

### CITY OF GROSSE POINTE WOODS 20025 Mack Plaza Drive Grosse Pointe Woods, Michigan 48236-2397

(313) 343-2440 Fax (313) 343-2785

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, October 27, 2014, 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. Medicare Renewal
- 5. Farmer's Market
- 6. Lease/Purchase Vehicles

- A. Memo 10/23/14 Executive Assistant
- B. Vendor List
- C. 2013/14 Farmer's Market Expenses
- D. Hours Worked/Comp Time Taken/Hours Paid
- E. Surveys (16)
- A. Depreciation Schedules MV&E
  - 1. Public Works 06/30/14
  - 2. Public Safety 06/30/14
  - 3. Parks & Recreation 06/30/14
  - 4. General Government 06/30/14
- B. General Information (37 pages)
- C. Memo 09/25/14 City Administrator
- A. Parking Pass-All Grosse Pointes
- B. Internet Service

- 7. Items to Remove
- 8. New Business/Public Comment
- 9. Adjournment

### Alfred Fincham 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 Fincham

Hathaway Rec. Secretary Email Group Media - Email Post -8 File



# CITY OF GROSSE POINTE WOODS



# MEMORANDUM

# **DATE: October 23, 2014**

**TO: Mayor and City Council** 

Cc: Al Fincham, City Administrator

FROM: Susan Como, Executive Assistant

## **SUBJECT: Farmers' Market**

RECEIVED OCT 2 3 2014 GTY OF GROSSE PTE. WOODS

This year was the first year that the city held a Farmers' Market. I was asked to provide Council with information pertaining to this year's Market. Attached for your review is the following:

- A spreadsheet that provides the following information: .
  - Names of vendors (25) who participated
  - Days the vendors participated
  - Days the vendors signed up to participate, but didn't show up
  - Total Revenue generated by the Market
- Listing of the Market's expenses
- Responses to a Survey Monkey sent to the vendors asking for them to provide feedback

The Market's total revenues and expenses amounts are as follows:

TOTAL REVENUE	\$2,449.89		
Total Expenses	\$1,405.11		
Revenue Subtotal	\$3,855.00		

(Please see attached for detailed breakdown)

The total expenses do not include personnel costs.

In addition, I've been asked to provide a breakdown of the hours and earnings I accumulated during the Market season. The breakdown is as follows:

	Market Hours Worked/Comp Time Taken/Hours Paid Breakdown
112.5	Total Comp hours earned working the Market on Sundays (15 Sundays)
-82.5	Total Comp hours applied to taking Fridays off
30	Total Comp Hours Earned
21	Hours paid for working two Sundays at the direction of the Comptroller/Treasurer
-15	Hours not paid for not working 2 Fridays and not able to utilize comp time
7	Actual hours paid for above normal pay period

(Please see attached for detailed breakdown)

As with any new project, the initial planning of the Market required a lot of time to be spent on research, webinars, creation of all forms (Rules & Regulations, Application, Waiver of Liability, etc), vendor recruitment, marketing, etc. With the initial stages completed, moving forward I recommend that Council have the Market Manager focus on the following:

- Vendor expansion
- Incorporating events and music
- Have a non-profit station that can be offered to local non-profit groups to showcase the services they provide to our residents
- Look into having a "food truck" event
- Maintain MIFMA membership
- Attend necessary seminars for training
- Increase the vendor fee from \$15.00 to \$20.00
- Start Market the 2<sup>nd</sup> Sunday in June
- Obtaining a Letter of Understanding between Market Manager and the city outlining compensation for hours worked and scheduling

The Market was well received by the residents as well as people from surrounding communities. Additionally, for being its first year the vendors were very pleased with the Market as well.

It is my recommendation to Council to continue the Farmers' Market in 2015.

Attachments

#### 2014 VENDOR INFORMATION

X - Denotes day's vendor participated in
X - Denotes day's vendor signed up for but cancelled
X N/C - denotes vendor not charged (bee incident)
Daniel Kvamme worked the Market (trained him on 6/22)

	Vendor	1.1.2	1 - V					200						1						10.00	10.00 mm			
lendor	Space	1-Jun	8-Jun	15-Jun	22-Jun	29-Jun	6-Jul	13-Jul	20-Jul	27-Jul	3-Aug	10-Aug	17-Aug	24-Aug	31-Aug	7-Sep	14-Sep	28-Sep	5-Oct	12-Oct	Total # Days	Electricity	Amount Paid	Notes
Cottage Collection	12	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X.		6 m 1	2020	8	No	\$165.00	\$45.00 refund Due to Vendor
na Pizzelle	7	X		X		X	1	X		X	1	X	X	X	X	X	X,	1000	X	X	10	No	\$150.00	
3 Bar	5		1		1								X	X	X	X (N/C)	X.	X	X	X	6	No	\$90.00	Contract de la contraction de la contra
Belledines BBQ Sauce	3	X	X		X		X	1	X	1	X		x	Construct (	X		X,	X	1	X	10	Yes	\$185.00	No Elec. On 8/17-8/31 9/28
Bow Wow Baketique	9		1						X	X	X	X		X		X (N/C)	Χ.	X		X	6	No	\$90.00	
Cheesecake Shoppe	6						1				X	X									2	No	\$30.00	
hef Zachary's Gorumet Blended Spices	11	-	1		1		10.000	-	1.000			X	1.000			X (N/C)	X.	X		X	5	No	\$60.00	and the second sec
Cooky Kutcheys Farm Produce (two vendor spaces)	19	X	X	X	X	X	X	X	X	X	х	X	х	X	х	X	X.	X	X	X	19	No	\$420.00	\$115.00 Due to City
Detroit Growers Co-op	15	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	Х.	X	X	X	10	No	\$150.00	
DIA Jeweiry	13	X		X	1	X	X	X	1 - the		X		x	X				X			9	No	\$135.00	
Good Girls Goat Products	1	1.22	1	1.	1				X	X		X	X	X		X (N/C)	X,	X	X	X	8	No	\$105.00	
aynRoss Creations LLC	1	X	X	X	X		X	X	X	X	X	X	X	X	X	X	X,	X	X	X	8	No	\$120.00	
enn's Gluten Free Gems	13		1		D. and the					1			1.00			1	X,	X	X	X	3	No	\$45.00	And the second sec
Juice House	4		X	X	X	X		X	X	X	X	X	X	X	X	X	X,	X	x	X	14	No	\$150.00	\$60.00 Due to City
Mr. Dogz	10	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X,	X	X	X	18	No	\$255.00	\$15.00 Due to City
Papa Lou's Dressing	8	X	X	X	X	X	X	X	X	X	-	X	a contract of	X	x	X	X,	X	X	X	17	No	\$255.00	
Pasta-e-Pasta	2	X	X	X	X	X	X	X	X	X	X	X	X	X	X	X (N/C)	X.	X	X	X	19	No	\$135.00	\$250.00 Rate for full season -\$15.00 NC= \$100 due to City
earl Plum	12							X	X	X	X		X	X	X	X	X,	X	X	X	4	No	\$60.00	
etFection	5	1000		1.	X	X		· · · · ·	1.				X				X.		-		4	No	\$60.00	In the second seco
Pierogi Gals	6	X		1		X			X					X	Lune						4	No	\$45.00	\$15.00 Due to City
Raw Foodie Superfoods & 3 Chicks and a Coop	14	X	X	X	X	X	X	X	X	X		x	X	X	x	X	X.	X	X	X	12	No	\$180.00	
The Martin Family Farm (two vendor spaces)	17	X	X		(	6	X	X	X	X	X	X	X	X	x	X	X,	X	x	X	16	No	\$200.00	\$280.00 due to City
Incle Calvin's Sweet Potato Pies	7		X	1000000	X		X	-	x		x		x		x	1.000	X.	X		X	15	No	\$150.00	
P Pasties	5	X	X	X	X	X	X	X	X	x	X	X	X	X	X	X	X.	X	X	X	7	No	\$75.00	Pd 5 -\$30.00 due to City - Several attempts to collect - no repl
Vild Birds Unlimited	11				X	x	X	X	x	X	x	x	X	X	X	X	X.	X	X	X	8	No	\$120.00	
											1											Sub Total	\$3,430.00	

2014 Expense Account #101101880.000 Revenue Account #101000652.010

Balances Due	¢	115.00	Cooky Farms	-
bulances bue	s		J House Juice	
	\$	15.00	Mr. Dogz	
	\$	280.00	Martin Family Farm	
Sub Total	\$	470.00	Balances Due to City	
Total Revenue	1.1	\$3,900.00		
<b>Total Expenses</b>	\$	1,405.11		
TOTAL REVENUE	-	\$2,494.89		

# 2013/14 Farmers' Market Expenses

Amount	Company	Items
\$ 20.00	Cool Treads Embroidery	Dog Hydration Station Sign
\$ 441.26	Cool Treads	Signs/Mens & Ladies Shirts
\$ 403.34	Whitlock	Banners (3)
\$ 93.99	Burkes Sport Haven, Inc	Mens Shirt & 2 Pullovers
\$ 100.00	MIFMA	Market Manager Training
\$ 75.00	MIFMA	2013/14 Farmers' Market Membership
\$ 150.00	MIFMA	2014/15 Farmers' Market Membership
\$ 76.52	Sue Como	Reimbursement for Dog Water Station/Bowl purchased cash
\$ 45.00	A. Cottage Collection	Vendor Refund
Constant of the second s	A. Cottage Collection	Vendor Refund

\$ 1,405.11 TOTAL

<u>Date</u>	# of Hours WorkedSunday @ Double Time	Total Hours earned @ Double Time	# of Comp Hours Applied to Friday	# of Hours Paid	Notes
1-Jun	7	14			1st day of Market
6-Jun		· · · · · · · · · · · · · · · · · · ·	7.5	1	
8-Jun	5.5			10.5	Comptroller/Treasurer Irby informed me that I cannot utilize comp time on Fridays, but to me she would pay me double time this payroll period for the days I worked the Market since this is the arrangement that Skip and I came to; however moving forward I would have to work 40 hours to incur overtime to be in accordance with the FLSA Overtime Rule (not 37.5 hrs worked in the past)
15-Jun	5.5			10.5	Comptroller/Treasurer Irby informed me that I cannot utilize comp time on Fridays, but to me she would pay me double time this payroll period for the days I worked the Market since this is the arrangement that Skip and I came to; however moving forward I would have to work 40 hours to incur overtime to be in accordance with the FLSA Overtime Rule (not 37.5 hrs worked in the past)
22-Jun	5.5	6	-		Worked 5.5 hours at DT; however, only counted 3 hrs @ DT towards comp time and the other 2.5 hrs were counted towards the new 40 hr OT rule I was advised I had to adhere to Daniel worked Market w/me (training)
24-Jun		1		1	Applying comp time to Friday's reinstated (Per Labor Atty. Dubay OK)
29-Jun		1		1	Daniel worked Market (Fireworks)
6-Jul		1		S	Daniel worked Market (Fireworks)
13-Jul	6	12			
18-Jul			7.5		
20-Jul	3	6			
25-Jul			7.5	1	
27-Jul					
27-Jul					Daniel worked Market
1-Aug			7.5		
3-Aug	2.75	5.5			
8-Aug			7.5		
10-Aug	2.75	5.5			

				-82.5 <b>30</b> 21	Total Comp hours applied to taking Fridays off <b>Total Comp Hours Earned</b> Hours paid for working two Sundays
	Total Hours:	112.5	82.5	<b>21</b> 112.5	Market Hours Worked/Comp Time Taken/Hours Paid Breakdown Total Comp hours earned woking Sundays
17-Oct	Tatal Hauna	112 5	7.5	21	
12-Oct	5.5	11		1	Last day of Market
5-Oct					Daniel Worked Market
28-Sep	5.25	10.5			
26-Sep		free all the	7.5		
21-Sep					No Market (Fall Fest Rain Date)
19-Sep					
14-Sep	5.25	10.5			
12-Sep			7.5		
7-Sep	5.25	10.5			
5-Sep			7.5	1.	
31-Aug	5.25	10.5			
24-Aug	5.25	10.5			Per Don Berschback comp time is reinstated after I work 37.5 hrs per pay period
22-Aug			7.5		
15-Aug 17-Aug					Daniel worked Market

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		word of mouth	ould you rate th	e event?					
1		Very good							
		Q6: What did you li	ke most about t	he Market?					
		Configuration was gr			e vendors and par	ticipants were	fantastic		
		Extremely profession			and the second sec				
		Q8: Overall, were ye	ou satisfied with	the Market N	lanager at our	Market?			
		Susan was wonderfu many markets and s			helpful, friendly a	and positive in	her overall	approach	n. I do
		Q9: What changes	would most imp	rove the Mark	ster				

Two in Michigan and two in southwest Florida.

#### Q11: Please feel free to provide any additional comments.

For a new market, this was a good beginning and with more vendors the opportunity to succeed would surpass the other markets in this area. Note: other market managers here in this area are not as proficient as Susan...keep her in charge, add more vendors and this will be the best market on the East Side.



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10/00/0014

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		Yes			an ar an an an an destands	A 4 1 1 Manual Anna Anna Anna Anna Anna Anna Anna An	an a fairt fa sua an Longo
		Q3: How easy was	the registration	process for the Market?			
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		Q5: Overall, how we	ould you rate th	e event?			
and a classic star a		Very good	20 S		· · · · · · · · ·		
n na a a secondar and a second	n in an anti	Q6: What did you li	ke most about	the Market?	the subsect of the real	···· ··· ··· ··· ···	
		The location and the	hours. I think 10a	am-2pm is the perfect amount of	f time for this market.		
and a second sign of the second s	*****	Q7: How profession	al is the Marke	t Manager?	and a taxan sector of the sect	and the second	W West Law State States
		Extremely profession	onal				
		Q8: Overall, were y	ou satisfied wit	h the Market Manager at ou	r Market?		
		Yes, Susan Como di	d an excellent job	and was always there to help.			
		Q9: What changes	would most im	prove the Market?	1.000		

This was our first Farmers' Market. We have done other events like the Italian Fest but we did not have experience with other local farmers markets.

#### Q11: Please feel free to provide any additional comments.

This was a great market to get our feet wet and we learned a lot. We hope that you decide to continue it because we would love to be a part of it in 2015!



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		Yes					
		Q3: How easy was t	he registration	process for	the Market?		
		Extremely easy					
		Q4: How did you he	ar about the Fi	armers' Mark	tet?		
		Local paper					
		Q5: Overall, how wo	uld you rate th	e event?			
		Very good					
		Q8: What did you lik	ke most about	the Market?			
		Great location! Com	munity support!				
		Q7: How profession	al is the Marke	t Manager?			
		Very professional					
		QS: Overall, were yo	ou satisfied wit	h the Market	Manager at our	Market?	
		Sue is a good manag to work with. All staft				ning the ins and outs. Sh	ne is very pleasant
		Q9: What changes v		- Andrew Company	1.10		

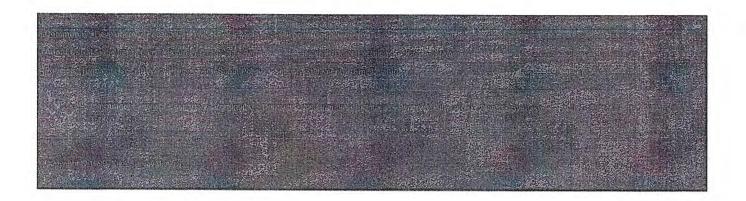
there that week. Music. Family friendly events. Involve local businesses and local organizations - library, girl scouts, schools, etc.

Q10: How many other Farmers' Markets do you participate in?

6-8 Markets in various location from Farmington Hills to New Baltimore.

Q11: Please feel free to provide any additional comments.

Visit other markets to get ideas now that we are close. Royal Oak is all year. Farmington Hills has a summer market and winter market.



### Susan Como

From:	Zach4spice [zach4spice@aol.com]
Sent:	Friday, October 17, 2014 6:12 AM
То:	Susan Como
Subject:	Re: Need your help with my survey.

Thank you. A good experience. Chef Zachary

-----Original Message-----From: Susan Como <<u>SComo@gpwmi.us</u>> To: Susan Como <<u>SComo@gpwmi.us</u>> Sent: Thu, Oct 16, 2014 4:24 pm Subject: RE: Need your help with my survey.

Please disregard the below request an updated survey to follow.

Susan Como Executive Assistant to the City Administrator City of Grosse Pointe Woods (313) 343-2445 scomo@gpwmi.us

### "Knowing is not enough; we must apply. Willing is not enough; we must do." Johann Wolfgang von Goethe

From: Susan Como Sent: Thursday, October 16, 2014 4:16 PM To: 'Susan Como' Subject: Need your help with my survey. Importance: High

Dear Vendor:

Thank you so much for participating in the City's first year Market! The City Council will be making the decision as to whether or not to continue the Market and is asking me to provide feedback at a meeting to be held on October 27<sup>th</sup>. With that being said, I would really appreciate it if you could take a few minutes of your time to fill out the following survey: <u>http://www.surveymonkey.com/create/survey/preview?r=true&sm=2ehq5vgmXp8btiaQ6mYOh7OK2b3KUpQ8K5CpH6014</u> <u>adA7EDA\_2F0VPZoCpT6BHom5x</u>

Thanks so much!

Susan Como Executive Assistant to the City Administrator City of Grosse Pointe Woods (313) 343-2445 scomo@gpwmi.us

> "Knowing is not enough; we must apply. Willing is not enough; we must do." Johann Wolfgang von Goethe

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Share All		Q2: If the Market o	ontinues, do you plan on re	turning as a Vend	lor in 2015?	
		Yes				
		Q3: How easy was	the registration process for	r the Market?		
		Extremely easy				
		Q4: How did you h	ear about the Farmers' Mar	ket?		
		My family is a 60+y	ear vegtable farm grower in the	area, Susan Como I	ound and contacted us.	
		Q6: Overall, how v	vould you rate the event?			
		Excellent				
			like most about the Market?			
			n, management, all excellent.			
		Extremely profess	ional is the Market Manager?			
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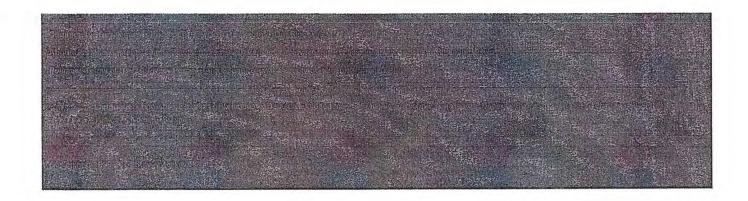
Keep with the advertising and updates for the customers. very important.

Q10: How many other Farmers' Markets do you participate in?

4

Q11: Please feel free to provide any additional comments.

Excellent market. Run very well. Very "hometown" something for everyone. Staying true to Michigan and true michigan growers. Great balance of venders to custmers.



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Q5: Overall, how wol	ld you rate the event?			
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	I is the Market Manager?			
Q7: How professiona	the site mention mention Berr			
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Q10: How many other Farmers' Markets do you participate in?

Did another one for 10 years, not doing it now.

Q11: Please feel free to provide any additional comments.

I will help try to find more vendors.

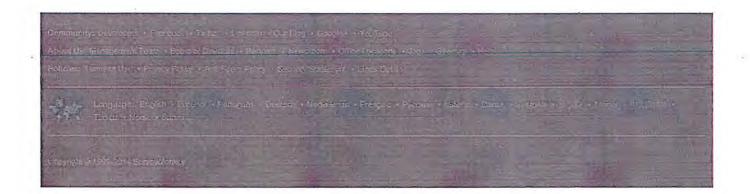


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none because most of them require too much commitiment

Q11: Please feel free to provide any additional comments.

Respondent skipped this question



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		Yes, the Market Mar	nager worked har	d on our behalf.	4 m		1.12.14	
		Q9: What changes	would most im	prove the Mar	ket?			

Eastern Market on Saturdays.

Q11: Please feel free to provide any additional comments.

Respondent skipped this question

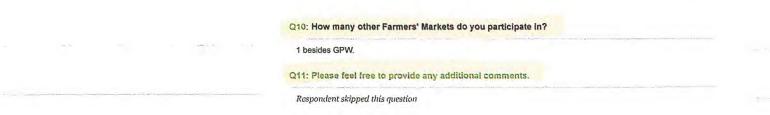


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			th the Market Manager at ou	r Market?	
	Q8: Over			r Market?	

We have been in one other and invited to another that we haven't been able to work into our schedule, and employee scheduling.

#### Q11: Please feel free to provide any additional comments.

I think this is a great location. You can draw from quite a few communities and the big signs up and down Mack Avenue are very good.



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		Extremely profession			111111	
				h the Market Manager at our		
	n man (franska)		riving to make the	did an excellent job at marketing market better, always had the v ors and customers		
			would most im			

None, but will do more next season - either GPP or Eastern Market

Q11: Please feel free to provide any additional comments.

I love GPWI It is my home and I'm so grateful and blessed to live and work in this wonderful community. Let's keep it up!!

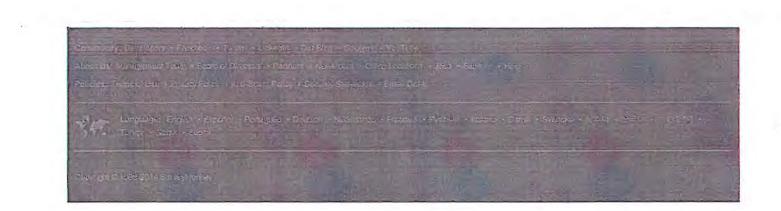


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	Q6: Wha	at did you like most abou	t the Market?		
		wd! what a great turnout of pe mood because of it.	eople. It was awesome to have the r	nusic going too - everyo	ne seemed to be in
	Q7: Hov	v professional is the Mark	ket Manager?		
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	Yes ind	leed			Ť Ê

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#### Q11: Please feel free to provide any additional comments.

i was very pleased with the event, the table dollar amount was ok considering the number of people who came to the event. i don't think i'd charge more than the \$125 per booth.



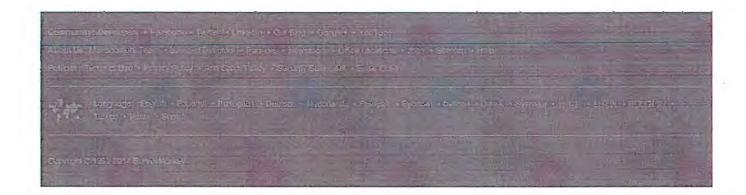
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		s would most improve the Ma	arket?		

Q10: How many other Farmers' Markets do you participate in?

2

### Q11: Please feel free to provide any additional comments.

I thought the market was a great ideal People in this community are looking for an urban shopping experience. The market provides that. It was a good beginning.



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### Q10: How many other Farmers' Markets do you participate in?

1 other.

Q11: Please feel free to provide any additional comments.

Having to carry insurance is a major reason why I feel I can't return next year. My costs were too high & profits too low.



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#### Q10: How many other Farmers' Markets do you participate in?

A few.

#### Q11: Please feel free to provide any additional comments.

It's nice to have non-compete products at the market where there is not several vendors selling the same thing. I, unfortunately, wasn't there the whole season as I had a foot injury that landed me in a cast for 2 months. Some suggestions for next year may be to have a couple other demonstrations to attract and educate/entertain more customers. I could give a demonstration on making juices, smoothies, dehydrating foods, fermenting foods, etc.. Love the 'Hydration Station' for pets! Sue is great and I couldn't say enough of good things about her. Her enthusiasm and smile permeates everyone! :)



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		Q7: How professio	nal is the Mark	et Manager?			
		Extremely profess	ional				
		Q8: Overall, were y	vou satisfied w	ith the Marke	t Manager at our	Market?	
		Absolutely					
		Q9: What changes	would most in	prove the Ma	arket?		
		Pretty happy with it	as is!				

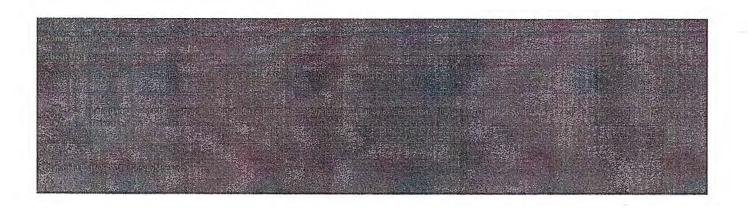
### SurveyMonkey Analyze - Grosse Pointe Woods Farmers' Market Survey

Q10: How many other Farmers' Markets do you participate in?

2

Q11: Please feel free to provide any additional comments.

Loved being a vendor, particularly the size and number of vendors. Good variety. Since I am a farmer I really appreciate only having two farmers at the market. It allows us to really connect to our customers! Keep up the good work.



RECEIVEL OCT 2 3 2014 CITY OF GROSSE PTE. WOODS

### City of Grosse Pointe Woods Depreciation Schedule - MV&E Public Works 6/30/2014

Year		Vehicle	10000
urchased		Number	Cost
80	AMRD P/LEAF FORD	642983	16,800
89	INTERNT'L RUBBISH TRUCK	67679	63,461
89	SDI SPRAYER	200D9 5B	3,478
89	LEAF LOADER-FORD	537989	26,395
92	UTILITY TRACTOR	125870	16,986
92	DUMP TRUCK	13249	71,827
92	DUMP TRUCK	13248	71,827
93	LEAF LOADER-FORD	537944	26,395
97	GMT 400 CHEVY	256410	19,292
97	CHEVY DUMP	115876	57,381
97	CHEVY DUMP	115848	57,381
97	JCB FRONT LOADER	416HT	74,945
98	GMC PICK-UP	559230	21,903
99	GMC PICK-UP	725943	21,782
99	8" FISHER PLOWS (2)		5,500
99	GMC 10 YD DUMP	515125	84,073
00	GMC SIERRA	412032	35,095
02	GMC SIERRA	124188	27,873
02	GMC SIERRA	123661	27,873
01	JOHN DEERE TRACTOR	421095	18,032
02	GMC LIFTGATE	510781	54,085
02	GMC SIERRA PICKUP	279854	23,616
03	TRUCK CONVERSION		17,682
02	VAC-ALL 10 YD	OAED03	178,617
03	GMC SIERRA PICKUP	127180	26,271
02	JOHN DEERE TRACTOR	110676	15,794
03	HYSTER FORKLIFT (94)	10944	4,000
03	GMC - ENVOY	46759	22,640
05	TRACTOR	421354	18,328
05	ALTCC - AERIAL DEVICE		95,351
05	GMC GRASS VAN	012653	40,269
04	GMC ENVOY	131003	27,012
04	PONTIAC	172016	23,711
06	GMC SIERRA W/ SNOWPLOV	141610	24,817
06	JOHN DEERE TRACTOR	311385	20,628
06	JOHN DEERE TRACTOR	421354	20,628
06	LEAF COLLECTOR	487053	33,447
06	LEAF BUCKET	CR04467	15,675
06	GATOR	41628	9,802

### City of Grosse Pointe Woods Depreciation Schedule - MV&E Public Safety 6/30/2014

	Year	Fire Trucks	Vehicle	
	Purchase	Model	Number	Cost
	i dionace	WRITE DOWN DIFF		
	85	PUMPER	2145	112,040
	91	AERIAL PLATFORM TR	3815	383,400
	00	PONTIAC BONNEVILLE	295896	21,518
	01	PONTIAC - MONTANA - VAN	303051	21,266
	03	FIRE PUMPS - ADVANCE	05297	349,229
	04	GMC SIERRA	06665	16,818
	04	PONTIAC BONNEVILLE	232971	24,370
	05	CROWN VICTORIA	159270	20,365
	06	FORD EXPEDITION	75573	26,826
	07	Pontiac Vibe-Red Holman	24996	16,233
	2008	Crown Victoria	175427	20,877
	2008	Crown Victoria	175428	20,877
	2000	CHEV. IMPALA	188026	18,694
	2003	2011 Ford Crown Victoria	137832	20,841
	2011	Auto Upholstery - Backrest/Cushion Cover	137832	325
~	2011	Alert Emergency Eqpt - Fan Kit/Screen Panel	137832	179
	2011	2011 Ford Crown Victoria	137831	20,841
	2011	Auto Upholstery - Backrest/Cushion Cover	137831	325
	2011	Alert Emergency Eqpt - Fan Kit/Screen Panel	137831	179
	2011	2011 Ford Crown Victoria	137830	20,841
	2011	Auto Upholstery - Backrest/Cushion Cover	137830	325
	2011	Alert Emergency Eqpt - Fan Kit/Screen Panel	137830	179
	2011	2011 Ford Crown Victoria	137829	20,841
	2011	Auto Upholstery - Backrest/Cushion Cover	137829	325
	2011		137829	179
		Alert Emergency Eqpt - Fan Kit/Screen Panel 2011 Ford Crown Victoria	137828	20,841
	2011		137828	325
	2011	Auto Upholstery - Backrest/Cushion Cover	137828	
	2011	Alert Emergency Eqpt - Fan Kit/Screen Panel		179
	2011	2011 Ford Crown Victoria	137827	20,841
	2011	Auto Upholstery - Backrest/Cushion Cover	137827	325
	2011	Alert Emergency Eqpt - Fan Kit/Screen Panel	137827	179
	2011	2011 Ford Crown Victoria	137826	20,841
	2011	Auto Upholstery - Backrest/Cushion Cover	137826	325
	2011	Alert Emergency Eqpt - Fan Kit/Screen Panel	137826	179
	2011	Galls, ck. 24902 - Flasher, cup holders, microphone		1,397
	2011	Majik, Inv. 9185 - Graphics		2,855
)	2011	Rudd-electrical		17,108
-	2011	Galls, ck 24815 - lights, microphone,	40070	8,936
	2000	Ford Expedition (deleted 07/08 in error)	42973	28,636

06	GMC SIERRA DUMP TRUCK	165588	26,495
07	Van (Water) Red Holman Ponti	17700	52,164
07	710 Leaf Loader; Penn-Hazle Eq	9,070	
07	John Deer compact tractor		19,297
08	04 JCB Breaker	911396	89,875
07	07 GMC Sierra	585045	33,355
2009	GMC SIERRA 3500	124928	28,419
2009	JD TRACTOR 2520	200191	25,653
		SubTotal	1,704,999

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### City of Grosse Pointe Woods Depreciation Schedule - MV&E Parks & Recreation 6/30/2014

Year Purchased	Model	Vehicle Number	Cost
99	GMC PICK-UP	725879	21,782
00	GMC SEIRRA	172273	27,310
03	GMC SIERRA	239026	24,338
0708	'97 E350 Ford bus	65349	1
0708	'97 E350 Ford bus	65383	1
08/02/07	Sweeper	172194	128,865
12/6/2012	GMC SIERRA PIC	207462	34,213
		SubTotal	236,510

### City of Grosse Pointe Woods Depreciation Schedule - MV&E General Government 6/30/2014

Year	and the second second	Vehicle		
Purchased	Model	Number	Cost	
02	GMC SIERRA	279854	23,616	
04	<b>CROWN VICTORIA</b>	136607	20,905	
03	PONTIAC BONNEVIL	167623	22,336	
06	Jeep Wrangler Ros	87601	17,898	
06	Vactor-Jack Dohen	65424	249,733	

SubTotal 334,488

RECEIVED OCT 2 3 2014 CITY OF GROSSE PTE. WOODS

General Information on the use of the Administrative Vehicle:

The City Clerk's Office uses a shared, administrative City vehicle for:

- 1. A few days for every election (Precinct set-up on Monday, rounds on Election Day);
- 2. Macomb County Clerk's Association meetings various locations (monthly);
- 3. Wayne County Clerk's Association meetings various locations (quarterly);
- 4. Michigan Association of Municipal Clerk's Board Meetings Lansing (Monthly);
- 5. Educational venues various locations (State Bureau of Elections, Institute, Master Academy, Conference)

1

6. Miscellaneous, work-related errands.

The Executive Assistant to the City Administrator:

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- 1. Annual CDBG Training;
- 2. Quarterly PAATS Meetings;
- 3. Preparation for various City Events (Fireworks, Fall Fest, Farmer's Markets);
  - a. Supplies
  - b. Set-Up
- 4. Miscellaneous errands.

**Parks and Recreation Department Vehicles** 

### P.R. #1

2000 GMC Pickup. 73,104 Miles

Condition: Rusted out floor/underbody, body damage, heat/air not working (Intermittently)

### P.R. 3

1998 GMC Pickup, 121,937 Miles

Condition: Rusted out floor/underbody /axle issues (used for salt spreading)

#### P.R. 4

2005 GMC Pickup, 101,050 Miles

Condition: Rusted out floor/underbody, ceiling headliner/seats are shot, no A.C.

#### P.R. Supervisor Vehicle

2003 Envoy, 110,210 Miles

Condition: Door control panel broken, center console shot

#### P.R. Supervisor Vehicle

2000 Ford Expedition, Patrol Vehicle, 106, 600

Condition: No A.C./Heat (Intermittent), rusting out, Bent wheel/rim, breaks down continuously

### **Building Department**

2006 Jeep, 101,680 Miles

Condition: Continuously replacing brakes and tires, 3rd transmission

2003 Pontiac Bonneville, 92,589 Miles (Shared with Administration/Assessing)

Condition: Bad brakes, oil line, recently had to be towed in.

#### 2004 Crown Vic, 100,000 Miles

Condition: Does not run

#### Administration:

2003 Pontiac Bonneville, 92,589 Miles (Shared with Building Department/Assessing)

Condition: Bad brakes, oil line, recently had to be towed in.

2001 Montana Van, 56,903 Miles (Shared with Public Safety/Administration/Clerks Office)

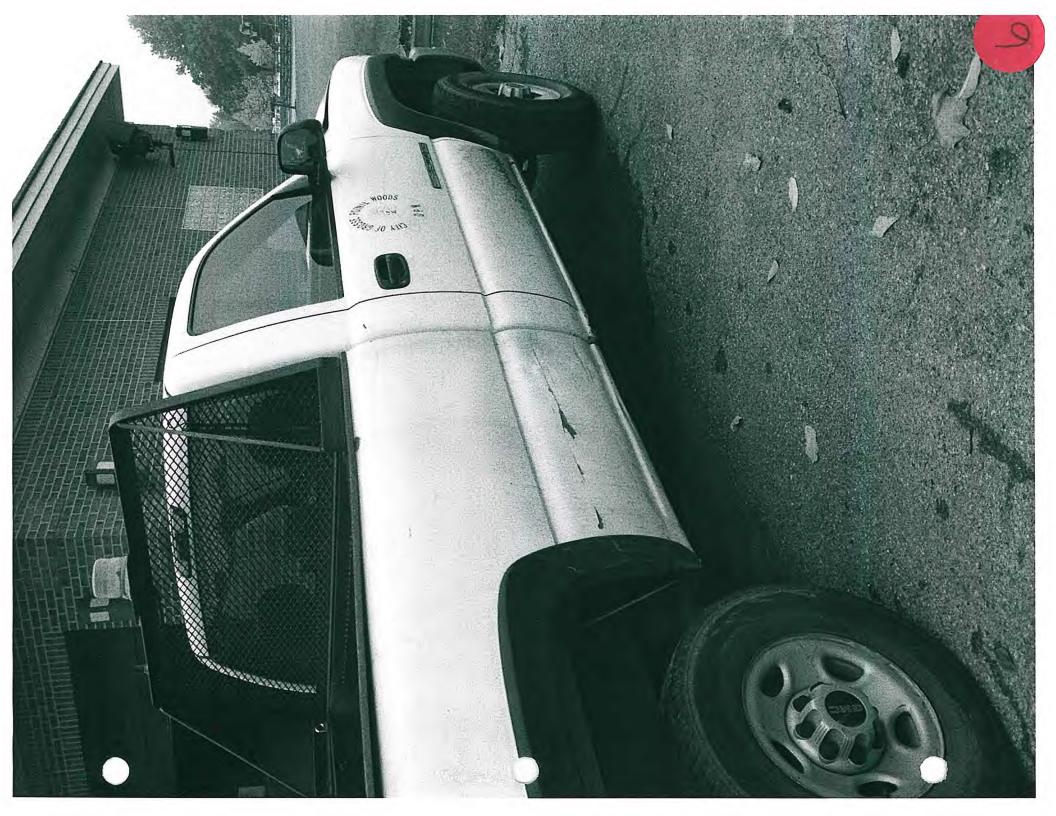
Shifts rough, floats-loose driving/front end issues.

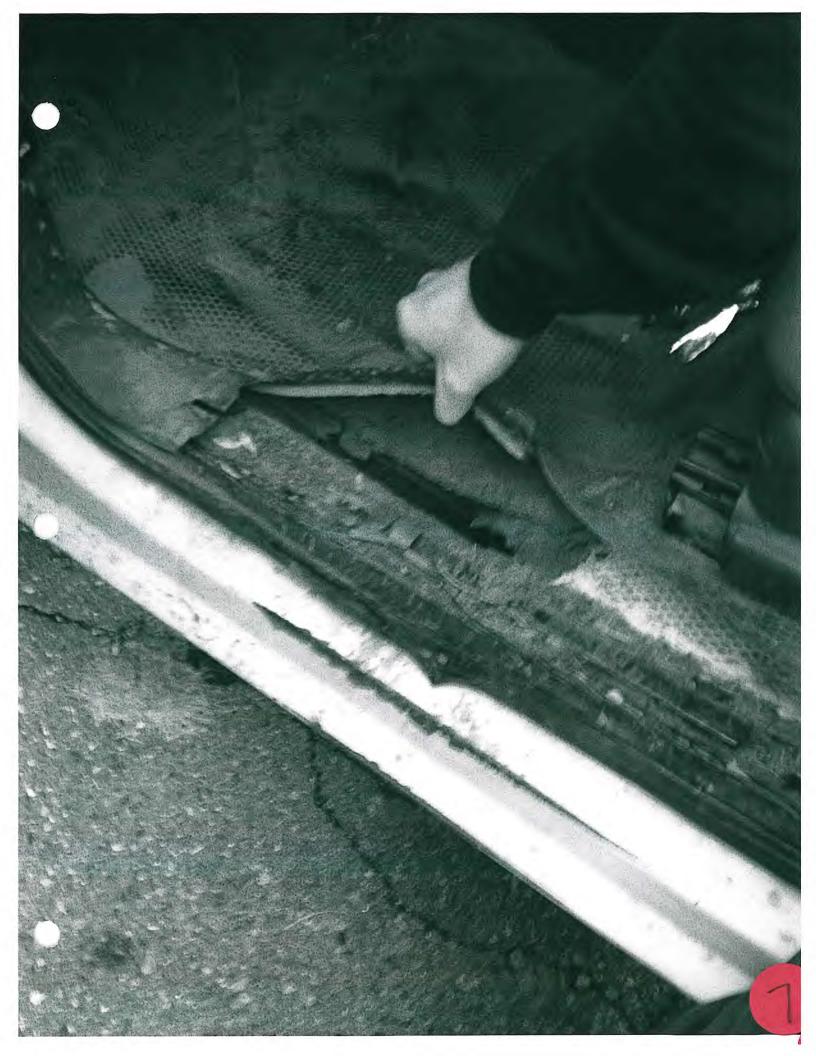
### <u>P.R. #1</u>

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2000 GMC Pickup. 73,104 Miles Condition: Rusted out floor/underbody, body damage, heat/air not working (Intermittently)





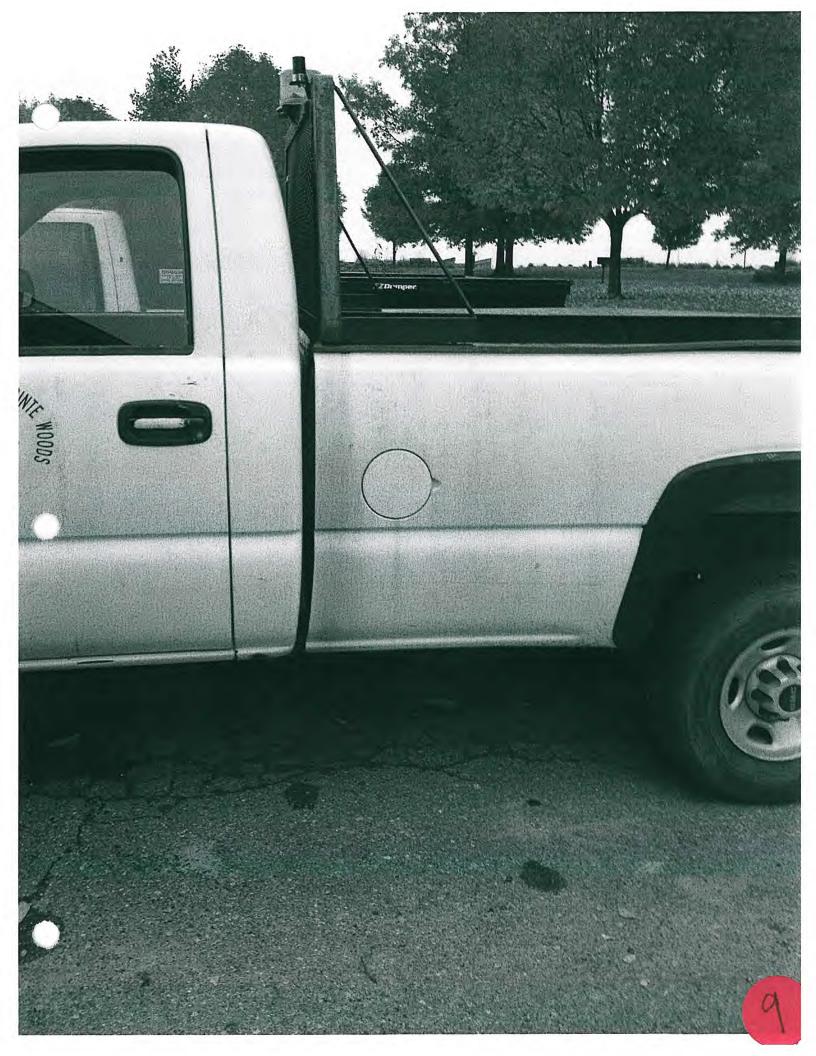


### <u>P.R. 3</u>

 $\square$ 

1998 GMC Pickup, 121,937 Miles

Condition: Rusted out floor/underbody /axle issues (used for salt spreading)







### <u>P.R. 4</u>

2005 GMC Pickup, 101,050 Miles

Condition: Rusted out floor/underbody, ceiling headliner/seats are shot, no A.C.







### **P.R. Supervisor Vehicle**

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2003 Envoy, 110,210 Miles Condition: Door control panel broken, center console shot





### **P.R. Supervisor Vehicle**

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2000 Ford Expedition, Patrol Vehicle, 106, 600

Condition: No A.C./Heat (Intermittent), rusting out, Bent wheel/rim, breaks down continuously









# **2006 Jeep, 101,680 Miles** Condition: Continuously replacing brakes and tires, 3<sup>rd</sup> transmission

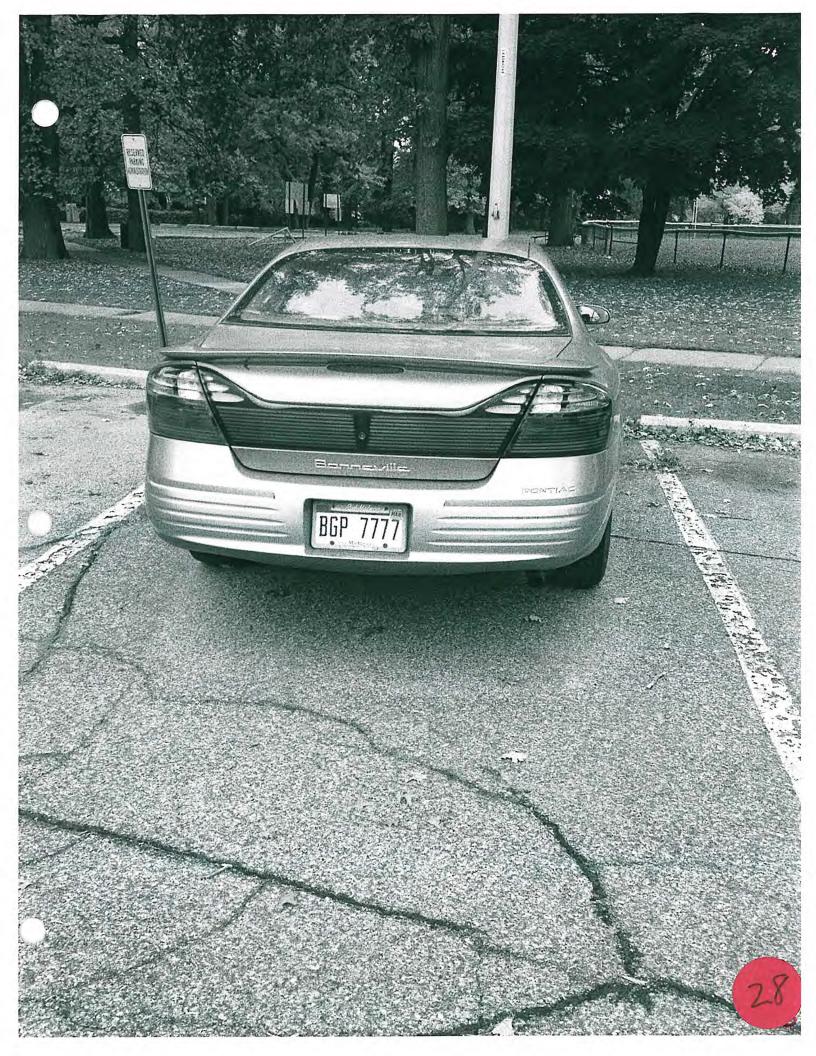
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2003 Pontiac Bonneville, 92,589 Miles (Shared with Administration/Assessing) Condition: Bad brakes, oil line, recently had to be towed in.

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# **2004 Crown Vic, 100,000 Miles**

Condition: Does not run



## 2001 Montana Van, 56,903 Miles ??? (Shared with Public Safety/Administration/Clerks Office)

Shifts rough, floats-loose driving/front end issues.

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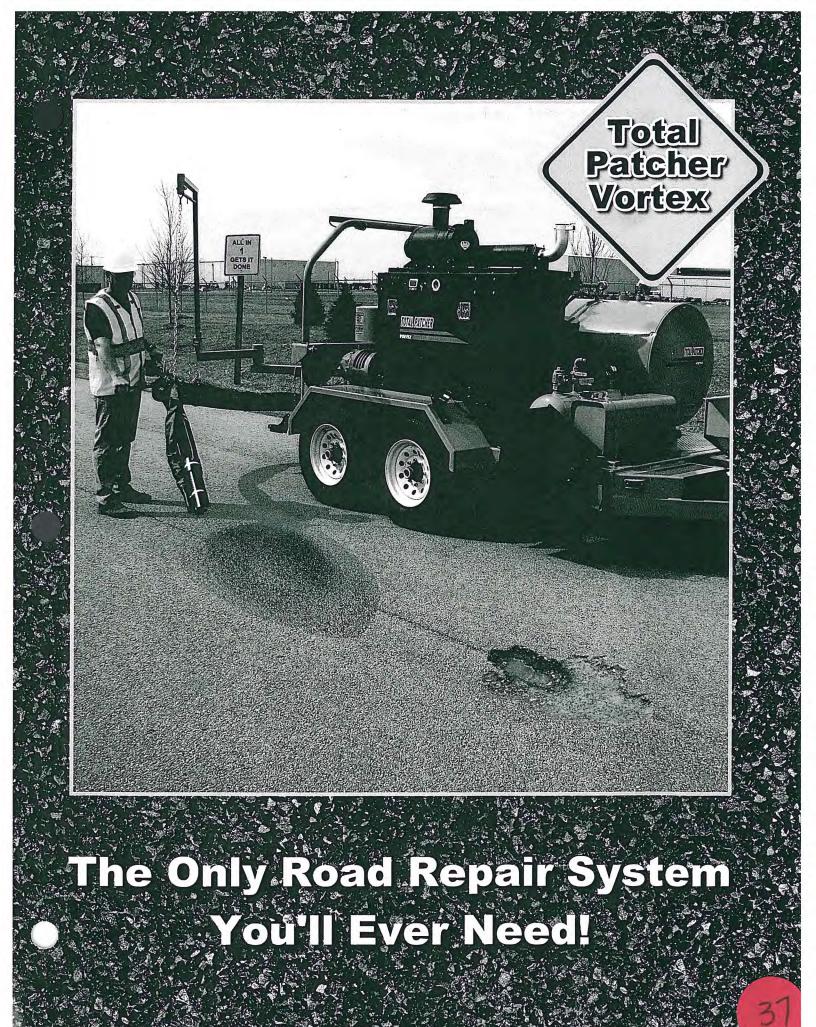
 New 2015 10 Yard Dump truck acquired through the CMAQ Grant. Took delivery 2 weeks ago.

\$150,000 vehicle. Our cost approx. \$32,000











### **CITY OF GROSSE POINTE WOODS**

MEMORANDUM

RECEIVED OCT 2 3 2014 CITY COMMENTE INCOM

Date: September 25, 2014

To: Mayor and Council

From: Al Fincham, City Administrator

Subject: Purchase of Three Police Vehicles & Equipment

In order to continue a replacement program for our police vehicles which were last purchased in 2010, the Department of Public Safety budgeted for 3 new Ford Interceptor SUV's. The new vehicles will be the 2015 model. As the Crown Victoria Police package vehicles are no longer an option, the Ford Police Interceptor is the replacement vehicle of choice among many Public Safety Departments due to the necessity of carrying fire equipment as well as police equipment. In addition to the purchase of the vehicles, vendors have been secured for the vehicle equipment and build out. The vendors are listed as follows:

### **Signature Ford**

State of Michigan Bid Government & Fleet Sales 960 East Main Street, Owosso, MI 48867 3- 2015 Utility Police Interceptor Vehicles @ \$25,283.00 each. **Total: \$75,849.00** 

Motorola State of Michigan Bid 3 Model M25URS9PW1-N in car Mobile Radio's @ \$4,041.60 Total: \$12,124.80

### **Cruisers Police Equipment**

Equipment for the Build out of 3- 2015 Utility Police Interceptor Vehicles **Total: \$** 

### **Industrial Truck Services**

22960 West Industrial Drive St. Clair Shores, MI 48080 Build out of 3 Public Safety Vehicles @ 1,930.00 per vehicle **Total: \$ 5,790.00** 

Majic Graphics: Lettering of three police vehicles @ \$515.00 per vehicle **Total:** \$1,545.00 Recommended for Approval as Submitted:

Alfred Fincham,	City	Administrator,	Acting	Public Safety Director	Date	

Dee Ann Irby, City Treasurer/Comptroller

Date

Council Approval Required