

NOTICE OF MEETING AND AGENDA

COMMITTEE-OF-THE-WHOLE

Mayor Robert E. Novitke has called a meeting of the City Council, meeting as a Committee-of-the-Whole, for **Monday**, **December 12**, **2016**, **at 7:30 p.m**. The meeting will be held in the Conference Room of the Municipal Building, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 and is accessible through the Municipal Court doors. In accordance with Public Act 267, the meeting is open to the public and the agenda items are as follows:

- 1. Call to Order
- 2. Roll Call
- 3. Acceptance of Agenda
- 4. Use of Batting Cages
- 5. Paddle Tennis Courts Lake Front Park
- A. Committee-of-the-Whole Excerpt 10-24-16, 10/10/16
- B. Proposed Grosse Pointe Woods Batting Cage Rules and Regulations
- A. Memo 11/29/16 Director of Public Services
- B. GPW Paddle Court Refurbish Estimate of Tenant Improvements 09/20/16 - APCOR
- C. Certificate of Liability Insurance
- Policy Regarding Use of Administrative Rooms at City Hall
- 7. Treasurer/Comptroller Vacancy

8. New Business/Public Comment

9. Adjournment

Bruce Smith City Administrator

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, Telecommunications Device for the Deaf (TDD) 313 343-9249, or e-mail the City Clerk at cityclk@gpwmi.us.

cc: Council – 7 Berschback Smith Hathaway Rec. Secretary Email Group Media - Email Post -8 File



Committee-of-the-Whole Excerpt 10-24-16

Discussions then ensued regarding **Ghesquiere Park Batting Cages**, including the proposed Grosse Pointe Woods Batting Cage Rules and Regulations and the installation of cameras that would view the cages. Following a review of the proposed rules and regulations, the City Administrator was asked to send a note to Dick Borland from Little League in mid November along with the draft rules and guidelines, as amended, for the League's review and to provide comments within 30 days. The City Administrator stated there are two pitching machines belonging to Little League that are housed inside the cages, and there was Committee consensus that residents would not be allowed to use the machines. The City Administrator's letter is to also include notice that signs posted on the cages are to be removed that state "property of the Little League." He was also asked to request that the banners also be removed.

Discussion ensued regarding the Information Technology Manager's memo dated October 18, 2016, regarding installation of a security camera in Ghesquiere Park. The City Administrator provided an overview and stated the cost of the equipment is \$2,632.00. There was a consensus of the Committee to install the camera to monitor the cages.

COMMITTEE-OF-THE-WHOLE EXCERPT 10-10-16

Next, **Ghesquiere Park Batting Cages** were discussed. Member Ketels stated that batting cages are locked and therefore not accessible by residents, and a sign is posted stating the cages are the property of Little League. There was a consensus of the Committee that the cages need to be available to residents. The Clerk distributed a City Council excerpt from the October 1, 1990, meeting bringing attention to a portion of a motion that an approval for installation of the batting cages was contingent upon Little League permitting use of the equipment by the residents:

8. RE: Request to Install Batter's Cages at Ghesquiere Park, that such installation BE AUTHORIZED with the following stipulations: that such facility will be locked when not in use; that resident use is allowed with proper supervision and equipment; that a \$1,000,000 insurance policy be provided the City by the Grosse Pointe Woods/Shores Little League; and that the City of Grosse Pointe Woods would be an additional insured.

Discussion included implementing a procedure enabling residents access to the cages, including which department manages the key to the cages - the Community Center or Department of Public Safety, initiate a key checkout procedure, determine an age for permitted use or require supervision in the cages, require periodic inspection of batting cages, adoption of policy guidelines, consider age restrictions, set gear requirements, and identify a number of people to be permitted in the cages at one time.

Discussion included using park passes for access to the cages, limit to two people inside the cages, managing the key through the community center and/or public safety, establish 13 years of age the same as the Activities Building, take a copy of the park pass in case of damage, increase the age limit or provide a drivers license, or be accompanied by an adult.

The Recreation Supervisor stated a park pass can be scanned the same as the procedure used for the basketball courts and that public safety can use the program too for times the Community Center is closed. She suggested identifying specific days/times for resident use. The Director of Public Services concurred to permit residents' use of the equipment, permit use with supervision of an adult, and possibly older than 13 years of age, dispatch is a good idea, and to copy the park pass.

The City Administrator suggested installation of a camera directed specifically at the cages. He stated that the cages are small and the policy needs to identify an age that would permit batting in the facility. The City Administrator was asked to obtain a cost for a camera.

There was a consensus of the Committee to ask that administration prepare Batting Cages Policy and Guidelines for review by the Committee as well as Little League, and that this item return to the Committee-of-the-Whole in a couple of weeks.

RECEIVED

OCT 2 0 2016

CITY OF GROSS

Proposed **Grosse Pointe Woods Batting Cage Rules and Regulations**

- Batting cages are for Woods/Shores Little League and Grosse Pointe Woods residents' use.
- Grosse Pointe Woods Shores Little League has priority use.
- Grosse Pointe Woods residents may check out the batting cage key with Public Safety Dispatch. Proof of Grosse Pointe Woods residency will be required. A (Driver License or current Grosse Pointe Woods park pass) must be left as collateral and will be returned in exchange for batting cage key.
- Batting cages are for ages 13 and under, players must be • accompanied by an adult, 18 and older.
- No metal cleats allowed in batting cages. .
- All batters, catchers and pitchers must wear shoes, helmets, and cup. L-Screen must be used.
- Only one batter, one catcher and one pitcher are allowed in the cages at anytime.
- · Batting cages must be locked when not in use.

MEMO 16 - 53

RECEIVED

CITY OF GROSSE PTE, WOODS

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services デン

DATE: November 29, 2016

SUBJECT: Paddle Tennis Courts – Lake Front Park

I have received the attached quote from resident Andrew Pflaum, the owner of APCOR Construction Company, in the amount of \$15,398.00 to refurbish the paddle tennis courts at Lake Front Park. He has offered to cover 100% of the cost of this project. In return for this donation, Mr. Pflaum has asked only that a "donation" sign bearing his company name be installed on each court.

As a result of on-going budgetary constraints the paddle tennis courts have not been operational for the last 8 years. Upon completion of construction, the city will need to put up new nets and windscreens which we already have. The cost of two signs is estimated not to exceed \$450.00. While this is not a budgeted item funds are available in account 101-774-757.102 for Lake Front Park grounds operating supplies to cover the purchase. The utility cost to operate the courts is approximately \$4,000.00 per season.

I believe this would be a win-win for the city. It would update the park amenities and provide another opportunity for city residents to enjoy an activity at Lake Front Park during the winter months. I recommend approval to proceed with the project be given to Mr. Andrew Pflaum of APCOR Construction Company, 22316 Harper Ave., St. Clair Shores, MI 48080.

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

Attachments c.c. Shawn Murphy O/F

Recommended for Approval as Submitted:

Bruce Smith City Administrator

Shawn Minch

Shawn Murphy, Deputy Comptroller

-2-2010

Council Approval Required



Cost Code

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GPW Paddle Court Refurbish Estimate of Tenant Improvements

Date = Estimator = Sulte Number = APROX USF 20-Sep-16 AWP 0 3600

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GPW Paddle Court Refurbish Estimate of Tenant Improvements

Date = Estimator = Suite Number = APROX USF 20-Sep-16 AWP 0 3600

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CERTIFICATE OF LIABILITY INSURANCE

APCOC-1

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