 – Director of Public Services
 - 2. Letter 04/16/16 – Arbor Pro Tree Service, Inc.
 - 3. Tree Removal Contract
 - 4. Certificate of Liability Insurance
- D. Trolley Air Conditioning Repair/Funds Transfer
 - 1. Memo 04/28/16 – Director of Public Services

- 12. PROCLAMATION A. National Public Works Week
- 13. CLAIMS/
ACCOUNTS A. City Attorneys
 - 1. Don R. Berschback
 - 2. Charles T. Berschback
- 14. NEW BUSINESS/PUBLIC COMMENT
- 15. ADJOURNMENT

Lisa Kay Hathaway, MMC
City Clerk

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

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

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



CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

BRUCE J. SMITH, Director
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236-2397



60A



DEPARTMENT COMMENDATION

awarded to

Officer Gerald Genna

On March 29, 2016 at approximately 3:23 a.m., the Department received a 911 call regarding a suspicious subject on a bicycle. The suspect attempted to flee when you located him on Lennon while on routing patrol. After stopping the suspect to investigate the situation, you noticed that the dome light was on in a vehicle parked in front of 2057 Lennon. You asked Officer Fisher to investigate the vehicle further and he determined that the vehicle had been tampered with and that the wet dew tracks led right to the suspect's bicycle.

After placing the suspect under arrest and transporting him back to the station, it was discovered that multiple stolen items from several victims were inside of the suspect's backpack, including bank checks from the owner of the vehicle which had been tampered with.

The arrest that you made cleared up multiple felony cases from various jurisdictions for financial transactions device theft. The Wayne County Prosecutors Office authorized multiple charges of breaking and entering for numerous cities in Wayne County.

Because of your alertness and quick response, you have taken a wanted criminal off the streets, making the community that we serve a safer place to live and work,

I agree with the Honors Board's recommendation and am hereby awarding you this Department Commendation. You have represented the City of Grosse Pointe Woods Department of Public Safety in the highest tradition and we are proud and honored to have you as a member of our team. Your actions are a credit to your dedication and training, the department, and to the Public Safety profession as a whole. I am authorizing that a copy of this letter be placed in your personnel file.

Bruce J. Smith/ Director of Public Safety
City of Grosse Pointe Woods

April 15, 2016

*City of Grosse Pointe Woods
Department of Public Safety
Office of the Director*

DEPARTMENT COMMENDATION

*Upon the recommendation of the Public Safety Board of Review, the Director
Awards a Department Commendation to*

Officer Gerald Genna

*in recognition of his alertness and prompt action in the apprehension of a suspect sought in
multiple cities within Wayne County on March 29, 2016*

*The City of Grosse Pointe Woods Department of Public Safety congratulates and
commends Officer Gerald Genna for his outstanding performance and commitment to
the Department and the community.*

*By Order of the Director of Public Safety This Commendation Shall Be Entered Into
Your Personnel Record*

Albert E. Novick

Mayor of the City of Grosse Pointe Woods

Bruce J. Smith

Director of Public Safety



April 15, 2016



Community Tree Excerpt 02/03/16

A motion to the Council to approve Mary Ellen Meyering as a member of the Community Tree Commission will be made at the 3/2/16 meeting.

Community Tree Excerpt 03/02/16

Pegg submitted his resignation from the Tree Commission on February 29, 2016. This action permits the Council to consider Mary Ellen Meyering as a Tree Commission member and as Pegg's replacement. Once approved by the Council, she will complete the oath of office at City Hall by the City Clerk.

First Used in February



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive

Grosse Pointe Woods, Michigan 48236-2397

RECEIVED

APR 27 2016

CITY OF GROSSE PTE. WOODS

BIOGRAPHICAL SKETCH

Please consider this document as application for membership on the following board or commission:

- | | |
|------------------------------------------------------------------|---------------------------------------------------------------|
| <input type="checkbox"/> Beautification Commission | <input checked="" type="checkbox"/> Community Tree Commission |
| <input type="checkbox"/> Historical Commission | <input type="checkbox"/> Senior Citizens' Commission |
| <input type="checkbox"/> Planning Commission | <input type="checkbox"/> Building Authority |
| <input type="checkbox"/> Board of Canvassers | <input type="checkbox"/> Board of Review |
| <input type="checkbox"/> Citizens' Recreation Commission | <input type="checkbox"/> Community Enhancement |
| <input type="checkbox"/> Local Officers' Compensation Commission | <input type="checkbox"/> Fund Advisory Board |
| <input type="checkbox"/> Other: _____ | |

NAME: Mary Ellen Meyering

ADDRESS: 620 S. Oxford

TELEPHONE: Home: 313-882-1923 Office: cell 313-505-2352

E-Mail: meyering3@comcast.net

OCCUPATION: Part-time Dental office manager

OF YEARS RESIDENT OF GROSSE POINTE WOODS: 6 years

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Enjoy gardening & caring for our yard, interested in preserving our environment

EDUCATION: BS Univ. of Detroit (Mathematics), MBA, Univ. of Michigan

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: Have held virtually every volunteer position in cub scouting and many in Boy Scouting during my 23 years as a BSA parent and member.

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

Interested in keeping GPW a beautiful place to live! Lots of experience in working with individuals & groups in Scouting

[Signature]
Signature of sponsor

[Signature]
Signature of applicant

Date: 1-25-16

Routing: submit to City Clerk for

consideration by City Council

Clerk on H, Forms, Biographical Sketch

Turn over for descriptions

Beautification Advisory Commission Excerpt
04/13/16

New Business: The BAC discussed the candidate for the recent commission member opening.

Motion by Koester, seconded by Rozycki to recommend the Mayoral appointment of Mary Casinelli to the Beautification Advisory Commission.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Koester, McCarthy, Martin-Rahaim, Medura, Muccioli, Rozycki, Spreder, Stephens, Stewart

No: None

Absent: Sauter, Hilton

Motion by Arslanian, seconded by Stephens to recommend to the Mayor the immediate certification of the previous Motion of the Mayoral appointment of Mary Casinelli to the Beautification Advisory Commission.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Koester, McCarthy, Martin-Rahaim, Medura, Muccioli, Rozycki, Spreder, Stephens, Stewart

No: None

Absent: Sauter, Hilton



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

RECEIVED

MAR 29 2016

CITY OF GROSSE PTE. WOODS

BIOGRAPHICAL SKETCH

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

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

NAME: Mary E. Casinelli

ADDRESS: 20085 Marford Ct.

TELEPHONE: Home: 313-886-0089 cell 313-529-7348

E-Mail: marycasinellis@gmail.com

OCCUPATION: Teachers Assistant, Grosse Pointe Schools

OF YEARS RESIDENT OF GROSSE POINTE WOODS: 19 years

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

I have been gardening my entire life. I also help my husband →

EDUCATION: BA from M.S.U., Graduate School → U. of D.

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: _____

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

great eye for recognizing beauty in the outdoors. →

Signature of sponsor
(Rachelle Koester)

Return to Clerk's Office

Mary E Casinelli
Signature of applicant

Date: 3/28/16

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

COUNCIL
04-18-16 - 47

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 18, 2016, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:32 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Bryant, Granger, Ketels, Koester, McConaghy, Shetler
Absent: None

Also Present: City Administrator/Assessor Colombo
City Attorney Don Berschback
City Clerk Hathaway
Director of Public Works Ahee
Recreation Supervisor Byron

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

The following Commission members were in attendance:

Ron Wehrmann, Senior Commission
Jim Profeta, Planning Commission

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, Ketels, Koester, McConaghy, 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 April 4, 2016.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Proposed 2016/17 Water/Sewer Rates**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on April 11, 2016, and adopt Option 2 as presented in the Proposed 2016/17 Water Rates effective July 1, 2016.

Motion carried by the following vote:

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

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

1. Committee-of-the-Whole minutes dated April 11, 2016.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Proposed 2016/17 budget cuts**, that the City Council concur with the recommendation of the Finance Committee at their meeting held April 4, 2016, regarding proposed 2016/17 budget cuts, that the City Council agree to:

1. Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
2. Keep reductions in contractual services (4);
3. Keep Public Safety training transfer to Act 302 Training Fund;
4. Eliminate the removal of P/R part-time employee, calendar, and newsletter;

5. Eliminate the removal of outdoor Christmas lights and garland;
6. Eliminate the removal of part-time union clerical position;
7. Eliminate the removal of four DPW part-time positions;
8. Eliminate the removal of changing of winter park hours;
9. Eliminate the removal of changing the activity building hours;
10. Eliminate the removal of summer park bus service and trolley.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Bryant, regarding **conference: Michigan Association of Municipal Clerks**, that the City Council approve the City Clerk's attendance at the MAMC Annual Conference in Lansing, Michigan, from June 14-17, 2016, in an amount not to exceed \$700.00, funds to be taken from Account No. 101-215-958.001.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **purchase: tent**, that the City Council concur with the Community Events Committee at their meeting on March 23, 2016, and approve the purchase of a 30' x 30' tent including sides, at the amended price of \$7,535.68, funds to be taken from the Community Events Committee Account No. 205-870-820.130.

Motion carried by the following vote:

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

The Mayor accepted the resignation of Despina Kypros on the Senior Citizens Commission, and directed that appropriate thanks and recognition be sent to Ms. Kypros.

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – March 2016**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Agreement: Trucking Services**, that the City Council approve the Agreement with Grosso Trucking & Supply for trucking services from July 1, 2016, through June 30, 2017, in an amount not to exceed \$84,000.00, funds to be taken from Account No. 226-528-818.000, contingent upon this item being included in the approved FY 2016/17 budget; and, authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **Agreement: Tennis Instructor Agreement**, that the City Council approve a contract with Kean Sports Management LLC d/b/a Eastside Tennis and Fitness to provide tennis instructors for the Grosse Pointe Woods tennis lesson program from June 20 – August 18, 2016, and to authorize the City Administrator to sign said contract.

Motion carried by the following vote:

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

The Mayor issued **Proclamations** for Arbor Day and Municipal Clerks Week.

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney**, that the City Council approve the following statement dated April 1, 2016:

1. Labor Attorney Keller Thoma - \$4,075.25.

Motion carried by the following vote:

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

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

- The Mayor had a communication with Al Fincham, who is working under a Consulting Agreement that will expire soon. Mr. Fincham stated he does not believe it will be necessary to extend the contract but is available to provide additional consulting services if required. The City Administrator/Assessor concurred.
- The Mayor stated the City is looking for volunteers to assist at the Music on the Lawn and Fall Fest events, and he distributed a sign-up sheet to be provided to Sue Como. The City Council was asked to seek volunteers from the commissions.

Under Public Comment

- Bethany Perry, 2065 Van Antwerp, discussed DTE gas meter installations and miscommunications received from the installers. The Mayor and City Administrator/Assessor provided an overview. Mrs. Perry is opposed to installing the meters in front of house rather than on the side. The City Administrator/Assessor was asked to address miscommunications from DTE employees to residents, i.e. options and placement of the meters, and not following the options as presented in DTE's letter that was mailed to residents. The City Attorney was asked to determine whether the zoning ordinance can be amended to regulate these types of installations.
- Theresa Bennett, 2064 Lennon, spoke regarding DTE gas meters.
- Ms. Gast, 2040 Fleetwood, also spoke regarding DTE meter installation. She left phone messages and DTE is not returning her calls regarding meter being installed next to her porch.
- Lawrence Bott, 2017 Hunt Club. Complaint regarding placement of meters and DTE tactics for installing.

COUNCIL
04-18-16 – 52

Motion by Koester, seconded by Shetler, to adjourn tonight's meeting at 8:19 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, APRIL 25, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ABSENT: None

ALSO PRESENT: City Administrator/Assessor Colombo
City Clerk Hathaway
Director of Public Safety Smith
Director of Public Services Ahee

Also in attendance were Little League representatives Bill Babcock, Tim Campbell, and Curt Marshall; and Jonathan "Jack" Karle.

Mayor Novitke called the meeting to order at 7:35 p.m.

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

Motion carried by the following vote:

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

No: None

Absent: None

The first item on the agenda was regarding **proposed Ghesquiere Park Improvements – Little League**. Mr. Babcock stated representatives came before the Committee to discuss the idea of making improvements to Ghesquiere Park and to obtain input and ideas from Council prior to investing in plan designs. Little League is proposing ideas such as rebuilding the concession stand including restrooms, a re-utilization of the old tennis court space to construct an athletic facility, and to raise the outfield fencing along the two parking lots adjacent to Diamonds 1 and 3 to prevent balls from going into the parking lot. Improvements would be paid by Little League fundraisers and donations.

The first item discussed was a proposal to construct a concession stand with restrooms. Mr. Marshall stated the old concession stand is not conducive to the needs of Little League due to age; it does not have bathrooms, electricity, or needed storage. They proposed tearing down the old building. A new concession stand is proposed in the square area where the old gazebo was located (currently a skating rink in the winter), including bathrooms. The Director of Public Service stated one concern is access to water and sewer, and stated he would take a closer look at the area. Member Koester requested multiple plans and an aerial view showing placement of the new concession stand. There was a consensus of the Committee that multiple plans would be needed for further consideration, as well as consideration

given to resident use. The Mayor asked that a timeline be provided. Mr. Campbell suggested a potential two-year timeline. Member Granger suggested placing the concession stand at the park entrance behind the parking lot, and suggested alternative options for restroom accessibility in the meantime.

The next improvement discussed was construction of a multi-use athletic facility. Mr. Babcock proposed removing the old, dilapidated tennis courts to install a multi-use facility with a fenced, open structure constructed with astro-turf, lighting, and a roof. Heating and cooling would not be installed. Intended uses would include soccer, softball, and baseball, a set-up similar to Ann Arbor's facility, and can be used during inclement weather. The current batting cages would be removed and replaced with "tunnels" installed in the new structure. The Director of Public Services stated that the current state of the tennis courts would require total demolition with all new construction if there are to be useable tennis courts in Ghesquiere. There was a unanimous consent in favor of this proposed use and that Little League return to the Committee-of-the-Whole with plans.

The next improvement was installation of taller fencing. Mr. Campbell stated the League's first priority is to increase the fencing height from 4' to 8-12' along the two parking lots. The purpose is to prevent balls from being hit into the parking lots. The intent would be to install the new fencing after this season. There was a consensus of the Committee to permit a minimum 8' fence.

The matter regarding improvements to Ghesquiere Park is to remain on the Committee-of-the-Whole agenda.

The Chair declared a recess at 8:36 p.m., and reconvened at 8:45 p.m.

Ghesquiere Park Ice Rink Lights, specifically pertaining to hours, was discussed next. Mr. Karle stated the ice rink with the boards is used to play hockey, and is requesting the lights remain on later than 10 p.m. He attends college from 6-10 p.m., and works full time, and is requesting the lights stay on later, until midnight or 1 a.m. during winter only when weather is conducive for hockey, Fri-Sun. The Director of Public Services stated the park closes at 10 p.m. The Mayor stated that neighbors may have concerns. There was a consensus of the Committee that the hours remain the same, and lights continue to turn off at 10 p.m.

Motion by McConaghy, seconded by Shetler, that this item be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Motion by Granger, seconded by Koester, regarding **items for removal**, that the Committee-of-the-Whole remove the following items from the Committee-of-the-Whole list of topics:

1. Water/Sewer Rates;
2. Fiscal forecasting;
3. Audit Presentation w/Plante Moran;
4. Park Pass Fees;
5. "Music on the Lawn" (Community Events Committee);
6. Trolley;
7. DTE Update and Supporting Data.

Motion carried by the following vote:

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

No: None

Absent: None

New Business:

- The City Administrator/Assessor stated the Grosse Pointe Woods Foundation requested to install a board (sign) for miniature golf course fund raising. There was a consensus of the Committee to allow the sign at City Hall. In addition, the Foundation requested to install a sign at Lake Front Park no larger than 3' x 4'. There was a consensus of the Committee to permit installation of a sign at Lake Front Park, but that a plan be presented for administration's review and approval, and that administration obtain the City Attorney's opinion.
- The City Administrator/Assessor stated that engine work is needed on the trolley at a cost of approximately \$7,500. He also stated if the engine is removed from the chassis the cost will be an additional \$2,500. He is requesting a total of \$10,000 for engine repair and \$5,000 for air conditioning repair, which is included in the proposed 2016/17 budget. He would like all of the work done at the same time, and therefore is requesting a budget transfer from the general fund, \$5,000 to be replaced after July 1. Administration was asked to also look at the transmission, and determine whether any additional work will need to be done any time soon.
- The Director of Public Services, Joe Ahee, announced he is retiring effective June 24, 2016. The Committee thanked him and wished him well.

Motion by Granger, seconded by Bryant, that the meeting of the Committee-of-the-Whole be adjourned at 9:31 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

FINANCE COMMITTEE
04-04-16

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 4, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 8:24 p.m. by Chair McConaghy.

In attendance: Chairman McConaghy
Members: Koester, Novitke

Absent: None

Also present: City Administrator/Assessor Colombo
City Treasurer/Comptroller Irby
City Clerk Hathaway
Director of Public Services Ahee
Recreation Supervisor Byron
City Attorney Don Berschback

Also in attendance:
Council Member Rich Shetler
Council Member Art Bryant

Motion by Koester, seconded by Novitke, that all items on tonight's agenda be received and placed on file.

Motion passed by the following vote:
Yes: Koester, McConaghy, Novitke
No: None
Absent: None

Motion by Novitke, seconded by Koester, that the meeting minutes dated March 21, 2016, be approved as submitted.

Motion passed by the following vote:
Yes: Koester, McConaghy, Novitke
No: None
Absent: None

The Committee discussed **fiscal forecasting**. The Mayor recommended that the Finance Committee meet after the budget is adopted to further discuss the budget. Council will need to consider addressing a Headlee override in 2018, encouraging reformation of Proposal A, and to encourage modification of PA 33 to eliminate the

population threshold allowing for special assessments for police and fire regardless of population. Administration was asked to look at reducing cost of utilities.

Following discussion regarding the list of proposed budget cuts, which administration incorporated into the budget, there was a unanimous consensus to:

- Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
- Keep reductions in contractual services (4);
- Keep Public Safety training transfer to Act 302 Training Fund;
- Eliminate the removal of P/R part-time employee, calendar, and newsletter;
- Eliminate the removal of outdoor Christmas lights and garland;
- Eliminate the removal of part-time union clerical position;
- Eliminate the removal of four DPW part-time positions;
- Eliminate the removal of changing of winter park hours;
- Eliminate the removal of changing the activity building hours.

The City Administrator/Assessor stated that eliminating summer park bus service at an \$11,500 savings includes the trolley service at \$6,000.00. Prior discussions identified Council does not intend on eliminating the trolley.

Motion by Novitke, seconded by Koester, regarding the list of administration's proposed budget cuts incorporated into the proposed FY 2016/17 budget, that the Finance Committee recommend that the City Council agree with the Finance Committee's recommendation to:

- Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
- Keep reductions in contractual services (4);
- Keep Public Safety training transfer to Act 302 Training Fund;
- Eliminate the removal of P/R part-time employee, calendar, and newsletter;
- Eliminate the removal of outdoor Christmas lights and garland;
- Eliminate the removal of part-time union clerical position;
- Eliminate the removal of four DPW part-time positions;
- Eliminate the removal of changing of winter park hours;
- Eliminate the removal of changing the activity building hours.
- Eliminate the removal of summer park bus service and trolley.

Motion passed by the following vote:

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

Motion by Novitke, seconded by Koester, that the previous motion be immediately certified.

Motion passed by the following vote:

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

The City Administrator/Assessor stated he looked at contractual services. He stated it is more costly to contract assessing services and that Wayne County no longer performs this service. He stated one full-time Public Safety Records Clerk and one part-time Clerk are retiring, and suggested eliminating the one part-time and reduce hours in records department. The Mayor asked that Director Smith be in attendance at the next budget meeting to discuss this recommendation. The City Administrator/Assessor is looking at vendors for information technology.

The Committee asked for suggested reductions in cost to operate the park including hours, utilities, etc. and that potential savings be identified. Administration is to provide a report.

The Committee reviewed the employee salary information. Administration is to provide annual wages for all employees, non-union and union.

The next item discussed was regarding **City Attorney dental coverage**. Dental coverage was discussed for City Attorney Don Berschback and his wife. Benefits included in his contract was originally healthcare and prescription, no optical or dental. Optical is now included in healthcare (Blue Cross) as well as prescription (Navatis); but not dental (Delta). The Treasurer/Comptroller provided an overview regarding invoicing and payments made by Mr. Berschback. Dental was billed and paid in the amount of \$740 (\$1,479.60 total) for 2010/11 and 2011/12, and accidentally not billed for three years, 2012/13 through 2014/15. Mr. Berschback paid \$7,072.76 for medical, equal to employee cost sharing. He should have been invoiced and paid \$2,217.00 for dental. The hard cap for Mr. Berschback's plan is \$1,065.96 for medical/prescription. Mr. Berschback stated that he was in agreement and will continue to pay the hard cap for medical/prescription if the medical/prescription is to continue to be provided. There was a consensus of the Committee to recommend that the prior payments made by Mr. Berschback should be treated to satisfy the unpaid dental coverage owed previously. This item was referred to the Compensation & Evaluation Committee to review future benefits.

Motion by Koester, seconded by Novitke, regarding the City Attorney medical and dental coverage, that the Finance Committee recommends that City Attorney Berschback's proposed 2015/16 contract stipulate that he is responsible for the medical hard cap contribution for medical and prescription coverage provided for 2015/16 fiscal year, and that he is responsible for payment of dental coverage if he elects coverage.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke

No: None

Absent: None

Under New Business:

- Member Koester readdressed the City purchasing a tent for City events.
- The Mayor asked administration to provide a summary sheet containing the City's financial information such as SEV (1 mill worth \$650,000); taxable value/mills, General Fund (\$12.3 million); total budget, amount of transfers, etc.

Motion by Koester, seconded by Novitke, that tonight's meeting be adjourned at 9:46 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

PLANNING COMMISSION

02/23/16 – 1

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, FEBRUARY 23, 2016, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:34 p.m. by Chair Vitale.

Roll Call: Chair Vitale
Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vaughn

Absent: Profeta, Stapleton

Also Present: Building Official Tutag
Deputy City Clerk Gerhart

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

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

Motion by Rozycki, seconded by Fuller, 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: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

The Chair recognized Council Member Ketels who was in attendance at tonight's meeting.

Motion by Rozycki, seconded by Vaughn, regarding **Approval of Minutes**, that the Planning Commission minutes dated November 24, 2015, be approved as submitted.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

PLANNING COMMISSION

02/23/16 – 2

The next item on the agenda was **Appointments – Election of Chair and Vice Chair/Secretary.**

Motion by Vaughn, seconded by Rozycki, that Vice-Chair Stapleton be elected to the position of Chair.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

Motion by Vaughn, seconded by Gilezan, that Commission Member Fuller be elected to the position of Vice Chair/Secretary.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

Motion by Gilezan, seconded by Fuller, that the Planning Commission approve and adopt the **Rules of Order and Procedure**, as submitted.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

The next item on the agenda was **GPW Planning Commission Annual Report 2015.** Building Official Tutag provided an overview of the draft report; changes will be made to the budget report. The commission members were asked to review the annual report and provide Building Official Tutag with any changes, corrections or inclusions. The Commission noted that Commission Member Gilezan name was not listed as a member of 2020 subcommittee.

Motion by Gilezan, seconded by Vaughn, to adopt the **GPW Planning Commission Annual Report 2015** and that it be referred to the City Council.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

PLANNING COMMISSION
02/23/16 – 3

The next item on the agenda was **Discussion – Budget for Fiscal Year 2016/17**. The chair provided an overview of the budget and how it was the same as the prior fiscal year.

Motion by Rozicki, seconded by Fuller, to approve the proposed **Budget for Fiscal Year 2016/17**, as submitted.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

The next item on the agenda was **Review of Three Sign Application: Med Post Urgent Care, 20599 Mack Avenue**. Building Official Tutag provided an overview of the application, noting that the ordinance limits the message units on a property to 10 units, only allows two signs per building, and also limits the size to 12 square feet; therefore, the request was denied. Discussion ensued regarding the aesthetics and necessity of the proposal. Stephen Marley, on behalf of Med Post Urgent Care, was present to answer questions.

Motion by Hamborsky, seconded by Fuller, regarding Sign Applications: Med Post Urgent Care, 20599 Mack Avenue, that the Planning Commission, recommend to the City Council that the requested sign variance be approved as the proposed signs would be in the best interest of the City and not against the spirit and intent of the sign chapter based on the following reasons:

1. The signs and variances are necessary to provide a reasonable scale to the signs based upon the size and scope of the overall development that is unique as it encompasses an entire city block on Mack Avenue;
2. Four trees in the right of way along Mack Avenue will partially obstruct the wall signs during the summer months;
3. Similar variances have been granted to CVS and Kroger on Mack Avenue under comparable circumstances; and
4. The signs, and this development, are in the best interest of the city.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

Motion by Rozycki, seconded by Vaughn, that the Planning Commission immediately certify the previous motion.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Reiter, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

PLANNING COMMISSION
02/23/16 – 4

The next item on the agenda was the **Building Official's Monthly Report – November/December 2015 & January 2016**. Mr. Tutag reported the following:

- He has checked into the status of the proposed bike path in the community and no action will be taken;
- He will look into the speed limit along Mack and report to the Commission next month;
- The progress in the Briardcliff project is progressing nicely;
- A lot of residential remodeling work is being done in the City;
- A new home will be built at 128 Sunningdale.

Regarding the **Council Reports**:

- Member Reiter reported that Chapter 50 Zoning, Section 50-526, Accessory Buildings had it's first reading. Also he reported that Commission Members Fuller, Hamborsky, and Stapleton were reappointed to the Commission with terms expiring 12/31/18.
- Council Member Ketels reported that he will be transferring to the Beautification Commission and will be replaced by Council Member Bryant.

Commission Member Reiter will attend the Council Meetings in February.

Under **New Business**, the following **Subcommittee Report** was provided:

2020 Plan – Commission Members Hamborsky, Vitale, Fuller and Gilezan reported that additional work has taken place. The subcommittee is looking to include bike racks into the streetscape for the final 2020 plan.

Under public comment, the following individual was heard:

- Commission Member Vaughn thanked the City for the Commissioner Appreciation reception.
- The Building Official provided an overview of the Churchill's project and that progress is being made, and the structural engineer has been working with the developer.
- Commission Member Gilezan extended his thanks to Chair Vitale for his work as chair over the previous year.

Motion by Rozycki, seconded by Vaughn, that the Planning Commission Meeting be adjourned at 8:14 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, APRIL 11, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ALSO PRESENT: City Comptroller/Treasurer Dee Ann Irby

The meeting was called to order by Chair Bryant at 7:02 p.m.

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

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Novitke, to approve the minutes of the meeting of 4- 4-16. After discussion the minutes were approved.

Motion carried by the following vote:

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

An interview with Dee Ann Irby on Compensation and Evaluation took place. The discussion concluded at 7:22 p.m.

Motion by McConaghy, seconded by Novitke, that the meeting be adjourned at 7:24 p.m.

Respectfully submitted,

Arthur Bryant

Approved 4-12-16

RECEIVED

8F

MAR 09 2016

CITY OF GROSSE POINTE WOODS

Citizen's Recreation Committee Meeting Minutes

**Meeting of the Citizen's Recreation Commission held on March 8, 2016 at
Grosse Pointe Woods, Michigan**

CALLED TO ORDER: 7:04

PRESENT:

Gib Heim
Barb Janutol
Tony Rennpage
Christina Ventimiglia
Mike Soviak
Amanda York

ABSENT:

Bill Babcock
Tom Jerger
Mark Miller

ALSO PRESENT:

Nicole Byron, Richard Shetler Jr., Margaret Potter

Motion to accept the minutes from February 9, 2016 by Gib Heim and seconded by Mike Soviak.

Motion passed by the following vote:

Yes: Heim, Janutol, Rennpage, Soviak, Ventimiglia and York.

No: None

Absent: Babcock, Jerger, and Miller

COUNCIL MEETING REPORT:

The City has approval from DTE for new lighting at Ghesquiere Park.

\$218,670 has been approved for paving at Lake Front Park, in front of the Activities Building.

SUPERVISOR'S REPORT:

8,000 plus park passes have been processed since January.

Easter Egg Hunt (March 19th) tickets are currently being sold.

All Pointes Daddy/Daughter Dance is April 16th at Grosse Pointe South High School from 7-9pm.

OLD BUSINESS:

Members discussed the possibility of holding a barbeque cook off in conjunction with the Jack Boni Perch Derby on July 23rd. Ideas included ribs, chicken and pulled pork. Barb will contact interested residents for input at the April meeting.

We are still interested in surveying residents about park usage. Councilman Shetler suggested contacting the folks who put together the Senior Survey, for facilitation ideas. Amanda York will reach out to them and bring this information to the April meeting.

Councilman Shetler will bring back information on the possible donation of money from the Ford Estate.

Thank you letters to the Winterfest volunteers were completed by Christina Ventimiglia and presented for member signatures.

Bill Babcock should let us know about donors for the Winterfest, so those businesses can also be given a thank you letter.

NEW BUSINESS:

Gib Heim inquired about fixing the electric boxes at the docks at Lake Front Park. Ms. Byron indicated that it is included in the budget.

Margaret Potter requested that homeowners be included in discussion of any updates of facilities at Guesquiere Park.

ADJOURNMENT:

Motion was made to adjourn the meeting by Gib Heim and seconded by Mike Soviak.

Motion passed by the following vote:

Yes: Heim, Janutol, Rennpage, Soviak, Ventimiglia, and York,

No: None

Absent: Babcock, Jerger, and Miller

Meeting Adjourned at 7:25 p.m.

The next regularly scheduled meeting will be at **7:00 p.m. on Tuesday, April 12, 2016 in the conference room at City Hall.**

Respectfully submitted by:

Barbara Janutol, Secretary
bajanutol@gmail.com

Approved by Commission
4-13-16

86

Beautification Advisory Commission
Park Room – GPW Community Center
20025 Mack Plaza Dr., Grosse Pointe Woods
Meeting – March 9, 2016 – 7:30 p.m.

RECEIVED

MAR 15 2016

CITY OF GROSSE PTE. WOODS

Present: Arslanian, Hage, Hess, Hilton, Koester, McCarthy, Martin-Rahaim, Medura, Muccioli, Rozycki, Sauter, Spreder, Stewart

Also Present: Kevin Ketels, Mathews

Excused: None

Not Present: Stephens

Other Attendees: None

Guests: Hyduk

Call to Order: The meeting was called to order by Chairperson McCarthy at 7:32 p.m.

Minutes: The February 9, 2016 minutes were distributed and reviewed.

Motion by Rozycki, seconded by Hage, to approve the February 10, 2016 minutes as presented.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Hilton, Koester, McCarthy, Martin-Rahaim, Medura, Muccioli, Rozycki, Sauter, Spreder, Stewart

No: None

Absent: Stephens

Treasurer's Report: Motion by Medura, seconded by Muccioli, to approve the Report as presented.

Motion carried by the following vote:

Yes: Arslanian, Hage, Hess, Hilton, Koester, McCarthy, Martin-Rahaim, Medura, Muccioli, Rozycki, Sauter, Spreder, Stewart

No: None

Absent: Stephens

Chairperson's Report: McCarthy presented chairperson report informing committee of D. Hyduk resignation, (D. Hyduk provided 10 years of volunteer service to the Beautification Commission serving in a variety of commission roles), leaving one opening on the Beautification Advisory Commission. Also, welcomed new committee members Jennifer Hess and Marlin Stewart and new Council Representative, Kevin Ketels. Reviewed request to join Southeast Michigan Beautification for membership and sponsorship of future events. Shared correspondence from Grosse Pointe Monogramming for future Beautification Award recommendation.

Awards Program: Spreder provided an update on the Awards Night. Hilton volunteered to take photos of businesses and Muccioli may be available to take pictures of homes. Committee also explored ideas to promote Beautification Awards Program.

Tile/Mugs Program: Medura provided an update on the Tile Program. Commission discussed possible new tiles; baseball, police/fire and the possibility of selling at the GP Parcels Holiday Bazaar.

Flower Sale: Martin-Rahaim provided an update on the Flower Sale and PayPal account. Hilton to contact Mary Beth Nicholson at GPN to follow-up on GP North Parent's Club representation and PayPal account. Flower delivery & set-up - May 5, 2016. Flower Sale - May 6 & 7, Delivery of pre-orders – May 13. Commission discussed possibly changing pre-order deliveries to Saturday instead of Friday due to low pre-flower sale delivery volunteer turnout.

Council Report: Council Representative Ketels and BAC commission members Hilton and Arslanian reported on the February 1 and February 22, 2016 City Council meeting. Council approved the amount of \$550.00 for the graphic design, artwork and set-up for the GP High School 2016 Tile and the purchase of 25 GPHS tiles.

The Mayoral appointment and immediate certification of Hess and Stewart to the Beautification Advisory Commission was approved.

The amount of \$1,000.00 to reserve Lochmoor Club for the 2016 Beautification Commission Awards Night Dinner was approved by Council.

DPW: Mathews provided a DPW update. New Roster circulated, will be updated and emailed to members.

Old Business: none

New Business: Committee discussed resignation of D. Hyduk and vacancy on Beautification Advisory Commission.

Motion by Arslanian, seconded by Hilton to adjourn the Beautification Advisory Commission meeting at 8:42 p.m.

Motion carried by the following vote,

Yes: Arslanian, Hage, Hess, Hilton, Koester, McCarthy, Martin-Rahaim, Medura, Muccioli, Rozycki, Sauter, Spreder, Stewart

No: None

Absent: Stephens

Respectfully submitted,

Rachelle Koester

Approved by Committee 04/14/15

8H

MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE
03-25-15

MINUTES OF THE MEETING OF THE MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, MARCH 25, 2015, IN THE COMMUNITY CENTER PARK ROOM, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Kevin Ketels, Chair
MEMBERS: Mayor Robert Novitke
Peter Ahee
Jennifer Boettcher
Daniel Curis
Richard Shetler Jr.

ABSENT: Jeannie Kim-Allemon, William Matouk, John Vitale

ALSO PRESENT: City Administrator Fincham
Deputy City Clerk Gerhart

The meeting was called to order at 6:08 p.m. by Chair Ketels.

Motion by Shetler, seconded by Boettcher, to excuse Committee members Kim-Allemon, Matouk and Vitale from tonight's meeting.

Motion carried by the following vote:

YES: Ahee, Boettcher, Curis, Ketels, Novitke, Shetler
NO: None
ABSENT: Kim-Allemon, Matouk, Vitale

Motion by Shetler, seconded by Ahee, 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: Ahee, Boettcher, Curis, Ketels, Novitke, Shetler
NO: None
ABSENT: Kim-Allemon, Matouk, Vitale

MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE
03-25-15

Motion by Shetler, seconded by Boettcher, that the minutes of the March 10, 2015, meeting be approved as submitted.

Motion carried by the following vote:

YES: Ahee, Boettcher, Curis, Ketels, Novitke, Shetler

NO: None

ABSENT: Kim-Allemon, Matouk, Vitale

Discussion ensued regarding the potential of the City purchasing a **Trolley**. The Committee inquired if the credits would be required to go back to SMART if the trolley was sold; it is the understanding of the Committee that these would not need to be paid back. The City Administrator was directed to confirm that these credits will not need to be paid back.

The Committee discussed the potential for utilizing the trolley for other city events including the Little League Opening Parade and the Farmer's Market. Discussion was held regarding the potential for using the trolley for transporting senior residents inside of Lake Front Park, it was determined that the use of tax credits would result in the park no longer being a residents only park.

An overview of the project was then provided for the individuals in attendance, regarding the proposed hours of operation as well as the proposed routes. The City of Grosse Pointe Park has an average ridership of a few hundred per weekend with a peak of 500 residents in a weekend, however these numbers include a double count of both riders entering and exiting the trolley. The various potential routes were discussed, the first being strictly along Mack Avenue. This route would take riders south on Mack Avenue from City Hall to the turn around north of Moross, the trolley would then head north on Mack to the turn around just south of Aline Dr, it was a six mile route that takes approximately 25 minutes to complete. The second proposed route was heading south on Mack from City Hall to the turn around just north of Moross before heading north on Mack and turning right on Cook Road, heading east on Cook to Morningside, heading north on Morningside to Vernier, then proceeding on Wedgewood to Canterbury, turning right on River Road, left on Parkway, then left on Marter, before turning right on Vernier, and left on Mack heading south on Mack back to City Hall. The City Administrator had held discussion with representatives from both the Rivers and Churchill's Cigar Bar who spoke favorably of the proposed trolley.

MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE
03-25-15

The City Administrator then provided an overview of the operation of the City of Grosse Pointe Park trolley. The City employed two drivers at a rate of \$25.00 per hour, any tips collected are returned to the City for the maintenance of the trolley. The City Administrator spoke with one of the drivers in the City of Grosse Pointe Park who spoke highly of his experience with the trolley. The City of Grosse Pointe Park is in discussion regarding the potential for a second trolley that would expand service to Mack Avenue. The City of Grosse Pointe Park has a mobile app that allows for users to monitor the location of the trolley. The City Administrator was directed to look into the potential for a mobile app if the City implements a trolley.

The Committee then discussed the potential for having elementary students name the trolley. The Committee felt that for the trial program the route should be limited to strictly the Mack Avenue route. The Committee felt that the risk of purchasing the trolley was mitigated by the potential to resell the trolley.

Discussion was then held regarding the fact that many of the restaurants along Mack Avenue are closed by 10 pm. It was suggested to alter the hours to 4 pm to 1 am to allow for more businesses along Mack Avenue to be included in the route. Discussion was then held regarding the potential for the sponsorship of the trolley, the City of Grosse Pointe Park trolley has space for 12 advertisements. The City Administrator was directed to look at the potential sponsorship rates, for presentation at a Committee-of-the-Whole meeting. The Committee recommended keeping sponsorship rates low for the first year, to attract sponsorships; they also wanted to target a broad range of businesses along Mack Avenue. The City Administrator was directed to look into ADA compliant vehicles and if the potential trolley is required to be ADA compliant.

Motion by Boettcher, seconded by Shetler, to adjourn tonight's meeting at 7:16 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

9A

April 6, 2010

City of Grosse Pointe Woods
Building Inspection Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

APR 08 REC'D

CITY OF G.P. WOODS

Subject: 6' Shadow Box Privacy Fencing at 1625 Hawthorne

Greetings,

My wife, and I would like to remove the chain link fence currently installed, and install a 6' shadow box privacy fence on our property at 1625 Hawthorne adjacent to 1611 Hawthorne (much like the fence in the attached photo). We are prepared to follow all city ordinances and guidelines associated with installing and maintaining both sides of the shadow box privacy fence.

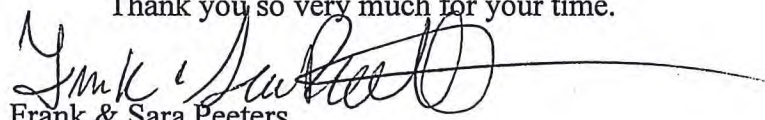
Unfortunately, our neighbor at 1611 Hawthorne has stated they refuse to sign the fencing permit that would allow us to install the privacy fence. This is very troubling for our family. Aside from the additional protection and security the shadow box fence would allow, the fence would also provide the needed privacy to keep our daughter safe, and maintain her dignity.

Our daughter, Abby, who is almost 7 years old, has Down syndrome. She is definitely the sunshine in our world, but having Down syndrome, she does have some mental, and physical challenges. Periodically, Abby will remove her clothing randomly, and then we must fight with her to get her clothing back on. Often, she throws, or attempts to throw toys, shoes, etc. over the current chain link fence, so a higher fence would help prevent that issue.

Ultimately, and especially, due to Abby's condition, we feel it's important to create as much privacy in our back yard as possible to maintain our family's safety, the safety of others, and most importantly, Abby's dignity during those difficult behavioral episodes.

We hope that since we plan to cover all labor, material, and yearly up-keep expense for the shadow box fence, we can move forward with installing the fencing material and enjoy the warm weather with increased privacy!

Thank you so very much for your time.


Frank & Sara Peeters
1625 Hawthorne
586-216-5657



CITY OF GROSSE POINTE WOODS

Building Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
(313) 343-2426

REINSPECTION FEE - \$50

APR 08 REC'D
CITY OF G.P. WOOD

Application For Fence Zoning Compliance Permit To be in compliance with Article IX – Fences (Sections 8-274 – 8-285)

**MUST Provide 1) Mortgage survey/site plan with highlighted area where fence is to be placed;
2) Provide brochure/picture of proposed fence to be installed.**

Owner Frank Peeters Address: 1625 Hawthorne St. Phone No. 586-216-5657

GPW Address for fence application: 1625 Hawthorne St.

Contractor Frank Peeters Phone No. 586-216-5657

Address 1625 Hawthorne St. Fax No. _____

Height of Fence 6' Length of Fence 94' 2"

Style of Fence Shadow box

Material: X Wood _____ Metal _____ Vinyl _____

Location of Fence Sideyard between 1625 & 1611 Hawthorne

Neighbor's Signature N/A Address 1611 Hawthorne

Neighbor's Signature _____ Address _____

Neighbor's Signature _____ Address _____

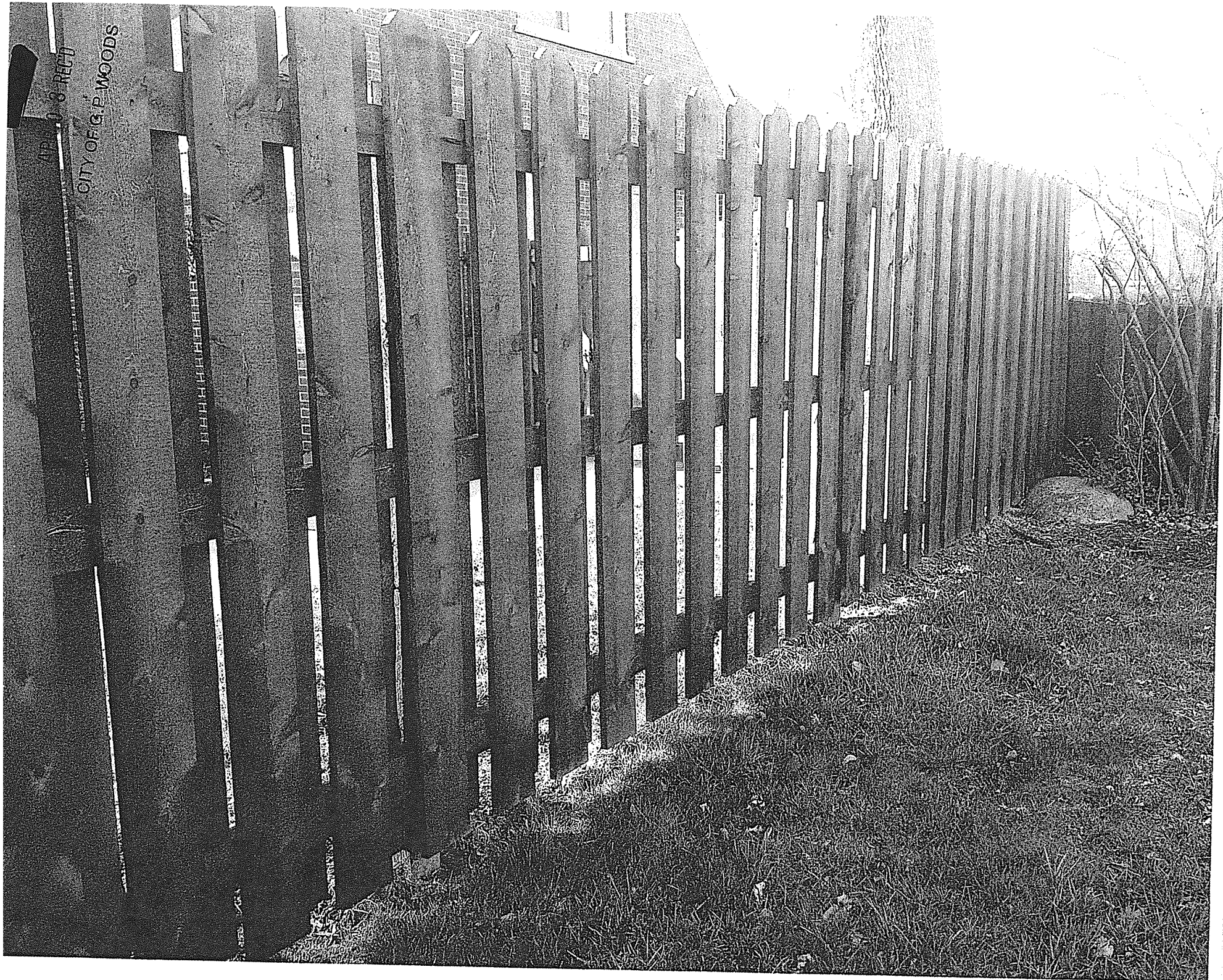
By affixing my signature hereto, I certify that I am the owner or acting as the owner's agent, and I understand the regulations pertaining to the erection of a fence as described in the Ordinance #748. The City of Grosse Pointe Woods does not guarantee the accuracy of the property lines as described herein, the accurate location of all property lines is the responsibility of the owner or owner agent.

Signature of Owner or Agent [Signature] Date 4-5-16

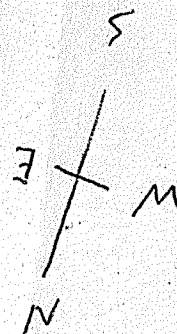
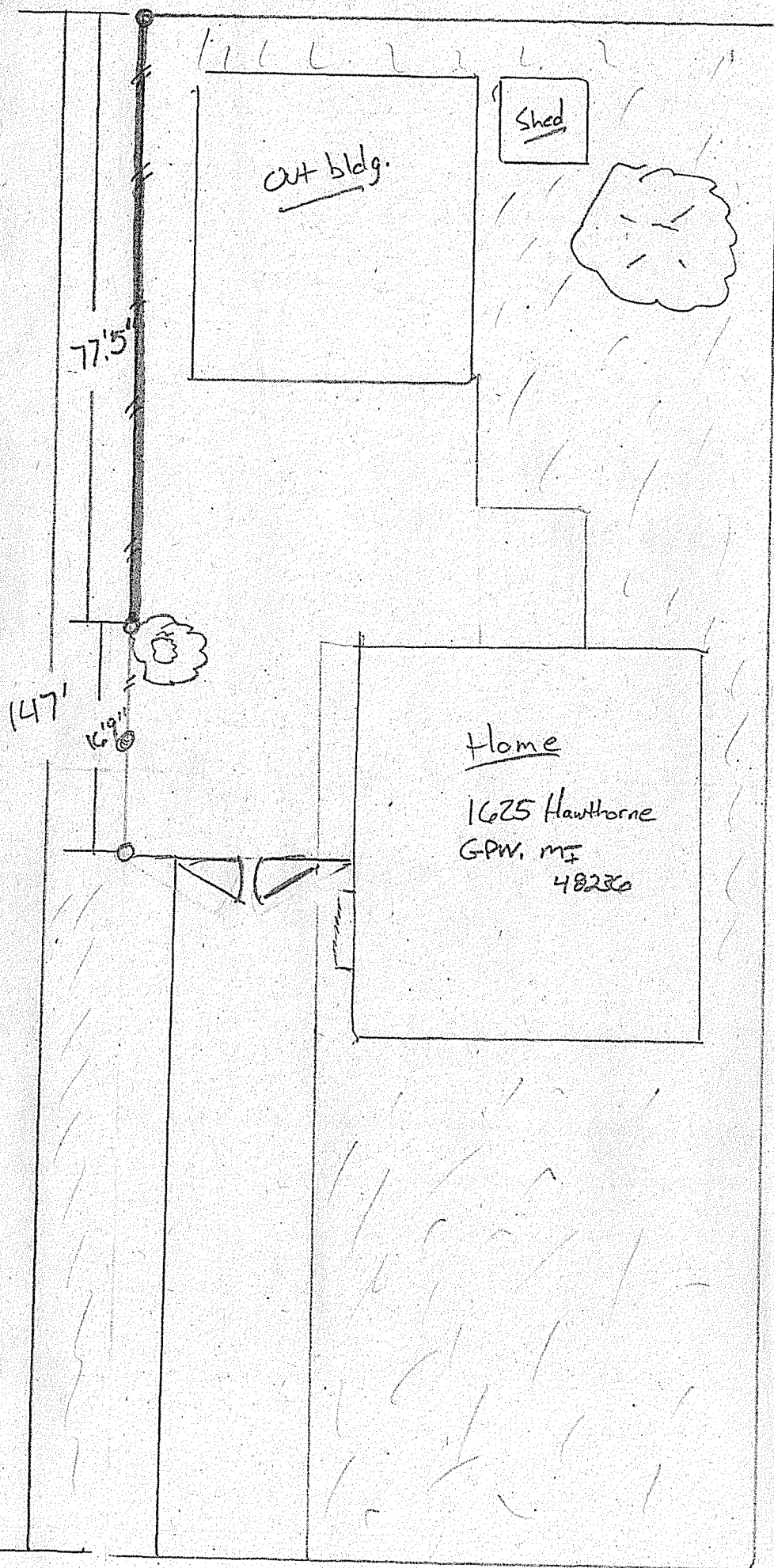
For Office Use	
Approved <u>[Signature]</u>	Denied <u>4/12/16</u>
Building Inspector's Signature	Date

3-21-16

8-284(2) SIDEYARD 6' w/NEIGHBOR APPROVED




APR 08 REC'D
CITY OF G.P. WOODS



CITY OF GROSSE POINTE WOODS
Building Inspector
MEMORANDUM

RECEIVED
APR 27 2016
CITY OF GROSSE PTE. WOODS

DATE: April 27, 2016
TO: Mayor & City Council
FROM: Gene Tutag, Building Inspector 
SUBJECT: 1625 Hawthorne, Fence Variance

A permit to install a 6 foot high shadowbox fence at 1625 Hawthorne has been denied.

Section 8-284(2) of the City's Code requires that the consent of the adjacent property owner must be submitted to the Building Department in writing to permit the installation of a 6' high fences in side yards.

The applicant has not obtained the signature of the adjacent property owner to the east (1611 Hawthorne) that would allow a 6' fence to be installed along the east property line. The proposed fence is otherwise compliant with the code.

On April 25, 2016 the owner of 1611 Hawthorne, Alan Moran, was contacted. He informed me that he will not sign for a 6' fence due to concerns of esthetics and maintenance of the proposed fence. Mr. Moran indicated he plans on attending the hearing on May 2, 2016.

On April 26, 2016 alternative locations for the fence were discussed with the petitioner, Frank Peters, that would not require the neighbor's approval to construct the fence; however, Mr. Peters wants to install the fence as proposed.


An exception to this article can be granted as follows:

Section 8-284(4)

Special circumstances. Applications meeting the requirements of this article and subsections (a)(1), (2) or (3) above do not require a public hearing, and shall be approved by the building inspector if the application otherwise meets the requirements of this chapter. All other exceptions from the provisions of this article require a public hearing and approval from the city council. The council may consider any or all of the following, along with other information:

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

Approval of this exception is not recommended as the proposed fence can be installed on the petitioner's property in such a location that would not require the neighbor to approve and could also meet the needs of the petitioner for privacy and safety for his family.

APPROVED BY:  DATE: 4-27-2016
Tom Colombo
Interim City Administrator



1625 Hawthorne
#1



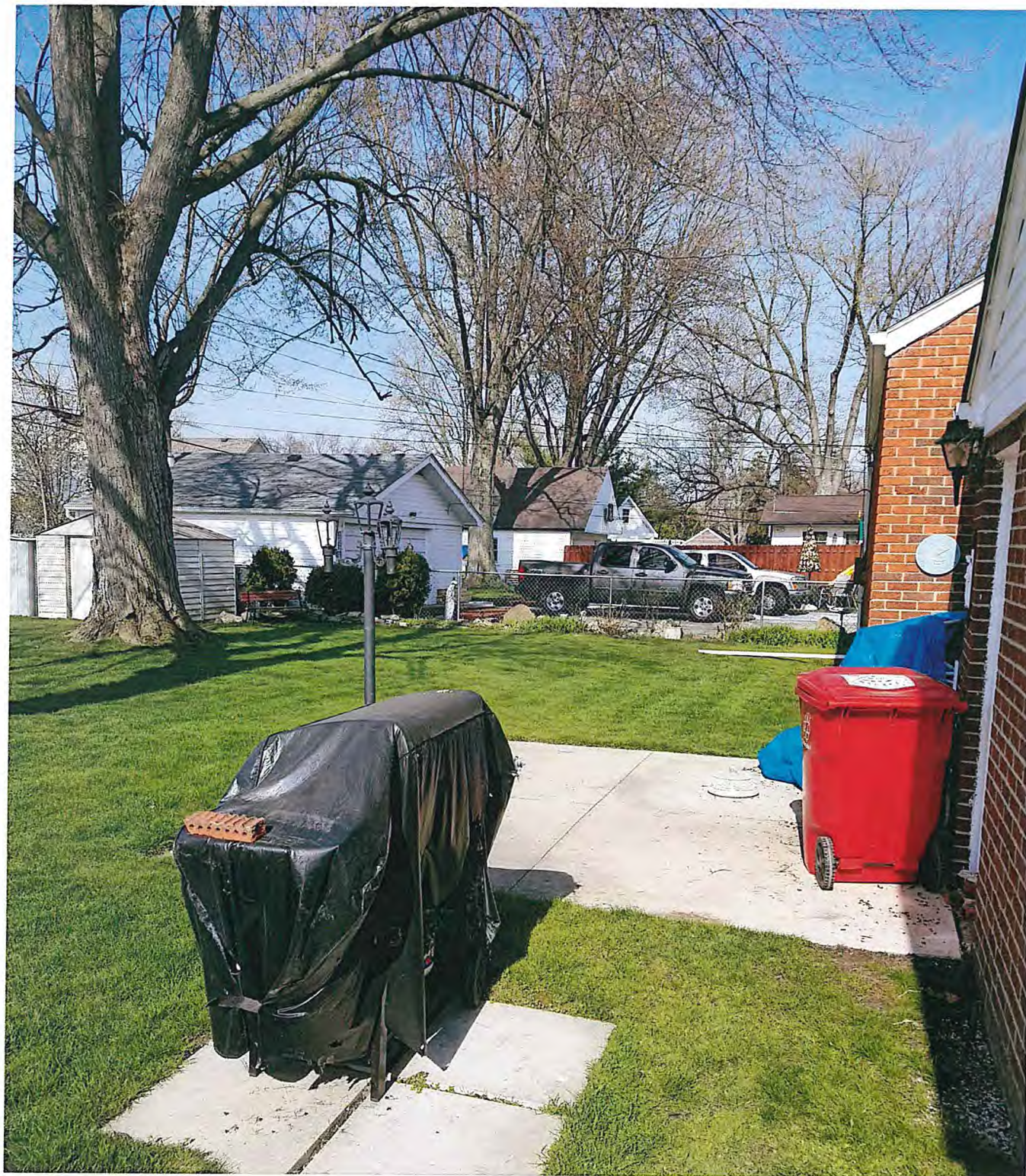
1625 Hawthorne
#2



1625 Hawthorne
#3



1625 Hawthorne
#4



1625 Hawthorne
#5



1625 Hawthorne
#6



1625 Hawthorne
#7



COPYRIGHT 1999 - 2011,
 THE CITY OF GROSSE POINTE WOODS, MI*
 COPYRIGHT 1999 - 2011,
 WAYNE COUNTY, MI*
 COPYRIGHT 1999 - 2011,
 ANDERSON, ECKSTEIN AND WESTRICK, INC.*
 *ALL RIGHTS RESERVED

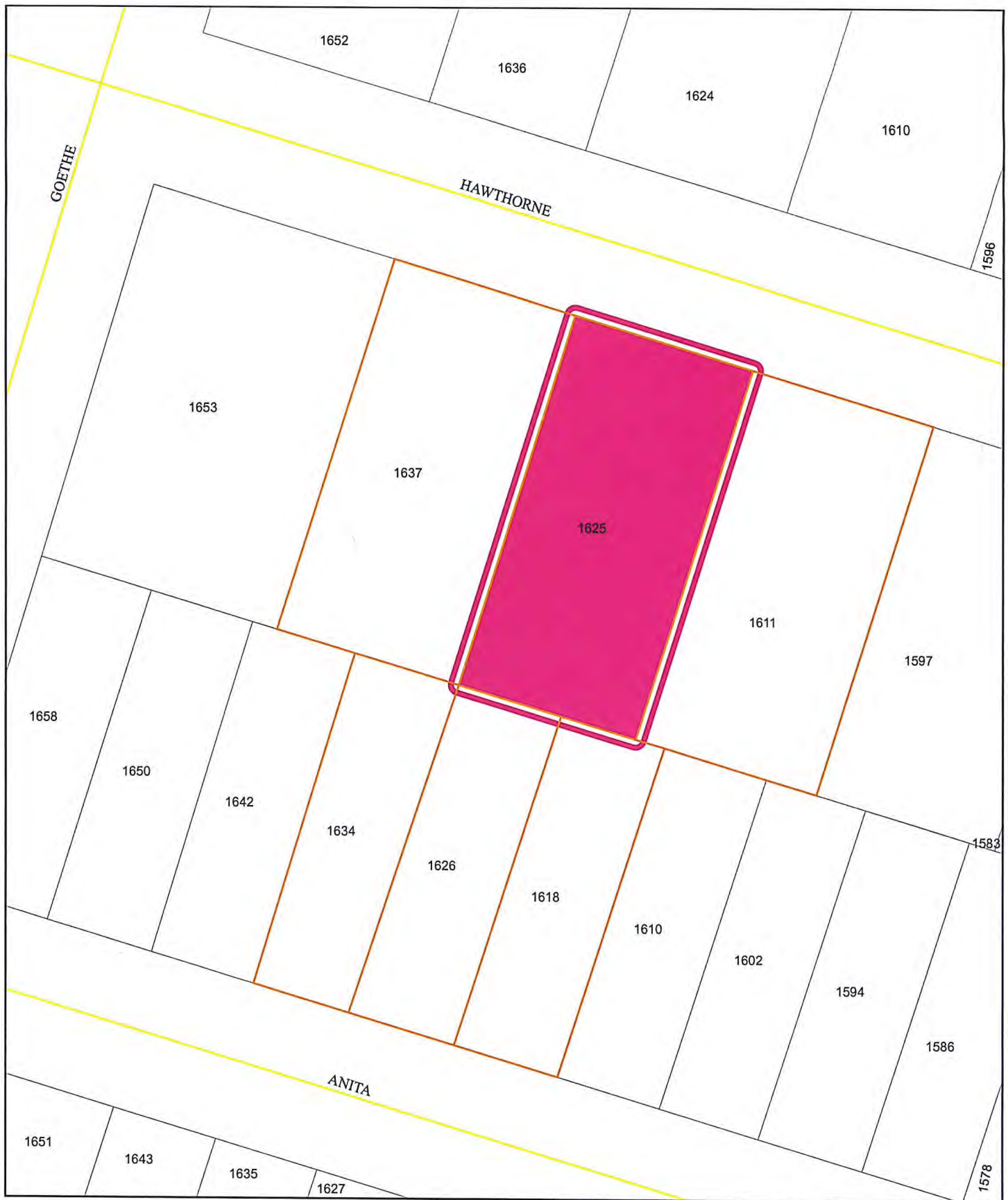


INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1625 Hawthorne

Date: 04/21/16





COPYRIGHT 1999 - 2011,
 THE CITY OF GROSSE POINTE WOODS, MI*
 COPYRIGHT 1999 - 2011,
 WAYNE COUNTY, MI*
 COPYRIGHT 1999 - 2011,
 ANDERSON, ECKSTEIN AND WESTRICK, INC.*
 *ALL RIGHTS RESERVED



INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1625 Hawthorne

Date: 04/21/16



AFFIDAVIT OF PROPERTY OWNERS NOTIFIED

Re: 1625 Hawthorne
Frank Peeters

State of Michigan)
) ss.
County of Wayne)

I HEREBY CERTIFY that the notice of Hearing was duly mailed First Class Mail on 4-22-16 to the following property owners within a 3 foot radius of the above property in accordance with the provisions of the 2007 City Code of Grosse Pointe Woods. A Hearing fee of \$75.00 has been received with receipt # 208597.

Lisa Kay Hathaway, CMMC/MMC
City Clerk

See attached document for complete list.

1625 Hawthorne - 3' Radius

ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco
ABUD GARY G & JANICE L		1637 HAWTHORNE RD	GROSSE POINTE WOODS	MI	48236
PEETERS FRANCES M III	PEETERS SARA	1625 HAWTHORNE RD	GROSSE POINTE WOODS	MI	48236
MORAN ALAN M	PISCHING-MORAN VALERIE V	1611 HAWTHORNE RD	GROSSE POINTE WOODS	MI	48236
DEONIKAR PRABHAKAR	DEONIKAR WHITNEY L	1634 ANITA AVE	GROSSE POINTE WOODS	MI	48236
SQUIRES ROBERT G	SQUIRES NANCY JO	1626 ANITA AVE	GROSSE POINTE WOODS	MI	48236
MCDONALD THOMAS J		651 WOODS LN	GROSSE POINTE WOODS	MI	48236
OCCUPANT		1618 ANITA AVE	GROSSE POINTE WOODS	MI	48236

9B

Lauren Beller & Mark Laquere
1859 Littlestone Road
Grosse Pointe Woods, MI 48236
586-864-4458
laurenmbeller@gmail.com

RECEIVED
APR 11 2016
CITY OF GROSSE PTE. WOODS
BUILDING DEPT

April 11, 2016

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

To whom it may concern,

We would like to formally appeal the denial of our fence permit submitted in October, 2015. The fence we proposed for approval was a solid five foot fence with a one foot lattice topper for a total height of six feet. While we understand that city ordinance #865, Section 8-279 (1) does not allow solid fences, we are requesting an appeal since we have received written consent from all of our neighbors allowing us to construct the aforementioned fence on our property. Letters of our neighbors' approval were submitted with our fence permit application. Also, with regard to the six foot fence height, Section 8-284 (a) (1) of the same ordinance stated above, allows an exception up to six feet tall if all neighbors approve.

Thank you for reviewing our application. We appreciate your time and consideration. Please do not hesitate to contact us if you have any questions.

Sincerely yours,



Lauren Beller & Mark Laquere

Check # 1238



Rust

FENCE PERMIT FEE - \$20

CITY OF GROSSE POINTE WOODS

Building Department
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
(313) 343-2426

4-11-16

~~RECEIVED~~

~~OCT 26 2015~~

~~CITY OF GROSSE PTE. WOODS
BUILDING DEPT.~~

Application For Fence Zoning Compliance Permit
To be in compliance with Article IX – Fences (Sections 8-274 – 8-285)

**MUST Provide 1) Mortgage survey/site plan with highlighted area where fence is to be placed;
2) Provide brochure/picture of proposed fence to be installed.**

Owner Lauren Beller Address: 1859 Little Stone Phone No. (586) 246-9806

GPW Address for fence application: _____

Contractor MEI Construction Phone No. (586) 615-8154

Address 2587 Noble Rd. Oxford MI 48370 Fax No. _____

Height of Fence 6' (SOLID) Length of Fence 196' linear ft

Style of Fence Vinyl privacy w/ lattice topper Beige

Material: _____ Wood _____ Metal X Vinyl

Location of Fence backyard, property line

Neighbor's Signature _____ Address _____

Neighbor's Signature _____ Address _____

Neighbor's Signature _____ Address _____

By affixing my signature hereto, I certify that I am the owner or acting as the owner's agent, and I understand the regulations pertaining to the erection of a fence as described in the Ordinance #748. The City of Grosse Pointe Woods does not guarantee the accuracy of the property lines as described herein, the accurate location of all property lines is the responsibility of the owner or owner agent.

Mat [Signature] 10/26/15
Signature of Owner or Agent Date

For Office Use

Approved _____ Denied 4/11/16

[Signature] _____
Building Inspector's Signature Date

8. 7.79 11) Solid Fence not

Mark Laquere & Lauren Beller
1859 Littlestone Road
Grosse Pointe Woods, MI 48236

9/19/2015

Dear Neighbor,

This letter is in reference to our request to erect a six foot white vinyl fence around the perimeter of the backyard at 1859 Littlestone Road. Previously, we talked to you about the location and details of the fence, and hopefully we have addressed any questions and/or concerns. It will take approximately two weeks for the fencing materials to come in and then installation will take 2-3 days.

Please do not hesitate to contact us at the numbers listed below should you have any additional questions or concerns.

Thank you,

Mark & Lauren
Mark cell: 586-246-9806
Lauren cell: 586-864-4458

Names: David Hardy
Mervyn Hardy

Address: 1877 Littlestone Rd
GPW MI 48236

Signature: David Hardy

Mark Laquere & Lauren Beller
1859 Littlestone Road
Grosse Pointe Woods, MI 48236

9/19/2015

Dear Neighbor,

This letter is in reference to our request to erect a six foot white vinyl fence around the perimeter of the backyard at 1859 Littlestone Road. Previously, we talked to you about the location and details of the fence, and hopefully we have addressed any questions and/or concerns. It will take approximately two weeks for the fencing materials to come in and then installation will take 2-3 days.

Please do not hesitate to contact us at the numbers listed below should you have any additional questions or concerns.

Thank you,

Mark & Lauren
Mark cell: 586-246-9806
Lauren cell: 586-864-4458

Names: DAVE & DIANE RYKA

Address: 1876 BROADSTONE RD.
G.P.W. 48236

Signature: Diane L. Ryka

Mark Laquere & Lauren Beller
1859 Littlestone Road
Grosse Pointe Woods, MI 48236

9/19/2015

Dear Neighbor,

This letter is in reference to our request to erect a six foot white vinyl fence around the perimeter of the backyard at 1859 Littlestone Road. Previously, we talked to you about the location and details of the fence, and hopefully we have addressed any questions and/or concerns. It will take approximately two weeks for the fencing materials to come in and then installation will take 2-3 days.

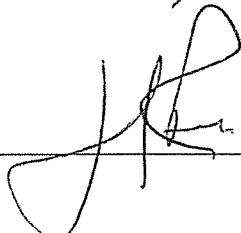
Please do not hesitate to contact us at the numbers listed below should you have any additional questions or concerns.

Thank you,

Mark & Lauren
Mark cell: 586-246-9806
Lauren cell: 586-864-4458

Names: John Ricci

Address: 1868 Broadstar
G.P.W., MI

Signature: 

Mark Laquere & Lauren Beller
1859 Littlestone Road
Grosse Pointe Woods, MI 48236

9/19/2015

Dear Neighbor,

This letter is in reference to our request to erect a six foot white vinyl fence around the perimeter of the backyard at 1859 Littlestone Road. Previously, we talked to you about the location and details of the fence, and hopefully we have addressed any questions and/or concerns. It will take approximately two weeks for the fencing materials to come in and then installation will take 2-3 days.

Please do not hesitate to contact us at the numbers listed below should you have any additional questions or concerns.

Thank you,

Mark & Lauren
Mark cell: 586-246-9806
Lauren cell: 586-864-4458

Names: Wanda Wareza

Address: 1851 Littlestone Rd
G.P.W., MI 48236

Signature: Wanda Wareza

MEI Construction, LLC

Your project is our business!

QUOTE

Customer: Mark Laquerre

Date Prepared: 10/15/15

Street: 1859 Little stone

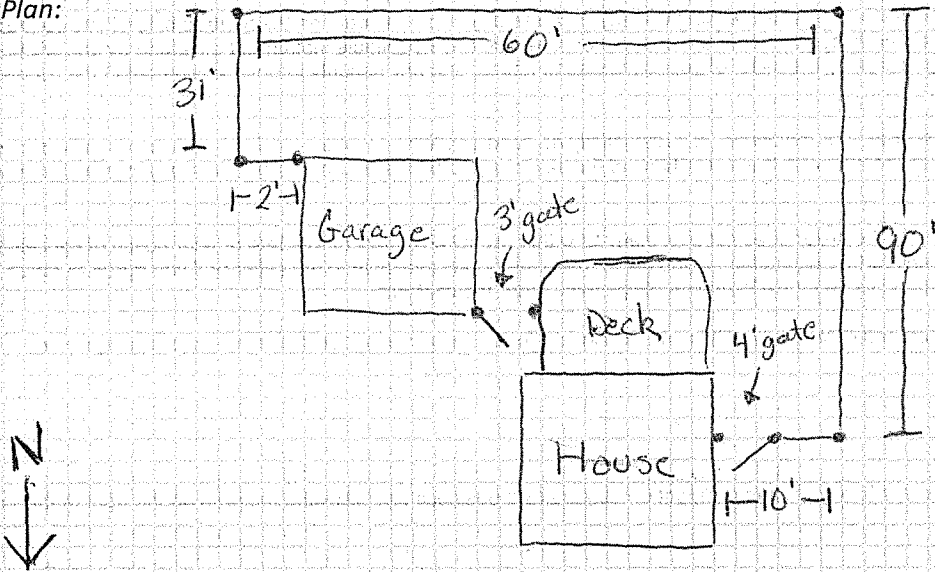
City, St, Zip: Grosse Pointe Woods 48236

Phone #: (586) 246-9806

Email: _____

Billing Address (if different): _____

Ground Plan:



Provide & install
Vinyl fence.

6' tall Beige Vinyl
w/ topper

Fence Style: 6' tall Privacy Vinyl w/ lattice Topper Beige

Fence

Posts

Gates

Linear Ftg.	Height	Gauge Fabric	No.	O.D. or Size	Type	No. Single	No. Double	No. Roll	Width x Height
196'	6'	Vinyl		5" x 5" x 9'	Line/End/Corner	1			3' x 6'
						1			4' x 6'
									X
									X

Barbed Wire

Razor Ribbon

No. Str's	Up	Out	In	Linear Ftg.

For The Sum of:	\$8,050
Building Permit:	-0-
Total:	\$8,050
Down Pymt:	-0-
Balance Due Upon Completion	\$8,050. ⁰⁰

MEI Construction, L.L.C. holds no responsibility for damaged sprinkler lines, gas barbecue lines, or any other such lines. It is the responsibility of the customer to mark where such lines are.

"You, the buyer, may cancel this transaction at any time prior to midnight of the third business day after the date of this transaction; see the reverse side of this form for an explanation of this right."

Seller: MEI Construction, L.L.C.

Submitted By: Mat Buyer(s): _____ Date: _____

By execution of this document, the Buyer acknowledges that he/she has read and understands the terms and conditions set forth on the reverse and front side hereof and within any attachments. Earth removal from digging post holes will remain on the owner's property for his/her disposal. Contractor shall not be liable for delays by obtaining permit, surveying being completed, strikes, weather conditions, materials shortages, other causes

Thank you for your business!

2587 Noble Rd. Oxford MI 48370

MEI Construction | 2555 Emmons Ave. | Rochester Hills, MI 48307 | 586-615-8154 | meiconstruction16@gmail.com

Beller/Laquere
Proposed Fence Illustration
4/19/2016

The proposed fence would be the style shown below in the color beige. Five feet with a one foot lattice topper for a total of six feet tall.

Fence Style



Fence Color: Solid beige (no white as shown below)



CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT
MEMORANDUM

RECEIVED

DATE: April 26, 2016
TO: Mayor & City Council *GT*
FROM: Gene Tutag, Building Official
SUBJECT: 1859 Littlestone, Fence Variance

APR 27 2016

CITY OF GROSSE PTE. WOODS

The applicant is requesting a variance of Section 8-279(1) of the city's fence ordinance which requires fences to be constructed so a minimum of 2 inch openings are throughout 50% of the length or height of the fence. The proposed fence along the west, south, and east lot lines is to be constructed without sufficient openings.

The applicant's property is on an interior lot on the south side of Littlestone Road.

The adjoining property owners' signatures are on the application indicating their approval of this type of fence.

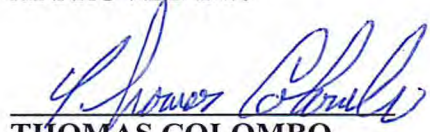
After speaking with the petitioner, Ms. Beller, she indicated to me that they do have a dog and they could not find a vinyl fence style that would comply with the City's Code.

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

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

It is difficult in this appeal to recommend that a variance of Section 8-279(1) be granted to allow for the installation of the proposed fence; however, the adjoining neighbors have acknowledged and are in support of the proposed fence style and the petitioners do have a dog. The granting of this variance on an interior lot could be considered to be setting precedence without a special circumstance or condition existing on the property.

APPROVED BY:


THOMAS COLOMBO
Interim City Administrator

4-27-2016
DATE



1859 Littlestone
A.



1859 Littlestone
B.



1859 Littlestone
C.



1859 Littlestone

D.



1859 Littlestone

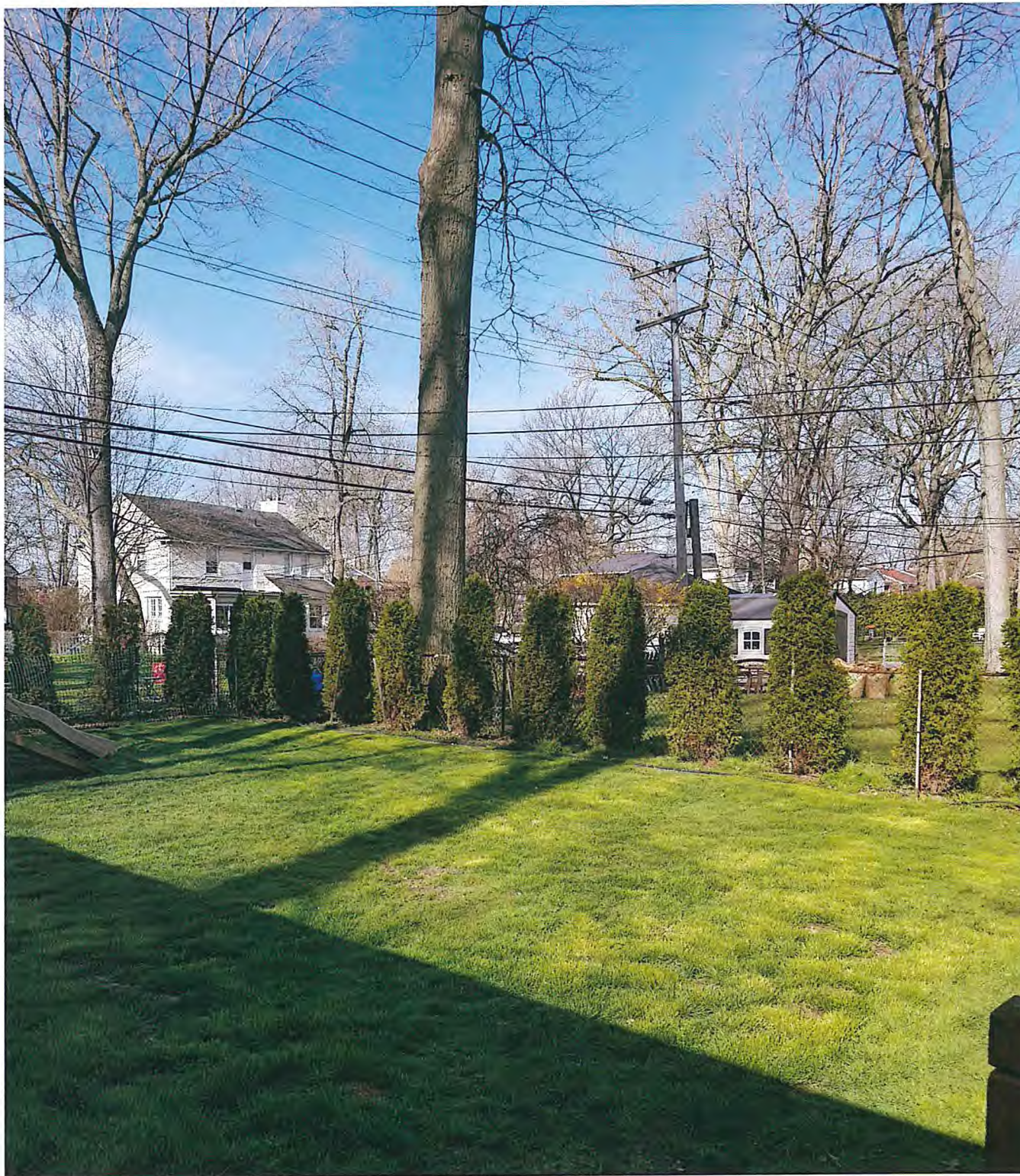
E.



1859 Littlestone
F.



1859 Littlestone
G.



1859 Littlestone
H.



1859 Littlestone
I.



1859 Littlestone
J.



1859 Littlestone
K.



COPYRIGHT 1999 - 2011,
 THE CITY OF GROSSE POINTE WOODS, MI*
 COPYRIGHT 1999 - 2011,
 WAYNE COUNTY, MI*
 COPYRIGHT 1999 - 2011,
 ANDERSON, ECKSTEIN AND WESTRICK, INC.*
 *ALL RIGHTS RESERVED

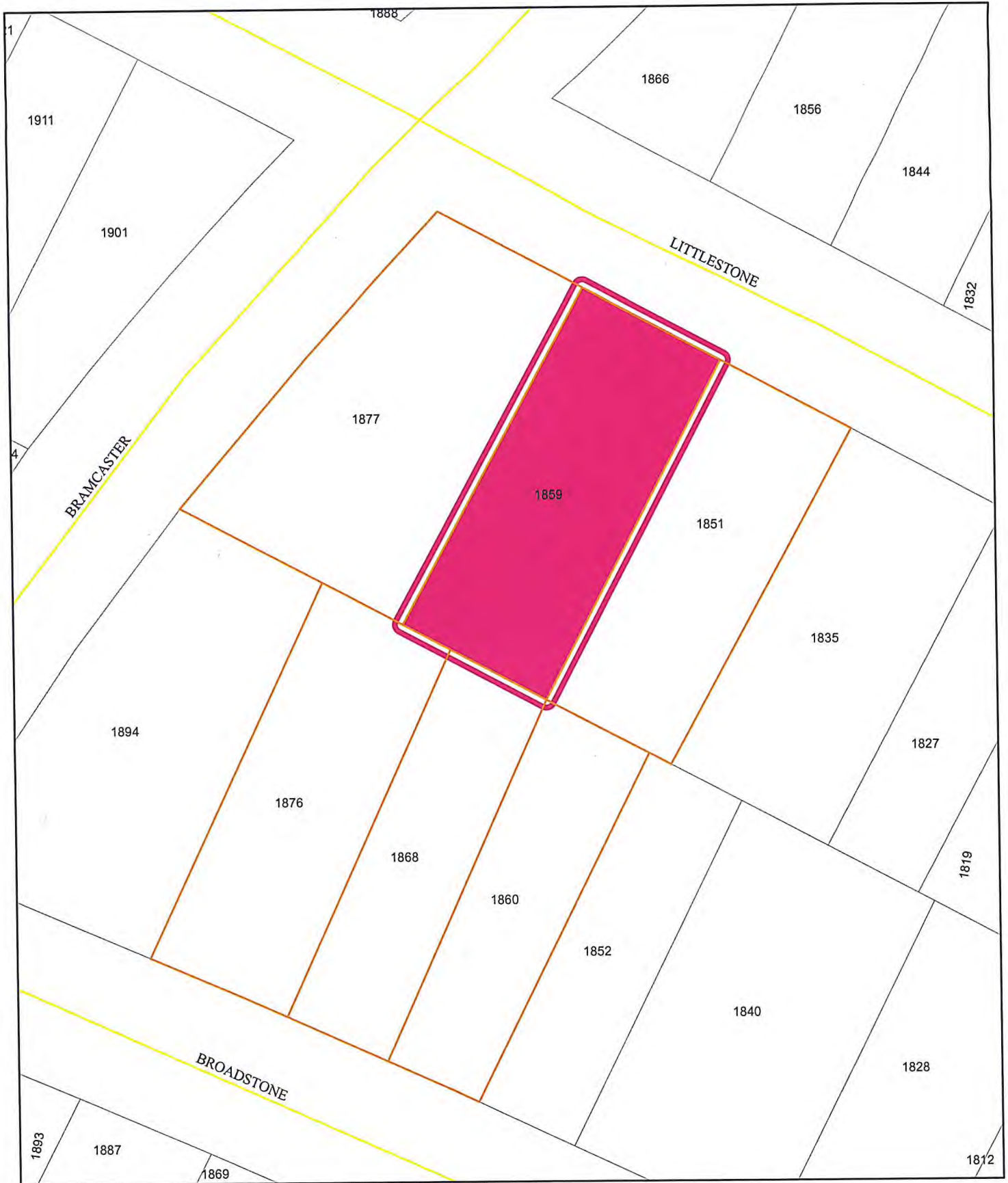


INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1859 Littlestone

Date: 04/21/2016





COPYRIGHT 1999 - 2011,
 THE CITY OF GROSSE POINTE WOODS, MI*
 COPYRIGHT 1999 - 2011,
 WAYNE COUNTY, MI*
 COPYRIGHT 1999 - 2011,
 ANDERSON, ECKSTEIN AND WESTRICK, INC.*
 *ALL RIGHTS RESERVED



INFORMATION TECHNOLOGY DEPARTMENT
 Geographic Information Systems (GIS) Division

Subject: 1859 Littlestone

Date: 04/21/2016



AFFIDAVIT OF PROPERTY OWNERS NOTIFIED

Re: 1859 Littlestone
Lauren & Laquere Beller

State of Michigan)
) ss.
County of Wayne)

I HEREBY CERTIFY that the notice of Hearing was duly mailed First Class Mail on 4-22-16 to the following property owners within a 3 foot radius of the above property in accordance with the provisions of the 2007 City Code of Grosse Pointe Woods. A Hearing fee of \$75.00 has been received with receipt # 208500.

Lisa Kay Hathaway, CMMC/MMC
City Clerk

See attached document for complete list.

1859 Littlestone - 3' Radius

ownersname	ownersna_1	ownerstreet	ownercity	ownerstate	ownerzipco
RYDA DAVID M	RYDA DIANE L	1876 BROADSTONE RD	GROSSE POINTE WOODS	MI	48236
RICCI JOHN		1868 BROADSTONE RD	GROSSE POINTE WOODS	MI	48236
THIBODEAU ROY E	THIBODEAU MARY A	1860 BROADSTONE RD	GROSSE POINTE WOODS	MI	48236
HARDY DAVID	SPICER-HARDY MEVELYN	1877 LITTLESTONE RD	GROSSE POINTE WOODS	MI	48236
LAQUERE MARK K & BELLER LAUREN M		1859 LITTLESTONE RD	GROSSE POINTE WOODS	MI	48236
WAREZAK WANDA L		7425 STATE RD	SAGINAW	MI	48609
OCCUPANT		1851 LITTLESTONE RD	GROSSE POINTE WOODS	MI	48236



CITY OF GROSSE POINTE WOODS
MEMORANDUM

10A

Date: April 28, 2016

To: Mayor and City Council

From: Tom Colombo, City Administrator
Dee Ann Irby, Treasurer/Comptroller

Subject: Proposed 2016-2017 Budget

RECEIVED
APR 29 2016
CITY OF GROSSE POINTE WOODS

A handwritten signature in blue ink, likely of Tom Colombo, the City Administrator.

Pursuant to Section 8.2 of the City Charter, we hereby present the proposed budget for fiscal year 2016-2017. The Finance Committee and Committee of the Whole met to discuss the proposed budget on January 4 and 11, February 8 and 29, March 14, 21 and 28, and April 4 and 18, 2016.

As a result of those meetings, the budget was prepared with the City's general *operating* millage rate at 13.8158 and the use of \$170,000 General Fund Fund balance. The general operating millage is at the Headlee Cap. The total City millage rate, inclusive of Public Relations, Solid Waste and Road Bond Debt is 17.4176. Attached is a summary of the total budget and fund balance forecast.

At a Committee of the Whole meeting held on April 11, 2016, the water/sewer budget and rate schedule was discussed at length. The Committee of the Whole recommends a rate increase of 3.8% which is the expected increase for an *average residential* customer. This rate increase, effective July 1, 2016, reflects pass thru costs from Detroit.

Please feel free to contact either of us with any questions or concerns.



2016-17 PROPOSED BUDGET SUMMARY
City of Grosse Pointe Woods

Revised 4/21/16

	2015-16	2016-17	Change
<u>GENERAL FUND</u>			
General Government	\$2,687,901	\$3,132,650	
Public Safety	\$5,448,656	\$5,757,683	
Public Works	\$2,161,890	\$1,730,468	
Management Info. Systems	\$394,326	\$412,821	
Parks & Recreation	\$1,994,328	\$1,664,598	
Total General Fund	\$12,687,101	\$12,698,220	\$11,119
<u>SPECIAL REVENUE</u>			
Major Street	\$806,387	\$833,500	
Local Street	\$776,909	\$808,151	
Parkway Beautification	\$70,275	\$50,350	
Cable Fund	\$3,500	\$3,500	
Act 302 Training	\$8,000	\$10,300	
Solid Waste	\$1,287,874	\$1,595,091	
CDBG	\$7,000	\$7,000	
911 Service Fund	\$93,462	\$100,857	
Drug Forfeiture	\$1,000	\$4,500	
Total Special Revenue	\$3,054,407	\$3,413,249	\$358,842
<u>DEBT SERVICE FUND</u>			
Road Construction Debt	\$209,216	\$978,800	
Grosse Gratiot Drain (Milk River)	\$2,540,317	\$2,613,066	
Total Debt Funds	\$2,749,533	\$3,591,866	\$842,333
<u>CAPITAL PROJECTS FUND</u>			
Road Construction	\$6,408,575	\$3,845,000	
Municipal Improvement	\$370,070	\$82,084	
Total Capital Projects Fund	\$6,778,645	\$3,927,084	(\$2,851,561)
<u>INTERNAL SERVICE FUNDS</u>			
Workmen's Compensation	\$176,000	\$176,000	
Motor Vehicle Fund	\$1,422,391	\$1,377,616	
Total Internal Service Funds	\$1,598,391	\$1,553,616	-\$44,775
<u>ENTERPRISE FUNDS</u>			
Water & Sewer	\$8,075,000	\$8,504,538	
Parking	\$285,700	\$316,747	
Boat Dock	\$117,115	\$137,545	
Commodity Sales	\$53,800	\$100,850	
Total Enterprise Funds	\$8,531,615	\$9,059,680	\$528,065
<u>FIDUCIARY FUNDS</u>			
Supplemental Annuity	\$285,034	\$292,431	
Pension Trust Funds	\$3,325,150	\$3,333,650	
Retiree Healthcare (OPEB)	\$52,500	\$50,250	
Total Fiduciary Funds	\$3,662,684	\$3,676,331	\$13,647
Budget Total	\$39,062,376	\$37,920,046	(\$1,142,330)

**Note: Water & Sewer rates meeting held at COW on April 11th.
Drinking Water Revolving Fund (DWRF) & Sewer Revolving Fund (SRF) debt is included in the budget.

*** The proposed budget is subject to change, as more budget meetings are scheduled.

Fund Balance Forecast

vised 4/22/16

Revised 3-22-16

	ACTUAL		BUDGETED		PROJECTED		PROJECTED		PROJECTED		PROJECTED	
	30-Jun-14 Balance	30-Jun-15 Balance	FY 15-16 Use	30-Jun-16 Balance	FY 16-17 Use	30-Jun-17 Balance	FY 17-18 Use	30-Jun-18 Balance	FY 18-19 Use	30-Jun-19 Balance	FY 19-20 Use	30-Jun-20 Balance
Non-Restricted												
Unassigned portion only												
General & Cable	\$4,287,737	\$4,251,460	(\$220,574)	\$4,030,886	(\$170,369)	\$3,860,517	(\$127,425)	\$3,429,592	(\$74,825)	\$2,761,267	(\$220,804)	\$1,851,963
Local Street	\$316,432	\$513,479	(\$25,000)	\$488,479	(\$306,051)	\$182,428	(\$182,428)	\$0	\$0	\$0	\$0	\$0 need 480k/yr
Municipal Improvement	\$386,940	\$168,511	(\$50,000)	\$118,511	(\$4,944)	\$113,567	(\$5,000)	\$108,567	(\$5,000)	\$103,567	(\$5,000)	\$98,567
Parkway Beautification	\$168,162	\$169,285	(\$36,925)	\$132,360	\$0	\$132,360	\$0	\$132,360	\$0	\$0	\$0	\$0
1006 Park Construction	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
2017-18... shortfall of Major & Local Street fund balance--projections							(\$303,500)		(\$593,500)		(\$688,500)	
Total Non-Restricted	\$5,159,271	\$5,102,735	(\$332,499)	\$4,770,236	(\$481,364)	\$4,288,872	(\$618,353)	\$3,670,519	(\$673,325)	\$2,864,834	(\$914,304)	\$1,950,530
Non-Restricted Annual Change	43.55%	41.96%		37.60%		33.49%		28.66%		22.37%		15.23%
Restricted												
	Balance	Balance	Use	Estimated Balance	Use	Estimated Balance	Use	Estimated Balance	Use	Estimated Balance	Use	Estimated Balance
	30-Jun-14	30-Jun-15	FY 15-16	30-Jun-16	FY 16-17	30-Jun-17	FY 17-18	30-Jun-18	FY 18-19	30-Jun-19	FY 18-19	30-Jun-19
Major Street	\$359,510	\$355,314	(\$142,887)	\$212,427	\$0	\$212,427	(\$160,000)	\$52,427	(\$52,427)	\$0	\$0	\$0 need 160k/yr
Grosse Pointe Drain millage	\$536,965	\$539,964	\$0	\$539,964	\$0	\$539,964	\$0	\$539,964	\$0	\$539,964	\$0	\$539,964
Emergency Fund	\$22,579	\$33,593	(\$33,593)	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Solid Waste millage	\$349,422	\$371,695	(\$1,621)	\$370,074	(\$318,346)	\$51,728	(\$2,000)	\$49,728	(\$2,000)	\$47,728	(\$2,000)	\$45,728
Act 302 PS Training	\$47,662	\$50,043	\$0	\$50,043	(\$2,300)	\$47,743	(\$2,300)	\$45,443	(\$2,300)	\$43,143	(\$2,300)	\$40,843
DBG Grants	\$35	\$728	\$0	\$728	\$0	\$728	\$0	\$728	\$0	\$728	\$0	\$728
111 Emergency Service	\$153,223	\$182,598	(\$40,962)	\$141,636	(\$48,357)	\$93,279	(\$48,357)	\$44,922	(\$44,922)	\$0	\$0	\$0
Drug Enforcement	\$7,826	\$9,829	(\$4,000)	\$5,829	(\$3,500)	\$2,329	\$0	\$2,329	\$0	\$2,329	\$0	\$2,329
Park Bonds	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0	\$0
Total Restricted	\$1,477,222	\$1,543,764	(\$223,063)	\$1,320,701	(\$372,503)	\$948,198	(\$212,657)	\$735,541	(\$101,649)	\$633,892	(\$4,300)	\$629,592
						\$591,692		\$589,692		\$587,692		\$585,692
					\$356,506 Avail		\$145,849 Avail		\$46,200 Avail		\$43,900 Avail	
All Funds	\$6,636,493	\$6,646,499	(\$555,562)	\$6,090,937	(\$853,867)	\$5,237,070	(\$831,010)	\$4,406,060	(\$774,974)	\$3,498,726	(\$918,604)	\$2,580,122

* General Fund Fund Balance must cover the shortfall

Assumptions:

- 1. Taxable Value increases 1.5% each year beginning in 2017-18
- 2. Taxable Value increases due to development: 2017-18 \$1M; 2018-19 \$3M; and 2019-20 \$3M
- 3. MTT losses are budgeted at 50% of contention
- 4. Increase in expense budgeted at 1% per year
- 5. Does not include headlee override
- 6. OPEB contributions are budgeted at \$50,000 thru 2018-19

The first item discussed was regarding the **2016/17 Water and Sewage Rates**. The Treasurer/Comptroller, City Administrator/Assessor and Mr. Seidel recommended that the Council adopt Option 2 in the Proposed 2016/17 Water/Sewer Rate hand out received from Mr. Seidel.

Mr. Seidel disturbed an outline of three potential water rate increases. He explained that the City purchases water from the Great Lakes Water Authority, which increased the purchase price by 7.3%. The City's sewage disposal is handled through Detroit Water and Sewage Department's Northeast Sewage Pumping Station, and the rate for disposing of sewage rose 5.2%. He explained that option two preserved the existing rate structure and more equitability distributed the increase to both residential and commercial customers. The proposed rate increases would become effective on July 1, 2016. On average residents will experience an increase of \$2.50 per month, under option 2.

The Committee then discussed the potential of utilizing water funds to replace streets in the event of a water main break. The City Engineer stated these funds are eligible to be used to replace the pavement directly above the broken water main. The Director of Public Services stated the majority of the water lines in the City are located in the greenbelt and not below the streets.

Motion by Bryant, seconded by Granger, that the Committee-of-the-Whole recommend to City Council to adopt Option 2 as presented in the Proposed 2016/17 Water/Sewer Rates, effective July 1, 2016.

Motion carried by the following vote:

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

Discussion then ensued regarding **the proposed FY 2016/17 Budget**. The Mayor reviewed the Finance Committees recommendations from their meeting on April 4, 2016. The Committee recommended the following:

- Keep the reduced transfer to Local Street Fund, as a result of additional road funding;
- Keep reductions in contractual services (4);
- Keep Public Safety training transfer to Act 302 Training Fund;
- Eliminate the removal of P/R part-time employee, calendar, and newsletter;
- Eliminate the removal of outdoor Christmas lights and garland;
- Eliminate the removal of part-time union clerical position;
- Eliminate the removal of four DPW part-time positions;
- Eliminate the removal of changing of winter park hours;
- Eliminate the removal of changing the activity building hours;
- Eliminate the removal of summer park bus service and trolley.

The City Administrator/Assessor informed the Committee that a full-time Administrative Clerk I in the Public Safety Records Department is scheduled to retire. The Director of Public Safety outlined the need for the full-time position. There was a consensus of the Committee to authorize the Director of Public Safety to fill the position.

The City Administrator/Assessor then discussed the potential for not replacing a part-time Public Safety Records Clerk that is planning to retire later this year. The Director of Public Safety said that eliminating the part-time position would necessitate the Records Department being closed to the public for half of a day, four days a week. The Committee discussed the merits of eliminating one of the part-time Public Safety Records Clerk through attrition. The Director of Public Safety stated that one of the part-time Public Safety Clerks is having surgery and will be off for approximately 8 weeks. There was a consensus of the Committee that Public Safety proceed with one part-time Public Safety Records Clerk on a trial basis, and that the Director of Public Safety report the results to the Committee-of-the-Whole at the end of June. The Committee granted the Director of Public Safety the flexibility to close the records department at times if work flow dictated it.

The Treasurer/Comptroller provided an overview of the entrainment for Music on the Lawn and Fall Fest being moved from the general fund to the Community Events Committee budget. The Community Events Committee will work on obtaining sponsorship for the events.

The Chair declared a recess at 8:32 p.m., and reconvened at 8:39 p.m.

Motion by McConaghy, seconded by Shetler, to excuse Council Member Granger from the balance of the meeting.

Motion carried by the following vote:

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

The Committee then continued discussion regarding the **proposed FY 2016/17 Budget**. The City Administrator/Assessor and Treasurer/Comptroller were present for questions regarding the budget.

The City Administrator/Assessor informed the Committee that I.T. Right would provide a comprehensive evaluation of the City's I.T. department for \$3,400. There was the consensus of the Committee to proceed with the evaluation.

The Committee then directed the Treasurer/Comptroller to gather additional information regarding 911 service fees.

The Committee also requested the Treasurer/Comptroller to determine if the Boat Dock Fund could be used for the construction of a second kayak rack.

COMMITTEE-OF-THE-WHOLE EXCERPT
04-11-16

The Treasurer/Comptroller provided an overview of the Vehicle Fund. For FY 2016/17, the City is planning to lease an Impala for the Detective Bureau, a pick-up equipped for Animal Control and a pick-up outfitted with a plow for both the Department of Public Works and the Parks & Recreation Department. The Treasurer/Comptroller recommends that the City not proceed with additional vehicle purchases until the current leases are completed.

Motion by Bryant, seconded by Shetler, that the Committee-of-the-Whole recommend the City Council adopt the proposed FY 2016/17 Budget as amended.

Motion carried by the following vote:

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

No: None

Absent: Granger

Motion by Bryant, seconded by Shetler, that the proposed FY 2016/17 budget be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

No: None

Absent: Granger



CITY OF GROSSE POINTE WOODS MEMORANDUM

10B

Date: April 26, 2016

To: Mayor and City Council

From: Dee Ann Irby, Treasurer/Comptroller

Subject: Proposed General Fund Budget Transfers FY 2015-16

RECEIVED

APR 28 2016

CITY OF GROSSE POINTE WOODS

Upon review of the preliminary year end financial statements, I recommend the following budget transfers to recognize new revenue sources and to cover the unexpected increases in expenditures. The proposed budget transfers do not effect fund balance.

The City received revenue from the State of Michigan under P.A. 86, *Small Taxpayer Personal Property Exemption*, as reimbursement for the loss of personal property taxes in 2014 and 2015. The City also transferred remaining funds in the Ambulance account to General Fund.

The increase in Public Safety compensation is a result of previous union negotiations and Arbitrator's award. Increases to the Labor Attorney budget, includes legal fees for negotiations and arbitration early in this fiscal year as well as current negotiations. The transfers also include a pay adjustment for the Treasurer/Comptroller, which was approved by Council at the beginning of the fiscal year. Fees for outside consultants have increased due to tax appeals at the Michigan Tax Tribunal.

There are sufficient savings in other accounts within the General Fund budget and additional revenue to cover the cost overruns listed above. Therefore, I respectfully request City Council to consider General Fund budget transfers listed on the attached sheet.

If you have any questions, please feel free to call me.

Proposed Budget Transfers Within General Fund

April, 2016

Unanticipated Increase in Expenses:

PS-Deferred Comp & COLA	101.345.711.000	43,000	
PS overtime -Sgt	101.310.710.200	7,000	
PS overtime -PSO	101.310.710.400	35,000	
PS overtime -Dispatch	101.310.710.500	5,000	
PS salary - Sgt	101.310.702.400	78,000	
Treas-Comptroller salary	101.223.702.000	10,000	
Labor Attorney	101.210.801.000	70,000	
MTT outside consultant	101.210.801.300	40,000	
DPW operating supplies	101.441.757.000	1,000	
City Hall operating supplies	101.444.757.000	2,000	
Total unanticipated expenses			291,000

Reduced Budget Expenses:

PS Salary - PSO	101.310.704.400	-50,000	
General utilities	101.299.728.000	-30,000	
PS contractual services	101.310.850.000	-5,000	
P & R contractual services misc	101.774.818.110	-6,000	
P & R utilities	101.774.921.000	-20,000	
Senior programs	101.780.822.000	-31,000	
Comm Center contractual services	101.780.818.000	-7,000	
Total reduced expenses			-149,000

Net Increase to Expenses	142,000
--------------------------	---------

Additional revenue over budget:

Transfer in from Ambulance Fund	101.000.699.210	33,500	
St of MI Local Stabiliation Funds	101.000.573.000	108,500	
Total additonal revenue			142,000

Overall Change to General Fund Budget	0
---------------------------------------	---

RECEIVED

APR 26 2016

**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: Lori Ann Romanik Birth Date:

Home address: 8320 Riviera Circle North, Sterling Heights, Michigan
home 745-4174 48313

Telephone: (586)-243-5905 Driver's License No.

Business Name: C.K. Corporation Telephone: (586)-755-4888

Business Address: 23968 Sherwood Centerline, Michigan 48015

Description of Business: 100-cream vending

Assistants:

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

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

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

If vehicle used, describe: 1994 Chev Step Van

Year	Make	Model	License Plate #
Other cities served: <u>Grosse Pointe Park, Harperwood, St. Clair Shores</u>			
Years previously licensed in Grosse Pointe Woods: <u>1998 thru</u> —			

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: John Romanek Date: Jul 26, 2016

State of Michigan)
County of Wayne) ss.

Subscribed and sworn to by Lori Romanik
before me on the 26 day of April, 2016

Signature of Notary Public
My Commission expires:

BERNICE RUSSO
Notary Public - Michigan
Macomb County
My Commission Expires Feb 5, 2018
Acting in the County of Wayne

Approve _____ **Deny** _____
Public Safety: [Signature] 4/27
City Clerk: [Signature] _____
Council Action: _____

Plate No.: _____
Date Issued: _____
By: _____



CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

BRUCE J. SMITH, Director

20025 Mack Plaza

Grosse Pointe Woods, MI 48236-2397



100

RECEIVED

MAR 18 2016

CITY OF GROSSE POINTE WOODS

To: Lisa Hathaway, City Clerk

From: Bruce Smith, Public Safety Director

Date: March 17, 2016

Subject: **Department of Public Safety Annual Report for 2015**

Attached, please find copies of the Department of Public Safety's Annual Report for 2015.
Please place this item on the April 04, 2016 Council Agenda.

It is my pleasure to inform the Mayor and Council that the City of Grosse Pointe Woods has been recognized as the third safest city in Michigan by Backgroundchecks.org, a site devoted to public safety and open government. This organization combined data from recent FBI crime reports, natural language analysis, social media sentiment analysis, and their own research. The organization reported that our residents have a 1.5 chance of being affected by a property crime and that our violent crime rate is 31.3 percent. Complete details of the 50 Safest Cities in Michigan report for 2016 can be found at <http://backgroundchecks.org/50-safest-cities-in-michigan-2016.html>.

The Department of Public Safety works very hard not only to address criminal activity when it occurs but also to deter crime from happening through aggressive patrol tactics and strategies. As a result, the City of Grosse Pointe Woods experienced a 5% decrease in total crimes this past year. The total combined drop in crime for the past three years is 23%.

2015

City of Grosse Pointe Woods Public Safety Department Annual Report



Photograph courtesy of Sergeant David Gardzella

Director Bruce J. Smith

TABLE OF CONTENTS

Preface - Director's Letter

Introduction	1
Mission Statement	2
Department Personnel	3
Organization Chart	4
Day Shift Platoons	5
Night Shift Platoons	6
Honors & Awards	7- 10
Detective Bureau	11- 12
Emergency Medical Services	13
Fire Operations	14
Special Response Team (SRT)	15
Crossing Guards	16
Auxiliary Unit	17
K-9 Unit	18
Records Department	19
Department Training	20- 21
Personnel Complaints	22
Promotions	23
New Hires	24
Retirements	25
Fire Safety Open House	26
Community Involvement	27
Index Crimes Breakdown	28
Non-Index Crimes Breakdown	29
Index and Non-Index Crimes Totals	30
Moving and Meter Violations	31
Traffic and Pedestrian Accidents	32
Arrest Totals	33
Total Incidents	34



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY



Bruce J. Smith, Director
20025 Mack Plaza
Grosse Pointe Woods, MI 48236-2397

March 07, 2016

Mayor Robert Novitke

Grosse Pointe Woods, MI 48236

Dear Mayor and City Council,

On behalf of the members of the Department of Public Safety, I am pleased to present the Annual Report for 2015 showing the activities of the Grosse Pointe Woods Department of Public Safety. Our department has strived this past year to maintain a safe community and to deliver the best possible service to our residents and businesses.

Having joined the department as the Director of Public Safety in February 2015, I have been duly impressed with the accomplishments and dedication of our employees throughout the year. It is my goal to provide them with the proper guidance, support, tools and equipment so that they may safely and effectively do their jobs.

In 2015, we experienced 542 Index and Non-Index crimes which represent a 5% decrease from the 568 reported in 2014. As in previous years, we continue to see larceny as the highest crime experienced in our community. We have had a slight increase in reported cases from 137 in 2014 to 141 reported incidents in 2015.

The Department experienced one promotion of an officer to the position of Sergeant in 2015 and the addition of one new officer to the department as replacements for two department members who retired.

The Department grew with the much anticipated addition of a K-9 Unit, thanks to the generosity of the K-9 Safety Partners of the Grosse Pointes. Officer Daniel Schewe and his K-9 partner, Xander, proved their value to the department by assisting in numerous arrests both to the City of Grosse Pointe Woods and neighboring mutual aid cities.

Numerous awards were received by department members for their outstanding efforts and contributions, the most notable being three Life Saving Awards. Several members were recognized for their contributions to a third alarm residential fire involving a water main break. The department was honored to have five members, including City Administrator/Police Commissioner Alfred Fincham, recognized for their efforts during the tragic 2014 trench collapse incident at the Michigan Association of Chiefs of Police Awards ceremony in Harbor Springs, Michigan in June, 2015. A new award, the Officer of the Year Award, was also implemented to recognize special achievements by department members.

In addition to recognized the good work that our members have done during the year, we also have implemented a program to investigate and track personnel complaints. The purpose of this program is to promote a high level of public confidence in our staff by maintaining the professional integrity of the department and its members.

As we move forward into the future, a major project that the department is working on is the consolidation of our Dispatch Department with Grosse Pointe Shores and Grosse Pointe Farms. As of this date, a tentative agreement has been reached with the Village of Grosse Pointe Shores for the consolidation of Dispatch and Lock-up, and a tentative agreement is being negotiated with the City of Grosse Pointe Farms. We are looking at a State grant award which would provide reimbursement to the Grosse Pointes for capital costs totaling \$500,000. Of this amount, \$400,000 would be utilized for building improvements (Lock-up and sallyport) and the remaining \$100,000 for equipment (911 communications).

I would like to thank the Mayor and City Council for their help and support during this past year of transition. As I prepare for the transition of my duties to my new appointment as City Administrator effective July 1, 2016, I will make certain to keep the needs and requirements of the Department of Public Safety a priority as there is nothing that is more important than keeping the City of Grosse Pointe Woods a safe and enjoyable place to live or work. I am proud to have served as the Director of Public Safety for the City of Grosse Pointe Woods this past year and look forward to serving the City in my new capacity as City Administrator.

Respectfully yours,

Bruce J. Smith

Bruce J. Smith, Director of Public Safety

INTRODUCTION



Director of Public Safety Bruce J. Smith

Each year, the Grosse Pointe Woods Department of Public Safety prepares an annual report of crime statistics for the City of Grosse Pointe Woods, the Michigan Incident Crime Reporting (MICR), and the Federal Bureau of Investigation Uniform Crime Report (UCR). This data is compiled from offenses reported to the Department of Public Safety, monthly police reports, and individual crime incident reports.

The primary objective of this annual report is to provide a reliable set of criminal justice statistics for police administration, operations, and management. The localized study of crime data enables personnel to assess the influence of crime in areas, neighborhoods, and with people. Similarly, crime statistics permit analysis among neighboring jurisdictions and with those of similar populations and other characteristics. A broad examination of the crime data allows individuals to view the nature and movement of crime, underlying changes, and fluctuations throughout the City of Grosse Pointe Woods, the State of Michigan, and the United States.

The Department of Public Safety is committed to improving the reliability and validity of our crime reporting data. We are attempting to achieve this goal by study and analysis of major crime indexes and understanding the impact of classification revisions mandated by the State. As a result, some offense categories have decreased, while others have increased. Our efforts are to provide a reporting system that will be more accurate, valid, reliable, and compatible with State and Federal standards.

MISSION STATEMENT



The Mission of the Grosse Pointe Woods Department of Public Safety is to continually strive to improve the safety and quality of life within our community. This will be accomplished through a broad based combination of traditional and innovative police, fire and emergency medical services while always protecting constitutional and basic human rights. All members of the Department will at all times stand accountable for their conduct.



Photograph courtesy of DPW employee Edwin Hall

DEPARTMENT PERSONNEL

Director of Public Safety

Bruce J. Smith

Lieutenants

John Kosanke
Keith Waszak

Sergeants

Brian Conigliaro
Richard Dutcher
Walter Galat
David Gardzella
James Lefurgey
Matthew Muzia

Public Safety Officers

Mark Agnetti
James Arthur
David Empson
Darrell Fisher
Gerald Genna
Sean Gunnery
Joseph Hazuka
Anthony Hojnacki
Neal Kapoor
Jeffry Martel
Martin Mitchell
Scott Nota
Daniel Schewe
Kyle Seidel
Brian Urban
Dennis Walker

Fire Inspector/ Officer

Joseph Provost

Medical Training Coordinator/ Officer

James Thompson

Detectives

Kevin Bonk
Anthony Chalut

Detective/ Traffic Safety Officer

Ryan Schroerlucke

Clerk Dispatchers

Agnes Burcar
Patricia Czech
Heather Hernadi
Thomas Holloway
Gregory Tourville
Sally Van Raemdonck

Code Enforcement

Debbie Reed

Parking Enforcement

Debra Fox
Carolyn Schefke

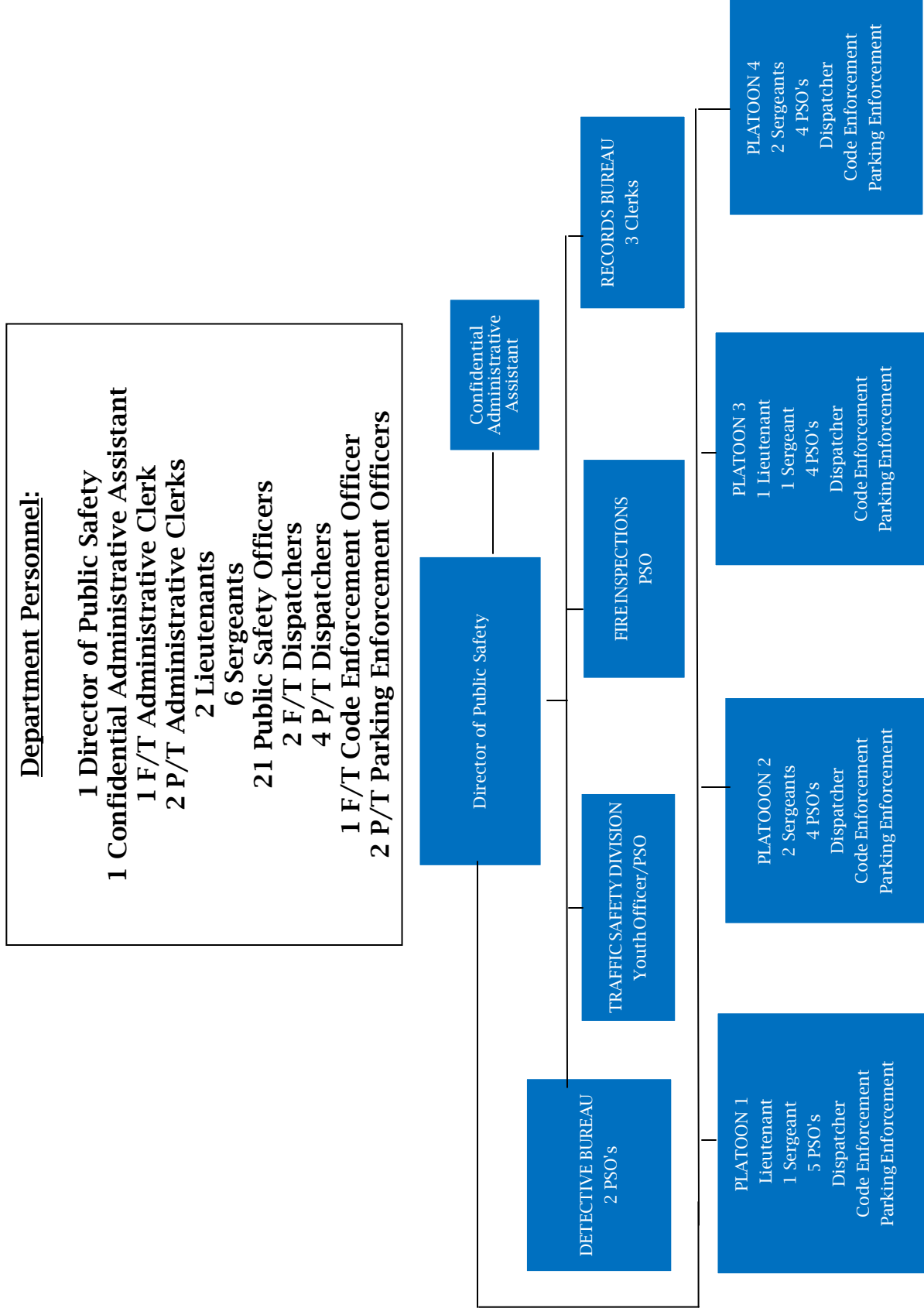
Confidential Administrative Assistant

Claudette Darga

Records Department Clerks

Diana Cormier
Diane Janis
Charlene Ortleib

ORGANIZATION CHART



DAY SHIFT PLATOONS



Platoon 1 members pictured above: Top Row from left to right: Officer Jeffry Martel, Sergeant Richard Dutcher, and Lieutenant John Kosanke. Bottom row: Officer Neal Kapoor, Officer Mark Agnetti, and Officer Joseph Provost. Pictured in the oval to the left is Officer Daniel Schewe.



Platoon 3 members pictured above from left to right: Sergeant David Gardzella, Officer Martin Mitchell, Officer Scott Nota, Officer James Arthur, Officer Anthony Hojnacki, and Lieutenant Keith Waszak.

NIGHT SHIFT PLATOONS



Platoon 2 members pictured above from left to right: Officer Dennis Walker, Sgt. Brian Conigliaro, Officer David Empson, Officer Brian Urban, Sgt. James Lefurgey, and Officer Kyle Seidel.



Platoon 4 members pictured above from left to right: Officer Sean Gunnery, Officer Joseph Hazuka, Sergeant Matthew Muzia, and Officer Gerald Genna. Sergeant Walter Galat is pictured in the top oval at left and Officer Darrell Fisher is pictured in the bottom oval at left.

HONORS & AWARDS

Department members who had received awards for their heroic efforts in the tragic 2014 trench collapse incident were honored at both the 38th annual Michigan Association of Chiefs of Police Awards Program and the 33rd annual Respect for Law Program sponsored by the Lakeshore Optimist Club. The Respect for Law event was held on May 6, 2015 at the Lochmoor Club in Grosse Pointe Woods. The MACP Awards banquet was held on June 23, 2015 at the Boyne Highlands Resort in Harbor Springs, Michigan. City Administrator Fincham, Sergeant Dutcher, Sergeant Galat, Officer Martel, and Detective Schroerlucke had all received Medal of Valor awards from the City for their efforts to rescue the victim in the hole. Lieutenant Kosanke, who had supervised the scene above ground, received a Department Citation.



The honorees and their wives are pictured above at the Lochmoor Club. From left to right are Sergeant Walter Galat, Officer Jeffry Martel, Detective Ryan Schroerlucke, Sergeant Richard Dutcher, Lieutenant John Kosanke, and City Administrator Alfred Fincham.



Pictured above from left to right at the MACP Awards Program in the picture on the right are Detective Ryan Schroerlucke, Officer Jeffry Martel, Officer Walter Galat, Sergeant Richard Dutcher, and City Administrator Alfred Fincham. We are proud of the courage and bravery that these department members displayed in the face of danger. .

HONORS & AWARDS

Numerous awards were presented in 2015 for outstanding efforts displayed by the recipients.



Officer James Thompson and Officer Jeffry Martel were both presented with Life Saving Awards for their quick actions in July when they responded to an EMS call and found a subject on the floor with no pulse. Officer Martel hooked up the man to the department AED after which Officer Thompson administered chest compressions until the man's pulse returned. Officer Thompson also received a second Life Saving Award for saving the life of a man in October who was found lying on this driveway in full cardiac arrest. Pictured above from left to right are Officer James Thompson, Director Bruce Smith, and Officer Jeffrey Martel.



Department Citations were received by Sergeant Matthew Muzia (pictured above with Director Smith, Mayor Robert Novitke, and members of City Council) and Officer Kyle Seidel (pictured on the right with Director Bruce Smith.) Sergeant Muzia was honored for his invaluable leadership skills when he led his team to suppress a third alarm residential fire during which a water main break occurred and a secured steel front door had to be forced open. Officer Seidel received his award for his bravery when, after being called to assist two other officers at a traffic stop, he noticed that a passenger in the vehicle was in possession of a fully loaded 9mm semi-automatic pistol. Officer Seidel stepped on the gun when it was knocked to the ground and alerted his fellow officers, an action which may have saved their lives.

HONORS & AWARDS



Department Commendations were received by Detectives Kevin Bonk and Daniel Koerber for solving investigations which resulted in the arrest of four criminals involved in a ring of multiple home invasions in Grosse Pointe Woods and Harper Woods. Detective Bonk is pictured in the photo at left with Director Bruce Smith, Mayor Robert Novitke, and members of City Council. Detective Koerber was not present at the presentation

A Department Commendation was received by Sergeant James Lefurgey for apprehending two wanted armed robbers. Sgt. Lefurgey is pictured with his family and Director Bruce Smith shortly after receiving his award.



A Director's Letter of Commendation was also presented to Officer Brian Urban for his efforts in clearing a pathway from snow so that an elderly man who had fallen in his home could be transported to the awaiting ambulance. Commendations were also given to Dispatcher Sally Van Raemdonck, and Officers Fisher, Kapoor, Seidel, Urban, and Walker for providing excellent service during a residential fire in which a broken water main occurred. Dispatcher Van Raemdonck received second commendation for quickly alerting the department when she observed a prisoner attempting to harm herself. Pictured above from left to right are: Officer Brian Urban, Dispatcher Sally Van Raemdonck, Officer Kyle Seidel, Officer Dennis Walker, Officer Darrell Fisher, and Officer Neal Kapoor.

HONORS & AWARDS – OFFICER OF THE YEAR

The recipient of the 2015 Officer of the Year Award was Sergeant Richard Dutcher. The Officer of the Year Award was initiated by the department in 2014 when it was presented to Lieutenant John Kosanke, Sergeant Richard Dutcher, Sergeant Walter Galat, Officer Jeffry Martel and Detective Ryan Schroerlucke for their heroic efforts in the October 2014 trench collapse.

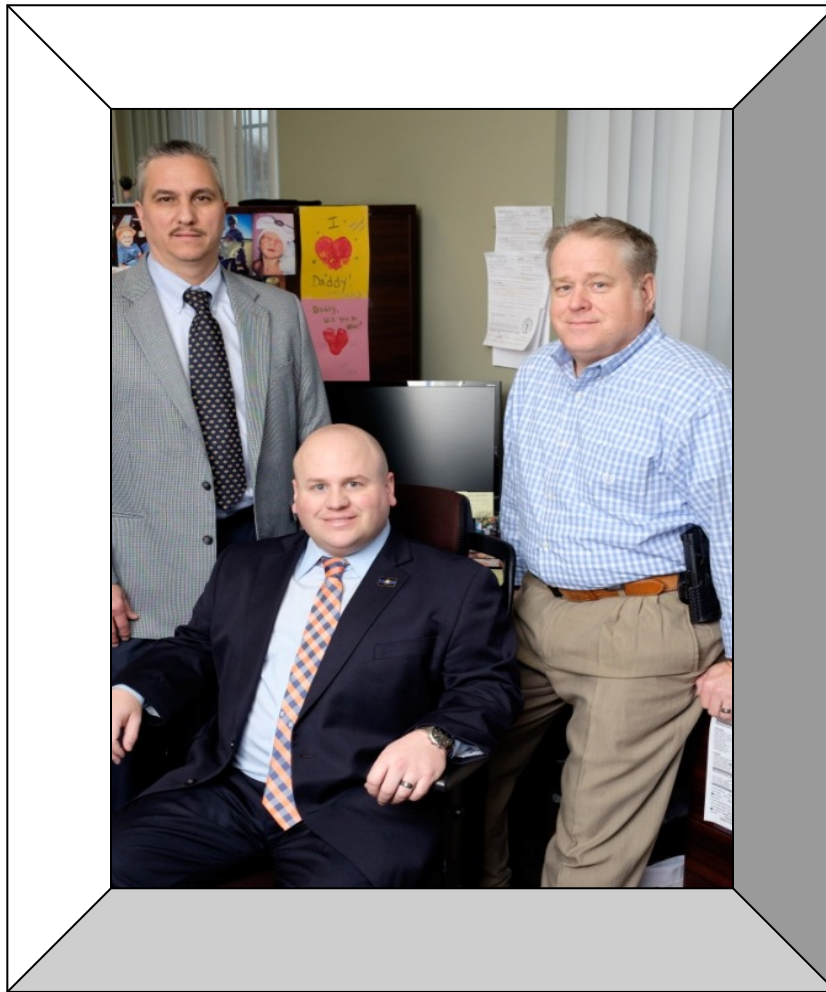
Sergeant Dutcher has been with the department for 22 years, during which time he has undergone extensive training to expand his knowledge in many aspects of law enforcement. As the guiding force of our FTO (Field Training Officer) program, he oversees all aspects of a new officer's training starting from their first day in uniform through their first year of probation and beyond. He meets with the Field Training Officers and reviews every daily observation report ensuring that the recruit's performance is properly documented and that the training is progressing satisfactorily. He takes new officers under his wing to show them the ropes, guide them in the right direction, and give them good advice which will last them throughout their career.

In addition to the guidance and support that he provides to our new officers, Sergeant Dutcher also consistently works on improving our internal departmental forms. He is always working diligently on new projects.

Sergeant Dutcher possesses an extensive knowledge in fire-fighting techniques which he shares with members of the department. His combination of knowledge and expertise along with his kind and gentle nature and dependability make him a fine example of what a Sergeant should be.



DETECTIVE BUREAU



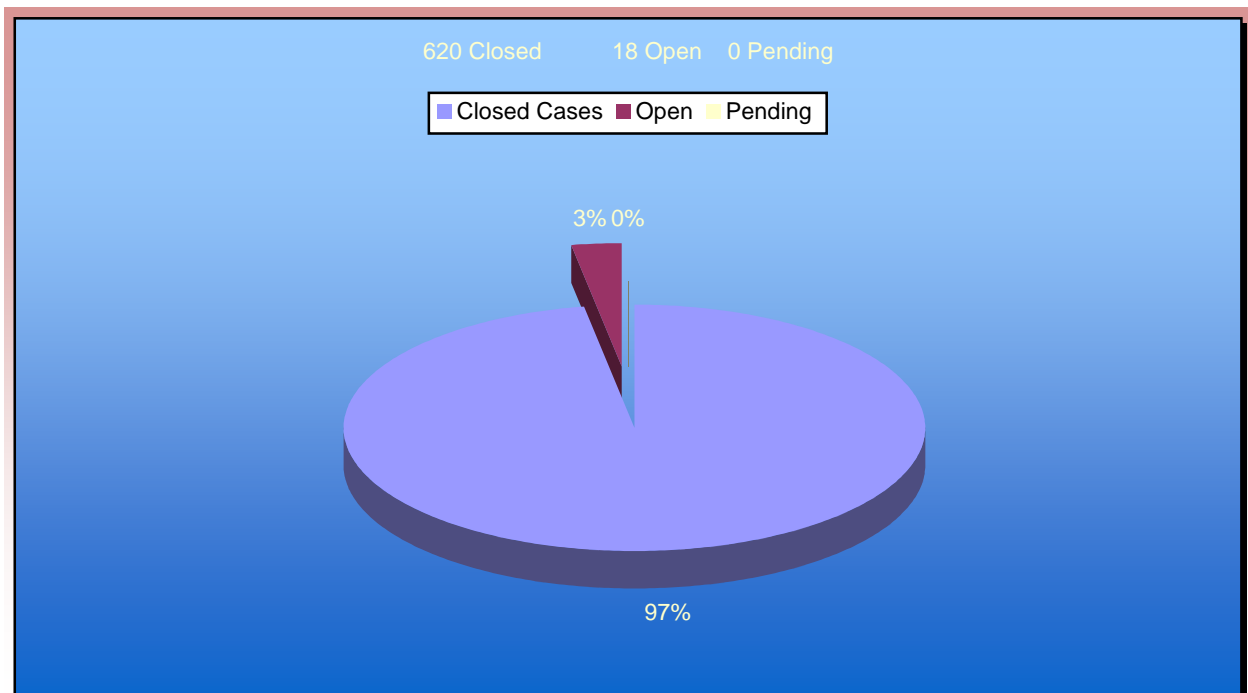
The Detective Bureau is the Criminal Investigation Unit for the Department. The detectives assigned to this unit are responsible for investigating all crimes committed against persons or property in the community. They are on-call 24-hours a day to respond to a crime scene. All detectives receive specialized training to develop and enhance their investigative skills including attending legal update training and meetings with detective bureaus from neighboring jurisdictions. The Detective Bureau is also responsible for monitoring businesses that possess a Michigan liquor license to ensure compliance with Michigan liquor laws.

The Grosse Pointe Woods Detective Bureau, which operates under the supervision of Lieutenant Keith Waszak, consists of Detective Kevin Bonk, Detective Anthony Chalut, and Detective Ryan Schroerlucke. The detectives are responsible for investigating crimes, collecting and preserving evidence, identifying perpetrators, interviewing witnesses, interrogating suspects, and preparing cases for successful prosecution.

DETECTIVE BUREAU (continued)



Detective Ryan Schroerlucke, the Department's Youth Officer, is responsible for any crimes and or violations involving persons under the age of 17. He has an office located at Grosse Pointe North High School and is a direct liaison with school administrators, teachers, and students. Detective Schroerlucke is also responsible for traffic safety, overseeing crossing guards, conducting traffic and speed studies, and investigating traffic-related incidents as well as the Community Crime Prevention Program



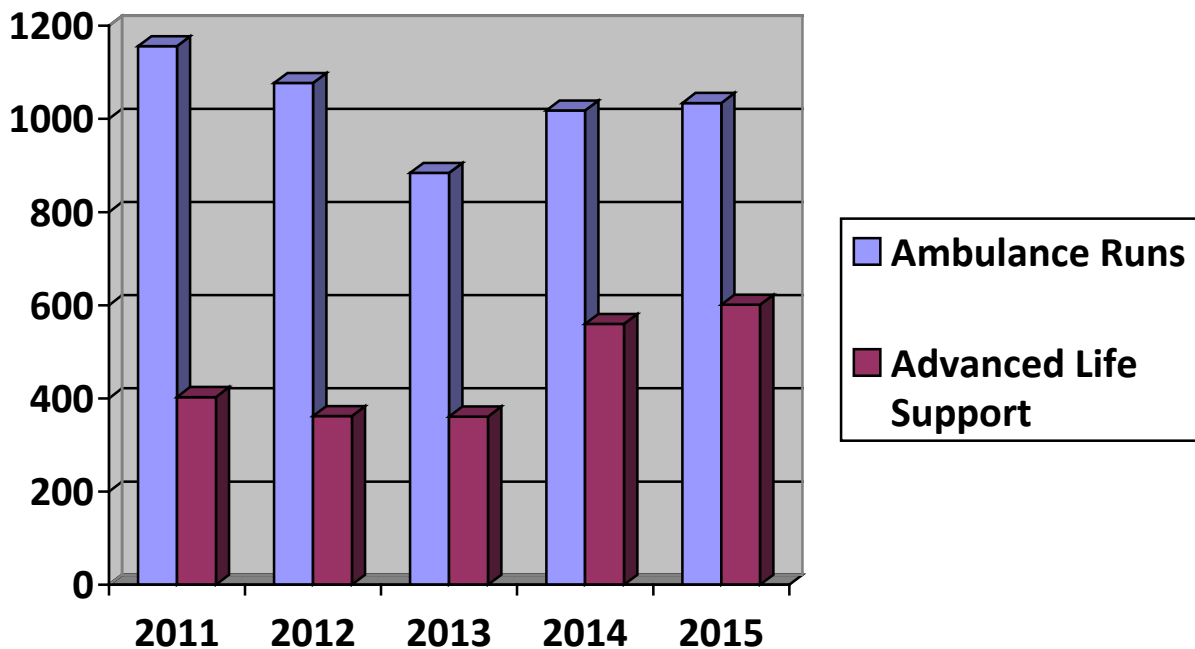
97% of the 638 Criminal Cases assigned to the Detective Bureau in 2015 are closed.

EMERGENCY MEDICAL SERVICES

In the spring of 2014, the City contracted with Medstar Ambulance to provide dedicated emergency ambulance service. The Medstar personnel working for Grosse Pointe Woods are assigned to city quarters and respond from here. In addition, a public safety officer also responds to every ambulance run. All of our patrol vehicles are equipped with Automatic External Defibrillators (AED's). The switch to a privatized ambulance service is designed to save the city money without sacrificing the quality of service or patient care for our residents.

With enhanced technology and equipment, the paramedics from Medstar can begin advanced lifesaving procedures and transmit reports to area hospitals before the patient arrives.

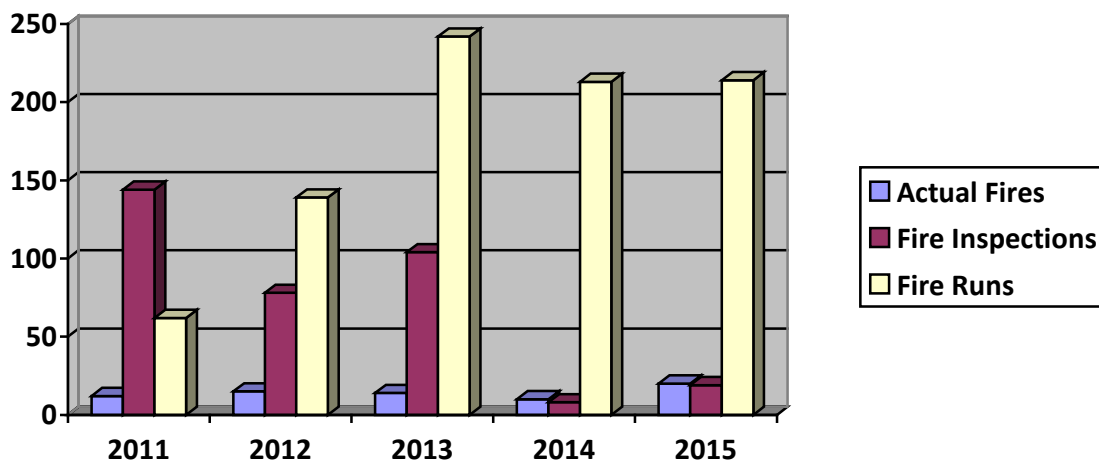
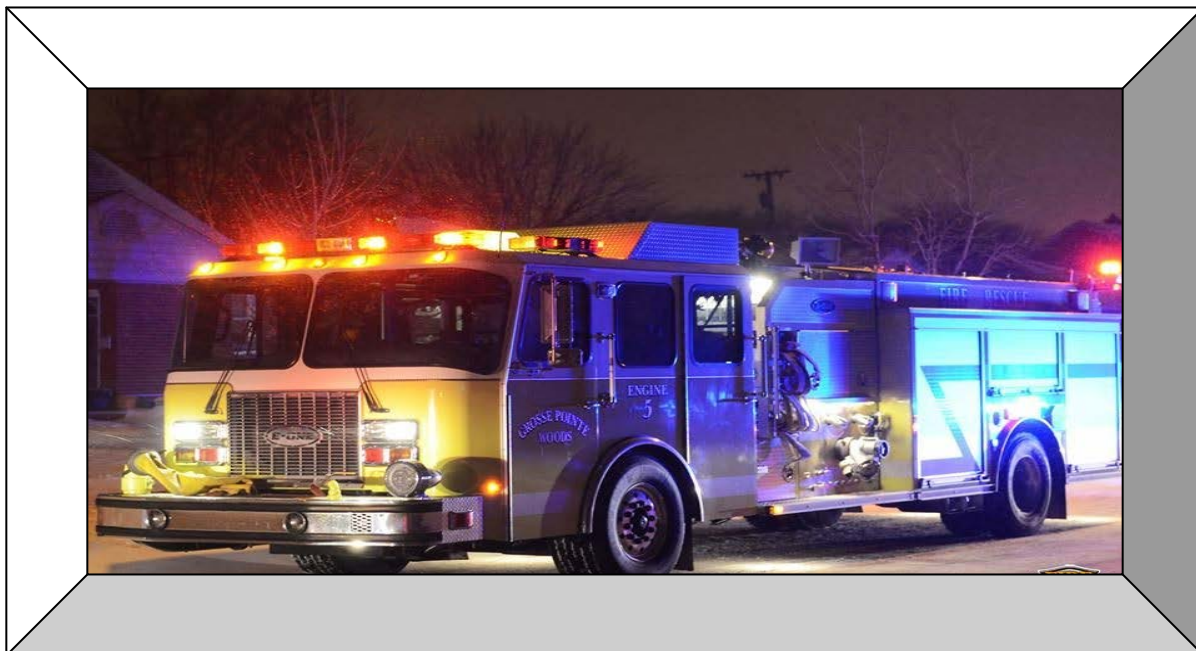
The 1034 ambulance runs in 2015 represents a 7% increase from the 1018 runs in 2014 and the 601 runs involving advanced life support represents a 1.5% increase from the 560 advanced life support runs in 2014.



	2011	2012	2013	2014	2015
Ambulance Runs	1156	1077	884	1018	1034
Adv. Life Support	403	362	361	560	601
% Adv. Life Support	35%	34%	41%	55%	58%

FIRE OPERATIONS

The Department prides itself on its quick response to all emergencies. In addition to four dwelling fires in Grosse Pointe Woods, our firemen also responded to one commercial building fire, three vehicle fires, one dumpster fire and eleven other contained or outside fires. We also provided mutual aid assistance for sixteen incidents in Harper Woods and two incidents in Grosse Pointe Shores. In addition, the department was called upon to provide accident extrication mutual aid assistance for an incident in Grosse Pointe Farms. The dramatic drop of fire inspections noted in 2014 continued in 2015 due to the continued re-assignment of our fire inspector to road patrol duties so that the department could meet minimum shift strength requirements.



	2011	2012	2013	2014	2015
Actual Fires	12	15	14	10	20
Fire Inspections	144	78	104	8	19
Fire Loss	\$92,000	\$140,000	\$238,750	\$232,700	\$388,500
Fire Runs	62	139	242	213	214

There were no fatalities or serious injuries as a result of the 20 actual fires this year.

SPECIAL RESPONSE TEAM (SRT)

The Special Response Team (SRT) is a specially trained 13-member cross-jurisdictional law enforcement team which responds to potentially dangerous situations. The SRT executes search and arrest warrants, intervenes in hostage situations, works on counter-terrorism missions, provides perimeter security for high-profile events, and provides assistance in other high-risk situations.

In 2016, the SRT was activated on 5 separate occasions. These activations resulted in the arrest of seven individuals for criminal cases related to homicides, car-jacking, the selling of narcotics and stolen property, and an armed robbery.

Officer Mark Agnetti joined the SRT team in the fall of 2015 to replace Sergeant Brian Conigliaro who had worked with the SRT team for 14 years. Seasoned SRT member Brian Urban has taken Officer Agnetti under his wing to offer him his wisdom, guidance, and support. Officers Agnetti and Urban are pictured on the left side of the bottom row.



CROSSING GUARDS

The parents of our community depend upon our Crossing Guard team for the safety of their children when walking or riding a bicycle on their route to school or home. No matter what the weather is, our team of dedicated guards is ready to guide and protect our children. We are deeply appreciative of their efforts.



The current members of our team of Crossing Guards are: Thomas Colborn, Renee Dicristofaro, Kathleen Guertin, Janet Hughes, Barbara Jones, Debra Miller, Charlotte Monaghan, Alonzo Moore, Mary Moore, Ruiling Ruan, Marjorie Schneider, Jean Segodnia, Nancy Smialek, Marjorie Warhurst, and William Westwood.

AUXILIARY UNIT

The volunteer Auxiliary Unit is a vital resource for the Department. Not only do they assist officers at community events such as the annual fireworks and Fire Safety Open House, but they also provide assistance at fire scenes, perform fire hose testing protocols, and perform other essential duties.

The Auxiliary Unit underwent 218 hours of training and devoted 566 hours of service to the City of Grosse Pointe Woods in 2015. They are an indispensable part of our community.



Auxiliary Captain David Podeszwik is pictured above shaking hands with City Administrator Alfred Fincham at the annual Memorial Day Circle of Honor Ceremony. Auxiliary Officers Mark Higgins, Patrick Berns, and Allen Herfi are also pictured at the event from left to right with City Administrator Fincham.

Pictured in the group photo above left to right are:

Top Row: Mark Higgins, Patrick Berns, John Sabol, John Mowatt and Allen Herfi.

Middle Row: Auxiliary Liaison Detective Kevin Bonk, Keith Kurtz, Angelo Gritsas, Jose Carrion, Ryan Allemon, Thomas Angellotti, and Martin Van Almen.

Bottom Row: Sergeant Jerome Haraburda, Captain David Podeszwik, and Sgt. Charles Thomas.

Not pictured: Evan Allemon and Nick Pizzurro,

K-9 UNIT



The City of Grosse Pointe Woods Department of Public Safety was proud to announce the addition of a K-9 unit on April 15, 2015 thanks to a generous donation of \$25,000 from the K-9 Safety Partners of the Grosse Pointes. The idea of implementing a K-9 program for the department had been discussed for two years prior to the donation.

Our K-9, a 103 lb. German Shepherd named Xander, has impressed everyone with his impressive background involving extensive experience in drug detection and the apprehension of criminal suspects. Xander had just arrived from the Czech Republic in 2008 when he was selected by Officer Daniel Schewe, who was then employed by the City of Inkster, to be his K-9 partner. After three months of training together at the K-9 Academy, Xander and Officer Schewe began a career involving numerous felony arrests, including one in which two handguns used in a double homicide were found. In May, 2010, Officer Schewe was involved in a brief gun fight with a suspect in a shooting incident. Officer Schewe credits Xander with saving his life by indicating on the driver of a stolen vehicle.

Officer Schewe purchased Xander from the City of Inkster in 2012 after he was laid off. The duo was hired by the City of Harper Woods in 2013. In less than two years, they located \$10,000 and helped to apprehend several suspects. Officer Schewe joined the City of Grosse Pointe Woods in August, 2014.

The City of Grosse Pointe Woods is extremely grateful to the K-9 Safety Partners group for making the dream of having a K-9 unit a reality.

RECORDS DEPARTMENT

In the last five years, the Public Safety Department has handled an average of 3,748 reports per year. These records are in the capable hands of our trio of records clerks who also are responsible for FOIA requests, submitting fingerprints to the Michigan State Police, conducting records checks for other police departments, issuing gun permits, and maintaining internal records on citations issued.

Our full-time employee, Charlene Ortleib, has been with the department for 26 years and began her career here as a meter maid. Part-time employees Diana Cormier and Diane Janis have been with the department 33 years and 17 years, respectively.

Our department is fortunate to have this trio of lovely ladies on hand to assist the public.



Pictured above from left to right are Charlene Ortleib, Diana Cormier, and Diane Janis.

DEPARTMENT TRAINING

Members of the department work diligently to train in preparation of any impending disaster. Members of the department attended 830 hours of Police and Fire training courses at local colleges and other training facilities in 2015 and also participated in 1456 hours of in-house training. The department received a total of 2,286 hours of training in 2015, nearly twice as much as it received in 2014.



Pictured from left to right in the above field training group photo are department members Officer Scott Nota, Officer Anthony Hojnacki, Lieutenant Keith Waszak, Officer Gerald Genna, Officer Martin Mitchell, Sergeant Walter Galat, Officer James Arthur, Officer David Empson, Sergeant Brian Conigliaro, Officer Daniel Schewe, Sergeant Matthew Muzia, Detective Kevin Bonk, Sergeant David Gardzella, Officer Sean Gunnery, Lieutenant John Kosanke, and Detective Anthony Chalut.

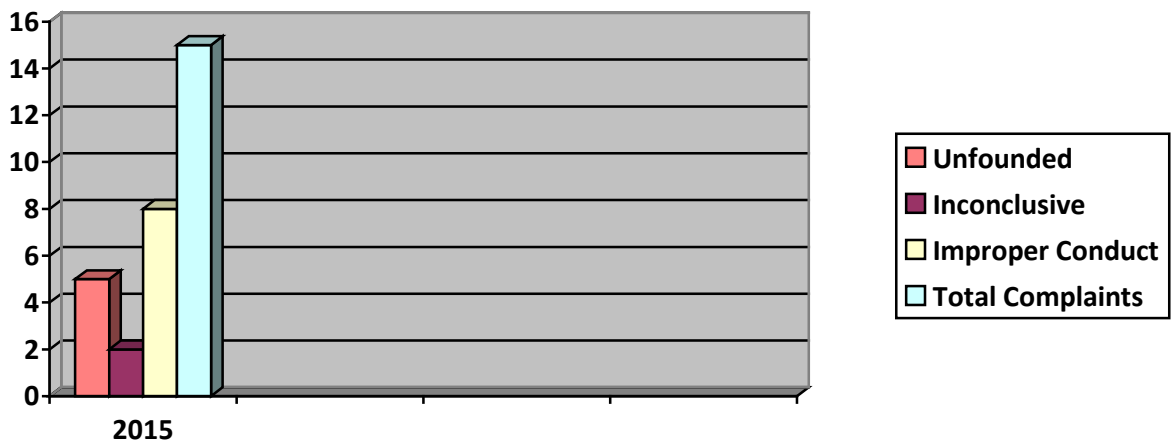
Lieutenant John Kosanke is also pictured in the middle of the group of photos depicting officers doing target practice in the indoor range.

DEPARTMENT TRAINING (continued)

Members of the department train with the specialized rescue tools and fire equipment each year. In light of the tragic trench collapse incident which occurred in the city in 2014, specialized trench collapse training was received by department members. Department members are fully aware that their knowledge and skills could help to save a life in the event of disaster.



PERSONNEL COMPLAINTS



	2015
Unfounded	5
Inconclusive	2
Improper Conduct	8
Total Complaints	15

Unfounded: The alleged act did not occur.
Inconclusive: The allegations could not be clearly proven or disproved.
Improper Conduct: The accused employee committed an act of misconduct.

A revised method of tracking and investigating complaints within the department was instituted in June 2015. Personnel complaints generally arise out of complaints from outside the department or internally within the department. The purpose of tracking them is to ensure that the highest quality of service is provided, promote a high level of public confidence, and maintain the professional integrity of the department and its members. All complaints are thoroughly and completely investigated whenever they occur.

PROMOTIONS

The department experienced one promotion in 2015.



Officer Walter Galat was promoted to the rank of Sergeant in March, 2015. Sergeant Galat has been a valued member of the department since July, 2001.



NEW HIRES

A new Director, one new officer, one part-time dispatcher, and one part-time parking attendant joined the department in 2015.



Director Bruce Smith was appointed in February 2015, bringing with him a wealth of experience from both Chesterfield Township and Oak Park. Director Smith has over 38 years of Public Safety experience, of which 25 years was in a supervisory capacity. He is pictured above on the right shaking hands with City Administrator Alfred Fincham.



We welcomed Heather Hernadi in September 2015 as a part-time dispatcher and Debra Fox in March 2015 as a part-time parking enforcement officer. Former Center Line Officer Anthony Hojnacki was hired in September 2015. He is pictured above after taking the Oath of Office with City Clerk Lisa Hathaway.

RETIREMENTS

Four valued members of the department retired in 2015.



Pictured above in the top row are Sergeant Joseph Cardosi who retired in January 2015 with 29 years of service and Detective Daniel Koerber (holding the cake) who retired in July 2015 with 31 years of service.

Pictured above in the bottom row from left to right are Dispatcher Jared Swartz who retired in August 2015 with 5 years of service and Officer Daniel Marietta who retired in June 2015 with 28 years of service.

Pictured in the center is Officer James Thompson, our EMS Coordinator, who left the department at the end of December 2015 after 11 years of service.

We are grateful for the wisdom and support of all five of these individuals and wish them well.

FIRE SAFETY OPEN HOUSE

The Fire Safety Open House held on October 4th, 2015 proved to be a popular event once again. Children and adults had the opportunity to interact with Police, Fire, and EMS personnel. The attendees learned how to escape from a burning house, how to extinguish fires from personal clothing, and tips on electrical safety.

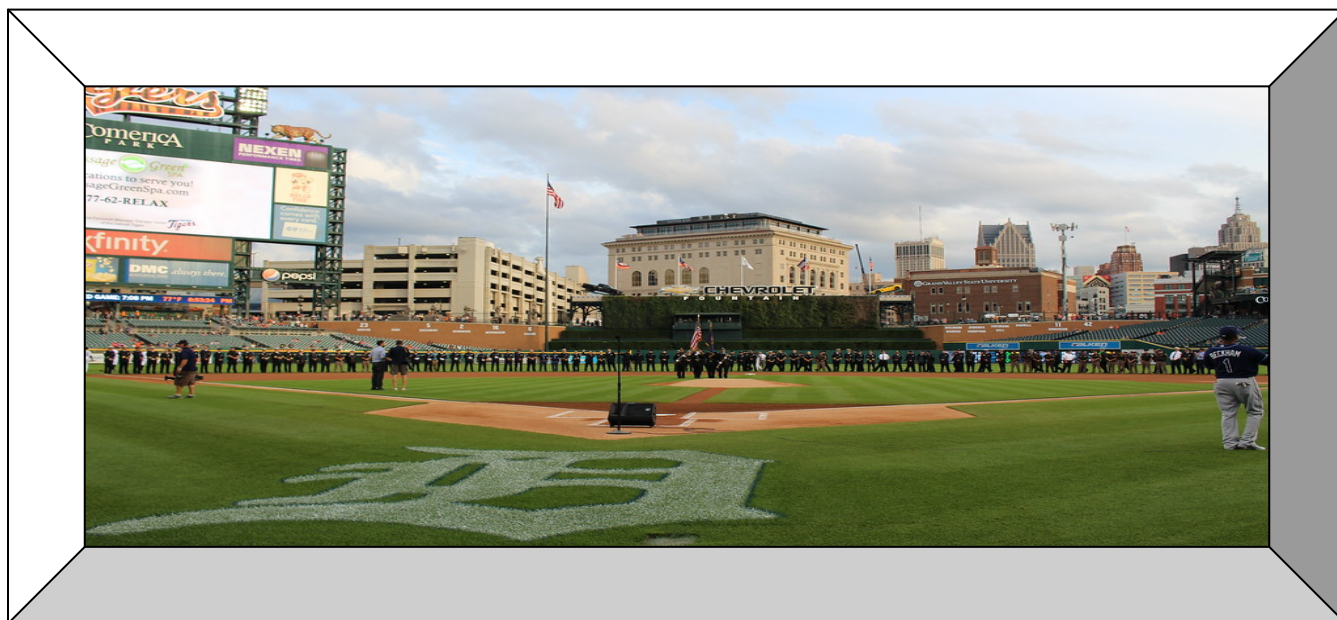
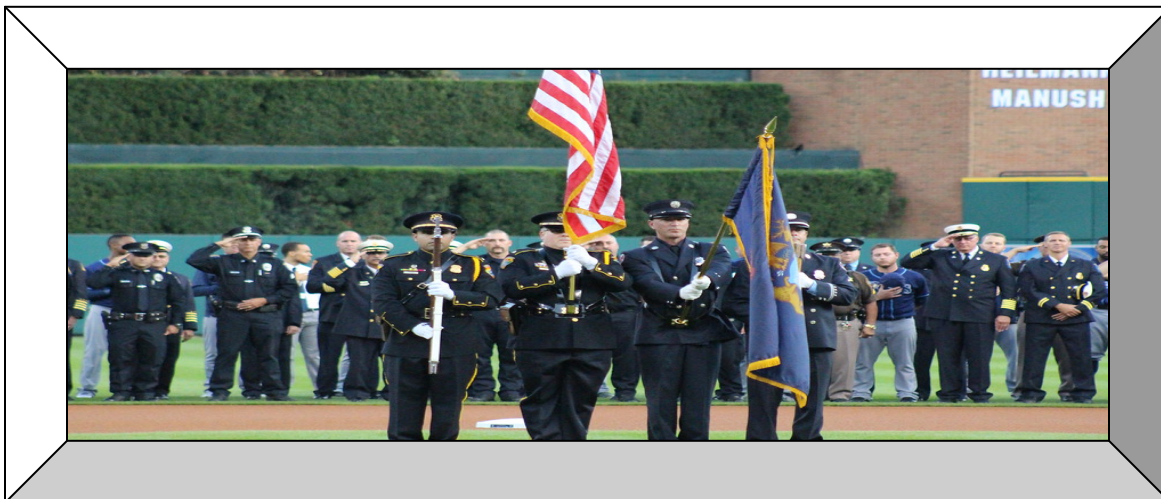
Several Department members along with our Auxiliary team, led by Captain David Podeszwik, were invaluable in making this a memorable community event. Our special guests at this event were the Grosse Pointe Farms K-9 Unit, Officer Tim Harris and his partner Duke, pictured together in the top row on the right side. The Michigan State Police Bomb Squad also came out to educate our residents. We were also grateful for the continued assistance of retired Monroe Police Department Sergeant Tom Jenkins (not pictured) who provided children's fingerprinting services made possible through the non-profit group he represents called LEEP. Parents are given a free CD-ROM with their child's digital photo, fingerprints, height, weight, etc... which can be used in the event the child is lost or missing.

Detective Ryan Schroerlucke is pictured in the bottom left-hand corner with K-9 Duke and Officer James Thompson, our EMS Coordinator, is pictured in the bottom row demonstrating safety tips to a group of children.



COMMUNITY INVOLVEMENT

Department members participated in numerous special events throughout the year. Among the highlights was the First Responder Appreciation Night at Comerica Park on September 09, 2015.



Lieutenant John Kosanke is pictured above on the left with Tiger Paws mascot, in the middle with Grosse Pointe Public Safety Director Stephen Poloni, Pastor James Friedman (City of Eastpointe Police Chaplain), and Chaplain Ray Ahonen (Chaplain for the Michigan Fire Inspectors Society, and the cities of Madison Heights, Shelby Township, Sterling Heights, and Shelby Township Fire Departments).

INDEX CRIMES BREAKDOWN

The National Crime Index is composed of selected offenses used to gauge fluctuations in the overall volume and rate of crime reported to law enforcement. Index Crimes are considered to be the most serious of all crimes reported.

These include the violent crimes of:

- **Aggravated Assault**
- **Arson**
- **Auto Theft**
- **Burglary**
- **Criminal Homicide**
- **Criminal Sexual Conduct**
- **Larceny - Theft**
- **Robbery**

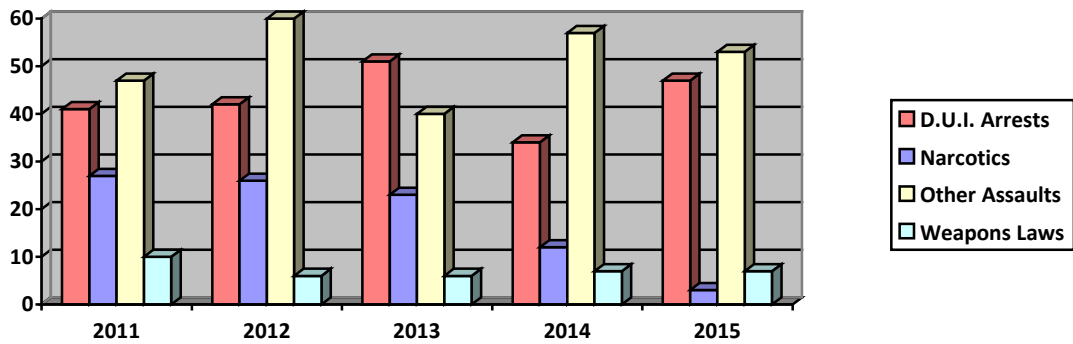
NON-INDEX CRIMES BREAKDOWN

Non-Index offenses encompass all other reportable classifications outside those defined as Index Offenses. Only arrest data involving the Non-Index offenses are reported to the FBI.

These include the crimes of:

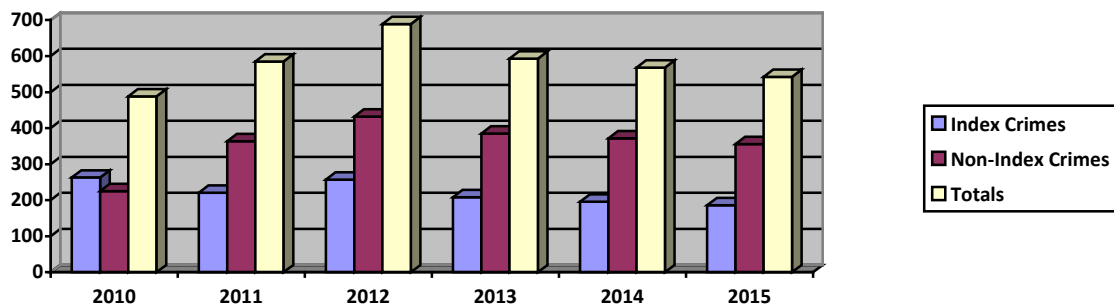
- **Curfew and Loitering Laws (persons under 18)**
- **Disorderly Conduct**
- **Driving Under the Influence of Alcohol**
- **Drug Abuse Violations**
- **Drunkenness**
- **Embezzlement**
- **Forgery and Counterfeiting**
- **Fraud**
- **Gambling**
- **Liquor Laws**
- **Offenses Against the Family and Children**
- **Other Assaults**
- **Prostitution and Commercialized Vice**
- **Runaways (persons under 18)**
- **Sex Offenses**
- **Stolen Property: Buying, Receiving, Possessing**
- **Vandalism**
- **Weapons: Carrying, Possessing, etc...**
- **All Other Offenses**

NON-INDEX CRIMES TOTALS



	2011	2012	2013	2014	2015
D.U.I. Arrests	41	42	51	34	47
Narcotics	27	26	23	12	3
Other Assaults	47	60	40	57	53
Weapons Laws	10	6	6	7	7

INDEX AND NON-INDEX CRIMES TOTALS

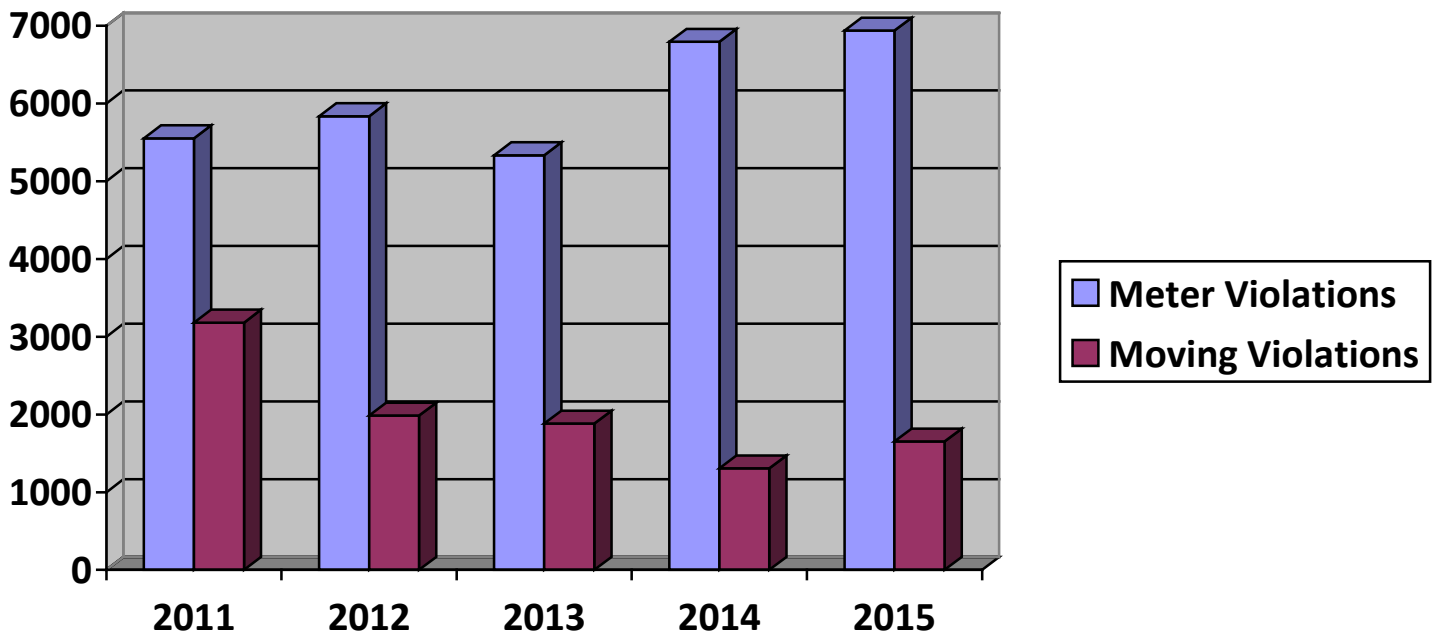


	2011	2012	2013	2014	2015
Index Crimes	221	257	208	196	186
Non-Index Crimes	364	432	385	372	356
Totals	585	689	593	568	542

The 542 Index and Non-Index crimes reported this year represents a 5 percent decrease from last year. The five-year average is 595 Index and Non-Index crimes.

MOVING AND METER VIOLATIONS

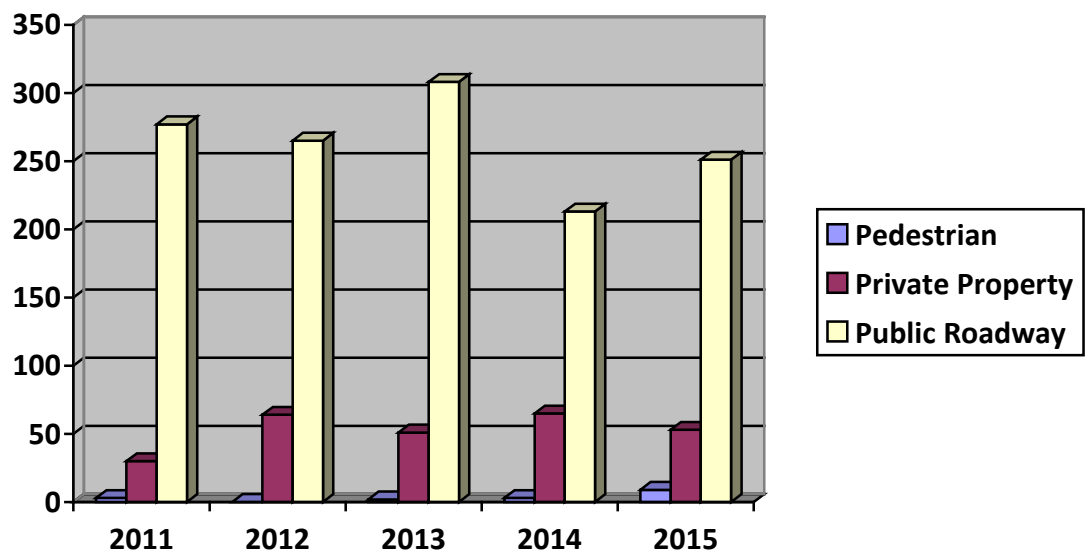
Using computers, updated radars, preliminary breath instruments, and mobile fingerprint readers in the patrol vehicles, the Public Safety Department continues to enforce traffic violations in the most effective manner possible.



	2011	2012	2013	2014	2015
Meter Violations	5551	5837	5333	6793	6938
Moving Violations	3182	1986	1883	1306	1652

TRAFFIC AND PEDESTRIAN ACCIDENTS

The statistics below include figures for private property accidents. The State of Michigan, for reporting purposes, does not include or record private property accidents. These types of accident reports are taken as a courtesy to citizens.



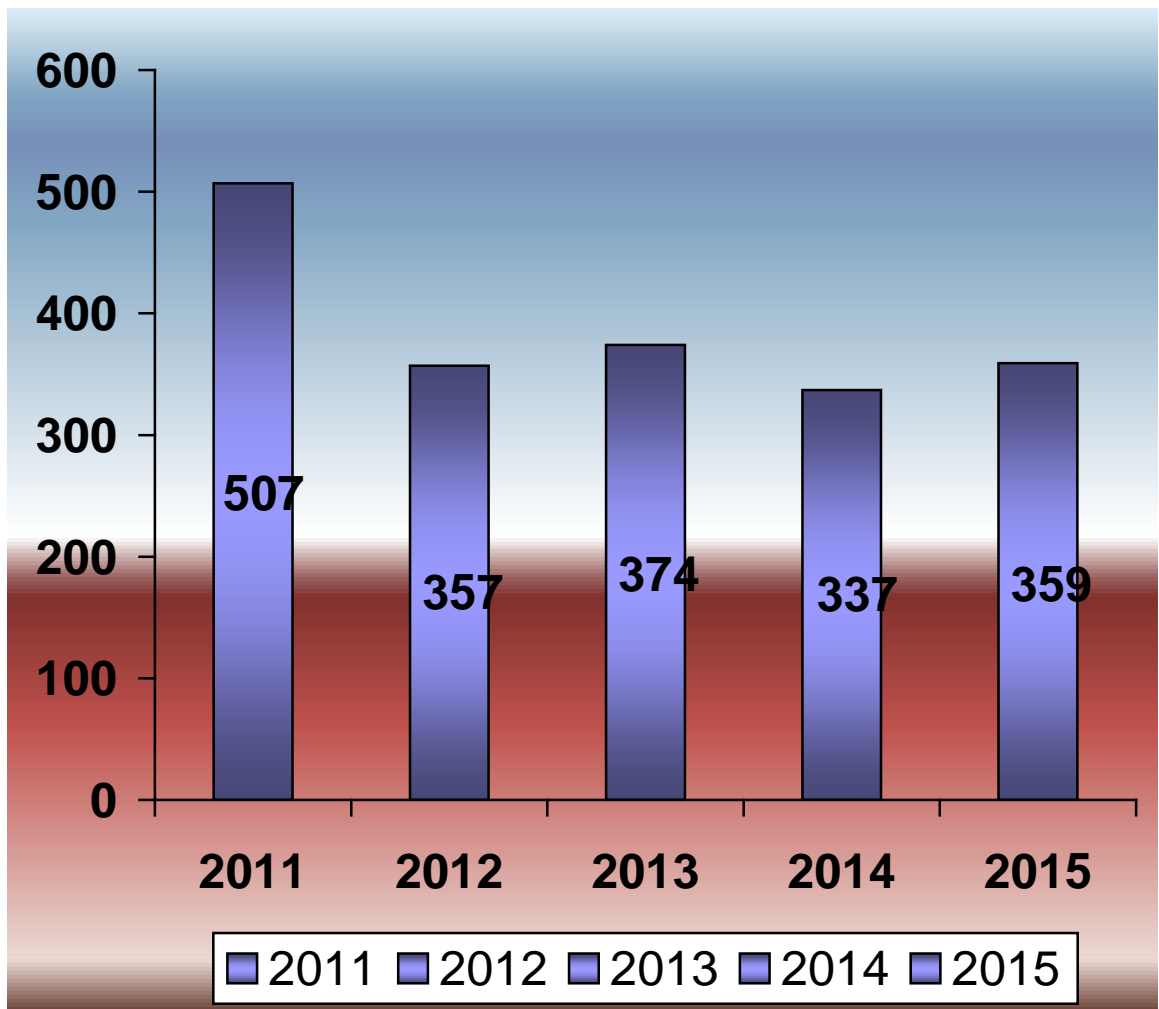
	2011	2012	2013	2014	2015
Pedestrian	3	0	2	3	9
Private Property	30	64	51	65	53
Public Roadway	277	265	308	213	251

There were no fatalities in 2015.

ARREST TOTALS 2011 - 2015

The five year average is 387 arrests per year.

Arrests increased from last year by 6.53 percent.

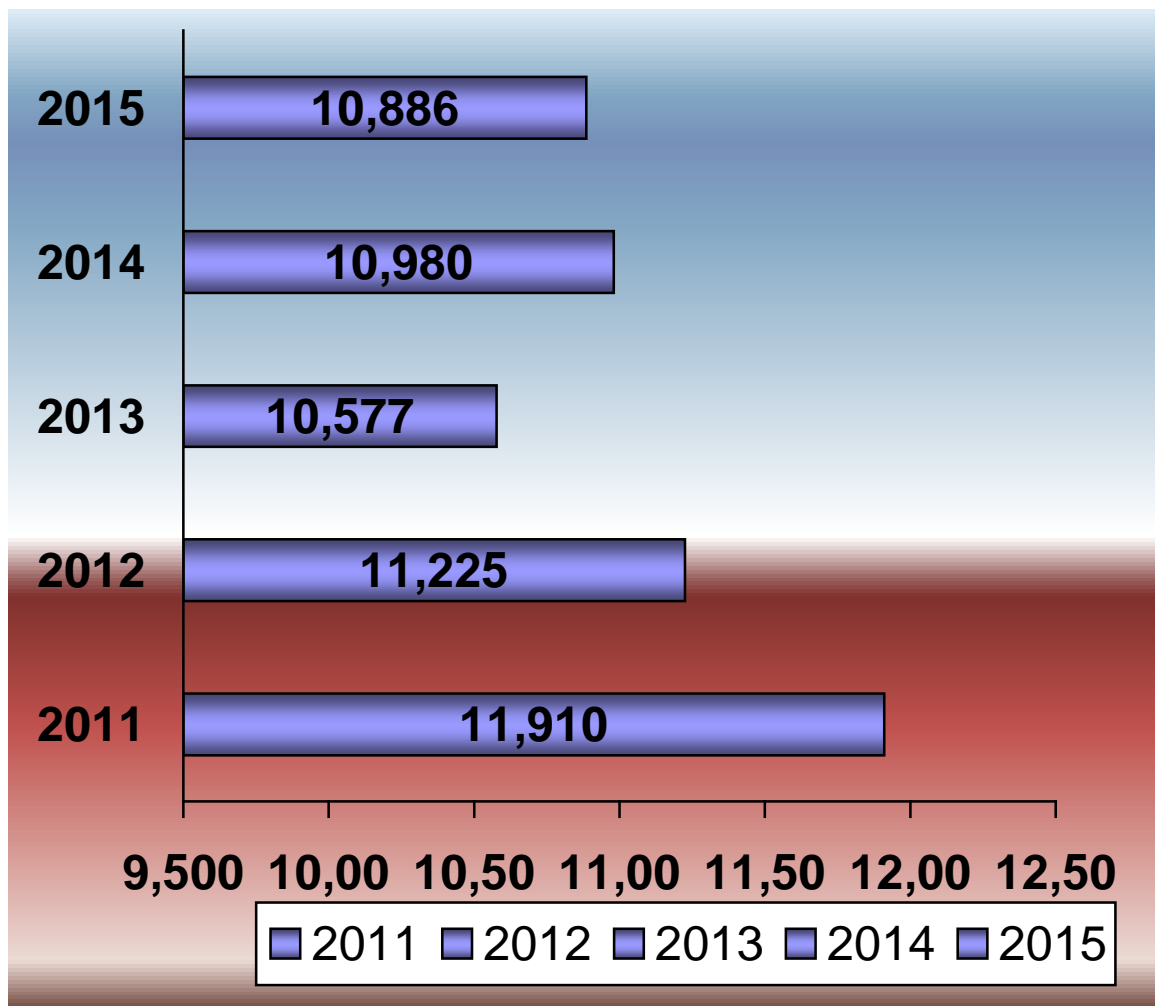


TOTAL INCIDENTS 2011 - 2015

Since the utilization of CLEMIS, the department has been able to successfully capture crime statistics on a grand scale. This valuable resource continues to enhance department operations with its ease of use and impressive capabilities.

The department responded to 10,886 calls for service last year.

The five-year average is 11,116 calls for service.



11A

MEMO 16 - 20

RECEIVED

TO: Tom Colombo, City Administrator

FROM: Joseph J Ahee, Director of Public Services

DATE: April 26, 2016

SUBJECT: Lake Front Park Activities Building Parking Lot

APR 28 2016

CITY OF GHOSSE PLE WOODS

As you are aware, Florence Cement Company has been awarded a contract to repave the Activities Building parking lot at Lake Front Park. After meeting with Florence Cement at Lake Front Park on several occasions it has been determined that to replace the parking lot at existing grades would not be advisable as we would almost certainly experience problems with drainage. Florence is proposing the scope of work be expanded to include excavating approximately 450 additional cubic yards of soil, installing one additional catch basin, and moving the location of an existing catch basin at the added cost of \$16,000.00. Providing the extra drainage during the construction process will extend the life of the new pavement.

Therefore, I recommend a purchase order in the amount of \$16,000.00 be issued to Florence Cement Company, 12585 23 Mile Road, Shelby Township, MI 48315 for the excavation of the additional 450 cubic yards of soil, installation of one additional catch basin and relocation of another existing catch basin to remove and replace the asphalt parking lot at the Lake Front Park Activities Building with work to be completed before May 20, 2016. On March 7, 2016 City Council approved purchase orders to Florence Cement Company for the project in the amount of \$198,670.00 and \$20,000.00 for contingency. This is a budgeted item included in the 2015/2016 budget in the amount of \$270,000.00 in account 401-903-977.120.

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

c.c. Dee Ann Irby
O/F

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

Tom Colombo
Tom Colombo, City Administrator

4-28-2016
Date

Dee Ann Irby
Dee Ann Irby, City Treasurer/Comptroller

4-28-16
Date

Council Approval Required

118

RECEIVED

APR 29 2016

CITY OF GROSSE PTE. WOODS

MEMO 16 - 21

TO: Tom Colombo, City Administrator

FROM: Joseph J Ahee, Director of Public Services *JA*

DATE: April 26, 2016

SUBJECT: Repairs to 1991 Trolley

As the season was coming to an end the DPW mechanic notified me that the trolley engine was knocking and pushing oil. Upon further investigation it was determined that the engine needed to be overhauled. Superior Diesel & Equipment Repair was called for a second opinion. They concurred that the engine should be overhauled and the trolley should not be driven until it could be rebuilt. Superior Diesel & Equipment Repair has provided a quote to overhaul the engine. If the cylinders do not have to be bored and the overhaul can be done in chassis the cost will be \$7,492.65. If the cylinders have to be bored the additional cost will be \$2,486.00 for a total expense in the amount of \$9,978.65. In addition, Superior Diesel is offering a 1-year warranty covering parts and labor with unlimited miles.

I recommend a purchase order in an amount not to exceed \$9,978.65 be issued to Superior Diesel & Equipment Repair, 3735 Central Ave., Detroit, MI 48210 to complete the necessary repairs to the trolley engine. I do not believe any benefit will accrue to the City to seek further competitive bids. This is not a budgeted item included in the 2015/2016 budget. I am requesting a transfer of funds from the General Fund fund balance into general ledger account 640-851-939.100 for DPW vehicle repairs.

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

Attachment

c.c. Dee Ann Irby
O/F

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

Tom Colombo

Tom Colombo, City Administrator

4-29-2016

Date

Dee Ann Irby

Dee Ann Irby, City Treasurer/Comptroller

4-29-16

Date

Council Approval Required

RECEIVED

APR 28 2016

CITY OF GROSSE PTE. WOODS

IIC

TO: Tom Colombo, City Administrator

FROM: Joseph J. Ahee, Director of Public Services *JA*

DATE: April 26, 2016

SUBJECT: Recommendation – Tree Removal Contract for 2016/2017

On April 16, 2016 an offer was received from Arbor Pro Tree Service, Inc. to extend the 2015/2016 contract pricing shown below for fiscal year 2016/2017. Their work is satisfactory. I do not believe any benefit will accrue to the City to seek further competitive bids.

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

I recommend a contract for city tree removal from July 1, 2016 through June 30, 2017, be awarded to Arbor Pro Tree Service, Inc., 425 Barclay, Grosse Pointe Farms, MI 48236. Attached is a copy of an updated contract, approved by city attorney Charles Berschback, as well as a current certificate of insurance. This is a budgeted item included in each fiscal year budget in a total amount not to exceed \$25,000.00 in account 101-465-818.000.

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

Attachments

cc Dee Ann Irby
O/F

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

Tom Colombo
Tom Colombo, City Administrator

4-27-2016
Date

Dee Ann Irby
Dee Ann Irby, City Treasurer/Comptroller

4-27-16
Date

Council Approval Required



...for Safe, Healthy
and Beautiful Trees

April 16, 2016

Joe Ahee

City of Grosse Pointe Woods

Dear Joe,

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

Warm regards,

James G. Bonahoom, Pres.

Arbor Pro Tree Service, Inc.

TREE REMOVAL CONTRACT

THIS AGREEMENT is entered into this ____ day of _____, 2016, by and between the City of Grosse Pointe Woods, a Municipal Corporation, Wayne County, Michigan, ("City), and Arbor Pro Tree Service, Inc. ("Contractor").

WITNESSETH:

WHEREAS, the Contractor has offered to extend pricing for the period July 1, 2016 through June 30, 2017 for the removal of trees on City property within the City of Grosse Pointe Woods, in accordance with the instructions, specifications, and contract documents accepted by City Council on October 19, 2015, and

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

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

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

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

4. This contract shall commence JULY 1, 2016 effective through JUNE 30, 2017, or until terminated as provided in the contract documents.

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

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

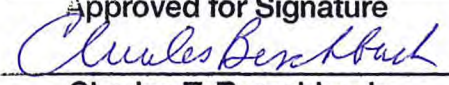
7. This contract and contract documents represents the entire agreement of the parties. Any modifications must be in writing.

Witnessed by:

CITY OF GROSSE POINTE WOODS, MI
A Municipal Corporation

BY: _____
Tom Colombo, City Administrator

ARBOR PRO TREE SERVICE, INC.
Contractor

Approved for Signature

Charles T. Berschback
City Attorney

BY: _____
James G. Bonahoom, Owner/President

Date: 4-18-16



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)
4/25/2016

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

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

PRODUCER Lakepointe Insurance Agency 25124 Jefferson Ave. St. Clair Shores MI 48081	CONTACT NAME: Jeannine Feeney PHONE (A/C, No, Ext): (586) 776-6990 FAX (A/C, No): (586) 776-7799 E-MAIL ADDRESS: jeannine@lakepointeinsurance.com																					
INSURED Arbor Pro Tree Service Inc 425 Barclay Grosse Pointe Farms MI 48236	<table border="1"><tr><th colspan="2">INSURER(S) AFFORDING COVERAGE</th><th>NAIC #</th></tr><tr><td>INSURER A:</td><td>Hartford Insurance Company</td><td>A+</td></tr><tr><td>INSURER B:</td><td>Travelers</td><td>A+</td></tr><tr><td>INSURER C:</td><td></td><td></td></tr><tr><td>INSURER D:</td><td></td><td></td></tr><tr><td>INSURER E:</td><td></td><td></td></tr><tr><td>INSURER F:</td><td></td><td></td></tr></table>	INSURER(S) AFFORDING COVERAGE		NAIC #	INSURER A:	Hartford Insurance Company	A+	INSURER B:	Travelers	A+	INSURER C:			INSURER D:			INSURER E:			INSURER F:		
INSURER(S) AFFORDING COVERAGE		NAIC #																				
INSURER A:	Hartford Insurance Company	A+																				
INSURER B:	Travelers	A+																				
INSURER C:																						
INSURER D:																						
INSURER E:																						
INSURER F:																						

COVERAGES **CERTIFICATE NUMBER:** CL1642501237 **REVISION NUMBER:**

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS														
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC <input type="checkbox"/> OTHER:	X		35UUNOK3102	4/25/2016	4/25/2017	<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$ 1,000,000</td></tr><tr><td>DAMAGE TO RENTED PREMISES (Ea occurrence)</td><td>\$ 300,000</td></tr><tr><td>MED EXP (Any one person)</td><td>\$ 10,000</td></tr><tr><td>PERSONAL & ADV INJURY</td><td>\$ 1,000,000</td></tr><tr><td>GENERAL AGGREGATE</td><td>\$ 2,000,000</td></tr><tr><td>PRODUCTS - COMP/OP AGG</td><td>\$ 2,000,000</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$ 1,000,000	DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000	MED EXP (Any one person)	\$ 10,000	PERSONAL & ADV INJURY	\$ 1,000,000	GENERAL AGGREGATE	\$ 2,000,000	PRODUCTS - COMP/OP AGG	\$ 2,000,000		\$
EACH OCCURRENCE	\$ 1,000,000																				
DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 300,000																				
MED EXP (Any one person)	\$ 10,000																				
PERSONAL & ADV INJURY	\$ 1,000,000																				
GENERAL AGGREGATE	\$ 2,000,000																				
PRODUCTS - COMP/OP AGG	\$ 2,000,000																				
	\$																				
A	<input type="checkbox"/> AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input checked="" type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			35UUNOK3102	4/25/2016	4/25/2017	<table border="1"><tr><td>COMBINED SINGLE LIMIT (Ea accident)</td><td>\$ 1,000,000</td></tr><tr><td>BODILY INJURY (Per person)</td><td>\$</td></tr><tr><td>BODILY INJURY (Per accident)</td><td>\$</td></tr><tr><td>PROPERTY DAMAGE (Per accident)</td><td>\$</td></tr><tr><td>Uninsured motorist combined</td><td>\$ 1,000,000</td></tr></table>	COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000	BODILY INJURY (Per person)	\$	BODILY INJURY (Per accident)	\$	PROPERTY DAMAGE (Per accident)	\$	Uninsured motorist combined	\$ 1,000,000				
COMBINED SINGLE LIMIT (Ea accident)	\$ 1,000,000																				
BODILY INJURY (Per person)	\$																				
BODILY INJURY (Per accident)	\$																				
PROPERTY DAMAGE (Per accident)	\$																				
Uninsured motorist combined	\$ 1,000,000																				
	<input type="checkbox"/> UMBRELLA LIAB <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$						<table border="1"><tr><td>EACH OCCURRENCE</td><td>\$</td></tr><tr><td>AGGREGATE</td><td>\$</td></tr><tr><td></td><td>\$</td></tr></table>	EACH OCCURRENCE	\$	AGGREGATE	\$		\$								
EACH OCCURRENCE	\$																				
AGGREGATE	\$																				
	\$																				
B	<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	6KUB2E873472	4/12/2016	4/12/2017	<table border="1"><tr><td><input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER</td><td></td></tr><tr><td>E.L. EACH ACCIDENT</td><td>\$ 100,000</td></tr><tr><td>E.L. DISEASE - EA EMPLOYEE</td><td>\$ 100,000</td></tr><tr><td>E.L. DISEASE - POLICY LIMIT</td><td>\$ 500,000</td></tr></table>	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER		E.L. EACH ACCIDENT	\$ 100,000	E.L. DISEASE - EA EMPLOYEE	\$ 100,000	E.L. DISEASE - POLICY LIMIT	\$ 500,000						
<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER																					
E.L. EACH ACCIDENT	\$ 100,000																				
E.L. DISEASE - EA EMPLOYEE	\$ 100,000																				
E.L. DISEASE - POLICY LIMIT	\$ 500,000																				

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

Where required by written contract, the certificate holder is included as Additional Insured with respect to the General Liability Coverage.

CERTIFICATE HOLDER

CANCELLATION

CERTIFICATE HOLDER dmahews@gpwmil.us The City of Grosse Pointe Woods Attn: Deborah Mathews 20025 Mack Plaza Dr. Grosse Pointe, MI 48236	CANCELLATION SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE Gregory Mattes/CATE
-------------------------------------------------------------------------------------------------------------------------------------------------------------------	----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------

© 1988-2014 ACORD CORPORATION. All rights reserved.

110

RECEIVED

APR 29 2016

CITY OF GROSSE PTE. WOODS

MEMO 16 - 22

TO: Tom Colombo, City Administrator
FROM: Joseph J Ahee, Director of Public Services *JA*
DATE: April 28, 2016
SUBJECT: Repairs to 1991 Trolley Air Conditioning

During the summer of 2015 the DPW mechanic became aware that the air conditioning in the trolley was not working. We had an employee from Carrier Transicold of Detroit perform an inspection of the trolley. He determined that the air conditioning was not reparable and would need to be replaced with a new unit including condenser, compressor, lines, and controls. We replaced many parts in 2015 in an attempt to repair the existing air conditioning unit without success. We have been unable to find another vendor who provides parts or service for the trolley. Our current quote from Carrier Trasnicold of Detroit for \$4,950.00 is 6 months old and we are waiting for an updated quote from Carrier Transicold of Detroit to replace the air conditioning unit in the trolley to include parts, labor and warranty.

I recommend a purchase order in an amount not to exceed \$5,500.00 be issued to Carrier Transicold of Detroit, 1180 John A. Papalas Drive, Lincoln Park, MI 48146 to complete the replacement of the air conditioning unit in the trolley. I do not believe any benefit will accrue to the City to seek further competitive bids. This is not a budgeted item included in the 2015/2016 budget. I am requesting a transfer of funds from the General Fund fund balance into general ledger account 640-851-939.100 for DPW vehicle repairs.

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

c.c. Dee Ann Irby
O/F

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

Tom Colombo

Tom Colombo, City Administrator

4-28-2016

Date

Dee Ann Irby

Dee Ann Irby, City Treasurer/Comptroller

4-29-16

Date

Council Approval Required

Superior Diesel & Equipment Repair

04/15/2016

3735 Central Ave.
 Detroit, MI 48210
 313-842-4616

Invoice #1426

City Of Grosse Pointe Woods
 1200 Parkway
 Grosse Pointe Woods MI 48236
 (313) 343-2460 (313) 343-2622

1991 INTERNATIONAL 3200-3400 SERIES
 CUMMINS B SERIES 5.9L TURBO DIESEL
 Tag: Mileage
 ID: 1991 TROLLEY

<u>Labor</u>	<u>Tech</u>	<u>Hours</u>	<u>Rate</u>	<u>Amount</u>
CLEAN ENGINE BLOCK (IN VEHICLE)	Chris Sutton	1.25	\$97.50	\$121.88
OVERHAUL ENGINE (IN FRAME)	Chris Sutton	40.00	\$97.50	\$3,900.00
				\$4,021.88

<u>Part No.</u>	<u>Parts</u>	<u>Quantity</u>	<u>Each</u>	
AFAA3286278	5.9 WATER PUMP	1.00	\$89.86	\$89.86
MBEM-4939587	OIL PUMP	1.00	\$91.86	\$91.86
BOS432131839	INJECTORS	6.00	\$85.33	\$511.98
AFAIF3802060-6B	INFRAME OVERHAUL KIT	1.00	\$598.26	\$598.26
6BTTURBO	REBUILT TURBO	1.00	\$765.21	\$765.21
6BTHEAD	REBUILT HEAD	1.00	\$925.00	\$925.00
15W40	MOTOR OIL	20.00	\$4.55	\$91.00
51607	OIL FILTER	1.00	\$16.87	\$16.87
33352	FILTER	1.00	\$9.93	\$9.93
MISC.	BELTS, HOSE, P/S FLUID, TRANS FLUID	1.00	\$250.00	\$250.00
SHOP	SUPPLIES	1.00	\$25.00	\$25.00
AF	ANTI FREEZE EL	5.00	\$17.76	\$88.80
				\$3,463.77

Service charges

HAZARDOUS WASTE FEE

\$7.00

\$7.00

Subtotal	\$7,492.65
Tax	\$0.00
Total	\$7,492.65

THIS ESTIMATED IS FOR A INFRAME OVERHAUL AND IS BASED THE THE CYLINDERS AND ENGINE BLOCK IN GOOD CONDITION IF THE ENGINE NEEDS TO HAVE THE CYLINDERS CUT THE ENGINE WOULD HAVE TO COME OUT OF THE TROLLEY TO HAVE THE MACHINE WORK DONE THIS WOULD ADD 2486.00 TO THIS ESTIMATED WE WILL NOT KNOW UNTIL THE HEAD IS OFF OF THE ENGINE

An express mechanics lien is acknowledged on the above vehicle to secure the amount of repairs thereto, until such time as cash payment has been made in full. It is understood that you will not be held responsible for loss or damage to cars or articles left in cars in case of fire, theft or any other cause beyond your control. Upon signing this repair order it is accepted as a complete and comprehensive description of the repair work done on this vehicle.

DATE _____

SIGNED _____

CITY OF GROSSE POINTE WOODS

PROCLAMATION

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

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

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

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

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

Now, therefore, I, Robert E. Novitke, Mayor of the City of Grosse Pointe Woods, do hereby proclaim the week of May 15 through May 21, 2016 as

National Public Works Week

in the City of Grosse Pointe Woods, Michigan. I call upon all citizens and civic organizations to acquaint themselves with the issues involved in providing public works services and to recognize the contributions that public works employees make every day to our health, safety, comfort, and quality of life.

Mayor Robert E. Novitke
May 2, 2016

DON R. BERSCHBACK
 ATTORNEY AND COUNSELOR AT LAW
 24053 JEFFERSON AVENUE
 ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
 FAX (586) 777-0430
 E-MAIL donberschback@yahoo.com

April 27, 2016

OF COUNSEL
 CHARLES T. BERSCHBACK

Thomas Colombo, City Administrator
 City of Grosse Pointe Woods
 20025 Mack Plaza
 Grosse Pointe Woods, MI 48236

RE: April 2016 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
3.18.16	Miscellaneous TCs on Deed problem, court cases, etc. (.50)	0.50
3.24.16	Work on court cases (.75); meeting with DAI, GT, LKH and follow up thereto (1.00)	1.75
3.30.16	TCs and follow up on CC items (.50)	0.50
3.31.16	TCs with C&E chairman, preparation for finance committee meeting (.75); review of warrant and TCs with Public Safety Department, follow up on calls to complaining witness (.50)	1.25
4.4.16	TCs on court cases (.50); review of weekend packet and follow up on CC matters (.75); attendance at C&E, CC, and COW meetings (3.00)	4.25
4.12.16	Work on C&E and CC items (.50)	0.50
4.13.16	Additional work on CC matters and public safety department matters (1.00)	1.00
4.18.16	Review of weekend packet and follow up on CC items (1.25); review of extensive court files (1.50); attendance at CC meeting and follow up (1.00)	3.75
4.19.16	Work on court file (.75); TCs with department heads (.50); review of attorney letter re. noise ordinance and follow up (.50); TCs with department heads (.50); attorney letters and TCs (.50)	2.75
4.20.16	Appearance in Municipal Court and attending to 35 cases (3.00); warrant review (.50); review of death case paperwork (.50)	4.00
4.25-26.16	Emails and TCs on miscellaneous City matters (.50); ordinance work (.50); follow up on COW items (.50); TCs on Court cases, review of medical records and review of all Court cases (1.50)	3.00
4.27.16	Attendance at Municipal Court (2.50); review of warrants and medical record review (.50); work on contractual issues (.50)	3.50

DRB = 26.75 hours x \$160.00

BALANCE DUE:

\$ 4,280.00

Breakdown

General	16.25 hours
Municipal Court	10.50 hours
Bldg/Planning Comm.	0.00 hours
MTT	0.00 hours

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

April 27, 2015

Thomas Colombo
City Administrator
City of Grosse Pointe Woods
10025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: April Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
3.31.16	Calls on Municipal Court cases, review of warrants, meeting with Detective Bureau (.50); work on RL discovery issues (.50)	1.00
4.1.16	Work on drone ordinance (.50)	0.50
4.5.16	Calls on Municipal Court cases (.50)	0.50
4.6.16	Municipal Court a.m. docket and meetings with department heads (2.25)	2.25
4.7.16	Review of warrants (.25); calls and emails on miscellaneous matters (.50)	0.75
4.8.16	TC LH, review of contract (.25)	0.25
4.11.16	Meeting with Clerk on RL discovery/ FOIA, document review (1.25)	1.25
4.12.16	Review of warrants, meetings, work on permitted use ordinance (.50)	0.50
4.13.16	Work on use ordinance (1.00); work on RL, discovery and calls (.50)	1.50
4.19.16	Calls on RL (.25); calls with DPW on tree contract and review (.25)	0.50
4.25.16	Calls with LH, GT, BN, Bruce Smith re. agenda item (.50); calls on RL (.50)	1.00
4.26.16	Review of HW/CDBG final contract draft (.25); review of scheduling order in Brownell TT case, email (.25); all calls and emails on Municipal Court cases (.75); review of PC agenda and attendance at PC meeting (1.25); preparation for RL court hearing (status conference) and preparation of Witness List (.50)	3.00

4.27.16	Review of Municipal Court files, prep for two trials, calls with witnesses (.50); appearance in Macomb Circuit Court on RL (Dec action) (1.50)	2.00
---------	------------------------------------------------------------------------------------------------------------------------------------------------	------

CTB = 15.00 hours at \$145.00 per hour

TOTAL DUE:	\$ 2,175.00
-------------------	--------------------

TC - Telephone SF - Skip Fincham DAI - DeeAnn Irby M/C - Mayor and Council N/C - No Charge	GT - Gene Tutag LH - Lisa Hathaway Det. Bur. - Detective Bureau PC - Planning Commission TT - Tax Tribunal Tom C. - Tom Colombo
--------------------------------------------------------------------------------------------------------	------------------------------------------------------------------------------------------------------------------------------------------------

Breakdown

General	8.75 hours
Municipal Court	4.75 hours
Building/Planning Commission	1.25 hours
Tax Tribunal	.25 hours