

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Rescheduled City Council Meeting Agenda
Monday, February 25, 2019
7:00 p.m.

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

6.	MINUTES	A.	City Council 02/04/19
		B.	Committee-of-the-Whole 02/11/19, w/recommendations: <ol style="list-style-type: none"> 1. Refuse Vendor/Solicitor Ordinance 2. Agreement-City of Grosse Pointe Farms
		C.	Beautification Commission 01/09/19, w/recommendations: <ol style="list-style-type: none"> 1. Contract: Beautification Awards Night Dinner 2. 2019 Awards Night Ceremony Budget
		D.	Recreation Commission 01/08/19
7.	COMMUNICATIONS	A.	Membership: Michigan Municipal League <ol style="list-style-type: none"> 1. Letter 02/01/19 – D. Gilmartin/M. Piana 2. Membership Renewal Invoice 02/01/19 3. Membership Benefits at a Glance
		B.	Emergency Repairs: Torrey Road Pump Station <ol style="list-style-type: none"> 1. Memo 01/25/19 – Director of Public Services
		C.	Municipal Court Awning <ol style="list-style-type: none"> 1. Memo 01/25/19 – Director of Public Services 2. Quote 01/24/19 – Belle Isle Awning 3. Diagrams (2) 4. Photos (2)
		D.	2019 (45 th) Beautification Commission Flower Sale <ol style="list-style-type: none"> 1. Letter 02/08/19 – K. Martin-Rahaim 2. Estimated 2019 BAC Flower Sale Budget
		E.	PA 202 of 2017 - Corrective Action Plan: Retirement Health Benefit Systems <ol style="list-style-type: none"> 1. Memo 02/19/19 - Treasurer/Comptroller 2. Proposed Resolution 3. Letter 12/28/19 – Department of Treasury 4. Michigan Department of Treasury Form 5597 5. Corrective Action Plan

		F.	<p>Pool Opening – Lake Front Park</p> <ol style="list-style-type: none"> 1. Memo 02/19/19 – Director of Public Services/Recreation Supervisor 2. Opening Proposal 02/16/19 – Aquatic Source
		G.	<p>Budget Amendment/Road Projects: Beaufait (Mack to West City Limit) and Oxford (West City Limit to Jackson)</p> <ol style="list-style-type: none"> 1. Construction Committee Excerpt 02/11/19, Pending Approval 2. Memo 02/21/19 - Director of Public Services 3. Proposed 2019 Construction Projects 4. Fund Balance Analysis Updated 02/06/19 5. Watermain Replacement – Page B15 6. Sewer Rehabilitation – Page C16 7. Pavement Replacement – Page D13
		H.	<p>Budget Amendment/Municipal Complex Exterior and Vestibule Restoration</p> <ol style="list-style-type: none"> 1. Memo 02/01/19 – Director of Public Services 2. Quote 01/28/19 – Rely-On Construction
		I.	Monthly Financial Report – January 2019
8.	ORDINANCES	A.	<p>Second Reading: An Ordinance to Amend Chapter 50, Zoning Article III District Regulations, by adding New Section 50-186, “Prohibited Uses – Marijuana Establishments”, to Prohibit Marijuana Establishments under the Michigan Regulation and Taxation of Marihuana Act (MRTMA)</p> <ol style="list-style-type: none"> 1. Council Excerpt 02/04/19 2. Affidavit of Legal Publication
		B.	<p>Second Reading: An Ordinance to Amend Chapter 28 Offenses, by Amending Sec. 28-316, Marijuana, to Update the Ordinance in Accordance with State Law, Adopting State Law Definitions, Prohibitions and Penalties</p> <ol style="list-style-type: none"> 1. Council Excerpt 02/04/19 2. Affidavit of Legal Publication
		C.	<p>First Reading: An Ordinance to Amend Chapter 28 Offenses, Sec. 28-398 Regulation of Consumer Fireworks Consistent with the Michigan Firework Safety Act as Amended by Public Acts 634 and 635 of 2018</p> <ol style="list-style-type: none"> 1. Letter 02/12/19 – City Attorney 2. Proposed Ordinance

			3. Michigan Fireworks Safety Act - Act 256 of 2011 4. Proposed Ordinance Reviewed by Committee-of-the-Whole 02/04/19, w/attachment
		D.	First Reading: An Ordinance to Amend Chapter 10 Businesses, Article VI Peddlers, Vendors, Solicitors, Division 2 Licenses, To Amend Various Sections of Division 2 to Allow Administrative Approval and Renewals, Clarify Certain Prohibited Conduct and to Limit the Number of Available Refuse Vendor Licenses 1. Committee-of-the-Whole Excerpt 02/11/19 2. Letter 02/14/19 – City Attorney 3. Memo 02/14/19 – City Clerk 4. Proposed Ordinance
9.	CLAIMS/ACCOUNTS	A.	2017 SAW Grant Sewer Cleaning and CCTV 1. Doetsch Industrial Services Pay Estimate No. 9 02/13/19 - \$38,867.53
		B.	Marina Pedestal Improvements 1. J. Ranck Electric Inc. Pay Application No. 4 01/28/19 - \$31,021.00
		C.	City Engineer- Anderson, Eckstein & Westrick, Inc. 1. Invoice No. 0120716 01/30/19 - \$112.00; 2. Invoice No. 0120717 01/30/19 - \$5,685.00; 3. Invoice No. 0120718 01/30/19 - \$278.10; 4. Invoice No. 0120719 01/30/19 - \$206.75; 5. Invoice No. 0120720 01/30/19 - \$225.00; 6. Invoice No. 0120721 01/30/19 - \$185.80.
		D.	Wireless Communications Attorney 1. Kitch Drutchas Wagner Valitutti & Sherbrook Invoice No. 441943 01/31/19 - \$150.00
		E.	Building Services 1. McKenna Invoice No. 21849-8 02/06/19 - \$1,500.00
		F.	Assessing Services 1. WCA Assessing Invoice No. 020419 02/04/19 - \$5,786.16; 2. WCA Assessing Invoice No. 021819 02/18/19 - \$5,786.16.
		G.	Legal Services 1. WCA Assessing Invoice No. 020819 02/08/19 - \$3,431.15

		H.	Labor Attorney 1. Keller Thoma Invoice No. 115759 02/01/19 - \$568.75

10. NEW BUSINESS/PUBLIC COMMENT

11. ADJOURNMENT

**Lisa Kay Hathaway, CMMC/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.

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



COUNCIL
02-04-19 - 9

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 4, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:00 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council Members: Bryant, Granger, Koester, McConaghy, McMullen, Shetler
Absent: None

Also Present: City Administrator Smith
City Attorney Chip Berschback
Treasurer/Comptroller Behrens
City Clerk Hathaway
Director of Public Services Schulte
Building Inspector Tutag
Information Technology Manager Capps

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

The following Commission members were in attendance:

Jim Profeta, Planning Commission
Sean Murphy, Historical 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, Koester, McConaghy, McMullen, Novitke, Shetler
No: None
Absent: None

The Mayor appointed Maria Galbo to serve on the Tree Commission with a term to expire December 31, 2020.

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

1. City Council Minutes dated January 7, 2019.

Motion carried by the following vote:

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

Motion by Granger, seconded by Bryant, regarding the **FY 2017/18** Audits, that the City Council receive and place on file the Comprehensive Annual Financial Report for Fiscal Year end June 30, 2018, and the City of Grosse Pointe Woods Municipal Court Financial Report ending June 30, 2018.

Motion carried by the following vote:

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

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

1. Committee-of-the-Whole minutes dated January 14, 2019.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Bryant, regarding **Historical Commission By-Law amendments**, that the City Council approve the revised By-Laws as presented by the Historical Commission at their meeting held November 8, 2018, with the following exceptions:

1. Article II, line 4, that "and City Council" be deleted;
2. Article III, No. 7 be deleted.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:05 P.M. FOR A PUBLIC HEARING IN ACCORDANCE WITH CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IX, FENCES, TO HEAR THE APPLICATION OF **MR. AND MRS. SAMUEL A. RANDAZZO, 20155 MORNINGSIDE DRIVE**, GROSSE POINTE WOODS, WHO ARE SEEKING A VARIANCE PERMITTING A 6' SOLID VINYL PRIVACY FENCE ALONG THE FRONT, SIDES, AND REAR LOT LINES. THIS REQUEST IS NONCOMPLIANT WITH SECTION 8-279(1) OF THE 2017 CITY CODE REQUIRING A MINIMUM OF TWO-INCH OPENINGS THROUGHOUT 50 PERCENT OF THE LENGTH OR HEIGHT OF THE FENCE. A VARIANCE IS THEREFORE REQUIRED.

Motion by Granger, seconded by Shetler, that for purposes of the public hearing the following items be received and placed on file:

1. Application for Fence 11/27/18
2. Certificate of Survey 05/12/83
3. Fence Drawing
4. Letter 12/04/18 – Building Official
5. Letter 12/14/18 – A. Urbani
6. Memo 01/17/19 – Building Official
 - a. Summary of Court/Code Enforcement
 - b. Register of Actions 10/17/18
 - c. Article IX. – Fences

- d. Ordinance #879
- e. BP – Fence Enforcement – E170292
- f. Application for Fence 07/28/17
- g. Fence Drawing Rec'd 07/28/17
- h. Letter 08/04/17 – A. Urbani
- i. Memo 08/10/17 – Building Official
- j. Photos (10)
- k. Email 12/15/18 – Building Official
- l. Letter 02/23/18 – Building Official
- m. Ticket No. 253896
- n. Email 10/26/18 – S. Stewart
- 7. Memo 01/16/19 – Director of Public Services
- 8. Affidavit of Property Owners Notified
- 9. Aerial Views (2)

Motion carried by the following vote:

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

The Building Official provided an overview of this request and his memo dated January 17, 2019.

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. The following individual was heard:

Anthony Urbani
Attorney for the Petitioners

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. No one wished to be heard.

Motion by Bryant, seconded by McMullen, that the public hearing be closed at 7:16 p.m.
PASSED UNANIMOUSLY.

Motion by McMullen, seconded by Shetler, regarding Public Hearing: Mr. and Mrs. Samuel A. Randazzo, 20155 Morningside, Grosse Pointe Woods, that the City Council deny the

variance request for a solid fence along the rear and side yard lot lines as the plight of the owner was self-created when the fence was installed without a permit or approval of the City, and there are no special circumstances, relative hardship, or conditions that exist to justify granting this variance.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:23 P.M. FOR A PUBLIC HEARING TO HEAR THE APPLICATION OF **CHEF MOWEN, LLC A/K/A FERLITO'S FAMILY DINING AND PIZZA, 20745 MACK AVENUE**, GROSSE POINTE WOODS, WHICH IS REQUESTING TO RECLASSIFY ITS CURRENT TAVERN LICENSE TO A CLASS C LIQUOR LICENSE.

Motion by Granger, seconded by Bryant, that for purposes of the public hearing the following items be received and placed on file:

1. Application 12/11/18
2. TIPS Alcohol Server Training Program Certification 2018
3. Site Plan
4. Letter 12/06/18 – K. Allen
5. Retailer License & Permit Application 12/06/18
6. Report of Stockholders, Members, or Partners 12/06/18
7. Michigan Department of Licensing and Regulatory Affairs Filing Endorsement, Articles of Organization for Chef Mowen, LLC 10/10/14
8. Agreement between Joshua Mowen and Chef Mowen, LLC 10/13/14
9. Extension of Lease 05/03/17
10. Agreement Regarding Issuance or Transfer of Class C Liquor License City of Grosse Pointe Woods, MI
11. Affidavit in Support of Application for Grosse Pointe Woods Liquor License Issuance or Transfer and Release

12. Authorization Form in Conjunction with Grosse Pointe Woods Liquor License Application 12/06/18
13. Letter 11/21/18 – K. Allen
14. Resolution – Local Government Approval
15. Chef Mowen, LLC Class C Application
16. Floor Plan
17. Menus (2)
18. Building Plan 12/12/90
19. Memo 01/11/19, w/review factors – City Administrator
20. Letter 01/23/19 – City Attorney
21. Memo 01/10/19 – Director of Public Safety
22. Memo 12/28/18 – Det. Anthony Chalut
23. Memo 01/04/19 – Sgt. Joseph Provost
24. Letter 01/01/19 – Sgt. Joseph Provost
25. State of Michigan License Exp. 04/30/19
26. Grosse Pointe Woods Business License Exp. 03/31/19
27. Sales Tax License Exp. 12/31/18
28. Police Report 01/04/19 – Fire Inspection
29. Memo 01/01/19 – Building Official
30. Affidavit of Legal Publication
31. Affidavit of Property Owners, Businesses, Occupants, and Current Liquor License Holders Notified
32. Aerial View
33. Letter in Support 01/26/19 – Woods Wholesale Wine

Motion carried by the following vote:

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

The Chair asked if anyone from the audience wished to speak in favor of the proposed request.

Kelly Allen
Attorney for the Petitioner

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. No one wished to be heard.

Motion by Granger, seconded by Shetler, that the public hearing be closed at 7:29 p.m.
PASSED UNANIMOUSLY.

Motion by McConaghy, seconded by Shetler, regarding Public Hearing: Chef Mowen, LLC a/k/a Ferlito's Family Dining and Pizza, 20745 Mack Avenue, which is requesting a reclassification to transfer its Tavern License to a Class C liquor license, that the City Council recommend approval of the requested transfer to the Michigan Liquor Control Commission.

Motion by McConaghy, seconded by Shetler, to amend the previous motion by adding, ", adopt the Resolution, and direct the City Clerk to certify the Resolution from the Michigan Liquor Control Commission."

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **budget transfer/Recreation Aquatics Assistant Position**, that the City Council approve hiring an additional permanent part-time Recreation and Aquatics Assistant, making a total of two, at \$15.00 per hour, and to approve a budget transfer into Parks and Recreation Salary & Wages Account No. 101-774-702.000 as follows:

1. Pool Management Account No 101-774-702.804 - \$3,000.00;
2. Lifeguards Account No. 101-774-702.805 - \$8,625.00;
3. Instructors Account No. 101-774-702.806 - \$8,625.00.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **budget amendment: water/sewer budget**, that the City Council approve a budget amendment in the amount \$25,000.00 from Water/Sewer Fund Balance Account No. 592-000-697.000 into Operating Supplies Account No. 592-537-757.000, and approve the purchase of an additional 50 meters at a cost not to exceed \$12,598.71, funds to be taken from Operating Supplies Account No. 592-537-757.000.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – December 2018**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Lease Agreements: Copier Systems for Public Safety and Public Works**, that the City Council approve leasing two Kyocera copier systems from Marco Technologies, one for each the Public Works and Public Safety offices, at a total cost of \$493.75 per month, or \$5,925.00 yearly, for both leases for four-year terms.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Bryant, regarding **2019 Grosse Pointe Woods Special Events License Application**, that the City Council adopt the Resolution recommending

the application be submitted for four Special Event Licenses serving beer and wine for the City's 2019 Music on the Lawn and Fall Fest events, authorize the Mayor and City Clerk to sign said application, authorize payment in the amount of \$200.00 to the MLCC for the Special License application fee, authorize the City Clerk to obtain appropriate Bonds, and authorize payment in the amount of \$200.00 to Stevenson Co. for the Bonds, for a total amount of \$400.00 for said application fees, funds to be taken from Community Events Account No. 205-870-820.130.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Granger, regarding **Charitable Gaming: Kirk H. and JoAnn P. Gibson Family Foundation for Parkinson's Research**, that the City Council adopt the Resolution recognizing the Foundation as a non-profit organization operating in the community, for the purpose of obtaining charitable gaming licenses, and be considered for approval.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Bryant, regarding **First Reading: An Ordinance to Amend Chapter 50, Zoning Article III District Regulations, by adding new Section 50-186, "Prohibited Uses – Marijuana Establishments", to Prohibit Marijuana Establishments under the Michigan Regulation and Taxation of Marihuana Act (MRTMA)**, that the City Council concur with the amendment of this ordinance, to set a date of February 25, 2019, for a second reading and final adoption, and to direct the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **First Reading: An Ordinance to Amend Chapter 28 Offenses, by Amending Sec. 28-316, Marijuana, to Update the Ordinance in Accordance with State Law, Adopting State Law Definitions, Prohibitions and Penalties**, that the City Council concur with the amendment of this ordinance, to set a date of February 25, 2019, for a second reading and final adoption, and to direct the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

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

Motion by Granger, seconded by Bryant, regarding **2018 Road Program**, that the City Council approve the following invoice:

1. Florence Cement Pay Estimate No. 3 01/06/19 - \$28,830.72; Acct. No. 203-451-977.804.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **Bond Improvements, Roofs and HVAC – Cross Renovation**, that the City Council approve the following invoices:

1. Invoice No. 6 01/03/19 - \$197,957.99:
 - a. Acct. No. 420-902-977.101 - \$138,306.60;
 - b. Acct. No. 420-902-977.103 - \$19,154.69;

- c. Acct. No. 420-902-977.104 - \$40,496.74.
- 2. Invoice No. 7 01/24/19 - \$124,923.98:
 - a. Acct. No. 420-902-977.101 - \$87,446.78;
 - b. Acct. No. 420-902-977.103 - \$12,492.40;
 - c. Acct. No. 420-902-977.104 - \$24,984.80.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, that the following item be received and placed on file:

1. **Cross Renovation** – Partial Conditional Waiver 02/04/19 supporting Item 13C Invoice for Public Safety Renovations.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Public Safety Renovations – Cross Renovation**, that the City Council approve the following invoices:

1. Invoice No. 6 10/25/18 - \$58,235.12; Acct. No. 401-902-977.102;
2. Invoice No. 7 11/26/18 - \$33,106.38; Acct. No. 401-902-977.102.

Motion carried by the following vote:

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

Motion by Koester, seconded by Granger, regarding **Professional Services**, that the City Council approve the following invoice:

1. Plante Moran Invoice No. 1619789 01/02/19 - \$19,350:
 - a. Acct. No. 101-223-818.000 - \$11,425.00;
 - b. Acct. No. 101-136-818.000 - \$100.00;
 - c. Acct. No. 202-482-818.000 - \$675.00;
 - d. Acct. No. 203-482-818.000 - \$675.00;
 - e. Acct. No. 226-528-818.000 - \$675.00;
 - f. Acct. No. 365-993-818.000 - \$2,000.00;
 - g. Acct. No. 592-536-818.000 - \$1,500.00;
 - h. Acct. No. 632-854-818.000 - \$1,675.00;
 - i. Acct. No. 640-851-818.000 - \$625.00.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney – Keller Thoma**, that the City Council approve the following invoices:

1. Invoice No. 115581 12/01/18 - \$641.10; Acct. No. 101-210-810.000;
2. Invoice No. 115651 01/01/19 - \$1,006.30; Acct. No. 101-210-810.000;
3. Invoice No. 115680 01/07/19 - \$43.75; Acct. No. 101-210-810.000.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Plumbing and Mechanical Inspections**, that the City Council approve the following invoice:

1. McKenna Invoice No. 21849-7 01/06/19 - \$1,500.00; Acct. No. 101-180-818.000.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by McConaghy, seconded by Granger, regarding **Legal Services**, that the City Council approve the following invoice:

1. WCA Assessing Invoice No. 010819 01/08/19 \$21,993.54; Acct. No. 101-210-801.301.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Bryant, seconded by Shetler, regarding **Demolition Contract/Budget Amendment**, that the City Council approve the following invoice:

1. Holsbeke Construction Invoice No. 20304 11/27/18 - \$17,867.00; Acct. No. 101-180-818.000;

And, to approve an additional budget amendment in the amount of \$3,070.00 from Prior Year Fund Balance Account No. 101-000-699.000 into Contractual Services Account No. 101-180-818.000.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by McConaghy, seconded by Granger, regarding **City Attorney**, that the City Council approve the following invoices:

1. Don R. Berschback 01/30/19 - \$1,870.00:
 - a. Acct. No. 101-210-801.000 - \$1,360.00;

- b. Acct. No. 101-210-801.100 - \$510.00.
- 2. Charles T. Berschback 01/30/19 - \$5,587.50:
 - a. Acct. No. 101-210-801.000 - \$3,450.00;
 - b. Acct. No. 101-210-801.100 - \$1,837.50;
 - c. Acct. No. 101-210-801.300 - \$300.00.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Granger, seconded by Shetler, to adjourn tonight's meeting at 7:55 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor



COMMITTEE-OF-THE-WHOLE

02-11-19 - 3

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 11, 2019, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ABSENT: None

ALSO PRESENT: City Administrator Smith
City Attorney Chip Berschback
Treasurer/Comptroller Behrens
City Clerk Hathaway
Director of Public Services Schulte

Mayor Novitke called the meeting to order at 7:13 p.m.

Motion by Granger, 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, Koester, McConaghy, McMullen, Novitke, Shetler

No: None

Absent: None

Wayne County Commissioner Tim Killeen requested to speak with the Committee regarding proposed changes to the **Community Development Block Grant (CDBG) Program** and to seek input from the Committee prior to him voting on the program next month. He explained he is in favor of the new program because there have been problems running the program and problems from Housing and Urban Development. Communities have 18 months to spend the money. Currently there is \$2.6 million in allocated, unused grant funds running behind the 18 month requirement. He is not concerned about allocations but rather wants a well-run program that complies with programs and auditor's requirements. Some changes include possibly lower allocations, an RFP process will now be required, and the County will keep more administrative dollars (a quarter of a million) to do some of the administrative work. He stated a decision may be needed within a month or so.

The next item discussed was regarding installation of a **Municipal Court awning**. The City Administrator stated that on court days, there are many people lined up

at the Municipal Court doors at 8:30 a.m. for Court business and it can be rainy, snowy, and cold. There was a suggestion to stagger court times instead of all being scheduled at 8:30 a.m. The Director of Public Services stated the canvas has a 7-year life span, and costs \$7,000.00 to replace awning. He recommended a green color and "Municipal Court" lettering on the end. Maintenance would require power washing once a year. He also stated there is optional side curtains at an additional cost.

There was a consensus of the Committee to not include lettering on the awning, and there was a majority consensus to use color Green (#2156.) The Director was asked to obtain a quote for side curtains.

Motion by Shetler, seconded by Bryant, regarding installation of an awning for Municipal Court, that the Committee-of-the-Whole recommend the City Council approve installation of an awning over the Municipal Court entrance and walkway.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, that the Municipal Court awning be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Discussion ensued regarding amending the **Fireworks Ordinance**. The City Attorney provided an overview of the ordinance amendment, which shall impose a fine. Following discussion, the City Attorney will remove "up to" regarding the fine. He explained Officers could issue warnings rather than immediately issuing a ticket in certain circumstances. The City Attorney was asked to email Council regarding what is included in a "consumer firework." This item is to be placed on the Council agenda for a first reading.

Motion by McConaghy, seconded by Shetler, regarding Fireworks Ordinance, that the Committee-of-the-Whole recommend City Council adopt this ordinance as amended.

Motion carried by the following vote:

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

Next, the **Refuse Vendor Ordinance** was discussed. The City Attorney provided an overview of changes made to the ordinance as discussed in previous meetings; including permitting administrative approval rather than require the approval of Council. He also removed annual approvals, time permitted to vend/solicit was changed to sunset time or 9 p.m., however a "No solicitors" sign would continue to make it a violation. The City Clerk stated Grosse Pointe Farms, Grosse Pointe City, and Grosse Pointe Shores do not have regulations. Grosse Pointe Park allows six Scrappers Permits. There was a suggestion to allow for a three to five year permit. The Mayor was concerned with eliminating a limit on the number of permits and eliminating renewals. There was a consensus of the Committee to continue the same as before but have them be issued administratively, and keep the annual renewal. The City Attorney was asked to revise the ordinance amendment to include the suggested changes including keeping a limit of five licenses.

There was a consensus of the Committee to have administration approve Solicitors Licenses rather than requiring City Council approval.

Motion by Bryant, seconded by Shetler, regarding Refuse Vendor Ordinance, that the Committee-of-the-Whole recommend City Council adopt the amended Solicitor and Vendor Ordinance with the modifications discussed.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, to remove Refuse Vendor Ordinance from the Committee-of-the-Whole.

Motion carried by the following vote:

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

The next item was regarding **Vendors/Solicitors I.D. Badges**. Following discussion, there was a consensus not to issue additional identification.

Motion by McConaghy, seconded by Shetler, to remove Vendors/Solicitors I.D. Badges from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 8:46 p.m. and convene in Closed Executive Session for the purpose of discussing pending litigation regarding **State Boundary Commission Petition** at which time the Committee may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

Bryant	Yes
Granger	Yes
Koester	Yes
McConaghy	Yes
McMullen	Yes
Novitke	Yes
Shetler	Yes

The Committee reconvened in regular session at 9:14 p.m.

The next item discussed was regarding **Agreement – City of Grosse Pointe Farms**. The 1955 contract with Grosse Pointe Farms requires either City to provide a written notice ninety days before the end of the fiscal year to withdraw.

Motion by McConaghy, seconded by Shetler, regarding Agreement – City of Grosse Pointe Farms, that the Committee-of-the-Whole recommend that City Council terminate the Agreement with the City of Grosse Pointe Farms for Provencal Road and that the City of Grosse Pointe Woods will provide necessary services.

Motion carried by the following vote:

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



The Agreement – City of Grosse Pointe Farms is to remain on the Committee-of-the-Whole.

Under New Business:

- The City Administrator provided an overview on the cost of recent pump station repairs. The City Administrator authorized an emergency repair cost of \$10,500.00.
- There was a brief discussion regarding "Skip" the City's dog statue, and there was a consensus not to sell the dog statue.

Motion by Granger, seconded by Koester, 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

Robert E. Novitke
Mayor

Approved by Commission 02/13/19
RECEIVED

JAN 15 2019

CITY OF GROSSE POINTE WOODS

**Beautification Advisory Commission
Lake Room – Grosse Pointe Woods City Hall
20025 Mack Plaza Dr., Grosse Pointe Woods
Meeting – January 9, 2019 – 7:00 p.m.**

Present: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

Call to Order: The meeting was called to order by Chairperson, D. McCarthy at 7:03 p.m.

Minutes: The October 10, 2018 minutes were distributed and reviewed.

Motion by L. Stephens, seconded by L. Spreder, to approve the October 10, 2018 minutes as presented.

Motion carried by the following vote:

Yes: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

No: none

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

Treasurer's Report: M. Stewart presented the treasurers report.

Motion by M. Casinelli, seconded by P. Hage to approve the report as presented.

Motion carried by the following vote:

Yes: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

No: none

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

Chairperson's Report: no report

Awards Program: Final report presented by L. Stephens and reviewed by Beautification Advisory Commission.

Motion by L. Stephens, seconded by L. Spreder that the City Council approve an amount of \$1,000.00 to reserve Lochmoor Club for the 2019 Beautification Commission Awards Night Dinner on November 13, 2019.

Motion carried by the following vote:

Yes: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

No: none

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

NOTE

Motion by L. Stephens, seconded by L. Spreder, that the City Council approve a budget not to exceed \$7,000.00 for the total expense of the 2019 Awards Night Ceremony to be held on November 13, 2019.

Motion carried by the following vote:

Yes: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

No: none

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

Flower Sale: G. Arslanian updated the committee on the 2019 flower sale. 2019 Flower Sale to be held May 10 and May 11, 2019.

Council Report: J. Hess reported on the December 3, 2018 City Council meeting.

Old Business: D. McCarthy informed committee of one vacancy on Beautification Advisory Committee. R. Koester updated the committee on the Grosse Pointe Woods Foundation mini-golf course, tentative opening date of May 15, 2019.

New Business: Motion by G. Arslanian, seconded by M. Casinelli, to approve the following officers for the 2019 term:

Chair: D. McCarthy

Vice Chair: L. Stephens

Recording Secretary: R. Koester

Corresponding Secretary: C. Sauter

Treasurer: M. Stewart

Motion carried by the following vote:

Yes: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

No: none

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

Motion by M. Casinelli, seconded by J. Hess to adjourn the Beautification Advisory Commission meeting at 8:13 pm.

Motion carried by the following vote:

Yes: G. Arslanian, M. Casinelli, P. Hage, J. Hess, R. Koester, D. McCarthy, B. Medura, C. Sauter, L. Spreder, L. Stephens, M. Stewart

No: none

Excused: K. Martin-Rahaim, T. Ragland

Not Excused: J. Miller

Respectfully submitted,
Rachelle Koester

NOTE



Citizen's Recreation Commission Meeting Minutes
Meeting of the Citizen's Recreation Commission held on January 8, 2019 at
Grosse Pointe Woods, Michigan

CALLED TO ORDER: 7:04

PRESENT:

Angela Brown
Barb Janutol
Tom Jerger
Mark Miller
Amanda York

ABSENT:

Gib Heim
Tony Rennpage
Sarah Seger

RECEIVED

JAN 09 2019

CITY OF GROSSE POINTE WOODS

approved by
commission
on 2-12-19
DR

ALSO, PRESENT:

Nicole Gerhart and Mike Koester

Motion to accept the minutes from December 11, 2018 by Mark Miller and
seconded by Tom Jerger

Yes: Brown, Janutol, Jerger, Miller and York.

No: None

Absent: Heim, Rennpage and Seger

SUPERVISOR'S REPORT:

Park passes for 2019 are currently being issued. To date, 1715 passes have been processed for this year.

COUNCIL MEETING REPORT:

A new fire truck has been purchased. Ongoing business, as usual.

OLD BUSINESS:

Winterfest:

The hospitality tent will be set up on Thursday January 24th.

A generator will be available for use near the hospitality tent. The photo booth will set up in the tent to stay out of inclement weather and to use the power from the generator.

Nicole and staff will facilitate the cookies and hot chocolate in the tent.

A Welcome Table with the day's event itinerary, raffle tickets and Grosse Pointe Woods park brochures will be set up between the parking lot and the walkway through to the food trucks. Members will rotate working at this table throughout the event. Nicole will set up a pop-up tent for this purpose.

Barb will take care of information signage for the day.

Decorations for the princess performance area and the hospitality tent will be discussed further at a subcommittee meeting next week. The community room will be used for the half hour princess performance only. Only the restrooms will be open and available for use during the rest of the event.

Members should meet at 8:00am the morning of the event to facilitate any set up for the day.

Food trucks for the day will be Sticks and Stones (wood fired pizza) and National Coney Island. Amanda will let them know they need to be ready to serve by 11:00 am.

The tentative set up area for the petting zoo will be near the old tennis court area to facilitate the pony rides.

The historical Commission has agreed to open the School House for tours during the event.

NEW BUSINESS:

New members:

Mike Koester will email Amanda any profiles/applications for the open seat on the commission.

New position appointments for Chairman, secretary and treasurer will be tabled until the February meeting.

ADJOURNMENT:

Motion was made to adjourn the meeting by Mark Miller and seconded by Tom Jerger

Yes: Brown, Janutol, Jerger, Miller, and York.

No: None

Absent: Heim, Rennpage and Seger.

Meeting Adjourned at 8:23 pm.

Respectfully submitted by: Barb Janutol



February 01, 2019

RECEIVED

FEB - 4 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Ms. Lisa K. Hathaway
City Clerk
Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236-2397

Dear Ms. Hathaway,

Thank you for your continued participation and support of the Michigan Municipal League. Now is as important of a time as ever to be committed to fighting on behalf of local government issues, educating local leaders on critical topics, and spreading awareness of these issues to the broader public. In the past year, the League has been doing just that.

The focal point of our efforts has been our SaveMICity.org initiative, which launched in March 2016. We have been able to expand our efforts thanks to a generous sponsorship from the CS Mott Foundation, and have joined forces with like-minded organizations to broaden this initiative. We intend to further raise the profile of our efforts around the state, as well as in Lansing to make sure that we have a funding system that works for all of our members.

Additionally, the League is intimately involved both publicly and behind the scenes promoting the interests of municipalities as legislation is debated in Lansing and Washington, D.C. With your help, our team has been fighting to protect local zoning authority over short term rentals and to properly balance public health and safety while not overburdening communities with numerous new mandates and costs as the Administration and Legislature debate new lead and copper rules for water suppliers. We were one of the most active participants in last fall's retiree health (OPEB) and pension reform debates, significantly raising the profile of this critical issue and continue to negotiate for more tools for communities to address this cost driver. Our lobbying efforts produced major victories on the tax increment financing (TIF) reform front and by MDOT rescinding their local road agency performance audit requirement. We successfully assisted numerous member communities achieve their individual legislative goals. The remainder of this legislative term promises to be active as we face an unpredictable lame duck session following the November election.

We've also conducted more trainings in communities throughout the state with our *You Need to Know* series on specific topics. And due to popular demand, we've added an additional weekend of training through our Elected Officials Academy on the essential issues local leaders need to know.

The League's Board of Trustees recognizes the strained financial conditions present in many Michigan communities. We have worked very hard over the last several years to keep dues low, resulting in savings of over 20 percent. This year we are passing along a modest 2.1 percent inflationary adjustment to League dues.

The true power of the League comes from the combined voices of communities across Michigan. Together we have made a real difference, and our opportunities for greater success are evident. Your Michigan Municipal League membership is one of the best investments your community can make. Be sure to maximize your membership by contacting us with your questions, and by actively participating at League events. Thank you for your support. We look forward to our continued partnership with your community.

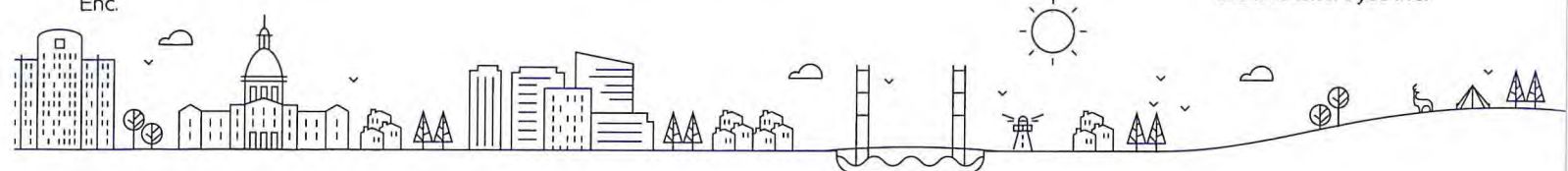
Sincerely,

Daniel P. Gilmartin
Executive Director & CEO

Melanie Piana
President, 2018-2019

Enc.

We love where you live.





michigan municipal league

MICHIGAN MUNICIPAL LEAGUE
MEMBERSHIP RENEWAL INVOICE

2018 - 2019

Grosse Pointe Woods

ID: 211

Date: 02/01/2019

Membership Period: 04/01/2019 - 03/31/2020

	<u>Current Balance</u>
* MML Dues	5,866.00
** Legal Defense Fund	587.00
	<u>\$6,453.00</u>

Total Due by April 01, 2019:
\$6,453.00

Please sign, date and return one invoice copy with your payment.

Make checks payable to the Michigan Municipal League and mail to the address below. Thank you.

(Signature)

(Date)

101. 101. 958.000 (CD)
2/19/19

* MML dues include annual subscriptions to *The Review* for your officials at \$12.00 per subscription, which is 50% of the regular subscription rate.

** The Legal Defense Fund is an optional charge. The purpose of the Fund is to provide specialized legal assistance to member municipalities in cases that have significant statewide impact.

See what the League can do for you by visiting www.mml.org

Michigan Municipal League
P.O. Box 7409
Ann Arbor, MI 48107-7409
800-653-2483

Membership Benefits at a Glance

Legislative Advocacy & Policy Development

Legislative Advocacy: Expert advocacy and dedicated representation at the state and federal levels on municipal issues, with a newsletter and blog to keep members informed.

Policy Research: Original policy research on emerging issues made available to members.

Legal Advocacy

Legal Advocacy: Legal assistance on community issues, and advocacy for the interests of municipalities in the courts.

Legal Defense Fund: Advocacy program for municipalities in the state and federal appellate courts (member rates apply).

Placemaking & Redevelopment Assistance

Crowdfunding: Information about crowdfunding and investment crowdfunding and how it may apply to your community, as well as expertise on programs available in Michigan.

Redevelopment Ready Communities®: Assistance navigating the RCC program through support from Michigan Economic Development Corporation.

Michigan Vacant Property Campaign: Partnership with several entities to assist local efforts addressing physical deterioration caused by vacant properties and preserving the places people live.

Michigan Green Communities Network: Collaborative effort to share resources and knowledge around clean energy and environmental sustainability.

Information, Resources & Consulting

E-books: *Ethics Handbook for Michigan Municipalities; Restoring Michigan Communities; Handbook for Municipal Officials.*

One-Pager Plus Fact Sheets: Summaries of common municipal topics available online.

Sample Documents: Contracts, ordinances, policies, resolutions, and Request for Proposals (RFPs) available on our website.

Inquiry Service: Information and custom research on your municipal questions.

Directory of Michigan Municipal Officials: Annual listing of elected and key appointed city and village officials.

The Review: Bi-monthly magazine geared specifically to the municipal audience.

Wage and Salary Database: Searchable database of 143 titles, available to respondents of the annual online survey.

Executive Search Service: Recruit the League to facilitate your executive search process.

Consulting Services: Draw on the League's expertise for your management consulting.

Education & Events

Elected Officials Academy: Certification program designed to help elected officials lead in the 21st century.

Seminars and workshops: On-site and online training opportunities.

Convention and Capital Conference: Gain tools to improve your community and receive the latest Lansing updates.



We love where you live.

Insurance & Employee Benefits *(premiums apply)*

League Workers' Compensation Fund: Group self-insurance fund offering affordable workers' compensation coverage.

League Liability and Property Pool: Covers community property and offers liability protection against most municipal exposures.

League Sponsored BCBSM Program: Provides access to BCBS health insurance for our member communities of under 100 employees.

Unemployment Compensation Fund: Helps members deal more effectively with unemployment claims.

Leadership & Professional Development Opportunities

League Leadership Positions: Opportunity to hold a League leadership position or serve on a board for the Elected Officials Academy, insurance programs, or the Michigan Municipal League Foundation.

Committees: Serve on a committee or taskforce.

Affiliate Organizations: Join one of several tailored organizations for leadership, networking, and training.

Voting Privileges: Voting privileges at the League's annual business meeting.

Savings, Vendor & Additional Services

Telecommunications: Cut telecom costs by partnering with Abilita, a telecommunications consulting leader.

U.S. Communities Government Purchasing Alliance: Favorable pricing for various products and services.

CDL Drug and Alcohol Testing Consortium: Random testing program in accordance with DOT regulations.

Classified Ads: Municipal job openings, as well as items for sale, on the League's website.

Business Alliance Program: Vendors providing services to the municipal market.

RFP Sharing Service: Access the companies in the League's Business Alliance Program to help get your RFPs to more prospective bidders.

MML Foundation

John Barr Scholarship: For local elected and appointed officials to use for leadership training.

Tim Doyle Scholarship: Helps newly elected officials attend the Elected Officials Academy Core Weekender seminar.

George D. Goodman Scholarship: Encourages high school and college students to pursue careers in public service.

Youth Scholarship Fund: Covers expenses for young people to attend the National League of Cities Summit.



We love where you live.

7B

MEMO 19-05

RECEIVED

FEB 13 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services *F.S.*

DATE: January 25, 2019

SUBJECT: Emergency Repairs at Torrey Road Pump Station

As explained during the Committee of the Whole on February 11, 2019, there was an emergency at the Torrey Road Pump Station on February 8, 2019. As a result, the damaged sump pump was repaired after the well was pumped out. A back up sump pump will be installed, as well as two different water alarm systems to ensure warnings are always sent in the future should a sump pump fail.

The pump station has three storm pumps. It is not known when the last time they have been serviced. I asked the two vendors who do this specialized work in the Detroit area for a quote to inspect and do maintenance work on the three pumps. I received only one quote back from Kennedy Industries, Inc. for a cost of \$7,500.00 for all three pumps.

Field service technicians from Kennedy Industries, Inc. were on scene Monday to start inspecting the pumps when the flood was discovered. After the water was drained, the technicians were able to start maintenance. It was discovered that the condition of pumps #1 and #2 is so bad that an additional \$3,095.00 is required to complete the maintenance work bringing the total cost to \$10,595.00. These pumps are crucial and must be maintained to insure they are always running. Due to their critical function, City Administrator Bruce Smith authorized the repairs on the pumps under an emergency condition.

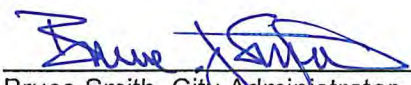
During the inspection, Kennedy Industries, Inc. also found that the city's largest storm pump, pump #3, has two bearings going bad which will require more extensive work to have them replaced. I am still waiting for an updated estimate for these additional costs.

Once the work is completed, an annual maintenance program will be scheduled to keep the pumps in top operating condition.

Therefore, I am requesting Council to authorize the emergency repairs on pump #1 and pump #2 at the Torrey Road Pump Station from Kennedy Industries, Inc., P.O. Box 930079 Wixom, MI 48393, in the amount of \$10,595.00. This is a budgeted item included in the 2018/2019 fiscal year budget in the Pump Station Contractual Services account no. 592-542-818.000.

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


I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


Bruce Smith, City Administrator

2/13/2019
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

2.13.2019
Date

MEMO 19-02

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services F.S.
DATE: January 25, 2019
SUBJECT: Municipal Court Awning

7C
RECEIVED
FEB 14 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPT.

The Grosse Pointe Woods Municipal Court entrance currently has an uncovered walkway to the parking lot. When court is in session, the doors open at 8:30 AM. Patrons of the court, including attorneys, plaintiffs, defendants, and jurors, start lining up on the walkway at 8:00 AM in the morning as they are not allowed into the building until the court is prepared to receive them. All patrons must be scanned through the metal detector for safety reasons before they may enter the court. There is often inclement weather during many court sessions leaving many patrons standing out in the rain or snow for a half an hour or longer before the court doors are opened. Installing an awning that will cover the walkway to the court would offer shelter.

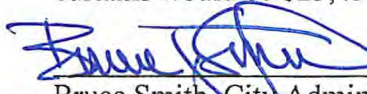
The Department of Public Works requested and received the following quotes for the proposed awnings:

- | | |
|--------------------------------------|-------------|
| • Belle Isle Awning | \$13,550.00 |
| • J.C. Goss Company | \$13,822.60 |
| • Royal Oak & Birmingham Awning, LLC | \$22,597.00 |

Therefore, I am requesting permission to accept the lowest quote to install an awning for the Municipal Court walkway from Belle Isle Awning, 13701 E. 9 Mile Road, Warren, MI 48089, in the amount of \$13,550.00. This item was included in the Fiscal Year 2018-2019 Budget in the Municipal Improvement account no. 401-902-977.101.

Option side curtains:

Per instructions from the committee of the whole, I received an additional quote from Belle Isle Awning to install clear side curtains for the court awning structure. The price is \$11,900.00. This option was not included in the Fiscal Year 2018-2019 Budget. The additional funds would require a fund transfer from the General Fund balance account no.101-000-699.000 into the Municipal Improvement account no.401-902-977.101. The total cost of the project with side curtains would be \$25,450.00


Bruce Smith, City Administrator

2/14/2019
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

2/14/19
Date



20220 Cornillie Drive Roseville, MI 48066
Phone: 586-294-6050 Fax: 586-294-2487
E-mail: info@belleisleawning.com Website: belleisleawning.com

CUSTOMER: CITY OF GROSSE POINTE WOODS BILLING:
JOBSITE: 20025 MACK ADDRESS:
CITY: GROSSE POINTE WOODS ZIP: 48236
CR/ST: MOROSS - VERNIER CITY: STATE: ZIP:
CONTACT: FRANK SCHULTE PHONE: CELL: 313-806-2509
ALT CONTACT: FAX: OTHER:
FABRIC: STAM - COLOR TBD BINDING: EMAIL: FSCHULTE@GPWMI.US
STENCIL: COLOR: MISC:

DATE 01/24/2019	PERMIT TBD	TOTAL \$	DEPOSIT ½ OR PO	C.O.D. BAL	DELIVERY 4-6 Weeks
--------------------	---------------	-------------	--------------------	---------------	-----------------------

WALKWAY

A) 1 WELDED CANOPY STYLE AWNING COMPLETE WITH GRAPHIC
ON NOSE (MUNICIPAL COURT) = \$13,550.00

TO OBTAIN THIS PRICING AWNING MUST BE ORDERED AND INSTALLED BY
3/15/2019

Note: The following is NOT included and will result in an additional charge that is non-refundable:
Permits, Drawings for Permits, Engineering, Architect Seal, and Acquisition (processing involving the city if intended but denied)

MISC	LOT#	CUT	SEWN	PAINTED	INSTALLED	RACK
------	------	-----	------	---------	-----------	------

Customer agrees to hold Belle Isle Awning Co. harmless for any damage or loss beyond the scope of the work set forth herein, including, but not limited to, consequential damages, damages for loss of use, loss of time, loss of profits, loss of income, pain and suffering or any other incidental damages. It is agreed: We retain Purchase Money Security Interest pursuant to the UCC. We retain title to property until paid in full. It is further agreed to that the above awning(s) are the property of The Belle Isle Awning Co. and may be reclaimed without court action. Deliveries are subject to fires, strikes, labor unrest, lockouts, and conditions beyond our control. A service charge of 1.5% per month will be levied on the unpaid balance of all accounts, unless otherwise specified in this agreement. Any and/or all legal fees incurred during collection of an invoice shall be the responsibility of the purchaser.

ACCEPTED SUBJECT TO APPROVAL OF
THE BELLE ISLE AWNING COMPANY

THIS ORDER IS PLACED WITH FULL KNOWLEDGE OF AGREEMENT
HEREOF AND IS HERBY AGREED TO

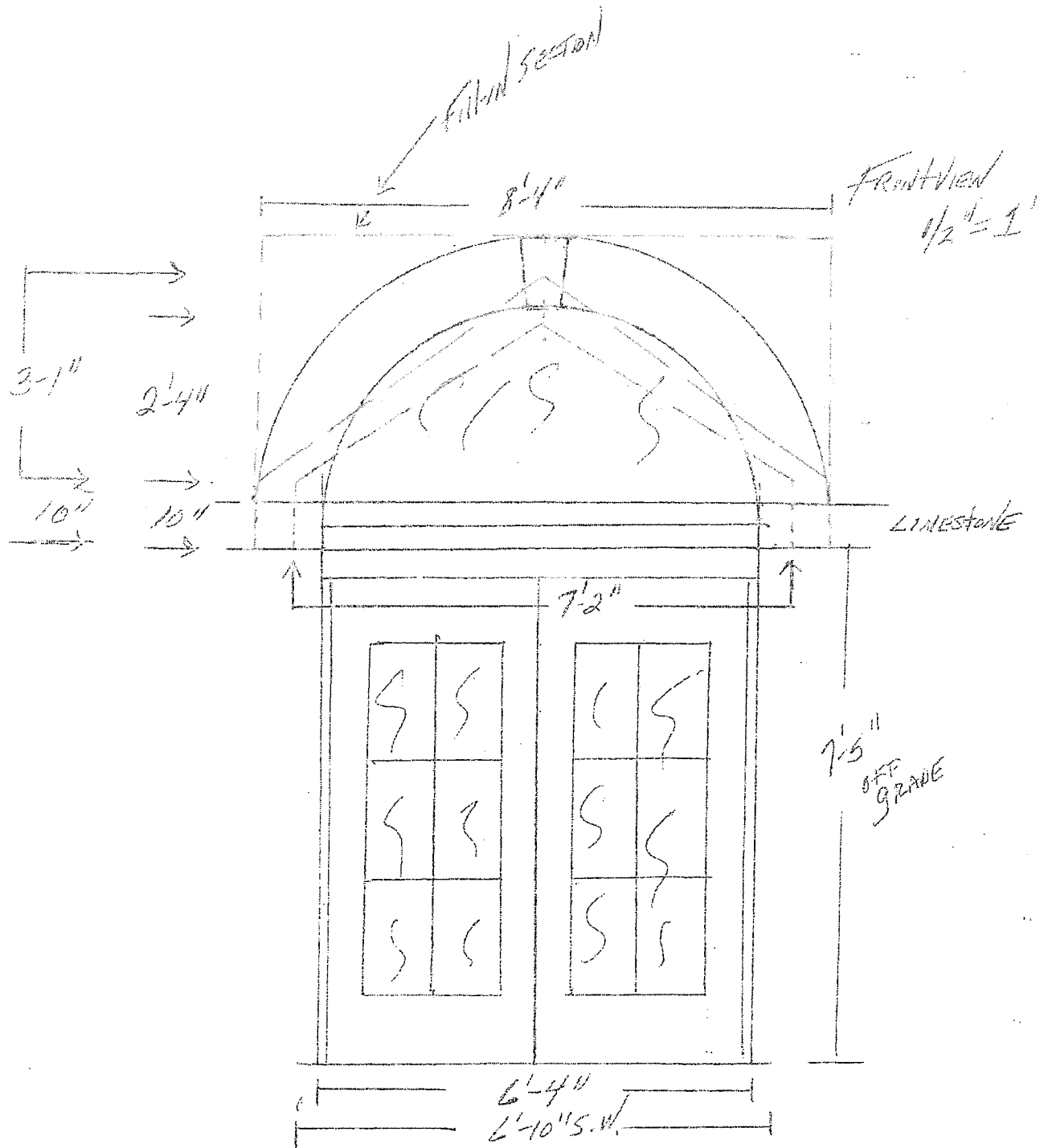
Frank Delaney


SALES REPRESENTATIVE

CUSTOMER SIGNATURE

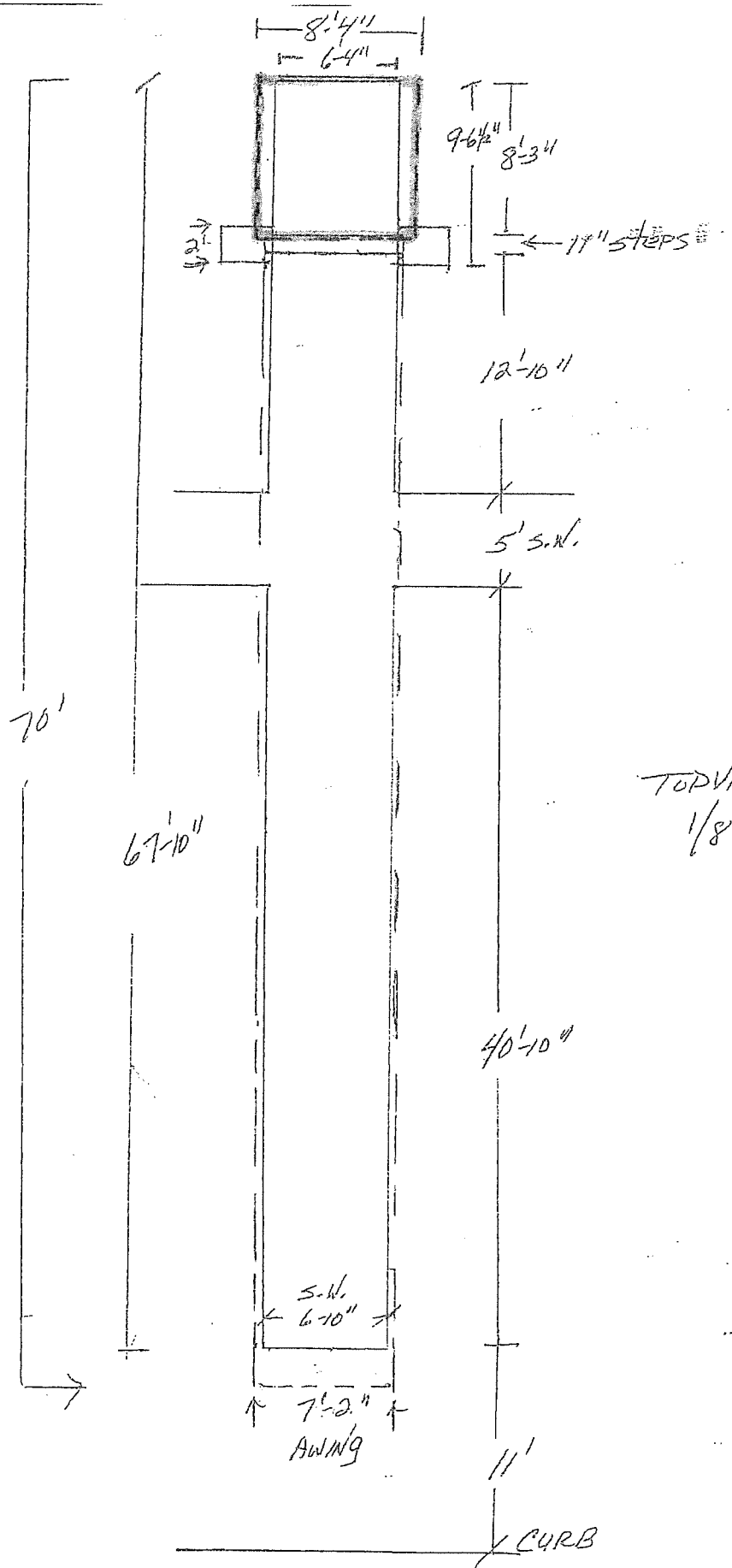
= LANDING AREA

= WALKWAY (SIDEWALK)



 = PORCH AREA

 = WALKWAY



TOP VIEW
1/8" = 1'

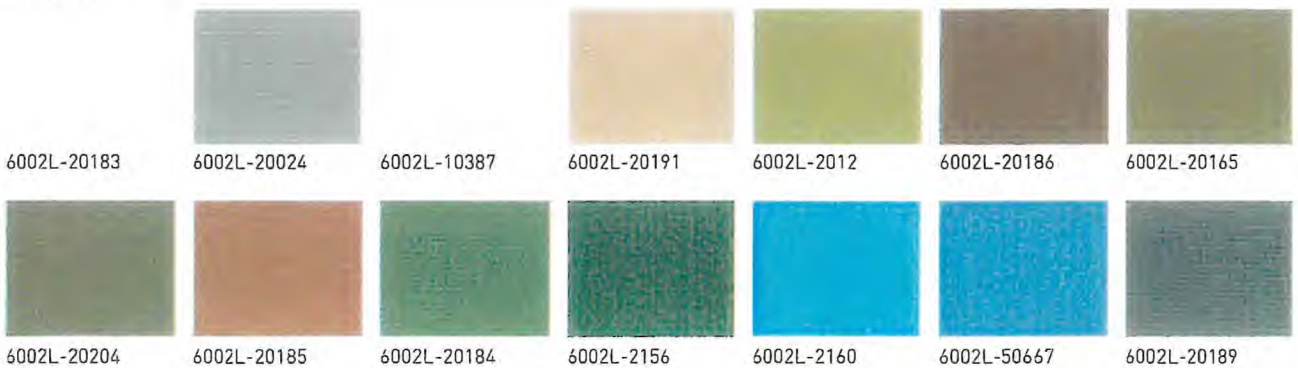


STAM

6002 L



6002L-20007



The colors and textures represented in this document are provided as a reference only. Whether viewed on screen or printed, they can not accurately match the real Starn range colors and are therefore not contractual.



Beautification Advisory Commission
City of Grosse Pointe Woods



February 8, 2019

The Honorable Robert Novitke
Mayor of Grosse Pointe Woods
The Grosse Pointe Woods City Council
20025 Mack Avenue
Grosse Pointe Woods, MI 48236

RECEIVED
FEB 14 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Re: 2019 BAC Flower Sale

Dear Mayor Novitke and City Council Members:

The Beautification Advisory Commission is planning the 45th Annual Flower Sale. In order to make this successful, I request the Council's authorization of the following:

1. To conduct the 2019 BAC Flower Sale, to be held on the front lawn of City Hall on the following dates and times:

Friday, May 10, 2019	10:00 a.m. to 5:00 p.m.
Saturday, May 11, 2019	8:00 a.m. to 4:00 p.m.
Reserve Sunday, May 12, 2019	as a rain day
2. Request approval for expenditures as outlined in Attachment I. These expenditures will be more than offset by proceeds from the sale.
3. Request approval for an email distribution to all residents with an email address on file with the City. This would include details of the sale.
4. The Director of Public Works to assist in the following items:
 - A) Display the flower sale announcement banner between the two front columns of City Hall on or about April 15, 2019.
 - B) Repaint the flower sale announcement sign to reflect the above dates and times. Place the sign and the banner on city property in front of City Hall in proximity to Mack Avenue on or about April 15, 2019.

- C) Set up three city tents, one over the front walkway in front of City Hall, and the others on the lawn, on Wednesday, May 8, 2019, prior to flower delivery on Thursday morning.
 - D) Deliver and set up the BAC basket display racks on the City Hall lawn on Wednesday, May 8, 2019.
 - E) Place temporary "No Parking" signs along the curb on the City Hall side of the front drive during the sale days.
- 5. Request the City Treasurer-Comptroller to provide support to process credit card transactions on site for the sale.
 - 6. Request the Director of Public Safety to park a police vehicle in front of City Hall on the evening of Friday, May 10, 2019 to serve as a deterrent to vandals.

I am available to be present at the City Council meeting to answer any questions City Council members may have regarding this request. Please advise me of the date of the council meeting if my presence is requested.

The Beautification Advisory Commission appreciates your support and consideration to these requests, so that we can again have a successful flower sale.

Sincerely,



Kelly Martin-Rahaim
2019 Flower Sale Chairperson
313-300-9621
kmartinrah@aol.com

cc: Bruce Smith, City Administrator
Frank Schulte, DPW
Cathrene Behrens, City Treasurer-Comptroller

Attachment I: Estimated 2019 BAC Flower Sale Budget

Attachment I

Estimated 2019 BAC Flower Sale Budget

EXPENSES:	State of Michigan License	\$ 100.00
	Cash Advance	\$ 400.00
	Flowers for Same Day Sales	\$ 22,500.00
	Wild Birds Unlimited	\$ 1,000.00
	Newspaper Ad	\$ 300.00
	Copies, signs, posts, etc.	<u>\$ 400.00</u>
	TOTAL EXPENSES	\$ 24,700.00
RECEIPTS:	TOTAL SALES	<u>\$ 30,000.00</u>
	NET PROFIT	\$ 5,300.00



7E

CITY OF GROSSE POINTE WOODS MEMORANDUM

Date: February 19, 2019

To: Mayor and City Council

From: Cathrene Behrens, Treasurer/Comptroller

CC: Bruce J. Smith, City Administrator

Re: Public Act 202 – Retiree Health Care Underfunded Status

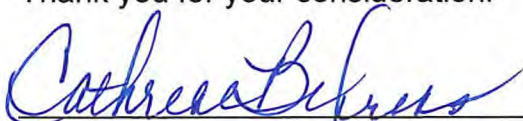
RECEIVED
FEB 20 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT


On December 28, 2018 the City received the attached letter from the State of Michigan Local Retirement Reporting Team advising that the corrective action plan submitted in November, 2018 had been denied. The denial is based upon the following:

- *Your corrective action plan form indicated that your municipality would address underfunded status by having an ARC less than 12% of general fund operating revenues; however, you did not provide adequate supporting documentation to demonstrate this. In lieu of the ARC over revenue trigger, you may also consider addressing underfunded status by adequately documenting how and when your municipality will exceed the funded ratio trigger threshold of 40%. If the local unit is a city, village, township or county and is addressing underfunded status through the ARC/Revenue trigger in their corrective action plan, the local government did not show how it will get below the PA 202 established ARC/Revenue trigger within 5 years.*
- *The denial was based upon the City unfunded liability remains significant. In accordance with PA 202 the City is required to create a corrective action plan for an underfunded system and submit that plan within 180 days of receipt of the denial. The Act requires that retiree health care systems have a funded status of 40% within 30 years.*

Sandra Rodwan, Rodwan Consulting, was contracted with to assist the City in providing a time-line to get the City 40% funded within thirty years. Appendix A is the document that Ms. Rodwan calculated and it states that the City needs to make \$200,000 a year contributions to our Retiree Health Care Fund, in addition to paying the cost of benefits each year. This documentation as well as a brief narrative of steps taken and moving forward will be submitted to the State for consideration, upon your approval.

Thank you for your consideration.


Cathrene Behrens
Treasurer/Comptroller


Bruce J. Smith
City Administrator

**CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN**

**RESOLUTION TO APPROVE THE CORRECTIVE ACTION PLAN FOR SUBMISSION TO
THE STATE OF MICHIGAN REGARDING P.A. 202 RETIREE HEALTH CARE
FUNDING**

Minutes of a regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, held on the 25th day of February at 7:00 p.m. prevailing Eastern Time.

PRESENT: Mayor _____, Council Members _____

ABSENT: _____

Motion by _____, seconded by _____ regarding **Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Retirement Health Benefit Systems**, that the City Council approved the Corrective Action Plan as submitted and authorize the Treasurer/Comptroller to sign said document.

Motion carried by the following vote:

Yes:

No:

Absent:

CERTIFICATION

I, Lisa Kay Hathaway, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the Council on February 25, 2019 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will be, or have been, made available as required by said Act.

Lisa Kay Hathaway
City Clerk
February 25, 2019



STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RICK SNYDER
GOVERNOR

NICK A. KHOURI
STATE TREASURER

December 28, 2018

**Disapproval of Corrective Action Plan and
Need to Resubmit a Corrective Action Plan**

Fiscal Year: 2017

Municipality Code: 822130

Sent Via Email

City of Grosse Pointe Woods
cbehrens@gpwmil.us

Re: Corrective Action Plans

Dear Administrative Officer or Designee:

Thank you for submitting your retirement corrective action plans pursuant to Public Act 202 of 2017 (the Act). **Based upon review, the following corrective action plan has been denied:**

Plan Name and reason for denial:

City of Grosse Pointe Woods Retiree Health Care Plan

- Your corrective action plan form indicated that your municipality would address underfunded status by having an ARC less than 12% of general fund operating revenues; however, you did not provide adequate supporting documentation to demonstrate this. In lieu of the ARC over revenue trigger, you may also consider addressing underfunded status by adequately documenting how and when your municipality will exceed the funded ratio trigger threshold of 40%.
- If the local unit is a city, village, township or county and is addressing underfunded status through the ARC/Revenue trigger in their corrective action plan, the local government did not show how it will get below the PA 202 established ARC/Revenue trigger within 5 years.

As a result, pursuant to Section 10 of the Act, your municipality is required to submit a revised corrective action plan within 60 days of this notification.

How to reapply for a Corrective Action Plan

In accordance with the Act, you **must** resubmit a corrective action plan **for this underfunded system**. The *attached* corrective action plan form has a cover sheet with detailed instructions on how to complete the corrective action plan. The completed corrective action plan is due back to the Department of Treasury (Treasury) **within 60 days of this notification** via email to LocalRetirementReporting@Michigan.gov.

- ❖ **Please note:** If applicable, prior actions listed within your corrective action plan may also be included in your resubmission.

Please attach each corrective action plan as a separate PDF document in addition to all applicable supporting documentation. The subject line of the email should be in the following format: **Corrective Action Plan-2017, Local Unit Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System Pension Plan). Treasury will send an automatic reply acknowledging receipt of the email. Treasury will also provide the corrective action plan to the Municipal Stability Board (the Board) for their review.

Next Steps:

- Once your corrective action plan is resubmitted, the Board will officially receive your plan at their next scheduled meeting.
- The Board shall then approve or reject the updated corrective action plan within 45 days from the date of the meeting.

The Board has approved their Best Practices and Corrective Action Plan Criteria, which can be viewed at Michigan.gov/MSB. This document includes detailed corrective action plan approval criteria, including funding ratios, reasonable timeframes, affordability, legality, and feasibility.

If you have any questions regarding your underfunded status, please visit Michigan.gov/LocalRetirementReporting for step-by-step reporting instructions and helpful FAQs, or email our office at LocalRetirementReporting@michigan.gov. If you would prefer to speak with a member of our team, please schedule a phone call appointment using the [Local Retirement Calendar](#). A staff member will contact you via the phone number you provide at your scheduled time.


Sincerely,

Michigan Department of Treasury
Local Retirement Reporting Team

Protecting Local Government Retirement and Benefits Act Corrective Action Plan: Retirement Health Benefit Systems

Issued under authority of Public Act 202 of 2017.

I. MUNICIPALITY INFORMATION

Local Unit Name: City of Grosse Pointe Woods Six-Digit Muni Code: 822130
Retirement Health Benefit System Name: Grosse Pointe Woods- 
Contact Name (Administrative Officer): Cathrene Behrens
Title if not Administrative Officer: Treasurer/Comptroller
Email: cbehrens@gpwwmi.us Telephone: (313) 343-2604

2. GENERAL INFORMATION

Corrective Action Plan: An underfunded local unit of government shall develop and submit for approval a corrective action plan for the local unit of government. The local unit of government shall determine the components of the corrective action plan. This Corrective Action Plan shall be submitted by any local unit of government with at least one retirement health benefit system that has been determined to have an underfunded status. Underfunded status for a retirement health system is defined as being less than 40% funded according to the most recent audited financial statements, and, if the local unit of government is a city, village, township, or county, the annual required contribution (ARC) for all of the retirement health systems of the local unit of government is greater than 12% of the local unit of government's annual governmental fund revenues, based on the most recent fiscal year.

Due Date: The local unit of government has **180 days from the date of notification** to submit a corrective action plan to the Municipal Stability Board. The Board may extend the 180-day deadline by up to an additional 45 days if the local unit of government submits a reasonable draft of a corrective action plan and requests an extension.

Filing: Per Sec. 10(1) of the Act, this Corrective Action Plan must be approved by the local government's administrative officer and its governing body. **You must provide proof of your governing body approving this Corrective Action Plan and attach the documentation as a separate PDF document.** Per Sec. 10(4) of the Act, failure to provide documentation that demonstrates approval from your governing body will result in a determination of noncompliance by the Board.

The submitted plan must demonstrate through distinct supporting documentation how and when the local unit will reach the 40% funded ratio. Or, if the local unit is a city, village, township, or county, the submitted plan may demonstrate how and when the ARC for all of the retirement healthcare systems will be less than 12% of annual governmental fund revenues, as defined by the Act. Supporting documentation for the funding ratio and/or ARC must include an actuarial projection, an actuarial valuation, or an internally developed analysis. The local unit must project governmental fund revenues using a reasonable forecast based on historical trends and projected rates of inflation.

The completed plan must be submitted via email to Treasury at LocalRetirementReporting@michigan.gov for review by the Board. **If you have multiple underfunded retirement systems, you are required to complete separate plans and send a separate email for each underfunded system.** Please attach each plan as a separate PDF document in addition to all applicable supporting documentation.

The subject line of the email(s) should be in the following format: **Corrective Action Plan-2017, Local Unit Name, Retirement System Name** (e.g. Corrective Action Plan-2017, City of Lansing, Employees' Retirement System OPEB

Plan). Treasury will send an automatic reply acknowledging receipt of the email. Your individual email settings must allow for receipt of Treasury's automatic reply. This will be the only notification confirming receipt of the application(s).

Municipal Stability Board: The Municipal Stability Board (the Board) shall review and vote on the approval of a corrective action plan submitted by a local unit of government. If a corrective action plan is approved, the Board will monitor the corrective action plan for the following two years, and the Board will report on the local unit of government's compliance with the Act not less than every two years.

Review Process: Following receipt of the email by Treasury, the Board will accept the corrective action plan submission at the next scheduled meeting of the Board. The Board shall then approve or reject the corrective action plan within 45 days from the date of the meeting.

Considerations for Approval: A successful corrective action plan will demonstrate the actions for correcting underfunded status as set forth in Sec. 10(7) of the Act (listed below), as well as any additional solutions to address the underfunded status. Please also include steps already taken to address your underfunded status, as well as the date prospective actions will be taken. A local unit of government may also include in its corrective action plan a review of the local unit of government's budget and finances to determine any alternative methods available to address its underfunded status. A corrective action plan under this section may include the development and implementation of corrective options for the local unit of government to address its underfunded status. The corrective options as described in Sec. 10(7) may include, but are not limited to, any of the following:

(i) Requiring cost sharing of premiums and sufficient copays.

(ii) Capping employer costs.

Implementation: The local unit of government has up to 180 days after the approval of a corrective action plan to begin to implement the corrective action plan to address its underfunded status. The Board shall monitor each underfunded local unit of government's compliance with this act and any corrective action plan. The Board shall adopt a schedule, not less than every 2 years, to certify that the underfunded local unit of government is in substantial compliance with the Act. If the Board determines that an underfunded local unit of government is not in substantial compliance under this subsection, the Board shall within 15 days provide notification and report to the local unit of government detailing the reasons for the determination of noncompliance with the corrective action plan. The local unit of government has 60 days from the date of the notification to address the determination of noncompliance.

3. DESCRIPTION OF PRIOR ACTIONS

Prior actions are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prior actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

- **Please Note:** If applicable, prior actions listed within your waiver application(s) may also be included in your corrective action plan.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what has the local unit of government done to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Note: Please provide the name of the system impacted, the date you made the change, the relevant page number(s) within the supporting documentation, and the resulting change to the system's funded ratio.

Category of Prior Actions:

- ☒ **System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

Sample Statement: Benefit levels of the retired membership mirrors the current collective bargaining agreement for each class of employee. On **January 1, 2017**, the local unit entered into new collective bargaining agreements with the **Command Officers Association and Internal Association of Firefighters** that increased employee co-payments and deductibles for healthcare. These coverage changes resulted in an improvement to the retirement system's funded ratio. Please see page **12** of the attached actuarial analysis that indicates the system is **40% funded as of June 30, 2017**.

City Administration will evaluate the feasibility of mirroring retiree health care plans to the active membership with our local unit which would result in co-payment increases to retirees and reductions in our unfunded liabilities. The City is reviewing contracts for existing retirees to determine if there are any changes which could be implemented to our plan which would decrease expenses through premium sharing, deductibles, co-payments.

- ☐ **Additional Funding** – Additional funding may include the following: paying the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding millage increases, restricted funds, etc.

Sample Statement: The local unit created a qualified trust to receive, invest, and accumulate assets for retirement healthcare on **June 23, 2016**. The local unit of government has adopted a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC). Additionally, the local unit has committed to contributing **\$500,000** annually, in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to **40% by 2022**. Please see page **10** of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.

The City has a qualified trust to receive, invest and accumulate assets for retiree health care established July, 2011. The Fund's oversight is through a RHC Board which meets quarterly. Fund Evaluation Group (FEG) is our investment advisor who works closely with Administration to maximize our earning potential based upon market conditions. The City currently funds our RHC through pay as you go.

- ☒ **Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: The information provided on the Form 5572 from the audit used actuarial data from **2015**. Attached is an updated actuarial valuation for **2017** that shows our funded ratio has improved to **42%** as indicated on page **13**.

The information provided on the Form 5572 utilized actual actuarial audited data from 2018. A copy of the 2018 RHC Actuarial GASB 75 has been enclosed as well as the 2018 RHC Actuarial Report.

4. DESCRIPTION OF PROSPECTIVE ACTIONS

The corrective action plan allows you to submit a plan of prospective actions which are separated into three categories below: System Design Changes, Additional Funding, and Other Considerations. Please provide a brief description of the prospective actions implemented by the local government to address the retirement system's underfunded status within the appropriate category section. Within each category are sample statements that you may choose to use to indicate the changes to your system that will positively affect your funded status. For retirement systems that have multiple divisions, departments, or plans within the same retirement system, please indicate how these changes impact the retirement **system** as a whole.

Please indicate where in the attached supporting documentation these changes are described and the impact of those changes (i.e. what will the local unit of government do to improve its underfunded status, and where can we find the proof of these changes in the supporting documentation?).

Category of Prospective Actions:

- ☒ **System Design Changes** - System design changes may include the following: Changes to coverage levels (including retiree co-payments, deductibles, and Medicare eligibility), changes to premium cost-sharing, eligibility changes, switch to defined contribution retiree health care plan, changes to retiree health care coverage for new hires, etc.

Sample Statement: *The local unit will seek to align benefit levels for the retired membership with each class of active employees. Beginning with **summer 2018** contract negotiations, the local unit will seek revised collective bargaining agreements with the **Command Officers Association** and **Internal Association of Firefighters** to increase employee co-payments and deductibles for healthcare. These coverage changes would result in an improvement to the retirement system's funded ratio. Please see page **12** of the attached actuarial analysis that indicates the system would be **40%** funded by **fiscal year 2020** if these changes were adopted and implemented by **fiscal year 2019**.*

Our RHC care valuation report uses a 3.5%, net of expenses, investment return assumption which is a very conservative assumption and results in increases in our ARC otherwise what it would be.

- ☒ **Additional Funding** – Additional funding may include the following: meeting the annual required contribution in addition to retiree premiums, voluntary contributions above the annual required contribution, bonding, millage increases, restricted funds, etc.

Sample Statement: *The local unit will create a qualified trust to receive, invest, and accumulate assets for retirement healthcare by **December 31, 2018**. The local unit of government will adopt a policy to change its funding methodology from Pay-Go to full funding of the Annual Required Contribution (ARC) by **December 31, 2018**. Additionally, beginning in fiscal year 2019, the local unit will contribute **\$500,000** annually in addition to the ARC for the next five fiscal years. The additional contributions will increase the retirement system's funded ratio to **40%** by **2022**. Please see page **10** of the attached resolution from our governing body demonstrating the commitment to contribute the ARC and additional **\$500,000** for the next five years.*

On February 27, 2018 the City wired \$508,042.55 into our retiree health care account dedicated for the sole purpose of providing retiree health care costs. (Bank statement attached). These funds moved our ARC funding from 0.93% to 1.94% in one fiscal year.

- ☐ **Other Considerations** – Other considerations may include the following: outdated Form 5572 information, actuarial assumption changes, amortization policy changes, etc.

Sample Statement: *Beginning in **fiscal year 2019**, the local unit will begin amortizing the unfunded portion of the healthcare liability using a **level-dollar amortization method over a closed period of 10 years**. This will allow the health system to reach a funded status of **42%** by **2022** as shown in the attached actuarial analysis on page **13**.*

In the attached Corrective Action Plan you will find the City's estimated retiree health care contribution required over the next 30 years. The City is committed to making \$200,000 contributions, over and above, the amount of the annual benefit payment. This will put the City at a 40% funding level of our retiree health care by 2047.

5. CONFIRMATION OF FUNDING

Please check the applicable answer:

Do the corrective actions listed in this plan allow for (insert local unit name) City of Grosse Pointe Woods to make, at a minimum, the retiree premium payment, as well as the normal cost payments for all new hires (if applicable), for the retirement health benefit system according to your long-term budget forecast?

☒ Yes

☐ No

If No, Explain

6. DOCUMENTATION ATTACHED TO THIS CORRECTIVE ACTION PLAN

Documentation should be attached as a .pdf to this corrective action plan. The documentation should detail the corrective action plan that would be implemented to adequately address the local unit of government's underfunded status. Please check all documents that are included as part of this plan and attach in successive order as provided below:

Naming convention: when attaching documents please use the naming convention shown below. If there is more than one document in a specific category that needs to be submitted, include a, b, or c for each document. For example, if you are submitting two supplemental valuations, you would name the first document "Attachment 2a" and the second document "Attachment 2b".

Naming Convention

☒ Attachment – I

☒ Attachment – Ia

☒ Attachment – 2a

☐ Attachment – 3a

☐ Attachment – 4a

☐ Attachment – 5a

☒ Attachment – 6a

Type of Document

This Corrective Action Plan (Required)

Documentation from the governing body approving this Corrective Action Plan (Required)

An actuarial projection, an actuarial valuation, or an internally developed analysis, which illustrates how and when the local unit will reach the 40% funded ratio. Or, if the local unit is a city, village, township, or county, ARC will be less than 12% of governmental fund revenues, as defined by the Act. (Required)

Documentation of additional payments in past years that is not reflected in your audited financial statements (e.g. enacted budget, system provided information).

Documentation of commitment to additional payments in future years (e.g. resolution, ordinance)

A separate corrective action plan that the local unit has approved to address its underfunded status, which includes documentation of prior actions, prospective actions, and the positive impact on the system's funded ratio

Other documentation, not categorized above

7. CORRECTIVE ACTION PLAN CRITERIA

Please confirm that each of the four corrective action plan criteria listed below have been satisfied when submitting this document. Specific detail on corrective action plan criteria can be found in the [Corrective Action Plan Development: Best Practices and Strategies](#) document.

Corrective Action Plan Criteria

Description

☒ Underfunded Status

Is there a description and adequate supporting documentation of how and when the retirement system will reach the 40% funded ratio? Or, if your local unit is a city, village, township, or county, how and when the ARC of all retirement healthcare systems will be less than 12 percent of governmental fund revenues?

☒ Reasonable Timeframe

Do the corrective actions address the underfunded status in a reasonable timeframe ([see CAP criteria issued by the Board](#))?

☒ Legal and Feasible

Does the corrective action plan follow all applicable laws? Are all required administrative certifications and governing body approvals included? Are the actions listed feasible?

☒ Affordability

Do the corrective action(s) listed allow the local unit to make the retiree healthcare premium payment, as well as normal cost payment for new hires now and into the future without additional changes to this corrective action plan?

8. LOCAL UNIT OF GOVERNMENT'S ADMINISTRATIVE OFFICER APPROVAL OF CORRECTIVE ACTION PLAN

I, _____, as the government's administrative officer (insert title)
Treasurer/Comptroller (Ex: City/Township Manager, Executive director, and Chief Executive Officer, etc.) approve this Corrective Action Plan and will implement the prospective actions contained in this Corrective Action Plan.

I confirm to the best of my knowledge that because of the changes listed above, one of the following statements will occur:

- ☒ The Grosse Pointe Woods Retiree Health Care (**Insert Retirement Healthcare System Name**) will achieve a funded status of at least 40% by Fiscal Year 2047 as demonstrated by required supporting documentation listed in section 6.

OR, if the local unit is a city, village, township, or county:

- ☐ The ARC for all of the retirement healthcare systems of _____ (**Insert local unit name**) will be less than 12% of the local unit of government's annual governmental fund revenues by Fiscal Year _____ as demonstrated by required supporting documentation listed in section 6.

Signature _____

Date _____

City of Grosse Pointe Woods

Protecting Local Government Retirement & Benefits Act

CORRECTIVE ACTION PLAN

Category of Prior Actions:

System Design Changes

The City, in recognition of its Retiree Health Care liability, has made significant changes to the Retiree Health Care benefits that we currently have. The following steps have been taken to ensure the long term viability of our retiree health care fund:

- **Establishment of Trust** - The City formally established our Retiree Health Care Trust fund in 2011, overseen by a Board of Trustees that is also tasked with fiduciary management of the City's Defined Benefit Plan. In 2008, for those employees hired prior to August 1, 2008, both union and non-union employees began to make percentage based contributions to the RHC Trust account. This plan was closed to new hires effective July 1, 2007.
- **Employee Contributions – Current active** City employees that were hired prior to July 1, 2007 are now required to make a percentage based healthcare contribution to the RHC Trust. The employee contribution amount is determined based upon their years of service with the City. Employees with 10-15 years of service contribute 1% of compensation; employees with 15-20 years of service contribute 1.5% of compensation; employees with 20-25 years of service contribute 1.75% of compensation; and employees with 25 or more years of service contribute 2% of compensation.
- **Eligibility Guidelines** – Upon retirement from the City, Employees hired prior to July 1, 2007 are eligible for a percentage of their health care, dental or optical premiums to be paid by the City as follows:

City Service Time	City Premium Contribution	
	Employee	Spouse
10 Years' Service Time	25%	0%
15 Years' Service Time	50%	0%
20 Years' Service Time	100%	75%
25 Years' Service Time	100%	100%

- **Retiree Contributions** – In addition to the premium sharing arrangement outlined above, active employees retiring after March 30, 2011 also pay, through pension benefit

check deduction, the following annual premium for retiree health care coverage: \$250 single , \$500 two-person and family.

- **Medicare Eligibility** - Upon eligibility for Medicare, retirees and spouses are required to apply for Medicare parts “A” and “B” at no cost to the employer.
- **Employees Hired after July 1, 2007** – In lieu of the above referenced retiree health care, dental and optical coverage, employees hired after July 1, 2007 are provided a defined contribution amount to a retiree healthcare account. The City contributes \$150.00 [per payroll period?] on behalf of each new employee who is compensated for at least 150 hours. Employees contribute 1% of base pay to the plan, pro-rated monthly, through payroll deduction under a salary reduction agreement.

CORRECTIVE ACTION PLAN

The City has been making effective changes to our Retiree Health Care liability through the last several years in recognition that the City’s \$36 million OPEB liability would have to be addressed. City Administration contracted with the RHC Plan’s Actuary to calculate the level dollar amount of retiree health care contributions to obtain a funding level of 40% within 30 years pursuant to P.A. 202. This plan includes actual “estimated” premiums based upon our employee census as well as an additional level dollar contribution of \$200,000 per year into the fund.

Pursuant to the calculation provided by Rodwan Consulting, the City is committed to moving in the direction to fully fund the additional annual \$200,000 annually , our annual premium payment, during the formulation of the fiscal year 2019 – 2020 budget and subsequent budgets going forward.

City of Grosse Pointe Woods
Retiree Health Plan
Additional Employer Contributions for
PA 202 Corrective Action Plan

The contributions below include an additional contribution each year of \$200,000 in excess of benefit payout.

Year	Employer	Funded
Beg 7/1	Contribution *	Ratio
2018	\$ 1,616,800	1.94%
2019	1,681,165	2.54%
2020	1,785,160	3.13%
2021	1,868,702	3.73%
2022	1,963,583	4.33%
2023	2,052,657	4.95%
2024	2,157,361	5.57%
2025	2,271,358	6.20%
2026	2,381,029	6.86%
2027	2,538,336	7.54%
2028	2,698,895	8.25%
2029	2,839,741	9.01%
2030	2,970,844	9.82%
2031	3,137,746	10.67%
2032	3,300,938	11.60%
2033	3,445,919	12.61%
2034	3,576,941	13.70%
2035	3,708,541	14.88%
2036	3,819,387	16.17%
2037	3,909,175	17.58%
2038	3,991,921	19.11%
2039	4,078,545	20.77%
2040	4,142,057	22.58%
2041	4,192,326	24.56%
2042	4,252,324	26.70%
2043	4,306,115	29.05%
2044	4,351,750	31.62%
2045	4,369,063	34.44%
2046	4,395,397	37.52%
2047	4,214,435	40.89%

* Includes the \$200,000 additional contributions each year.

Memorandum
4-19

RECEIVED

FEB 19 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: February 19, 2019
To: Bruce J. Smith, City Administrator
From: Frank Schulte, Director of Public Services *FS*
Nicole Gerhart, Recreation Supervisor
Subject: Recommendation – Pool Opening – Lake Front Park

Aquatic Source has provided a proposal in the amount of \$5,525.00 for spring pool opening. In the spring of 2017, City Council approved the installation of Accu-Tab chlorination feeders by Aquatic Source. The installation agreement stated "Should the Accu-Tab units need service during the three years (2017-2019 seasons), Aquatic Source will service them at their cost."

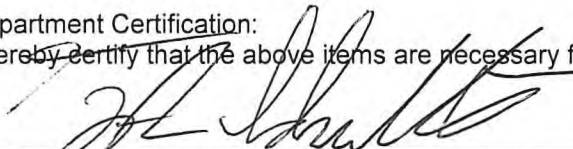
I do not believe any benefit will accrue to the City to seek further competitive bids for this services. Based upon the warranty of the Accu-Tab system, I recommend that we issue a purchase order to Aquatic Source, 190 Summit St., Brighton, MI 48116 for the spring opening of the pool in an amount not to exceed \$5,525.00. This is a budgeted expense in the 2018-2019 fiscal year budget in the general ledger account 101-774-818.103 for pool maintenance contractual services.

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

Attachment

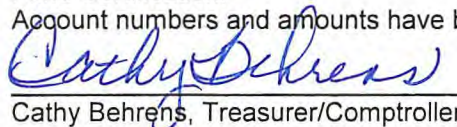
Department Certification:

I hereby certify that the above items are necessary for the proper operation of this Department.


Frank Schulte, Director of Public Services

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathy Behrens, Treasurer/Comptroller

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration:


Bruce J. Smith, City Administrator

Aquatic Source

190 Summit St.
Brighton, MI 48116
Ph: 248-366-0606
Fax: 248-366-0605
www.aquaticsource.com

Opening Proposal

DATE: 2.16.2019

Proposal submitted to
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

Work to be performed at
Grosse Pointe Woods - Lakefront Park
23000 E. Jefferson
St. Clair Shores, MI 48080
Nikki cell 313-363-1258

We hereby propose to furnish the materials and labor necessary for the completion of: **OPENING OF SWIMMING POOL**

Includes:

**Drain & Clean pool
Set-up of filtration equipment**

**Reinstall deck equipment
Open bath house(s) (where applicable)**

Basic Pool Opening

\$ 5525.00*

Pool will be left filling unless customer requests otherwise. It is customer's responsibility to turn water off.

Check if applicable

ADD to base price:

- ☐ Drain and clean spa
☐ Drain and clean wading pool
☐ Drain and clean water feature fountain
☐ Remove, rinse and fold cover and store within pool enclosure (fence/pump room)
☐ Clean cover

\$95.00
\$95.00 (Up to 12 x 12)
\$95.00 (Does not apply for drinking fountains)

\$95.00 (up to 30 x 50)

Time and Material

Additional available services billed individually:

- ☐ Training of personnel
☐ Start-up of filtration system / lighting of pool heater

Standard Service Rates

Standard Service Rates*

Pool must be completely full. It's the customer's responsibility to call our office to notify us when pool is full & ready for start up.

Due to the huge volume of work which must be performed within a short time frame, it is necessary that our crews work in a "production mode". You will be informed the day before our crews will arrive. It is the customer's responsibility to be sure all gates and doors are unlocked & that water will be available at pool site before our crew arrives. If our crew has to wait for access to pool area or needs a return visit due to failure to provide water or access to pool, additional charges may incur. Other possible extra charges include: excessive use of acid due to badly stained pools or in which the marcite has deteriorated, inability to access pump room due to storage of deck furniture, etc., removal of excessive debris or leaves from pool (five (5) or more garbage bags). **WE DO NOT DISPOSE OR HAUL AWAY GARBAGE BAGS.** If Aquatic Source is to store the cover outside of the pool enclosure, extra charges will apply for time incurred.

Minor necessary repairs will be performed during Drain & Clean at an additional charge over the basic bid. Any major needed repairs will be quoted separately. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner needs to carry fire, tornado and other necessary insurance on above work. Workman's Compensation and Public Liability Insurance on above work is to be supplied by contractor. Prices may change as a result of time and expense incurred in order to satisfy any federal, state or local environmental law or requirement regarding the discharge of pool related water. Cost increases beyond the control of Aquatic Source from suppliers such as **gasoline** and/or chemicals could result in these costs being passed through to the customer.

Respectfully submitted by Aquatic Source, LLC

Per: Christie Rodenbo
Service Mgr.

***** NEW FEDERAL MAIN DRAIN LAW*****

Only if the applicable quote is signed will Aquatic Source install new main drain covers for your site to meet the ASME A112.19.8-2007 or 2008a portion of the Virginia Graeme Baker Pools & Spa Safety Act of 2007. Providing certified drain covers without changing the attachment frame and/or drain sump may not fully comply with this standard.

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. **Payment is NET 10.** Scheduling dates will be determined in accordance to the order in which your signed proposal is received in our office. We will, however, accommodate each customer as much as possible. Please indicate your preference dates for the Drain & Clean below:

First choice -- week of: _____ Second choice -- week of: _____

(Printed Name)

(Signature)

(Date)



Construction Committee
02/11/19
Pending Approval

Under New Business, a stand-alone Committee-of-the-Whole Meeting was scheduled prior to the City Council Meeting on February 25, 2019, for purposes of discussing Beaufait and Oxford (Mack to West City Limit) Road projects and authorizing the City Engineer to go out for bids. Project funds are to be taken from the FY 2018/19 Budget.

MEMO 19 - 06

RECEIVED
FEB 21 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *F.S.*
DATE: February 21, 2019
SUBJECT: Recommendation – AEW Fees for 2019 Road Construction

During the Construction Committee meeting on February 11, 2019, a discussion was held regarding the proposed 2019 construction projects. Attached are the proposed 2019 construction projects and fund balance analysis. Included in discussion was the reconstruction of Beaufait (Mack to west city limit) and resurfacing of Oxford Road (west city limit to Jackson).

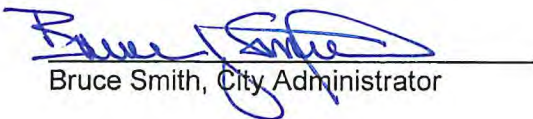
Beaufait and Oxford Road are the final two streets that needed immediate repair from the 10 Year Capital Improvement Plan. Below is a construction and engineering cost table.

<u>Road</u>	<u>Beaufait</u>	<u>Oxford</u>	<u>Both Projects</u>
Construction General	\$640,000.00	\$252,000.00	\$892,000.00
Water/Sewer Construction	\$128,000.00	N/A	128,000.00
Total Construction	\$768,000.00	\$252,000.00	\$1,020,000.00
Engineering General	\$96,000.00	\$42,000.00	\$138,000.00
Engineering Water /Sewer	\$32,000.00	N/A	\$32,000.00
Design Engineering (only)	\$64,000.00	\$21,000.00	\$85,000.00
Total Engineering	\$192,000.00	\$63,000.00	\$255,000.00
Total of Both Projects	\$960,000.00	\$315,000.00	\$1,275,000.00

The estimated cost of design and construction engineering is \$255,000.00. The total cost of this project to the City of Grosse Pointe Woods will be \$1,275,000.00.

To move forward and complete Beaufait and Oxford Road during the 2019 construction season, I am recommending that council approve funds for soliciting bids and design engineering that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$85,000.00. This is not a budgeted item in the 2018/2019 fiscal year budget and will require an amendment from the Prior Year Fund Balance account no. 101-000-699.000 in the amount of \$85,000.00 into Local Streets Engineering Construction account no. 203-451-977.803.

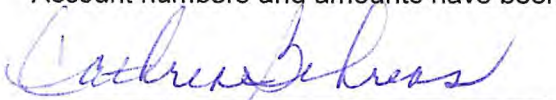
Approved for Council Consideration:


Bruce Smith, City Administrator

2/21/2019
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

2/21/19
Date

Proposed 2019 Construction Projects							
Project	Project Budget						
	Major	Local	Water & Sewer	General	Parking	Marina	Total
Vernier Road Resurfacing- Fairway to Morningside	\$520,000						\$520,000
Beaufait Reconstruction- Mack to West City Limit		\$800,000	\$160,000				\$960,000
Oxford Road Resurfacing- West City Limit to Jackson		\$315,000					\$315,000
Asphalt Joint Patching on Fairway and Holiday ¹	\$75,000	\$65,000					\$140,000
Concrete Patch Program ²	\$5,000	\$105,000	\$140,000				\$250,000
Structure Repairs (Result of SAW Grant Investigation) ²			\$520,000				\$520,000
Sewer Repairs (Result of SAW Grant Investigation)			\$530,000				\$530,000
Bournemouth WM Replacement (inc. Raymond, Linville and Kingsville)			\$1,060,000				\$1,060,000
Easement Water Mains (S. Renaud, N. Saddle, Lakeshore Lane)			\$365,000				\$365,000
Pole Barn at DPW			\$250,000				\$250,000
Lakefront Park Vehicular Bridge (Concrete multi-span)				\$500,000			\$500,000
Boat Launch Parking Lot				\$120,000	\$160,000	\$120,000	\$400,000
Sailboat Lane					\$284,000		\$284,000
	\$600,000	\$1,285,000	\$3,025,000	\$620,000	\$444,000	\$120,000	\$6,094,000

Notes:

- 1- Project funds are from Major and Local street funds for Joint Sealing Program (66k) and Patch Program (74K)
- 2- The Patch Program and Structure Repair Project would be bid as one project due to similarity of work

RECEIVED
FEB - 6 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RECEIVED

FEB - 6 2019

Updated 2/6/2019

FUND BALANCE ANALYSIS UPDATED 2/6/2019

Fund Balance 6/30/2018						
	General Fund	Major Road	Local Road (GF)	Parking Fund	Water/Sewer Fund	Boat Dock Fund
	FY 2018 - 19	FY 2019 - 2020	FY 2019 - 2020	FY 2018 - 19	FY 2019 - 2020	FY 2019 - 2020
Beginning Fund Balance	\$ 9,156,038	\$ 731,563	\$ 397,571	\$ 1,800,593	\$ 11,874,570	\$ 350,997
NON-SPENDABLE (Pre-Paid)	\$ (24,890)					
COMMITTED						
- Local Streets	\$ (424,329)					
ASSIGNED						
- Public Safety	\$ (50,000)					
- Cable Fund	\$ (538,746)					
FY 2018-19 Year's Budget Allocations -	\$ (2,802,482)	\$ -	\$ -	\$ -	\$ -	\$ -
Unassigned Fund Balance Per FY 2017-18 Audit	\$ 5,315,591	\$ 731,563	\$ 397,571	\$ 1,800,593	\$ 11,874,570	\$ 350,997

CONSTRUCTION COMMITTEE POTENTIAL PROJECTS

Vernier Road Resurfacing		(520,000)				
Beaufait Reconstruction - Mack to west City limit	(800,000)				(160,000)	
Oxford Road Resurfacing - West city limit to Jackson	(315,000)					
Asphalt Joint Patching Fairway & Holiday		(75,000)	(65,000)			
Concrete Patch Program		(20,000)	(60,000)		(120,000)	
Bournemouth Water Main					(1,060,000)	
Eastment Water Mains (S. Renaud, N. Saddle, Lakeshore Lane)					(365,000)	
DPW Pole Barn					(250,000)	
Structure Repairs (Result of SAW Grant Investigation)					(520,000)	
Sewer Repairs (Result of SAW Grant Investigation)					(530,000)	
Lake Front Park Vehicular Bridge (Concrete multi-span)	(350,000)					(150,000)
Boat Launch Parking Lot	(120,000)			(160,000)		(120,000)
Sailboat Lane				(284,000)		
SUB-TOTAL	(1,585,000)	(615,000)	(125,000)	(444,000)	(3,005,000)	(270,000)
SUM TOTAL	3,730,591	116,563	272,571	1,356,593	8,869,570	80,997
FUND BALANCE %	30.23%	16.11%	30.08%	575.42%	145.15%	18.74%

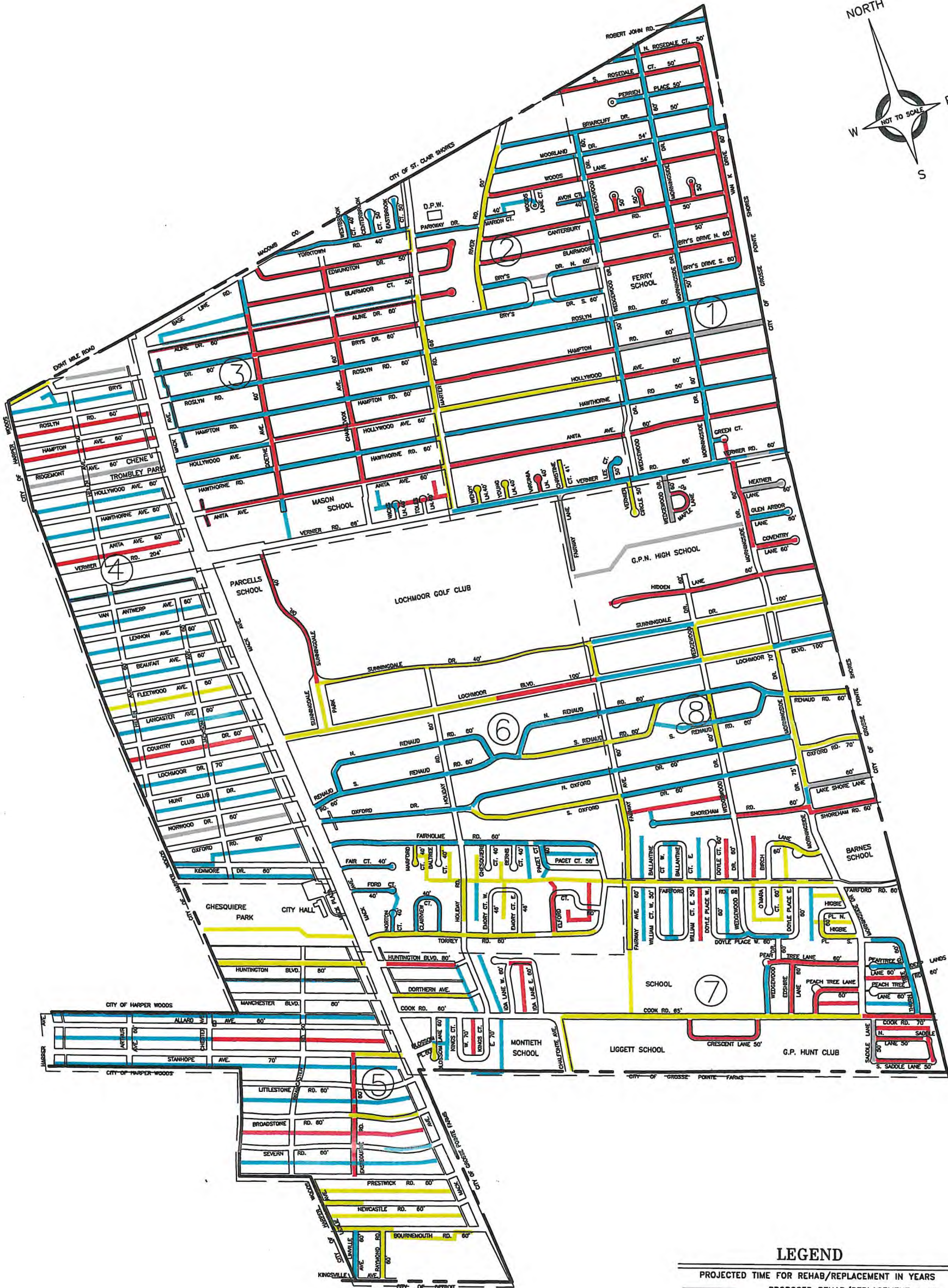


LEGEND

PROJECTED TIME FOR REPLACEMENT IN YEARS

- 1 - 8
- 9 - 20
- 21 - 40
- 41+

FUTURE LOOP
TYPICAL STREET I.D. NO.



LEGEND

- PROJECTED TIME FOR REHAB/REPLACEMENT IN YEARS
- PROPOSED REHAB/REPLACEMENT 1-10
 - PROPOSED REHAB/REPLACEMENT 11-20
 - PROPOSED REHAB/REPLACEMENT 21-40
 - COMPLETED REHAB/REPLACEMENT 41+

CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN
SEWER REHABILITATION



ANDERSON, ECKSTEIN
AND WESTRICK INC.
51301 SCHOENHERR ROAD • SHELBY TOWNSHIP • MICHIGAN • 48315
PHONE (586) 728-1234

CIVIL ENGINEERS • SURVEYORS • ARCHITECTS

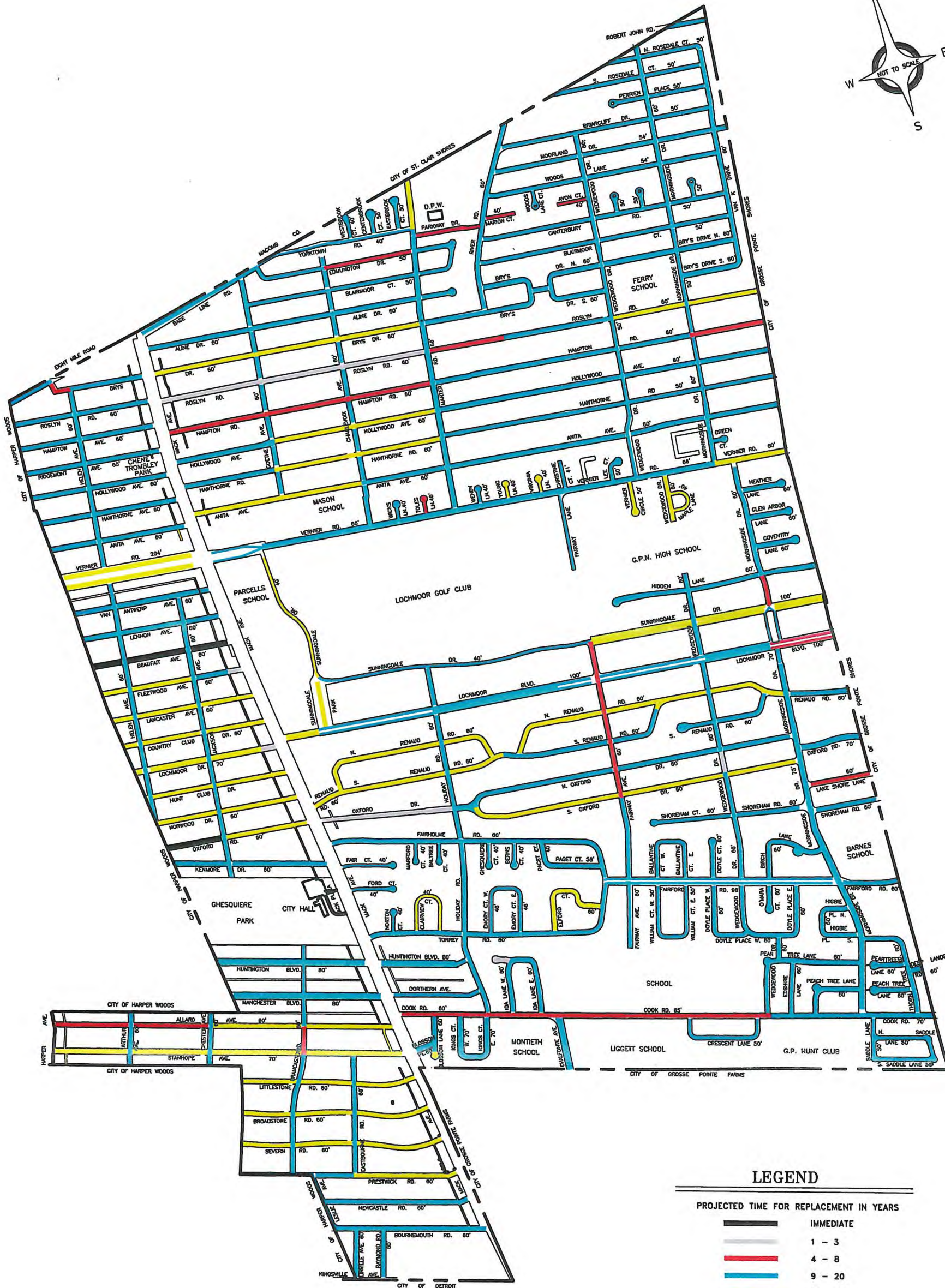
RECEIVED

FEB - 6 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

2-5-19

Updated for
upgrades only



LEGEND

PROJECTED TIME FOR REPLACEMENT IN YEARS	
	IMMEDIATE
	1 - 3
	4 - 8
	9 - 20
	21 - 40

FILE: M:\Communities\GPWoods\inventories\INVTMP\dwg SCRIPT: INVTMP.SCR PLOT SCALE: 1"=1150' PLOT CONFIG: 850



MEMO 19-03

74
RECEIVED
FEB - 5 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: February 1, 2019

SUBJECT: Recommendation – Replace Rotted Wood and Paint Exterior of Municipal Complex

The Grosse Pointe Woods Municipal Complex is undergoing major renovations on the roof and the heating and cooling systems. It was further recommended to have the entire exterior of the building painted and all rotted wood replaced. The scope of work would also include painting the vestibule at the City Hall entrance and the vestibules at the two entrances for the Public Safety Department.

I have requested and received three quotes from local contractors to complete the restoration and painting work at the City of Grosse Pointe Woods Municipal Complex. We received the following quotes:

- Rely-On Construction \$32,850.00
- A&V Paining Inc. \$45,700.00
- Cross Renovation \$65,825.00

Rely-On Construction submitted the low quote in the amount of \$32,850.00. They have done work for Grosse Pointe Woods in the past and their work has been exceptional.

Therefore, I am requesting permission to accept the quote for the restoration and painting work for the exterior of the City of Grosse Pointe Woods Municipal Complex from Rely-On Construction, P.O. Box 36185, Grosse Pointe Farms, MI 48236, in the amount of \$32,850.00. I further recommend a construction contingency in an amount not to exceed \$3,000.00 to cover any unforeseen amounts of replacement of rotted wood. The total project will not exceed \$35,850.00

This item was approved in the Fiscal Year 2017-2018 Budget. However, we were unable to complete the work before the end of the fiscal year due to the upcoming renovations. This work will require an amendment from the Prior Year Fund Balance account No. 101-000-699.000 in the amount of \$35,850.00 into Municipal Improvement account no. 401-902-977-101.

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

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.

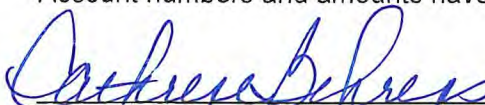


Bruce Smith, City Administrator

2/19/2019
Date

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller

2/19/2019
Date

RELY-ON CONSTRUCTION

GENERAL CONTRACTOR

PAINTING • GENERAL MAINTENANCE

P.O. BOX 36185 GROSSE POINTE FARMS, MI 48236

TEL.: 586 295-5640 FAX: 586 779-0448

Customer: City of GP Woods

Address: City Hall est.

City _____ State _____ Zip _____

Work Performed at _____

Invoice No. _____

Date 11/28/19

Purchase Order No. _____

Customer Contact

DESCRIPTION OF SERVICES PERFORMED	AMOUNT
Paints Prep complete building per (Frank)	
All priming	
All glazing of windows	
All wood repair as necessary	
All Labor - material	\$ 28,900.00
Paints prep Foyer's (3 locations)	
All Labor - material	\$ 3,950.00
Total Bid	

TOTAL DUE

32,850.00

Terms: Net 30 days

8A

COUNCIL CLIPPING

02-04-19

Pending Approval 2/6/19

Motion by Shetler, seconded by Bryant, regarding **First Reading: An Ordinance to Amend Chapter 50, Zoning Article III District Regulations, by adding new Section 50-186, "Prohibited Uses – Marijuana Establishments", to Prohibit Marijuana Establishments under the Michigan Regulation and Taxation of Marihuana Act (MRTMA)**, that the City Council concur with the amendment of this ordinance, to set a date of February 25, 2019, for a second reading and final adoption, and to direct the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

Yes: Bryant, Granger, McConaghy, McMullen, Novitke, Shetler

No: Koester

Absent: None

CC: File City Clerk City Attorney

RECEIVED

FEB 13 2019

CITY OF GROSSE POINTE WOODS

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

16980 Kercheval Avenue
Grosse Pointe, Michigan 48230
(313) 882-3500

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

John Minnis

being duly sworn deposes and says that attached advertisement

City of Grosse Pointe Woods

was duly published in accordance with instructions, in the following date:

February 7, 2019

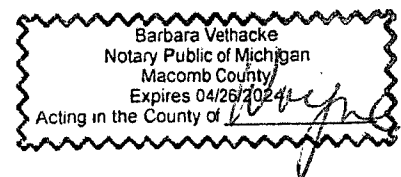
#5 GPw 2/7 2nd READ ZONING

and knows well the facts stated herein, and that he is the PUBLISHER of said newspaper.

Subscribed and sworn to before me this 7th day of February A.D., 2019

Barbara Vethacke February 7, 2019

Notary Public



City of ~~Grosse Pointe Woods~~, Michigan

NOTICE IS HEREBY GIVEN that the Council will be considering the following proposed ordinance for a second reading at its meeting scheduled for Monday, February 25, 2019, at 7:00 p.m. in the Council Room of the Municipal Building. The proposed ordinance is available for public inspection at the Municipal Building, 20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m., Monday through Friday. The Council meeting is open to the public. All interested persons are invited to attend.

Second Reading: An Ordinance to Amend Chapter 50 Zoning, An Ordinance to Amend Chapter 50, Zoning Article III District Regulations, by adding new Section 50-186, "Prohibited Uses - Marijuana Establishments", to Prohibit Marijuana Establishments under the Michigan Regulation and Taxation of Marihuana Act (MRTMA).

Lisa Kay Hathaway
City Clerk

G.P.N.: 2/7/2019

8B

COUNCIL CLIPPING

02-04-19

Pending Approval 2/6/19

Motion by Granger, seconded by Shetler, regarding **First Reading: An Ordinance to Amend Chapter 28 Offenses, by Amending Sec. 28-316, Marijuana, to Update the Ordinance in Accordance with State Law, Adopting State Law Definitions, Prohibitions and Penalties**, that the City Council concur with the amendment of this ordinance, to set a date of February 25, 2019, for a second reading and final adoption, and to direct the City Clerk to publish same by title in the Grosse Pointe News.

Motion carried by the following vote:

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

No: None

Absent: None

CC: File City Clerk City Attorney

RECEIVED

FEB 19 2019

CITY OF GROSSE POINTE WOODS

AFFIDAVIT OF LEGAL PUBLICATION

Grosse Pointe News

16980 Kercheval Avenue
Grosse Pointe, Michigan 48230
(313) 882-3500

COUNTY OF WAYNE
STATE OF MICHIGAN, SS.

John Minnis

being duly sworn deposes and says that attached

City of Grosse Pointe Woods

was duly published in accordance with instruction
the following date:

February 14, 2019

#1 GPW 2/14 2ND READ MARIJUANA

City of ~~Grosse Pointe Woods~~, Michigan

NOTICE IS HEREBY GIVEN that the City Council will be considering the following proposed ordinance for a second reading at its meeting scheduled for Monday, February 25, 2019, at 7:00 p.m. in the Council Room of the Municipal Building. The proposed ordinance is available for public inspection at the Municipal Building, 20025 Mack Plaza, between 8:30 a.m. and 5:00 p.m., Monday through Friday. The Council meeting is open to the public. All interested persons are invited to attend.

An Ordinance to Amend Chapter 28 Offenses, by Amending Sec. 28-316, Marijuana, to Update the Ordinance in Accordance with State Law, Adopting State Law Definitions, Prohibitions and Penalties.

Lisa Kay Hathaway
City Clerk

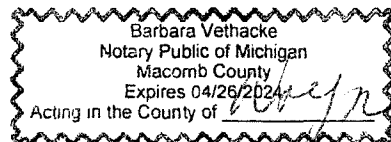
G.P.N.: 2/14/2019

and knows well the facts stated herein, and that he is the Publisher of said newspaper.

Jh W M
Subscribed and sworn to before me this 14th day of February A.D., 2019

Barbara Vethacke February 14, 2019

Notary Public



8C
RECEIVED

FEB 12 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

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

February 12, 2019

The Honorable Mayor and City Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Updated Fireworks Ordinance / First Reading / February 25, 2019

Dear Mayor and Council:

This ordinance was reviewed by the Committee of the Whole on February 4, 2019. I have enclosed another copy of my original "red lined" draft and a revised copy of the ordinance. The violation sub-section (d) has been amended to incorporate the state law language that "a violation of Sec. 28-391(c)(1) is a municipal civil infraction, punishable by a fine of \$1,000.00 for each violation".

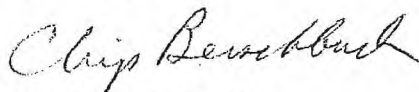
As discussed at the COW, I am providing initial information regarding the definition of consumer fireworks. The attached language from the Fireworks Safety Act references various Code of Federal Regulations (CFR) and "APA Standards". More information will be provided to Council separately.

Our discussion on the definition issue caused me to take another look at this draft. I think it is best to add back in the specific definitions from the original ordinance since they have not changed, and it provides people with better notice of prohibited conduct. I have also added a sentence in Sec. (d) indicating "The sale, display, storage, transportation and/or distribution of fireworks shall be regulated pursuant to the Act."

I am recommending that our website and newsletter provide a short synopsis of the general types of fireworks which are allowed and prohibited and provide a more readable summary of the days when fireworks are allowed and not allowed.

It would be the prerogative of Council to schedule this for a second reading with appropriate notices.

Very truly yours,



CHIP BERSCHBACK

CTB:gmr

Enclosure

cc: Bruce Smith
Lisa K. Hathaway
John Kosanke

ORDINANCE # _____

AN ORDINANCE TO AMEND CHAPTER 28 OFFENSES,
SEC. 28-398 REGULATION OF CONSUMER FIREWORKS
CONSISTENT WITH THE MICHIGAN FIREWORK SAFETY ACT
AS AMENDED BY PUBLIC ACTS 634 AND 635 OF 2018

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Sec. 28-398. - Regulation of consumer fireworks.

(a) *Statement of purpose.* This Ordinance amends Ordinance No. 854 to regulate fireworks as allowed under the Michigan Fireworks Safety Act, MCL 28.451 et seq., as amended by Act 634 and 635 of 2018.

(b) *Definitions.* The City of Grosse Pointe Woods hereby incorporates by reference all the definitions contained in the Michigan Fireworks Safety Act (“the Act”) MCL 28.451 *et seq* as amended by Public Act 634 of 2018 including any subsequent amendments to the Act, including the following:-

Consumer fireworks means fireworks devices that are designed to produce visible efforts by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer production safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2, 3.1.3, or 3.5. Consumer fireworks does not include low-impact fireworks.

Display fireworks means large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effects by combustion, deflagration, or detonation, as provided in 27 CFR 555.11, 49 CFR 172, and APA standard 87-1, 4.1.

Firework or fireworks means any composition or device, except for a starting pistol, a flare gun, or a flare, designated for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks, and special effects.

Low-impact fireworks means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.

(c) *Limitations.*

(1) Consumer fireworks ignition, discharge and use in the City is limited to the following days after 11:00 a.m.:

(a) December 31 until 1:00 a.m. on January 1.

- (b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.
 - (c) June 29 to July 4 until 11:45 p.m. on each of those days.
 - (d) July 5, if that date is a Friday or Saturday, until 11:45 p.m.
 - (e) The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.
- (2) No person under 18 years of age shall possess consumer fireworks.
- (3) No person shall ignite, discharge or use consumer fireworks or low impact fireworks while under the influence of alcohol or a controlled substance, or a combination of both.
- (4) No person shall ignite, discharge, or use consumer fireworks on public property, school property, church property, or the property of another person without that organization's or person's express permission to use those fireworks on those premises.

(d) *Violations, fines and penalties.* A violation of Sec. 28-398(c)(1) is a municipal civil infraction, punishable by a fine of ~~up to~~ \$1,000.00 for each violation. One-half of the fines collected for violation of this section shall be allocated to the Public Safety Department budget. Violations may be issued to either the actual person violating Sec. 28-398(c)(1), or the person having control of a residence, if that person knew or reasonably should have known that the prohibited conduct occurred. The sale, display, storage, transportation and/or distribution shall be regulated pursuant to the Act. Fines and penalties for violation of other sections in this ordinance and the Michigan Fireworks Safety Act shall be controlled by the provisions of the Act.

(e) *Amendment.* Upon application in writing by an individual, association or entity for the public display of fireworks, the City Council may grant permission for such display on any day, subject to such conditions as the City Council may impose to properly safeguard the public, all in accordance with the Act.

(Code 1975, §§ 8-4-9, 8-4-10; Code 1997, §§ 54-241, 54-242; Ord. No. 848, 8-20-2012; Ord. No. 854, 7-1-2013)

MICHIGAN FIREWORKS SAFETY ACT
Act 256 of 2011

AN ACT to revise, consolidate, and codify the laws relating to certain fireworks; to regulate the purchase, possession, sale, and use of certain fireworks; to establish a fireworks safety fund; to establish a fireworks safety fee; to provide for the transfer and expenditure of funds; to prescribe the powers and duties of certain state agencies; to provide for penalties and remedies; and to repeal acts and parts of acts.

History: 2011, Act 256, Iff. Jan. 1, 2012.

The People of the State of Michigan enact:

28.451 Short title.

Sec. 1. This act shall be known and may be cited as the "Michigan fireworks safety act".

History: 2011, Act 256, Iff. Jan. 1, 2012.

28.452 Definitions.

Sec. 2. As used in this act:

(a) "Agricultural and wildlife fireworks" means fireworks devices distributed to farmers, ranchers, and growers through a wildlife management program administered by the United States department of the interior or the department of natural resources of this state.

(b) "APA standard 87-1" means 2001 APA standard 87-1, standard for construction and approval for transportation of fireworks, novelties, and theatrical pyrotechnics, published by the American pyrotechnics association of Bethesda, Maryland.

(c) "Articles pyrotechnic" means pyrotechnic devices for professional use that are similar to consumer fireworks in chemical composition and construction but not intended for consumer use, that meet the weight limits for consumer fireworks but are not labeled as such, and that are classified as UN0431 or UN0432 under 49 CFR 172.101.

(d) "Citation" means that term as described in section 17a.

(e) "Commercial manufacturer" means a person engaged in the manufacture of consumer fireworks.

(f) "Consumer fireworks" means fireworks devices that are designed to produce visible effects by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States consumer product safety commission under 16 CFR parts 1500 and 1507, and that are listed in APA standard 87-1, 3.1.2, 3.1.3, or 3.5. Consumer fireworks does not include low-impact fireworks.

(g) "Consumer fireworks certificate" means a certificate issued under section 4.

(h) "Department" means the department of licensing and regulatory affairs.

(i) "Display fireworks" means large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effects by combustion, deflagration, or detonation, as provided in 27 CFR 555.11, 49 CFR 172, and APA standard 87-1, 4.1.

(j) "Firework" or "fireworks" means any composition or device, except for a starting pistol, a flare gun, or a flare, designed for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks, and special effects.

(k) "Fireworks safety fund" means the fireworks safety fund created in section 11.

(l) "Local unit of government" means a city, village, or township.

(m) "Low-impact fireworks" means ground and handheld sparkling devices as that phrase is defined under APA standard 87-1, 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.

(n) "Minor" means an individual who is less than 18 years of age.

(o) "NFPA" means the national fire protection association headquartered at 1 Batterymarch Park, Quincy, Massachusetts.

(p) "NFPA 1" means the uniform fire code, 2006 edition, developed by NFPA.

(q) "NFPA 72" means the "National Fire Alarm Code", 2002 edition, developed by NFPA.

(r) "NFPA 101" means the "Life Safety Code", 2009 edition, developed by NFPA.

(s) "NFPA 1123" means the "Code for Fireworks Display", 2010 edition, developed by NFPA.

(t) "NFPA 1124" means the "Code for the Manufacture, Transportation, Storage, and Retail Sales of Fireworks and Pyrotechnic Articles", 2006 edition, developed by NFPA.

(u) "NFPA 1126" means the "Standard for the Use of Pyrotechnics Before a Proximate Audience", 2011 edition, developed by NFPA.

ORDINANCE # _____

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AN ORDINANCE TO AMEND CHAPTER 28 OFFENSES,
SEC. 28-398 REGULATION OF CONSUMER FIREWORKS
CONSISTENT WITH THE MICHIGAN FIREWORK SAFETY ACT
AS AMENDED BY PUBLIC ACTS 634 AND 635 OF 2018

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Sec. 28-398. - Regulation of consumer fireworks.

(a) *Statement of purpose.* This Ordinance amends Ordinance No. 854 ~~repeals the existing ordinance codified in this section and adopts this amended section~~ to regulate fireworks as allowed under the Michigan Fireworks Safety Act, MCL 28.451 et seq., as amended by Act 634 and 635 of 2018.

(b) *Definitions.* The City of Grosse Pointe Woods hereby incorporates by reference the definitions contained in the Michigan Fireworks Safety Act ("the Act") MCL 28.451 et seq as amended by Public Act 634 of 2018 including any subsequent amendments to the Act.

~~*Consumer fireworks* means fireworks devices that are designed to produce visible efforts by combustion, that are required to comply with the construction, chemical composition, and labeling regulations promulgated by the United States Consumer Production Safety Commission under 16 CFR parts 1500 and 1507, and that are listed in APA standards 87-1, 3.1.2, 3.1.3, or 3.5. Consumer fireworks does not include low impact fireworks.~~

~~*Display fireworks* means large fireworks devices that are explosive materials intended for use in fireworks displays and designed to produce visible or audible effects by combustion, deflagration, or detonation, as provided in 27 CFR 555.11, 49 CFR 172, and APA standards 87-1, 4.1.~~

~~*Firework or fireworks* means any composition or device, except for a starting pistol, a flare gun, or a flare, designated for the purpose of producing a visible or audible effect by combustion, deflagration, or detonation. Fireworks consist of consumer fireworks, low-impact fireworks, articles pyrotechnic, display fireworks, and special effects.~~

~~*Low-impact fireworks* means ground and handheld sparkling devices as that phrase is defined under APA standards 87-1, 3.1, 3.1.1.1 to 3.1.1.8, and 3.5.~~

National holidays means:

- (1) New Years' Day, January 1;
- (2) Birthday of Martin Luther King, Jr., the third Monday in January;
- (3) Washington's Birthday, the third Monday in February;

- (4) Memorial Day, the last Monday in May;
- (5) Independence Day, July 4;
- (6) Labor Day, the first Monday in September;
- (7) Columbus Day, the second Monday in October;
- (8) Veteran's Day, November 11;
- (9) Thanksgiving Day, the fourth Thursday in November;
- (10) Christmas Day, December 25.

Novelties means that term as defined under APA standards 87-1, 3.2, 3.2.1, 3.2.2, 3.2.3, 3.2.4, and 3.2.5 and all of the following:

- (1) — Toy plastic or paper caps for toy pistols in sheets, strips, rolls, or individual caps containing more than .25 of a grain of explosive content per cap, in packages labeled to indicate the maximum explosive content per cap.
- (2) — Toy pistols, toy cannons, toy canes, toy trick noisemakers, and toy guns in which toy caps as described in paragraph (1) are used, that are constructed so that the hand cannot come in contact with the cap when in place for the explosion, and that are not designed to break apart or be separated so as to form a missile by the explosion.
- (3) — Flitter sparklers in paper tubes not exceeding one-eighth inch in diameter. *Person* means any individual, corporation, LLC, firm, association or similar entity. In the case of those entities, the officers, directors, shareholders, members, or managers are responsible under this section.

(c) Limitations Prohibitions.

- (1) Consumer fireworks ignition, discharge and use in the City is limited to the following days after 11:00 a.m.:

- (a) December 31 until 1:00 a.m. on January 1.
- (b) The Saturday and Sunday immediately preceding Memorial Day until 11:45 p.m. on each of those days.
- (c) June 29 to July 4 until 11:45 p.m. on each of those days.
- (d) July 5, if that date is a Friday or Saturday, until 11:45 p.m.
- (e) The Saturday and Sunday immediately preceding Labor Day until 11:45 p.m. on each of those days.

No person shall ignite, discharge or use consumer fireworks within the city, except this prohibition shall not preclude any person from the ignition, discharge

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~~and use of consumer fireworks on the day preceding, the day of, or the day after a national holiday consistent with MCL 28.451 et seq., as amended.~~

- (2) No person under 18 years of age shall possess consumer fireworks.
- (3) No person shall ignite, discharge or use consumer fireworks or low impact fireworks while under the influence of alcohol or a controlled substance, or a combination of both.
- (4) No person shall ignite, discharge, or use consumer fireworks on public property, school property, church property, or the property of another person without that organization's or person's express permission to use those fireworks on those premises.
- (d) *Violations, fines and penalties.* A violation of Sec. 28-398(c)(1) this section is a municipal civil infraction, punishable by a fine of up to \$1,000.00 for each violation~~\$500.00~~. One-half of the fines collected for violation of this section shall be allocated to the Public Safety Department budget. Violations may be issued to either the actual person violating Sec. 28-398(c)(1) this section, or the person having control of a residence, if that person knew or reasonably should have known that the prohibited conduct occurred. ~~The city council may amend the amount of the fine by resolution.~~ Fines and penalties for violation of other sections in this ordinance and the Michigan Fireworks Safety Act shall be controlled by the provisions of the Act.
- (e) *Amendment.* Upon application in writing by an individual, association or entity for the public display of fireworks, the City Council may grant permission for such display on any day, subject to such conditions as the City Council may impose to properly safeguard the public, all in accordance with the Act. ~~If the definitions or hours in this section are amended by state law, the council may amend the definitions or hours by resolution.~~

(Code 1975, §§ 8-4-9, 8-4-10; Code 1997, §§ 54-241, 54-242; Ord. No. 848, 8-20-2012; Ord. No. 854, 7-1-2013)

~~State Law reference~~—Similar provisions, MCL 750.243a.

§ 1505.51

(c) The requirement that temperatures higher than those specified in § 1505.8 not be attained applies to those internal components which are described in § 1505.8. Additionally, temperatures of accessible surfaces shall not exceed those specified for Type C surfaces in § 1505.7.

(Secs. 2(g)(1)(A), 2(r), 3(e), 10(a), 74 Stat. 372, 378, 80 Stat. 1303-1304, 83 Stat. 187-189 (15 U.S.C. 1261, 1262, 1269); sec. 30(a), 86 Stat. 1231 (15 U.S.C. 2079(a)))

[43 FR 26428, June 20, 1978]

§ 1505.51 Hot surfaces.

(a) *Test probe.* Section 1505.6(g)(2) defines accessibility, for certain paragraphs, as the ability to reach a heated surface with a 1/4-inch-diameter rod 3 inches long. To test for accessibility using this test probe, it shall be inserted no more than 3 inches into any opening in the toy. Unless the probe contacts a surface within 3 inches of the plane of the toy's opening, that surface is not accessible.

(b) *Accessibility of Type C and C-marked surfaces.* Under § 1505.6(g)(2) (iii) and (iv), touching by casual contact or without employing the aid of a common household tool shall be determined by use of the accessibility test probe described in §§ 1505.6(g)(2) and 1505.51(a).

[51 FR 34199, Sept. 26, 1986]

PART 1507—FIREWORKS DEVICES

Sec.

- 1507.1 Scope.
- 1507.2 Prohibited chemicals.
- 1507.3 Fuses.
- 1507.4 Bases.
- 1507.5 Pyrotechnic leakage.
- 1507.6 Burnout and blowout.
- 1507.7 Handles and spikes.
- 1507.8 Wheel devices.
- 1507.9 Toy smoke devices and flitter devices.
- 1507.10 Rockets with sticks.
- 1507.11 Party poppers.
- 1507.12 Multiple-tube fireworks devices.

AUTHORITY: 15 U.S.C. 1261-1262, 2079(d); 21 U.S.C. 371(e).

SOURCE: 41 FR 22935, June 8, 1976, unless otherwise noted.

CROSS REFERENCE: See also 1500.14(b)(7); 1500.17(a) (3), (8) and (9); 1500.83(a)(27) and 1500.85(a)(2).

16 CFR Ch. II (1-1-12 Edition)

§ 1507.1 Scope.

This part 1507 prescribes requirements for those fireworks devices (other than firecrackers) not otherwise banned under the act. Any fireworks device (other than firecrackers) which fails to conform to applicable requirements is a banned hazardous substance and is prohibited from the channels of interstate commerce. Any fireworks device not otherwise banned under the act shall not be a banned hazardous substance by virtue of the fact that there are no applicable requirements prescribed herein.

§ 1507.2 Prohibited chemicals.

Fireworks devices shall not contain any of the following chemicals:

- (a) Arsenic sulfide, arsenates, or arsenites.
- (b) Boron.
- (c) Chlorates, except:
 - (1) In colored smoke mixtures in which an equal or greater amount of sodium bicarbonate is included.
 - (2) In caps and party poppers.
 - (3) In those small items (such as ground spinners) wherein the total powder content does not exceed 4 grams of which not greater than 15 percent (or 600 milligrams) is potassium, sodium, or barium chlorate.
- (d) Gallates or gallic acid.
- (e) Magnesium (magnesium/aluminum alloys, called magnalium, are permitted).
- (f) Mercury salts.
- (g) Phosphorus (red or white). Except that red phosphorus is permissible in caps and party poppers.
- (h) Picrates or picric acid.
- (i) Thiocyanates.
- (j) Titanium, except in particle size greater than 100-mesh.
- (k) Zirconium.

§ 1507.3 Fuses.

(a) Fireworks devices that require a fuse shall:

- (1) Utilize only a fuse that has been treated or coated in such manner as to reduce the possibility of side ignition. Devices such as ground spinners that require a restricted orifice for proper thrust and contain less than 6 grams of pyrotechnic composition are exempted from § 1507.3(a)(1).

(2) Utilize only a fuse which will burn at least 3 seconds but not more than 9 seconds before ignition of the device.

(b) The fuse shall be securely attached so that it will support either the weight of the fireworks device plus 8 ounces of dead weight or double the weight of the device, whether is less, without separation from the fireworks device.

[41 FR 22935, June 8, 1976, as amended at 61 FR 67200, Dec. 20, 1996; 61 FR 67200, Dec. 20, 1996]

§ 1507.4 Bases.

The base or bottom of fireworks devices that are operated in a standing upright position shall have the minimum horizontal dimensions or the diameter of the base equal to at least one-third of the height of the device including any base or cap affixed thereto.

§ 1507.5 Pyrotechnic leakage.

The pyrotechnic chamber in fireworks devices shall be sealed in a manner that prevents leakage of the pyrotechnic composition during shipping, handling, and normal operation.

§ 1507.6 Burnout and blowout.

The pyrotechnic chamber in fireworks devices shall be constructed in a manner to allow functioning in a normal manner without burnout or blowout.

§ 1507.7 Handles and spikes.

(a) Fireworks devices which are intended to be hand-held and are so labeled shall incorporate a handle at least 4 inches in length (see § 1500.14(b)(7)). Handles shall remain firmly attached during transportation, handling and full operation of the device, or shall consist of an integral section of the device at least four inches below the pyrotechnic chamber.

(b) Spikes provided with fireworks devices shall protrude at least 2 inches from the base of the device and shall have a blunt tip not less than 1/8-inch in diameter of 1/8-inch square.

§ 1507.8 Wheel devices.

Drivers in fireworks devices commonly known as "wheels" shall be securely attached to the device so that

they will not come loose in transportation, handling, and normal operation. Wheel devices intended to operate in a fixed location shall be designed in such a manner that the axle remains attached to the device during normal operation.

§ 1507.9 Toy smoke devices and flitter devices.

(a) Toy smoke devices shall be so constructed that they will neither burst nor produce external flame (excluding the fuse and firstfire upon ignition) during normal operation.

(b) Toy smoke devices and flitter devices shall not be of such color and configuration so as to be confused with banned fireworks such as M-80 salutes, silver salutes, or cherry bombs.

(c) Toy smoke devices shall not incorporate plastic as an exterior material if the pyrotechnic composition comes in direct contact with the plastic.

§ 1507.10 Rockets with sticks.

Rockets with sticks (including sky-rockets and bottle rockets) shall utilize a straight and rigid stick to provide a direct and stable flight. Such sticks shall remain straight and rigid and attached to the driver so as to prevent the stick from being damaged or detached during transportation, handling, and normal operation.

§ 1507.11 Party poppers.

Party poppers (also known by other names such as "Champagne Party Poppers," and "Party Surprise Poppers,") shall not contain more than 0.25 grains of pyrotechnic composition. Such devices may contain soft paper or cloth inserts provided any such inserts do not ignite during normal operation.

§ 1507.12 Multiple-tube fireworks devices.

(a) *Application.* Multiple-tube mine and shell fireworks devices with any tube measuring 1.5 inches (3.8 cm) or more in inside diameter and subject to § 1500.17(a)(12) of this part shall not tip over when subjected to the tip-angle test described in this section.

(b) *Testing procedure.* The device shall be placed on a smooth surface that can

COMMITTEE-OF-THE-WHOLE
02-11-19 - 5

Next, the **Refuse Vendor Ordinance** was discussed. The City Attorney provided an overview of changes made to the ordinance as discussed in previous meetings; including permitting administrative approval rather than require the approval of Council. He also removed annual approvals, time permitted to vend/solicit was changed to sunset time or 9 p.m., however a "No solicitors" sign would continue to make it a violation. The City Clerk stated Grosse Pointe Farms, Grosse Pointe City, and Grosse Pointe Shores do not have regulations. Grosse Pointe Park allows six Scrappers Permits. There was a suggestion to allow for a three to five year permit. The Mayor was concerned with eliminating a limit on the number of permits and eliminating renewals. There was a consensus of the Committee to continue the same as before but have them be issued administratively, and keep the annual renewal. The City Attorney was asked to revise the ordinance amendment to include the suggested changes including keeping a limit of five licenses.

There was a consensus of the Committee to have administration approve Solicitors Licenses rather than requiring City Council approval.

Motion by Bryant, seconded by Shetler, regarding Refuse Vendor Ordinance, that the Committee-of-the-Whole recommend City Council adopt the amended Solicitor and Vendor Ordinance with the modifications discussed.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, to remove Refuse Vendor Ordinance from the Committee-of-the-Whole.

Motion carried by the following vote:

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

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

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(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

February 14, 2019

The Honorable Mayor and City Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Refuse Vendor and Other Licenses / First Reading February 25, 2019

Dear Mayor and Council:

I have enclosed another draft of the Solicitor / Vendor License Ordinance. The following edits have been made:

1. Consistent with the first draft, this version allows administrative approval by the City Clerk and Department of Public Safety rather than specific Council action.
2. The issue of a numerical limit for refuse vendors was discussed and the direction at the COW was to continue to use the current number of five.
3. Annual reviews will still be conducted.
4. The section previously dealing with the fireworks, changed initially to "City events" has been deleted since specific requirements for vendors at City events will be handled separately as part of the City event planning process.
5. Refuse vendor applications may be filed no sooner than November 1st of each year. Qualified applicants receive licenses on a first come first serve basis.
6. Appeal provisions have been deleted.
7. Edits have been made to sub-sections relating to criteria for revocation of licenses.

Very truly yours,



CHIP BERSCHBACK

CTB:gm

cc: Bruce Smith
Lisa K. Hathaway


CITY OF GROSSE POINTE WOODS

Office of the City Clerk

Memorandum

DATE: February 14, 2019

TO: Mayor and City Council

FROM: Lisa Hathaway, City Clerk 

SUBJECT: Amendment to Refuse Vendor Ordinance

There was a consensus of the Committee-of-the-Whole, at their meeting held February 11, 2019, to continue with a limit of five (5) Refuse Vendor Licenses being issued, as well as continue to expire annually. As you may recall, there were five (5) 2019 applications presented to Council at the meeting held February 9, 2018, at which time the applications were placed on hold pending a review of the ordinance. Since that time, five (5) additional 2019 applications have been submitted, for a total of ten (10), and they too are on hold.

As a result of the competition among refuse vendors in the City of Grosse Pointe Woods to obtain a refuse vendor license, I have requested the City Attorney include the following points into the ordinance:

1. Applications will not be received any sooner than November 1st each year to be considered for a license for the next year, January 1 through December 31;
2. Applications will be considered on a first-come, first-served basis. (Procedurally, once the limit of five qualified applications has been met, no additional applications will be accepted.)

If the proposed ordinance is adopted, it is my intention to issue licenses to the first five qualified applicants, and a letter will be sent to the last five applicants informing them their application was denied due to exceeding the number of licenses allowable.

Please contact me with any questions.

RECEIVED

FEB 20 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

ORDINANCE # _____

**AN ORDINANCE TO AMEND CHAPTER 10 BUSINESSES,
ARTICLE VI PEDDLERS, VENDORS, SOLICITORS,
DIVISION 2 LICENSES, TO AMEND VARIOUS SECTIONS
OF DIVISION 2 TO ALLOW ADMINISTRATIVE APPROVAL AND
RENEWALS, CLARIFY CERTAIN PROHIBITED CONDUCT
AND TO LIMIT THE NUMBER OF AVAILABLE REFUSE VENDOR LICENSES**

The City of Grosse Pointe Woods Ordains:

DIVISION 2. - LICENSE

Sec. 10-220. - License required.

It shall be unlawful for any person to engage in the business of a vendor, a peddler, a hawker or a huckster, or a house-to-house solicitor and canvasser or a refuse vendor, as hereinafter defined without first having obtained a license therefor.

(Code 1975, § 4-1-1; Code 1997, § 14-731; Ord. No. 717, § 1, 10-20-1997)

Sec. 10-221. - Definitions.

(a) The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

Director of Public Safety and City Clerk includes their designee.

House-to-house solicitor and canvasser means any person, whether a resident of the city or not, traveling either by foot or any type of conveyance from place to place, from house to house, or from street to street, taking or attempting to take orders for sale of goods, wares and merchandise, personal property of any nature whatsoever for future delivery, or for services to be furnished or performed in the future, whether or not such individual has, carries or exposes for sale a sample of the subject of such sale or whether such individual is collecting advance payments on such sales or not.

Peddler means any person, whether a resident of the city or not, traveling by foot or any type of conveyance from place to place, from house to house, or from street to street, carrying, conveying or transporting goods, wares, merchandise, meats, fish, vegetables, fruits, garden truck, farm products or provisions, dairy products or similar or like articles, offering and exposing the same for sale, or making sales and delivering articles to purchasers, or who, without traveling from place to place, shall sell or offer the same for sale from a conveyance; and further provided that one who solicits orders and as a separate transaction makes deliveries to purchasers as a part of a scheme or design to evade the provisions of this article shall be deemed a peddler subject to the provisions of this article. The term "peddler" shall include the terms "hawker" and "huckster."

Refuse vendor means any person, other than an employee or contractor, or employee of a contractor, of the city public works department, whether a resident of the city or not, traveling by foot or any type of conveyance from place to place, from house to house, or from street to street and removing or carting away any materials left curbside for collection under the provisions of chapter 34. ~~A refuse vendor shall not collect, remove or cart away any paper, glass, plastic or metal cans. A refuse vendor shall not collect, remove or cart away any materials between the hour of 10:00 p.m. and 6:00 a.m. the following morning.~~ [Moved to Sec. 10-226]

Vendor means any person, whether a resident of the city or not, traveling by foot or any type of conveyance who shall carry, convey or transport, from street to street, goods, wares, merchandise, meats, fish, vegetables, fruits, garden truck farm products or provisions, dairy products or other similar or like articles for the purpose of making sales and deliveries to residents, merchants or places of business. The provisions hereof shall be deemed to mean and include sales and deliveries made from milk wagons, bread trucks and/or provision trucks operating over established routes or making sales and/or deliveries to established customers.

(b) It is expressly provided that the definitions of "peddler" and "vendor" shall not be deemed to apply to such businesses or business transactions wherein the order is taken or the purchase is made at the regular and permanent place of business, which order or purchase is thereafter delivered to residents or merchants of the city.

(Code 1975, § 4-1-2; Code 1997, § 14-732; Ord. No. 717, § 1, 10-20-1997)

Sec. 10-222. - Application.

(a) Applicants for a license under this article must file with the ~~clerk~~Clerk a sworn an application, in triplicate, in writing on a form to be furnished by the ~~clerk~~Clerk, which shall provide the following information:

- (1) Name and description of applicant.
- (2) Address (legal and local).
- (3) A brief description of the nature of the business and the goods to be sold.
- (4) If employed, the name and address of the employer.
- (5) If a vehicle is to be used, a description of the same, together with the state license number or other means of identification.
- (6) Such other information as may be required by the ~~clerk~~Clerk.

(b) Refuse vendor licenses shall be limited to five per year. Qualified applicants shall be issued licenses on a first come, first served basis. Additional licenses may be issued in the event of a vacancy.

(Code 1975, § 4-1-3; Code 1997, § 14-733)

Sec. 10-223. - Investigation.

- (a) ~~Upon receipt of such application for a license under this article, the original shall~~ The application shall be referred to the ~~department~~ Department of public ~~Public safety~~ Safety and City Clerk ~~City Clerk and Department of Public Safety.~~ for ~~The City Clerk and Department of Public Safety shall conduct an~~ investigation of the applicant's business and moral character to be made as deemed necessary for the protection of the public good. Good moral character shall be construed to mean the propensity on the part of the person to serve the public in the licensed area in a fair, honest, and open manner, to be determined as provided in Public Act No. 381 of 1974 (MCL 338.41 et seq.).
- (b) If as a result of such investigation the applicant's character or business responsibility is found to be unsatisfactory, ~~the director~~ Director of public ~~Public safety~~ Safety and City Clerk ~~the City Clerk and Department of Public Safety~~ shall endorse on ~~such~~ the application such disapproval and such reasons for the same, and return the application to the ~~Clerk~~ clerk, ~~who~~ shall notify the applicant that the application is disapproved and that no license will be issued.
- (c) If as a result of such investigation the character and business responsibility of the applicant are found to be satisfactory, the ~~director~~ Director of public ~~Public safety~~ Safety and City Clerk ~~City Clerk and Department of Public Safety~~ shall endorse on the application such approval and collect the license fee as approved by City Council resolution from time to time. ~~return the application so endorsed to the clerk. If the application shall be the initial application for a license by the applicant, such application shall be referred to the council, and if the council shall determine that such applicant is a suitable, reputable and desirable person to engage in the business for which the application for a license has been filed, and that the business to be conducted thereunder is not detrimental to public safety, health and welfare, the council, by appropriate action, shall approve such application; otherwise, the application shall be denied.~~ [Moved to 10-299]
- ~~(d)~~ ~~Vendors' licenses for use on the day of the annual fireworks display within the city, or the rain date for such fireworks display, shall be limited in number by resolution adopted by the city council. Such licenses may be restricted for use in areas of the city as established by council resolution. License costs for such licenses shall be established by resolution of the city council from time to time adopted. Such licenses may be restricted in number as to the type of merchandise to be offered for sale by the vendors. Individual licenses shall be issued to each employee of a vendor who shall receive an ID badge or card from the city, the costs of which shall be established or adopted by council resolution from time to time.~~

(Code 1975, § 4-1-4; Code 1997, § 14-734; Ord. No. 725, § 1, 5-18-1998)

Sec. 10-224. - License fees.

- (a) Upon approval of any application for a license under this article, the ~~clerk~~Clerk shall issue the required license.
- (b) The fees for any license issued under the provisions of this article or any renewal thereof, ~~excepting licenses issued for the July 4th celebration or the rain date thereof shall be as currently established or as hereafter adopted by resolution of the city council from time to time.~~
- (c) The license fees shall be payable to the ~~city clerk~~Clerk upon approval of the license application.
- (d) For all annual licenses issued after September 1, the fee shall be one-half of the amounts stated in subsection (b) of this section.
- ~~(e) For all licenses issued for a vendor or peddler, such license shall be valid for use from 9:00 a.m. to dusk or 7:00 p.m., local time, whichever occurs first. [moved to 10-226]~~
- ~~(f) The number of licenses issued and outstanding for a refuse collector shall be limited to five in number. [moved to 10-222]~~

(Code 1975, § 4-1-5; Code 1997, § 14-735; Ord. No. 725, § 1, 5-18-1998; Ord. No. 736, § 1, 5-3-1999; Ord. No. 752, § 1, 6-19-2000; Ord. No. 861, 4-13-2015)

Sec. 10-225. - License plates ~~and cards~~.

The ~~clerk~~Clerk shall issue to each vendor or peddler licensed under this article a ~~metallie plate or card~~ which indicates the year for which the license was issued. If a vehicle is used by the licensee, the ~~metallie plate~~ shall be attached in a conspicuous place upon the vehicle. If no vehicle is used by the licensee, the approved license signed by the Clerk ~~card~~ must be carried by the licensee or agent, ~~upon the licensee's person and agents and~~ displayed upon the request of any Public Safety Officer or potential customer ~~officer of the department of public safety or customer.~~

(Code 1975, § 4-1-6; Code 1997, § 14-736)

Sec. 10-226. — Prohibited Conduct Renewals.

- (a) A refuse vendor shall not collect, remove or cart away any paper, glass, plastic or metal cans, tear open trash bags, disassemble appliances, or leave loose trash or debris.
- (b) A refuse vendor shall not collect, remove or cart away any materials between the hour of 10:00 p.m. and 6:00 a.m. the following morning.

- (c) No person shall conduct a solicitation at a residence or other building within the city on which there is displayed a sign in public view reading "no solicitors." This sign shall not exceed three inches by 12 inches in size and shall have letters one inch or greater in size.
- (d) No license issued under this article shall be transferred to or used by a person other than the one to whom it was issued.
- (e) For all licenses issued for a vendor or peddler, such license shall be valid for use from 9:00 a.m. to official sunset time or 9:00 p.m., local time, whichever occurs first.
- (f) Violations of this Article are a municipal civil infraction subject to the provisions of Section 2-813.

~~Licenses issued under this article may be renewed from time to time by a previously licensed applicant in good standing and the filing of an application as provided in section 10-222; and upon approval by the director of the department of public safety of the applicant's character and business responsibility, and upon payment of proper license fees.~~

(Code 1975, § 4-1-7; Code 1997, § 14-737)

Sec. 10-227 – Renewals

Licenses are valid for one year, from January 1, (or the date of issuance), through December 31. Licenses issued under this article may be renewed from time to time by a previously licensed applicant in good standing and the filing of an application as provided in section 10-222; and upon approval by the City Clerk and Director of Public Safety of the applicant's character and business responsibility under Section 10-223, and upon payment of proper license fees.

~~Sec. 10-227. Transfer of license.~~

~~No license issued under this article shall be transferred to or used by a person other than the one to whom it was issued.~~ [\[moved to 10-226\]](#)

(Code 1975, § 4-1-8; Code 1997, § 14-738)

Sec. 10-228. - Revocation of license.

- (a) Any license issued under this article may be revoked by the council after notice and hearing for any of the following causes:
 - (1) Fraud, misrepresentation or false statement contained in the application for license.

- (2) Fraud, misrepresentation or false statement made in the course of carrying on the business as solicitor or as canvasser.
 - (3) Any violation of the provisions of this article.
 - (4) Conviction of any crime or misdemeanor involving moral turpitude.
 - (5) Conducting the business in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety or general welfare of the public.
 - (6) A solicitor or the organization involved in the solicitation is found responsible for three or more civil infractions of this Article within two years.
- (b) No refund of any license fee shall be made upon the revocation, cancellation or surrender of a license.
- (c) ~~Notice of the hearing for revocation of a license shall be given in writing, setting forth specifically the grounds of complaint and the time and place of hearing. Such notice shall be mailed, postage prepaid, to the licensee at the licensee's last known address at least ten days prior to the date set for hearing.~~

(Code 1975, § 4-1-9; Code 1997, § 14-739)

~~Sec. 10-229. Appeal.~~

- (a) ~~Any person aggrieved by the action of the clerkClerk or the director of the department of public safety in the denial of a license applied for under this article shall have the right of appeal to and a hearing before the council.~~
- (b) ~~Such appeal shall be taken by filing with the council, within 14 days after notice of the action complained of has been mailed to such person's last known address, a written statement setting forth fully the grounds for the appeal. The council shall set a A time and place for a hearing on such appeal and notice of such hearing shall be given to the applicant in the same manner as provided in section 10-228 for notice of hearing on revocation. The decision and order of the council in such appeal shall be final and conclusive.~~

(Code 1975, § 4-1-10; Code 1997, § 14-740)

~~Sec. 10-230. — [Moved to Prohibited Conduct section] Prohibited where posted.~~

~~No person shall conduct a solicitation at a residence or other building within the city on which there is displayed a sign in public view reading "no solicitors." This sign shall not exceed three inches by 12 inches in size and shall have letters one inch or greater in size.~~

Sec. 10-~~231~~229. - Ice cream vendor—Equipment.

Any vendor, as defined in this article, who utilizes a motor vehicle to sell or offer for sale ice cream, ice milk, frozen dairy products or ice flavored with syrup, to persons other than at the entrance to the residence of such persons, shall, in addition to meeting the general requirements for vendor's license, have such vehicle equipped with the following:

(1) Signal lamps mounted at the same level and as high and as widely spaced laterally as practicable. These lamps shall be five inches to seven inches in diameter and shall display two alternately flashing amber lights on the front of the vehicle and two alternately flashing red lights on the rear of the vehicle. Both front and rear lights shall be visible at a distance of 500 feet in ordinary sunlight.

(2) A stop signal arm that can be extended horizontally from the left side of the truck duplicating the design, sign size and specifications shown in subsection (4) of this section. This arm shall be red and white in color and contain two alternately flashing lights on each face of the arm, three inches to five inches in diameter and visible at a distance of 300 feet in ordinary sunlight. The color of the two lights facing to the front shall be amber and the color of the two lights facing to the rear shall be red. The bottom of the signal arm shall be 42 inches above the highway.

(3) The vehicle shall contain a convex mirror mounted on the front so that the driver, in his normal seating position, can see the area in front of the truck obscured by the hood.

(4) The stop signal arm required by subsection (2) of this section shall be constructed in such a manner that it substantially complies with the diagram on file ~~in the office of the city clerk~~ with the Clerk.

(Code 1975, § 4-1-12; Code 1997, § 14-742)

Sec. 10-~~232~~230. - Same—Use of special lights and signal arm.

The operator of an ice cream vending truck shall, when stopped upon the streets of this city for the purpose of vending, activate the special flashing lights and extend the stop signal arm during the time such truck is stationary. The special lights and signal arm shall not be utilized while moving.

(Code 1975, § 4-1-13; Code 1997, § 14-743)

Sec. 10-~~233~~231. - Same—Operation of trucks.

The driver of an ice cream vending truck shall vend only when the truck is lawfully parked or stopped. Such truck shall not vend to persons standing in the street, nor shall such truck be backed up to make or attempt to make a sale.

(Code 1975, § 4-1-14; Code 1997, § 14-744)

| Sec. 10-~~234~~232. - Same—Duties of motorists.

The driver of a motor vehicle meeting or overtaking an ice cream vending truck stopped on the street shall stop before reaching the vending truck when the flashing lights and stop signal arm are in use. After stopping, a driver may proceed past such truck at a reasonable and prudent speed, not exceeding 15 miles per hour, and shall yield the right-of-way to any pedestrian who crosses the roadway on or from the ice cream vending truck.

(Code 1975, § 4-1-15; Code 1997, § 14-745)

| Secs. 10-~~235~~233—10-261. - Reserved.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road
Shelby Township, MI 48315
586.726.1234
www.aewinc.com

9A

February 13, 2019

Cathy Behrens
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397

PO #18-44969
592-537-975.005
02/14/2019

RECEIVED
FEB 15 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

C. Behrens
F.S.
Bruce Smith 2/15/19

Reference: 2017 SAW Grant Sewer Cleaning and CCTV Investigation
City of Grosse Pointe Woods
AEW Project No. 0160-0364

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 9 for the above referenced project. For work performed through February 11, 2019 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$38,867.53** to Doetsch Industrial Services, Inc. 21221 Mullin Ave Warren, MI 48089-3086.

If you have questions or require additional information, please contact our office.

Sincerely,

Frank D. Varicalli
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Doetsch Industrial Services, Inc.



Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

2/13/2019 10:33 AM

FieldManager 5.3b

Contract: .0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Estimate No. 9	Estimate Date 2/10/2019	Entered By Michelle Ankawi	Estimate Type Semi-Monthly	Managing Office Anderson, Eckstein & Westrick, Inc.
All Contract Work Completed	Construction Started Date 1/29/2018	Prime Contractor Doetsch Industrial Services, Inc. 21221 Mullin Ave Warren MI 48089-3086		
Comments				

Item Usage Summary

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Catch Basin Lead, Heavy Cleaning 2018 Item	Ft	8137001	0185	0185	SA	001	70.000	0.01	\$0.70
_ Cleaning 06-12 inch Combined Sewers 2018 Item	Ft	8137001	0145	0145	SA	001	10,558.900	0.75	\$7,919.18
_ Cleaning 15-21 inch Combined Sewers 2018 Item	Ft	8137001	0150	0150	SA	001	10,725.300	1.00	\$10,725.30
_ Cleaning 24-36 inch Combined Sewers 2018 Item	Ft	8137001	0155	0155	SA	001	4,347.000	1.00	\$4,347.00
_ Cleaning 39-48 inch Combined Sewers 2018 Item	Ft	8137001	0160	0160	SA	001	541.000	1.00	\$541.00
_ Final TV Investigation and Log, 06-12 inch Combined Sewers 2018 Item	Ft	8137001	0190	0190	SA	001	10,941.900	0.50	\$5,470.95
_ Final TV Investigation and Log, 15 - 21 inch Combined Sewers	Ft	4027001	0040	0040	00	000	270.000	0.50	\$135.00
_ Final TV Investigation and Log, 15-21 inch 2018 Item	Ft	8137001	0195	0195	SA	001	10,725.300	0.50	\$5,362.65
_ Final TV Investigation and Log, 24 - 36 inch Combined Sewers	Ft	4027001	0045	0045	00	000	283.000	0.50	\$141.50
_ Final TV Investigation and Log, 24-36 inch Combined Sewers 2018 item	Ft	8137001	0200	0200	SA	001	4,347.500	0.50	\$2,173.75
_ Final TV Investigation and Log, 39-48 inch Combined Sewers	Ft	8137001	0205	0205	SA	001	541.000	0.50	\$270.50
_ Heavy Cleaning 15-21 inch Combined Sewers 2018 Item	Ft	8137001	0170	0170	SA	001	308.000	1.00	\$308.00
_ Heavy Cleaning 24 - 36 inch Combined Sewers	Ft	4027001	0090	0090	00	000	368.000	4.00	\$1,472.00
Subtotal for Category 0000:									\$38,867.53
Subtotal for Project 0160-0364:									\$38,867.53
Total Estimated Item Payment:									\$38,867.53



Construction Pay Estimate Report

Anderson, Eckstein & Westrick, Inc.

2/13/2019 10:33 AM

FieldManager 5.3b

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation	0009	\$38,867.53	\$0.00	\$38,867.53
Voucher Total:				\$38,867.53

Summary

Current Voucher Total:	\$38,867.53	Earnings to date:	\$268,961.84
-Current Retainage:	\$0.00	- Retainage to date:	\$12,450.05
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$38,867.53	Net Earnings to date:	\$256,511.79
		- Payments to date:	\$217,644.26
		Net Earnings this period:	\$38,867.53

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.


Frank D. Varicalli

2-13-19
(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 9

Anderson, Eckstein & Westrick, Inc.

2/13/2019 10:33 AM

FieldManager 5.3b

Contract: .0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Catch Basin Lead, Heavy Cleaning	4027001	15,600.000	Ft		980.000	980.000	6%	0.01000	\$9.80
0185	_ Catch Basin Lead, Heavy Cleaning 2018 Item	8137001	1,000.000	Ft	70.000	70.000	70.000	7%	0.01000	\$0.70
0100	_ Catch Basin, Cleaning	4037050	100.000	Ea		89.000	89.000	89%	10.00000	\$890.00
0105	_ Catch Basin, Cleaning Modified	4037050	100.000	Ea		22.000	22.000	22%	10.00000	\$220.00
0010	_ Catch Basin, Lead Cleaning	4027001	39,000.000	Ft		32,945.700	32,945.700	84%	1.25000	\$41,182.13
0140	_ Catch Basin, Lead Cleaning 2018 Item	8137001	3,000.000	Ft		0.000			1.25000	
0015	_ Cleaning 06 - 12 inch Combined Sewers	4027001	36,500.000	Ft		34,420.400	34,420.400	94%	0.75000	\$25,815.30
0145	_ Cleaning 06-12 inch Combined Sewers 2018 Item	8137001	56,000.000	Ft	10,558.900	10,558.900	10,558.900	19%	0.75000	\$7,919.18
0020	_ Cleaning 15 - 21 inch Combined Sewers	4027001	9,800.000	Ft		7,101.000	7,101.000	72%	1.00000	\$7,101.00
0150	_ Cleaning 15-21 inch Combined Sewers 2018 Item	8137001	65,000.000	Ft	10,725.300	10,725.300	10,725.300	17%	1.00000	\$10,725.30
0025	_ Cleaning 24 - 36 inch Combined Sewers	4027001	13,500.000	Ft		12,103.100	12,103.100	90%	1.00000	\$12,103.10
0155	_ Cleaning 24-36 inch Combined Sewers 2018 Item	8137001	42,000.000	Ft	4,347.000	4,347.000	4,347.000	10%	1.00000	\$4,347.00
0160	_ Cleaning 39-48 inch Combined Sewers 2018 Item	8137001	12,000.000	Ft	541.000	541.000	541.000	5%	1.00000	\$541.00
0030	_ Cleaning 42 - 48 inch Combined Sewers	4027001	2,000.000	Ft		2,181.000	2,181.000	109%	1.00000	\$2,181.00
0215	_ Combined TV Investigation and Log, 66 inch Storm Sewers 2018 Item	8137001	3,000.000	Ft		0.000			1.00000	
0210	_ Combined TV Investigation and Log, 60 inch Storm Sewers 2018 Item	8137001	2,500.000	Ft		0.000			1.00000	
0220	_ Combined TV Investigation and Log, 72 inch Storm Sewers 2018 Item	8137001	2,500.000	Ft		0.000			2.00000	
0110	_ Cutting Service Lead Protrusions	4037050	50.000	Ea		0.000			5.00000	
0235	_ Cutting Service Lead Protrusions 2018 Item	8207050	100.000	Ea		0.000			5.00000	
0135	_ Deliverables	8267051	1.000	LS		0.000			4,000.00000	
0240	_ Deliverables 2018 Item	2087051	1.000	LS		0.000			4,000.00000	
0130	_ Extra Heavy Cleaning	8187040	80.000	Hr		168.500	168.500	211%	150.00000	\$25,275.00

Contract: .0160-0364

Estimate: 9

Page 1 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 9

2/13/2019 10:33 AM

Anderson, Eckstein & Westrick, Inc.

FieldManager 5.3b

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0250	_ Extra Heavy Cleaning, 2018 Item	8167040	60.000	Hr		0.000			150.00000	
0225	_ Final TV Investigation and Log, Catch Basin Lead 2018 Item	8137001	3,000.000	Ft		0.000			1.25000	
0035	_ Final TV Investigation and Log, 06 - 12 inch Combined Sewers	4027001	36,500.000	Ft		31,505.100	31,505.100	86%	0.50000	\$15,752.55
0190	_ Final TV Investigation and Log, 06-12 inch Combined Sewers 2018 Item	8137001	56,000.000	Ft	10,941.900	10,941.900	10,941.900	20%	0.50000	\$5,470.95
0040	_ Final TV Investigation and Log, 15 - 21 inch Combined Sewers	4027001	9,800.000	Ft	270.000	6,692.000	6,692.000	68%	0.50000	\$3,346.00
0195	_ Final TV Investigation and Log, 15-21 inch 2018 Item	8137001	65,000.000	Ft	10,725.300	10,725.300	10,725.300	17%	0.50000	\$5,362.65
0045	_ Final TV Investigation and Log, 24 - 36 inch Combined Sewers	4027001	13,500.000	Ft	283.000	12,386.100	12,386.100	92%	0.50000	\$6,193.05
0200	_ Final TV Investigation and Log, 24-36 inch Combined Sewers 2018 Item	8137001	42,000.000	Ft	4,347.500	4,347.500	4,347.500	10%	0.50000	\$2,173.75
0205	_ Final TV Investigation and Log, 39-48 inch Combined Sewers	8137001	12,000.000	Ft	541.000	541.000	541.000	5%	0.50000	\$270.50
0050	_ Final TV Investigation and Log, 42 - 48 inch Combined Sewers	4027001	2,000.000	Ft		2,181.000	2,181.000	109%	0.50000	\$1,090.50
0055	_ Final TV Investigation and Log, 60 inch Storm Sewers	4027001	170.000	Ft		0.000			1.00000	
0060	_ Final TV Investigation and Log, 66 inch Storm Sewers	4027001	1,400.000	Ft		0.000			1.00000	
0065	_ Final TV Investigation and Log, 72 inch Storm Sewers (Man Entry)	4027001	1,600.000	Ft		0.000			2.00000	
0070	_ Final TV Investigation and Log, 96 inch, Storm Sewer (Man Entry)	4027001	1,100.000	Ft		0.000			2.00000	
0075	_ Final TV Investigation and Log, Catch Basin Lead	4027001	39,000.000	Ft		31,023.500	31,023.500	80%	1.25000	\$38,779.38
0080	_ Heavy Cleaning 06 - 12 inch Combined Sewers	4027001	14,600.000	Ft		16,682.000	16,682.000	114%	0.50000	\$8,341.00
0165	_ Heavy Cleaning 06-12 inch Combined Sewers 2018 Item	8137001	15,200.000	Ft		0.000			0.50000	
0085	_ Heavy Cleaning 15 - 21 inch Combined Sewers	4027001	3,950.000	Ft		3,068.000	3,068.000	78%	1.00000	\$3,068.00
0170	_ Heavy Cleaning 15-21 inch Combined Sewers 2018 Item	8137001	20,000.000	Ft	308.000	308.000	308.000	2%	1.00000	\$308.00

Contract: 0160-0364

Estimate: 9

Page 2 of 3



Construction Pay Estimate Amount Balance Report

Estimate: 9

Anderson, Eckstein & Westrick, Inc.

2/13/2019 10:33 AM

FieldManager 5.3b

Project: 0160-0364, 2017 SAW Grant Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0090	_ Heavy Cleaning 24 - 36 inch Combined Sew ers	4027001	5,400.000	Fl	368.000	7,545.000	7,545.000	140%	4.00000	\$30,180.00
0175	_ Heavy Cleaning 24-36 inch Combined Sewers 2018 Item	8137001	11,000.000	Ft		0.000			4.00000	
0180	_ Heavy Cleaning 39-48 inch Combined Sewers 2018 Item	8137001	3,000.000	Ft		0.000			4.00000	
0095	_ Heavy Cleaning 42 - 48 inch Combined Sew ers	4027001	800.000	Ft		1,820.000	1,820.000	228%	4.00000	\$7,280.00
0115	_ Removal of Mineral Deposits	4037050	100.000	Ea		7.000	7.000	7%	5.00000	\$35.00
0230	_ Removal of Mineral Deposits 2018 Item	8207050	150.000	Ea		0.000			5.00000	
0245	_ Traffic Control and Maintenance 2018 Item	2087051	1.000	LS		0.000			3,000.00000	
0120	_ Traffic Control, Major Street	8127051	1.000	LS		0.500	0.500	50%	3,000.00000	\$1,500.00
0125	_ Traffic Control, Minor Street	8127051	1.000	LS		0.500	0.500	50%	3,000.00000	\$1,500.00

Subtotal for Category 0000: 268961.84

Subtotal for Project 0160-0364: 268961.84

Percentage of Contract Completed(curr): 44%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$38,867.53

Total Amount Earned To Date: \$268,961.84



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road
Shelby Township, MI 48315
586.726.1234
www.aewinc.com

9B

RECEIVED

JAN 31 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

January 28, 2019

PO #18-44933

594-785-977.200

1-31-2019

Cathy Behrens
City of Grosse Pointe Woods
20025 Mack Ave
Grosse Pointe Woods, Michigan 48236-2397

C. Behrens
F. S.

Reference: Lake Front Park Marina Pedestal Improvements
City of Grosse Pointe Woods
AEW Project No. 0160-0392

F.S.

Dear Ms. Behrens:

Enclosed please find Pay Application Number 4 for payment to J. Ranck Electric, Inc. for the above mentioned project. For work performed through January 28, 2019, we recommend issuing payment for the **Current Payment Due** in the amount of \$31,021.00 to J. Ranck Electric, Inc. 1993 Gover Parkway, Mt. Pleasant, MI 48858.

If you have questions or require additional information, please contact our office.

Sincerely,

Scott Lockwood

Scott Lockwood
Project Manager

Enclosure: Application for Payment
cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
J. Ranck Electric, Inc.

Application and Certificate For Payment

Page 1

To Owner: CITY OF GROSSE POINT WOODS 20025 MACK PLAZA GROSSE POINT WOODS, MI 48236	Project: LAKE FRONT PARK MARINA	Application No: 4 Date: 01/28/2019
From: (Contractor): J. RANCK ELECTRIC, INC. 1993 GOVER PARKWAY MT. PLEASANT, MI 48858	Contractor Job Number: 118106	Period To: 01/28/2019
Phone: 989 775-7393	Via (Architect):	Architect's Project No.
	Contract For:	

Contractor's Application For Payment

Change Order Summary	Additions	Deductions
Change orders approved in previous months by owner:		
Number	Date Approved	
Change orders approved this month		
Totals		
Net change by change orders		

The undersigned Contractor certifies that to the best of the Contractor's knowledge, information, and belief the work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

Contractor: J. Ranck Electric, Inc.

By: [Signature] Date: 1-28-19State of: MI County of: ISABELLASubscribed and sworn to before me this 28 day of JANUARY 2019 (year). Notary public: [Signature]

My commission expires _____

Architect's Certificate for Payment

In accordance with the Contract Documents, based on on-site observations and the data comprising the above application the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the Amount Certified.

Amount Certified: \$ _____

Original contract sum	\$362,084.00
Net change by change orders	\$0.00
Contract sum to date	\$362,084.00
Total completed and stored to date	\$360,210.00
Retainage	
1.4% of completed work	\$5,000.00
0.0% of stored material	\$0.00
Total retainage	\$5,000.00
Total earned less retainage	\$355,210.00
Less previous certificates of payment	\$324,189.00
Current payment due	\$31,021.00
Balance to finish, including retainage	\$6,874.00

BRANDI J WARNER
NOTARY PUBLIC - STATE OF MICHIGAN
COUNTY OF GRATIOT
My Commission Expires March 13, 2022
Acting in the County of Isabella

Architect:

By: _____ Date: _____

This Certification is not negotiable. The Amount Certified is payable only to the Contractor named herein. Issuance, payment, and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

Application and Certificate For Payment -- page 2

To Owner: CITY OF GROSSE POINT WOODS
From (Contractor): J. RANCK ELECTRIC, INC.
Project: LAKE FRONT PARK MARINA

Application No: 4 Date: 01/28/2019 Period To: 01/28/2019
Contractor's Job Number: 118106
Architect's Project No:

Item to measure	Description	Scheduled Value	Work Completed		Materials Presently Stored	Completed and Stored to Date	%	Subcontractor's Cost	Contractor's Cost	Amount
			Previous Application	This Period						
001	MOBILIZATION	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00	0.00	55.57	
002	BOND	4,000.00	4,000.00	0.00	0.00	4,000.00	100.00	0.00	55.57	
003	WEST SIDE UNDERGROUND	61,000.00	61,000.00	0.00	0.00	61,000.00	100.00	0.00	846.73	
004	EAST SIDE UNDERGROUND	61,000.00	61,000.00	0.00	0.00	61,000.00	100.00	0.00	846.73	
005	MOUNTING PLATE INSTALLATION	27,084.00	27,084.00	0.00	0.00	27,084.00	100.00	0.00	375.65	
006	LIGHTHOUSE DELIVERY	145,000.00	145,000.00	0.00	0.00	145,000.00	100.00	0.00	2,012.71	
007	LIGHTHOUSE INSTALLATION	45,000.00	45,000.00	0.00	0.00	45,000.00	100.00	0.00	624.64	
008	CONTINGENCY	15,000.00	13,126.00	0.00	0.00	13,126.00	87.51	1,874.00	182.20	
Application Total		362,084.00	360,210.00	0.00	0.00	360,210.00	99.46	1,874.00	5,000.00	

RECEIVED

FEB 11 2019



ANDERSON, ECKSTEIN & GROVESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

9C

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

PO 17-44119

101,000.285530

2/11/2019

January 30, 2019

Project No: 0160-0376-2

Invoice No: 0120716

Project 0160-0376-2 GAS MAIN CONSTRUCTION OVERSIGHT

C. Behrman
FS
2/11/19

Professional Services from December 10, 2018 to January 6, 2019

Professional Personnel

	Hours	Rate	Amount
PRELIMINARY ENGINEERING			
ENGINEERING AIDE I			
ANDERSON, KEVIN	1.00	56.00	56.00
Reviewing gas line conflict location			
ANDERSON, KEVIN	1.00	56.00	56.00
Reviewing gas line conflicts/creating map			
Totals	2.00		112.00
Total Labor			112.00

Billing Limits

	Current	Prior	To-Date
Total Billings	112.00	146,819.00	146,931.00
Limit			150,000.00
Remaining			3,069.00

Total this Invoice \$112.00



ANDERSON, ECKSTEIN & WESTRICK, INC.
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INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019

Project No: 0160-0364-0
Invoice No: 0120715

PO 17-43940

592,537.975.004

2/11/2019

[Handwritten signature]
2/11/19

Project 0160-0364-0 SAW GRANT-WASTEWATER ASSET MGT PLAN

Professional Services from December 10, 2018 to January 6, 2019

Professional Personnel

	Hours	Rate	Amount
PRINTS			
ENGINEERING AIDE TRAINEE			
KAERLE, KATHLEEN	.40	40.50	16.20
Plans			
CONTRACT ADMINISTRATION			
GRADUATE ENG/SUR/ARC			
EBERLE, JOSEPH	1.00	83.50	83.50
disbursement request			
TEAM LEADER			
VARICALLI, FRANK	2.00	83.50	167.00
VARICALLI, FRANK	.50	83.50	41.75
review struct.data & rec.			
VARICALLI, FRANK	.50	83.50	41.75
site visit, mtg.w/insp.&contr.			
SENIOR PROJECT ENGINEER			
VIGNERON, MICHAEL	.50	103.00	51.50
Resident Call regarding TV and Clean			
MEETINGS			
TEAM LEADER			
VARICALLI, FRANK	.50	83.50	41.75
mtg.w/contract.			
DATABASE			
GRADUATE ENG/SUR/ARC			
MILLER, JEFFREY	.50	83.50	41.75
Revisions to Poor structure ratings spreadsheet			
ENGINEERING AIDE III			
SVOBODA, JOSEPH	16.00	70.00	1,120.00
created new truck map sets			
SVOBODA, JOSEPH	.30	70.00	21.00
exported structures spreadsheet for Nakeya			
BASE MAPS			
GRADUATE ENG/SUR/ARC			
MILLER, JEFFREY	1.50	83.50	125.25
Creation of known utility map for intersection of Chalfonte and Cook			
GIS UPDATES			
ENGINEERING AIDE III			
DOURJALIAN, ANDREW	5.40	70.00	378.00
AB Updates			

Please include the project number and invoice number on your check.

Project	0160-0364-0	SAW GRANT-WASTEWATER ASSET MGT PLAN		Invoice	0120715
	DOURJALIAN, ANDREW	4.50	70.00	315.00	
	Portal Update				
CCTV REVIEW					
TEAM LEADER					
	VARICALLI, FRANK	2.00	83.50	167.00	
	VARICALLI, FRANK	2.00	83.50	167.00	
	review cctv video & reports				
	Totals	37.60		2,778.45	
	Total Labor				2,778.45
			Total this Invoice		\$2,778.45



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CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019

Project No: 0160-0290-0

Invoice No: 0120714

Project 0160-0290-0 GENERAL ENGINEERING
FOR: GENERAL ENGINEERING.
Professional Services from December 10, 2018 to January 6, 2019
Professional Personnel

PO 18-44649
101,441.818.000 \$ 806.75
101,444.818.000 \$ 806.75
592,537.818.000 \$ 806.75

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	2.00	103.00	206.00
LOCKWOOD, SCOTT	1.00	103.00	103.00
Budget			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Budget items for Construction Committee consideration			
LOCKWOOD, SCOTT	2.00	103.00	206.00
Preliminary Budget Discussion			
GENERAL			
GRADUATE ENG/SUR/ARC			
WILBERDING, ROSS	16.00	83.50	1,336.00
2019 Project Estimates			
WILBERDING, ROSS	.50	83.50	41.75
Estimate for Provencal Homes water and sewer			
WILBERDING, ROSS	1.50	83.50	125.25
Provencal Prelim Schematic PDF to correspond to estimate			
WILBERDING, ROSS	.50	83.50	41.75
Reviewing Estimates			
SENIOR PROJECT ENGINEER			
VIGNERON, MICHAEL	1.50	103.00	154.50
CIP Estimates			
VIGNERON, MICHAEL	1.00	103.00	103.00
Review Estimates for 2019 Capital Projects Budgeting			
Totals	27.00		2,420.25
Total Labor			2,420.25

2/1/19
C. Schuss
F
E. Schuss
2/1/19

Billing Limits	Current	Prior	To-Date
Total Billings	2,420.25	6,152.05	8,572.30
Limit			15,000.00
Remaining			6,427.70

Total this Invoice \$2,420.25



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 15, 2019

Project No: 0160-0395-0

Invoice No: 0120503

Project 0160-0395-0 CAPITAL IMPROVEMENTS, ROOFS
FOR: CITY HALL FIELD MEASUREMENTS; PLAN AND SPEC BOOK PREPARATION

Professional Services from December 10, 2018 to January 6, 2019

Phase 02 CONTRACT ADMINISTRATION

Fee

Total Fee	12,000.00		
Percent Complete	80.00	Total Earned	9,600.00
		Previous Fee Billing	8,400.00
		Current Fee Billing	1,200.00
		Total Fee	1,200.00
		Total this Phase	\$1,200.00
		Total this Invoice	\$1,200.00

Outstanding Invoices

Number	Date	Balance
0116798	2/13/2018	14,400.00
0119875	11/27/2018	1,200.00
0120218	12/17/2018	1,200.00
Total		16,800.00

BILLING BACKUP REPORT

PO 18-44485

420-451-974.201

2/1/2019

Adkins

2/1/19

Project Detail - JTD

Monday, January 14, 2019

2:29:25 PM

Anderson, Eckstein & Westrick, Inc.

Transactions for 6/1/2010 through 1/6/2019

**Total
Hours**

Project Number: 0160-0395-0 CAPITAL IMPROVEMENTS, ROOFS

Phase Number: 01 CONTRACT DOCUMENTS

Total for

Labor and Overhead

24 SECRETARIAL

000 UNASSIGNED

X 391 BICKHAM, BRENDA 10/26/2017 1.00

2 Agreements

X 391 BICKHAM, BRENDA 6/19/2018 1.00

Documents

Total for 391 2.00

Total for UNASSIGNED 2.00

Total for SECRETARIAL 2.00

35 CONST.DESIGN

000 UNASSIGNED

X 293 LOCKWOOD, SCOTT 5/29/2018 .50

Discuss bid award

X 293 LOCKWOOD, SCOTT 6/5/2018 1.00

Discuss award with JA, FS and Bond Counsel

X 293 LOCKWOOD, SCOTT 6/6/2018 1.00

Review contingent award with City

X 293 LOCKWOOD, SCOTT 6/18/2018 1.00

COW and Council to discuss award

Total for 293 3.50

Total for UNASSIGNED 3.50

Total for CONST.DESIGN 3.50

41 MEETINGS

000 UNASSIGNED

X 293 LOCKWOOD, SCOTT 9/18/2017 2.00

COW meeting

X 293 LOCKWOOD, SCOTT 11/6/2017 1.00

X 293 LOCKWOOD, SCOTT 11/29/2017 1.50

X 293 LOCKWOOD, SCOTT 12/6/2017 1.00

X 293 LOCKWOOD, SCOTT 12/18/2017 1.00

Discuss HVAC study cost with JA and City

X 293 LOCKWOOD, SCOTT 12/21/2017 .50

X 293 LOCKWOOD, SCOTT 1/2/2018 .50

Review and discussion of HVAC proposal with JRA

X 293 LOCKWOOD, SCOTT 1/3/2018 1.00

Review of HVAC Proposal and discussion with City

X 293 LOCKWOOD, SCOTT 1/10/2018 .50

Review project timing

X 293 LOCKWOOD, SCOTT 1/22/2018 2.00

Discussion with City regarding scheduling and HVAC Study

X 293 LOCKWOOD, SCOTT 1/23/2018 1.00

Review DiClemente Siegal proposal and schedule

X 293 LOCKWOOD, SCOTT 1/25/2018 1.50

Review of scheduling and project progress

X 293 LOCKWOOD, SCOTT 1/26/2018 .50

Review revised bid and construction scheduling

X 293 LOCKWOOD, SCOTT 2/7/2018 1.50

Plan review and scheduling

X 293 LOCKWOOD, SCOTT 2/8/2018 1.00

Review plan and discussion about proposed treatment

			Total Hours
X	293 LOCKWOOD, SCOTT	2/9/2018	1.00
	project progress and review of timeline with JRA		
X	293 LOCKWOOD, SCOTT	2/13/2018	2.00
	Review timing, plans and mechanical with JA		
X	293 LOCKWOOD, SCOTT	2/14/2018	1.50
X	293 LOCKWOOD, SCOTT	2/21/2018	1.00
	Review project timing		
X	293 LOCKWOOD, SCOTT	2/26/2018	1.50
	HVAC study		
X	293 LOCKWOOD, SCOTT	2/28/2018	1.00
	Review with City and DiClemente Segal		
X	293 LOCKWOOD, SCOTT	3/2/2018	1.00
	Review total project revisions/cost with JA		
X	293 LOCKWOOD, SCOTT	3/12/2018	1.50
	Review memo regarding current project costs and scope		
X	293 LOCKWOOD, SCOTT	3/15/2018	1.50
	Cost estimates		
X	293 LOCKWOOD, SCOTT	3/16/2018	2.00
	Project cost breakdown		
X	293 LOCKWOOD, SCOTT	3/19/2018	1.00
	Discussion regarding alternates for HVAC		
X	293 LOCKWOOD, SCOTT	3/23/2018	1.50
	review with JRA		
	Total for 293		33.00
	Total for UNASSIGNED		33.00
	Total for MEETINGS		33.00
	51 PROG/FEAS		
	000 UNASSIGNED		
X	402 ARLOW, JASON	8/7/2017	.50
	Set up project		
	Total for 402		.50
	Total for UNASSIGNED		.50
	Total for PROG/FEAS		.50
	52 DESIGN DEV		
	000 UNASSIGNED		
X	402 ARLOW, JASON	11/29/2017	3.50
	Meeting, review boiler, chiller, minutes		
X	402 ARLOW, JASON	11/30/2017	1.00
	Mark up plans		
X	402 ARLOW, JASON	12/4/2017	3.00
	Review roof reports, details		
X	402 ARLOW, JASON	12/14/2017	.50
	New work scope		
X	402 ARLOW, JASON	12/15/2017	.50
	New work scope		
	Total for 402		8.50
X	681 BERGE, MATTHEW	10/30/2017	1.00
	Research existing		
X	681 BERGE, MATTHEW	11/6/2017	1.00
	Roof plans for GPW improvements		
X	681 BERGE, MATTHEW	11/8/2017	1.00
	Compile existing plans for City Hall and Bath House for MEP consultant.		
X	681 BERGE, MATTHEW	11/9/2017	4.00
	Compile existing plans for Activities Building for MEP consultant.		
X	681 BERGE, MATTHEW	11/10/2017	1.00
	Compile existing plans		
	Total for 681		8.00
	Total for UNASSIGNED		16.50

	Total Hours
Total for DESIGN DEV	16.50
53 CONST DOCUM	
000 UNASSIGNED	
X 402 ARLOW, JASON 10/25/2017 Consultant agreements	1.50
X 402 ARLOW, JASON 10/26/2017 Consultant agreements	.50
X 402 ARLOW, JASON 11/2/2017 consultant agreements	.50
X 402 ARLOW, JASON 12/28/2017 Plan review, mark up	1.00
X 402 ARLOW, JASON 1/2/2018 Details	.50
X 402 ARLOW, JASON 1/4/2018 Details	.50
X 402 ARLOW, JASON 1/11/2018 Ad for activities bldg	1.00
X 402 ARLOW, JASON 1/12/2018 Ad, bond req'mt for activities bldg	.50
X 402 ARLOW, JASON 1/22/2018 GPW cow	2.50
X 402 ARLOW, JASON 1/23/2018 Schedule	.50
X 402 ARLOW, JASON 1/25/2018 Review	1.00
X 402 ARLOW, JASON 2/5/2018 Plan review	.50
X 402 ARLOW, JASON 2/6/2018 Review ad	1.00
X 402 ARLOW, JASON 2/7/2018 Review plans	.50
X 402 ARLOW, JASON 2/8/2018 review with gene	.50
X 402 ARLOW, JASON 2/12/2018 Review plans	.50
X 402 ARLOW, JASON 2/14/2018 Review plans	.50
X 402 ARLOW, JASON 2/15/2018 Review plans	2.50
X 402 ARLOW, JASON 3/2/2018 review, fee, eng	1.00
X 402 ARLOW, JASON 3/8/2018 Meeting with Schena Roofing	1.00
X 402 ARLOW, JASON 3/12/2018 Upate project costs	.50
X 402 ARLOW, JASON 3/22/2018 Meeting at city	2.00
X 402 ARLOW, JASON 3/28/2018 plan mark up	1.00
X 402 ARLOW, JASON 3/29/2018 review	3.00
X 402 ARLOW, JASON 6/4/2018 Council meeting	1.00
X 402 ARLOW, JASON 6/6/2018 Invoices	.50
Total for 402	26.00
M 452 PASAMBA, ARMANDO 11/15/2017 BATH HOUSE	1.00

			Total Hours
M	452 PASAMBA, ARMANDO	11/16/2017	4.00
	BATH HOUSE		
M	452 PASAMBA, ARMANDO	11/17/2017	4.00
	HATCH HOUSE / ACTIVITY BLDG		
X	452 PASAMBA, ARMANDO	11/7/2017	1.00
X	452 PASAMBA, ARMANDO	11/8/2017	5.00
X	452 PASAMBA, ARMANDO	11/10/2017	3.00
X	452 PASAMBA, ARMANDO	12/1/2017	4.00
	City hall Field Measurement		
X	452 PASAMBA, ARMANDO	2/6/2018	4.50
	CONSTRUCTION DOCUMENT		
Total for 452			26.50
M	596 CHIRCO, BRANDY	11/20/2017	2.50
	roof and floor plans		
M	596 CHIRCO, BRANDY	11/21/2017	.50
	roof and floor plans		
M	596 CHIRCO, BRANDY	11/27/2017	4.00
	roof plans		
M	596 CHIRCO, BRANDY	11/28/2017	.30
	roof plans		
M	596 CHIRCO, BRANDY	11/29/2017	6.20
	city hall floor plan		
M	596 CHIRCO, BRANDY	11/30/2017	4.10
	city hall floor plan		
M	596 CHIRCO, BRANDY	12/1/2017	4.00
	field measurements of City Hall		
M	596 CHIRCO, BRANDY	12/1/2017	.50
	updating city hall floor plan		
M	596 CHIRCO, BRANDY	12/4/2017	5.40
	updating city hall floor plan		
M	596 CHIRCO, BRANDY	12/5/2017	4.00
	updating city hall floor plan		
M	596 CHIRCO, BRANDY	12/6/2017	.20
	updating city hall floor plan		
X	596 CHIRCO, BRANDY	12/11/2017	5.30
	roof plans		
X	596 CHIRCO, BRANDY	12/15/2017	5.60
	roof details		
X	596 CHIRCO, BRANDY	12/18/2017	5.00
	roof plans		
X	596 CHIRCO, BRANDY	12/19/2017	1.70
	roof plans		
X	596 CHIRCO, BRANDY	12/22/2017	1.50
	roof details		
X	596 CHIRCO, BRANDY	1/2/2018	.50
	updates to plans		
X	596 CHIRCO, BRANDY	1/3/2018	1.00
	updates to plans		
X	596 CHIRCO, BRANDY	1/16/2018	5.50
	roof plans		
X	596 CHIRCO, BRANDY	1/17/2018	7.50
	roof plans and details		
X	596 CHIRCO, BRANDY	1/18/2018	.60
	details		
X	596 CHIRCO, BRANDY	1/19/2018	1.80
	roof sections		
X	596 CHIRCO, BRANDY	1/22/2018	6.90
	sections and details		

			Total Hours
X	596 CHIRCO, BRANDY	1/23/2018	4.70
	sections and details		
X	596 CHIRCO, BRANDY	1/24/2018	.20
	sections and details		
X	596 CHIRCO, BRANDY	1/25/2018	4.00
	sections and details		
X	596 CHIRCO, BRANDY	1/26/2018	6.20
	sections and details		
X	596 CHIRCO, BRANDY	1/29/2018	8.00
	sections and details		
X	596 CHIRCO, BRANDY	1/30/2018	7.50
	sections and details		
X	596 CHIRCO, BRANDY	1/31/2018	8.00
	sections and details		
X	596 CHIRCO, BRANDY	2/1/2018	7.00
	sections and details		
X	596 CHIRCO, BRANDY	2/2/2018	6.90
	sections and details		
X	596 CHIRCO, BRANDY	2/6/2018	1.00
	roof sections and details		
X	596 CHIRCO, BRANDY	2/7/2018	5.80
	roof sections and details		
X	596 CHIRCO, BRANDY	2/15/2018	3.70
	roof plans		
X	596 CHIRCO, BRANDY	2/16/2018	5.80
	bis issue plans		
X	596 CHIRCO, BRANDY	2/22/2018	5.20
	roof details		
X	596 CHIRCO, BRANDY	2/23/2018	5.70
	roof details		
X	596 CHIRCO, BRANDY	2/26/2018	3.60
	mark ups		
X	596 CHIRCO, BRANDY	3/5/2018	.20
	dormer louvers		
X	596 CHIRCO, BRANDY	3/8/2018	1.40
	estimate and roofing types		
X	596 CHIRCO, BRANDY	3/9/2018	.50
	estimate		
X	596 CHIRCO, BRANDY	3/12/2018	.80
	estimate		
X	596 CHIRCO, BRANDY	3/13/2018	.70
	shingle research		
X	596 CHIRCO, BRANDY	3/14/2018	.50
	shingle suppliers		
X	596 CHIRCO, BRANDY	3/20/2018	.80
	sections		
X	596 CHIRCO, BRANDY	3/21/2018	3.30
	roofing model		
X	596 CHIRCO, BRANDY	3/22/2018	1.00
	roofing model		
X	596 CHIRCO, BRANDY	3/23/2018	.70
	roofing model		
X	596 CHIRCO, BRANDY	3/28/2018	2.00
	roof alternates		
X	596 CHIRCO, BRANDY	3/29/2018	8.00
	specifications, sections, details		
Total for 596			177.80

				Total Hours
X	681 BERGE, MATTHEW	1/18/2018		4.00
	Specifications			
X	681 BERGE, MATTHEW	1/24/2018		2.00
	Roof venting calculations			
X	681 BERGE, MATTHEW	1/25/2018		7.50
	Roof venting calcs for police garage, venting details for city hall.			
X	681 BERGE, MATTHEW	1/26/2018		5.50
	Project specifications			
X	681 BERGE, MATTHEW	1/29/2018		2.00
	Project specifications			
X	681 BERGE, MATTHEW	1/30/2018		2.00
	Research roof venting			
X	681 BERGE, MATTHEW	1/31/2018		1.00
	Review product information and calculations from roof vent mfr.			
X	681 BERGE, MATTHEW	2/1/2018		3.00
	Specs for roofing project			
X	681 BERGE, MATTHEW	2/2/2018		1.00
	Product specs			
X	681 BERGE, MATTHEW	2/5/2018		4.00
	Print and reveiw documents			
X	681 BERGE, MATTHEW	2/6/2018		4.00
	Revise details			
X	681 BERGE, MATTHEW	2/7/2018		4.00
	Roof details			
X	681 BERGE, MATTHEW	3/29/2018		2.00
	Review specifications			
X	681 BERGE, MATTHEW	3/30/2018		1.00
	Specs			
	Total for 681			43.00
	Total for UNASSIGNED			273.30
	Total for CONST DOCUM			273.30
	55 CONST ADMIN			
	000 UNASSIGNED			
M	596 CHIRCO, BRANDY	11/17/2017		1.00
	spec book			
M	596 CHIRCO, BRANDY	11/22/2017		.50
	spec book			
	Total for 596			1.50
	Total for UNASSIGNED			1.50
	Total for CONST ADMIN			1.50
	56 ME/ELEC DESG			
	000 UNASSIGNED			
X	552 EDWARDS, WILLIAM	2/8/2018		2.70
* X	552 EDWARDS, WILLIAM	2/21/2018		.60
X	552 EDWARDS, WILLIAM	2/22/2018		.50
	Total for 552			3.80
	Total for UNASSIGNED			3.80
	Total for ME/ELEC DESG			3.80
	58 STRUCTURAL			
	000 UNASSIGNED			
X	544 ZAUEL, KEVIN	3/22/2018		1.00
	Mechanical unit loading/locations			
X	544 ZAUEL, KEVIN	3/29/2018		6.00
	Roof framing analysis, review of existing plans			
	Total for 544			7.00
	Total for UNASSIGNED			7.00
	Total for STRUCTURAL			7.00
	Total for Labor and Overhead			341.10

**Total
Hours**

Expenses**Reimbursable Expenses****520.00 REIMB. MISC. EXPENSE**

X AP 0089296 11/20/2018 / DICLEMENTE
SIEGEL DESIGN INC.

Total for 520.00

521.00 NON-REIMB. MISC. EXP.

F AP 0087068 12/18/2017 / ROOFING
TECHNOLOGY ASSOCIATES
F AP 0087541 2/28/2018 / DI CLEMENTE
SIEGEL DESIGN INC.
F AP 0089537 1/2/2019 / DICLEMENTE
SIEGEL DESIGN INC.

Total for 521.00

Total for Reimbursable Expenses**Total for Expenses**

Total for 01 341.10

Phase Number: 02 CONTRACT ADMINISTRATION

Total for**Labor and Overhead****23 RESEARCH/REVIEW****000 UNASSIGNED**

* X 293 LOCKWOOD, SCOTT 3/2/2017 1.00
Photos of existing roofs
* X 293 LOCKWOOD, SCOTT 3/27/2017 1.00
Review bid docs

Total for 293 2.00

Total for UNASSIGNED 2.00

Total for RESEARCH/REVIEW 2.00

24 SECRETARIAL**000 UNASSIGNED**

* X 391 BICKHAM, BRENDA 2/28/2017 .50
2 AIAs
* X 391 BICKHAM, BRENDA 3/1/2017 .50
Spec
* X 391 BICKHAM, BRENDA 7/11/2018 .50
Meeting Minutes
* X 391 BICKHAM, BRENDA 12/17/2018 .50
AIA Document

Total for 391 2.00

* X 520 DUBAY, GAIL 3/20/2017 .30

Placed Ads with Planhouses - JRA

Total for 520 .30

Total for UNASSIGNED 2.30

Total for SECRETARIAL 2.30

25 PRINTS**000 UNASSIGNED**

X 360 LEIDEKER, RONDA 7/24/2018 .30
Books
X 360 LEIDEKER, RONDA 7/25/2018 .20
Prints
X 360 LEIDEKER, RONDA 7/30/2018 .40
Prints

Total for 360 .90

Total for UNASSIGNED .90

Total for PRINTS .90

	Total Hours
37 SPECIFICATIONS	
000 UNASSIGNED	
* X 452 PASAMBA, ARMANDO 3/1/2017 spec's and cad work	2.00
* X 452 PASAMBA, ARMANDO 3/2/2017	.50
* X 452 PASAMBA, ARMANDO 3/22/2017	1.50
* X 452 PASAMBA, ARMANDO 3/24/2017	1.00
Total for 452	5.00
Total for UNASSIGNED	5.00
Total for SPECIFICATIONS	5.00
38 CONTRACT ADMIN	
000 UNASSIGNED	
* X 293 LOCKWOOD, SCOTT 6/28/2018 Conference call to discuss billing	2.00
* X 293 LOCKWOOD, SCOTT 7/25/2018 precon meeting	.50
* X 293 LOCKWOOD, SCOTT 8/22/2018 Pay process review	1.00
* X 293 LOCKWOOD, SCOTT 9/26/2018	1.00
* X 293 LOCKWOOD, SCOTT 9/28/2018 Lightning rod research and resolve	1.00
Total for 293	5.50
Total for UNASSIGNED	5.50
Total for CONTRACT ADMIN	5.50
41 MEETINGS	
000 UNASSIGNED	
X 570 SOMMERS, MICHAEL . 9/12/2018 Progress Meeting	1.00
Total for 570	1.00
Total for UNASSIGNED	1.00
Total for MEETINGS	1.00
53 CONST DOCUM	
000 UNASSIGNED	
* X 402 ARLOW, JASON 1/19/2017 Set up job	.50
* X 402 ARLOW, JASON 1/20/2017 spec	.50
* X 402 ARLOW, JASON 2/28/2017 Front end specs	3.00
* X 402 ARLOW, JASON 3/1/2017 Specs	2.00
* X 402 ARLOW, JASON 3/11/2017 Photos, plans	.50
* X 402 ARLOW, JASON 3/14/2017 Roof plan and spec, smoke damage to maintenance bldg	2.50
* X 402 ARLOW, JASON 3/17/2017 Ad, roof plan	1.50
* X 402 ARLOW, JASON 3/20/2017 Ad	1.00
* X 402 ARLOW, JASON 3/21/2017 Specs	1.00
* X 402 ARLOW, JASON 3/22/2017 Site visit, specs	2.00
* X 402 ARLOW, JASON 3/24/2017 Specs	.50
* X 402 ARLOW, JASON 3/27/2017 Specs, bid issue	1.00
Total for 402	16.00

	Total Hours
Total for UNASSIGNED	16.00
Total for CONST DOCUM	16.00
54 BIDDING	
000 UNASSIGNED	
* X 402 ARLOW, JASON 4/11/2017 Pre bid, call bidders	1.50
* X 402 ARLOW, JASON 4/18/2017 Bid opening	1.50
Total for 402	3.00
Total for UNASSIGNED	3.00
Total for BIDDING	3.00
55 CONST ADMIN	
000 UNASSIGNED	
X 402 ARLOW, JASON 6/18/2018 COW and Council meetings	2.50
X 402 ARLOW, JASON 6/19/2018 Award letter	.50
X 402 ARLOW, JASON 6/20/2018 Award letter, review contract	1.00
X 402 ARLOW, JASON 7/6/2018 review shops	.50
X 402 ARLOW, JASON 7/11/2018 Coordination meeting, minutes, shops	3.50
X 402 ARLOW, JASON 7/24/2018 shops	1.00
X 402 ARLOW, JASON 7/25/2018 Pre con	2.50
X 402 ARLOW, JASON 7/26/2018 Minutes	1.00
X 402 ARLOW, JASON 7/30/2018 Poilice garage pre con	1.00
X 402 ARLOW, JASON 7/31/2018 Shop dwg	.50
X 402 ARLOW, JASON 8/1/2018 shops	1.00
X 402 ARLOW, JASON 8/3/2018 color selection	.50
X 402 ARLOW, JASON 8/8/2018 shops, schedule	.50
X 402 ARLOW, JASON 8/13/2018 Pay ap 1	1.00
X 402 ARLOW, JASON 8/14/2018 Submittals, RFI	.50
X 402 ARLOW, JASON 8/15/2018 Submittal	.50
X 402 ARLOW, JASON 8/21/2018 Pay ap	.50
X 402 ARLOW, JASON 8/22/2018 Pay ap	.50
X 402 ARLOW, JASON 8/27/2018 Progress meeting	2.00
X 402 ARLOW, JASON 8/29/2018 Pay ap 2, meeting mlns	1.50
X 402 ARLOW, JASON 9/5/2018 Debris follow up, schedule follow up	.50
X 402 ARLOW, JASON 9/6/2018 Site visit and follow up	1.00

				Total Hours
X	402 ARLOW, JASON	9/12/2018		2.00
	Progress meeting			
X	402 ARLOW, JASON	9/13/2018		1.00
	RFI's			
X	402 ARLOW, JASON	9/17/2018		1.50
	DPW punch list			
X	402 ARLOW, JASON	9/18/2018		.50
	RFI			
X	402 ARLOW, JASON	9/19/2018		.50
	Site meeting			
X	402 ARLOW, JASON	9/20/2018		.50
	RFI			
X	402 ARLOW, JASON	9/21/2018		.50
	RFI			
X	402 ARLOW, JASON	9/24/2018		1.00
	Pay ap3			
X	402 ARLOW, JASON	9/26/2018		1.00
	progress meeting			
X	402 ARLOW, JASON	9/28/2018		1.00
	minutes			
X	402 ARLOW, JASON	10/9/2018		1.00
	RFI			
X	402 ARLOW, JASON	10/24/2018		2.50
	Progress meeting			
X	402 ARLOW, JASON	10/26/2018		1.00
	Pay app, minutes			
X	402 ARLOW, JASON	10/30/2018		1.00
	Update memo to bruce, vent color			
X	402 ARLOW, JASON	11/7/2018		1.00
	progress meeting			
X	402 ARLOW, JASON	11/10/2018		.50
	minutes			
X	402 ARLOW, JASON	11/12/2018		1.50
	Job meeting			
X	402 ARLOW, JASON	11/14/2018		.50
	Job meeting			
X	402 ARLOW, JASON	11/20/2018		1.00
	pay application			
X	402 ARLOW, JASON	11/28/2018		1.50
	progress meeting			
X	402 ARLOW, JASON	11/29/2018		1.00
	Summary and minutes			
X	402 ARLOW, JASON	12/5/2018		.50
	Progress memo to Frank			
X	402 ARLOW, JASON	12/6/2018		.50
	ERV			
X	402 ARLOW, JASON	12/10/2018		.50
	ERV relocation			
X	402 ARLOW, JASON	12/12/2018		.50
	ERV relocation			
X	402 ARLOW, JASON	12/13/2018		.50
	ERV Sketch			
X	402 ARLOW, JASON	12/19/2018		1.50
	Meeting, minutes			
X	402 ARLOW, JASON	12/21/2018		.50
	meeting			
X	402 ARLOW, JASON	1/2/2019		.50
	Pay app 6			

			Total Hours
X	402 ARLOW, JASON	1/3/2019	.50
	Pay app 6		
X	402 ARLOW, JASON	1/4/2019	1.00
	Site meeting		
Total for 402			52.50
X	544 ZAUEL, KEVIN	9/13/2018	.50
	Roof modifications for unit placement		
Total for 544			.50
X	596 CHIRCO, BRANDY	6/19/2018	2.90
	contract book, award letter		
X	596 CHIRCO, BRANDY	6/20/2018	.20
	contract book		
X	596 CHIRCO, BRANDY	7/2/2018	2.30
	submittals, contract book		
X	596 CHIRCO, BRANDY	7/6/2018	.80
	submittals		
X	596 CHIRCO, BRANDY	7/24/2018	.70
	contract book, submittals		
X	596 CHIRCO, BRANDY	7/25/2018	.40
	submittals		
X	596 CHIRCO, BRANDY	7/27/2018	.30
	submittal		
X	596 CHIRCO, BRANDY	7/30/2018	.90
	construction issue plans		
X	596 CHIRCO, BRANDY	7/31/2018	.40
	submittals		
X	596 CHIRCO, BRANDY	8/2/2018	.90
	submittals		
X	596 CHIRCO, BRANDY	8/3/2018	1.00
	submittals		
X	596 CHIRCO, BRANDY	8/8/2018	.30
	submittals		
X	596 CHIRCO, BRANDY	8/14/2018	.70
	submittals		
X	596 CHIRCO, BRANDY	8/16/2018	.40
	submittals		
X	596 CHIRCO, BRANDY	8/17/2018	.40
	submittals		
X	596 CHIRCO, BRANDY	8/22/2018	.40
	submittals		
X	596 CHIRCO, BRANDY	8/30/2018	.40
	submittals		
X	596 CHIRCO, BRANDY	1/4/2019	.50
	meeting mins		
Total for 596			13.90
X	681 BERGE, MATTHEW	10/11/2018	.50
	Forward plans to subcontractor		
X	681 BERGE, MATTHEW	10/30/2018	.50
	Review vent types for roof project.		
Total for 681			1.00
Total for UNASSIGNED			67.90
Total for CONST ADMIN			67.90
56 ME/ELEC DESG			
000 UNASSIGNED			
* X	552 EDWARDS, WILLIAM	10/2/2018	.30
	Lighting Rods		
* X	552 EDWARDS, WILLIAM	10/25/2018	.20
Total for 552			.50

	Total Hours
Total for UNASSIGNED	.50
Total for ME/ELEC DESG	.50
58 STRUCTURAL	
000 UNASSIGNED	
X 544 ZAUER, KEVIN 12/13/2018	1.00
ERV support coordination	
X 544 ZAUER, KEVIN 12/14/2018	.50
ERV purlin check	
Total for 544	1.50
Total for UNASSIGNED	1.50
Total for STRUCTURAL	1.50
74 GIS UPDATES	
000 UNASSIGNED	
X 654 DOURJALIAN, ANDREW	.10
11/28/2018	
GIS Reference Map Addition	
Total for 654	.10
Total for UNASSIGNED	.10
Total for GIS UPDATES	.10
Total for Labor and Overhead	105.70
Expenses	
Reimbursable Expenses	
521.00 NON-REIMB. MISC. EXP.	
F AP 0086951 12/5/2017 / ROOFING	
TECHNOLOGY ASSOCIATES	
F AP 0087441 2/13/2018 / DI CLEMENTE	
SIEGEL DESIGN INC.	
Total for 521.00	
Total for Reimbursable Expenses	
Total for Expenses	
Total for 02	105.70
Phase Number: 03 BATH HOUSE BOILER - ADDITIONAL SERVICES	
Total for	
Labor and Overhead	
53 CONST DOCUM	
000 UNASSIGNED	
X 402 ARLOW, JASON 1/22/2018	1.00
Plan review	
X 402 ARLOW, JASON 1/30/2018	.50
Review	
X 402 ARLOW, JASON 2/2/2018	.50
Vent review	
Total for 402	2.00
Total for UNASSIGNED	2.00
Total for CONST DOCUM	2.00
Total for Labor and Overhead	2.00
Expenses	
Reimbursable Expenses	
521.00 NON-REIMB. MISC. EXP.	
X AP 0087715 3/27/2018 / DICLEMENTE	
SIEGEL DESIGN INC. / Invoice #57421	
Total for 521.00	
Total for Reimbursable Expenses	
Total for Expenses	
Total for 03	2.00
Phase Number: 04 CITY HALL HVAC STUDY	
Total for	

**Total
Hours**

Labor and Overhead

50 ARCHITECT

000 UNASSIGNED

X	402 ARLOW, JASON	2/27/2018	2.00
	review report, talk to Bruce, Frank and DSD		
X	402 ARLOW, JASON	2/28/2018	3.00
	Study review		
X	402 ARLOW, JASON	3/2/2018	2.00
	mark ups on report		
X	402 ARLOW, JASON	3/3/2018	1.00
	Fee adjustment		
X	402 ARLOW, JASON	3/8/2018	.50
	Final report		
X	402 ARLOW, JASON	3/15/2018	.50
	project summary		

Total for 402	9.00
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Total for UNASSIGNED	9.00
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Total for ARCHITECT	9.00
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58 STRUCTURAL

000 UNASSIGNED

X	544 ZAUEL, KEVIN	2/28/2018	.50
	Unit loading request		

Total for 544	.50
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Total for UNASSIGNED	.50
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Total for STRUCTURAL	.50
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Total for Labor and Overhead	9.50
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Expenses**Reimbursable Expenses****521.00 NON-REIMB. MISC. EXP.**

F	AP 0087884 4/24/2018	/ DICLEMENTE
	SIEGEL DESIGN INC.	

F	AP 0088090 5/22/2018	/ DICLEMENTE
	SIEGEL DESIGN INC.	

F	AP 0089102 10/23/2018	/ DICLEMENTE
	SIEGEL DESIGN INC.	

Total for 521.00	
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Total for Reimbursable Expenses	
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Total for Expenses

Total for 04	9.50
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Phase Number: 05 ADDITIONAL CITY HALL HVAC PER STUDY

Total for**Labor and Overhead**

24 SECRETARIAL

000 UNASSIGNED

* X	391 BICKHAM, BRENDA	5/9/2018	.50
	Meeting Minutes		

Total for 391	.50
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Total for UNASSIGNED	.50
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Total for SECRETARIAL	.50
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25 PRINTS

000 UNASSIGNED

* X	523 KAERLE, KATHLEEN	4/4/2018	1.00
	Plans		

Total for 523	1.00
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* X	665 ANKAWI, MICHELLE	4/4/2018	1.50
	Print and Copy 8 Spec Books		

Total for 665	1.50
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Total for UNASSIGNED	2.50
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Total for PRINTS	2.50
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	Total Hours
26 DELIVERIES	
000 UNASSIGNED	
* X 596 CHIRCO, BRANDY 4/6/2018	2.00
plans to Grosse Pointe Woods and St. Clair Shores	
Total for 596	2.00
Total for UNASSIGNED	2.00
Total for DELIVERIES	2.00
35 CONST.DESIGN	
000 UNASSIGNED	
* X 293 LOCKWOOD, SCOTT 4/3/2018	1.00
Review issues with timing, permits	
* X 293 LOCKWOOD, SCOTT 4/4/2018	1.00
Permit issues	
* X 293 LOCKWOOD, SCOTT 4/27/2018	1.00
Review cost estimates with JA	
* X 293 LOCKWOOD, SCOTT 4/30/2018	1.00
* X 293 LOCKWOOD, SCOTT 5/1/2018	1.50
Bids with JA	
* X 293 LOCKWOOD, SCOTT 5/2/2018	1.00
Discuss bids	
* X 293 LOCKWOOD, SCOTT 5/4/2018	2.50
Review numbers and meet with JA, BS and CB	
* X 293 LOCKWOOD, SCOTT 5/7/2018	1.00
discuss project options	
* X 293 LOCKWOOD, SCOTT 5/9/2018	2.00
Discuss funding and project award	
* X 293 LOCKWOOD, SCOTT 5/14/2018	1.00
Cost review	
* X 293 LOCKWOOD, SCOTT 5/16/2018	2.00
meeting with Jason, Bruce and Cathy to review costs	
Total for 293	15.00
Total for UNASSIGNED	15.00
Total for CONST.DESIGN	15.00
37 SPECIFICATIONS	
000 UNASSIGNED	
* X 442 VIGNERON, MICHAEL 4/3/2018	.50
Post to MITN	
* X 442 VIGNERON, MICHAEL 4/18/2018	.20
Post Addendum No. 1	
* X 442 VIGNERON, MICHAEL 4/19/2018	.20
Post Addendum No. 2	
* X 442 VIGNERON, MICHAEL 4/20/2018	.20
Post Addendum No. 3	
Total for 442	1.10
Total for UNASSIGNED	1.10
Total for SPECIFICATIONS	1.10
50 ARCHITECT	
000 UNASSIGNED	
* X 402 ARLOW, JASON 1/12/2018	2.50
DPW addition, site visit, field measure, sketch	
* X 402 ARLOW, JASON 1/15/2018	2.50
Review roof quotes for activities building, letter to city, DPW addition estimate	
Total for 402	5.00
Total for UNASSIGNED	5.00
Total for ARCHITECT	5.00

	Total Hours
53 CONST DOCUM	
000 UNASSIGNED	
* X 402 ARLOW, JASON 4/3/2018 Final review	1.00
* X 402 ARLOW, JASON 4/10/2018 Pre bid	2.00
* X 402 ARLOW, JASON 5/1/2018 bid opening	1.50
* X 402 ARLOW, JASON 5/4/2018 Review bids, Bond meeting	2.50
* X 402 ARLOW, JASON 5/8/2018 Meeting prep, contractor interview, notes	3.50
* X 402 ARLOW, JASON 5/9/2018 Bid review	.50
* X 402 ARLOW, JASON 5/10/2018 DPW roof, cost savings	.50
* X 402 ARLOW, JASON 5/11/2018 letter of award	.50
* X 402 ARLOW, JASON 5/15/2018 Revise letter	1.00
* X 402 ARLOW, JASON 5/16/2018 Police garage roof letter and bid review	.50
Total for 402	13.50
* X 596 CHIRCO, BRANDY 4/2/2018 updates to all plans	6.30
* X 596 CHIRCO, BRANDY 4/3/2018 specifications, updates to plans	2.30
* X 596 CHIRCO, BRANDY 4/10/2018 addendum 1	.20
* X 596 CHIRCO, BRANDY 4/12/2018 addendum 1	.10
* X 596 CHIRCO, BRANDY 4/13/2018 addendum 1	.50
* X 596 CHIRCO, BRANDY 4/16/2018 addendum 1	.50
* X 596 CHIRCO, BRANDY 4/17/2018 addendum 1	1.20
* X 596 CHIRCO, BRANDY 4/18/2018 addendum 1	.90
* X 596 CHIRCO, BRANDY 4/19/2018 addendum 2	.50
* X 596 CHIRCO, BRANDY 4/20/2018 addendum 3	.70
* X 596 CHIRCO, BRANDY 4/23/2018 answering bidder questions	.20
* X 596 CHIRCO, BRANDY 4/30/2018 area and perimeter of roof	.70
* X 596 CHIRCO, BRANDY 5/2/2018 bid tab	.70
* X 596 CHIRCO, BRANDY 5/8/2018 interview prep	1.00
Total for 596	15.80
* X 681 BERGE, MATTHEW 4/2/2018 Review project specifications	.50
* X 681 BERGE, MATTHEW 4/3/2018 Review specs and drawings	2.00
* X 681 BERGE, MATTHEW 4/4/2018 Print permit sets and prepare letters of transmittal.	1.00

	Total Hours
* X 681 BERGE, MATTHEW 4/5/2018	.50
Compile and distribute permit sets.	
Total for 681	4.00
Total for UNASSIGNED	33.30
Total for CONST DOCUM	33.30
54 BIDDING	
000 UNASSIGNED	
* X 402 ARLOW, JASON 4/16/2018	1.00
Questions, addendum	
* X 402 ARLOW, JASON 4/17/2018	1.00
Addendum questions	
* X 402 ARLOW, JASON 4/19/2018	1.00
RFI, addendum	
* X 402 ARLOW, JASON 4/20/2018	.50
RFI, addendum	
Total for 402	3.50
* X 681 BERGE, MATTHEW 4/18/2018	2.00
Compile addendum 1 documents	
Total for 681	2.00
Total for UNASSIGNED	5.50
Total for BIDDING	5.50
Total for Labor and Overhead	64.90
Expenses	
Reimbursable Expenses	
521.00 NON-REIMB. MISC. EXP.	
F AP 0088629 8/14/2018 / DICLEMENTE	
SIEGEL DESIGN INC.	
F AP 0088896 9/25/2018 / DICLEMENTE	
SIEGEL DESIGN INC.	
Total for 521.00	
Total for Reimbursable Expenses	
Total for Expenses	
Total for 05	64.90
Phase Number: 06 SMOKE CONTROL SYSTEM	
Total for	
Total for 06	
Total for 0160-0395-0	523.20
Final Totals	523.20

RECEIVED

FEB 11 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019

Project No: 0160-0399-0

Invoice No: 0120717

PO 18-44857

592,537,977.410

2/11/2019 *Chen*
FS
2/11/19

Project 0160-0399-0 2018 WATERMAIN CAPITAL IMPROVEMENT
PURCHASE ORDER #18-44857 - \$162,500.00
PURCHASE ORDER #18-44974 - \$36,635.00
PURCHASE ORDER #18-44717 - \$85,500.00

Professional Services from December 10, 2018 to January 6, 2019**Professional Personnel**

	Hours	Rate	Amount
RESEARCH/REVIEW			
SENIOR PROJECT ENGINEER			
VIGNERON, MICHAEL	1.00	103.00	103.00
Virginia Lane - Plan Review			
VIGNERON, MICHAEL	1.00	103.00	103.00
Virginia Lane Design Oversight			
VIGNERON, MICHAEL	.50	103.00	51.50
Virginia Lane Plan Review / Permitting			
CONSTRUCTION PLAN DRAFT			
TEAM LEADER			
HENNINGS, NANCY	1.50	83.50	125.25
Revise plan for Virginia			
PRELIMINARY ENGINEERING			
GRADUATE ENG/SUR/ARC			
WILBERDING, ROSS	2.00	83.50	167.00
SESC and water main permit packages			
WILBERDING, ROSS	3.00	83.50	250.50
Water Main Permit App, Sheets and Transmittal, Virginia SESC plan sheet			
CONSTRUCTION PLAN DESIGN			
GRADUATE ENG/SUR/ARC			
WILBERDING, ROSS	2.00	83.50	167.00
Qty and Costs Table, Prelim Plans, Correspondenc with Bidigare			
WILBERDING, ROSS	5.50	83.50	459.25
Virginia Lane Markups, Cad revisions, sanitary leads, quantity revisions			
WILBERDING, ROSS	4.00	83.50	334.00
Virginia Ln Markup Review and corrections			
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	1.50	103.00	154.50
LOCKWOOD, SCOTT	1.50	103.00	154.50
Review project progress and pay items			
LOCKWOOD, SCOTT	1.00	103.00	103.00
Virginia Lane design and quotes			

Please include the project number and invoice number on your check.

Project	0160-0399-0	2018 WATERMAIN CAPITAL IMPROVEMENT	Invoice	0120717
GRADUATE ENG/SUR/ARC				
	WILBERDING, ROSS	1.00	83.50	83.50
	Contract mod 2, to include Change Requests and to make driveway unit price correction			
	WILBERDING, ROSS	.50	83.50	41.75
	Corrections to Contract Mod 2			
ENGINEERING AIDE III				
	BARNES, JOYCE	2.50	70.00	175.00
	Revise Pavement Joints calculations			
	BARNES, JOYCE	1.50	70.00	105.00
	Audit Inspector files			
	BARNES, JOYCE	1.80	70.00	126.00
	Check pay documents submitted by inspector.			
	BARNES, JOYCE	.50	70.00	35.00
	download files & refresh laptop			
	BARNES, JOYCE	.80	70.00	56.00
	FM drawings with reports.			
	BARNES, JOYCE	2.00	70.00	140.00
	Review Inspctors files for project			
	BARNES, JOYCE	1.00	70.00	70.00
	Review inspctors files on project			
	BARNES, JOYCE	2.50	70.00	175.00
	Review inspectors files & restoration calls			
ENGINEERING AIDE TRAINEE				
	ANKAWI, MICHELLE	.50	40.50	20.25
	Completed mod and sent to the contractor for signature			
	ANKAWI, MICHELLE	1.00	40.50	40.50
	Received signed mod sent to SPL for signature, scan, email to the city, received back from the city approved in Field manager update spreadsheet			
	ANKAWI, MICHELLE	.50	40.50	20.25
	Sent est 3 tot he city and updated the spreadsheet			
	ANKAWI, MICHELLE	.50	40.50	20.25
	Upload G2 invoices			
	ANKAWI, MICHELLE	1.00	40.50	40.50
	Create mod for correction of several items			
CONSTRUCTION OBSERVATION				
TEAM LEADER				
	SMITH, BRADLEY	1.00	83.50	83.50
	g2 invoice review, submitting, correspondence			
	Totals	43.10		3,405.00
	Total Labor			3,405.00
Reimbursable Expenses				
REIMB. MISC. EXPENSE				
	11/30/2018	G2 CONSULTING GROUP	Invoice #182799	2,280.00
		Total Reimbursables		2,280.00
Billing Limits				
	Total Billings	5,685.00	Prior 208,776.97	To-Date 214,461.97
	Limit			284,635.00
	Remaining			70,173.03
			Total this Invoice	\$5,685.00

G2 Consulting Group, LLC
1866 Woodslee Street
Troy, MI 48083

Voice: 248.680.0400
Fax: 248.680.9745

INVOICE

Invoice Number: 182799
 Invoice Date: November 30, 2018
 Page Number: 1

Bill To: Accounts Payable
 Anderson, Eckstein & Westrick
 51301 Schoenherr Road
 Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0399	180605	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	December 30, 2018		

Quantity	Description	Unit Price	Amount
17.25	Engineering Technician, Regular Hours, each	56.00	966.00
1.50	Engineering Technician, Overtime Hours, each	84.00	126.00
3.00	Engineering Technician, Regular Hours - Cylinder Pick-Up on 11/22/18 and 11/30/18	56.00	168.00
2.00	Project Manger, per hour	140.00	280.00
1.00	Administrative Assistant, per hour	50.00	50.00
46.00	Compressive Strength Test Cylinders, each	15.00	690.00
	Grosse Pointe Woods Watermain - Capital Improvements, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 11/19/18 through 11/30/18		
	Client Contact: Brad Smith		

Total Invoice Amount \$ 2,280.00

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019

Project No: 0160-0402-0

Invoice No: 0120718

Project 0160-0402-0 FY 2018-2019 RATE STUDY

PO 18-44704

592,537.818.000

2/1/19 *[Signature]* 2/1/19

Professional Services from December 10, 2018 to January 6, 2019

[Signature] - PS

Professional Personnel

		Hours	Rate	Amount	
RESEARCH/REVIEW					
PRINCIPAL ENGINEER					
LOCKWOOD, SCOTT	12/10/2018	2.50	103.00	257.50	
Review contract and discuss at COW					
SENIOR PROJECT ENGINEER					
SEIDEL, KYLE	12/10/2018	.20	103.00	20.60	
Follow up with GLWA regarding water hardness question					
Totals		2.70		278.10	
Total Labor					278.10
			Total this Invoice		\$278.10



CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
5130 E. WOODHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019

Project No: 0160-0407-0

Invoice No: 0120719

Project 0160-0407-0 2018 ROAD PROGRAM
PURCHASE ORDER #18-44856

Professional Services from December 10, 2018 to January 6, 2019

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	1.00	103.00	103.00
GRADUATE ENG/SUR/ARC			
WILBERDING, ROSS	1.00	83.50	83.50
Office IDR and looking into Dr Structure Discrepancy			
ENGINEERING AIDE TRAINEE			
ANKAWI, MICHELLE	.50	40.50	20.25
Generate Draft Estimate and upload IDR			
Totals	2.50		206.75
Total Labor			206.75

Billing Limits	Current	Prior	To-Date
Total Billings	206.75	179,520.03	179,726.78
Limit			302,111.61
Remaining			122,384.83

Total this Invoice \$206.75

Outstanding Invoices

Number	Date	Balance
0119437	10/11/2018	13,367.65
Total		13,367.65

2018-44856
203-451-977-803
2/1/2019
C. Behrens
ES
2/1/19

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FEB 11 2019



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019
Project No: 0160-0408-0
Invoice No: 0120720

Project 0160-0408-0 VERNIER RD RESURFACING - FAIRWAY TO ECL

Professional Services from December 10, 2018 to January 6, 2019

Fee

Construction Cost	1,300,000.00
Fee Percentage	6.00
Total Fee	78,000.00

Percent Complete	80.00	Total Earned	62,400.00
		Previous Fee Billing	62,400.00
		Current Fee Billing	0.00
		Total Fee	0.00

Reimbursable Expenses

REIMB. MISC. EXPENSE			
1/2/2019	WAYNE COUNTY	PLAN REVIEW FEE FOR SESC PERMIT	225.00
	Total Reimbursables		225.00

Total this Invoice \$225.00

INCLUDE PROJECT DETAIL REPORT

PO 18-45021
202-461.974803
2/11/2019
FS
2/11/19

ANDERSON, ECKSTEIN AND WESTRICK, INC.

CHECK REQUEST FORM

DATE: 01/02/2019

PAYABLE TO: Wayne County

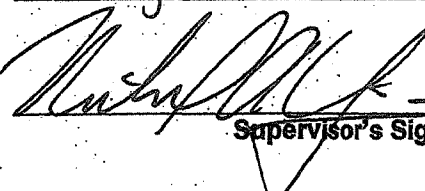
ADDRESS: Land Resource Management Division
Department of Public Services - Wayne County
3600 Commerce Court, Building E, Wayne, MI 481

AMOUNT: \$ 225 (Two Hundred, Twenty five Dollars only)

REASON: Plan Review fees for SESC Permit

PROJECT # REIMBURSABLE TO: 0160-0408 Vernier Road Resurfacing

REQUESTED BY: Danny Behnam

APPROVED BY: 
Supervisor's Signature

SPECIAL REQUEST: _____

DATE CHECK NEEDED BY: _____



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
5139 WOODS
SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS
ACCOUNTS PAYABLE
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236-2397

January 30, 2019

Project No: 0160-0410-0

Invoice No: 0120721

Project 0160-0410-0 2018-2019 GIS MAINTENANCE

Professional Services from December 10, 2018 to January 6, 2019

Professional Personnel

	Hours	Rate	Amount
PRINTS			
ENGINEERING AIDE II	.40	62.00	24.80
GIS UPDATES			
ENGINEERING AIDE III	2.30	70.00	161.00
Totals	2.70		185.80
Total Labor			185.80

Billing Limits	Current	Prior	To-Date
Total Billings	185.80	2,417.90	2,603.70
Limit			21,000.00
Remaining			18,396.30
Total this Invoice			\$185.80

PO 18-44648

592.537.977.000

2/1/2019

C. B. Bures

FS

Brian S. Bures 2/1/19

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION

Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400
DETROIT, MICHIGAN 48226-5485

313-965-7900

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IRS # 38-1896224

9D

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FEB 12 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

FEB 11 2019

CITY OF GROSSE POINTE WOODS
ATTN: BRUCE J SMITH
CITY ADMINISTRATOR
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236

JANUARY 31, 2019

FILE # 2371.002582
INVOICE # 441943

REGARDING: CITY OF GROSSE POINTE WOODS

FOR PROFESSIONAL SERVICES RENDERED

12/06/18 MJW SEVERAL DISCUSSION(S) WITH CITY ATTORNEY .50
REGARDING PEG FEE RESTRICTIONS AND FCC CABLE
FRANCHISE FEE NPRM AND INTERPLAY WITH SB 637
AND STATE VIDEO FRANCHISE LAW

TOTAL HOURLY CHARGES \$150.00

-----RECAP-----

TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	0.50	150.00
TOTALS		0.50	150.00

CURRENT AMOUNT DUE \$150.00

TOTAL AMOUNT DUE \$150.00

101.210.812.006
2/11/2019

AB Schuss
Brian Smith 2/12/19



HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.092
F 248.596.0930
MCKA.COM

9E

Mr. Bruce Smith
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

February 6, 2019

Invoice No: 21849 - 8

Project 21849 Grosse Pointe Woods Building Services

Professional Services from January 1, 2019 to January 31, 2019

Monthly Retainer

Conduct Plumbing and Mechanical Inspections as directed by the City.

Total

1,500.00

\$1,500.00

Invoice Total

\$1,500.00

Outstanding Invoices

Number	Date	Balance
7	1/6/2019	1,500.00
Total		\$1,500.00

THANK YOU. Please remit to above address and indicate project number on voucher.

Email: cbehrens@gpwmi.us

101-188-818.00
CITY OF GROSSE POINTE WOODS
BLDG & SAFETY DIVISION
APPROVED
DATE 2/11/19

9F

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FEB 11 2019
OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



101-224-818.000

02-08-2019

C. DePue
Paul [unclear] 2/11/19

February 4, 2019

Invoice 020419

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

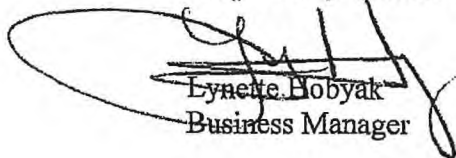
RE: February 2019 Services

For contract assessing services rendered:

Contract Fee (\$69,434 ÷ 12)..... \$ 5,786.16

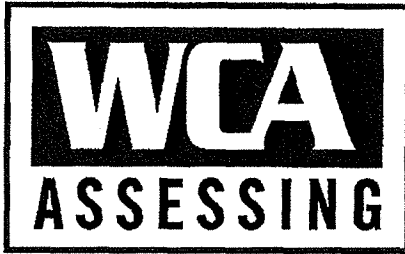
TOTAL AMOUNT DUE \$ 5,786.16

Respectfully submitted,


Lynette Hobyak
Business Manager

38110 Executive Drive, Suite 100
Westland, MI 48185

734-595-7727 Office
734-595-7736 Fax



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FEB 19 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

101-224-818.000

02-19-2019

C. Behrens
Ernie Jones 2/19/19
Invoice 021819

February 18, 2019

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

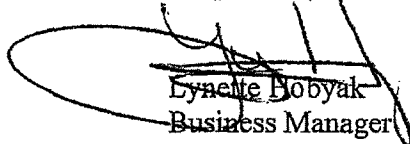
RE: March 2019 Services

For contract assessing services rendered:

Contract Fee (\$69,434 ÷ 12)..... \$ 5,786.16

TOTAL AMOUNT DUE \$ 5,786.16

Respectfully submitted,


Lynette Hobyak
Business Manager

38110 Executive Drive, Suite 100
Westland, MI 48185

734-595-7727 Office
734-595-7736 Fax

RECEIVED

FEB 11 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



101-210-810.301

2/9/2019

Cathy Dehner
June 11/19

February 8, 2019

Invoice 020819

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

RE: Legal Services – January 2019

Legal services rendered:

Invoice # 16115 (attached).....\$ 3,431.15

Total..... \$ 3,431.15

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lynette Hobyak", written over a large, loopy flourish.
Lynette Hobyak
Business Manager

38110 Executive Drive, Suite 100
Westland, MI 48185

734-595-7727 Office
734-595-7736 Fax

RECEIVED
FEB 06 2019

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 1240
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com



FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: City Manager

February 01, 2019
Client: 000896
Matter: 000000
Invoice #: 115759

REGARDING: GENERAL MATTERS

For professional services rendered and expenses incurred relative
to the above matter:

TOTAL

\$568.75

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 1240
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: City Manager

February 01, 2019
Client: 000896
Matter: 000000
Invoice #: 115759

Page: 1

RE: GENERAL MATTERS

For Professional Services Rendered through January 31, 2019

DATE	ATTY	DESCRIPTION	HOURS
1/2/2019	GPK	Attention to legal research regarding pension issues.	1.00
1/4/2019	GPK	Telephone call to Ms. Behrens regarding pension issues.	0.25
1/17/2019	GPK	Telephone call from Ms. Behrens regarding pending personnel matter.	0.25
1/21/2019	GPK	Attention to review of documents and telephone call from client regarding pending disciplinary matter.	1.00
1/25/2019	GPK	Telephone calls from client regarding pending disciplinary matter.	0.75

Total Services \$568.75

ATTORNEY	HOURS	RATE	AMOUNT
GPK GARY P. KING	3.25	\$175.00	\$568.75

Total Amount Due

\$568.75