



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

COMMISSIONS:	COMMITTEES:	X	BOARDS:
Beautification Advisory	Building Authority		Board of Canvassers
Citizens' Recreation	Cable TV Ad Hoc		Board of Review
Community Tree	Community Events Committee	X	Construction Board of Appeals
Historical	Compensation & Evaluation		Community Enhancement Fund Advisory
Local Officers Compensation	Construction		Downspout Board of Appeals
Planning	Finance		Pension
Senior Citizens'	Fireworks		
	Judicial Liaison		
	Mack Ave Business Study		
	Public Relations		

PUBLIC INVITED: IN ACCORDANCE WITH PUBLIC ACT 267 OF 1976 (OPEN MEETINGS ACT), ALL MEMBERS OF THE GROUP SELECTED ABOVE, AS WELL AS THE GENERAL PUBLIC, ARE INVITED TO ATTEND THE FOLLOWING MEETING:

DATE: February 20, 2020 **TIME:** 5:30 p.m. **PLACE:** Council Chambers, 20025 Mack

Regular meeting (X) or Re-scheduled Regular Meeting ()

AGENDA OF MEETING

1. Roll Call
2. Acceptance of Agenda
3. Community Events 2019 Ending Balance Sheet
4. 2020 Music on the Lawn/Fall Fest Proposed Budget
5. 2020 Music on the Lawn/Fall Fest
 - A. Stationery/Envelopes
 - B. Sponsors
 1. List of Potential 2020 Sponsors
 2. Sponsor Letter w/Sponsorship Form
 3. Exclusive Rights – St. John Hospital
 - C. Entertainment
 - D. Food Vendors
6. Immediate Certification of Minutes dated 02/20/20
7. New Business/Public Comment
8. Adjourn

Distribution:
Novitke
Fenton
Granger

McConaghy
Fincham
Como

File
Smith
Boettcher

Submitted by: Mayor Robert E. Novitke
Office Held: Chair
Telephone: 313 343-2445

2019 CEC ENDING BALANCE

REVENUE		Estimated Budget	Actual	Notes
Account Balance	\$	82,394.80	\$ 82,394.80	
REVENUE				
Sponsors (1,800)	\$	30,600.00	\$ 25,200.00	
Contributors	\$	525.00	\$ -	
Beer/Wine/Pop/Water Sales	\$	4,628.00	\$ 5,320.20	2,037; 1,180.20; 1,209; 894
Beer/Wine/Deposit Refund	\$	791.00	\$ 147.12	
TOTAL		118,938.80	\$ 113,062.12	
EXPENSES				
Advertising	\$	831.75	\$851.75	GPN: 498.75; C&G: 353
Banners	\$	828.60	\$456.00	198; 60; 198
Beer & Wine	\$	3,335.50	\$ 1,927.00	570; 450; 450; 457
Liquor Licenses	\$	200.00	\$ 200.00	
Food (Fall Fest)	\$	1,396.07	\$ 1,537.91	Corn \$150; 1,111.37; 276.54
Entertainment	\$	5,650.00	\$ 4,900.00	(water/pop/returnable fee)
Surety Bonds	\$	200.00	\$ 200.00	1,500; 950; 1,250; 1,200
Food Handlers Permit (Fall Fest)	\$	248.00	\$ 248.00	
Sales Tax	\$	247.07	\$ 286.75	104.09; 63.63; 68.43; 50.60
Lighting	\$	980.00	\$ 980.00	235; 235; 235; 275
Miscellaneous	\$			30.00; 75.86; 8.94; 130.98; 122.92; 82.68; \$91; \$164.02; \$143; 63.90; \$128.11; 71.94; 168.27; 6.62; 76.80; 289.88; 150; 122.92
Stationery	\$	1,792.36	\$ 1,927.84	
Wages (Overtime)	\$	289.00	\$ 268.00	
	\$	4,497.67	\$ 4,497.67	
TOTAL		20,496.02	\$ 18,280.92	
Difference Btwn Rev & Exp		98,442.78	\$ 94,781.20	

FIREWORKS **REVENUE** ACCOUNT 205.000.675.130
 FIREWORKS **EXPENSE** ACCOUNT 205.870.820.130

2020 PROPOSED CEC BUDGET

REVENUE		Estimated Budget	Actual	Notes
Account Balance		\$ 94,781.20	\$ 94,781.20	
REVENUE				
Sponsors (1,800)		\$ 25,200.00		
Contributors		\$ -		
Beer/Wine/Pop/Water Sales		\$ 5,320.20		
Beer/Wine/Deposit Refund		\$ 147.12		
TOTAL		125,448.52	\$ 94,781.20	
EXPENSES				
Advertising		\$851.75		
Banners		\$456.00		
Beer & Wine		\$ 1,927.00		
Liquor Licenses		\$ 200.00		
Food (Fall Fest)		\$ 1,537.91		
Entertainment		\$ 4,900.00		
Surety Bonds		\$ 200.00		
Food Handlers Permit (Fall Fest)		\$ 248.00		
Sales Tax		\$ 286.75		
Lighting		\$ 980.00		
Miscellaneous		\$ 1,927.84		
Stationery		\$ 268.00		
Wages (Overtime)		\$ 4,500.00		4,138.39 (2019)
TOTAL		18,283.25		
Difference Btwn Rev & Exp		107,165.27	\$ 94,781.20	

FIREWORKS **REVENUE** ACCOUNT
FIREWORKS **EXPENSE** ACCOUNT

205,000.675.130
205,870.820.130



CITY OF GROSSE POINTE WOODS COMMUNITY EVENTS COMMITTEE

Community Events Committee Members

Robert E. Novitke
Mayor

Victoria A. Granger
Council Member

Todd A. McConaghy
Council Member

Bruce J. Smith
City Administrator

Christian Fenton
Committee Member

Al Fincham
Committee Member

Jennifer Palms Boettcher
*Grosse Pointe
Chamber of Commerce*

*For additional information
contact Executive Assistant
Susan Como at
(313) 343-2445 or
scomo@gpwmj.us*

2020 POTENTIAL SPONSOR LIST

Comerica
Edmund t. Ahee Jewelry Company
Genesis Cadillac & Genesis Chevrolet
GFL Environmental
Kitch Drutchas Wagner Valitutti & Sherbrook
Kitty's Doctor
Marshall Landscape, Inc.
Mr. C's Car Wash
Ascension/St. John Hospital
Pointe Alarm, LLC
Stevenson Company



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February 7, 2020

Scott Lockwood
Anderson, Eckstein and Westrick
51301 Schoenherr
Shelby Twp., MI 48315

Dear Scott:

Mark your calendar! The City of Grosse Pointe Woods is excited to announce four community events that will take place during the summer and fall. The *Music on the Lawn* events will be held on the last Friday in June and July, and the 4th Friday in August. *Fall Fest* will be held the 3rd Saturday in September.

We ask that you please consider joining us as a sponsor of these events. The cost and value of being a sponsor are outlined on the following page.

Please don't hesitate to call me at #313.343.2445 regarding any questions you may have.

Sincerely,

Bruce Smith

Enclosure

Sponsorship for the
City Grosse Pointe Woods
Three Music on the Lawn Events
(June 26, July 31, and August 28)
and
The Annual Fall Fest
(September 19)

Cost \$1,800.00

Sponsors will receive:

- A brief article or ad in the *Grosse Pointe News*, *Grosse Pointe Times*, the *Grosse Pointe Woods Update* (a newsletter that is delivered to every household), and the Lochmoor Club *Fairway* newsletter, and an e-blast sent prior to each event to over 8,200 residents listing your support and offering thanks for your generosity.
- Name of business will be imprinted on a banner recognizing all Sponsors, which will hang from the bandstand on the days of the event.
- Name of business will be imprinted on a sign recognizing all Sponsors, which will be displayed in the beer and wine tent.
- A posting on the homepage of the city's website and the Community Center's electronic message board recognizing yourself as a Sponsor.

Sponsorship may be obtained by sending your \$1,800 check payable to:

**City of Grosse Pointe Woods – Community Events Fund
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236**

*For more information please contact Executive Assistant Susan Como
at 313.343.2445 or scomo@gpwmi.us*