



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: March 14, 2019 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 2018 Ending Balance Sheet
4. 2019 Music on the Lawn/Fall Fest Proposed Budget
5. 2019 Music on the Lawn/Fall Fest
 - A. Stationery/Envelopes
 - B. Sponsors
 1. List of Potential 2019 Sponsors
 2. Sponsor Letter w/Sponsorship Form
 3. Exclusive Rights – St. John Hospital
 - C. Entertainment
 - D. Food Vendors
6. Immediate Certification of Minutes dated 03/14/19
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

2018

Music on the Lawn/Fall Fest Ending Balance Sheet

REVENUE		Estimated Budget	Actual	Notes
Account Balance		\$ 67,548.02	\$ 67,548.32	Add .30
REVENUE				
Sponsors (1,800)		\$ 27,000.00	\$ 30,600.00	
Contributors		\$ 125.00	\$ 525.00	500.00; 25.00
Beer/Wine/Water/Pop Sales		\$ 4,763.00	\$ 4,628.00	1,159.00; 1,130.50; 1,132.50; 1,206.00
Beer/Wine/Deposit Refund		\$ 352.00	\$ 791.30	203.30; 219.00; 219.00; 150.00
TOTAL		99,788.02	\$ 104,092.62	
EXPENSES				
Advertising		\$ 831.75	\$ 831.75	498.75; 333.00
Banners		\$ 188.00	\$ 828.60	530.00; 75.00; 223.60
Beer & Wine		\$ 3,219.70	\$ 3,335.50	Wine: 999.00; Beer: 582.50; 588.50; 588.50; 577.00
Liquor Licenses		\$ 557.50	\$ 200.00	
Food/Drinks (Fall Fest)		\$ 1,030.70	\$ 1,396.07	1276.07; 120.00;
Entertainment		\$ 6,500.00	\$ 5,650.00	1,500.00; 900.00; 2,000.00; 1,250.00
Surety Bonds		\$ 200.00	\$ 200.00	
Food Handlers Permit (Fall Fest)		\$ 248.00	\$ 248.00	
Sales Tax		\$ 258.55	\$ 247.07	60.00; 59.55; 59.26; 68.26
Lighting		\$ 1,165.00	\$ 980.00	235.00; 235.00; 235.00; 275.00
Miscellaneous				86.72; 163.84; 88.53; 82.90; 90.49; 85.00; 46.78; 83.59; 55.46; 42.46; 66.58; 6.35; 18.19; 16.92; 26.40; 97.80; 230.35; 35.00; 28.62; 16.95; 33.99; 9.32; 120.00; 197.12
Stationery		\$ 3,088.51	\$ 1,729.36	
Wages (Overtime)		\$ 296.00	\$ 289.00	
		\$ 5,800.00	\$ 5,762.47	
TOTAL		23,383.71	\$ 21,697.82	
Difference Btwn Rev & Exp		76,404.31	\$ 82,394.80	

CEC **REVENUE** ACCOUNT 205,000.675.130
 CEC **EXPENSE** ACCOUNT 205,870.820.130

2019 Proposed Budget

REVENUE		Estimated Budget	Actual	Notes
Account Balance	\$	82,394.80	82,394.80	
REVENUE				
Sponsors (1,800)	\$	30,600.00		
Contributors	\$	525.00		
Beer & Wine Sales	\$	4,628.00		
Beer/Wine/Deposit Refund	\$	791.00		
TOTAL		118,938.80	82,394.80	
EXPENSES				
Advertising	\$	831.75		
Banners	\$	828.60		
Beer & Wine	\$	3,335.50		
Liquor Licenses	\$	200.00		
Food (Fall Fest)	\$	1,396.07		
Entertainment	\$	5,650.00		
Surety Bonds	\$	200.00		
Food Handlers Permit (Fall Fest)	\$	248.00		
Sales Tax	\$	247.07		
Lighting	\$	980.00		
Miscellaneous	\$	1,792.36		
Stationery	\$	289.00		
Wages (Overtime)	\$	5,762.47		
TOTAL		21,760.82	0.00	
Difference Btwn Rev & Exp		97,177.98	82,394.80	

FIREWORKS **REVENUE** ACCOUNT 205,000,675.130
 FIREWORKS **EXPENSE** ACCOUNT 205,870,820.130



CITY OF GROSSE POINTE WOODS COMMUNITY EVENTS COMMITTEE

Community Events Committee Members

Robert E. Novitske
Mayor

Victoria A. Granger
Council Member

Todd A. McConaghy
Council Member

Bruce J. Smith
City Administrator

Christian Fenton
Committee Member

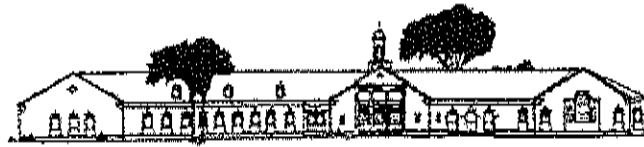
Al Fincham
Committee Member

Jennifer Palms Boettcher
*Grosse Pointe
Chamber of Commerce*

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

2019 POTENTIAL SPONSOR LIST

<u>COMPANY NAME</u>
A.H. Peters Funeral Home
Anderson, Eckstein & Westrick, Inc.
Comerica
Dan Curis (Big Boys/Champs)
Don Berschback & Chip Berschback - City Attorneys
Grosse Pointe Woods Foundation
Edmund t. Ahee Jewelry Company
Genesis Cadillac & Genesis Chevrolet
GFL Environmental
Kitty's Doctor
Marshall Landscape, Inc.
Mr. C's Car Wash
Ascension/St. John Hospital
Stevenson Company
Thomas Kleiner Construction Company
Wesley Orthodontics



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scomo@gpwmn.us*

March 1, 2019

Vito Catalfo
Mr. C's Car Wash
20811 Harper Avenue
Harper Woods, MI 48225

Dear Vito:

Mark your calendars! 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, July, and 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 (586)899-8092 regarding any questions you may have.

Sincerely,

Robert E. Novitke

Enclosure

Sponsorship for the
City Grosse Pointe Woods
Three Music on the Lawn Events
(June 28, July 26, and August 23)
and
The Annual Fall Fest
(September 14)

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 7,240 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.

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@gpwwmi.us*