

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, July 1, 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. Council 06/17/19
 - B. Committee-of-the-Whole 06/17/19, w/recommendations:
 1. City-Owned Parking Lot – Appraisal Retainer Agreement – John Widmer Jr. from Frohm & Widmer, Inc.
 2. Administration Office Reconstruction Agreement – Stucky Vitale Architects
 - C. Planning Commission 04/23/19
 - D. Historical Commission Minutes 05/09/19
 - E. Citizen's Recreation Commission 05/14/19
 - F. Beautification Advisory Commission 05/08/19
7. COMMUNICATIONS
 - A. Pump #3 Repair at Torrey Rd. Pump Station
 1. Memo 06/17/19 – Director of Public Services
 2. Quote – Kennedy Industries
 3. Quote – J.F. Cavanaugh Company
 4. Photos
 - B. Purchase: Sewer Jet Vactor Truck
 1. Memo 06/04/19 – Director of Public Services
 2. Quote/Photos – Jack Doheny Companies, Inc.
 - C. Purchase: 5-Yard Dump Truck
 1. Memo 06/11/19 – Director of Public Services
 2. Quotes/Photos – Jorgensen Ford Sales
 - D. Purchase: Public Safety Patrol Vehicle and Equipment
 1. Memo 06/13/19 – Director of Public Safety
 2. Quotes – Signature Ford in Owosso
 - E. Purchase: Fifteen (15) Tasers
 1. Memo 06/14/19 – Director of Public Safety
 2. Quotes – Axon Enterprise, Inc.
 - F. Purchase: Breathing Air Systems SCBA Cascade System
 1. Memo 06/19/19 – Director of Public Safety

2. Letter 06/18/19 – City Manager/Grosse Pointe Farms
 3. Letter 03/25/19 – Director of Public Safety/Grosse Pointe Shores
 4. Quote – Breathing Air Systems
 5. Quote – PROAIR
- G. Proposed DAAA FY 2020 Annual Implementation Plan
 1. Memo 06/13/19 – City Administrator
 2. Letter 05/28/19 – DAAA President/CEO
 3. Review and Approval Form
 4. FY 2020 DAAA Annual Implementation Plan
- H. DTE Street Light Conversion and Upgrades
 1. Memo 06/11/19 – Treasurer/Comptroller
 2. Sample Amortization Schedule
 3. Committee-of-the-Whole Excerpt 04/08/19
 4. Memo 05/02/19 – Director of Public Services
 5. Invoice Rates for Proposed Conversion
 6. Streetlight Locations – Option 1
 7. City Owned Parking Lots/ Photos
 8. DTE Master Agreement for Municipal Street Lighting
 9. DTE Purchase Agreement – Street light LED Conversion
 10. DTE Purchase Agreement – Parking Lot Street Light Conversion
 11. Comerica Leasing – Lease Schedule w/attachments
8. BIDS/PROPOSALS/ CONTRACTS
 - A. Contract; SMART Municipal and Community Credits Contract for FY 2020
 1. Memo 06/20/19 – City Clerk/Acting City Administrator
 2. Letter 06/05/19 – SMART Ombudsperson
 3. Municipal Credit and Community Contract for FY 2020
9. RESOLUTION
 - A. FY 2019/20 Industrial Waste Control Charge
 1. Memo 06/14/19 Treasurer/Comptroller
 2. Proposed Resolution/Certification
10. ORDINANCE
 - A. First Reading: An Ordinance to Amend Chapter 32 Signs, to Permit and Regulate “Blade” Signs, and to Amend Certain Sections Consistent with this New Ordinance
 1. Letter 06/25/19 – City Attorney
 2. Planning Commission Excerpt 04/23/19
 3. Proposed Ordinance

11. CLAIMS/ACCOUNTS

- A. City Hall Flood Invoice
 - 1. Qualified Abatement Services, Inc. Invoice No. 19029-001 06/18/19 - \$22,500.00
- B. Michigan Occupational Safety & Health Administration (MIOSHA)
 - 1. Memo 06/14/19 Director of Public Services
 - a. ABF Environmental Invoice No. 19-2846 05/23/19 - \$2,900.00;
 - b. ABF Environmental Invoice No. 19-2847 05/23/19 - \$2,922.00;
 - c. Email 03/12/19 ABF Environmental
 - d. Proposal Letter 03/12/19 ABF Environmental
- C. Tokio Marine HCC – Gerald Genna/Age Discrimination Claim
 - 1. Invoice Claim No. 184574 06/20/19 - \$10,000.00.
- D. 2018 Road Program
 - 1. Florence Cement Co Pay Estimate No. 5 06/13/19 - \$420,503.23.
- E. City Engineer – Anderson, Eckstein & Westrick
 - 1. Invoice No. 0117963 06/07/2018 - \$824.00.
- F. Professional Services
 - 1. McKenna Invoice No. 21849-12 06/05/19 - \$1,500.00.
- G. Assessing Services
 - 1. WCA Assessing Invoice No. 061719 06/17/19 - \$5,786.16.
- H. Legal Services
 - 1. Hallahan and Associates P.C. (via WCA Invoice No. 060619 06/06/19) - \$18,419.98.
- I. Labor Attorney
 - 1. Keller Thoma Invoice No. 116647 06/01/19 - \$6,881.50.
- J. City Attorney
 - 1. Don R. Berschback 06/26/19 - \$2,677.50;
 - 2. Charles T. Berschback 06/26/19 - \$5,887.50.

- 12. NEW BUSINESS/
PUBLIC COMMENT
- 13. CLOSED EXECUTIVE SESSION
 - A. Discuss Labor Negotiations
 - 1. Police Officers Labor Council Grosse Pointe Woods Clerk/Dispatchers
 - 2. Police Officers Labor Council Grosse Pointe Woods Command Officers Association
- 14. 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.

<p>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</p>
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COUNCIL
06-17-19 - 87

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JUNE 17, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:02 p.m. by Mayor Pro-Tem Bryant.

Roll Call: Mayor Pro-Tem Bryant
Council Members: Granger, Koester, McConaghy, McMullen, Shetler
Absent: Mayor Novitke

Also Present: Acting City Administrator/City Clerk Hathaway
City Attorney Chip Berschback
Treasurer/Comptroller Behrens
Director of Public Services Schulte
Director of Public Safety Kosanke
Building Official Tutag

Motion by Granger, seconded by Koester, to excuse Mayor Novitke from tonight's meeting.

Motion carried by the following vote:

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

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

The following Commission members were in attendance:
Mike Fuller, Planning Commission

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, Shetler
No: None
Absent: Novitke

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

1. City Council Minutes dated June 3, 2019.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Shetler, regarding **City Administrator, City Clerk, Treasurer/Comptroller, and City Attorneys Don Berschback and Charles Berschback**, that the City Council concur with the recommendation of the Compensation and Evaluation Committee at their meeting held June 3, 2019, and extend the contracts of the City Administrator, the City Clerk, and the City Treasurer/Comptroller for one year, from July 1, 2019, through June 30, 2020; that the City Administrator's salary be raised 3% to \$120,112.00, that the City Clerk's salary be raised 3% to \$80,031.00, that the Treasurer/Comptroller's salary be raised 3% to \$86,569.00 and that she also receive five (5) additional days of vacation; and City Attorney Don Berschback's hourly rate to remain at \$170.00 and Charles Berschback's hourly rate be increased to \$155.00, but with no written contract for either attorney.

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, McMullen, Shetler
No: Granger
Absent: Novitke

Motion by Shetler, seconded by Granger, regarding **Appointment (Mayoral)**, that the City Council concur with the recommendation of the Tree Commission at their meeting held

March 6, 2019, and appoint Paul Lechner as a Member of the Tree Commission with a term to expire December 31, 2020.

Motion carried by the following vote:

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

The next item discussed was regarding **proposed Agreement – St. Michael’s Episcopal Church.**

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

1. Facility Use Agreement – St. Michael’s Episcopal Church Rev. 06/14/19.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding proposed Agreement – St. Michael’s Episcopal Church, that the City Council concur with the recommendation of the Election Commission and approve the Facility Use Agreement as with St. Michael’s Episcopal Church as revised for purposes of temporarily relocating Precinct 4 – Community Center for the November 5, 2019, General Election, and authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

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

Motion by McMullen, seconded by McConaghy, regarding **AT&T Metro Act Permit**, that the City Council approve the five-year agreement with AT&T for a Metro Act Right of Way Permit Extension, September 30, 2020, through September 30, 2025; and, to authorize the

City Administrator to sign said agreement letter, contingent upon receipt of appropriate insurance.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Open Purchase Orders**, that the City Council approve the issuance of open purchase orders to vendors identified, and in accordance with the approved FY 2019/20 Budget.

During discussion, the radio maintenance purchase order was removed from the batch of open purchase orders presented, and not approved to be issued. The Director of Public Services was asked to provide additional information regarding the increase in costs for two purchase orders issued to Bell Equipment.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Legal Proceedings: Rivers Tax Tribunal/2019 Tax Year**, that the City Council refer the Rivers 2019 Tribunal Property Tax Petition to Attorney Laura Hallahan for processing.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **commit fund balance: repairs/equipment purchases**, that the City Council commit Fund Balance in the following funds for the year ending June 30, 2019:

1. \$2,863.00 in the General Fund;
 2. \$17,055.05 in the Major Road Fund;
 3. \$1,291,084.08 in the Local Road Fund;
 4. \$43,618.00 in the Municipal Improvement Fund;
 5. \$557,676.61 in the Capital Improvement Fund;
 6. \$74,414.09 in Parking Fund Balance;
 7. \$1,652,520.61 in Water/Sewer Fund;
 8. \$141,700.00 in Boat Dock Fund;
 9. \$24,989.86 in Motor Vehicle Fund.
- Totaling \$3,805,921.30.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – May 2019**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **contract: 2019 Sewer Structure Repairs/Miscellaneous Concrete**, that the City Council award a contract to L. Anthony Construction, Inc. to perform the 2019 Sewer Structure Repairs and Miscellaneous Concrete project, to include an amount not to exceed \$9,230.00 for contingency, and an amount not to exceed \$111,000.00 for engineering; for a total project cost not to exceed \$727,000.00; funds to be taken from various accounts identified in the Director of Public Services memo dated June 5, 2019.

Motion carried by the following vote:

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

Motion by McMullen, seconded by Shetler, regarding **Resolution – FY 2018/19 Year End Budget Amendments**, that the City Council adopt the FY 2018/19 Budget Amendment Resolution as presented.

Motion carried by the following vote:

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

No: None

Absent: Novitke

Motion by Koester, seconded by Shetler, regarding **water main replacement project – Bidigare Contractors, Inc.**, that the City Council approve the following invoices from Bidigare Contractors, Inc. to be paid from Account No. 592-537-976.018:

1. Pay Estimate No. 5 - \$143,498.57;
2. Pay Estimate No. 4 - \$91,157.56.

Motion carried by the following vote:

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

No: None

Absent: Novitke

Motion by Granger, seconded by Shetler, regarding **Lake Front Park Marina**, that the City Council approve the following invoice:

1. Baker Asphalt, Inc. Invoice No. 4001 05/10/19 - \$11,825.00; Acct. No. 594-785-977.200.

Motion carried by the following vote:

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

No: None

Absent: Novitke

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

1. Florence Cement Co Pay Estimate No. 4 05/17/19 - \$139,240.85:
 - a. Acct. No. 203-451-977.804 - \$97,468.60;
 - b. Acct. No. 592-537-975.400 - \$41,772.25.

Motion carried by the following vote:

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

Hearing no objections, the following item was heard under New Business:

- **Building Department's** request for a temporary clerk to scan records.

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

1. Memo 06/14/19 – Building Official

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding Building Department – request to hire a temporary Clerk, that administration be permitted to move forward with hiring the temporary Clerk at a rate of \$10.00 per hour, and not to exceed 360 hours.

Motion carried by the following vote:

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

The following individual was heard under Public Comment:

- Dr. Fox, 338 Provencal

Motion by McConaghy, seconded by Granger, that the Council recess the regularly scheduled Council meeting at 7:30 p.m. and convene in Closed Executive Session for the purpose of discussing pending litigation pertaining to a Michigan Tax Tribunal – Sunrise on Vernier and the State Boundary Commission – Provencal Annexation Petitions, at which time the City Council 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:

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

The Chair declared a recess at 7:58 p.m., and reconvened at regular session at 8:08 p.m.

The City Attorney provided an overview regarding a **Michigan Tax Tribunal - Sunrise**. City Assessor and City Attorney recommended the settlement of this case as presented.

Motion by Granger, seconded by Shetler, regarding Michigan Tax Tribunal – Sunrise, that the City Council authorize settlements relating to tax tribunal petitions Docket Nos. 18-001770 (Sunrise on Vernier) and 18-001769 (Sunrise of Grosse Pointe Woods) resulting in a reduction in taxable value regarding Petition No. 18-001769 of just under \$500,000.00; and, to authorize the City Attorney to sign the appropriate settlement documents; and, to dismiss the 2019 petition regarding Sunrise of Grosse Pointe Woods.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, to adjourn tonight's meeting at 8:10 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
Acting City Administrator/City Clerk

Arthur Bryant
Mayor Pro-Tem



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JUNE 17, 2019, IN THE COUNCIL CHAMBERS/MUNICIPAL COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Pro-Tem Bryant
Council Members Granger, Koester, McConaghy, McMullen, Shetler
ABSENT: Mayor Novitke

ALSO PRESENT: Acting City Administrator/City Clerk Hathaway
City Attorney Chip Berschback
Director of Public Services Schulte
Building Official Tutag

Also in attendance was John Vitale, from Stucky Vitale Architects.

Mayor Pro-Tem Bryant called the meeting to order at 8:11 p.m.

Motion by McConaghy, seconded by Granger, that Mayor Novitke be excused from tonight's meeting.

Motion carried by the following vote:

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

Motion by Granger, seconded by Koester, 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, Shetler
No: None
Absent: Novitke

The first item discussed was regarding **acquisition of a City-owned parking lot**. The Building Official provided an overview of the Petitioner's, Verus Development Group, request to purchase a City parking lot located north of 20825-20853 Mack Avenue (20881 Mack Ave.). The offer is to purchase the lot at \$7.00 per square foot. The Building Official stated an appropriate comparable would be a 2015 sale of bank property, where MedPost currently stands, at \$40.00 per square foot. Discussion ensued.

Motion by Shetler, seconded by Koester, regarding acquisition of a City-owned parking lot – 20881 Mack Ave., that the City reject this offer.

Motion carried by the following vote:

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

The Chair provided opportunity for the following individuals to speak in favor of this request:

Joe Paluzzi
Verus Development Group
399 Fischer Rd.
Grosse Pointe, MI

John Vitale, Architect
Stucky Vitale Architects
20771 Wedgewood

Mike Fuller, Planning Commissioner
1230 North Renaud

Mr. Vitale presented sketch renderings of the proposed development for 20861-20879 Mack including various retail businesses, a walking path to the City's park, and parking along the south side of the proposed development (yet to be received by the Building Official to go before the Planning Commission). Following discussion, the Acting City Administrator/City Clerk presented the Committee with a proposed Appraisal Retainer Agreement from John R. Widmer, Jr., Frohm & Widmer, Inc. This Agreement was obtained by City Administrator Smith which appraiser was recommended by the City Assessor.

Motion by McConaghy, seconded by Koester, regarding **engaging an Appraiser for purposes of appraising the City parking lot – 20881 Mack Avenue**, that the Committee-of-the-Whole recommend to City Council approval of the Appraisal Retainer Agreement dated May 31, 2019, with John R. Widmer, Jr from Frohm & Widmer, Inc, at a cost not to exceed \$2,500.00, to obtain a second opinion of the value of this property.

Motion by McConaghy, seconded by Koester, regarding **engaging an Appraiser for purposes of appraising the City parking lot – 20881 Mack Avenue**, to amend the previous motion by adding, "contingent upon review and approval of the Agreement by the City Attorney for Council's consideration."

Motion carried by the following vote:

Yes: Bryant, Granger, Koester, McConaghy, Shetler
No: McMullen
Absent: Novitke

The next item discussed was regarding **administration office reconstruction**. The Acting City Administrator/City Clerk provided a brief overview and was requesting action from the Committee on two matters: 1) To approve the floor plan layout, and 2) To approve an Agreement with Stucky Vitale for Phase Two – Construction Documents. She

further stated that all three Appointed Officials recommend approval of the layout, and approval of the Agreement with Stucky Vitale enabling Phase Two to commence.

Mr. Vitale provided an overview of the proposed floor plan layout and presented a 3-D Model rendering of future administrative offices. Questions and answers ensued. The Director of Public Services stated an approximate timeline would include completing demolition and remediation, likely within the next week, Stucky Vitale will develop bid documents (approximately 2-3 weeks), a bid opening will be scheduled and conducted, and an award will be presented to City Council for approval. Once a contract is approved, building should take approximately eight weeks after commencement of construction.

Motion by Shetler, seconded by Koester, regarding Phase Two - reconstructing administrative offices, that the Committee-of-the-Whole recommend to City Council approval of the Agreement with Stucky Vitale for Phase Two-Construction Documents in the amount of \$8,000.00.

Motion carried by the following vote:

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

Under New Business, nobody wished to be heard.

Under Public Comment, nobody wished to be heard.

Motion by Granger, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 9:10 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
Acting City Administrator/City Clerk

Arthur Bryant
Mayor Pro-Tem

Lisa Hathaway

From: Bruce Smith
Sent: Monday, June 10, 2019 10:23 AM
To: Lisa Hathaway
Subject: FW: Mack Avenue
Attachments: CITY-OWNED PARKING LOT - APPRAISAL RETAINER AGREEMENT.pdf

Importance: High

Lisa,

This is the email from John Widmer the appraiser for the parking lot on Mack.

Bruce

From: John Widmer <jwidmer@frohmwidmer.com>
Sent: Friday, May 31, 2019 9:56 AM
To: Bruce Smith <bsmith@gpwmi.us>
Subject: RE: Mack Avenue
Importance: High

I simply addressed to you, and can change to counsel later if necessary. FYI, the main difference in the Restricted Appraisal (\$2,500) and Appraisal Report (\$4,500) option is volume of narrative and presentation of data. I have assumed that you initially will only need the less costly option, as that is generally acceptable for this type matter. Please contact me with any questions.

Thanks!

John R. Widmer, Jr., MAI
Frohm & Widmer, Inc.
33966 West 8 Mile Rd., Suite 108
Farmington Hills, Michigan 48335
jwidmer@frohmwidmer.com
Phone 248.471.6767, ext. 11
Fax 248.471.5441
Mobile 734.751.2607

From: Bruce Smith [<mailto:bsmith@gpwmi.us>]
Sent: Thursday, May 30, 2019 3:18 PM
To: John Widmer
Subject: RE: Mack Avenue

John,

We noticed that the appraisal was incomplete as well.

Bruce

From: John Widmer <jwidmer@frohmwidmer.com>
Sent: Thursday, May 30, 2019 11:46 AM
To: Bruce Smith <bsmith@gpwmi.us>
Subject: RE: Mack Avenue
Importance: High

OK, looked at appraisal and they only had one (1) land sale in the report. Not sure what was excluded but they basically valued a property in Grosse Pointe Woods, on Mack Avenue, at the same level as a property on Towne Center Drive in Novi. That makes no sense, although would still need to find land sales. As an aside, I did see a former branch bank (20599 Mack) sale in August 2015 at almost \$39/SF of land area. Granted there was a branch bank there when purchased, but they re-developed with the MedPost Urgent Care building. I'll get you the proposal this afternoon.

Thanks!

John R. Widmer, Jr., MAI
Frohm & Widmer, Inc.
33966 West 8 Mile Rd., Suite 108
Farmington Hills, Michigan 48335
jwidmer@frohmwidmer.com
Phone 248.471.6767, ext. 11
Fax 248.471.5441
Mobile 734.751.2607

From: Bruce Smith [<mailto:bsmith@gpwmi.us>]
Sent: Thursday, May 30, 2019 10:33 AM
To: John R. Widmer (jwidmer@frohmwidmer.com)
Subject: FW: Mack Avenue

John,

Here is their info.

Bruce

From: Kolleen Farrah <kfarrah@mhbcompanies.com>
Sent: Thursday, May 23, 2019 12:00 PM
To: Gene Tutag <GTutag@gpwmi.us>; Bruce Smith <bsmith@gpwmi.us>
Cc: Joseph Paluzzi <jpaluzzi@mhbcompanies.com>; Frank Arcori (frank.arcori@verusdg.com)
<frank.arcori@verusdg.com>
Subject: Mack Avenue

Please see the attached correspondence for Mack Avenue.



Kolleen Farrah

MHB Companies, LLC

399 Fisher Road

Grosse Pointe, Michigan 48230

313.884.1123 ext. 111 Office

313.332.1406 Fax

Property of the City of Grosse Pointe Woods. If you have received this transmission in error, please delete immediately.

Property of the City of Grosse Pointe Woods. If you have received this transmission in error, please delete immediately.

APPRAISAL RETAINER AGREEMENT

DATE: May 31, 2019

CLIENT: The client and intended user of this Appraisal Report is:

City of Grosse Pointe Woods
% Mr. Bruce J. Smith, City Administrator
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236

APPRAISER: John R. Widmer, Jr., MAI
FROHM & WIDMER, INC.
33966 West 8 Mile Road, Suite 108
Farmington Hills, Michigan 48335
Phone: (248) 471-6767, ext. 11
Contact e-mail: jwidmer@frohmwidmer.com

PROPERTY: City-owned Parking Lot (Easternmost part of Chene-Trombly Park)
20881 Mack Ave.
Grosse Pointe Woods, Wayne County, Michigan
Easternmost ± 0.46 acres of Parcel No. 40-003-99-0005-000 (± 1.59 acres)



EXHIBIT 1

Part of Parcel 40-003-99-0005-000 - Appraisal Retainer Agreement
20881 Mack Ave., Grosse Pointe Woods, Michigan 48236

SERVICES: This agreement represents a proposal to provide real property appraisal services, related to the requirement of establishing contemporary market value for potential disposition purposes.

All market analyses and appraisal reporting will be prepared and reported in conformance with the **Uniform Standards of Professional Appraisal Practice (USPAP) 2018-2019 Edition**, as well as all Professional Appraisal Standards and Code of Professional Ethics of the **Appraisal Institute**. When the intended users include parties other than the client, an Appraisal Report must be provided. When the intended users do not include parties other than the client, a Restricted Appraisal Report may be provided. The essential difference between these two options is in the content and level of information provided. The appropriate reporting option and the level of information necessary in the report are dependent on the intended use and the intended users. An appraiser must use care when characterizing the type of report and level of information communicated upon completion of an assignment. An appraiser may use any other label in addition to, but not in place of, the label set forth in this Standard for the type of report provided. The report content and level of information requirements set forth in this Standard are minimums for each type of report. An appraiser must supplement a report form, when necessary, to ensure that any intended user of the appraisal is not misled and that the report complies with the applicable content requirements set forth in this Standards Rule. A party receiving a copy of an Appraisal Report or Restricted Appraisal Report in order to satisfy disclosure requirements does not become an intended user of the appraisal unless the appraiser identifies such party as an intended user as part of the assignment.

For each appraisal assignment, an appraiser must:

- 1.) identify the problem to be solved;
- 2.) determine and perform the scope of work necessary to develop credible assignment results; and,
- 3.) disclose the scope of work in the report.

An appraiser must properly identify the problem to be solved in order to determine the appropriate scope of work. The appraiser must be prepared to demonstrate that the scope of work is sufficient to produce credible assignment results. Scope of work includes, but is not limited to:

- the extent to which the property is identified;
- the extent to which tangible property is inspected;
- the type and extent of data researched; and,
- the type and extent of analyses applied to arrive at opinions or conclusions.

Appraisers have broad flexibility and significant responsibility in determining the appropriate scope of work for an appraisal assignment. Credible assignment results require support by relevant evidence and logic. The credibility of assignment results is always measured in the context of the intended use.

The Appraisal Report and the Restricted Appraisal Report both require, at a minimum, the appraiser to state the following items:

- (i.) the identity of the client and any intended users, by name or type;
- (ii.) the intended use of the appraisal;
- (iv.) the real property interest appraised;
- (v.) the type and definition of value and cite the source of the definition;
- (vi.) the effective date of the appraisal and the date of the report;
- (ix.) the use of the real estate existing as of the date of value and the use of the real estate reflected in the appraisal;
- (xi.) clearly and conspicuously, state all extraordinary assumptions and hypothetical conditions and, state that their use might have affected the assignment results; and,
- (xii.) include a signed certification in accordance with Standards Rule 2-3.

The four (4) remaining items mainly differ by a single word, with an Appraisal Report required to *summarize* the following items:

- (iii.) information sufficient to identify the real estate involved in the appraisal, including the physical, legal, and economic property characteristics relevant to the assignment;
- (vii.) the scope of work used to develop the appraisal;
- (viii.) the information analyzed, the appraisal methods and techniques employed, and the reasoning that supports the analyses, opinions, and conclusions; exclusion of the sales comparison approach, cost approach, or income approach must be explained; and,
- (x.) when an opinion of highest and best use was developed by the appraiser, summarize the support and rationale for that opinion.

This appraisal will be prepared in conformity with either Standard Rule 2-2(a) for an Appraisal Report, or Standard Rule 2-2(b) for a Restricted Appraisal Report, both in conformance with the **USPAP**. With regards to the above noted reporting requirements, the breadth of discussion will be predicated upon the extent to which each component would impact the market value conclusion. For factual data, a summarized presentation will be included. For factors that have a more influential impact on value, a more detailed discussion will be presented.

The general scope of work for this assignment included the following:

- Identification of subject property by its legal description and real property tax identification number. In defining the subject property, the following data sources have been reviewed:
 - Wayne County Equalization and City of Grosse Pointe Woods Assessment records
 - www.bsasoftware.com database records
 - ALTA Survey, if available

Amongst the above data sources, information should be sufficient to quantify physical characteristics of the subject property.

- At the time of the property inspection, the neighborhood will be driven and an observation of development patterns will be noted.

- Identification relevant demographic factors through a combination of internet search engines, www.semcog.org, www.stdbonline.com, and published reports provided within Wayne County or City of Grosse Pointe Woods records.

Once the subject property is defined, a review of generally accepted methods of measuring market value will be reviewed. Acceptable techniques for arriving at an indication of market value for vacant land include:

- 1.) Sales Comparison, also referred to as the “*Market Approach*”, is a method of estimating market value whereby a subject is compared with other similar properties that have sold, are listed or have pending offers. The most important premise is the market will determine a price for the property being appraised in the same manner it establishes a price of comparable, competitive properties. Essentially, this is a systematic procedure for carrying out “*comparative shopping*”. For vacant land, this approach is generally regarded the most reliable, when an abundance of bona fide sales data is available. For this appraisal problem, the Sales Comparison Approach is considered the most relevant means of establishing market value for the subject property. If it is determined that a contributory depreciated value of site improvements is to be included, each will be established using **Marshall Valuation Service (MVS)** Cost Manual as a guide.
- 2.) Allocation, a method based on the principle of balance and the concept of contribution, suggests a typical ratio of land value to total property value exists. Academically speaking, this method of valuation does not provide a conclusive value, however, is appropriately applied to establish value of land when comparables do not exist. Within this marketplace, allocation is generally implemented only in the case of condominium development, wherein land ownership does not typically transfer. For this appraisal problem, allocation has no relevance and will not be applied.
- 3.) Extraction, essentially the variant of allocation, determines value of a site by deducting the value contribution of improvements to the site from an overall sale price. Academically speaking, this method of valuation is most appropriately applied with properties that provide minimal improvements, whereby their contribution to total value is relatively easy to identify. For this appraisal problem, extraction has no relevance and will not be applied.
- 4.) Subdivision development is most relevant when a property’s highest and best use contemplates subdividing and improving a large tract with smaller, salable building sites. For this appraisal problem, subdivision development has no relevance and will not be applied.
- 5.) Land residual, through implementation of land and building capitalization, is generally used to establish value of a site to be developed with an income producing agent. For this appraisal problem this method of valuation has no relevance and will not be applied.
- 6.) Ground rent capitalization is a process, whereby value of a leased fee land ownership position is established by capitalizing rent paid for the underlying land. For this appraisal problem this method of valuation has no relevance and will not be applied.

In the Sales Comparison Approach it is a requirement to develop sufficient comparable data to apply in the valuation, on the premise its marketability is not impacted by its physical characteristics. For the subject, search criteria will initially comprise only property in the Grosse Pointe communities, and may extend to a broader competitive sub-market. Within the appraisal, data sources relied upon to research vacant lands sales or improved properties acquired for re-development, in no particular order, includes the following:

- Appraisal files of Frohm & Widmer, Inc.
- www.loopnet.com
- www.realcomponline.com
- www.bsasoftware.com
- CoStar Group, Inc. [Comps and Property databases]
- Commercial brokerage companies, active in the sale of land in the competitive sub-market
- Discussion with Appraiser peers related to prior appraisal assignments of like properties
- Discussion with developers active in the competitive sub-market
- Review of various business periodicals and brokerage reports, used as source material for land sale leads.

Ultimately, the final selection of comparable sales will represent what is determined to be the most representative indication of value for the subject property. For each land sale relied upon, data confirmation will be attempted through the seller, buyer, broker, or other known participants to the transaction.

FEE: Please review and acknowledge acceptance of the preferred reporting format:

Restricted Appraisal Report: The total fee for the property involved in this assignment *shall not exceed* \$2,500. Time expended will be billed at \$200 per hour and maintained and reported in the invoice for services rendered. Should it be determined that less time is required, the fee will be reduced accordingly. This assignment will contemplate a completion date on or before June 14, 2019.

The fee is due and payable upon completion of the report, once total time expended is determined. If this reporting option is chosen, please initialize below:

Restricted Appraisal Report option chosen _____

Appraisal Report: The total fee for the property involved in this assignment *shall not exceed* \$4,500. Time expended will be billed at \$200 per hour and maintained and reported in the invoice for services rendered. Should it be determined that less time is required, the fee will be reduced accordingly. This assignment will contemplate a completion date on or before June 28, 2019.

The fee is due and payable upon completion of the report, once total time expended is determined. If this reporting option is chosen, please initialize below:

Appraisal Report option chosen _____

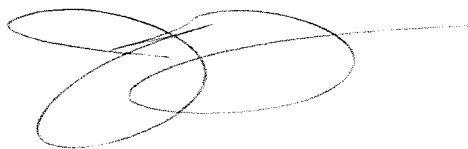
This agreement will survive final preparation and delivery of the chosen report, however, excludes subsequent services rendered, including but not limited to meetings, other conferences, depositions, hearings, trial preparation, attendance and testimony at trial, or any other dissemination or defense of the assignment and its conclusions. These post-appraisal services, if applicable, will be billed at a rate of \$200 per hour. Please note, these additional services are not intended to cover review and/or questions concerning the appraisal, upon receipt and review of same by the client and intended user.

Upon completion of the chosen Appraisal Report option, an electronic (PDF) copy of the report will be provided. If original, bound copies are required, each can be provided at a cost of \$200 per report.

CONFIDENTIALITY: Frohm & Widmer, Inc. considers all work done in connection with this assignment to be confidential. By acceptance of this engagement, it is understood that any private, confidential, or proprietary information provided during the course of this assignment will be kept strictly confidential. The appraiser will maintain the confidentiality and privacy of customer information obtained in the course of this assignment in compliance with USPAP and Regulation P, and Title V of the **Gramm–Leach–Bliley Act (GLB)**, also known as the Financial Services Modernization Act of 1999. Valuation assumptions, value conclusions, and/or related issues will *NOT* be discussed with any party other than the client and authorized parties as directed by the client.

ACCEPTANCE: If the terms of this agreement are acceptable, please formally acknowledge your acceptance of these terms.

Frohm & Widmer, Inc.



BY: John R. Widmer, Jr., MAI

Vice President

TITLE

05-31-2019

DATE

City of Grosse Pointe Woods

BY: _____

TITLE

DATE

EXHIBIT 1

Part of Parcel 40-003-99-0005-000 - Appraisal Retainer Agreement
20881 Mack Ave., Grosse Pointe Woods, Michigan 48236

CERTIFICATION

I certify that, to the best of my knowledge and belief:

- The statements of fact contained in this report are true and correct.
- The reported analyses, opinions, and conclusions are limited only by the reported assumptions and limiting conditions, and are my personal, impartial, and unbiased professional analyses, opinions, and conclusions.
- I have no present or prospective interest in the property that is the subject of this report and no personal interest with respect to the parties involved.
- I have no bias with respect to the property that is the subject of this report or to the parties involved with this assignment.
- I have performed no appraisal or other real estate services regarding the property that is the subject of this report within the 3-year period immediately preceding acceptance of this assignment.
- My engagement in this assignment was not contingent upon developing or reporting predetermined results.
- My compensation for completing this assignment is not contingent upon the development or reporting of a predetermined value or direction in value that favors the cause of the client, the amount of the value opinion, the attainment of a stipulated result, or the occurrence of a subsequent event directly related to the intended use of this appraisal.
- My analyses, opinions, and conclusions were developed, and this report has been prepared, in a manner which complies with Standard 2-2(a) of the **Uniform Standards of Professional Appraisal Practice (USPAP) 2018-2019 Edition**.
- The reported analyses, opinions and conclusions were developed, and this report has been prepared, in conformity with the requirements of the Code of Professional Ethics and Standards of Professional Appraisal Practice of the **Appraisal Institute**.
- The use of this report is subject to the requirements of the **Appraisal Institute** relating to review by its duly authorized representatives.
- John R. Widmer, Jr., MAI has made a physical inspection of the property that is the subject of this report, inspected all comparables utilized in substantiation of market value for the subject, and personally made the necessary investigations and analyses pertinent to valuing the property.
- James C. Flatley, III (Certified General Appraiser No. 1201001839) provided real property appraisal assistance to the person signing this certification.
- As of the date of this report, John R. Widmer, Jr. has completed the continuing education program for Designated Members of the Appraisal Institute.
- I am licensed in the state of Michigan as a certified general appraiser, and as stipulated by Michigan law, *"appraisers are required to be licensed and are now regulated by the Michigan Department of Licensing & Regulatory Affairs, P.O. Box 30018, Lansing, Michigan 48909"*.

EXHIBIT 2

Part of Parcel 40-003-99-0005-000 - Appraisal Retainer Agreement
20881 Mack Ave., Grosse Pointe Woods, Michigan 48236

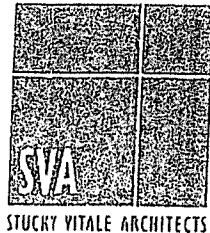
- In my opinion, market value for the subject property has been reconciled, as follows:

“As Is” fee simple market value, of the site, effective [DATE]



John R. Widmer, Jr., MAI
Certified General Appraiser No. 1201000280
jwidmer@frohmwidmer.com
Direct line: 248-471-6767 ext. 11

DATE: [DATE]



Date: March 22, 2019
Revised March 26, 2019

Frank Schulte
City of Grosse Pointe Woods
1200 Parkway Dr.
Grosse Pointe Woods, MI 48236
fschulte@gpwwi.us

Subject: Proposal for Professional Services
Grosse Pointe Woods-City Hall Restoration

Dear: Mr. Schulte

Stucky Vitale Architects (SVA) is pleased to offer the services of our staff to the City of Grosse Pointe Woods for the above referenced project. Based on our meeting, the following is our understanding of the project and services, which are to be provided.

PROJECT DESCRIPTION

SVA to provide design and construction documents for the renovation of the existing city hall office area. This includes space planning, materials/finish selections. Feasibility and schemes will include an option for a 525 sq. ft. expansion to the south side of the existing building.

SCOPE OF SERVICE

We propose to provide the following basic professional services for the above-mentioned project:

PHASE ONE – PROGRAMMING AND SCHEMATIC DESIGN

- Field visit and photographic survey of existing conditions as needed
- Meet with the Owner to confirm the program
- Develop schematic design documents
- Develop design development documents
- Provide final schematic development drawings for review
- Code review
- Perform verbal presentation of design development documents

PHASE TWO – CONSTRUCTION DOCUMENTS

101. 299. 815.000

4/9/19

cd. Krew

City of Grosse Pointe Woods
City Hall Restoration-Grosse Pointe Woods
March 22, 2019
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- Preparation of construction documents for City's approval , bidding and construction. These to include architectural, mechanical and electrical engineering. All drawings prepared on AutoCAD Version 2018 software
- Recommend architectural material and finishes
- Current CSI based
- Answer questions during the bidding phase. Preparation of addendums to clarify bid documents
- Provide two progress reviews with the Owner-a 50% review and 90% review of the construction documents. Attend two progress review meetings
- Assist in bid analysis and recommendation of contract award

PHASE THREE – CONSTRUCTION ADMINISTRATION PHASE

- Answer questions of the contractor during construction
- Preparation of field orders and change orders to clarify construction if required
- Site visits (8) site visits during construction
- Preparation of a final punch list

FEE

We propose to provide the Architectural and Engineering Services which includes; Mechanical, Electrical and Plumbing described herein on an hourly basis not to exceed the following:

Option I- Base fee, to renovate existing area approximately 4500 sq ft interior office with existing build

<u>Phase I</u>	\$5,800.00
<u>Phase II</u>	\$8,000.00
<u>Phase III</u>	\$3,400.00

Option II-To expand and add additional 525 square foot over porch space. This includes additional MEP engineering and a \$2,000 allowance for structural engineering \$8,000.00

CHANGES AND ADDITIONAL WORK

For additional work or changes in scope, we will provide the services of our staff on an hourly basis in accordance with our standard billing rate schedule plus reimbursable expenses.

Hourly Rates are as follows:

Principal Architects	\$150.00
----------------------	----------

NOTE



City of Grosse Pointe Woods
City Hall Restoration-Grosse Pointe Woods
March 22, 2019
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Associate Architects	\$130.00
Senior Project Architects	\$110.00
Project Architects	\$100.00
Senior Designer/Architect	\$90.00
Senior Interior Designer	\$90.00
Senior Architectural Designer	\$75.00
CAD Technician/Intern Architect	\$75.00
Intern Architect/Interior Design	\$75.00
Intern Designer/Intern Architect	\$65.00
Interior Designer	\$65.00
Administrative	\$55.00

REIMBURSABLE EXPENSES

For our reimbursable expenses, a multiple of 1.15 times the amount expended in the interest of the project.

1. Expense of reproductions beyond one record set of contract document deliverables at each phase.
2. Any permit or application fees paid for securing approval by third party design review or Authorities Having Jurisdiction (AHJ) over the project. State filing and/or permit fees.
3. Expense of standard expedited or overnight postage.
4. Travel expense (All mileage over 100 miles round-trip, current IRS rates).
5. Meals and lodging when required to travel overnight.
6. Project specific insurance coverage riders or amendments necessary to comply with required insurance requirements above SVA limits and conditions.
7. Expense of any additional mechanical, electrical, structural, or civil engineering work beyond our basic services.

INVOICING PROCEDURES

Invoices for our services and reimbursable expenses will be submitted every four (4) weeks. Payments against our invoices will be expected within thirty (30) days from receipt of invoice.

SERVICES NOT INCLUDED

1. Attendance at meetings to secure approval of agencies having jurisdiction.
2. Reproduction of plans and specifications in excess of that required for coordination.
3. Construction cost estimates.
4. BIM, 3D models, professional renderings and presentation graphic boards.
5. Civil and Landscape Architecture.
6. Existing utility evaluations.
7. Electric Demand Metering and/or Air Test Balancing.
8. Soil borings, boundary survey and topographical survey.
9. As-built drawings.
10. Infrastructure upgrades
11. Specialty Consultants: Low-Voltage, Specialty Equipment (i.e. systems furniture, food service, laundry, medical equipment, etc.), Security, Audio Visual, and/or Acoustical.
12. Furniture, Fixtures and/or Art Procurement.
13. Energy and/or Life Cycle Cost Analysis
14. LEED certification and/or Documentation

City of Grosse Pointe Woods
City Hall Restoration-Grosse Pointe Woods
March 22, 2019
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15. Value Engineering -Design revisions for VE after Phase 1 (DD) plan sign-off.

INSURANCE

For protection of our clients as well as our firm, we carry insurance protection including professional liability insurance. The extent and types of insurance can be provided upon your request.

HAZARDOUS MATERIAL

The architect and/or their consultants shall have no responsibility for the presence, discovery, handling, removal or disposal of or exposure of persons to hazardous materials in any form including but not limited to asbestos, asbestos products, polychlorinated biphenyl (PCB) or other toxic substances.

RISK ALLOCATION

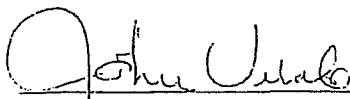
In recognition of the relative risks, rewards and benefits of the project to both the Client and the Architect, the risks have been allocated so that the Client agrees that, to the fullest extent permitted by law, the Architect's total liability to the Client, for any and all injuries, claims, losses, expenses, damages or claim expenses arising out of this agreement, from any causes shall not exceed the amount of the Architect's fee or other amount agreed upon. Such causes include, but are not limited to, the Architect's negligence, errors, omissions, strict liability, breach of agreement or breach of warranty.

Stucky Vitale Architects, Inc. has the experience and resources to successfully complete this project and we would appreciate the opportunity to be of service. If you have any questions regarding our proposal or wish to discuss any aspect of this project, please contact us.

ACCEPTANCE

You may indicate your acceptance of this proposal by signing all copies and returning one copy to our office. This proposal is an extension of the AIA Standard Form of Agreement between Owner and Architect. This document is intended to be used in conjunction with AIA Document A201.

STUCKY VITALE ARCHITECTS


JOHN A. VITALE, PRINCIPAL

DATE: _____

CC: Lisa Hathaway

Approved by Planning Comm.
5/28/19

PLANNING COMMISSION
04-23-19 – 13



MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON APRIL 23, 2019, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:01 p.m. by Chair Profeta.

Roll Call: Chair Profeta
Planning Commissioners: Bailey, Fuller, Gilezan, Hamborsky, Vaughn

Absent: Ketels, Rozycki, Vitale

Also Present: Building Inspector Tutag
Deputy City Clerk Antolin

Motion by Gilezan, seconded by Vaughn, that Commission Members Ketels, Rozycki, and Vitale be excused from tonight's meeting.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vaughn

NO: None

ABSENT: Ketels, Rozycki, Vitale

The Planning Commission, Administration and the audience Pledged Allegiance to the Flag.

Motion by Fuller, seconded by Vaughn, that all items on tonight's agenda be received, placed on file, taken in order of appearance.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vaughn

NO: None

ABSENT: Ketels, Rozycki, Vitale

Motion by Vaughn, seconded by Hamborsky, regarding **Approval of Minutes**, that the following Minutes be approved as submitted:

1. Planning Commission dated March 26, 2019.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vaughn
NO: None
ABSENT: Ketels, Rozycki, Vitale

The Chair recognized Council Member Bryant who was in attendance. Council Representative Granger arrived 7:06 p.m.

The next item was **Discussion: Proposed Sign Ordinance Amendment**. The Building Official presented an overview of the Sign Ordinance Amendment for blade signs. Discussion ensued and the Building Official answered questions from the Commission, and he will collaborate with the City Attorney to avoid any conflicts with the existing ordinance.

Discussion included rear entrance signage and re-establishing a sign sub-committee.

Motion by Vaughn, seconded by Gilezan, regarding **Ordinance to amend Chapter 32 – Signs, to permit and regulate “Blade” Signs, provide and specify requirements for Blade Signs**, that the Planning Commission recommend the City Council approve the proposed Sign Ordinance amendment as presented with the following agreed upon changes, and subject to the City Attorney and Building Official’s review for potential conflicts with the language in the existing ordinance:

- **Section 32-35(c3)** - highest point of the signs shall not exceed the highest point of the building;
- **Section 32-35(c5)** – and at least 5’ from the entrance of any other adjacent property;
- **Section 32-35(c12)** – replace 1” with 4” and insert “durable” at the end;
- **Section 32-3** - Replace “hangs” with “is” in the Blade Sign definition.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vaughn
NO: None
ABSENT: Ketels, Rozycki, Vitale

The next item was the **Building Official's Monthly Report**, and the following items were presented for the month of March 2019:

- Follow-up regarding the use of scooters will be sent to the commission;
- Legacy Oaks project moving along, inspections upcoming;
- Plans for remodeling a contemporary house on Renaud Rd. have been submitted;
- Lochmoor house updates;
- Cook Rd. old farmhouse updates;
- Definitional changes needed in Zoning ordinance to prevent confusion.

Commissioner Fuller and Chair Profeta reported on the April 1 and 15, 2019, Meetings, respectively.

Commissioner Vitale will be reporting on the May 2019 Council Meetings.

Under New Business, the following items were discussed:

- A. **2020 Plan** – No reports
- B. **Branding** – Chair Profeta and Donna O'Keefe provided an update for The Avenue in the Woods.
- C. **Crosswalk/Pocket Park** – No Report
- D. **Streetscape** – No Report

Under Public Comment, the following individual was heard.

- Council Member Granger provided a Little League concession stand update;
- Stuckey Vitale is working with administration to develop and implement phase I of reconstructing administrative offices.

Motion by Vaughn, seconded by Fuller, that the Planning Commission Meeting adjourn at 8:37 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

City of Grosse Pointe Woods Historical Commission Minutes
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48226
Conference Room at City Hall
May 9, 2019

RECEIVED

MAY 16 2019

CITY OF GROSSE POINTE WOODS

Approved by
commission
6-13-19
OK

1. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:31p.m. by Chairperson Lynne Millies.

2. Roll Call

Present: Mary Kaye Ferry, Del Harkenrider, Shirley Hartert, Suzanne Kent, Lynne Millies, Jim Motschall, Sean Murphy, Frank Romano, Becky Veitengruber, Giles Wilborn

Also Present: Council Representative George McMullen Jr., GPW resident George Bailey

3. Approval of Agenda

Motion by Romano, seconded by Motschall, to approve the agenda for May 9, 2019 as presented. Ayes: all. Motion carried.

4. Approval of Minutes

Motion by Ferry, seconded by Harkenrider, to approve the April 11, 2019 minutes as presented. Ayes: all. Motion carried.

5. Items

A. Commission Procedures: Tabled for a future meeting.

B. Report of Treasurer: Motschall reported that the Cook Schoolhouse balance is \$5,173.11 and the balance of the Historical Commission is \$1,732.00.

C. Cook Schoolhouse: Ferry reminded the commission about the annual MORSA conference taking place on May 18th.

D. Commission Files: Wilborn reported that he worked on organizing and labeling commission files.

6. Old Business

A. Fall Fest: George Bailey, Harkenrider, Millies, and Veitengruber will host the Cook School open house, on September 21, from 5:00-7:00p.m., during the Fall Fest.

B. Concession Stand Photo: Wilborn shared photos he took of the Grosse Pointe Woods Shores Little League concession stand, just prior to its demolition at Ghesquiere Park.

C. Memorial Day: Commission discussed final details for the Memorial Day Circle of Honor event.

Motion by Murphy to approve the invoice for Moehring Woods Flowers for \$35 for Memorial Day wreath. This is a budgeted item in the FY 2018-2019 budget. Account # 101-105-880-300. Seconded by Kent. Ayes: all. Motion carried.

7. New Business

A. Budget: Commission must say, "Recommended budget," and not "Proposed Budget."

B. Roseville Historical Society Program: Kent shared information about an upcoming talk

in Roseville to include information about the “Polar Bears,” Detroit soldiers sent to Russia during WWI. The event will take place on May 21st.

8. Public and Commissioner Comments

Council Representative McMullen Jr. provided updates on city events and happenings.

9. Adjournment

The meeting adjourned at 8:52 p.m.

Respectfully submitted:

Becky Veitengruber, Secretary

The next meeting of the Grosse Pointe Woods Historical Commission will take place on June 13th, 2019 at 7:30 p.m. in the Cook Schoolhouse, 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236

6E

Citizen's Recreation Commission Meeting Minutes
Meeting of the Citizen's Recreation Commission held on May 14, 2019 at
Grosse Pointe Woods, Michigan

CALLED TO ORDER: 7:05

PRESENT:

Angela Brown
Gib Heim
Barb Janutol
Mark Miller
Tony Rennpage
Amanda York

ABSENT:

Tom Jerger
Sarah Seger

RECEIVED

MAY 16 2019

CITY OF GROSSE POINTE WOODS

*approved by
commission
on 6-11-19*
(MP)

ALSO, PRESENT:

Lindsay Frattaroli, Nicole Gerhart, Mike Koester, and Gina Rheume.

Motion to accept the minutes from April 9, 2019 by Mark Miller and seconded by Gib Heim.

Yes: Brown, Heim, Janutol, Miller, Rennpage, and York

No: None

Absent: Jerger and Seger

SUPERVISOR'S REPORT:

The pool will be up and running this weekend, a little late, due to pool liner repairs.

Boat docks are in the process of being raised 8 – 12 inches due to high water.

A berm is also being built in case the seawall is breached. Hopefully this will keep the water from reaching the new electrical installments.

COUNCIL REPORT:

Our budget for next year has been approved.

OLD BUSINESS:

A rerun of the Fishing Derby information will be included in the next update.

Amanda was unable to touch base with the bike shop about donating a bike as a prize for the fishing derby. She will contact them before the June, so that we can continue the discussion about a bike tour in September.

NEW BUSINESS:

Members went over the park assessment grid compiled by Angela Brown. At the close of regular business, they proceeded to Chene Trombley and Sweeney parks to begin evaluations of these parks for possible future improvements. The June

meeting will include a walking tour of Ghesquiere park at the close of regular business.

ADJOURNMENT:

Motion was made to adjourn the meeting by Gib Heim and seconded by Mark Miller

Yes: Brown, Heim, Janutol, Miller, Rennpage, and York

No: None

Absent: Jerger and Seger

Meeting Adjourned at 7:37 pm.

Respectfully submitted by: Barb Janutol

Beautification Advisory Commission
Cook School House
20025 Mack Plaza Dr., Grosse Pointe Woods
Meeting – May 8, 2019– 7:00 p.m.

RECEIVED

MAY 13 2019

CITY OF GROSSE POINTE WOODS

Present: Hage, Hess, Koester, McCarthy, Medura, Eric Reiter, Spreder, Stephens, Stewart

Excused: Arslanian, Casinelli, Martin-Marshall, Miller, Ragland, Sauter

Also Present: McConaghy

Approved by
Commission
6-12-19
(OR)

Call to Order: The meeting was called to order by Chairperson, McCarthy at 7:05 p.m.

Minutes: The April 10, 2019 minutes were distributed and reviewed.

Motion by Hess, seconded by Stephens, to approve the April 10, 2019 minutes as presented.

Motion carried by the following vote:

Yes: Hage, Hess, Koester, McCarthy, Medura, Reiter, Spreder, Stephens, Stewart

No: none

Excused: Arslanian, Casinelli, Martin-Marshall, Miller, Ragland, Sauter

Treasurer's Report: no report

Chairperson's Report: McCarthy presented chairpersons report.

Awards Program: Stephens updated the Commission on the 2019 Awards Program. Reiter given area assignment and packets. Home and Business selections due by June 30. Descriptions due by July 31. Lochmoor Club reserved for 2019 Award Night.

Flower Sale: McCarthy and Koester updated the Commission on the 2019 Flower Sale. Delivery Thursday, May 9, 2019, 7:30 am. Flower Sale, May 10 and May 11, 2019. Volunteer sign-up sheet circulated.

Council Report: McConaghy presented council report.

Old Business: Koester updated committee members on status of Grosse Pointe Woods Putt-Putt golf course.

New Business: none

Motion by Stewart, seconded by Hage to adjourn the Beautification Advisory Commission meeting at 7:27 pm.

Motion carried by the following vote:

Yes: Hage, Hess, Koester, McCarthy, Medura, Reiter, Spreder, Stephens, Stewart

No: none

Excused: Arslanian, Casinelli, Martin-Marshall, Miller, Ragland, Sauter

Respectfully submitted,
Rachelle Koester

MEMO 19-36

TO: Lisa Hathaway, Acting City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: June 17, 2019
SUBJECT: Pump #3 Repair at Torrey Road Pump Station

7A
RECEIVED
JUN 26 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

As explained during the Committee of the Whole meeting 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 backup sump pump was installed, as well as two different water alarm systems to ensure warnings are always sent in the future should a sump pump fail. In addition, an annual maintenance program has been implemented to keep the pumps in top operating condition.

The pump station has three storm pumps. Field service technicians from Kennedy Industries, Inc. were on scene that day to start inspecting the pumps when the flood was discovered. After the water was drained, the technicians were able to start the maintenance. Pumps #1 and #2 were serviced and are in good operating condition. It was found that the city's largest storm pump, pump #3, has two bad bearings which will require the shafts and upper pump housing to be removed from the station and sent out for repairs. In February, I met with three major pump repair companies, including Kennedy Industries, Pro Seal, and HydroDynamics, at the Torrey Road Pump Station and requested quotes to have the above-mentioned repairs completed.

Kennedy Industries	\$36,850.00
Pro Seal	No Quote
HydroDynamics	No Quote

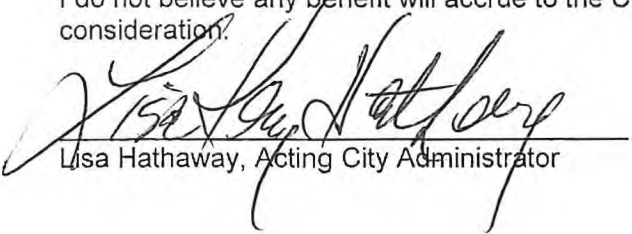
Kennedy Industries is the only company that has submitted a quote in the amount of \$36,850.00. They have completed other repairs at the Torrey Road Pump Station and their work has been satisfactory.

As mentioned above, in order to facilitate this repair, pump #3 has to be removed from the station. We received a quote from J.F. Cavanaugh Company in the amount of \$72,000.00 to remove and reinstall pump #3. They are the only company in the area that is able to complete this work due to the size of the pump and come highly recommended by Kennedy Industries who has worked with them often.

Pump #3 is crucial and must be repaired to ensure pumping redundancy for storm events. We are moving into the dry weather season of mid-July to August, which would be the best time to have it repaired.

Therefore, I am requesting Council to authorize the repairs on pump #3 at the Torrey Road Pump Station from Kennedy Industries, Inc., P.O. Box 930079 Wixom, MI 48393, in the amount of \$36,850.00 and J.F. Cavanaugh Company, 20750 Sunnydale Avenue, Farmington Hills, MI 48336. I further recommend a repair contingency in an amount not to exceed \$10,000.00 for any unforeseen problems should they arise. The total project will not exceed \$118,850.00. This is a budgeted item included in the 2019/2020 fiscal year budget in the Pump Station Contractual Services account no. 592-542-818.000.

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


Lisa Hathaway, Acting City Administrator


6/26/19
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

A handwritten signature in blue ink, appearing to read "Cathrene Behrens", written over a horizontal line.

Cathrene Behrens, Treasurer/Comptroller

A handwritten date "6/26/19" in blue ink, written over a horizontal line.

Date



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

BUDGETARY		
DATE	NUMBER	PAGE
2/20/2019	0021907	1 of 2

B GRO250
I CITY OF GROSSE POINTE WOODS
L 20025 MACK PLAZA
T GROSSE POINTE W, MI 48236
O

Accepted By: _____

Company: _____

Date: _____

PO#: _____

ATTENTION:

FRANK SCHULTE 313-434-2460 pubwks@gpwmi.us

WE ARE PLEASED TO PROPOSE THE FOLLOWING FOR YOUR CONSIDERATION:

CUSTOMER REF/PO#	JOB TITLE	SLP	SHIPPING TYPE
	TORREY ROAD, PUMP #3, WORTHINGTON, PUMP, 42MS-1, SEWAGE	KES/SER	FIELD SERVICE
QTY	DESCRIPTION		

THE FOLLOWING QUOTE IS FOR THE ESTIMATED COST OF LABOR AND MATERIALS TO REPAIR THE ABOVE REFERENCED PUMP. IF UPON INSPECTION ADDITIONAL PARTS AND/OR LABOR ARE REQUIRED, YOU WILL BE NOTIFIED PRIOR TO PROCEEDING.

ESTIMATED NEW PARTS REQUIRED:

- (1) SET OF PACKING
- (1) VOLUTE GASKET
- (1) STUFFING BOX GASKET
- (2) THRUST BEARINGS
- (1) RADIAL BEARING
- (1) INTERMEDIATE DRIVE SHAFT BEARING - REBABBITT
- (1) BEARING LOCKNUT
- (1) BEARING LOCK WASHER
- (1) DEFLECTOR
- (1) IMPELLER RING
- (1) SHAFT SLEEVE

ESTIMATED LABOR REQUIRED:

PICKUP AT JOB SITE AND TRANSPORT TO KENNEDY INDUSTRIES' WIXOM REPAIR FACILITY.

DISASSEMBLE COMPLETE POWER FRAME AND INTERMEDIATE DRIVE SHAFT BEARING HOUSING. .

SANDBLAST COMPONENTS AND PREP FOR INSPECTION.

DIMENSIONALLY MEASURE ALL OPERATING CLEARANCES AND RECORD ON INSPECTION REPORT.

IF CASE RING IS IN GOOD CONDITION - DRIVE TO SITE TO MIC ID SIZE.

CHECK TOTAL INDICATOR RUN OUT OF PUMP SHAFT AND DRIVE SHAFTS - STRAIGHTEN AS NECESSARY.

INSTALL NEW IMPELLER RING AND MACHINE FOR PROPER RUNNING CLEARANCES TO CASE RING IN FIELD.

PREP MACHINE INTERMEDIATE DRIVE SHAFT FOR HARD CHROME PLATING AT BEARING JOURNAL.

CHROME PLATE JOURNAL THEN GRIND TO OEM SPECIFICATIONS.

ASSEMBLE ALL ROTATING PARTS ON SHAFT AND PLACE IN BALANCE MACHINE.



KENNEDY
INDUSTRIES

INNOVATE
SOLVE
MONITOR
REPAIR

BUDGETARY		
DATE	NUMBER	PAGE
2/20/2019	0021907	2 of 2

QTY	DESCRIPTION
-----	-------------

VERIFY T.I.R.'S THEN DYNAMICALLY BALANCE ROTATING ELEMENT TO 4W/N.

ASSEMBLE POWER FRAME COMPLETE WITH NEW PARTS LISTED.

PAINT THEN PRESERVE PUMP FOR DELIVERY.

TRANSPORT COMPLETED JOB TO YOUR PLANT.

ESTIMATED REPAIR COST: \$ 36,850.00

ESIMATED DELIVERY: 4 WEEKS (AFTER RECEIPT OF ORDER)

PLEASE PROVIDE WRITTEN OR VERBAL AUTHORIZATION SO THAT WE MAY RESPOND TO YOUR REQUIREMENTS. IF YOU HAVE ANY QUESTIONS, COMMENTS, OR ARE IN NEED OF ADDITIONAL INFORMATION PLEASE FEEL FREE TO CONTACT ME AT (248) 684-1200.

BEST REGARDS,
MIKE HORN
MHORN@KENNEDYIND.COM
REPAIR CENTER MANAGER

JN/SER
CC: KES

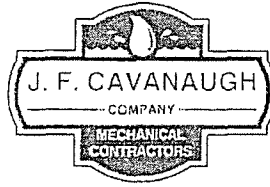
This quote is subject to and incorporates by reference Kennedy Industries, Inc.'s ("Kennedy") Terms & Conditions and Customer Warranty available at www.kennedyind.com which will be provided by email upon written request. Kennedy reserves the right to change the Terms & Conditions and Customer Warranty for future orders. By accepting this quote and/or issuing a purchase order relative to this quote, buyer expressly agrees to the provisions set forth in the Terms & Conditions and Customer Warranty posted on Kennedy's website.

CREDIT CARD PAYMENTS ARE SUBJECT TO AN ADDITIONAL 3% CHARGE
NO TAXES OF ANY KIND ARE INCLUDED IN THIS PROPOSAL

TOTAL: \$36,850.00

P.O. Box 930079 Wixom, MI 48393 - 4925 Holtz Drive Wixom, MI 48393 - Phone: 248-684-1200 - Fax: 248-684-6011

www.KennedyInd.com



April 10, 2019

Kennedy Ind

Attn: Keith

Re: Torrey Road Repair

Gentlemen:

Per the request, attached is our quotation to remove and install the pull-out assembly for the 42" Worthington Pump.

Scope of work included.

1. Removal of the pump shaft section.
2. Removal of the pull-out assembly.
3. Fabricate and install cover plate for the pull-out assembly.
4. Load out pull-out assembly.
5. Receive pull-out assembly.
6. Remove cover plate for the pull-out assembly.
7. Install the pull-out assembly.
8. Assist manufacture with final adjustments of pull-out assembly
9. Install pump shaft section.

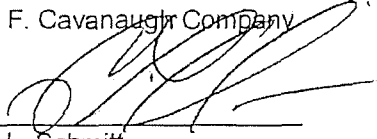
Exclusions

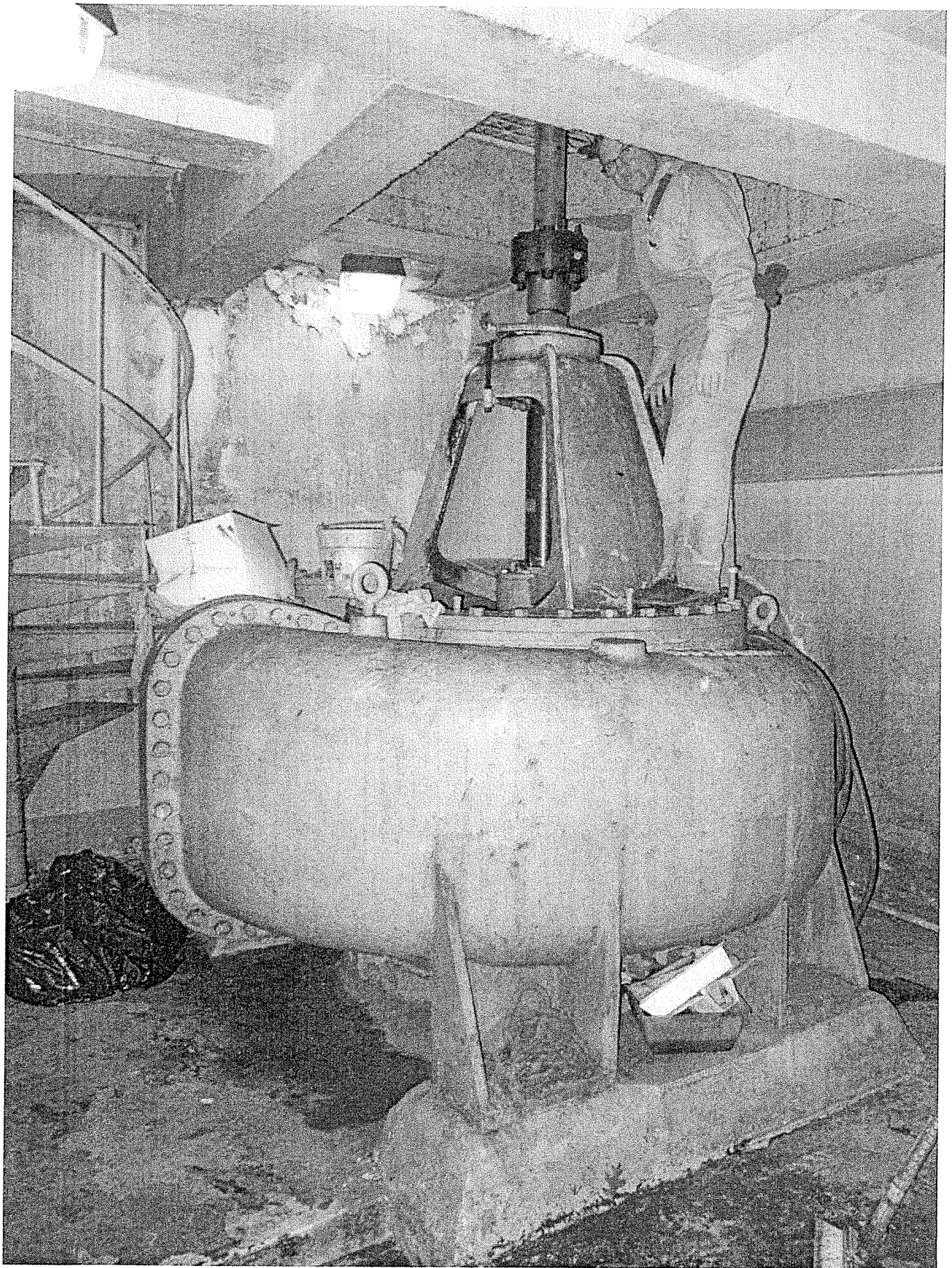
None taken

We herewith submit our lump sum proposal in the amount of \$72,000.00

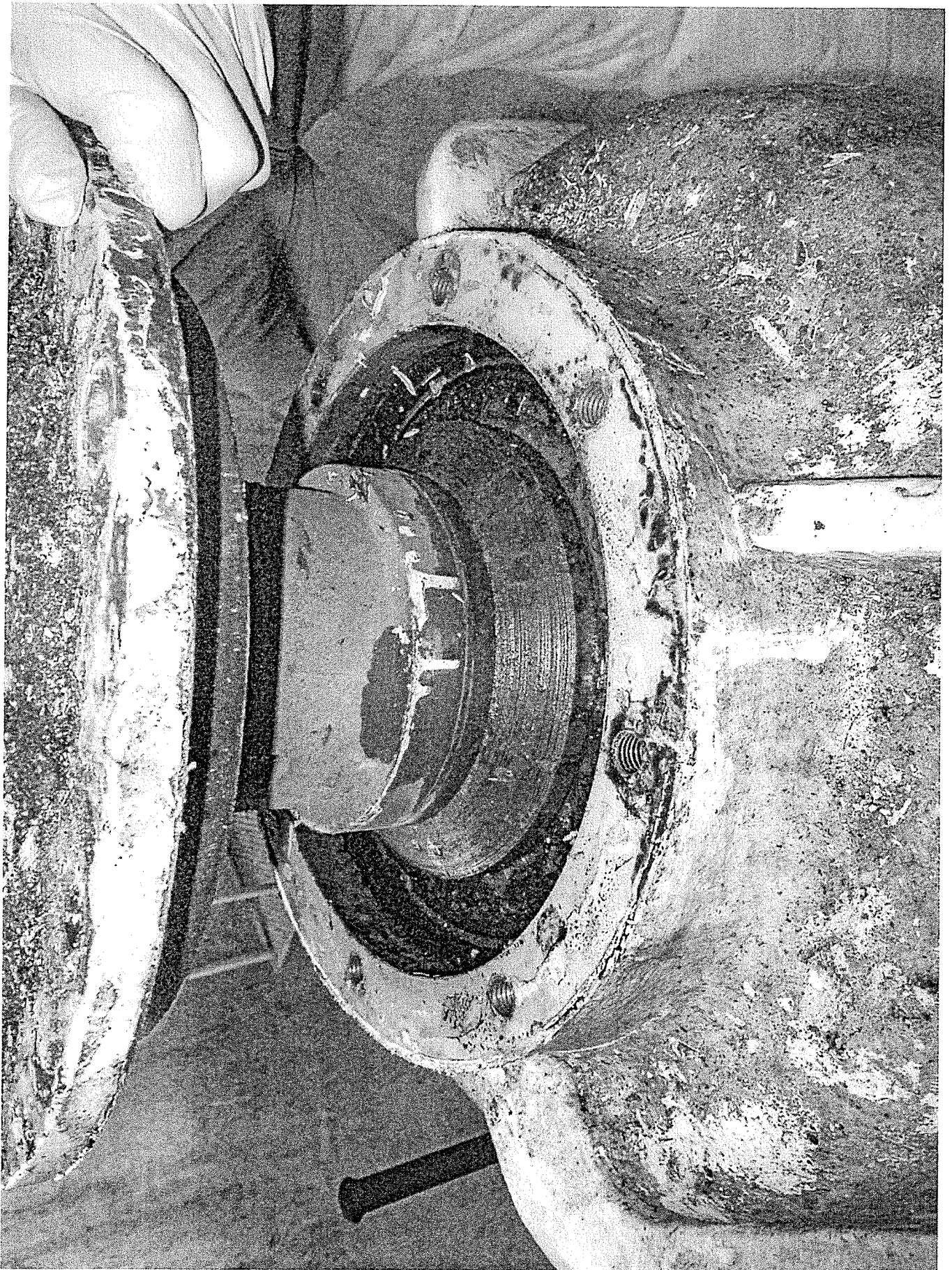
This proposal is good within 60 days of the above date. Any alteration or deviations from the above scope will be performed upon written orders and will be added to or deducted from the sum quoted.

J. F. Cavanaugh Company


G.L. Schmitt







7B

MEMO 19 - 32

TO: Lisa Hathaway, Acting City Administrator

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

DATE: June 4, 2019

SUBJECT: Purchase – Sewer Jet Vactor Truck

RECEIVED
JUN 24 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

The Department of Public Works needs to replace the 2006 Sewer Jet Vactor Truck. It is a vital piece of equipment used for water main breaks, stop box replacements, catch basin repairs, and most importantly sewer cleaning. The Sewer Jet Vactor Truck is 13 years old and is becoming undependable. The tank and tubing are rotting out and needs to be replaced. Please see attached photos. It is my recommendation to trade this vehicle in before we experience major component failures and avoid any down time or additional costs of renting a backup machine.

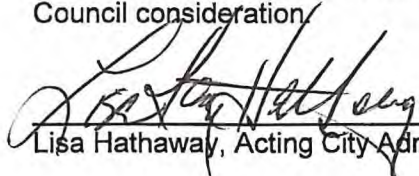
I have obtained a quote from Jack Doheny to purchase one new 2020 Freightliner 4x2 Vactor Combination Sewer and Catch Basin Cleaner Truck through the Sourcewell Program for \$400,828.00. The Sourcewell Program was formally known as the National Joint Powers Alliance (NJPA) Program. The Sourcewell Program is a cooperative purchasing program for states and government agencies and the City can take advantage of this government pricing offered. I do not believe any benefit will accrue to the City by seeking further quotes.

Jack Doheny also offered \$50,000.00 for the trade in of the City's 2006 Sewer Jet Vactor truck based on market pricing for comparable trucks.

Therefore, I recommend the purchase of one 2020 Freightliner 4x2 Vactor Combination Sewer and Catch Basin Cleaner Truck from Jack Doheny, 777 Doheny Court, P.O. Box 609, Northville, MI 48167 in the amount of \$350,828.00. Funds are included for this purchase in the 2019/2020 fiscal year budget in the Motor Vehicles Capital Equipment – Public Works account No. 640-852-977.599.

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*} quotes. Approved for Council consideration.


Lisa Hathaway, Acting City Administrator

06/26/19
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

6/19/19
Date



777 DOHENY COURT
PO BOX 609
NORTHVILLE MI 48167
t 248.349.0904
f 248.349.2774

For: City of Grosse Pointe Woods
Department of Public Services
20025 Mack Avenue
Grosse Pointe Woods, MI 48236

Date: June 12, 2019

Attn: Mr. Frank Schulte, Director
Email: fschulte@gpwmi.us

Phone: 313-343-2460
Quote ID: 13253

RE: Proposal Summary for New 2020 Freightliner 4x2 Vactor Combination Sewer and Catch Basin Cleaner

WE ARE PLEASED TO SUBMIT THIS SUMMARY QUOTATION FOR THE EQUIPMENT LISTED BELOW:

**One (1) New Model Vactor Combination Sewer Cleaner per attached Vactor-Sourcewell Build-Quote Configurator
Contract #122017-FSC, Contract Holder - Federal Signal Corporation:**

Vactor Model 2110i824-RDB-70A Base Module / Options Total:	\$ 310,758.38
Vactor Module / Options 3% Contract Discount:	(9,322.75)
Total Net Vactor Module w-Options Total:	\$ 301,435.63
Non-Sourcewell Options Total:	\$ 3,465.00
JDC Supplied 2020 Freightliner FL114SD, 4x2, Cummins ISL-9 / 3000RDS:	\$ 92,228.00
Freight / Delivery / (1)-Day Training FOB Grosse Pointe Woods, MI:	\$ 3,700.00
	\$
Total Net Vactor Module w-Options Mounted on Vactor Approved Chassis:	\$ 400,828.00
Optional Trade-in 2006 Vactor 2110-18:	\$ (50,000.00)
Net Price with Optional Trade-in Allowance:	\$ 350,828.00


Lead-Time Order, Build & Delivery 180-210 days

This quotation becomes a contract for payment and delivery of the merchandise listed above
ONLY when signed by the customer or one of its officers.

Customer: City of Grosse Pointe Woods, Michigan

By: _____

Date: _____


David R. Snyder – 248-939-3223
Jack Doheny Companies, Inc.



Date: June 12, 2019
 Customer: City of Grosse Pointe Woods
 Address: 20025 Mack Avenue
 City, State, Zip: Grosse Pointe Woods, MI 48236
 Phone: 313-343-2460
 Email: fschulte@gpwmi.us
 Attn: Mr. Frank Schulte, Director - Dept. of Public Services

Prepared By: David Snyder, Regional Account Representative
 Contract #: 122017-FSC Contract Holder - Federal Signal Corporation
 JDC Quote ID: 13253

			List	Selected
	2110P-18	2100i PD, 18" Vacuum, 10 yrd Debris, Combo	\$ 237,214	\$ 237,214

Debris Body Options

1	020PSTD	Double Acting Hoist Cylinder	STD	STD
1	026PSTD	Ex-Ten Steel Cylindrical Debris Tank	STD	STD
1	045PSTD	Suction Tube Storage - 4 Pipe	STD	STD
1	1001PSTD	Flat Rear Door w/Hydraulic Locks	STD	STD
1	1005PSTD	Dual Stainless Steel Float Shut Off System	STD	STD
1	1024PSTD	Debris Body Vacuum Relief System	STD	STD
1	1031PSTD	Debris Deflector Plate	STD	STD
1	1032PSTD	48" Dump Height	STD	STD
1	1023PSTD	Liquid Float Level Indicator	STD	STD
1	1003P	Debris Body Washout	\$ 1,472	\$ 1,472
1	3021P	Debris Body Level Indicator	\$ 878	\$ 878
1	1005PA	S.S Float Ball Cage for Float Shut Off System	\$ 557	\$ 557
1	1008P	6" Rear Door Knife Valve w/Camlock, 3:00 position	\$ 1,210	\$ 1,210
1	1014PA	Centrifugal Separators (Cyclones), 304 Stainless Steel	\$ 6,639	\$ 6,639
1	1015PA	Folding Pipe Rack, Streetside	\$ 1,021	\$ 1,021
1	1022P	Rear Door Splash Shield	\$ 1,499	\$ 1,499
1	1023P	Lube Manifold	\$ 2,225	\$ 2,225
1	1023PA	Plastic Lube Chart	\$ 61	\$ 61

Boom and Vacuum Options

1	014PSTD	Electric/Hydraulic Four Way Boom	STD	STD
1	019PSTD	Intuitouch Electronic Package	STD	STD
1	016PSTD	Color Coded Sealed Electrical System	STD	STD
1	018PSTD	Remote Pendant Control With 35' Cord	STD	STD

1	1016PSTD	SS Microstrainer Prior to Blower	STD	STD
1	4010PSTD	Boom Hose Storage, Post	STD	STD
1	6017PSTD	Hydraulic Shutoff Valves	STD	STD
1	7007PSTD	Tachometer & Hourmeter/Blower	STD	STD
1	S390ASTD	20' x 7" Vacuum Flange Pipe Package, 7" x 8" Reducer	STD	STD
1	3015PA	Hot Shift Blower Drive for Automatic Transmission	\$ 1,450	\$ 1,450
1	3017P	Blower High Temp Safety Shutdown	\$ 521	\$ 521
1	4016P	Rapid Deployment Boom - 10' Telescoping 15' Hose Payout	\$ 19,900	\$ 19,900
1	4006PSTD	Front Joystick Boom Control	STD	STD
1	4011PB	Bellypack Wireless Controls, including hose reel controls	\$ 3,032	\$ 3,032
1	4013P	Rotatable Boom Inlet Hose	\$ 567	\$ 567

Water System Options

1	2014PSTD	1000 Gallons STD (10 yrd units)	STD	STD
1	5003PA	70 GPM/3000 PSI	STD	STD
1	030PSTD	Flexible Hose Guide	STD	STD
1	032PSTD	(3) Nozzles with Carbide Inserts w/Rack	STD	STD
1	2022PSTD	Additional Water Tank Sight Gauge	STD	STD
1	5010PSTD	Rodder System Accumulator	STD	STD
1	5010PA	Accumulator - on/off Control at Front Hose Reel	\$ 793	\$ 793
1	5011PSTD	3" Y-Strainer @ Water Pump w/3" Drain Valve	STD	STD
1	5015PSTD	Midship Handgun Coupling and High-Pressure Washdown	STD	STD
1	5022PSTD	Side Mounted Water Pump	STD	STD
1	6007PSTD	Hose Reel Manual Hyd Extend/Retract	STD	STD
1	6009PSTD	Hose Reel Chain Cover	STD	STD
1	6020PBSTD	Hydraulic Extending 15", Rotating Hose Reel 800' Capacity	STD	STD
1	2001PSTD	Low Water Light w/Alarm and Water Pump Flow Indicator	STD	STD
1	2006P	Air Purge	\$ 1,273	\$ 1,273
1	3019PSTD	Digital Water Pressure Gauge	STD	STD
1	3020P	Digital Water Level Indicator	\$ 667	\$ 667
1	5008PB	Cold Weather Recirculator, 25 GPM for Automatic	\$ 1,688	\$ 1,688
1	5015P	Handgun Couplers, Front and Rear	\$ 599	\$ 599
1	6014P	High Pressure Hose Reel	\$ 1,423	\$ 1,423
1	5021PC	Hydro Excavation Kit - Lances, Nozzles, Storage, Tube	\$ 3,748	\$ 3,748
1	5029P	Cyclone Washout System	\$ 486	\$ 486
1	6002PB3	600' x 1" Piranha Sewer Hose 3000 PSI	\$ 1,227	\$ 1,227
1	6004PB	Hose Wind Guide, Auto, Indexing, includes Pinch-Roller	\$ 5,106	\$ 5,106
1	6005PDSTD	Digital Hose Footage Counter	STD	STD
1	6019P	Rodder Pump Drain Valves	\$ 489	\$ 489

Lighting Options

1	8001PB	Rear, Signal Master LED Arrow Stick, 8 Lights	\$ 2,021	\$ 2,021
1	8002P	Hand Light w/Bumper Plug	\$ 366	\$ 366
1	8002PA	Hand Held LED Spot Light	\$ 351	\$ 351
1	8020PL	14 Light Package, 14 Federal Signal Strobe Lights, LED	\$ 3,230	\$ 3,230
1	8027P	LED Mid-Ship Turn Signals	\$ 534	\$ 534
1	8028P	Worklights (2), LED, Boom	\$ 767	\$ 767

1	8029PA	Worklight, LED, Operators Station	\$ 644	\$ 644
1	8029PB	Worklight, LED, Hose Reel Manhole	\$ 644	\$ 644
1	8029PC	Worklight, LED, Curb Side	\$ 484	\$ 484

Specialty Systems

1	9021PSTD	Camera System, Rear Only	STD	STD
1	7005P	Hydraulic Oil Temp Alarm	\$ 366	\$ 366
1	9021PA	Camera System, Front and Rear	\$ 617	\$ 617

Tool Storage Options

1	010PSTD	40w x 22h x 24d Curbside Toolbox	STD	STD
1	9023PA	Safety Cone Storage Rack - Post Style	\$ 160	\$ 160
1	9071PE	Toolbox, Behind Cab - 16w 30h x 96d	\$ 3,092	\$ 3,092
1	9074PA	Toolbox, Driver Side Subframe, 18w x 24h x 24d	\$ 1,306	\$ 1,306

Paint

1	P110STD	Module Paint, DuPont Imron Elite - Wet on Wet	STD	STD
1		Module, Boom, and Hose Reel Painted - Metallic Blue		
1		Chassis Painted - White		
1		Vactor 2100 Plus Body Decal - Multi Color		

Chassis

			Cost	Cost
1	FL - 114SD	Freightliner 114SD 370HP Cummins Single Axle Automatic	\$ 92,228	\$ 92,228.00

Chassis Options

1	011PSTD	Aluminum Fenders	STD	STD
1	012PSTD	Mud Flaps	STD	STD
1	7001PSTD	Tachometer/Chassis Engine w/Hourmeter	STD	STD
1	7003PSTD	Water Pump Hour Meter	STD	STD
1	7004PSTD	PTO Hour Meter	STD	STD
1	8000PSTD	Circuit Breakers	STD	STD
1	8025PSTD	LED Lights, Clearance, Back-up, Stop, Tail & Turn	STD	STD
1	9002PSTD	Tow Hooks, Front	STD	STD
1	9002PSTD	Tow Hooks, Rear	STD	STD
1	9003PSTD	Electronic Back-Up Alarm	STD	STD
1	S560STD	Emergency Flare Kit	STD	STD
1	S590STD	Fire Extinguisher 5 Lbs.	STD	STD

Additional Parts

1	046PSTD	1" Nozzle Pipe	STD	STD
1	89957A-30	7" x 3'-0" Higbee C/B Nozzle Assembly	\$ 431	\$ 431
1	RIPSAW	Ripsaw	\$ 300	Included

Non-Sourcwell Options

				Sale Price
1	Enz 60.100L	60.100L Chisel Point 6-16" Pipe - 70/3000	\$ 1,340	\$ 1,340
1	ENZ-30.100	Standard Cleaning Nozzle 6-14" Pipe - 70/3000	\$ 470	\$ 470
1	ENZ-36.100	Roto-Drill 6-12" Pipe - 70/3000	\$ 615	\$ 615
1	ENZ-40.100A	Grenade Bomb 6-12" Pipe - 70/3000	\$ 1,040	\$ 1,040

Sourcewell Contract #122017 - Build-Quote Summary:

Module/Options Total:	\$ 310,758.38
Options Sourcewell Discount 3%:	\$ 9,322.75
Module/Options Total per Sourcewell Price Schedule:	\$ 301,435.63
Non Sourcewell Options Total:	\$ 3,465.00
Total with Module and All Options:	\$ 304,900.00
Vactor Mfg Compliant JDC Supplied Freightliner FL114SD 4x2 Chassis:	\$ 92,228.00
Total with Module, Options, and Chassis:	\$ 397,128.00
Freight and PDI:	\$ 1,700.00
Field Training:	\$ 2,000.00
Total:	\$ 400,828.00

2018 Vactor Module Pricing Subject to increase July 1, 2019

Delivery Approximately (6) months

Thank you for your approval of this proposal.

Sincerely,



David R. Snyder, Regional Sales Representative
Jack Doheny Companies, Inc.
248-939-3223

This quotation becomes a contract for delivery and payment of the merchandise listed above only when signed by the customer or one of its officers.

Customer: City of Grosse Pointe Woods, MI

By:

Date:

Frank Schulte

From: Snyder, David <DavidSnyder@dohenycompanies.com>
Sent: Wednesday, June 12, 2019 8:51 PM
To: Frank Schulte
Cc: Jim Kowalski; InTeam
Subject: Grosse Pointe Woods - Revised Vector Proposal
Attachments: GPWoods_VA2110i824-Sourcewell Proposal-13253_r.6.12.19.pdf

Frank,

Please see attached revised Vector (Sourcewell) Proposal including the minor changes we discussed on Monday. My home copier pulled originals through scanner a little uneven so we'll FedEx original copies of revision tomorrow for your receipt Friday morning.

Thanks for your patience and best of luck with the council vote July 1st.

Please call me with any questions you may have.

Sincerely,



David Snyder | Regional Sales Representative

GARING - DEDICATION - INNOVATE - INTEGRITY - TEAMWORK

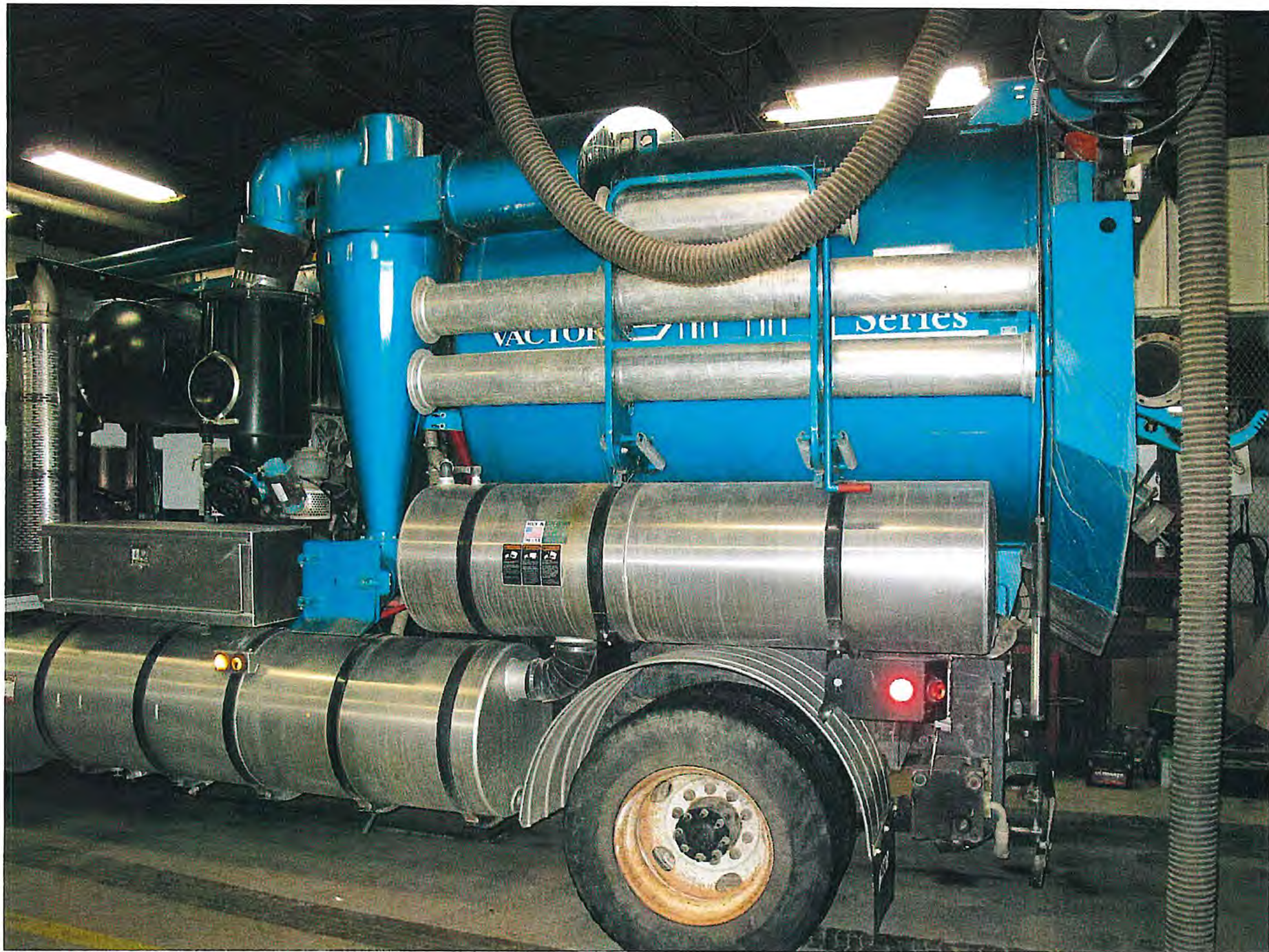
T: 248-349-0904 Ext: 1806 C: 248-939-3223

DavidSnyder@dohenycompanies.com

www.dohenycompanies.com









MEMO 19-34

RECEIVED

JUN 24 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Lisa Hathaway, Acting City Administrator
FROM: Frank Schulte, Director of Public Services *F.S.*
DATE: June 11, 2019
SUBJECT: Purchase – 5-yard Dump Truck

The Department of Public Works needs to replace the 1992 Mack 10-yard dump truck. We are experiencing an increasing number of mechanical issues. The cabs, boxes and tailgates are rotted out and no longer safe to operate.

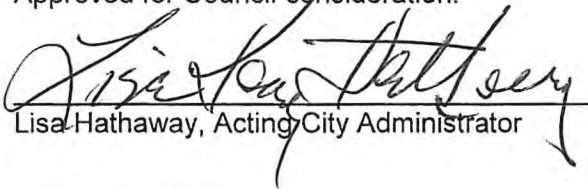
The Department recommends to purchase one new 5-yard dump trucks with a plow and salt spreader. This would be similar to the two 2016 Ford F-750 5-yard dump trucks currently in the fleet that have been reliable. This would be beneficial to the department because the 5-yard dump trucks are smaller and easier to maneuver throughout the city. They are better sized for the needs of the city.

Jorgensen Ford Sales has provided a quote to purchase one new 2019 Ford F-750 Regular Cab Diesel with a plow and salt spreader through the MIDEAL Program for \$120,973.72, which includes delivery and a 60-month engine, transmission and frame rail warranty. The MIDEAL Program is a cooperative purchasing program for state and government agencies and the City can take advantage of the government pricing offered. I do not believe any benefit will accrue to the City by seeking further competitive quotes.

Therefore, I recommend the purchase of one 2019 Ford F-750 Regular Cab Diesel with a plow and salt spreader from Jorgensen Ford Sales, 8333 Michigan Ave., Detroit, MI 48210 in the amount of \$120,973.72. Funds are included for this purchase in the 2019/2020 fiscal year budget in the Motor Vehicles Capital Equipment – Public Works account No. 640-852-977.599.

I do not believe any benefit will accrue to the City by seeking further quotes. If you have any questions concerning this matter please contact me.

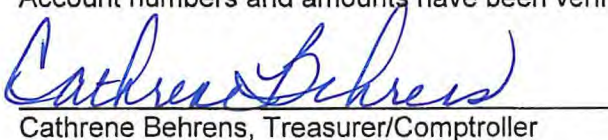
Approved for Council consideration.


Lisa Hathaway, Acting City Administrator

06/24/19
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

6/19/19
Date

JORGENSEN FORD SALES**Q U O T A T I O N**

8333 Michigan Ave.
 Detroit, MI 48210
 PHONE: (313) 584-8733
 FAX: (313) 584-0477
 bill_mccarthy@hotmail.com

DATE	6/6/2019
EXPIRES	8/30/19
DELIVERY	22-26 weeks ARO

MiDeal Contract Number 071B7700179

Customer: City of Grosse Pointe Woods

Contact: Frank Schulte Phone: 313-343-2460 Fax:

2019 Ford F-750 Regular Cab Diesel	
Base Price:	\$ 60,253.00
Transmission Power Take Off Provision with Live Drive Capability	\$ 799.00
Air Brakes	\$ 1,580.00
Bendix Air Dryer with Heater	\$ 411.00
14,000 lb. Front Axle	\$ 1,142.00
14,000 lb. Front Leaf Springs	\$ 379.00
Synthetic Front Axle Lube	\$ 46.00
23,000 lb. Locking Rear Axle	\$ 1,874.00
Driveshaft Upgrade	\$ 166.00
23,000 lb. Air Suspension	\$ 1,015.00
Synthetic Rear Axle Lube	\$ 89.00
120,000 PSI Straight Channel "C" Frame	\$ 326.00
Front Frame Extension - 20" in Front of Grille	\$ 438.00
Painted Steel Front Bumper	\$ 307.00
12 Gallon DEF Tank - filled with DEF Fluid	\$ 36.72
Remote Mounted Jump Start Stud	\$ 81.00
Two 900 CCA Batteries with Steel Battery Box	\$ 54.00
Daytime Running Lamps	\$ 39.00
30/70 Air Ride Front Vinyl Bench Seat	\$ 353.00
Power Equipment Group	\$ 420.00
Net Invoice Fleet Option	\$ 7.00
Destination Charge	\$ 2,095.00
Body, Plow and Spreader per attached Specifications	\$ 49,063.00
Total	\$120,973.72
Optional Stainless Steel Dump Body	\$ 5,306.00

Authorized Signature: W J McCarthy

W.J. McCarthy, Fleet Sales Manager

Mike Roland
28130 Groesbeck Hwy.
Roseville, MI 48066
e-mail: mroland@nbcete.com



Q061906

Phone: (586) 774-4900
Fax: (586) 772-1280
Cell: (586) 484-7335

QUOTATION

June 6, 2019

City of Grosse Pointe Woods
Attn. Frank Schulte
1200 Parkway
Grosse Pointe Woods, MI 48236

P - 313-343-2460
F - 313-343-2622
Email: fschulte@gpwni.us
jduffy@gpwni.us

We are pleased to submit the following quotation for your consideration:

ONE (1) 10' HEIL ® DURACLASSTM "SL-316" BODY AND HOIST

- 6 - 8.2 Yard Capacity • 38" Front • 28" High Sides • 38" High Tailgate
- $\frac{3}{16}$ " Cor-Ten Steel Sides And Front, All Exposed Bends 1" Radius
- One Full Length Self Cleaning Brace Per Side
- 5-1/2" Wide, 35° Sloped Rub Rails
- Front Corner Post 3-7/8" Deep Flared
- 8" Bevel Plate Floor To Sidewall
- Fully Boxed 4 $\frac{5}{8}$ " x 8 $\frac{3}{8}$ " Top Rail
- 10" Wide x 5 $\frac{1}{2}$ " Deep Full Depth Rear Corner Posts
- $\frac{3}{16}$ " Cor-Ten Steel Floor
- Crossmemberless Sub-Frame
- 9" Fabricated Corten Longitudinal Beams
- Two Panel Tailgate $\frac{3}{16}$ " Cor-Ten Steel, Dirt Shedding Design
- Greaseable Tailgate Hardware
- **Manually Operated Tailgate**
- $\frac{3}{8}$ " Diameter Proof Coil Double Acting Spreader Chains

Heil Model 1821 Single Cylinder Dual Support Arm Hoist

- 13.5 Ton, NTEA Class 50 Hoist
- $\frac{5}{16}$ " Steel Hoist Frame
- 8" x 21" Hydraulic Cylinder With Chrome Plated Piston Rod
- Fully Gusseted Front And Rear Hoist Frame Crossmembers
- Heavy Platform Type Rear Hinges
- Body Raise Light In Cab
- Body Prop Kit
- 12 Volt Electronic Back-Up Alarm
- Cor-Ten Steel $\frac{1}{2}$ Cab Shield



Mike Roland
28130 Groesbeck Hwy.
Roseville, MI 48066
e-mail: mroland@nbetc.com



Q061906

Phone: (586) 774-4900
Fax: (586) 772-1280
Cell: (586) 484-7335

HYDRAULIC SYSTEM

- Chelsa Model 277 Hot Shift PTO
- Commercial P330 Pump
- Force America Add-A-Stack 4020 Valve
- In Tank Filter With Synthetic Element
- Filter Indicator Gauge
- 3 Bank Pneumatic Control Set With Neutral Lock Hoist Section
- **Dual Flow Control Manual Spreader Valve**
- **Stainless Steel Valve Enclosure**
- **Stainless Steel Frame Hydraulic Reservoir**

DUMP BODY AND HYDRAULIC SYSTEM ————— \$27,263.00

ONE (1) FLINK MODEL VCT-12DD-S4 TAILGATE SPREADER

- 304 Stainless Steel Trough And Lower Hinged Clean Out And Top Cover
- Direct Drive 6" Auger With Graduated Pitch
- Left End of Auger Has Reversed Flighting
- 2 7/8" Auger Tube with 3/8" Flighting
- Positive Sliding Locking Bolt-Type Latches With Handles
- Auger Bearing -1 1/4" Sealed Self Adjusting Ball Bearing
- Easy On And Off Brackets
- Convenient Bottom Clean Out
- 18" Poly Spinner Self Leveling
- Short Hose Group & Stainless Steel Quick Couplers

FLINK MODEL VCT-12DD-S4 ————— \$5,011.00

ONE (1) FLINK MODEL FSP REVERSIBLE PLOW

- Moldboard 10' Wide x 38" High
- Power Reversing • Field Adjustable Cannon Trip Mechanism
- Continuous Weld Moldboard
- 5/8" x 8" x 120" Steel Cutting Edge
- 34" Husting Hitch With 3" x 10" Lift Cylinder
- Screw Adjustable Wear Shoes

FLINK MODEL FSP REVERSIBLE PLOW ————— \$14,994.00

ONE (1) PH-15 PINTLE HOOK

- 30,000 Maximum Trailer Weigh
- 6,000 Maximum Vertical Load
- Two (2) B40 D-Rings Mounted On 1/4" Plate With OEM Light Cut-Outs
- Pollack PO-12-707 Trailer Plug

HITCH PACKAGE ————— \$625.00



Mike Roland
28130 Groesbeck Hwy.
Roseville, MI 48066
e-mail: mroland@nbete.com



Q061906

Phone: (586) 774-4900
Fax: (586) 772-1280
Cell: (586) 484-7335

MISCELLANEOUS:

- LED Warning Flashers System
- Star 9200SQ Mini Bar Mounted On Cab Roof
- Two (2) Set ½" Rubber Mudflaps
- DOT Safety Kit Furnished And Installed
- Paint Dump Body One Color Single Stage Urethane Paint

WARNING LIGHTS AND SAFETY EQUIPMENT ————— \$1,170.00

TOTAL INVESTMENT ————— \$49,063.00

Optional:

Stainless Steel Dump Body In Lieu of Corten Steel ————— Add \$5,306.00
(Stainless Body Furnish In Mill Finish 201 B Stainless Steel Not Painted)

PRICES FOR THE ABOVE INSTALLED ON CUSTOMER SUPPLIED VEHICLE
THE ABOVE PRICES DO NOT INCLUDE LOCAL, STATE OR FEDERAL TAXES

Sincerely,
NBC Truck Equipment, Inc.

Michael Roland
Sales Representative





Jorgensen Ford Sales, Inc.
8333 Michigan Avenue, Detroit, Michigan, 482102172
Office: 313-584-2250
Fax: 313-584-0477

2019 F-750 Diesel, Regular Cab
Regular Cab Base(F7D)
Price Level: 950

Warranty - Standard Equipment & Specs

Warranty

Basic

Distance Unlimited miles Months 24 months

Powertrain

Distance Unlimited miles Months 24 months

Corrosion Perforation

Distance Unlimited miles Months 36 months

Roadside Assistance

Distance Unlimited miles Months 24 months

Diesel Engine

Distance 250,000 miles Months 60 months

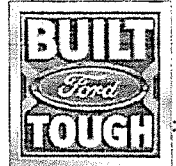
Transmission

Distance 250,000 miles Months 60 months

frame rail

Distance Unlimited miles Months 60 months

2019 F-750 SUPER DUTY (DIESEL STRAIGHT FRAME)

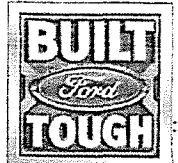


FORD
CODE

MAJOR STANDARD EQUIPMENT

	STD WB is 158"	STD
	01 - FRAME	
535	Single Channel, Straight "C", 15.14 SM, 80,000 PSI, 1,211,200 RBM - High-strength low-alloy steel; 10.250" x 3.092" x 0.375" (260.4mm x 78.5mm x 9.5mm)	x
766	Bumper Front - Black, full width	x
	Less Frame Extension Package	x
	02 - AXLE, FRONT - SUSPENSION, FRONT	
43N	Axle, Front Non-Driving - Dana E-1002I 10,000-lb. capacity (includes Integral Power Steering)	x
61C	Parabolic Taper-leaf Springs - 2-leaf, 10,000-lb. capacity, 62" x 3.15"	x
	Shock Absorbers, Front - Standard duty, dual, double acting	x
	Wheel Seals, Front - Oil lubricated, SKF ScotSeal® PlusXL seals	x
	03 - AXLE, REAR - SUSPENSION, REAR	
475	21,000-lb. Rear Axle Assembly - Single-speed, (Dana 21060S), Single-reduction 21,000-lb. capacity with 190 wheel ends	x
	Multi-leaf Springs - 11-leaf, 21,000-lb. capacity with 2,000-lb. auxiliary springs for load stabilization	x
	Wheel Seals, Rear - Oil lubricated, SKF ScotSeal® PlusXL seals	x
	04 - BRAKES - BRAKE EQUIPMENT	
67J	Hydraulic Brake System - Bosch HydroMax®	x
	05 - ENGINE - ENGINE EQUIPMENT	
99C	6.7L Power Stroke® V8 Turbo Diesel - 270 horsepower @ 2400 rpm, 675 lb.-ft. torque @ 1600 rpm; governed rpm: 3200	x
	Manual Regen Initiation - Driver interface in Message Center	x
57B	Engine Exhaust Brake	x
425	50-State Emissions Requirements	x
	Canada and U.S. Territories get Federal Emissions	x
	Clean Idle Label - U.S., Military & EMS Direct Sales Only	x
	ENGINE EQUIPMENT	
	Air Cleaner - Dry, single-stage Donaldson® single element (includes restriction indicator)	x
	Fan Clutch - Bendix viscous screw-on type	x
	Fuel/Water Separator	x
	Radiator - Aluminum w/ in-tank transmission cooler, PremAir® ozone converter	x
	Starting Motor - 12-volt, Comstar, all parallel	x
	Anti-Freeze - OAT, extended life coolant; to -40 degrees F/-40 degrees C freeze protection	x
	06 - TRANSMISSION - DRIVELINE	
44G	Ford 6-Speed TorqShift® HD Automatic - Double overdrive, less PTO provision (RNDM)	x
	Driveshaft - Dana base	x
	07 - EXHAUST	
91G	Exhaust System - Under-Cab, Right-Side Outlet - Single, horizontal muffler, right side, under cab, outside of frame rail with rear discharge, Switchback-style	x
	08 - ELECTRICAL - ALTERNATOR - BATTERY	
	Alternator - Extra heavy duty 12-volt, 200-amp., Denso SC5	x
	Battery - 12-Volt, Motorcraft - Two, 750 CCA (1500 CCA Total)	x
	Battery Box - RH frame mount under cab step	x
	Body Builder Wiring - Frame mount at back of cab. Includes sealed connectors for 2 ground circuits, with combined left/stop, combined right/stop, stop lamps, park lamps, back up lamps. Also includes 2 additional pass-through wires to cab	x
	Emergency Flasher - Four-way	x
	Fuses, SAE - Blade-type smart fuse box	x

2019 F-750 SUPER DUTY (DIESEL STRAIGHT FRAME)

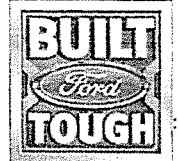


FORD
CODE

MAJOR STANDARD EQUIPMENT

	STD WB is 158"	STD
	LIGHTS	
	Aero Headlamps - High series, includes side marker lights with reflectors (front)	x
	Taillamps, Two w/ integral stop, turn, backup and license plate bracket	x
	Side Repeat Flasher	x
	09 - FUEL TANK	
65B	50-U.S. Gallon - Single, LH, aluminum, rectangular - Regular Cab only	x
65E	65-U.S. Gallon - Single, LH, aluminum, rectangular - SuperCab and Crew Cab only	x
	Diesel Fuel - Cold weather anti-gel additive - Gold Eagle 2106	x
	10 - SEATS	
88A	30/0/30 - Fixed driver and fixed passenger with consolette - vinyl	x
87B	60/40 - Rear bench seat with bolster and flip-up cushion - trim will match selected driver seat material (SuperCab)	x
87C	60/40 - Rear bench seat with flip-up cushion and fold-down back - trim will match selected driver seat material (Crew Cab)	x
	11 - CAB EQUIPMENT	
	Regular Cab, SuperCab or Crew Cab - Ford conventional, steel	x
	CAB EQUIPMENT - EXTERIOR	
	Doors - Two (four with SuperCab or Crew Cab)	x
	Front End Tilting Fiberglass Hood & Fenders Assembly - Tilt-type, frame-mounted, torsion bar assist (includes integral noise and inner splash shields and mud flaps)	x
	Glass - Laminated windshield, solar tint all-around	x
86A	Painted Grille - Plastic, NA with frame extension	x
	Horn - Dual note electric - level 2	x
	Lights - Roof marker/clearance - amber lenses, 5 lights	x
54H	Mirrors - Dual rectangular Velvac XL2020, integral spot mirrors, sail type, 96" width, manual fold, solid black finish	x
	Tow Hooks, Front (2) - Frame-mounted, painted black	x
	Window, Rear - Fixed	x
	Windshield Wiper Control - Two-speed electric intermittent w/ windshield washers	x
	CAB EQUIPMENT - INTERIOR	
572	Air Conditioning, Manual - Includes integral heater and defroster; radiator-mounted compressor; R-134A refrigerant	x
	Air Registers - Molded-in-color with positive shut-off, color-coordinated trim	x
	Assist Handles, Interior A Pillars - Driver and Passenger; all cabs	x
	Assist Handles, Interior B Pillars - Grab handle, driver and passenger; Crew Cab only	x
	Auxiliary Power Point - In instrument panel (2)	x
59F	4 Body Builder Switches - Mounted in center instrument panel with connector access located in engine compartment; amperages vary by switch: 10, 15, 25, 25	x
	Back Panel Trim Cover	x
	Coat Hook - RH/LH color-keyed	x
	Cruise Control - Steering Wheel-Mounted Controls	x
	Demisters - LH & RH side windows	x
	Dome Lamp - Rear mounted with integral map reading lights. (Regular and Crew Cab only)	x
	Door Trim - Color-coordinated molded w/ grab handle	x
	Armrest/grab handle	x
	Soft armrest, grab handle upper and lower map pockets	x
	Floor Covering - Black vinyl	x

2019 F-750 SUPER DUTY (DIESEL STRAIGHT FRAME)



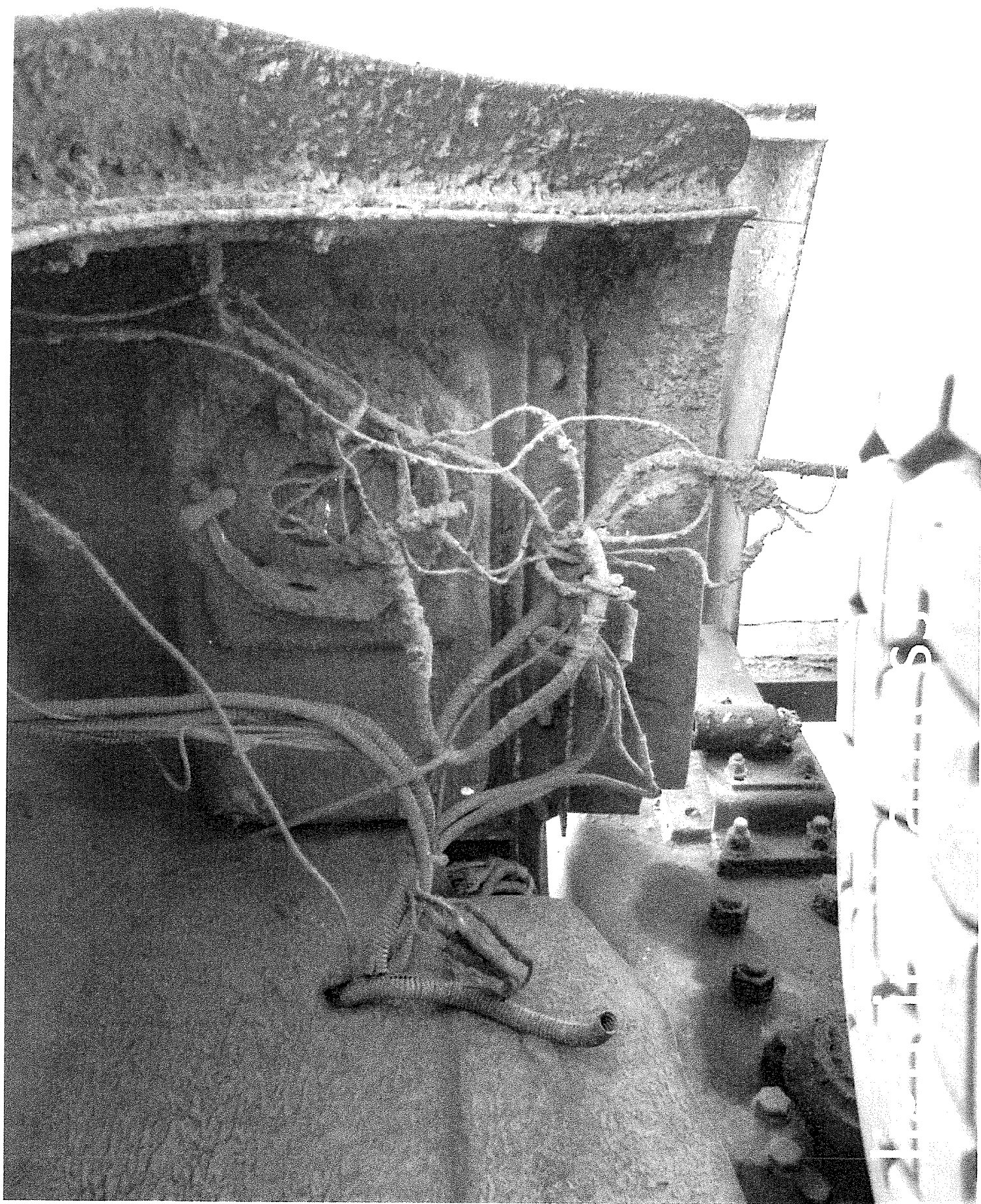
FORD
CODE

MAJOR STANDARD EQUIPMENT

	STD WB is 158"	STD
	CAB EQUIPMENT - INTERIOR (CONTINUED)	
	Gauge Cluster, Diesel - with electronic speedometer, includes oil pressure, coolant temperature, DEF gauge, fuel gauge, tachometer, and indicator lights. Also included is enhanced 3-button Message Center with odometer, trip odometer, distance-to-empty for fuel, average fuel economy, hour meter and warning messages. Trans temp in Message Center.	x
	Glove Box - Instrument panel, RH	x
	Headliner - Color-coordinated, molded, cloth	x
	Instrument Panel - Color-coordinated with color-coordinated accents	x
	Intelligent Oil Life Monitor®	x
588	Radio AM/FM Stereo - With 2 speakers, includes auxiliary audio input jack and clock	x
	Safety Belts - Belt-Minder® (chime and flashing warning light on instrument panel if belts not buckled)	x
	Safety Belts - Color-coordinated, all-position, includes fixed D-rings (Regular Cab)	x
	Safety Belts - Color-coordinated, all-position, includes front seat adjustable D-rings (SuperCab or Crew Cab)	x
	Scuff Plates	x
	Steering Column - Tilt	x
	Steering Wheel - Black PVC, with integral cruise control switches	x
	Sunvisor, Single Driver - Vinyl	x
	Sunvisor, Single Passenger - Vinyl with mirror	x
	Tachometer - Electric	x
	Turn Signal Switch, Self Canceling - Multifunction switch	x
	12 - FRONT WHEEL - TIRES	
	Wheels, Front	
643	22.5x8.25 - Steel disc, 10-hole - hub-piloted, 5 hand hold, powder-coated white	x
	Tires, Front	
TCG	11R22.5G (14PR) Goodyear® Endurance RSA	x
	13 - REAR WHEEL - TIRES	
	Wheels, Rear	
663	22.5x8.25 - Steel disc, 10-hole - hub-piloted, 5 hand hold, powder-coated white	x
	Tires, Rear	
RCG	11R22.5G (14PR) Goodyear® Endurance RSA	x
	14 - PAINT	
	Body Color Available - Agate Black (UM), Oxford White (YZ), Ingot Silver (UX), Magnetic (J7), Race Red (PQ), Blue Jeans (N1), Green Gem (W6), Tangier Orange (J8), Bold Yellow (LE), School Bus Yellow (B1), Stone Gray (D1)	x
	Chassis Color - Black	x
	Paint Type - Environmentally friendly, "3-wet system"	x





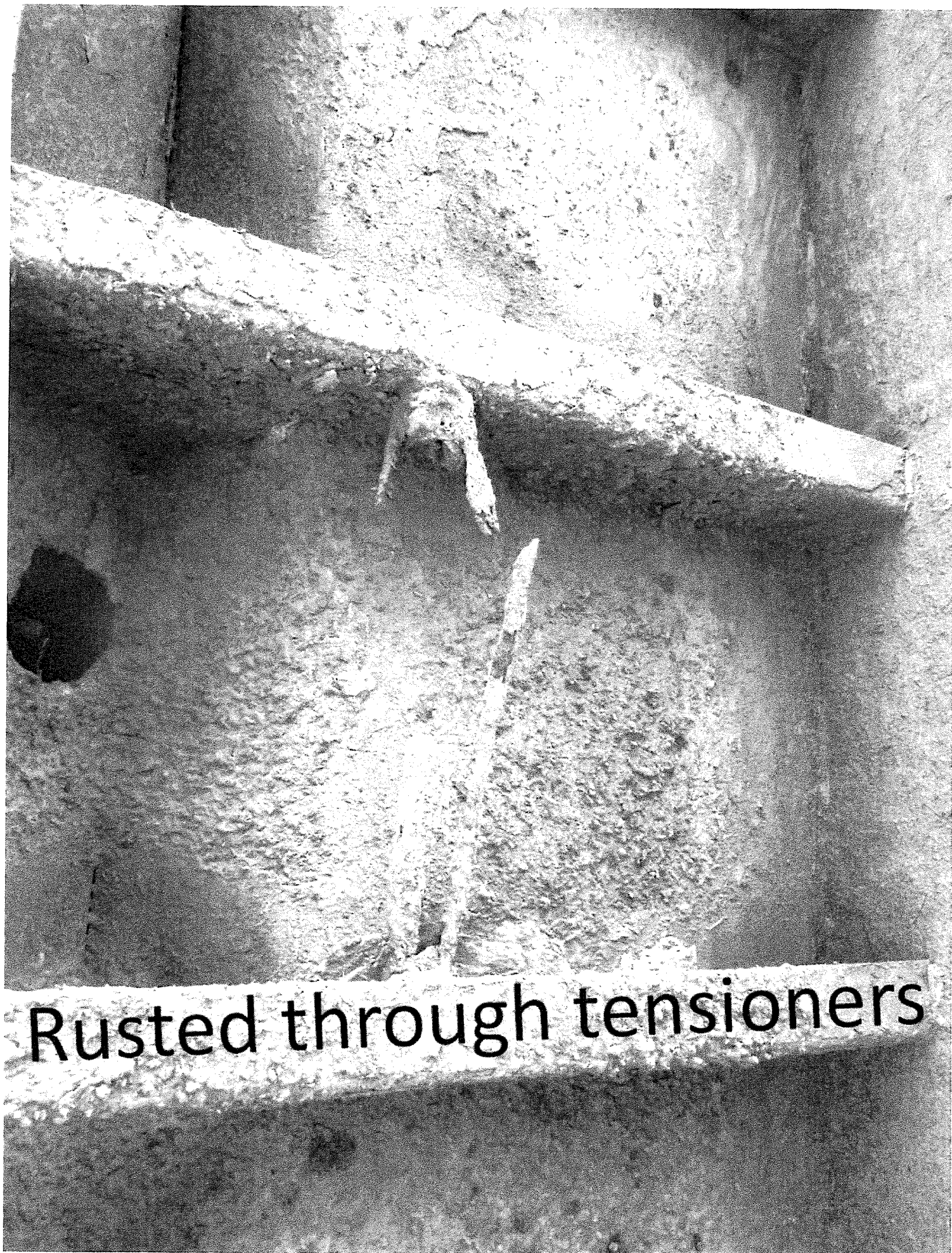




Rusted through 10yd box.



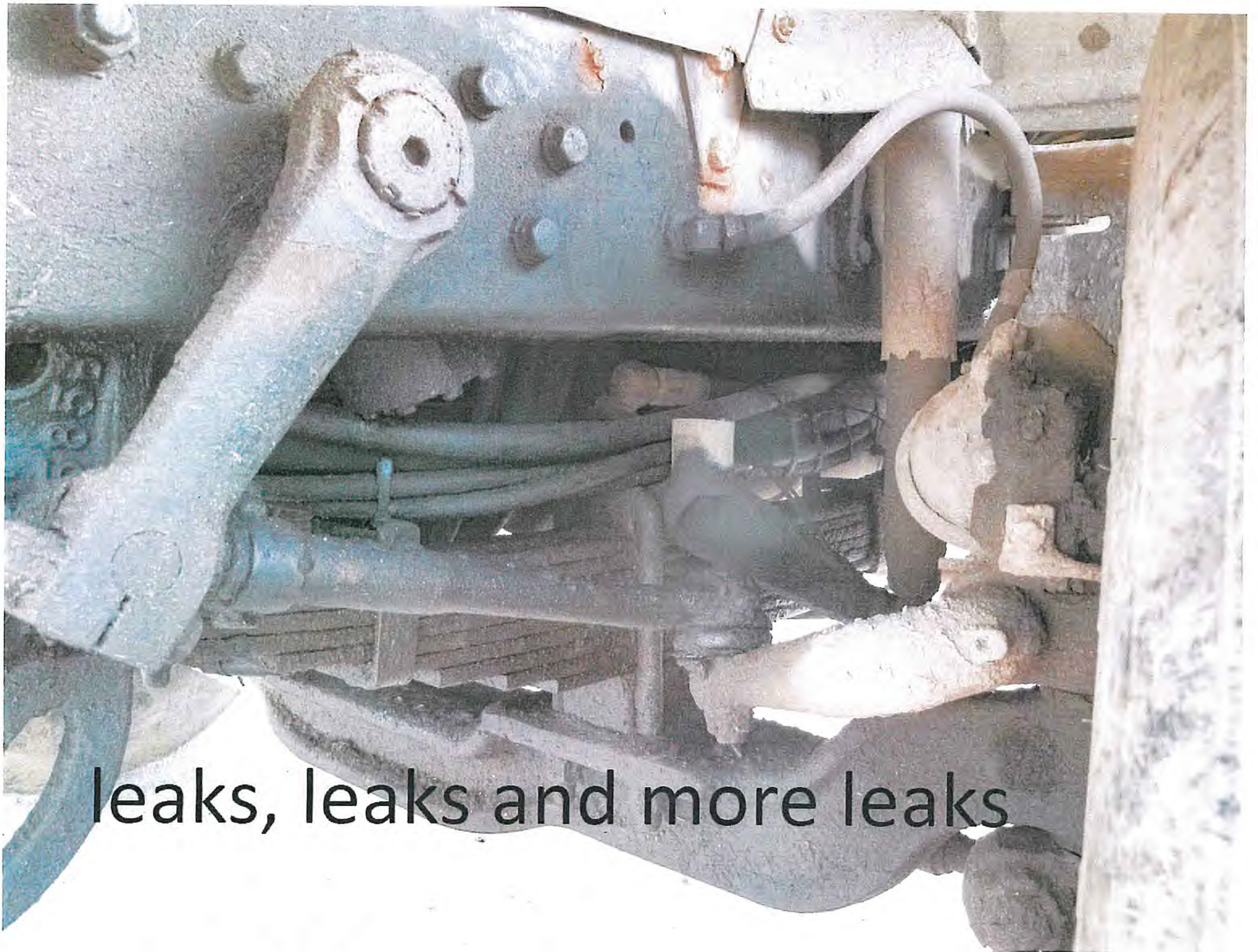
Rusted box main rails
and box underbody.



Rusted through tensioners



Overhead compartment



leaks, leaks and more leaks



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

7D

RECEIVED

JUN 14 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: June 13, 2019
To: Bruce Smith, City Administrator
From: John G. Kosanke, Director of Public Safety
Subject: Purchase of Public Safety Patrol Vehicle and Equipment

I am requesting that the City approve a purchase of one (1) new vehicle to replace a 2015 Ford Police Interceptor. Our current patrol fleet consists of eight marked vehicles. The department is requesting to purchase a 2020 Ford Police Interceptor Utility vehicle. This vehicle is the best option for the department when considering the other vehicles on the market in the same category. The same model was purchased last year by the department and has worked out well. The new 2020 model has been built with 160 pounds of extra steel to provide a new protective frame. The vehicle will be purchased through Signature Ford in Owosso at a municipal price with the Macomb County contract bid price. Signature Ford has provided excellent service, quality, and price compared to other quoted vendors from previous purchases.

In addition to the purchase of vehicle, vendors have been secured for the vehicle equipment and build-out. The costs include all required equipment and installation. Canfield Equipment in Warren continues to be the chosen vendor for this work due to its workmanship, location, and price. Crossfire license plate frames will be purchased from HG2 Emergency Lighting in Orlando, Florida, a vendor which provides lighting solutions with little or no visual obstruction to the driver, as this item is not available through Canfield Equipment.

Rather than purchasing a new in-car mobile radio, one will be transferred from an existing vehicle. Radar equipment for the new vehicle will be purchased from Kustom Signals, Inc. of Lenexa, Kansas at the State of Michigan bid price. The graphics for the vehicle will be done by Majik Graphics in Clinton Township, a vendor which provides a lifetime guarantee on their work and has provided excellent service to us in the past.

The list of vendors is as follows:

Signature Ford	Canfield Equipment	Kustom Signals, Inc.	Majik Graphics	HG2 Lighting
1960 East Main St. Owosso, MI 48867	21533 Mound Rd. Warren, MI 48091	9652 Loiret Blvd. Lenexa, KS 66219-2416	19751 15 Mile Rd. Clinton Twp., MI 48035	477 N. Semoran Blvd. Orlando, FL 32807
1 2019 Interceptor	Build-Out Equipment	1 Golden Eagle radar	Remove graphics from old vehicle	1 HG2 Crossfire license plate
	Installation	1 five-year warranty	Apply graphics to new vehicle	Shipping charges
\$34,264.00	\$10,176.00	\$2,933.00	\$795.00	\$429.00

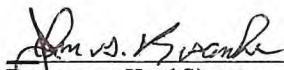
The 2015 Ford Police Interceptor currently in use will be utilized as a replacement for a 2008 Crown Victoria used by the department as a training vehicle. Due to its age, condition, and high mileage, the 2008 Crown Vic currently in use will be auctioned off on the Michigan Intergovernmental Trade Network (MITN) website.

The vehicle rotating out of the fleet for replacement is:

5-10 2008 Crown Victoria @ 87,429 miles

The new vehicle purchase is an approved item in the 2019/2020 fiscal year budget in the **Vehicle Maintenance – Public Safety** fund (640-852-977-349) in the amount of \$50,000.00.

Recommend Approval of the above stated lease/purchase in the amount of **\$48,597.00** as submitted. I do not believe any further benefit will accrue to the city to seek further competitive bids.



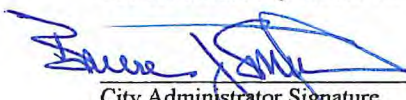
Department Head Signature

Fund Certification:
Account numbers and amounts have been verified as presented

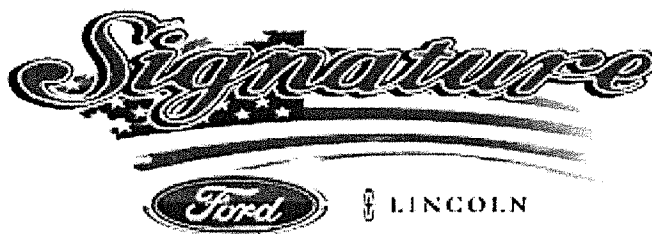


Treasurer/Comptroller Signature

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



City Administrator Signature



June 14, 2019

City of Grosse Pointe Woods
Attn: Lt. Quincy Lefurgey
20025 Mack Plaza
Grosse Pointe Woods, MI 48236-2397

Dear Lt. Quincy Lefurgey:

Price on 2020 Vehicle on Macomb County Contract# 21-18 Bid:

(1) 2020 Ford Police Interceptor Utility AWD in Black \$34,264.00 ea

***Free Delivery to Anywhere in the Lower Peninsula of Michigan**

Service Contract: 36,000 miles or 36 months factory bumper to bumper warranty and 100,000 miles or 60 months powertrain warranty.

Delivery date: About 120 days from receipt of your PO.

Order Cutoff Date: TBD.

Ford Motor Company does not guarantee delivery---Ford Motor Company will make reasonable efforts to schedule orders received prior to fleet order cut-off date.

Payment requirements: All departments to pay on delivery of vehicle. 10-day grace period will be given if previous arrangements have been made. An \$8.00 per day floor plan will be charged if payment is not at the dealership within 10 days of delivery of the vehicle (s).

If you have any questions please call me, 888-92-Fleet (888-923-5338).

Respectfully Submitted,

Bill Campbell

Bill Campbell
Government & Fleet Sales



CANFIELD
EQUIPMENT
SERVICE, INC.

21533 Mound Road, Warren, MI 48091
Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
PHONE: 313-343-2419

QUOTATION

1

QUOTE NO.	132757
DATE	06/11/19
EXPIRES	10/01/19

SHIP TO:
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
CONTACT: Lt. Lefurgey

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	JG		
YOUR INQUIRY		MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions
as set forth below or on attached sheets.

Furnish and install the following equipment in a
2020 Ford Utility #5-2

Whelen

1 100 Watt Siren Speaker
1 Vehicle Specific Siren Speaker Bracket
*Installed behind the grille
\$220.98

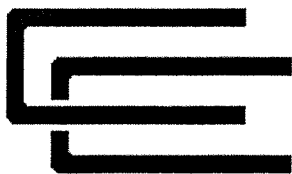
Whelen

1 ION Series LED Red
1 ION Series LED Blue
*Mounted in the grille, blue on driver side
\$202.50

Whelen

1 Vehicle Specific Lightbar Transfer Kit
\$145.66

*** CONTINUED NEXT PAGE ***



CANFIELD
EQUIPMENT
SERVICE, INC.

21533 Mound Road, Warren, MI 48091
Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
PHONE: 313-343-2419

QUOTATION 2

QUOTE NO.	132757
DATE	06/11/19
EXPIRES	10/01/19

SHIP TO:
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
CONTACT: Lt. Lefurgey

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	JG		
YOUR INQUIRY		MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions
as set forth below or on attached sheets.

Whelen

1 ION Series LED Red
1 ION Series LED Blue
*One installed in each rear side window
*Blue on driver side
\$202.50

Whelen

1 Vehicle Specific Mirror Beams Red/Blue
*Red on mounted on driver side
\$334.55

Whelen

1 ION Series LED Red
1 ION Series LED Blue
1 Spoiler Bracket Pair
*Installed on the rear spoiler
\$220.50

*** CONTINUED NEXT PAGE ***



CANFIELD
EQUIPMENT
SERVICE, INC.

21533 Mound Road, Warren, MI 48091
Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
PHONE: 313-343-2419

QUOTATION

3

QUOTE NO.	132757
DATE	06/11/19
EXPIRES	10/01/19

SHIP TO:
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
CONTACT: Lt. Lefurgey

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	JG		
YOUR INQUIRY		MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions
as set forth below or on attached sheets.

Whelen

1 Liberty I Lightbar Lens Kit
\$267.93

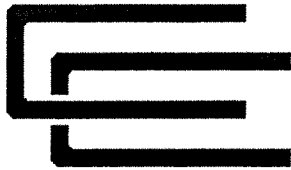
Sound Off

1 Vehicle Specific Taillight Flasher
*Wired to manufacture specs
\$84.44

Pro-Gard

1 Pro-Cell Prisoner Transport System
*Includes the following:
-Half Partition
-Transport Seat
-Pair Door Panels
-Pair Window Panels
-Cargo Partition
\$2,188.20

*** CONTINUED NEXT PAGE ***



CANFIELD
EQUIPMENT
SERVICE, INC.

21533 Mound Road, Warren, MI 48091
Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
PHONE: 313-343-2419

QUOTATION

4

QUOTE NO.	132757
DATE	06/11/19
EXPIRES	10/01/19

SHIP TO:
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
CONTACT: Lt. Lefurgey

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	JG		
YOUR INQUIRY		MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions
as set forth below or on attached sheets.

Havis

1 12" Angled Center Console Package
*Includes arm-rest, cup-holders, power outlets, mic clips
\$776.80

Havis

1 Electronics storage box
*Mounted on the rear partition
\$659.24

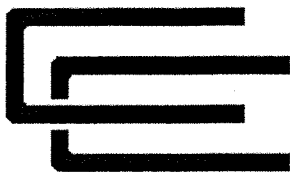
Panorama

1 Multi Band Antenna
*800Mhz, 2X WIFI, 2X Cell, GPS
\$363.67

Canfield

1 Removal of all emergency equipment from the retired 5-2
\$760.00

*** CONTINUED NEXT PAGE ***



CANFIELD
EQUIPMENT
SERVICE, INC.

21533 Mound Road, Warren, MI 48091
Phone: 586.757.2020 Fax: 586.757.2294

SUBMITTED TO 3432400
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
PHONE: 313-343-2419

QUOTATION 5

QUOTE NO.	132757
DATE	06/11/19
EXPIRES	10/01/19

SHIP TO:
Grosse Pointe Woods
20025 Mack Plaza Drive

Grosse Pointe Woods MI 48236
CONTACT: Lt. Lefurgey

TERMS	F.O.B	SALES REP	WRITTEN BY	POOL NO.	TAG
N30		K ENGBLOM	JG		
YOUR INQUIRY		MAKE	MODEL	YEAR	EST SHIP DATE

We hereby submit our quotation, subject to all terms and conditions
as set forth below or on attached sheets.

Canfield
1 Installation Labor, Shop Supplies, Power Distribution
\$3,749.03

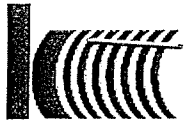
Includes installation of customer supplied equipment

- *Two-Way Radio
- *Camera System
- *Computer, Modem and Printer
- *Rear HG2 Light
- *Radar System
- *Code 3 Siren System

This quotation may be withdrawn by us if order is not
placed within 30 days. Please refer to the above
quotation number when placing order.

Customer PO _____ Dealer Code _____
Authorized Signature _____

EST	SUB TOTAL	10,176.00
EST	SALES TAX	0.00
	EST TOTAL	10,176.00



KUSTOM SIGNALS, INC.

9652 Loiret Blvd, Lenexa, KS 66219-2406
913-492-1400 Fax 913-492-1703
sales@kustomsignals.com www.kustomsignals.com

Quotation

Page 2 of 3

Date 01/30/2019

To... QUINCY LEFURGEY
GROSSE POINTE WOODS DPS

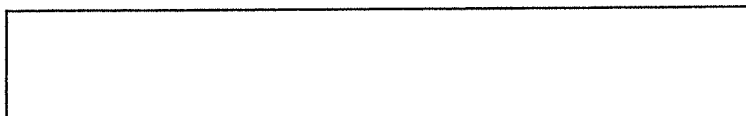
20025 MACK PLAZA DR
GROSSE POINTE WOODS MI 48236-2343

Quote # 336972128616NE
Terms Net 30
This Quote Expires on 04/30/2019
Phone 313-343-2410
Fax 313-343-2439

Qty	Product Description	UnitPrice	SubTotal
0	Michigan State Contract #071B4300045 effective 11/27/13 - 11/26/20	\$0.00	\$0.00
0	Shipping and handling included in Contract	\$0.00	\$0.00
2	Directional Golden Eagle II, dual antenna, Ka-Band DCM	\$2,348.00	\$4,696.00
0	**Includes 27 month warranty**	\$0.00	\$0.00
0		\$0.00	\$0.00
0	Options below available but NOT included in total cost on quote	\$0.00	\$0.00
0	Display Separation Kit & Plates - separates the display face from the counting unit	\$60.00	\$0.00
0	Year 3- Radar Extended Warranty This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	\$175.00	\$0.00
0	Year 4- Radar Extended Warranty (in addition to year 3) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	\$175.00	\$0.00
0	Year 5- Radar Extended Warranty (in additon year 3 & 4) This Warranty INCLUDES: Phone Support, Technical Support (Help Desk), Hardware Changes, Software Updates, Parts, Labor & Return Shipping to agency.	\$175.00	\$0.00
0		\$0.00	\$0.00
Total			\$4,696.00

Signature

* Applicable Sales Tax Not Included. Seller may charge Buyer a 25% restocking fee.



Toll Free 800-4KUSTOM (800-458-7866)



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

7E

Date: June 14^h, 2019

To: Bruce Smith, City Administrator

From: John G. Kosanke, Director of Public Safety

Subject: Purchase of Tasers

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

The department is requesting to purchase fifteen (15) Tasers to replace the thirteen-year old Tasers currently in our possession. Due to their age, the current Tasers are no longer capable of being repaired. In addition, their software is no longer supported by Axon, the manufacturer of the product.

Tasers are an essential tool for law-enforcement officers. These conducted electrical weapons are a less-lethal force option which officers use to subdue potentially dangerous people who otherwise would be subjected to more lethal force options such as firearms. Police surveys have shown that 75,000 lives have been saved through 2011 with the use of Tasers. A 2009 Police Executive Research Forum study has found that officer injuries drop by over 75% when a Taser is used.

The Tasers will be purchased from Axon Enterprise, Inc. in Scottsdale, Arizona as this company is the sole manufacturer of the product. The total price of \$50,580.00 is to be broken down into a \$21,780.00 payment for the first year, and \$7,200.00 for each of the next consecutive four years. The annual cost of \$7,200.00 will cover licenses, warranties, batteries, and charging docks. The funds for the first year's payment of \$21,780.00 would be split between the Operating Supplies account and the Drug Forfeiture account.

This is an approved item in the 2019-2020 fiscal year budget in the **Operating Supplies – Police Services fund** (101-310-757.000) in the amount of \$15,700.00 and the **Operating Supplies – Drug Forfeiture fund** (265-330-757.000) in the amount of \$6,300.00.

Payment will be issued to:

Axon Enterprises Inc.
17800 N. 85th Street
Scottsdale, AZ 85255

Recommend Approval of the above stated purchase with a cost in the total amount of **\$50,850.00** as submitted with \$21,780.00 to be taken from the 2019-2020 fiscal year budget and \$7,200.00 from each of the next four consecutive fiscal-year budgets.

Department Certification:

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

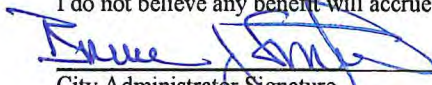

Department Head Signature – Public Safety

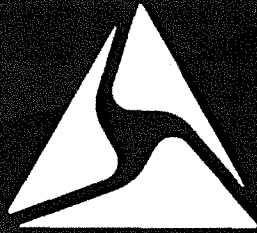
Fund Certification:

Account numbers and amounts have been verified as presented.


Treasurer/Comptroller Signature

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


City Administrator Signature



AXON

GROSSE POINTE WOODS DEPT. OF PUBLIC SAFETY - MI

AXON SALES REPRESENTATIVE

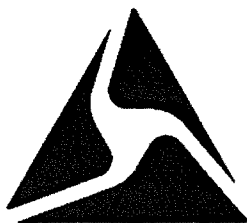
Joshua Sparks

480-905-2044

jsparks@axon.com

ISSUED

6/13/2019



Axon Enterprise, Inc.
17800 N 85th St.
Scottsdale, Arizona 85255
United States
Phone: (800) 978-2737

Q-202243-43629.828JS

Issued: 06/13/2019

Quote Expiration: 07/15/2019

Account Number: 113297

Payment Terms: Net 30
Delivery Method: Fedex - Ground

SALES REPRESENTATIVE

Joshua Sparks
Phone: 480-905-2044
Email: jsparks@axon.com
Fax:

PRIMARY CONTACT

Darrell Fisher
Phone: (313) 343-2410
Email: dfisher@gpwm.us

SHIP TO

Darrell Fisher
GROSSE POINTE WOODS DEPT. OF PUBLIC
SAFETY - MI
20025 MACK PLAZA
Grosse Pointe Woods, MI 48236
US

BILL TO

GROSSE POINTE WOODS DEPT. OF
PUBLIC SAFETY - MI
20025 MACK PLAZA
Grosse Pointe Woods, MI 48236
US

Year 1

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages					
20141	TASER 7 EVIDENCE.COM LICENSE	15	0.00	0.00	0.00
Hardware					
20008	TASER 7 HANDLE, HIGH VISIBILITY, CLASS III	15	0.00	0.00	0.00
20040	TASER 7 HANDLE WARRANTY, 4-YEAR	15	0.00	0.00	0.00
20042	TASER 7 DOCK & CORE WARRANTY, 4-YEAR	1	0.00	0.00	0.00
20018	TASER 7 BATTERY PACK, TACTICAL	18	0.00	0.00	0.00
20041	TASER 7 BATTERY PACK WARRANTY, 4-YEAR	18	0.00	0.00	0.00
20160	TASER 7 HOLSTER - SAFARILAND, RIGHT HAND	15	0.00	0.00	0.00
74200	DOCK AND CORE, TASER 7	1	0.00	0.00	0.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK	1	0.00	0.00	0.00
20013	TASER 7 LIVE CARTRIDGE, CLOSE QUARTERS (12-DEGREE)	120	38.00	38.00	4,560.00
20015	TASER 7 HOOK-AND-LOOP TRAINING (HALT) CARTRIDGE, CLOSE QUART	60	38.00	38.00	2,280.00
20012	TASER 7 LIVE CARTRIDGE, STANDOFF (3.5-DEGREE)	120	38.00	38.00	4,560.00
20014	TASER 7 HOOK-AND-LOOP TRAINING (HALT) CARTRIDGE, STANDOFF (3	60	38.00	38.00	2,280.00
20050	HOOK-AND-LOOP TRAINING (HALT) SUIT	1	750.00	750.00	750.00
20063	TASER 7 HOLSTER - SAFARILAND, RIGHT HAND	15	80.00	80.00	1,200.00

Year 1 (Continued)

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other					
20143	TASER 7 BASIC PLUS HANDLE PLAN	15	0.00	0.00	0.00
20082	TASER 7 BASIC - SUBSCRIPTION PLAN YEAR 1 PAYMENT	15	480.00	400.00	6,000.00
80087	TASER 7 TARGET, CONDUCTIVE, PROFESSIONAL (RUGGEDIZED)	1	150.00	150.00	150.00
Subtotal					21,780.00
Estimated Shipping					0.00
Estimated Tax					0.00
Total					21,780.00

Trade Credit - Year 1

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other					
20104	TASER 7 TRADE-IN UPFRONT PURCHASE	15	0.00	0.00	0.00
Subtotal					0.00
Estimated Tax					0.00
Total					0.00

Year 2

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other					
20083	TASER 7 BASIC - SUBSCRIPTION PLAN YEAR 2 PAYMENT	15	480.00	480.00	7,200.00
Subtotal					7,200.00
Estimated Tax					0.00
Total					7,200.00

Year 3

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other					
20084	TASER 7 BASIC - SUBSCRIPTION PLAN YEAR 3 PAYMENT	15	480.00	480.00	7,200.00
Subtotal					7,200.00
Estimated Tax					0.00
Total					7,200.00

Year 4

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other					
20085	TASER 7 BASIC - SUBSCRIPTION PLAN YEAR 4 PAYMENT	15	480.00	480.00	7,200.00
				Subtotal	7,200.00
				Estimated Tax	0.00
				Total	7,200.00

Year 5

Item	Description	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other					
20086	TASER 7 BASIC - SUBSCRIPTION PLAN YEAR 5 PAYMENT	15	480.00	480.00	7,200.00
				Subtotal	7,200.00
				Estimated Tax	0.00
				Total	7,200.00
				Grand Total	50,580.00





Discounts (USD)

Quote Expiration: 07/15/2019

List Amount	51,780.00
Discounts	1,200.00
Total	50,580.00

**Total excludes applicable taxes*

Summary of Payments

Payment	Amount (USD)
Year 1	21,780.00
Trade Credit - Year 1	0.00
Year 2	7,200.00
Year 3	7,200.00
Year 4	7,200.00
Year 5	7,200.00
Grand Total	50,580.00

Notes

The parties agree that Axon is granting a credit of \$1,200.00 (applied to Year 1 Payment) for trade-in of CEW hardware. This credit is based on a ship date range of 7/1/2019-7/15/2019, resulting in a 8/1/2019 contract start date. Any change in this ship date and resulting contract start date will result in modification of this credit value which may result in additional fees due to or from Axon.

Purchase of TASER 7 are governed by the TASER 7 Agreement located at <https://www.axon.com/legal/sales-terms-and-conditions> and not the Master Services and Purchasing Agreement referenced below

Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at www.axon.com/legal/sales-terms-and-conditions), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: _____ Date: _____
Name (Print): _____ Title: _____
PO# (Or write N/A): _____

Please sign and email to Joshua Sparks at jsparks@axon.com or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store buy.axon.com

Quote: Q-202243-43629.828JS

'Protect Life'® and TASER® are registered trademarks of Axon Enterprise, Inc, registered in the U.S. © 2013
Axon Enterprise, Inc. All rights reserved.



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

7F

Date: June 19th, 2019

To: Lisa Hathaway, Acting City Administrator

From: John G. Kosanke, Director of Public Safety

Subject: Purchase of Breathing Air Systems SCBA Cascade System

RECEIVED

JUN 24 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

The department is requesting to purchase an SCBA (self-contained breathing apparatus) cascade system to replace our current aging 30 year-old system which will soon require high maintenance costs to operate. Our current system is not compliant with NFPA 1901 standards because the bottles are not fully contained. The NFPA recommendation is for a fully contained system to prevent injuries in case a bottle ruptures during the filling process.

Our current bottle fill station, made by Breathing Air Systems, has proven to be reliable so we would like to continue with the same vendor. The only other quote submitted was by ProAir High Pressure Breathing Air Systems for a Mako System at a cost of \$46,000.00.

The current system is able to fill our 4500 psi bottles, but at a slow rate. The new system will be a 6000 psi bottle capacity and can fill a large volume of bottles.

This will be a joint purchase between the City of Grosse Pointe Woods, the City of Grosse Pointe Farms and the Village of Grosse Pointe Shores. The price of the fill station is \$39,151.85, and will be shared equally between the three cities at a cost of \$13,050.61 each. The maintenance for the system will also be split equally between the three cities. Director Daniel Jensen of Grosse Pointe Farms, Director John Schulte of Grosse Pointe Shores, and I agree that a combined purchase is the best way to share services and reduce duplicating cost within the Grosse Pointe communities. The unit will be housed in our department's apparatus bay where the current system is located.

I have attached letters of commitment from both Director Jensen and Director Schulte.

This is an approved item in the 2019-2020 fiscal year budget in the **Equipment Maintenance & Repair** fund (101-339-850.000) in the amount of \$45,000.00.

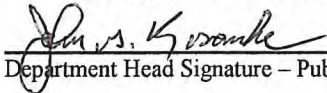
Payment will be issued to:

Breathing Air Systems
8855 E, Broad Street
Reynoldsburg, Ohio 43068

Recommend Approval of the above stated purchase with a cost in the amount of **\$39,151.85** as submitted.

Department Certification:

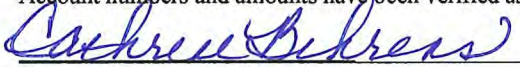
I hereby certify that the above items are necessary for the proper operation of this Department.



Department Head Signature – Public Safety

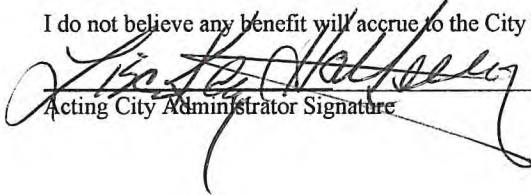
Fund Certification:

Account numbers and amounts have been verified as presented.



Treasurer/Comptroller Signature

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



Acting City Administrator Signature



City of Grosse Pointe Farms

90 Kerby Road, Grosse Pointe Farms, Michigan 48236-3161
phone 313 885.6600 fax 313 885.0917
www.grossepointefarms.org

June 18, 2019

Mayor
Louis Theros

Mayor Pro Tem
James C. Farquhar, Jr.

Council Members
Sierra Leone Donaven
John J. Gillooly
Joe Ricci
Peter W. Waldmeir
Lev Wood

City Manager
Shane L. Reeside

Asst. City Manager/City Clerk
Derrick Kozicki

Attorney
William T. Burgess

Controller/Treasurer
Debra A. Peck

Director of Public Service
Terrance R. Brennan

Director of Public Safety
Daniel V. Jensen

Director John Kosanke
Grosse Pointe Woods
Department of Public Safety
20025 Mack Ave.
Grosse Pointe Woods, MI 38236

Dear Director Kosanke,

Per my prior discussions with Bruce Smith, the Grosse Pointe Farms City Council has approved the joint purchase of the quoted Breathing Air Systems Compressor / Cascade System in the amount of \$39,151.85.

It is understood that Grosse Pointe Farms, Grosse Pointe Shores, and Grosse Pointe Woods will each contribute \$13,050.61 for this joint purchase of equipment, as well as a continuing equal share for ongoing maintenance.

Sincerely,

Shane Reeside
City Manager



Grosse Pointe Shores
Department of Public Safety

POLICE/DETECTIVE BUREAU
(313) 881-5500
FAX (313) 640-1661

ADMINISTRATION
(313) 881-5501
FAX (313) 881-2622
jschulte@gpshoresmi.gov

JOHN J. SCHULTE, CHIEF

Director John Kosanke
Grosse Pointe Woods
Department of Public Safety
20025 Mack Plaza
Grosse Pointe Woods, MI. 48236

25 March 2019

Dear John,

This cover letter, vendor email and attached 1/2/2019 proposal from Breathing Air Systems shall serve to confirm our conversation regarding the GPS-GPW purchase of the 6000psi compressor/cascade system, to be installed in the Grosse Pointe Woods fire quarters. The total proposal for this unit is \$37,524.75. Grosse Pointe Shores is committing to financial support of one third (1/3) of the total purchase price or \$ 12,508.25, on or after July 1, 2019.

The attached proposal quote is guaranteed through June 30, 2019. The turnaround time for installation is approx. 6 weeks, and as such this unit will need to be ordered accordingly, prior to June 30, 2019.

Respectfully

John J. Schulte
Chief of Police/
Director of Public Safety

Cc: City Administrator Bruce Smith

8855 E BROAD ST
REYNOLDSBURG, OH 43068

CORPORATE HQ	FLORIDA	INDIANA / KENTUCKY	ILLINOIS
614.864.1235	352.629.7712	614.986.1025	217.768.4408
PENNSYLVANIA / WEST VIRGINIA	MICHIGAN	TENNESSEE / GEORGIA	
412.564.5756	517.786.4060	423.634.3184	

WWW.BREATHINGAIR.COM**THE NATION'S LARGEST DISTRIBUTOR OF** **BAUER**
COMPRESSORS

DATE: 6/11/2019

PROPOSAL**SUBMITTED TO:** Grosse Pointe Shores DPS
79S Lakeshore Rd
Grosse Pointe Shores, MI 48236**REQUESTED BY:** JOHN SCHULTE**TITLE:** PUBLIC SAFETY DIRECTOR**EMAIL:****PHONE:** (313) 881-5500**MOBILE PHONE:****FAX:** (313) 640-1661**TERMS:** NET 30 WITH SIGNED P.O.
ITEMS QUOTED:**ESTIMATED DELIVERY TIME:** 12 TO 14 WEEKS ARO**JOB LOCATION:****F.O.B.:** INCLUDED**ACCOUNT #**

NOTE: Our quote does not include off loading, uncrating, placement or the wiring to or into an electrical compressor to the electrical supply. Warranty is as proposed.

Quote

THIS QUOTE INCLUDES SHIPPING, START-UP, AND ON SITE TRAINING WITH AIR TEST

Part Number	Description	Price	Qty	Extended Price
S3-6K13E-3VEC NEW CHASSIS DESIGN LEGACY 13-E3	Compressor system - 13 cfm. Bauer Vertecon Air System 6000 psi., 13 cfm. Charging rate with pressure switch for automatic start & stop control. Locally mounted interstage pressure gauges. P2S 67,000 cu ft purification system with SECURUS electronic cartridge monitor. Pressure lubricated with low oil protection. Automatic condensate drain system and PLC controller with E-Stop Button. Entire electrical assembly is UL LISTED. Single phase electric. 230VAC	\$21,250.00	1	\$21,250.00
CF55.5-2SX4X4 LEGACY 2	Fill Station - Bauer - Class 2. Independently tested containment fill station meets NFPA 1901. Fills two SCBA cylinders and has four cascade controls with valves and gauges. Features cylinder scuff guard - fill control panel with adjustable regulator - SCBA fill connection - top mounted cascade control panel with regulated remote outlet - Two fill hoses with bleed valves and safety door interlock. 5500 psi fill pressure.	\$10,528.10	1	\$10,528.10
CS6	Cascade cylinder, 6000 psi, includes CGA connection, elbow, hose and mounting rail.	\$1,296.25	4	\$5,185.00
BAS218	Monitor, Carbon Monoxide, Includes air reduction panel with flow control and flow sensor 6000 PSI inlet 20 PPM test gas included. Please specify 120 VAC or 12 VDC	\$2,188.75	1	\$2,188.75

Quote Total \$39,151.85

PAYMENT TO BE MADE AS FOLLOWS: (UNLESS OTHERWISE NOTED, TERMS ARE NET PAYMENT DUE WITHIN 30 DAYS AFTER DELIVERY)
Note: Payment by Credit Card will incur a convenience fee totaling 3.0% of the transaction amount on all transactions exceeding \$1,500.00.

Proposal Submitted By:

Keith Marinik

Prices Good THRU

8/01/2019

PROAIR

High Pressure Breathing Air Systems

6256 Legacy Ln
Ellettsville, In. 47429
1-800-245-0269
1-812-336-4022

QUOTATION

To: Grosse Pointe Shores FD

From: Bryan Goodall

Date: August 21, 2018

Attn: Chief John Schulte

Below is the proposal you have requested:

<i>1-Mako BAM06H1 14cfm 6000psi Compressor</i>	<i>\$26,500.00</i>
<i>1-Mako CO Monitor (Optional but NFPA Required)</i>	<i>\$4,000.00</i>
<i>1-Mako SSCFS2-4HP Fill Station</i>	<i>\$9,500.00</i>
<i>4-ISO/UN 6000psi Cascade Cylinders</i>	<i>\$6,000.00</i>
<i>Total</i>	<i>\$46,000.00</i>

Five Year Mako Warranty
Freight and Installation Included
Price good for 90 days

If you have any questions or need further assistance please do not hesitate to call me directly at
1-800-245-0269.

Sincerely,

Bryan Goodall
bryan.goodall@proairmidwest.com
812-322-0547 cell

DAAA promoted the events through information fairs, e-blast, mailings, media alerts and social media. Special attention was given to including Native Americans, Hispanic/Latinx and Asian American communities. At the Southwest Detroit community visioning forum, questions were translated for Asian and Hispanic seniors using headsets and/or translators. DAAA offered the public input sessions in accessible facilities to attract attendees from the west side, north central, east side and far east areas of Region 1-A. Promotional information targeted older adults, caregivers, adults with disabilities, elected officials, service providers, advocates as well as the general public.

The table below highlights the location and attendance level of the community visioning forums. Attendance includes the public and only includes DAAA staff once to avoid a duplicated count:

Locations	Date	Location	Attendance
Northwest Detroit	December 5, 2018 9:30a.m. – 12:30 p.m.	Greater Grace Conference Center 23500 W. Seven Mile Road Detroit, MI 48235	71
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Far East	December 12, 2018 9:30a.m. – 12:30 p.m.	Grosse Pointe War Memorial 32 Lakeshore Drive Grosse Pointe Farms, MI 48236	53
Southwest Detroit	December 13, 2018 9:30a.m. – 12:30 p.m.	George S. Patton Community Center 1301 Woodmere Detroit, MI 48209	88
Total	--	--	347

PUBLIC HEARINGS ON FY 2020- FY 2022 MULTI-YEAR PLAN

Two public hearings will be held in June 2019 in order to review the FY 2020 – FY 2022 Multi-Year Plan to obtain input from the public. A summary of the planned dates for the events follow:

Public Input Sessions	Date	Location	Attendance
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Northwest, West and Southwest	June 5, 2019 10:00 a.m. – 12:00 noon	Sacred Heart Major Seminary 2701 Chicago Blvd Detroit, MI 48206	N/A



CITY OF GROSSE POINTE WOODS MEMORANDUM

76

DATE: June 13, 2019

TO: Mayor and City Council

FROM: Bruce J. Smith, City Administrator *BJS*

SUBJECT: *DAAA FY 2020 Annual Implementation Plan*

The proposed *DAAA FY 2020 Annual Implementation Plan* has been reviewed and recommended for acceptance by the Services for Older Citizens' Executive Director Peggy Hayes.

I've reviewed the proposed *DAAA FY 2020 Annual Implementation Plan* and concur with the recommendation from Peggy Hayes to accept the *DAAA FY 2020 Annual Implementation Plan* as submitted.

Attachment



Serving Detroit, Hamtramck,
Harper Woods, Highland Park
and the five Grosse Pointes

RECEIVED
MAY 30 2019

1333 Brewery Park Blvd.
Suite 200
Detroit, MI 48207-4544
p 313.446.4444
f 313.446.4445
www.DetroitSeniorSolution.org

Ronald S. Taylor, MBA
President & CEO

Wayne W. Bradley, Sr.
Chair, Board of Directors

May 28, 2019

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

Re: Review & Approval of the Proposed FY 2020 – FY 2022 Multi Year Plan

Dear Mr. Smith:

The Aging and Adult Services Agency requires all sixteen of the state's Area Agencies on Aging within the State of Michigan to seek review and approval of their FY 2020 – FY 2022 Multi Year Plan for services from municipalities and/or counties within their planning and service areas.

The Detroit Area Agency on Aging (DAAA) is a private non-profit organization responsible for planning, coordinating, developing, and funding services for older adults in Region 1-A, which includes the cities of Detroit, the five Grosse Pointes, Hamtramck, Harper Woods, and Highland Park. It receives federal, state, and local funding to coordinate services for older adults and their caregivers.

Enclosed for your review is a copy of the DAAA's proposed three-year plan. DAAA is requesting the submission of the Review & Approval form indicating your acceptance or disapproval of the plan with comments prior to Friday, July 19, 2019. The signed Review and Approval form may be faxed to (313) 446-4445, mailed to the DAAA office or emailed to davisanne@daaa1a.org.

Additional copies of the proposed plan and form can also be obtained from the DAAA Website (www.detroit seniorsolution.org or daaa1a.org) under Planning & Research). A DAAA Board of Directors and/or staff member will be in contact with your office to follow up on this request.

This draft plan has been developed with input from the DAAA Board of Directors and its Advisory Council and Long Range Planning Committee. Four community visioning forums were held in December 2018 to obtain input from seniors, caregivers, and other stakeholders and has been used to shape the development of proposed plan. DAAA is also holding two public hearings on the plan at 10:00 a.m. – 12:00 noon on both June 4 and June 5, 2019 to seek oral and written testimony from the public.



To educate, advocate and promote healthy aging to enable
people to make choices about home and community-based
services and long term care that will improve their quality of life.

The Detroit Area Agency on Aging is an Equal Opportunity Employer
The Michigan Relay Center-1-800-649-3777 (Voice and TDD)



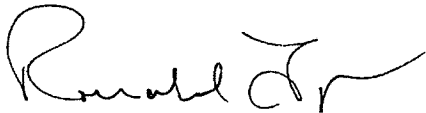
Mr. Bruce Smith
May 28, 2019
Page Two

The services that appear in the proposed plan will be funded for a three-year period based upon the availability of federal and state funds. The proposed program development objectives are designed to assist the DAAA and community stakeholders to prepare and adapt to environmental trends, enhance service delivery and address the needs of seniors, adults with disabilities and their caregivers.

Within the draft plan, DAAA is proposing to continue to fund Community Wellness Service Centers to provide community service navigation and health and wellness services within its region. These centers will bring health and wellness services in order to address the social determinants of health.

Should you have any questions or would like to schedule a meeting or conference call regarding this information, please contact Anne Holmes Davis, Director of Planning at (313) 446-4444, ext. 5803.

Sincerely,

A handwritten signature in black ink, appearing to read "Ronald S. Taylor". The signature is fluid and cursive, with a large initial "R" and a stylized "T".

Ronald S. Taylor
President and Chief Executive Officer

RST/AHD/th

G: Administration/Admin 2019/Ronald T/052819_Municipality Sign-off letters

Enclosures: Draft FY 2020 – FY 2022 Multi-Year Plan
Municipal Review & Approval Form

cc: Monica Meyers, Wanda Bowman, Anne Holmes Davis



Serving Detroit, Hamtramck,
Harper Woods, Highland Park
and the five Grosse Pointes

**DETROIT AREA AGENCY ON AGING
FY 2020 – FY 2022 Multi-Year Plan
REVIEW & APPROVAL FORM**

Name: City of Grosse Pointe Woods

Address: 20025 Mack Plaza Drive

City: Grosse Pointe Woods **Zip Code:** 48236

Phone: 313.343.2445 **Fax:** _____

Contact: Bruce J. Smith

Email Address: bsmith@gpwmj.us and cityadmin@gpwmj.us

City: ☐ City of Detroit ☐ Grosse Pointe Park ☐ Hamtramck
☐ Grosse Pointe ☐ Grosse Pointe Shores ☐ Harper Woods
☐ Grosse Pointe Farms ☒ Grosse Pointe Woods ☐ Highland Park

**Municipal Sign-Off Review Process (Please describe your method of review and approval:
Check the appropriate box below):**

☐ Mayor's Office Review ☒ City Council Review ☒ City Manager Review ☐ Other: (Please specify): _____

X I hereby acknowledge approval of the FY 2020 - FY 2022 Multi-Year Plan (MYP) for Planning and Service Area I-A without any revisions.

_____ I hereby acknowledge approval of the FY 2020 - FY 2022 Multi-Year Plan (MYP) for Planning and Service Area I-A with recommended revisions. (Please see the proposed revisions or suggestions on the back of this form.)

_____ I hereby acknowledge receipt of and disapprove FY 2020 – FY 2022 Multi-Year Plan (MYP) for Planning and Service Area I-A. (Please see the reasons for disapproval on the back of this form.)

Date for Approval/Disapproval Vote: _____

Authorized Official Signature

City

Date

COMMENTS ON THE FY 2020 – FY 2022 MULTI YEAR PLAN

Please describe any recommendations that your city proposes for consideration in the proposed plan:

**Please mail or fax this Review & Approval form to DAAA
no later than July 19, 2019.**

To fax: Fax this form to the DAAA office at (313) 446-4445.

To mail: Mail this form to Detroit Area Agency on Aging, 1333 Brewery Park Blvd., Suite 200, Detroit, Michigan 48207- 4544.

To scan/email: Download form from DetroitSeniorSolution.org Website and email signed form to: MYP@daaa1a.org

***For additional copies of this form, go to DAAA Website – Planning & Research
www.DetroitSeniorSolution.org***

For further information, please contact Anne Holmes Davis, Director of Planning at (313) 446-4444, ext. 5803 or at MYP@daaa1a.org.

Detroit Area Agency on Aging – The Senior Solution



Fiscal Years 2020-2022

FY 2020

Annual Implementation Plan





MULTI-YEAR PLAN Fiscal Years 2020-2022

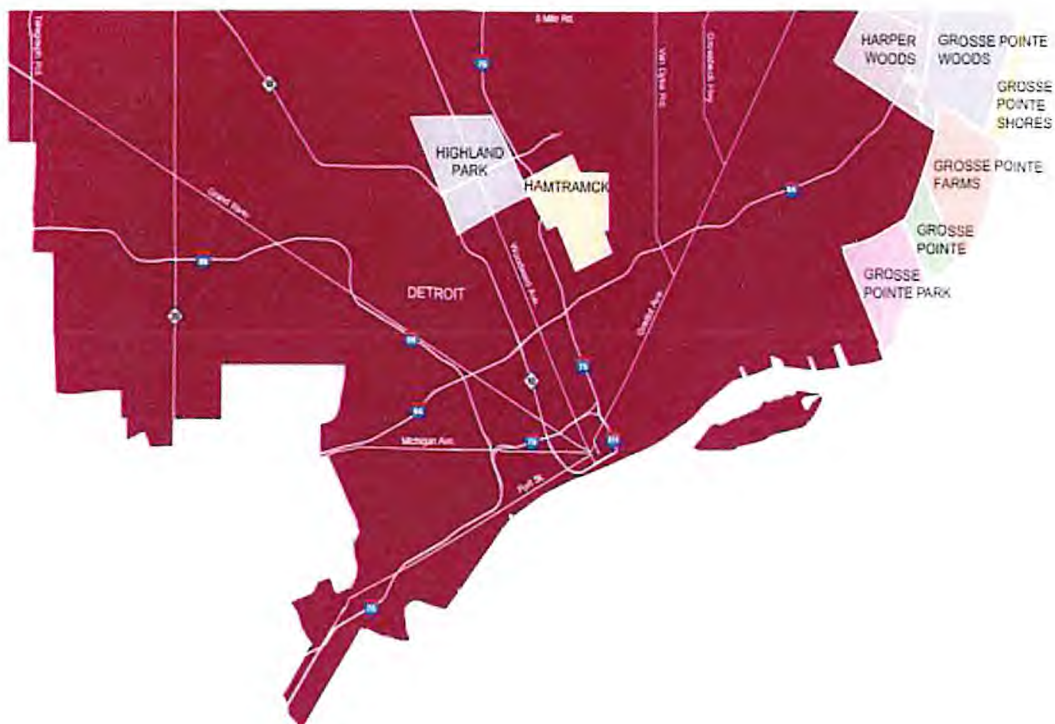


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COUNTY/LOCAL GOVERNMENT REVIEW

The Michigan Aging and Adult Services Agency (AASA) requires Area Agencies on Aging (AAAs) throughout the State of Michigan to develop a FY 2020 – FY 2022 Multi-Year Plan (MYP). Acquiring input and support from within Region 1-A's municipal governments on the proposed plan is critically important to the Detroit Area Agency on Aging (DAAA). As a part of the review and approval process, DAAA sends all municipalities a public hearing notification flyer inviting a city representative to the public hearing on the proposed plan. After the public hearing, DAAA distributes a letter and final draft plan through the U.S. mail with delivery and signature confirmation to the Mayor's and City Manager/Liaison's Offices advising the official(s) of the availability of the proposed plan for review and comment. The letter includes instructions about how to view a mailed, printed copy of the document as well as provide instructions on how to secure an email version or copy posted on the DAAA Website, if needed. The organization also notes the availability of DAAA to discuss the plan with local government officials.

This letter is followed up by a call to municipalities to determine the specific process to be used for review of the plan as well as the name and contact information of the city representative assigned to champion the review and approval process. The Planning, Department staff team and/or members of the DAAA Board of Directors follows up with the assigned city officials in May – July 2019 to encourage feedback from unresponsive communities including the establishment of meetings or conference calls with the appropriate parties. Although the proposed plan is due July 1, 2019 to AASA, representatives from municipalities can email, fax or mail their approval or disapproval of the MYP and any related concerns preferably, by July 22, 2019, but not later than July 31, 2019. After the Municipal Sign-Off Review and Approval deadline, DAAA staff team will draft a letter to the AASA Field Representative noting the status of the local government review process. This includes noting if municipalities have formally *approved*, *passively approved*, or *disapproved* the MYP. The letter regarding the status of responses from municipalities will be submitted by August 7, 2019.

TIMELINE

December 5-13, 2018	Convene four (4) Community Visioning Forums on the FY 2020 – FY 2022 Multi-Year Plan (MYP).
January 9, 2019	Disseminate preliminary findings from the Community Visioning Forums to the Long Range Planning Committee.
February 13, 2019	Joint Meeting of Long Range Planning and Grant & Contract Review Committee regarding FY 2020 – FY 2022 MYP funding levels.
February 15, 2019	Disseminate results of Community Visioning Forums to DAAA Advisory Council and seek initial input on FY 2020 – FY 2022 Multi-Year Plan.
March 13, 2019	Long Range Planning Committee meeting held to discuss plan and funding levels.
March 18, 2019	DAAA Advisory Council meeting held to seek input on the proposed plan.
March 25, 2019	DAAA Board of Directors updated on proposed plan.
April 10, 2019	Long Range Planning Committee to seek approval to release the proposed plan for public review and comment.
April 12, 2019	Approval of proposed plan by DAAA Advisory Council for public review and comment.
April 22, 2019	Approval of proposed plan by DAAA Board of Directors for public review and comment.
April 28, 2019	Thirty-day public notice regarding public hearings placed in newspaper by Thursday, April 25, 2019 for Sunday edition.
April 29-May 3, 2019	Invitational flyers mailed to consumers and community stakeholders through May 3, 2019.
May/June 2019	Facilitate AASA Field Representative's review of draft plan in AMPS.
June 4-5, 2019	Convene public hearings on the FY 2020 - FY 2022 Multi-Year Plan.
June 5, 2019	Long Range Planning Committee recommends any revisions of the proposed plan.
June 7, 2019	Approval of draft MYP by DAAA Advisory Council.
June 24, 2019	Plan approval at the DAAA Board of Directors meeting.
July 1, 2019	Final draft plan due to Aging and Adult Services Agency.
July 19, 2019	Region 1-A deadline for submitting Municipal Sign-Offs to DAAA.

August 7, 2019

Status Letter of Municipal Sign-Off provided to AASA.

August/Sept 2019

MYP is presented to the Commission on Services to the Aging.

September 2019

Posting of FY 2020 – FY 2022 MYP on the DAAA Website.

SECTION I: FY 2020 – 2022 PLAN HIGHLIGHTS

OUR MISSION

The Detroit Area Agency on Aging's (DAAA) mission is to "educate, advocate and promote healthy aging to enable people to make choices about home and community-based services and long-term care that will improve their quality of life.

OUR VISION

To be a leader in promoting positive aging means identifying and implementing solutions for challenges facing older persons and their caregivers with an emphasis on at-risk older persons and adults with disabilities.

OUR CORE VALUES

DAAA is guided by a set of core values in developing and carrying out its mission in order to effectively manage its strategic planning process, programs and services and advocacy efforts. These values include the following:

- Person-Centered Services
- Trust and Respect
- Integrity and Professionalism
- Excellence and Quality
- Teamwork and Collaboration
- Accountability
- Commitment to Community
- Celebration of Diversity

The DAAA was founded in 1980 as a private, non-profit agency. NCQA, CARF and AADE accredited, the agency is one of 16 Area Agencies on Aging (AAAs) in Michigan and 622 in the nation. This credentialing consists of accreditation through National Committee on Quality Assurance (NCQA), Commission on Accreditation of Rehabilitation Facilities (CARF) and American Association of Diabetes Educators (AADE). DAAA serves a region consisting of over 300,000 targeted consumers including 144,234 older adults, family caregivers, veterans and dual-eligible residents according to the 2016 American Community Survey. Physically located in Detroit, a city experiencing rapid redevelopment, DAAA's region encompasses Detroit and the surrounding central and eastern suburbs of Wayne County. Region 1-A communities consist of the city of Detroit, Hamtramck, Highland Park, the five Grosse Pointes and Harper Woods.

DAAA has an annual budget of \$77 million and makes an array of services available to consumers through the Older Americans Act of 1965 (as amended) and the Older Michiganians Act of 1981 as well as other public and private resources. The organization receives Medicaid funding for the MI Choice Home and Community-Based Waiver from the Michigan Department of Health and Human Services (MDHHS) and

provides long term care supports and services through MI Health Link. It also provides Care Transition services through a Total Home Health Care contract and bills for Medicare services under the Diabetes Self-Management Program and Medical Nutrition Services.

DAAA is governed by a 25-member Board of Directors and a 40-member Advisory Council. Through its governance and administrative structure, the agency offers information and services to the community directly and through 115 service providers, 23 congregate meal sites and 3 Nutrition Services Incentive Program (NSIP) sites within the local Aging Services Network.

The DAAA consists of the following departments within its organization:

- | | |
|--|--|
| • Executive Office | • Long Term Care Services |
| • Information and Assistance | o Care Management |
| o Outreach | o MI Choice Medicaid Waiver |
| o Kinship Support/Caregiving | o MI Health Link |
| o Long Term Care Ombudsman | o Nursing Home Transition Services |
| o Medicare-Medicaid Assistance Program | o Veterans-Directed Services |
| o Senior Community Service Employment Services | • Management Information System |
| • Communications & Fund Development | • Nutrition Services |
| • Finance | • Planning & Development |
| o Home Repair Services | o Advocacy & Volunteers |
| o Contract Management | o Community Health & Wellness Services |
| | • Quality Improvement & Compliance |
| | • Office Operations |
-

DAAA is in the process of developing Vision 2020, a five-year strategic plan, to address the needs of older persons, adults with disabilities and caregivers in light of demographic trends, public policy changes and funding reductions impacting the local Aging Services Network. Therefore, DAAA proposes to continue to fund existing services through FY 2020 with the plan to re-visit its service mix starting in FY 2021 through FY 2022 in light of the significant loss of Older Americans Act (OAA) and state funding associated with the Intra-State Funding Formula over the balance of this decade as well as stagnant funding at the federal level.

During FY 2020 – FY 2022, DAAA proposes to continue to administer Care Management, Information and Assistance, Long Term Care Ombudsman services as well as a portion of Outreach as well as Health Promotion and Disease Management services. DAAA will further expand and enhance Options Counseling to assistance participants with their long-term care options. DAAA firmly believes that administering the proposed access services will enable the agency to provide them more efficiently through a centralized approach that is person-centered. All other services will be contracted through a network of traditional service providers. Some of the funding will also be earmarked for respite care and home care assistance for AASA-funded Care Management services through Direct Purchase of Service providers.

DAAA plans to continue making Community Wellness Service Center services available at up to four sites at least through FY 2020. These services will be supported with Community Service Navigator, Disease Prevention and Health Promotion, Senior Center Operations, Senior Center Staffing and Transportation funding. After completion of its comprehensive community needs assessment in FY 2019, DAAA will make a determination regarding restructuring its funded services mix with input from older adults, caregivers and other community stakeholders. This community needs assessment will extensively examine the social determinants of health to identify the needs and service gaps through public health and socio-economic lenses in order to move the organization and its local service delivery system forward. A summary of the services to be funded at least through FY 2020 are highlighted below with an asterisk by the five services funded at the highest levels:

<ul style="list-style-type: none"> • Adult Day Services • Assistance for the Hearing Impaired and Deaf • Care Management* • Caregiver Education, Support and Training • Community Service Navigator. • Congregate Meals* • Disease Prevention and Health Promotion • Programs for the Prevention of Elder Abuse • Home Care Assistance* 	<ul style="list-style-type: none"> • Home-Delivered Meals* • Information & Assistance* • Kinship Support Services • Legal Services • Long Term Care Ombudsman • Options Counseling • Outreach • Respite Care* • Senior Center Operations • Senior Center Staffing • Transportation • Vision Services
--	--

DAAA will continue to aggressively diversify its funding base through public and private partnerships and funding with its mission at the forefront. This includes implementation of MI Choice and MI Health Link as well as continuing to provide Care Transition services through a contract with Total Home Health Care. In addition, DAAA will continue to bill Medicare for Diabetes Self-Management Program and Medical Nutrition Therapy and explore ways to expand Medicare billing for evidence-based programs and managed long-term care supports and services. The loss of OAA funding during this decade is a major factor in the continued diversification of funding through the agency's planned business strategy. These strategies will include grants/fund development, fundraising, the execution of value-added business propositions and community volunteerism. Activities to be pursued to implement this multi-faceted goal are highlighted below:

- Identifying public resources through local governments to replace loss funding to support home-delivered meals and other in-home services targeting the at-risk elderly.
- Advocating for the expansion of in-home services in collaboration with the Silver Key Coalition.

- Continue partnership with the Detroit Department of Transportation.
- Strengthening partnerships with Integrated Care Organizations under MI Health Link.
- Seek program income for Care Management and Nutrition Services.
- Explore cost-sharing through health and wellness programming to maintain and expand services.
- Monitor and supporting local county and city millages that support senior services within Region 1-A.
- Build relationships with public and private foundations to support fund development.
- Develop collaborations and partnerships to support the implementation of needed services.
- Step up fundraising activities to support Holiday Meals on Wheels and continue efforts to expand the Friends of Detroit Meals on Wheels Programs.
- Continue to maintain and expand Nutrition Services Incentive Program (NSIP).
- Explore ways to expand services to veterans through Veterans-Directed Services partnerships.
- Bill Medicare for reimbursement of health promotion and disease management services in partnership with Community Wellness Service Centers.
- Expand community volunteerism to tap into the expertise, compassion and energy of the community.
- Explore third-party reinvestment through managed Medicare long term care supports and service as well as healthcare partnerships.

PUBLIC HEARINGS & INPUT ON FY 2020 - FY 2022 MULTI-YEAR PLAN

COMMUNITY VISIONING SESSIONS

DAAA held four interactive Community Visioning Forums in December 2018 to solicit input and feedback into this three-year plan. During the forums, participants were provided with keypads and asked 30-questions developed with input from the Long Range Planning Committee which consists of Board of Directors and Advisory Council members. Data from 347 participants was collected real-time from an audience response system. using clicker technology as well as from roundtable discussions.

These forums featured opening remarks by Ronald Taylor, the new President and Chief Executive Officer, followed by panel presentations and roundtable discussions moderated by Dr. Fay Keys or Juanita Hernandez of the Board of Directors. Board, Advisory Council and Staff teams facilitated roundtable discussions focusing on Targeting and Unmet Needs, Community Access, In-Home Services, Nutrition Services, Health and Wellness as well as Fund Development, Aging – Friendly Communities and Civic Engagement. An open mic segment was also included to capture other unmet needs or issues.

DAAA promoted the events through information fairs, e-blast, mailings, media alerts and social media. Special attention was given to including Native Americans, Hispanic/Latinx and Asian American communities. At the Southwest Detroit community visioning forum, questions were translated for Asian and Hispanic seniors using headsets and/or translators. DAAA offered the public input sessions in accessible facilities to attract attendees from the west side, north central, east side and far east areas of Region 1-A. Promotional information targeted older adults, caregivers, adults with disabilities, elected officials, service providers, advocates as well as the general public.

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Northwest, West and Southwest	June 5, 2019 10:00 a.m. – 12:00 noon	Sacred Heart Major Seminary 2701 Chicago Blvd Detroit, MI 48206	N/A

SCOPE OF SERVICES

In the Fall of 2018, DAAA initiated environmental scanning to support its strategic planning process. This robust process will consist of three phases: 1) development of the Multi-Year Plan with guidance from four Community Visioning Forums and engagement of the Board, Advisory Council and the DAAA staff team; 2) implementation of a Community Needs Assessment that identifies community needs and service gaps; and 3) development of comprehensive Vision 2020. Through the initial phase of this environmental scanning process, DAAA examined the changing demographics of the individuals we serve. DAAA conducted an analysis of Census, audience response and roundtable discussions to identify key service priorities, service gaps and unmet needs.

During this Census and trends analysis process, DAAA found that the sixty-plus population within Region 1-A has grown from **137,418** in 2010 to **144,234** in 2016, according to 2016 American Community Survey. This represents a **4.3%** increase in the senior population within the service area after the decline of the population over the last several decades.

When DAAA compares its 60-plus population to Michigan seniors, the agency found **22%** of its targeted population live with incomes at or below poverty compared to **9%** state-wide. Cities with higher poverty rates than the state of Michigan include: Detroit (**22%**), Hamtramck (**30%**), Harper Woods (**11%**) and Highland Park (**35%**). The Elder Economic Index for the City of Detroit alone for 60-plus is about 59%, an indicator which demonstrates that more than half of the senior population do not have sufficient resources for basic needs. This index was developed by Wayne State University Institute of Gerontology.

When examining living arrangements of the 65-plus in Region 1-A as compared to Michigan, DAAA found that Region 1-A seniors are twice as likely to live with other relatives (**26%** vs. **12%**) or without spouses (**55%** vs. **30%**) than Michigan seniors. For those 65-plus living alone, **29%** of those living in Michigan lived alone compared to **34%** of those in Region 1-A. Living alone is an *indicator of need* and often denote that individual may have a more *fragile* support system.

The rate of disability among the 65-plus population is significantly higher when compared to Michigan seniors. Twenty-three percent (**23%**) of Region 1-A seniors report having difficulty running errands alone compared to **15%** of Michigan seniors; **15%** report difficulties bathing or dressing as compared to **8%** of their Michigan co-hort and **31%** report having difficulty walking or climbing the stairs. Thirteen percent (**13%**) of the 65-plus in DAAA service area have difficulty remembering or concentrating compared to **9%** of Michigan seniors while **10%** had trouble seeing or wore glasses compared to **6%** of Michigan seniors. Only **11%** of Region 1-A seniors report fewer hearing impairments versus **15%** of Michigan seniors.

Data compiled by AASA using American Community Survey data indicates that Wayne County has a total of 1,488,790 residents and that the 60-plus represent 9.6% of this

population. Grandparents raising grandchildren account for 2.5% of the Region's population with 3,510 residents providing kinship support. About 41% of the 60-plus group has a disability. This translates into 58,390 individuals. The disability rate of all Region 1-A residents is nearly 2.5 times that of the sixty-plus population. The community has a significant number of minority residents who experience cultural and language barriers.

DAAA's older adult population continues to die prematurely or have a poorer health status than their Michigan counterparts. Mortality data from DAAA's Dying Before Their Time Report conducted in 2012 found that older adults age 60-plus are dying prematurely than the remainder of the State. When examining 2016 excess death data for Detroit, there were 346 more deaths for 46 – 64 year olds, 716 more deaths in the 55 – 64 year olds and 543 more deaths for the 65 – 74 year olds. Key chronic illnesses effecting area older adults include diabetes, heart disease, hypertension, cancer, heart disease and renal failure. Many of these individuals often experience complex problems, have many social and economic needs along with multiple chronic conditions that impact their quality of life. During the community visioning forums, the key high priorities that surfaced include the need for transportation, in-home services, nutrition services, health and wellness interventions, information and assistance, outreach, adult day services and support for informal caregivers. Participants also want more affordable housing, safe streets and neighborhoods with good city services and amenities so they can age in place.

To address the needs of at-risk older adults as well as the moderately impaired and active older adult and their caregivers, DAAA will continue to step up efforts to target resources to the frail, homebound seniors, connect low-income seniors to public benefits and services and expand health and wellness activities. These individuals will also be referred to services within and outside of its service delivery system. Since a number of seniors and providers at community visioning forums have noted the increase in social isolation, loneliness and depression among seniors which is well documented in Wayne State University study by Heather Fritz, Ph.D. entitled "*Older Adult Experience with Neighborhood Change*," DAAA will add a sixth program development goal to its plan to address this issue. DAAA will reach out to the behavioral health network, AARP Michigan and other community stakeholders to address substance abuse and social isolation as well as expand its foot print into caregiving. It will also continue to work with the several municipal governments to ensure that Region 1-A continues to become more age-friendly.

DAAA will continue to strengthen partnerships with health care and a broader range of long-term-care service providers to position the agency and provider network to better screen seniors who are veterans, dual eligible and eligible for other resources in order to address their needs and leverage limited resources. These opportunities are coming at a time when DAAA has limited funding for homemaker and personal care outside of the MI Choice HCBS Waiver Program and MI Health Link.

Targeting Strategy

Through its planning process, DAAA identified a number of issues that will assist the agency with targeting resources to those most at-risk with input from its Advisory Council. The DAAA Advisory Council was used to review the audience response and roundtable questions and to sponsor the four community visioning forums for seniors and other stakeholders. DAAA found that the majority of respondents wanted the agency to serve all populations with an emphasis on low-income individuals, the frail and adults with disabilities.

- **Low-Income** - To address the needs of low-income older persons, DAAA will screen all program participants for public and private benefits and services so referrals can be made to the appropriate health plans, benefits and services with the client's consent. This will happen with screening and eligibility determination as early as possible in order to identify what clients are eligible for within the community.
- **Frail, Homebound Seniors and Adults with Disabilities** - To serve frail, homebound seniors and adults with disabilities, DAAA will work closely with Community Wellness Service Centers, its AASA-funded Care Management, MI Choice Home and Community-based Waiver program and MI Health Link. *More emphasis will be placed on ensuring that social isolation is addressed through volunteer-based telephone reassurance/friendly visiting and wellness checks.*
- **Racial & Ethnic Minority Elders** - DAAA will fund Outreach and Assistance to identify and serve ethnic groups that have cultural and language barriers. These services will target Native Americans, Asian Americans, Hispanic/Latinos and Arab Americans.
- **Lesbian, Gay, Bisexual, Transgender, Questioning** - DAAA will continue to work with the LGBT Elder Coalition and SAGE on staff training, cultural competency and program development.
- **Caregivers** - DAAA examined the region's capacity to serve family caregivers and grandparents raising grandchildren. Resources are being deployed to strengthen T-CARE, respite care and caregiver education, training and support.
- **Dementia Patients** – After conducting a self-assessment for dementia capability, DAAA identified a number of protocols and procedures that it will continue to strengthen in order to improve service delivery for individuals with dementia and their families. It will also implement a Dementia Friendly Communities campaign in order to increase the sensitivity of the community to those with Alzheimer's Disease or other types of dementia.
- **Vulnerable Adults At-Risk to Abuse and Exploitation** – DAAA will continue to work with faith-based organizations, community-based organizations, civic

groups, law enforcement and financial institutions on the prevention of elder abuse and financial exploitation.

As part of DAAA's Information and Assistance's comprehensive intake process, the protocol is to ask callers about their health conditions including whether they have Alzheimer's disease or dementia. Caregivers calling for services often provide intake staff with this information. If a caller asks for assistance with Activities of Daily Living (ADLs), it triggers the completion of the Michigan Intake Guidelines (MIG), a pre-screening questionnaire for waiver services. This tool allows the identification of possible cognitive impairment or dementia and this information is shared with support coordinators, care coordinators and Direct Purchase of Services (DPOS) or other providers through a Request for Information. When MI Health Link staff becomes aware of possible cognitive impairment, the protocol is to notify the Integrated Care Organization (ICO). If the caller specifically requests information about determining cognitive impairment or dementia, they are referred to their primary care physician (PCP) for evaluation or to another provider that offers a Mental Health evaluation. Currently, field staff receives training on Understanding Dementia (5.5 hours), Communicating Strategies for Challenging Behavior among People with Dementia, Gerontology 101 (Improving the Culture of Systems of Care and Person-Centered Planning (45 – 60 minutes). To improve dementia care in the future, DAAA will implement the following:

- Continue to refine dementia services protocol and procedures to strengthen the agency's Information and Assistance, Care Management and Case Coordination referral guidelines.
- Expand the inventory of community resources for dementia patients and caregivers, and broaden dementia training at the DAAA and provider level.
- Develop a strategy for providing referral and assistance to caregivers of dementia patients.
- Continuing to provide Creating Confident Caregiver and Powerful Tools for Caregiver workshops.
- Expand Dementia training across the organization especially to more Administrators, Information and Assistance Specialist, Nutrition Assessors, Community Wellness Staff, Care Coordinators as well as Case Managements/Support Coordinators. This includes exploring the availability of certification training.
- Implement a *Dementia – Friendly Communities Campaign*.

When older adults residing within the service area request services not available, DAAA will institute the following:

- Explore volunteer-based options
- Explore private pay options
- Maintain wait list to support advocacy efforts

DAAA's Call Center works with older individuals and caregivers when identified unmet needs surface in order to explore all options available. This includes private pay options, activities that can be provided with the use of screened volunteers, referrals to crisis intervention funds and other options. DAAA's Advisory Council and participants from the public forums assisted DAAA in identifying resources to address needs when resources are insufficient including engagement of block clubs, service coordinators, student interns, volunteers and other resources. It is the goal of DAAA to provide information, education and prevention resources as early as possible in order to delay the need for accessing limited resources.

Prioritizing Unmet Needs

During FY 2020 – FY 2022, DAAA and its service providers will continue to reach out to underserved populations. DAAA and contracted agencies will target older residents and caregivers of greatest social and economic need through community outreach, linking these residents to public and private benefits and services, and ensuring that their cultural, language and socio-psychological needs are addressed. In addition, DAAA and its service provider network will focus attention on supporting the needs of caregivers providing care to these individuals. To reach out to hard-to-reach populations, DAAA will institute a recruitment program that aligns with the cultural composition of our communities and meets cultural competency standards. Variables that will be indicative of needs will be used to guide outreach strategies to target vulnerable consumers include the following:

- Low-income status
- Racial or ethnic minority status
- Frailty or homebound status
- Age 85 years and over
- Dementia patients/caregivers
- Mental or physical disability including dementia
- Non-English speaking
- Cultural or social isolation
- Living alone without support
- Lack of access or inability to access community resources
- Isolated seniors such as those who are Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ)
- At-risk older adults being abused or exploited

DAAA and its service provider network will continue to use TDD, interpreters, braille, user-friendly materials, assistive technology, building accessible equipment and other methods to increase access of hearing, visually impaired and other vulnerable individuals to information and services. DAAA will continue to partner with Lesbian, Gay, Bisexual, Transgender and Questioning (LGBTQ) Elder Coalition to identify service needs. Finally, DAAA will work with local dual-eligible clients to identify service gaps in health care.

To reach isolated and at-risk, older adults and caregivers, DAAA will train additional staff team members to provide presentations at various venues to promote and publicize its programs:

- Engage DAAA Board of Directors, Advisory Council, staff, service providers and other partners in promoting programs and services.
- Work with Alzheimer's Disease Association, Rosa Parks Geriatric Clinic and other partners to coordinate services.
- Focus on specific areas where potential participants can be found including, but not limited to medical professionals, faith-based organizations, providers, neighborhood offices, emergency rooms and other locations.
- Partner with adult literacy groups to develop better communication with seniors and adults with disabilities who have literacy challenges.
- Strengthen partnerships with Outreach and Assistance agencies to collaboratively market programs and services.
- Seek out opportunities to advertise in local newspapers in our service areas.

DAAA Advisory Council Engagement in Setting Priorities

DAAA has engaged its Board of Directors and Advisory Council in the development of the FY 2020-2022 Multi-Year Plan and setting priorities. Members of the Advisory Council sit on the Long Range Planning and the Grant & Contract Review Committees. The Advisory Council helped encourage participants to attend the community visioning forums held in December 2018, provided input into the plan as well as the data gathering process and also helped shape the audience response-based survey tool used at the events. Several members also served as panelists at the forums and facilitated round table discussions. A joint meeting of both the Long-Range Planning and Grant & Contract Review Committees was held in February 2019.

Use of Information, Education and Prevention Strategies

DAAA will continue to implement strategies to educate the public about community resources in order to prevent penetration into the service delivery system. These strategies include:

- Outreach Fair
- Senior Friendship Day
- MMAP Outreach
- Money Smart Week
- Grandparents Raising Grand-children Conference
- Congregate Meal Sites
- Senior Power Days
- Community Wellness Service Centers
- Elder Abuse Prevention Workshops
- Town Hall Meetings & Forums
- DAAA Website
- Information Fairs
- Benefits Enrollment
- Pod Cast & Social Media
- Health & Wellness Classes
- Caregiver Education Series

ACCESS AND SERVICE COORDINATION CONTINUUM

The Access and Service Coordination Continuum matrix below describes Region 1-A's continuum for long term care services for older adults and their caregivers. The continuum of services ranges from basic, information and assistance to community navigation, to options counseling, to case coordination and support to care management services:

ACCESS AND SERVICE COORDINATION CONTINUUM					
It is essential that each PSA have an effective access and service coordination continuum. This helps participants to get the right service mix and maximizes the use of limited public funding to serve as many persons as possible in a quality way.					
Instructions The Access and Service Coordination Continuum is found in the Documents Library as a fillable pdf file. (A completed sample is also accessible there). Please enter specific information in each of the boxes below that describes the range of access and service coordination programs in the area agency PSA.					
	Level 1	Level 2	Level 3	Level 4	Level 5
	<i>Least Intensive</i>				<i>Most Intensive</i>
Program	Information & Assistance	Community Service Navigators	Options Counseling	TCARE/Case Coordination & Support	Care Management
Participants	All persons inquiring about services and resources for those over the age of 60-plus for caregivers caring for elders or grandparents or for employment and training for those 55 years and over.	All needing information and assistance to remain in the their home or communities especially those who need require health promotion and disease management.	All persons needing information and guidance with Long Term Care Options Planning	Individuals eligible for ongoing in-home services or respite who do not meet Nursing Facility Level of Care and/or Caregivers who are seeking assistance to continue care for love one	Individuals that meet the NFLOC level and are eligible for ongoing in home or respite care services (per guidelines and standards).
What Is Provided?	Basic information on services available in the community to meet the consumer's needs.	Basic information on services available in the community to meet the consumer's needs; refers participants to health promotion and disease prevention opportunities	Information on issues related to Long Term Care and person-centered planning or consultation	- Completion of full COMPASS in-home assessment - Development of customized person-centered plan - Develop care pan to address long term care needs - Provide in-home services - Assist those able to make voluntary donations - Empower individuals/families with help of support coordinators - Complete monthly phone calls - Reassessed every 6 months in persons	- Completion of full COMPASS in home assessment - Development of a customized, person-centered plan for services - Use of service authorizations and cost sharing to provide extended in home services - Reassessment conducted every 3 - 6 months dependent on services received - TCM Nurses make monthly monitoring visits
Where is the service provided?	Telephone	Telephone, community center, in-home for frail or adults with disabilities, if needed	Telephone/In-Home	In-home	In-home

PLANNED ARRAY OF SERVICES

The Planned Array of Services chart below indicates the appropriate placement for each AASA adopted service category and Area Agency on Aging developed regional service definition(s) for FY 2020 – FY 2022 as well as other community resources that are available that are not funded by the Aging Services Network.

	Access	In-Home	Community
Provided by AAA	<ul style="list-style-type: none"> Care Management Information and Assistance Outreach 	Nutrition Assessments	<ul style="list-style-type: none"> Long Term Care Ombudsman and Advocacy Health Promotion Disease Self-

	<ul style="list-style-type: none"> • Transportation 		Management <ul style="list-style-type: none"> • Adult Day Services • Congregate Meals • Assistance to Hearing Impaired & Deaf • Vision Services • Programs for Prevention of Elder Abuse • Kinship Support Services • Caregiver Education and Support • Senior Center Operations • Senior Center Staffing • Legal Services
Contracted by AAA	<ul style="list-style-type: none"> • Community Support Navigator 	<ul style="list-style-type: none"> • Homecare Assistance • Respite Care • Home-Delivered Meals 	
Funded by Other Sources	<ul style="list-style-type: none"> • Care Management • Care Transition Services • Information & Assistance • United Way 211 	<ul style="list-style-type: none"> • Adult Home Help • Home Health Aide Services • Program for All Inclusive Care for the Elderly (PACE) 	<ul style="list-style-type: none"> • Caregiver Support • Hospital Based Health & Wellness Programs • Faith-based Transportation • Meijer Transportation • Walmart Transportation • Transportation • Metro-Lift Services (DDOT) • SMART • PAATS (Grosse Pointes) • Adult Foster Care • Home for Aged

STRATEGIC PLANNING

SWOT Analysis

During FY 2018, DAAA identified key issues impacting the agency through its strategic planning process as it prepared for the transition from the former to the new administration under Ronald Taylor. The DAAA Board of Directors and staff are currently in the pre-planning phases of developing a process for its five year plan under the new administration. At this point, DAAA plans to use its most recent SWOT Analysis to guide the organization until it conducts a comprehensive needs assessment. This

Vision 2020 Strategic Plan will be fully completed after the completion of the community needs assessment as well as facilitated strategic planning discussions.

DAAA strongly believes that our ability to have “boots on the ground” who understand the needs of urban elders, armed with our NCQA, CARF and AADE accreditations and staff expertise will enable DAAA to continue to build collaborative relationships with managed care organizations and other partners. DAAA will also utilize local resources as well as those being made available through the Administration on Community Living and n4a Business Institute to carve out an expanded role in Medicare/Medicaid managed Long Term Care Services.

Key issues impacting the agency and the aging community are highlighted below:

Issue #1 – Reduction of funding due to the Intra-State Funding Formula.

Issue #2 -- Elimination of Wait List for Home-Delivered Meals, In-Home Services and MI Choice.

Issue #3 – Health and Disability Status of Older Adults in Region 1-A.

Issue #4 -- Expand support system for Caregivers.

Issue #5 – Lack of Age-Friendly Communities with Sufficient Transportation, Affordable Housing and City Services.

Issue #6 – Prevalence of Social Isolation, Loneliness & Depression.

Impact of MI Choice and MI Health Link on Traditional Services

Currently, DAAA has contracts with Aetna, AmeriHealth, Michigan Complete Health (Formerly Fidelis), Health Alliance Plan and Molina to provide Supports Coordination under MI Health Link. In addition, it has a contract with Total Home Health for Care Coordination and is billing Medicare for Diabetes Self-Management Program and Medical Nutrition Therapy. It is also piloting the Diabetes Prevention Program and hopes to be in a position to bill for Medicare services in the future. The agency also administers a service provider network consisting of 115 service providers.

Contingency Plan for 10% reduction in Funding

DAAA, like several other Area Agencies on Aging in Michigan, has been operating with substantial funding reductions due to the implementation of the Intra-state Funding Formula. Each year, the agency produces a forecast with an alternative strategy that takes funding reductions and unforeseen emergencies into account. Starting in FY 2021 DAAA will lose around 500,000 per year. The agency plans to address this significant short fall by building its donor base, grant development; creation of an Endowment Fund; private pay/cost sharing strategies and third-party reimbursement through Medicare and Medicaid.

Quality Improvement & Accreditation

DAAA will be applying for renewal of its CARF accreditation for Case Management, Employment Services and Home and Community Services in January of FY 2020. During FY 2018, it received accreditation from the National Committee for Quality Assurance and also renewal of its American Association of Diabetes Educators accreditation. The agency continues to meet its obligations as an Area Agency on Aging and Medicaid Home and Community-Based Services Waiver agency.

The major reason for pursuing accreditation is to optimize the agency's ability to operate quality services, increase efficiencies and effectiveness and promote training among staff and the service provider network. DAAA is one of the first Area Agencies on Aging in the country to acquire NCQA accreditation, a credential that managed care organizations prefer because of the high-quality standards.

Information Technology

DAAA is in the process of developing an FY 2020 – 2022 Strategic Technology Plan. This plan will build on successes of the FY 2017 – FY 2019 IT plan by focusing on information technology that assures high quality and state-of-art equipment, data backup, security, and emergency response. This plan will include the purchase of additional hardware and software to operate an efficient and effective information system that support performance and quality improvement across the agency. DAAA will continue to invest in a redundancy system that will support the operation of the recently purchased file servers.

DAAA is also in the process of reviewing its information technology systems, training and IT support. The agency is also reviewing the expansion of the Network maintenance agreements. It will continue to augment its IT staff team with needed consultants.

Regional Service Definitions

DAAA proposes to use two regional definitions for services: Community Service Navigator and targeted Outreach and Assistance.

Detroit Area Agency on Aging

Regional Definition of Community Service Navigator

Service Name:	Community Service Navigator
Service Category:	Access Service
Service Definition:	Coordination of community supports for older adults and family caregivers at the individual and community levels designed to assist consumers to navigate service delivery systems and access a wide range of home and community-based supports and health/wellness services, public benefits and other resources to empower them to live independently.
Unit of Service:	One hour of individual or community-level coordination of care for older adults or family caregivers to support independent living of elders.
Allowable Services:	A basic assessment and subsequent reassessment every six months and the monitoring of a service plan tailored to the consumer's needs. The Community Support Navigators are responsible for brokering and arranging new or existing community services while working to enhance formal and informal support in the service area. This includes providing internal and external home and community-based services and developing needed resources in collaboration with community partners, other organizations and trained volunteers. In addition, the Navigators will identify and communicate appropriate community agencies to arrange for services and evaluate the effectiveness and benefits of the services provided.

Minimum Standards

1. Each Community Service Navigator will coordinate services in a designated service area.
2. Preference is for the Community Service Navigator services to be physically located in the service area. Each Community Wellness Service Center entity rendering Community Support Navigator services will be certified as an accessible organization. Accessibility is defined as location in the service area where older adults, caregivers and individuals with a disability can enter the facility, use the rest room and receive services that is at least equal to that provided to an able-bodied person.

3. Each Community Wellness Service Center entity rendering Community Service Navigation services shall have accommodations for community meetings and training as a hub for the designated service area.
4. Each Community Service Navigator program shall provide, as supportive services, basic case coordination and referral to DAAA and other resources as well as outreach to those who are homebound or isolated. These access components will link at-risk participants to the following services:
 - a. Long Term Care Services
 - b. Directly provided Home and Community-Based Services
 - c. Arranged Home and Community-Based Services
 - d. Public and Private Benefits
 - e. Medicare / Medicaid Assistance Program
 - f. Linkage to Primary Care, if needed
 - g. Evidence-based Wellness Programs
 - h. Caregiver Education, Training and Support
5. Community Service Navigators shall act as a long term care client support service offered in a targeted community setting with the individual aggregate group of seniors and caregivers as the service recipients. This includes performing intake, a basic assessment, service plan development and follow-up assistance. The assessment may be substituted with recently performed in-home service, care management and other assessments of partners.
6. This service will coordinate care across the targeted service area for older adults and caregivers through public and private partnerships including trained community volunteers, community agencies, businesses, the government and foundations.
7. The Community Service Navigator will maintain relationships with Wayne County Department of Human Services (Medicaid and Adult Home Help), PACE, MI CHOICE Waiver, Assisted Living and Independent Living Facilities, Hospice, Home Health Agencies, local healthcare systems and other programs. The Community Support Coordination entities will coordinate services through managed care organizations through DAAA.
8. The Community Service Navigator will act as a broker and program developer of services in the targeted area to ensure that seniors and caregivers are linked to resources that address their unmet needs through a service-specific collaborative network of organizations. This collaborative partnership should include the following elements to address service gaps in the service area:
 - a. Consumers,
 - b. Government,
 - c. Area businesses and/or corporations,

- d. Fraternal organizations and/or foundations,
 - e. Faith-based Organizations,
 - f. ADRC partners in the area,
 - g. DAAA designated community focal points
 - h. Hospitals and Wellness programs
 - i. Medicare-Medicaid Assistance Program
9. Community Service Navigator staff shall receive in-service training at least twice each fiscal year which is specially designed to increase their knowledge and understanding of the program and clients, and to improve their skills for tasks performed in the provision of service. An individualized in-services training plan should be developed for a staff person, when performance evaluation indicate a need. In-service trainings may also be made available in group settings within Region 1-A for all Community Service Navigators.
10. The Community Service Navigator may provide other home and community-based services, but must also refer participants to out-side resources.
11. Each Community Service Navigator shall demonstrate that they are in compliance with fire safety standards, local building safety codes, and applicable Michigan and local public health codes regulating food service established, if applicable.
12. Each Community Service Navigator shall document that appropriate preparation has taken place for the following procedures:
- a. Annual fire drill
 - b. Posting and training of staff and regular volunteers
 - c. Basic intake, assessment, service plans and follow up of staff
 - d. Meetings with community partners to collaborate on meeting unmet needs and service gaps of participants and other residents in the community.
13. Each Community Service Navigator is responsible for client tracking, program reporting and documenting unmet need. This includes individual and community-level development, brokering and arrangement of services.
14. Any staff transporting consumers by a personal vehicle must have a valid driver's license and be insured. This must be monitored at least annually.

SECTION II: ACCESS SERVICES

AAA ADMINISTERED SERVICES

A. Access

☒ Care Management - Update

Starting date: October 1, 2019	Ending date: September 30, 2020
Total of federal dollars: \$0	Total of state dollars: \$719,734
Geographic area to be served: Region 1-A (Cities of Detroit, the five Grosse Pointes, Hamtramck, Harper Woods and Highland Park)	

FY 2019 – FY 2020 Care Management Services

Goal 1: Ensure high level of participant satisfaction with care management services.

Activities:

1. Support Coordinator will comply with protocol, policies and procedures to ensure high quality of services rendered through great customer service.
2. Support Coordinator will distribute satisfaction surveys when annual documents are completed and encourage participant to complete the survey and return in self-addressed stamped envelope.
3. Support Coordinator will at next monthly contact question if survey was mailed and if not encourage participant to complete and mail.

Expected Outcome: Overall 90% of the total participant satisfaction survey responses are positive or neutral.

Goal 2: Improve the Quality of Life of participants by comparing quality of life Before and After Receiving Services.

Activities:

1. Support Coordinator will assess participant's quality of life during enrollment before receiving Care Management services.
2. Support Coordinator will assess participant's quality of life after receiving Care Management services at each monthly contact-discussing their satisfaction with services received during past month and during assessments.
3. Data from the surveys will be used to incorporate program improvements.

Expected Outcome: Overall 90% of the total participant satisfaction survey responses about quality of life after receiving services are positive or neutral.

Goal 3: Decrease Social Isolation of Care Management participants.

Activities:

1. Support Coordinator will encourage participants to take part in activities in their home, faith-based organizations and/or community.
2. Support Coordinator will assist the participants to register for free and low-cost transportation.
3. Support Coordinator will encourage participants to request a senior companion and/or telephone reassurance.
4. Support Coordinator will encourage participants to have informal supports and have gatherings at the participant's home when possible.

Expected Outcome: Reduce the average percentage of all participants who are alone for long periods of time or always AND who also report feeling lonely – or –distressed by declining social activity, 90 days prior to assessment/reassessment (or since last assessment to less than 90 days) to **9%**.

Goal 4: Reduce prevalent of Emergency Room Visits and Hospital Stays from Care Management participants.

Activities:

1. Support Coordinator will educate participant regarding signs and symptoms to trigger a contact with their medical doctor and when to go to the hospital or emergency room.
2. Support Coordinator will educate participants regarding the importance of taking medication(s) and following medical regimen to prevent hospital and emergency room visits.
3. Support Coordinator will encourage participant to contact the doctor's office for health concerns after discharge.

Expected Outcome: Reduce the percentage of all participants who have had one or more hospitalizations or emergency room visits during the last 90 days of the assessment/reassessment (or since the last assessment if less than 90 days) to **25%**.

Goal 5: Reduce the prevalence of malnutrition and dehydration.

Activities:

1. The Support Coordinator will educate participant regarding signs and symptoms to contact the doctor and when to go to the hospital or emergency room.
2. The Support Coordinator will educate participants regarding the importance of taking medication/s and following medical regimen to prevent hospital and emergency room visits.

3. The Support Coordinator will encourage participant to contact the doctor's office for all health concerns or issues before going to emergency room or hospital.

Expected Outcome: Prevalence of Inadequate Meals and Dehydration - Decrease the prevalence of participants who ate one or fewer meals in four of the last seven days. Reduce the prevalence of participants who were dehydrated due to insufficient fluid intake. Prevalence of all participants who in 4 of the last 7 days ate one or fewer meals to less than 2%.

Current Year and Projected Year			
Client Numbers, Case Load and Client to Staff Ratio			
Number of client pre-screenings: 2019	202	Planned 2020:	200
Number of initial client Assessments -- 2019	132	Planned 2020:	80
Number of initial client care plans - 2019	309	Planned 2020:	250
Total # of clients (carry over plus new) – 2019	176	Planned 2020:	272
Staff to client ratio 1:55			
(Active and maintenance)			

Match and Other Resources			
MATCH: Sources of Funds	State Funding	Cash Value	In-Kind
	\$719,734	1,000	\$80,000
OTHER RESOURCES: Sources of Funds	Program Income	Cash Value	In-kind

Information & Assistance

Starting date: October 1, 2019	Ending date: September 30, 2020
Total of federal dollars: \$237,602	Total of state dollars: \$63,991
Geographic area to be served: Region 1-A (Cities of Detroit, the five Grosse Pointes, Hamtramck, Harper Woods and Highland Park)	

Information & Assistance

Goal 1: Update and maintain Information & Assistance (I&A) Resource Database to be able to provide accurate and updated information to all identified populations.

Activities:

1. Complete the identification and removal of resources in database that are no longer valid.
2. Continue to update valid resources in the database.
3. Identify gaps in available resources.
4. Collaborate with community organizations to identify resources to fill gaps
5. Add identified community resources to the database.
6. Maintain the database according to AIRS standards.

Expected Outcome: Greater community access to resources that are accurate and up-to-date.

Goal 2: Enhance the skills of I & A Specialists.

Activities:

1. I & A Specialists will participate in ongoing training to enhance current skills and develop new skills to serve all identified populations.

2. I & A Specialists will continue to participate in required AASA Person Centered Thinking training.
3. I & A Specialists will continue to participate in on-going ABCs of I & R training to meet AIRS standards for recertification.
4. I & A Specialists will continue to participate in on-going MMAP training for 100% of staff to be certified as counselors.
5. I & A Specialists will continue to participate in LGBTQ sensitivity training.
6. Collaborate with other departments to ensure effective and efficient screening processes for MI Choice Medicaid Waiver, Project Choice, MMAP, MI Health Link, Meals on Wheels and other programs.
7. Support Outreach program efforts by attending events and completing on-site intake and referral assistance services.

Expected Outcome: I & A Specialists will respond to all callers in a person-centered manner and provide appropriate information, intake and referrals to all callers.

Goal 3: Collaborate with Community Wellness Service Center partners to expand I & A, education and Options Counseling to increase accessibility, streamline services, and navigate the environment.

Activities:

1. Utilize ADRC Community Navigator to coordinate community service navigation services at Community Wellness Service Center.
2. Develop tools to track outcomes of community I & A and Options Counseling.
3. Provide I & A and Options Counseling training that meets AASA and AIRS standards.
4. Provide I & A and Options Counseling at Community Wellness Service Center agencies to all populations.
5. Collaborate with Community Wellness Service Center partners to evaluate tracking data and determine next steps.

Expected Outcome: Increase access to long term care supports and services and other community resources.

☒ **Options Counseling**

Starting date: October 1, 2019	Ending date: September 30, 2020
Total of federal dollars: \$33,000	Total of state dollars: \$0

Goal: Expand, enhance and integrate options counseling into the service delivery system within Region 1-A.

Activities:

1. Further integrate options counseling into access services.
2. Further enhance and expand options counseling training.
3. Expand capacity building through new procedures, new processes and the cataloging of needed tools.
4. Decrease negative impact of required documentation.
5. Follow up with consumers for at least 90 days.
6. Coordinate options counseling with Community Service Navigators at the Community Wellness Service Centers.

Expected Outcome: Develop consistent and standardized procedures, training and quality measures.

☒ **Outreach Services**

Starting date: October 1, 2019	Ending date: September 30, 2020
Total of federal dollars: \$169,448	Total of state dollars: \$60,629
Geographic area to be served: Region 1-A (Cities of Detroit, the five Grosse Pointes, Hamtramck, Harper Woods and Highland Park)	

Goal 1: Expand the reach of DAAA programs and services in the community.

Activities:

1. Target identified organizations in the outreach database to identify individuals who may benefit from DAAA services.
2. Attend community meetings with elected officials and local government entities to provide information about DAAA programs.
3. Work with I & A providers to target vulnerable, at-risk seniors and adults with disabilities.
4. Develop strategy for educating consumers on accessing Pre-paid Ambulatory Health Plans (PAHP) as MI CHOICE converts to this new system.
5. Utilize social media, local media outlets and cable television to promote DAAA programs in collaboration with municipal governments and other partners.

Expected Outcome: Increase community awareness of DAAA programs and services.

Goal 2: Increase client enrollment in targeted DAAA programs and workshops.

Activities:

1. Develop relationships with partners outside of our current network and educate them about aging network services.
2. Coordinate outreach events with partners to reach targeted populations in order to get referrals for DAAA programs during open enrollment.
3. Continue to use translated materials to target at-risk seniors.
4. Use telephonic calls to reach waitlist clients to assess a continued need for DAAA's programs and make referrals to I & A.
5. Continue to promote evidenced-based programs such as Diabetes Personal Action Towards Health (D-PATH), EnhanceFitness and A Matter of Balance (AMOB).
6. Hold Creating Confident Caregivers, Powerful Tools for Caregivers, D-PATH and AMOB Fall Prevention information sessions in the community which will lead to clients attending workshops.
7. Coordinate outreach presentations at Senior Independence Living Facilities where residents are not able to get out to community events.
8. Coordinate Provider Network Fair to community partners to inform them of DAAA's programs and cross usage of services for waitlist clients.

Expected Outcome: Increase enrollment for targeted programs, workshops and services offered by DAAA and its service provider network.

DIRECT PROVISION OF SERVICES

Disease Prevention/Health Promotion

Total of federal dollars: \$130,200	Total of state dollars: \$ 0
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Geographic Area Served: PSA 1-A

Planned goals and activities that will be undertaken to provide the Services during FY 2020 are as follows:

Goal 1: Provide Support to Community Wellness Service Centers (CWSCs).

Activities:

1. Utilize the Community Wellness Service Center Advisory Committee to promote best practices, program promotion, partnership building and sustainability.
2. Monitor evidence-based programs and perform fidelity checks.
3. Track self-reported program outcomes quarterly.
4. Evaluate effectiveness of programs.
5. Facilitate ongoing training, technical assistance and support the development, maintenance and expansion of CWSCs.
6. Implement the Passport to Health initiative at two of the four CWSCs.

Expected Outcomes: Improve the health status of older adults and caregivers by addressing the social determinants of health.

Goal 2: Further expand evidence-based health promotion and disease prevention services.

Activities:

1. Continue technical assistance and support for Community Wellness Service Centers and satellites.
2. Assist CWSCs to recruit and train lay leaders, coaches and instructors in evidence-based programs.
3. Set volunteer recruitment and program completion targets.
4. Track measurable outcomes for DSMT on AADE Annual Report with input from the DSMT Advisory Council.
5. Explore the continuation of Take Heart program at targeted sites in collaboration with the University of Michigan and DMC, once it becomes a bona-fide and approved evidence-based service.
6. Promote sustainability of Diabetes Self-Management Training/MNT at select CWSCs through shared resources and bill Medicare and/or third parties.
7. Explore cost sharing, fee-for-services, membership fees and third-party reimbursement opportunities.
8. Work with Passport to Health Collaborative Network to implement Michigan Health Endowment Fund initiative.
9. Develop a toolkit and value proposition that can be marketed to managed care organizations, health systems and other parties.

Expected Outcomes: Improve health status of older adults participating in health promotion and disease management programs through proven evidence-based program interventions.

Long Term Care Ombudsman

Total of federal dollars: \$61,291	Total of state dollars: \$73,546
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Goal 1: Provide advocacy services for nursing facility and community living residents.

Activities:

1. Continue to educate nursing facility and community living residents regarding their rights.
2. Investigate complaints from nursing facilities, MI CHOICE, adult foster care and homes for the aged residents and their family members.
3. Collaborate with residents, resident supports, and nursing home facilities to resolve complaints.

4. Assist residents who would like to transition from institutional to community settings.
5. Assist residents who are experiencing nursing home closure.
6. Continue to participate on the Elder Abuse Task Force.

Expected Outcome: Increase knowledge and understanding about resident rights and responsibilities.

Goal 2: Provide community education on the rights of nursing facility residents and elder abuse.

Activities:

1. Continue to develop relationships with nursing home and community living residents and family support to raise awareness of resident rights and elder abuse.
2. Collaborate with outreach program to target events to provide community education.
3. Collaborate with county organizations to educate and increase community awareness of all populations on elder abuse.
4. Work to protect nursing home residents from voter-related and other types of fraud.
5. Coordinate trainings on Elder Abuse for I & A Specialists.

Expected Outcome: Increase knowledge of residents, family members and the community on identifying and responding to potential cases of elder abuse and/or fraud prevention.

REGIONAL SERVICE REQUEST

DAAA is proposing to provide two regionally defined services during FY 2020 – FY 2022. These direct services consist of Disease Prevention/Health Promotion and Long Term Care Ombudsman.

Disease Prevention – Health Promotion: DAAA proposes to administer this service within Region 1-A and contract out the balance of the services to four CWSC, and satellite locations. DAAA has found it more economical to centralize certain administrative functions associated with licensing and accreditation through AADE and other organizations.

Long Term Care Ombudsman: DAAA proposes to provide the service directly under its Information & Assistance Call Center for administrative efficiencies.

FY 2020 – FY 2022 PROGRAM DEVELOPMENT PLAN

During FY 2020 – FY 2022, DAAA will continue to implement program development efforts that support its strategic goals. This includes implementation of the Community

Wellness Service Center model through contracts with four agencies assigned to provide services in specific targeted service areas within Region 1-A. These efforts include expansion of wellness activities into congregate meal sites, increasing access to services through Community Service Navigator, and providing transportation and increased access to public benefits and other services. DAAA will continue to advocate for consumers and empower program participants to promote expanded services and resources to address unmet needs. However, with the completion of the strategic planning process and the community needs assessment, DAAA will be potentially approaching AASA regarding modifying its funded services and program development goals given the findings and projected cuts in funding.

Goal 1: Improve and Expand Health, Wellness and Nutrition of Older Adults

Objective 1.1: Work with Community Wellness Service Centers and other locations to expand health and wellness services through partnerships.

Activities:

1. Continue to work with Community Wellness Service Centers to **expand** provision of health-related services **within** their facilities **and** at satellite locations.
2. Introduce additional evidence-based programs: Walk with Ease, Powerful Tools for Caregivers and Take Heart.
3. Assist health care and other partners in **seeking** alternative sources of revenue through the **provision** of the Medicare Diabetes Prevention Program, cost sharing and fee-for-service.

Timeline: 10/1/2019 to 9/30/2020

Expected Outcomes: Expand health and wellness services.

Objective 1.2: Create sustainable Community Wellness Service Centers.

Activities:

1. Continue to enhance Community Wellness Service Centers to support sustainability.
2. Continue to **further expand** various types of evidence-based health promotion and disease prevention services through community wellness service centers, satellite locations and congregate meal sites through recruitment of trained lay leaders for Tai-Chi, modified Yoga, Take Heart and other programming.
3. Explore expanding Nutrition Services at the fourth Community Wellness Service Centers, if feasible.
4. Expand nutrition services at Congregate Meals sites and satellite locations.
5. Reach out to local television, radio, print and social media to help drive seniors to Community Wellness Service Centers.
6. Seek funding to pay for stipends and other incentives to support volunteers providing training to CWSC participants.

7. Utilize Passport to Health Collaborative Network to build data collection, outcome data and business proposition for the expansion of evidence-based program service portfolio among ICOs.

Timeline: 10/1/2019 to 9/30/2020

Expected Outcomes: Increase sustainability of health promotion and disease self-management programs to support CWSC development.

Goal 2: Increase Access to Public Benefits and Services – Educate consumers to access public and private benefits and services made available through existing and new programs.

Objective 2.1: Build a new infrastructure of the Information & Assistance Call Center.

Activities:

1. Seek replacement information technology for Service Point to enhance call center services through grants/resource development.
2. Create online resource guide to support older adults, caregivers and provider network.
3. Expand I & A reach through telephone reassurance using trained volunteers.
4. Continue to expand access to public benefits and services through capacity building, financial literacy and training of older adults, caregivers and benefits counselors.
5. Train staff, older adults, para professionals and volunteers to be public benefits advocates.

Timeline: 10/1/2019 to 9/30/2020

Expected Outcomes: Increase economic security through public and private benefits.

Goal 3: Coordinate Transportation Services for Seniors and Adults with Disabilities.

Objective 3.1: Explore use of Volunteer-based Transportation strategies to supplement transportation services.

Activities:

1. Work with local partners to coordinate door-to-door transportation for seniors and adults with disabilities.
2. Examine best practices and effective models that can be used to provide transportation with trained volunteers.
3. Seek funding, volunteers, vehicles and other resources needed for the pilot.
4. Pilot model and evaluate effectiveness.

Timeline: 10/1/2019 to 9/30/2020

Expected outcomes: Develop and Test volunteer-based transportation model to support ongoing transportation efforts.

Objective 3.2: Implement senior transportation services in collaboration with DDOT, the Regional Transportation Authority (RTA) and other partners.

1. Integrate senior transportation/information programs available through DDOT, Regional Transportation Authority and MI Choice into a coordinated transportation strategy.
2. Continue to gather data on the triple AIM, increased access, improved health and reduced cost.
3. Evaluate effectiveness of the model to support expansion.
4. Leverage existing limited transportation services to support sustainability.

Timeline: 10/1/2019 to 9/30/2020

Expected Outcomes: Develop an integrated, effective senior transportation program for older adults in Region 1-A.

Goal 4: Promote Caregivers through Responsive Training, Education and Support.

Objective 4.1: Work with caregiver support providers, Community Wellness Service Centers and other community stakeholders to expand caregiver support groups in Region 1-A.

Activities:

1. Work with Alzheimer's Association, AARP Michigan, Senior Regional Collaborative and other groups to expand caregiver and kinship services.
2. Continue to expand Creating Confident Caregivers and Powerful Tools for Caregivers.
3. Seek additional resources to expand caregiver support, education and training.

Timeline: 10/1/2019 to 9/30/2020

Expected Outcome: Reduce caregiver burden through caregiver education, training and support.

Goal 5: Create Age Friendly Communities-for-A-Lifetime in Region 1-A.

Objective 5.1: Submit Age Friendly Communities-For-A-Lifetime for Harper Woods to Commission on Services to the Aging.

Activities:

1. Develop a Letter of Agreement with Harper Woods to work collaboratively on seeking a Communities-For-A-Life-Time (CFL) designation.
2. Review the CFL requirement and determine which Community Assessment tool or hybrid will be used.
3. Develop work plan and timeline.
4. Recruit staff, community volunteers and/or student interns to assist with the community assessment.
5. Request a resolution from the City of Harper Woods.
6. Submit an CFL application to AASA's Commission on Services to the Aging.
7. Work collaboratively with the City of Harper Woods to develop an Age-Friendly Communities Action Plan.
8. Incorporate Dementia Friendly Communities into the CFL, where feasible.
9. Support Aging Services Consortium's efforts to seek CFL designation for the City of Detroit.

Timeline: 10/1/2019 to 9/30/2020

Expected Outcome: Obtain at least one Aging-Friendly Communities designation under Communities-for-a-Lifetime.

Goal 6: Reduce Isolation, Loneliness & Depression Among At-Risk Older Adults.

Objective 6.1: Increase socialization of at-risk older adults through volunteer-based strategies.

Activities:

1. Research best practices to reduce social isolation, depression and loneliness.
2. Partner with Detroit Wayne County Community Mental Health, NSO, AARP and other partners to develop a telephone reassurance, friendly visiting and wellness check model.
3. Develop a tool kit for staff and volunteers.
4. Seek funding and recruit volunteers.
5. Secure other in-kind resources needed.
6. Launch the model and measure health outcomes and program impact.

Timeline: 10/1/2019 – 9/30/2020

Expected Outcomes: Reduce social isolation rating by 5 – 10% among targeted older adults.

SECTION IV: ADVOCACY STRATEGY

The DAAA developed an FY 2020 – FY 2022 Advocacy Strategy in collaboration with its DAAA Board of Directors, Advisory Council, consumers, and community stakeholders. This Advocacy Platform will target and prioritize issues related to expanding funding and resources for services including a Wayne County Senior Millage. In addition, it will include strategies that will advocate for legislative and congressional action that create, expand and improve services that address unmet needs of seniors in PSA 1-A. Emphasis will be placed on protecting the interest of older adults, caregivers and service providers in policy and system reforms related to the rollout and implementation of Integrated Care and the Affordable Care Act. Areas of unmet need will obtain considerable attention in order to lessen the impact of federal and state funding cuts and to embrace opportunities that will make long term care and health care transformations responsive to the needs of older adults and their families.

Advocacy Structure

- **DAAA Board of Directors & Advisory Council** – This governing body and its Advisory Council will be the catalyst for the identification of platform issues at the federal, state and local levels in collaboration with the Consumer Advisory Councils of the agency. This work will be implemented through the Public Policy Committee.
- **DAAA Staff** – DAAA staff will continue to advocate and empower older adults and their families through the provision of information and services. In addition, designated staff will support advocacy efforts through analysis of data and legislation, research, policy development and reform.
- **Region 1-A Aging Services Network** – DAAA will continue to inform and solicit input and support from its local aging service network.

Advocacy Partnerships

National

- **National Association of Area Agencies on Aging (n4a)** Legislative Briefing Conference. Board and Staff representatives attend the annual n4a conference and visited congressional leaders to advocate for policy changes impacting older adults.

State

- **Commission on Services to the Aging (CSA)** – DAAA will monitor the CSA and ensure that this oversight body to the AASA to the Aging is informed about the needs of older adults and caregivers in PSA 1-A.

- **Michigan Senior Advisory Council (MSAC)** – DAAA will recommend the appointment of members to MSAC from Region 1-A to ensure that the voice of consumers from this planning and services area are represented.
- **Older Michiganians Day (OMD)** – DAAA will continue to shape and support the Older Michiganians Day Annual Advocacy Platform designed to communicate the needs of older adults to the State Legislature in collaboration with other AAAs and consumers in Region 1-A. This includes annual visits to State Capitol.
- **Michigan Association of Area Agencies on Aging (M4A)** – DAAA staff represents Region 1-A in monthly M4A meetings to stay abreast of statewide issues impacting older adults, caregivers and the local Aging Services Network.
- **Silver Key Coalition** – Network of State Aging and Disability Agencies advocating for expanded in-home services.

Regional

- **Aging Services Consortium** – DAAA will continue to provide representation at the Aging Services Consortium meetings.
- **Senior Housing Preservation – Detroit** – DAAA will continue to advocate for safe and affordable housing as the percentage of renters continue to increase as compared to middle age residents.
- **Southeast Michigan Senior Regional Collaborative** – DAAA will continue to have representation and leadership on the collaborative of over 25 agencies in Southeast Michigan serving older persons and adults with disabilities.
- **MI Choice Advisory Council** – This active advisory group will provide oversight and input over the MI Choice program.

Advocacy Methods & Tools

- Public Testimony
- n4a Legislative Briefing Conference & Events
- White Papers & Position Papers
- Advocacy Platform Talking Points
- Advocacy Network Mailing List
- DAAA Website & Advocacy E-Blast
- Advocacy Training
- Advocacy Give-A-Ways (pens, advocacy tool kits, etc.).

FY 2020 – FY 2022 Priority Advocacy Issues

The following advocacy issues will be addressed during FY 2020 – FY 2022:

- Reauthorization of the Older Americans Act
- Expansion of Funding through the Older Americans Act
- Michigan Intra-State Funding Formula
- Medicare-Medicare Assistance Program
- Senior Community Services Employment Program
- Elimination of In-Homes Services Wait List
- Reduce Direct Care Worker Shortage
- Expansion of Nutrition Services
- Transportation and Mobility
- Social Isolation of Older Adults
- Expanded Role of AAA in Managed Long-Term Care Services and Support
- Age-Friendly Communities
- Well Trained and Paid Direct Care Workers
- Access to Public Benefits / Basic Needs
- Caregiver Education, Training & Support
- Public Safety & Crime Prevention
- Reduce Elder Abuse and Exploitation
- Increase Availability of Affordable Senior Housing
- Veteran Benefits & Services
- Preservation of Affordable Senior Housing
- Civic Education and Engagement
- Home Repair Services

Best Practices in Address State Advocacy Priorities

DAAA has embraced the four state advocacy priorities among its advocacy goals. These priorities include addressing the direct care worker shortage, transportation, prevention of elder abuse and reducing or elimination of the wait list for in-home services. Highlighted below are some best practices that have been implemented in Region 1-A:

Direct Care Workers

- DAAA has partnered with SEIU and area nursing care facilities to provide Certified Nursing Assistant training.
- DAAA utilized unspent Title V funding to train SCSEP enrollees to become Home Health Aides and Certified Nurse Assistants in collaboration with American Red Cross.

Prevention of Elder Abuse and Exploitation

- DAAA implemented a No Excuse for Elder Abuse Campaign in collaboration with faith-based organizations, law enforcement, financial institutions and community-based organizations. This strategy also incorporated an anti-bullying messaging.

In-Home Services Wait List

- DAAA sponsored Video-Advocacy segment as a part of its public hearing and gathered testimonials on the importance of in-home services, nutrition services employment and training, and other programs when funding was threatened to be reduced. An in-home service client's testimonial was shared at its annual meeting. A videographer and Wayne State University students were used to video-tape the testimonials.
- DAAA worked with Nutrition Services Incentive Program providers to develop business plans to expand their services to **serve** residents on the Wait List and then shared their tool kit with other agencies **that have** kitchens.
- DAAA developed and piloted a **Friends of Detroit Meals on Wheels** within its organization and then recruited **Neighborhood Service Organization** to implement the program to serve individuals on **the** wait list.

SECTION V: LEVERAGED PARTNERSHIPS

DAAA plans to work with a variety of partners and community stakeholders to implement its goals and objectives at the regional and service area levels over the next three years. Key planned initiatives appear below.

AARP Michigan – Strengthen partnership with AARP Michigan to support caregiving, social isolation, age-friendly communities, public benefits and other initiatives.

Aging & Disability Resource Collaborative (ADRC) Detroit-Eastern Wayne Partnership: DAAA will continue to partner with Disability Network – Wayne County/Detroit and other collaborative partners to increase access to long term care and other services through a no wrong door approach.

Aging Services Consortium: Continue partnering with service providers and community stakeholders to address aging related issues impacting seniors and caregivers.

Aging Services Network - (Region 1-A): DAAA will convene the service provider network to coordinate services, work on quality assurance issues and position the community for Integrated Care and health reform to improve services in the community.

Area Foundations and Private Corporations: DAAA will work with local foundations and private corporations to obtain support for producing meals locally.

Blue Cross-Blue Shield Senior Advisory Council: Continue to advocate for Medigap, Medicare Advantage and other healthcare products that meet the needs of older persons in Region 1-A.

Care Transitions Partnerships: Partner with Michigan Peer Review Organization (MPRO), Detroit Medical Center, Henry Ford Health System, William Beaumont and St. John Providence Health System (confirm)

Colleges & Universities: Continue to partner with Wayne State University, University of Michigan, Michigan State University Cooperative Extension and other colleges and universities to tap into invaluable training, education and research capabilities. This includes expansion of field placements and other opportunities to prepare students for the marketplace.

Congregate Site Directors: Continue to meet monthly with congregate meal site directors to maintain high quality nutrition services.

City of Detroit Health Department: Continue to work with the City of Detroit Health Department on implementation of its public health plan to support improved health.

Detroit Senior Citizens Commission: Continue to be a member of the Mayor's Senior Commission in collaboration with the Senior Citizen liaison to ensure that city services are age-friendly.

Department of Human Services: Strengthen partnership with Department of Human Services to support the protection of seniors and adults with disabilities who are at-risk of abuse and exploitation or unable to meet their basic needs.

Detroit-Wayne County Community Mental Health Board: Strengthen relationship with Mental Health Board and its provider network to support referrals to mental health agencies, treatment without stigma and coordination of services.

D-DOT Local Advisory Council (LAC): Work with D-DOT, SMART, SEMCOG, the Regional Transportation Authority and other transportation providers to expand and coordinate transportation services for consumers.

Greater Detroit Area Health Council: Continue to collaborate with the Greater Detroit Area Health Council (GDAHC) to support evidence-based programs such as Diabetes Prevention Program and other initiatives.

LGBT Elder Coalition – Continue to work with the Lesbian, Gay, Bi-sexual and Transgender Elder Coalition, SAFE, Affirmations and other groups to support quality of life services for older adults.

MI Health Link – Maintain collaborations with Integrated Care Organizations as gateways to supports coordination and access to long term care services and supports.

Municipalities of Region 1-A: Work collaboratively with the municipalities within Region 1-A to increase access to services, support aging-friendly communities and coordinate other efforts to support older persons, persons with disabilities and caregivers.

Southeast Michigan Senior Regional Collaborative - Continue to work with the Southeast Michigan Senior Regional Collaborative (SRC) to build the capacity of member organizations to increase access of older persons, adults with disabilities and caregivers to benefits programs and services in tri-county area.

Wayne County – Collaborate with Wayne County on elder abuse, veteran meals on wheels and other services.

Universities and Colleges – Continue to partner with Wayne State University, Madonna College, Michigan State University, Wayne County Community College District, University of Detroit- Mercy, University of Michigan and other academic institutions on program development, research and advocacy efforts.

COMMUNITY FOCAL POINTS

The Detroit Area Agency on Aging has established community focal points within Region 1-A that assures sufficient access to information and services for older persons through the following criteria:

- Designation of community focal point will encourage the maximum
 - Co-location and coordination of services for older individuals and their caregivers.
 - Define communities through established procedures, including AASA approval of the definition.
 - Recognize social as well as geographic communities.
 - Establish procedures for designating community focal points.
1. Communities with the greatest incidence of older persons with the
 - i. greatest economic or social need.
 2. The delivery pattern of services.
 3. The location of multi-purpose senior centers and congregate nutrition sites.
 4. Record the geographic boundaries of communities and natural and facilities within these targeted areas suitable for designation.
 - i. neighborhoods.
 5. Seek input from older adults, service providers and elected officials in the selection of community focal points.
 6. Give special consideration to multi-purpose senior centers.
 7. In developing a collocation of services, the area agency shall:
 - a. Establish guidelines for operating schedules at the focal point which are convenient for older persons in the community.
 - b. Assure the community focal points have direct access to existing information and referral and emergency services programs.
 - c. Encourage service providers to collocate their services.
 - d. Establish DAAA as a regional focal point for access to services.

The Detroit Area Agency on Aging (DAAA) will operate as the regional community focal point for Region 1-A. It will designate one community focal point for each of its targeted service areas including its Community Wellness Service Centers.

Designated community focal points in the community are highlighted below:

Region 1-A	Detroit Area Agency on Aging
North Central	Peoples Community Services
	City of Highland Park – Ernest T. Ford Community Center
West Detroit	Neighborhood Service Organization at Northwest Activities Center

Southwest Detroit	LASED Senior Center
	Patton Recreation Center
East Detroit	St. Patrick Senior Center at Midtown
Far East	The HELM at the Boll Life Center (formerly SOC)
	City of Harper Woods

SECTION VI: OTHER GRANTS & INITIATIVES

Over the next three years, DAAA will be engaged in a number of grants and other initiatives to make expanded or enhanced services available to the community:

Tailored Caregiver Assessment and Referral Program

DAAA has provided Tailored Caregiver Assessment and Referral (TCARE) to caregivers within its portfolio of Long-Term Care services through the efforts of two Support Coordinators (SC). Currently, these SCs assess the needs of caregivers and make refers to community resources in order to alleviate stress and address other needs. A protocol is used to determine the type of interventions needed.

TCARE improves the lives of participating caregivers by making them aware of community resources for their care recipients or themselves. Typical assistance includes referral to caregiver support groups, Creating Confident Caregivers or Powerful Tools for Caregivers, Alzheimers Association and other types of assistance.

TCARE expands the availability of caregiver support services that are under development or being implemented in DAAA's targeted area. It will provide a gate way to Creating Confident Caregivers, Powerful Tools for Caregivers, Aging Services Network and other community services.

Creating Confident Caregivers

Creating Confident Caregivers® (CCC) is a six-week program for family caregivers of persons with dementia who are living at home. It uses the Savvy Caregiver program, designed to provide knowledge, skills, and information to improve caregiving for both the caregiver and the person with dementia.

Currently, DAAA partners with the Michigan Department of Health and Human Services AASA and local partners to make these six-week workshops available to caregivers taking care of loved ones with dementia. During FY 2018, AASA offered a CCC training and trained several facilitators from Region 1-A. In addition, DAAA was also able to have two agency staff trained to provide Powerful Tools for Caregivers. This will enable the agency to broaden training to caregivers who have care recipients with other types of conditions beyond what CCC offers.

Chronic Disease Self-Management Programs -- PATH and DPATH

DAAA provides PATH (Personal Action Towards Health and Diabetes PATH) in partnerships with Self-Management Resource Center (SMRC), MDHHS and AASA as well as a host of local partners. The suite of CDSME programs developed by Stanford University have been proven to help older adults better manage their chronic conditions, improve their quality of life, and lower health care costs.

CDSMP workshops are designed to help people gain self-confidence in their ability to control their symptoms and learn how their health problems affect their lives. Small-group, highly interactive workshops are six weeks long, meeting once a week for 2 ½ hours, and are facilitated by a pair of leaders, one or both of whom are non-health professionals with chronic diseases themselves.

Currently these sessions are taught at community-based settings such as community wellness service centers, faith-based organizations, schools, senior centers, libraries as opposed to a hospital setting.

Services offered through the evidence-based programs are directly in line with DAAA's mission to educate, advocate and promote healthy aging to enable people to make choices about community-based services that will improve their quality of life. All of these evidence-based programs are aimed to improve and expand the health, wellness, and nutrition services of older adults.

Powerful Tools for Caregivers

DAAA is partnering with AASA and local Community Wellness Service Centers and other collaborative partners to make these Powerful Tools for Caregivers (PTC) workshop available. After providing the required initial workshops, DAAA staff will train other facilitators to provide these enriching and worthwhile educational sessions.

PTC classes help caregivers take better care of themselves while caring for a friend or relative. In the six weekly classes, caregivers learn self-care tools to reduce stress, and manage emotions. The program helps participants increase self confidence in coping with caregiving demands and increase use of local services/resources. Providing CCC and PTC will increase the array of caregiver support services in our planning and service area.

Evidence-based programs like Creating Confident Caregivers and Powerful Tools for Caregivers are directly in line with DAAA's mission to educate and promote healthy aging by educating seniors on the importance of healthy eating, physical activity and engagement in their community. The provision of these services supports Goals 1, 4, and 5.

Senior Project FRESH

The Senior Project FRESH/Market FRESH program is aimed at helping older adults eat healthier as they age. The program provides participants free nutrition counseling and \$20 in coupons that can be exchanged for fresh fruits, vegetables, and other healthy foods sold at local farmers markets and roadside stands.

DAAA will continue to partner with AASA on Senior Project FRESH. When distributing the vouchers throughout Region 1-A, DAAA's Health and Wellness team will provide nutrition education on healthy eating.

Diabetes Prevention Program

DAAA works collaboratively with Centers for Disease Control, Greater Detroit Area Health Council and other partners to make the Diabetes Prevention Program (DPP) available to the community. The DPP consists of six months of classes followed by six months of follow-up to help pre-diabetics to stay on track and avoid developing the disease. DAAA hopes to be able to bill Medicare for DPP in 2020 after piloting the program in 2019.

Diabetes Self-Management Training

The Diabetes Self-Management Training (DSMT) program teaches participants to cope with and manage their diabetes. This program may include tips for eating healthy, being active, monitoring blood sugar, taking drugs, and reducing risks. This is a five-week workshop and is a Medicare approved/billable program. DSMT is the ongoing process of facilitating the knowledge, skill, and ability necessary for diabetes self-care. This process incorporates the needs, goals, and life experiences of the person with diabetes and is guided by evidence-based standards.

The overall objectives of DSMT are to support informed decision-making, self-care behaviors, problem-solving and active collaboration with the health care team and to improve clinical outcomes, health status, and quality of life. DAAA is accredited by the American Association of Diabetes Educators and works with the Centers for Medicare & Medicaid Services (CMS) and Wisconsin Physician Services (WCS) to make the service available to the community.

Medical Nutrition Therapy

Medical Nutrition Therapy (MNT) is an evidence-based medical approach to treating certain chronic conditions through the use of an individually-tailored nutrition plan. This nutrition plan is ordered and approved by a primary care physician and implemented by a Registered Dietitian. MNT is a Medicare billable program. DAAA partnerships include CMS and WPS.

PREVNT Elder Abuse Prevention Grant

DAAA partners with the MDHHS and AASA to make the Elder Abuse Prevention-in-Action initiative available in Region 1-A. Funding from this grant allows DAAA to bring together faith-based organizations, community groups, and a financial institution to educate the community on ways to prevent financial exploitation along with other categories of physical, and psychological elder abuse. DAAA is implementing the project by expanding the public awareness campaign Elder Abuse – Hiding in Plain Sight, to prevent and/or reduce the prevalence of elder abuse with a focus on financial exploitation.

This innovative and responsive model will help to educate and empower the citizens of Detroit and its surrounding communities to address elder abuse and financial exploitation of older and vulnerable adults and to help the community against the mistreatment of its citizens.

Elder Abuse Awareness and education offered through the PREVNT initiative is directly aligned with DAAA's mission to educate and promote the health and well-being of older adults being cared for by their family members, friends and caregivers. This education will help to make informed decisions that can help individuals to protect themselves and others from being affected by possible fraud, waste and abuse.

Dementia-Friendly Communities Campaign

During FY 2020 – FY 2022, DAAA will launch a Dementia Friends campaign in conjunction with its Communities-for-a-Life Time activities with the City of Detroit and surrounding central and eastern suburban communities.

Medicare Medicaid Assistance Program

The DAAA partners with MDHHS, AASA and the Administration for Community Living to operate the Michigan Medicare/Medicaid Assistance Program (MMAP known as State Health Insurance Program nationally.) This includes working with the Administration on Community Living (ACL) and MDHHS on the Senior Medicare Patrol to prevent or reduce the incidences of senior scams; providing options counseling through MI Health Link (MHL) and partnering with MDHHS and ACL to provide critically needed services to beneficiaries through the Medicare Improvement for Patients and Providers Act (MIPPA).

DAAA provides an array of MMAP services including Medicare and Medicaid counseling, enrollment assistance, community outreach and education, fraud prevention guidance to Michigan Medicare beneficiaries, including those beneficiaries dually eligible for Medicare and Medicaid. To help educate and empower beneficiaries and their caregivers on their health care benefits and options.

Through the Senior Medicare Patrol, DAAA works hard to increase recognition, reporting, and avoidance of Medicare fraud and abuse by Michigan's 1.9 million Medicare beneficiaries. This will be achieved through statewide counseling, education, outreach and prevention efforts. Making Medicare beneficiaries and their caregivers aware of how to protect themselves against possible fraud & abuse empowers seniors to prevent health care fraud.

Under the MHL-contract, MMAP will work collaboratively with integrated care organizations to integrate health care for individuals who are dually eligible for Medicare and Medicaid through MHL. The MHL Options Counseling Project is designed to provide options counseling and program assistance to individuals who are eligible for MHL. By connecting both Medicare & Medicaid it allows individuals who are dually-eligible to maximize and coordinate their health care benefits.

Under the MIPPA contract, DAAA provides information, counseling and assistance that will help Medicare beneficiaries understand and apply for Medicare Low Income Subsidy (LIS) for help with Medicare Part D medication cost or Medicare Savings Program (MSP) for help with Medicare Part B medical monthly premium cost and increase awareness of Medicare Preventive/Wellness benefits through community outreach and education.

Services rendered through the MMAP program are directly in line with DAAA's mission to educate and promote healthy aging and to help Medicare beneficiaries and their caregivers make informed decisions about their health care options. In addition to providing resources that will help with Medicare beneficiaries health care cost, the program will continue to protect them from possible fraud, waste and abuse.

MI Health Link

DAAA will continue to partner with five integrated care organizations (ICOs) under MI Health Link to make health and long term care services available to older adults who have Medicare and Medicaid. These ICOs consists of Aetna, AmeriHealth, Health Alliance Plan, Michigan Complete Health (formerly Fidelis) and Molina. The partnership between the AAA's and ICO's insure that Health Plan member receive LTCSS. The DAAA currently serves 3,024 members through the MI Health Link Program.

Michigan Health Endowment Fund - Passport to Health

DAAA was awarded a \$500,000 grant from the Michigan Health Endowment Fund to implement Passport the Health (PTH) in 2018. The premise of the PTH initiative is to engage older persons in lifestyle behavior change that promotes healthy eating, physical activity, and social engagement in order to reduce the likelihood of premature death.

The PTH is designed to address the complex chronic conditions that lead to premature death of older persons. At a time when older persons want to be as healthy as possible,

the reality is that three in four Americans 65 and older have multiple chronic conditions that require medical interventions and limit their daily activity.

Under the Health Endowment grant, DAAA and its partners will focus on empowering 500 participants in a person-centered goal setting process that addresses their individualized health needs. The model utilizes a health assessment, goal setting, coaching, follow up and a structured rewards program to incentivize the incorporation of wellness into participant's daily lives. The PTH program will improve integration of aging services partners and healthcare providers, and introduce geriatric care practice to nursing students with participants from two of DAAA's wellness centers.



FY 2020 BUDGET AND OTHER DOCUMENTS

- Area Plan Budget
- Funded Services Page
- Organizational Chart



FY 2020 AREA PLAN GRANT BUDGET

Rev. 03/20/2019

Agency: Detroit Area Agency on Aging

Budget Period: 10/01/19 to 09/30/20

PSA: 1A

Date: 03/22/19

Rev. No.: 0 Page 1 of 3

SERVICES SUMMARY

FUND SOURCE	SUPPORTIVE SERVICES	NUTRITION SERVICES	TOTAL
1. Federal Title III-B Services	1,487,215		1,487,215
2. Fed. Title III-C1 (Congregate)		573,633	573,633
3. State Congregate Nutrition		20,312	20,312
4. Federal Title III-C2 (HDM)		504,768	504,768
5. State Home Delivered Meals		1,015,224	1,015,224
8. Fed. Title III-D (Prev. Health)	66,744		66,744
9. Federal Title III-E (NFCSP)	405,274		405,274
10. Federal Title VII-A	14,656		14,656
10. Federal Title VII-EAP	13,758		13,758
11. State Access	60,629		60,629
12. State In-Home	1,081,053		1,081,053
13. State Alternative Care	238,799		238,799
14. State Care Management	719,734		719,734
15. St. ANS	94,545		94,545
16. St. Nursing Home Ombs (NHO)	52,855		52,855
17. Local Match			
a. Cash	-	585,721	585,721
b. In-Kind	527,430	-	527,430
18. State Respite Care (Escheat)	147,914		147,914
19. MATF	255,326		255,326
19. St. CG Support	31,502		31,502
20. TCM/Medicaid & MSO	20,691		20,691
21. NSIP		546,493	546,493
22. Program Income	144,875	50,000	194,875
TOTAL:	5,363,000	3,296,151	8,659,151

ADMINISTRATION

Revenues	Local Cash	Local In-Kind	Total
Federal Administration	337,515	55,000	392,515
State Administration	58,295		58,295
MATF Administration	23,323	-	23,323
St. CG Support Administration	2,878	-	2,878
Other Admin	192,218		192,218
Total AIP Admin:	614,229	55,000	669,229

Expenditures

	FTEs	
1. Salaries/Wages	6.99	441,011
2. Fringe Benefits		154,354
3. Office Operations		73,864
Total:		669,229

Cash Match Detail

Source	Amount
Investment Income	55,000
Total:	55,000

In-Kind Match Detail

Source	Amount
Total:	-

I certify that I am authorized to sign on behalf of the Area Agency on Aging. This budget represents necessary costs for implementation of the Area Plan. Adequate documentation and records will be maintained to support required program expenditures.

Signature

Title

Date

FY 2020 AREA AGENCY GRANT FUNDS - SUPPORT SERVICES DETAIL

Agency: Detroit Area Agency on Aging

PSA: 1A

Budget Period:

10/01/19

to

09/30/20

Date:

03/22/19

Rev. No.:

0

Rev. 03/20/2019

page 2 of 3

*Operating Standards For AAA's

Op Std	SERVICE CATEGORY	Title III-B	Title III-D	Title III - E	Title VII A OMB Title VII/EAP	State Access	State In-Home	St. Alt. Care	State Care Mgmt	State NHO	SL ANS	SL Respite (Escheat)	MATF	SL CG Supp	TCM-Medicaid MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
A	Access Services																		
A-1	Care Management								719,734							1,000		80,000	800,734
A-2	Case Coord/supp																		-
A-3	Disaster Advocacy & Outreach Program																		-
A-4	Information & Assis	89,378		148,224							63,991								301,593
A-5	Outreach	212,356		124,458		60,629					30,554					1,500		36,330	465,827
A-6	Transportation	90,334														6,850		10,500	107,684
A-7	Options Counseling	33,000																	33,000
B	In-Home																		
B-1	Chore																		-
B-2	Home Care Assis	92,077					553,857	78,350								16,000		60,000	800,284
B-3	Home Injury Cntrl																		-
B-4	Homemaking																		-
B-6	Home Health Aide																		-
B-7	Medication Mgt																		-
B-8	Personal Care																		-
B-9	Assistive Device&Tech																		-
B-10	Respite Care			50,948			527,196	160,449				147,914	116,001			3,850		117,500	1,123,858
B-11	Friendly Reassure																		-
C-10	Legal Assistance	56,223														800		10,000	67,023
C	Community Services																		
C-1	Adult Day Services												139,325	31,502		2,100		20,700	193,627
C-2	Dementia ADC																		-
C-6	Disease Prevent/Health Promtion	282,204	66,744													37,500		56,000	442,448
C-7	Health Screening																		-
C-8	Assist to Hearing Impaired & Deaf Cmty	13,950														500		3,000	17,450
C-9	Home Repair																		-
C-11	LTC Ombudsman	46,635			14,656					52,855					20,691			14,000	148,837
C-12	Sr Ctr Operations	66,986														15,000		22,000	103,986
C-13	Sr Ctr Staffing	117,643														25,000		36,000	178,643
C-14	Vision Services	13,950														500		3,000	17,450
C-15	Prevmt of Elder Abuse,Neglect,Exploitation				13,758											375		2,900	17,033
C-16	Counseling Services																		-
C-17	Creat.Conf.CG@ CCC																		-
C-18	Caregiver Supplmt Services																		-
C-19	Kinship Support Services	10,426		31,424												400		5,500	47,750
C-20	Caregiver E,S,T			50,220												3,500		10,000	63,720
*C-8	Program Develop	160,884																	160,884
	Region Specific																		
	a. Comm Serv Navigator	201,168														30,000		40,000	271,168
	b.																		-
	c.																		-
	d.																		-
	7. CLP/ADRC Services																		-
Sp Co	8. MATF Adm												23,323						23,323
Sp Co	9. SL CG Sup Adm													2,878					2,878
	SUPPLY SERV TOTAL	1,487,215	66,744	405,274	28,414	60,629	1,081,053	238,799	719,734	52,855	94,545	147,914	278,649	34,380	20,691	144,875	-	527,430	5,389,201

FY 2020 NUTRITION / OMBUDSMAN / RESPITE / KINSHIP - PROGRAM BUDGET DETAIL										
<div> <div>Agency: Detroit Area Agency on Aging</div> <div>Budget Period: 10/01/19 to 9/30/20</div> <div>PSA: 1A</div> <div>Date: 03/22/19</div> <div>Rev. Number 0</div> <div>Rev. 03/20/2019</div> <div>page 3 of 3</div> </div>										
FY 2020 AREA PLAN GRANT BUDGET - TITLE III-C NUTRITION SERVICES DETAIL										
Op Std	SERVICE CATEGORY	Title III C-1	Title III C-2	State Congregate	State HDM	NSIP Title III-E	Program Income	Cash Match	In-Kind Match	TOTAL
	Nutrition Services									
C-3	Congregate Meals	573,633		20,312		186,720				780,665
B-5	Home Delivered Meals		504,768		1,015,224	359,773	50,000	585,721		2,515,486
C-4	Nutrition Counseling									-
C-5	Nutrition Education									-
	AAA RD/Nutritionist*									-
	Nutrition Services Total	573,633	504,768	20,312	1,015,224	546,493	50,000	585,721	-	3,296,151

*Registered Dietitian, Nutritionist or individual with comparable certification, as approved by AASA.

FY 2020 AREA PLAN GRANT BUDGET-TITLE VII LTC OMBUDSMAN DETAIL										
Op Std	SERVICE CATEGORY	Title III-B	Title VII-A	Title VII-EAP	State NHO	MSO Fund	Program Income	Cash Match	In-Kind Match	TOTAL
	LTC Ombudsman Ser									
C-11	LTC Ombudsman	46,635	14,656		52,855	20,691	-	-	14,000	148,837
C-15	Elder Abuse Prevention	-		13,758			375	-	2,900	17,033
	Region Specific	-	-		-		-	-	-	-
	LTC Ombudsman Ser Total	46,635	14,656	13,758	52,855	20,691	375	-	16,900	165,870

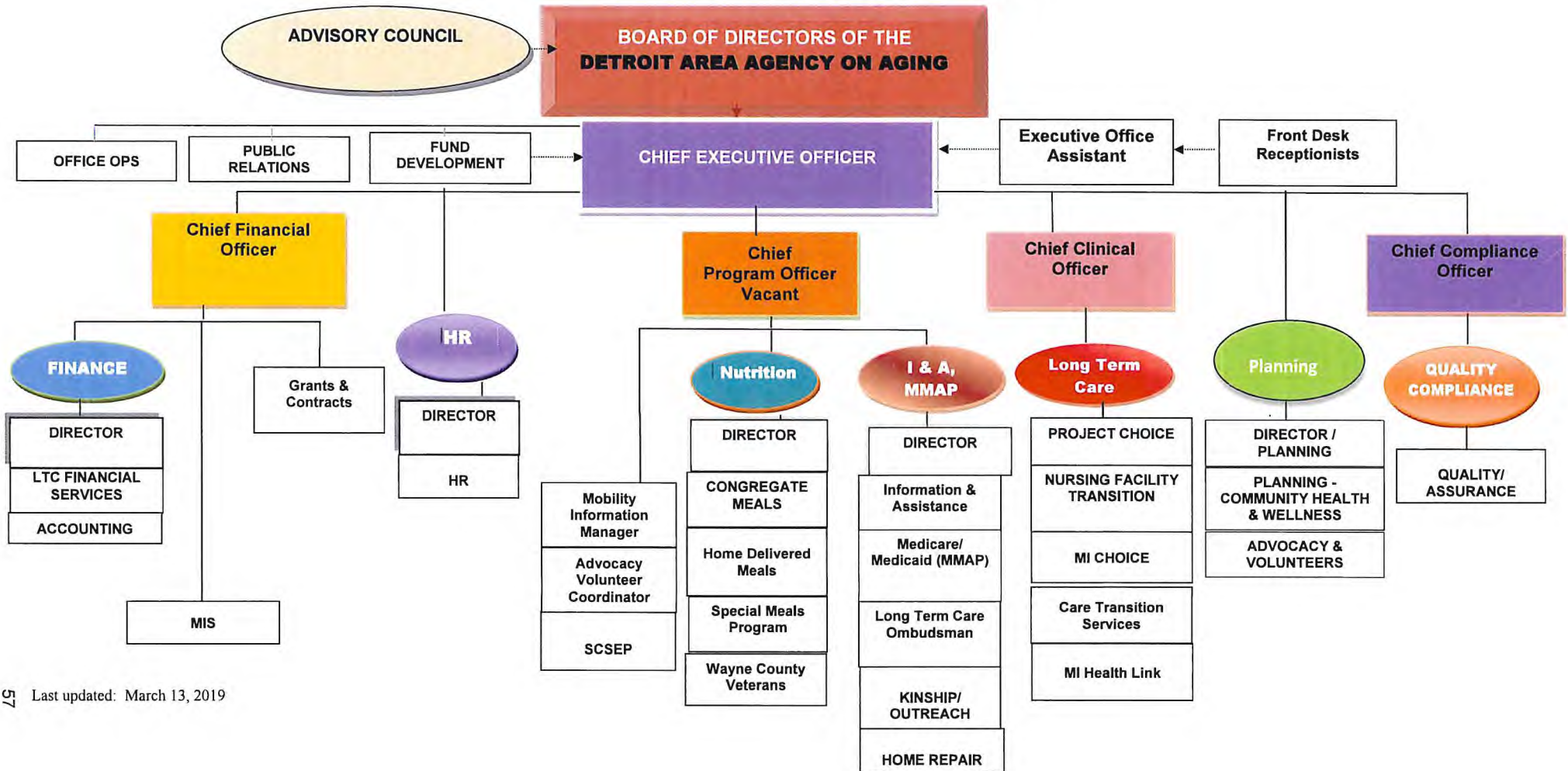
FY 2020 AREA PLAN GRANT BUDGET- RESPITE SERVICE DETAIL										
Op Std	SERVICES PROVIDED AS A FORM OF RESPITE CARE	Title III-B	Title III-E	State Alt Care	State Escheats	State In-Home	Merit Award Trust Fund	Program Income	Cash/In-Kind Match	TOTAL
B-1	Chore									-
B-4	Homemaking									-
B-2	Home Care Assistance	92,077		78,350	14,277	553,857	22,996			761,557
B-6	Home Health Aide									-
B-10	Meal Preparation/HDM			160,449	66,818	527,196	93,007			847,470
B-8	Personal Care									-
	Respite Service Total	92,077	-	238,799	81,095	1,081,053	116,003	-	-	1,609,027

FY 2020 AREA PLAN GRANT BUDGET-TITLE E- KINSHIP SERVICES DETAIL										
Op Std	SERVICE CATEGORY	Title III-B	Title III-E				Program Income	Cash Match	In-Kind Match	TOTAL
	Kinship Ser. Amounts Only									
C-18	Caregiver Sup. Services	-					-		-	-
C-19	Kinship Support Services	10,426	31,424				400	-	5,500	47,750
C-20	Caregiver E,S,T	-	-				-	-	-	-
		-	-				-	-	-	-
	Kinship Services Total	10,426	31,424				400	-	5,500	47,750

Planned Services Summary Page for FY 2020			PSA: 1A		
Service	Budgeted Funds	Percent of the Total	Method of Provision		
			Purchased	Contract	Direct
ACCESS SERVICES					
Care Management	\$ 800,734	9.22%			X
Case Coordination & Support	\$ -	0.00%			
Disaster Advocacy & Outreach Program	\$ -	0.00%			
Information & Assistance	\$ 301,593	3.47%			X
Outreach	\$ 465,827	5.36%		X	X
Transportation	\$ 107,684	1.24%		X	
Option Counseling	\$ 33,000	0.38%			X
IN-HOME SERVICES					
Chore	\$ -	0.00%			
Home Care Assistance	\$ 800,284	9.21%	X		
Home Injury Control	\$ -	0.00%			
Homemaking	\$ -	0.00%			
Home Delivered Meals	\$ 2,515,486	28.96%		X	
Home Health Aide	\$ -	0.00%			
Medication Management	\$ -	0.00%			
Personal Care	\$ -	0.00%			
Personal Emergency Response System	\$ -	0.00%			
Respite Care	\$ 1,123,858	12.94%	X	X	
Friendly Reassurance	\$ -	0.00%			
COMMUNITY SERVICES					
Adult Day Services	\$ 193,627	2.23%		X	
Dementia Adult Day Care	\$ -	0.00%			
Congregate Meals	\$ 780,665	8.99%		X	
Nutrition Counseling	\$ -	0.00%			
Nutrition Education	\$ -	0.00%			
Disease Prevention/Health Promotion	\$ 442,448	5.09%		X	X
Health Screening	\$ -	0.00%			
Assistance to the Hearing Impaired & Deaf	\$ 17,450	0.20%		X	
Home Repair	\$ -	0.00%			
Legal Assistance	\$ 67,023	0.77%		X	
Long Term Care Ombudsman/Advocacy	\$ 148,837	1.71%			X
Senior Center Operations	\$ 103,986	1.20%		X	
Senior Center Staffing	\$ 178,643	2.06%		X	
Vision Services	\$ 17,450	0.20%		X	
Programs for Prevention of Elder Abuse,	\$ 17,033	0.20%		X	
Counseling Services	\$ -	0.00%			
Creating Confident Caregivers® (CCC)	\$ -	0.00%			
Caregiver Supplemental Services	\$ -	0.00%			
Kinship Support Services	\$ 47,750	0.55%		X	
Caregiver Education, Support, & Training	\$ 63,720	0.73%		X	
AAA RD/Nutritionist	\$ -	0.00%			
PROGRAM DEVELOPMENT	\$ 160,884	1.85%			X
REGION-SPECIFIC					
a. Comm Serv Navigator	\$ 271,168	3.12%		X	
b.	\$ -	0.00%			
c.	\$ -	0.00%			
d.	\$ -	0.00%			
CLP/ADRC SERVICES	\$ -	0.00%			
SUBTOTAL SERVICES \$ 8,659,151					
MATF & ST CG ADMINISTRATION \$ 26,201 0.30%					
TOTAL PERCENT		100.00%	9.65%	58.53%	31.82%
TOTAL FUNDING \$ 8,685,352			\$837,556	\$5,084,225	\$2,763,571

Note: Rounding variances may occur between the Budgeted Funds column total and the Total Funding under the Method of Provision columns due to percentages in the formula. Rounding variances of + or (-) \$1 are not considered material.

ORGANIZATIONAL CHART - GLOBAL OVERVIEW - March 2019



APPENDIX

Appendices A through F are presented in the list below. Select the appendix from the list on the left. Provide all requested information for **each** selected appendix. Note that older versions of these appendices will not be **accepted** and should not be uploaded as separate documents.

- A. Policy Board Membership
- B. Advisory Council Membership
- C. Proposal Selection Criteria – Approved 3/25/2019
- D. Cash-in-Lieu-of-Commodity Agreement
- E. Waiver of minimum percentage of a priority **service** category – N/A
- F. Request to Transfer Funds

APPENDIX A
BOARD OF DIRECTORS MEMBERSHIP
Fiscal Year: 2019

	DEMOGRAPHICS						
	Asian/Pacific Island	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total
Total Membership	0	19	0	1	0	16	36
Age 60 or Over							

NAME of BOARD MEMBER	GEOGRAPHIC AREA	AFFILIATION	CHECK THOSE THAT ARE APPROPRIATE		
			Elected Official	Appointed	Community Rep.
Nancy Allen (Deceased)	Detroit	Retired		X	
Wayne W. Bradley, Sr.	Detroit	Detroit Community Health Connection, Inc.		X	
Tom Cervenak	Hamtramck	City of Hamtramck		X	
Henry Conerway, Jr.	Detroit	Ambassador Nursing & Rehabilitation Centre		X	
Nancy Courtney	Harper Woods	Retired Nurse		X	

NAME of BOARD MEMBER	GEOGRAPHIC AREA	AFFILIATION	CHECK THOSE THAT ARE APPROPRIATE		
			Elected Official	Appointed	Community Rep.
Terra DeFoe	Detroit	City of Detroit Office of the Mayor		X	
Louis Green	Detroit	UAW Retiree		X	
Louise Guyton	Detroit	Retired, Comerica Bank		X	
Reginald Hartsfield	Detroit	Advantage Management Group		X	
Juanita Hernandez	Detroit	Retired		X	
Reverend Jim Holley, Ph.D.	Detroit	Pastor		X	
Marilyn French Hubbard, Ph.D.	Florida	Retired		X	
Fay Martin Keys, DL,MSW,MLS	Detroit	Wayne State University – School of Social Work		X	
Revered Oscar W. King, III	Detroit	Pastor		X	
Stacia Little	Detroit	Optimist Club		X	
Terri L. Mack, M.D.	Detroit	Medical Doctor		X	
Juliette Okotie Eboh, Ph.D.	Detroit	Vice President, Community Affairs MGM Grand-Detroit		X	

NAME of BOARD MEMBER	GEOGRAPHIC AREA	AFFILIATION	CHECK THOSE THAT ARE APPROPRIATE		
			Elected Official	Appointed	Community Rep.
Catherine Perkins	Highland Park			X	
Navid Sayed	Detroit	Capital Home Health Care., Inc.		X	
William Sharp, M.D.	Detroit	Medical Doctor		X	
Alice G. Thompson	Detroit	CEO, Black Family Development		X	
Ashley Tuomi	Detroit	American Indian Health & Family Services		X	
Elaine Williams	Detroit	DTE Energy Metro Detroit Comm. Involvement Task Force		X	
Mark Wollenweber	Grosse Pointe Shores	City Manager Grosse Pointe Shores		X	

APPENDIX B
ADVISORY COUNCIL MEMBERSHIP
Fiscal Years 2020 – 2022

	DEMOGRAPHICS						
	Asian/Pacific Islanders	African American	Native American/ Alaskan	Hispanic Origin	Persons with Disabilities	Female	Total
Total Membership	1			3		25	29
Age 60 or Over		11		1		12	24

NAME OF ADVISORY COUNCIL MEMBER	GEORGIIC AREA	AFFILITATION
Victor Arbulu	Detroit	Greater Detroit Association of the Blind and Visually Impaired
Sharon Bell	Detroit	
Deloris Cortez	Detroit	
Sandra Booker	Detroit	Retired
Rose Marie Cutler	Detroit	
Timzetta Dickson	Detroit	Greenhouse Apartments Service Coordinator
Elmer Duff	Detroit	United Auto Workers Retiree
Suzan Forch	Detroit	LASED
Dalia Garcia	Detroit	Retired Nurse
Carol Goosby	Detroit	
Katy Graham	Detroit	Retired Attorney
Nanci Gratsy	Detroit	Delta Manor
Debra Peck Lichtenberg	Grosse Pointe Farms	City Treasurer
Victoria Haltom	Detroit	
Beverlyn Hilton	Detroit	Community Activist
Ann Kraemer	Grosse Pointe	Community Activist
Joyce Li	Detroit	Association of Chinese Americans
Democale Randle	Detroit	Oak Street Health
Charles Reese	Detroit	MMAF
Jannie Scott	Detroit	Presbyterian Village of Michigan
Patricia Simpson	Detroit	Retiree
Virginia Skrzyniarz	Hamtramck	Piast Institute

Alberta Trimble	Detroit	Retired Nurse
The Honorable Jewel Ware	Detroit	Wayne County Commission
Katie Wheatley	Detroit	Van Dyke Center
Yvonne White	Detroit	Michigan State Conference of the NAACP

FY 2020 – FY 2022 Multi-Year Plan

APPENDIX C

Proposal Selection Criteria

Date criteria approved by Area Agency on Aging Board of Directors: 3/25/2019

Outlines new or changed criteria that will be used to select providers:

The Proposal Review Criteria for Specialized Services and Community Wellness Service Center was modified in order to better screen applicants for the services to be bidded out for FY 2020 – FY 2022.

FY 2020 – FY 2022 Multi-Year Plan

Appendix D

Agreement for Receipt of Supplemental Cash-in-Lieu of Commodity Payments for the Nutrition Program for the Elderly

The above identified agency, (hereinafter referred to as the GRANTEE), under contract with the Aging and Adult Services Agency (AASA), affirms that its contractor (s) have secured local funding for additional meals for senior citizens which is not included in the current fiscal year (see above) application and contract as approved by the GRANTEE.

Estimated number of meals these funds will be used to produce is:	747,581
--	----------------

These meals are administered by the contractor(s) as part of the Nutrition Program for the Elderly, and the meals served are in compliance with all State and Federal requirements applicable to Title III, Part C of the Older Americans Act of 1965, as amended.

Therefore, the GRANTEE agrees to report monthly on a spate AASA Financial Status Report the number of meals served utilizing the local funds, and in consideration of these meals will receive separate reimbursement at the authorized per meal level cash-in-lieu of United States Department of Agriculture commodities, to the extent that these funds are available to AASA.

The GRANTEE also affirms that the cash-in-lieu of commodities reimbursement will be used exclusively to purchase domestic agricultural products and will provide separate accounting for receipt of these funds.

FY 2020 – FY 2022 Multi-Year Plan

Appendix F

Request for Transfer Funds

1	The Area Agency on Aging requests approval to transfer funds from Title III-B Supportive Services to Title III-C Nutrition Services. The Agency assures that this action will not result in a reduction in support for in-home services and senior center staffing. Rationale for this request is below.	Amount of Transfer 0
2	The Area Agency on Aging requests approval to transfer funds from Title III-C-1 Congregate Nutrition Services to Title III-B Supportive Services for in-home services. The rationale as to why congregate participation cannot be increase is described below:	Amount of Transfer
<p>The transfer of \$622,248 from Title IIIC-1 to Title III-B will be utilized to provide services through Community Wellness Centers, including Community Service Navigator (regional definition), Transportation, Disease Prevention/Health Promotion, Senior Center Operations and Senior Center Staffing.</p> <p>There will also be an administrative transfer of \$68,052 from Title IIIC-2 to Title IIIC-1 to enable the Congregate Meals Program to be maintained at the FY 2019 level.</p> <p>A total of \$847,470 is allocated from State Alternative Care, State Respite, Merit Award and State In-Home Services to support the Home Delivered Meals program by providing meals to eligible participants as a form of Respite.</p>		
3	The Area Agency on Aging requests approval to transfer funds from Title III-C-1 Congregate Nutrition Services to Title III-B Supportive Services for participant transportation to and from meal sites to possibly increase participation in the Congregate Nutrition Program. Rationale for this request is below:	Amount of Transfer 0



CITY OF GROSSE POINTE WOODS

Memorandum

74
RECEIVED

JUN 26 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: June 11, 2019
TO: Mayor Novitke and City Council
FROM: Lisa K. Hathaway, Acting City Administrator
Cathrene Behrens, Treasurer/Comptroller
SUBJECT: DTE Street Light Conversion & Upgrades

City administrative staff have been working with DTE regarding the conversion of 1,490 street lights to light emitting diodes (LED). This topic was discussed at the Committee-of-the-Whole meeting held on April 8, 2019. Through this conversion the City will realize, annually, approximately 20% (\$85,000.00) in utility costs, in addition to providing a significant lighting improvement which benefits our residents, business districts and public safety personnel.

We have obtained the numbers from DTE regarding the cost of conversion project and are additionally recommending the City update the City owned gas powered lights (20) located in various parking lots.

Project #1	DTE Street Light LED Conversion	\$459,317.00
Project #2	City Owned Street Light Update & Conversion	<u>\$113,383.40</u>
	<i>(Parking Fund)</i>	
	TOTAL COST	\$572,700.40

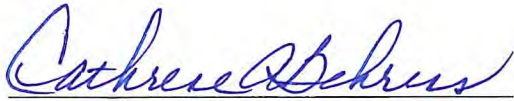
For the first project regarding the conversion of our overhead street lights to LED, I have researched the possibility of financing this purchase through Comerica Bank, under a program similar to our existing vehicle leases through Comerica Bank. Attached is the amortization schedule received from Comerica proposing financing of \$459,317 for a period of five years, at an estimated interest rate of 2.992%. The total cost, plus interest, of \$27,473.52 is approximately \$486,790.52. Annual payments would be approximately \$97,358.10 with the first payment due within 30 days of the lease. In fiscal year 2019-2020 there was \$203,454 budgeted in the municipal improvement fund, account number 401-901-977.202, Equipment-Street Fund. I am proposing to take the first payment of \$97,358.10 from this fund thereby eliminating the need for any budget amendments or increases.

For the second project regarding the conversion of parking lot street lights, the parking fund would be utilized for these upgrades. The current fund balance in the parking fund is \$1,524,636, which would adequately cover the cost of the parking lot upgrades. The parking fund would require a budget amendment from budget line 585-000-395.000, Prior Fund Balance into budget line 585-569-977.585, Equipment-Parking.

Attached are copies of both contracts received from DTE regarding the two projects which were forwarded to City Attorney Don Berschback for review.

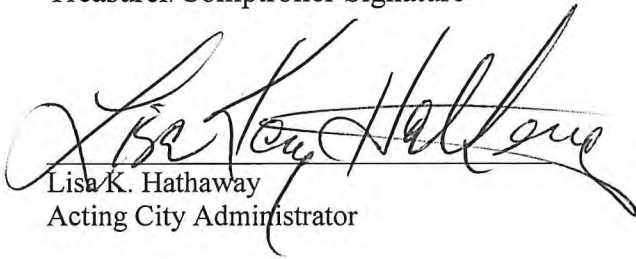
Recommendation

I respectfully request that Council approve the parking fund budget amendment in the amount of \$113,383 from budget line 585-000-395.000, Prior Fund Balance into expense line 585-569-977.585, Equipment-Parking and to authorize the Treasurer/Comptroller to enter into a lease agreement with Comerica Bank at a principal amount of \$459,317 with an estimated interest rate of 2.992%, for the DTE street light conversion project.



Cathrene A. Behrens

Treasurer/Comptroller Signature



Lisa K. Hathaway

Acting City Administrator

Comerica Leasing, a Division of Comerica Bank



City of Grosse Pointe Woods	Sample Amortization Schedule
-----------------------------	------------------------------

Lease Amount	\$ 459,317.00
Annual Interest Rate	2.9920% *
Lease Period in Years	5
Start Date	7/15/2019
(For Example Purposes Only)	
Annual Payment	\$ 97,358.10
Number of Payments	5
Total Interest	\$ 27,473.52
Total Cost	\$ 486,790.52

Street Lighting Retrofit/Replacement Five Annual Payments Annual Payments in ADVANCE

* In effect as of 6/24/19

No.	Payment Date	Beginning Balance	Payment	Principal	Interest	Ending Balance
1	07/15/19	\$ 459,317.00	\$ 97,358.10	\$ 97,358.10	\$ -	\$ 361,958.90
2	07/15/20	\$ 377,089.65	\$ 97,358.10	\$ 86,528.29	\$ 10,829.81	\$ 275,430.60
3	07/15/21	\$ 287,211.10	\$ 97,358.10	\$ 89,117.22	\$ 8,240.88	\$ 186,313.38
4	07/15/22	\$ 194,464.80	\$ 97,358.10	\$ 91,783.61	\$ 5,574.50	\$ 94,529.77
5	07/15/23	\$ 98,759.24	\$ 97,358.10	\$ 94,529.77	\$ 2,828.33	\$ -

COMMITTEE-OF-THE-WHOLE EXCERPT

04-08-19

The first item discussed was regarding **DTE Lighting**. The Chair referred to the Director of Public Service's memo dated April 1, 2019, and questions and answers ensued. The Chair stated the proposal is about a 20% return on investment. The Treasurer/Comptroller discussed various methods of financing including bonding an amount larger than \$410,000.00. She stated that she spoke with Financial Advisor McGow regarding PA 99, and he requested additional information such as a copy of the City's DTE contract and confirmation of the lifespan for the lights. She stated PA 99 allows for borrowing money for land and equipment. She stated an alternative to bonding may be to take a loan from a bank.

The City Administrator stated if funds came from the fund balance, the funds would come out of two fiscal years and the new LED lighting installation would need to be completed by November 2019 in order to meet the timeline for rebates. The Treasurer/Comptroller stated that if funds were taken out of fund balance, that fund balance would remain above 30%. The Chair stated the City is losing over \$84,000.00 with the existing lighting throughout the City pursuant to information provided. The Director of Public Services stated DTE is coming up with an actual count of light poles and will provide firm numbers, and that the type of lighting needs to be determined. He stated the 58 Watts style saves more money than the 136 watts style lighting. He also stated that the estimated costs and savings DTE provided included numbers based on a mixture of 58 and 136 watts. There was a question if a greater savings should be realized than outlined in the savings presented by DTE. This item is to be left on the Committee-of-the-Whole agenda, and the Treasurer/Comptroller was asked to provide additional financing information.

Following discussion regarding ornamental lighting, the Director stated the current style globe is no longer available and a new style needs to be chosen. The estimated count needed is 153, however a final preflight count is needed and forthcoming from DTE. There was a consensus of the Committee to choose the third style light shown in the information provided, the glass globe with ribs and band. This item is to remain on the Committee-of-the-Whole agenda, and that the next Committee-of-the-Whole meeting be tentatively scheduled for April 29, 2019. The Director will provide additional information at that meeting.

MEMO 19-27

RECEIVED

JUN 24 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Mayor Novitke and City Council
FROM: Frank Schulte, Director of Public Services *FS*
DATE: May 2, 2019
SUBJECT: 2019 DTE LED Conversion Project

At the Committee of the Whole meeting on April 8, 2019, a discussion was held regarding DTE LED conversion saving. DTE was working on the preflight to determine an actual count of lights and final costs estimates for the project. On April 29, 2019, the results of the preflight were received (attached).

As shown on the preflight, DTE owns and maintains 1,490 streetlights (ornamentals included) throughout the City, city parks, including Lake Front Park, and parking lots that have yet to be converted to LED. The maps that were used for the preflight (attached) show what is in billing and what will be converted is highlighted.

DTE recommends converting the streetlights using the 58-watt LED replacement head. The preflight shows the cost savings based on a mixture of 58 and 136 watts. On April 8, 2019, there was a consensus of the Committee to choose the glass globe with ribs and band for the ornamental lights.

Also discussed, DTE no longer wants to honor the replacement of their poles for the ornamental lights. They would like to give us a stockpile of 10 poles for replacement in case they are destroyed. DTE would still do the labor to replace a damage pole and fixtures and give us a credit of \$700 towards purchases of future poles after the stockpile is depleted. The cost of purchasing an ornamental pole currently is \$2,500.00.

If the City would like to move forward with converting the City owned and maintained light fixtures to DTE ownership, it will require a separate project. This includes 11 electric streetlights located at Torrey, Hollywood and Hampton parking lots and 9 gas streetlights located at Newcastle and Lochmoor parking lots. DTE would have to evaluate the lights and infrastructure, and determine what would be required to convert the gas line to electric feed.

The cost to convert the 1,490 streetlights (ornamentals included) throughout the City, parks and parking lots would be \$459,833.00 before the rebate. This project would need to be completed by November to qualify for an energy saving rebate of \$29,185.74. DTE will assist with the rebate application process. DTE will contribute \$248.00.

This total project would require a fund balance transfer of an estimated \$430,399.26 and would take approximately 4.5 years to recoup the investment. After 4.5 years, the City's annual savings at the current electrical rate would be an estimated \$96,291.42.

Unfortunately, DTE would not break up the payments into multiple years. They would expect 50% down to start the project and the other 50% at completion.

I would recommend moving forward with this project.

City of Grosse Pointe Woods

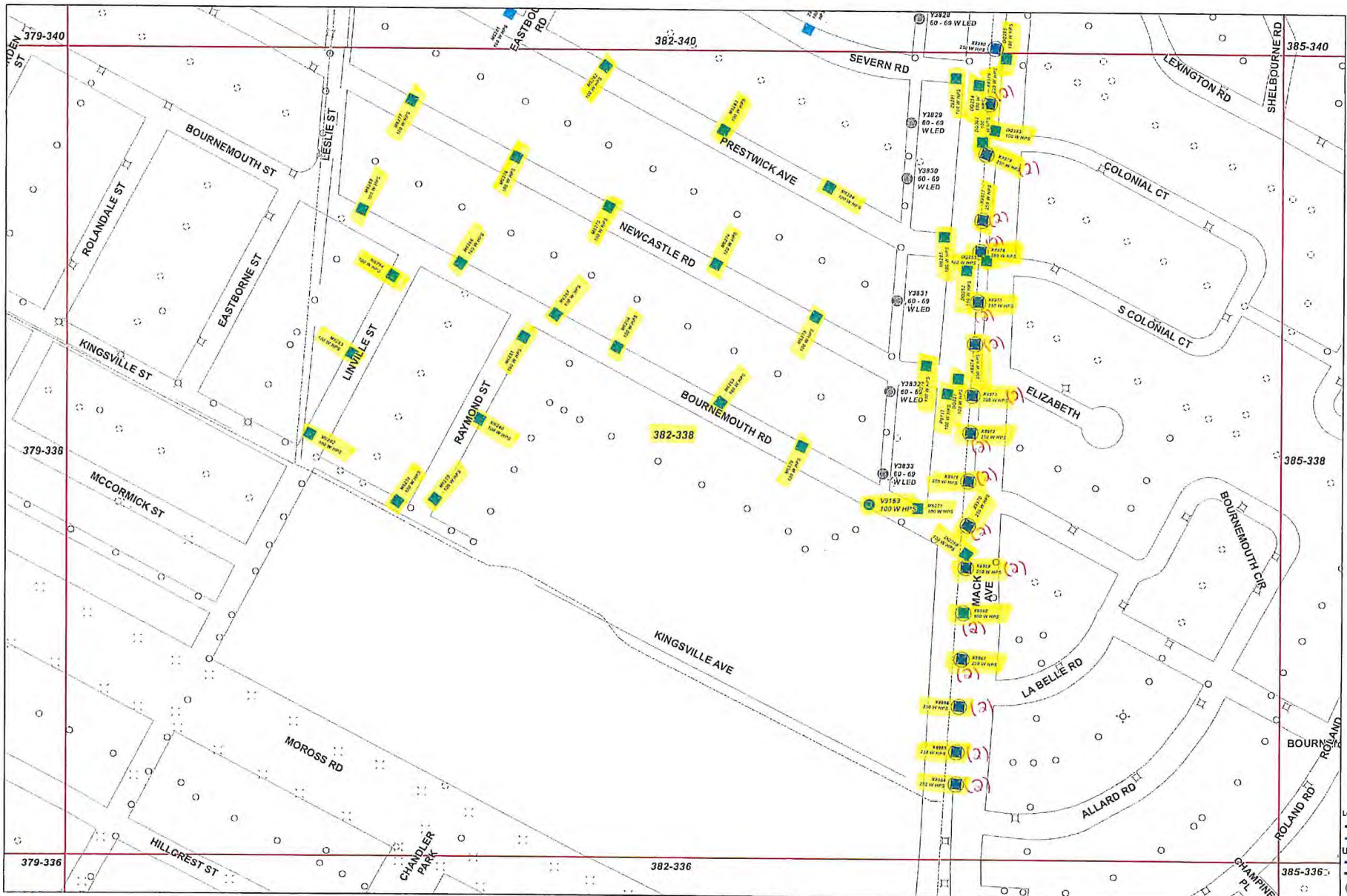
Current Invoiced Rate						Future Invoiced Rate							
Current Watt	Type	Quantity OH	Annual Rate OH lum	Quantity UG	Annual Rate UG per lum	Current Invoice Totals	New Watt	Type	Quantity OH	Annual Rate OH per lum	Quantity UG	Annual Rate UG per lum	Future Invoiced Total
100	MV		\$175.69		\$338.50	\$0.00	58	LED		\$141.58		\$260.90	\$0.00
175	MV	2	\$226.78	1	\$385.35	\$838.91	58	LED		\$141.58	1	\$260.90	\$260.90
250	MV		\$258.09		\$442.63	\$0.00	136	LED	2	\$172.98		\$316.47	\$345.96
400	MV	1	\$344.08		\$544.93	\$344.08	136	LED	1	\$172.98		\$316.47	\$172.98
1000	MV		\$633.71		\$897.08	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
70	HPS		\$162.20		\$294.05	\$0.00	58	LED		\$141.58		\$260.90	\$0.00
100	HPS	10	\$180.18	1060	\$310.78	\$331,228.60	58	LED	10	\$141.58	1060	\$260.90	\$277,969.80
150	HPS		\$210.23		\$342.35	\$0.00	136	LED		\$172.98		\$316.47	\$0.00
250	HPS	2	\$256.44	202	\$402.17	\$117,946.52	136	LED	2	\$172.98	202	\$316.47	\$92,755.20
400	HPS		\$335.24		\$490.99	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
1000	HPS		\$632.37		\$777.83	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
400	MV		\$344.08		\$544.93	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
400	HPS		\$335.24		\$490.99	\$0.00	136	LED		\$172.98		\$316.47	\$0.00
150	HPS		\$210.23		\$342.35	\$0.00	58	LED		\$141.58		\$260.90	\$0.00
100	HPS		\$180.18		\$310.78	\$0.00	80	LED		\$154.74		\$280.25	\$0.00
175	MV		\$226.78	6	\$385.35	\$2,312.10	80	LED		\$154.74		\$280.25	\$0.00
100	HPS		\$180.18	4	\$310.78	\$1,243.12	58	LED		\$141.58	1	\$260.90	\$260.90
250	HPS		\$256.44	1	\$402.17	\$402.17	58	LED		\$141.58	1	\$260.90	\$260.90
250	HPS		\$256.44	108	\$402.17	\$43,434.36	58	LED		\$141.58	108	\$260.90	\$28,186.80
250	HPS		\$256.44		\$402.17	\$0.00	80	LED		\$154.74		\$280.25	\$0.00

Currently		Proposed Conversion	
Total Current Lums	1490	Total Future Lums	1490
Total Invoice with Current Rates	\$498,499.42	Total Future Invoice with Current Rates	\$402,208.00
		Annual Savings	\$96,291.42
Note: EO Rebate will be issued directly to customer. DTE will assist the customer with the EO application process.		Cost to Convert (CTC)	\$459,833.00
		DTE labor contribution	\$248.00
		EO Rebate (EO)	\$29,185.74
		CTC less EO less DTE Contribution	\$430,399.26
		Payback is CIAC Amount less EO rebate (yrs) divide by Annual Savings	4.47
		CIAC Amount due to DTE	\$459,585.00

City of Grosse Pointe Woods

Current Invoiced Rate						Future Invoiced Rate							
Current Watt	Type	Quantity OH	Annual Rate OH lum	Quantity UG	Annual Rate UG per lum	Current Invoice Totals	New Watt	Type	Quantity OH	Annual Rate OH per lum	Quantity UG	Annual Rate UG per lum	Future Invoiced Total
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175	MV	2	\$226.78	1	\$385.35	\$838.91	58	LED		\$141.58	1	\$260.90	\$260.90
250	MV		\$258.09		\$442.63	\$0.00	136	LED	2	\$172.98		\$316.47	\$345.96
400	MV	1	\$344.08		\$544.93	\$344.08	136	LED	1	\$172.98		\$316.47	\$172.98
1000	MV		\$633.71		\$897.08	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
70	HP5		\$162.20		\$294.05	\$0.00	58	LED		\$141.58		\$260.90	\$0.00
100	HP5	10	\$180.18	1060	\$310.78	\$331,228.60	58	LED	10	\$141.58	1060	\$260.90	\$277,969.80
150	HP5		\$210.23		\$342.35	\$0.00	136	LED		\$172.98		\$316.47	\$0.00
250	HP5	2	\$256.44	292	\$402.17	\$117,946.52	136	LED	2	\$172.98	292	\$316.47	\$92,755.20
400	HP5		\$335.24		\$490.99	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
1000	HP5		\$632.37		\$777.83	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
400	MV		\$344.08		\$544.93	\$0.00	238	LED		\$207.83		\$365.27	\$0.00
400	HP5		\$335.24		\$490.99	\$0.00	136	LED		\$172.98		\$316.47	\$0.00
150	HP5		\$210.23		\$342.35	\$0.00	58	LED		\$141.58		\$260.90	\$0.00
100	HP5		\$180.18		\$310.78	\$0.00	80	LED		\$154.74		\$280.25	\$0.00
175	MV		\$226.78	6	\$385.35	\$2,312.10	80	LED		\$154.74		\$280.25	\$0.00
100	HP5		\$180.18	1	\$310.78	\$2,757.02	72	LED		\$141.58	1	\$260.90	\$260.90
250	HP5		\$256.44	1	\$402.17	\$402.17	58	LED		\$141.58	1	\$260.90	\$260.90
250	HP5		\$256.44	106	\$402.17	\$42,830.02	80	LED		\$154.74	106	\$280.25	\$29,830.70
250	HP5		\$256.44		\$402.17	\$0.00	80	LED		\$154.74		\$280.25	\$0.00

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		CTC less EO less DTE Contribution	\$430,399.26
		Payback Is CIAC Amount less EO rebate (yrs) divide by Annual Savings	4.47
		CIAC Amount due to DTE	\$459,585.00



- Legend
- LED, 65W (5)
 - HPS, 100W (1)
 - UG - Option 1 3.5
 - HPS, 100W (2)
 - HPS, 250W (4)
 - Five Streetlight

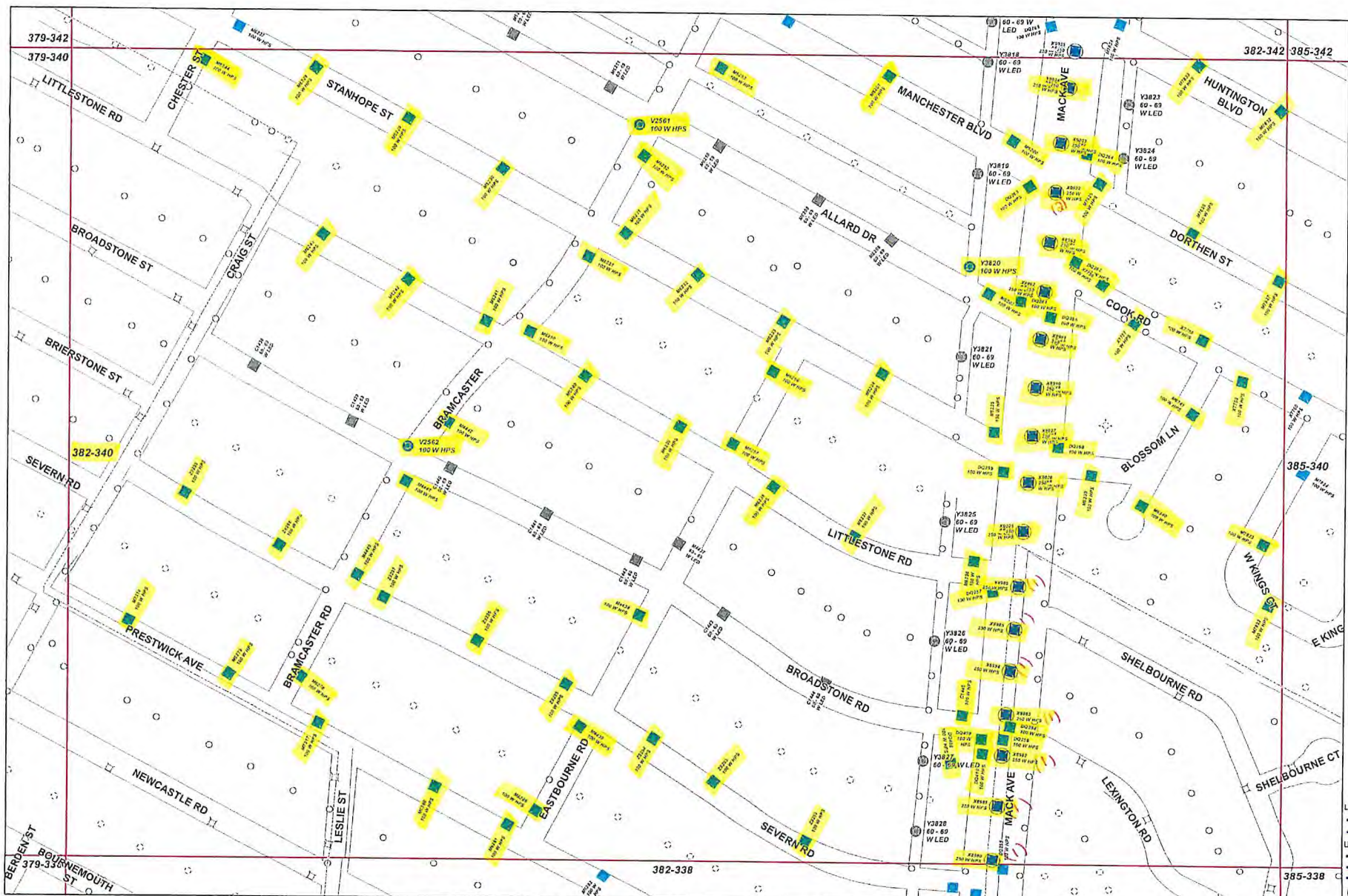
DTE

Grosse Pointe Woods - Option 1 Streetlight Locations

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0 100 200
Feet
4/2/2019 382-338

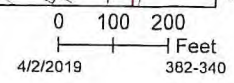


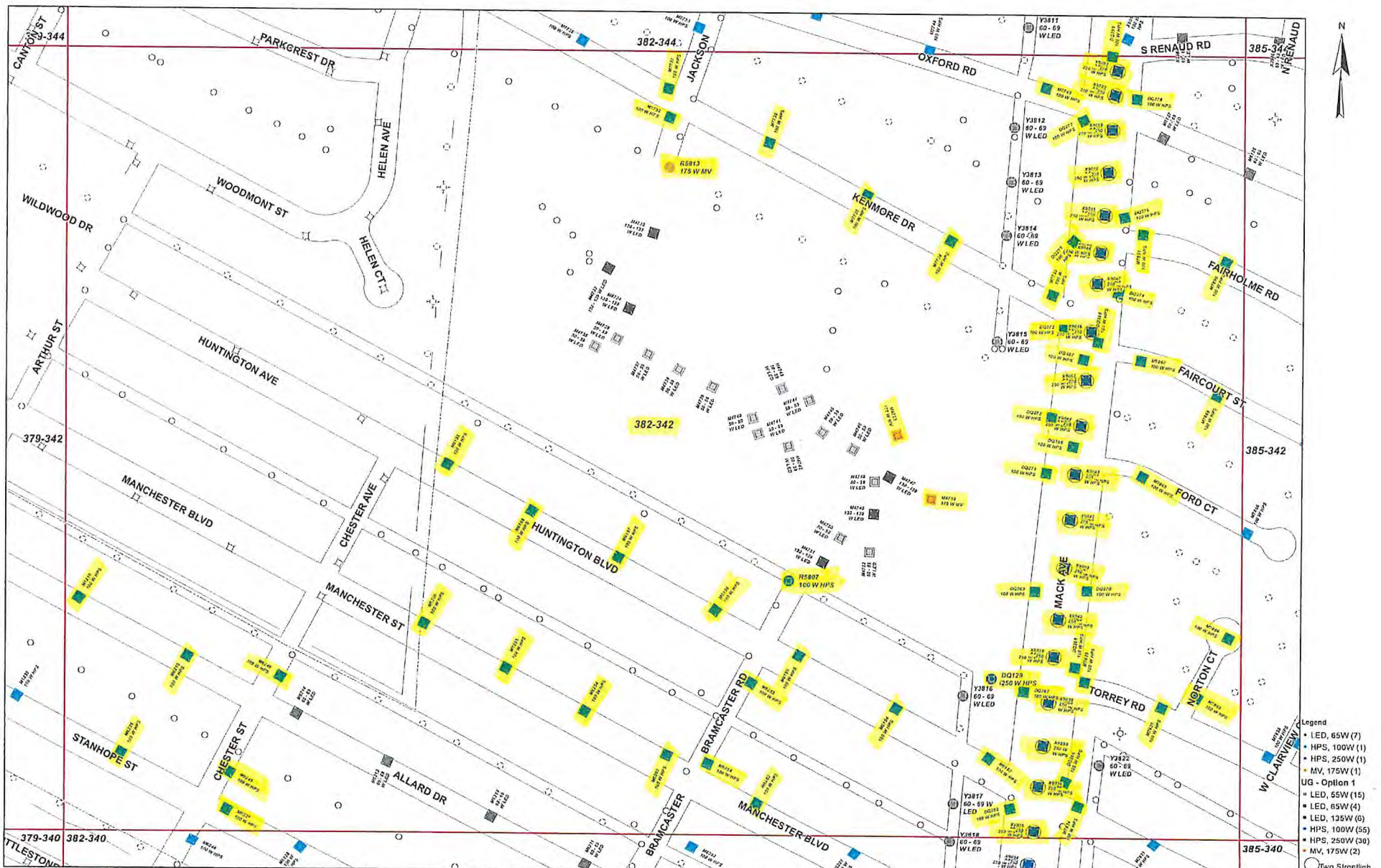
- Legend
- LED, 65W (9)
 - HPS, 100W (3)
 - UG - Option 1
 - LED, 65W (12)
 - HPS, 100W (74)
 - HPS, 250W (27)
 - Two Streetlight



Grosse Pointe Woods - Option 1 Streetlight Locations

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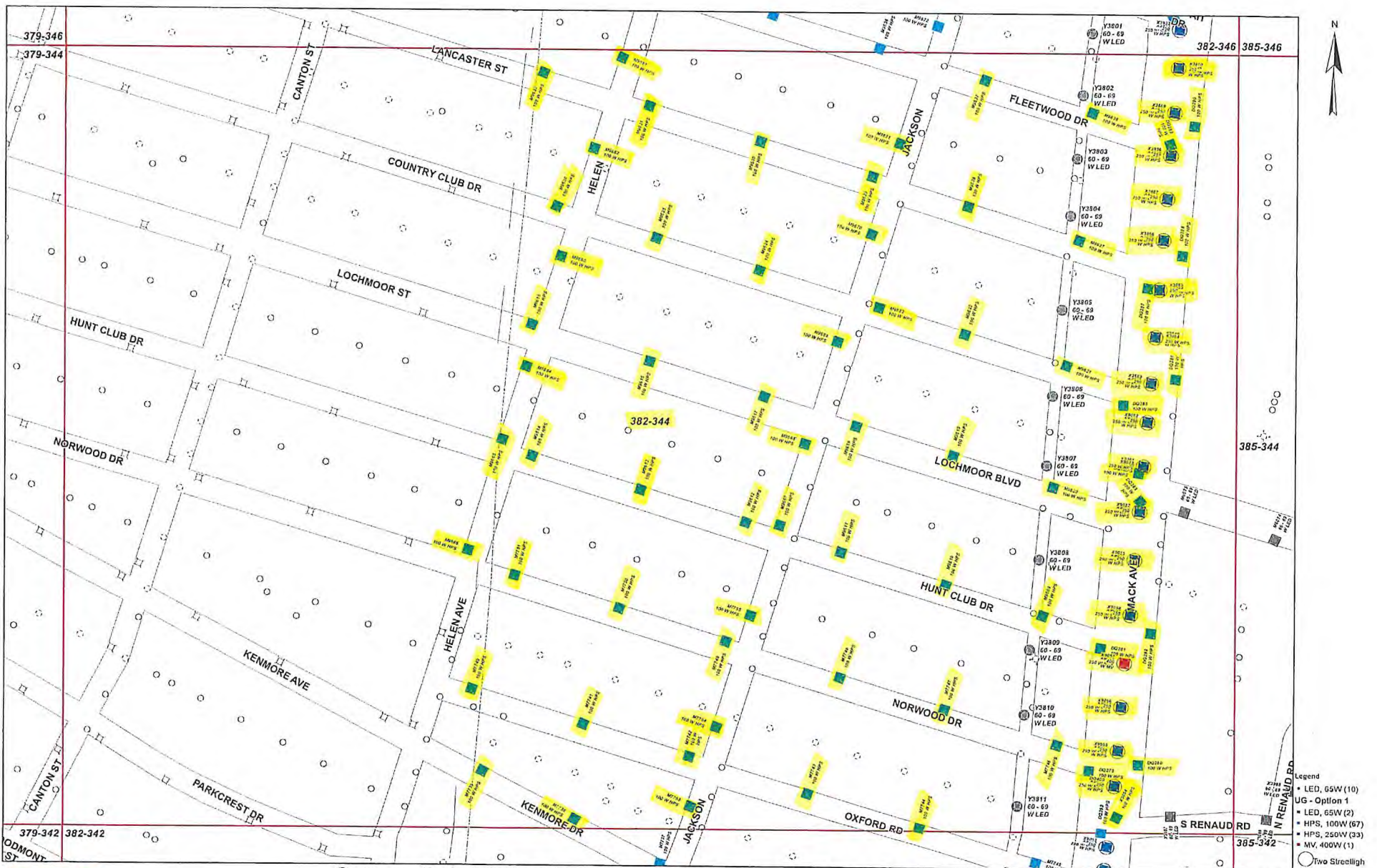
DTE

Grosse Pointe Woods - Option 1 Streetlight Locations

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0 100 200
 Feet
 4/2/2019 382-342

- Legend
- LED, 65W (7)
 - HPS, 100W (1)
 - HPS, 250W (1)
 - MV, 175W (1)
 - UG - Option 1
 - LED, 65W (15)
 - LED, 65W (4)
 - LED, 135W (6)
 - HPS, 100W (55)
 - HPS, 250W (38)
 - MV, 175W (2)
 - Two Streetlight

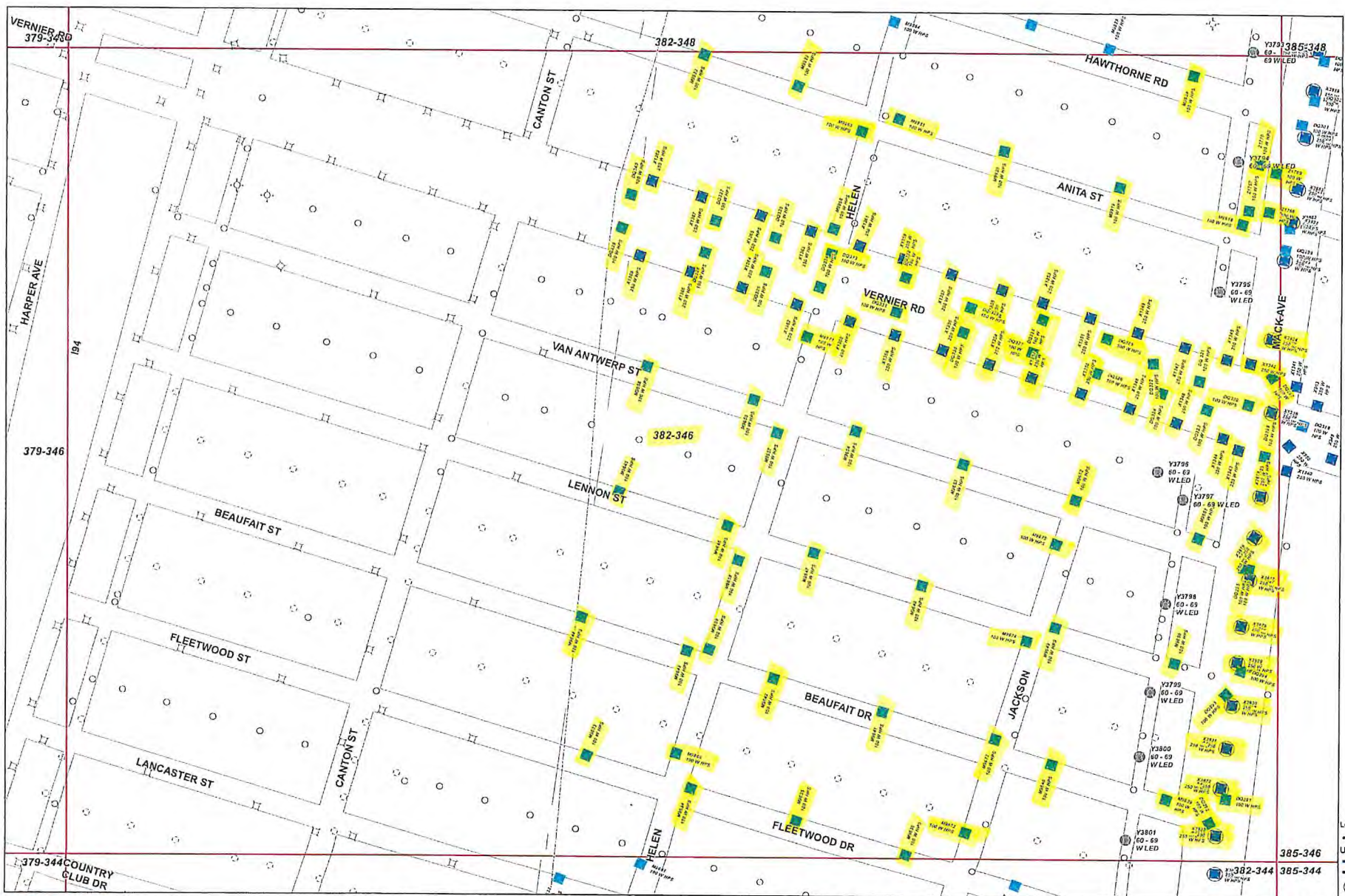


DTE

Grosse Pointe Woods - Option 1 Streetlight Locations

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0 100 200 Feet
 4/2/2019 382-344



DTE

Grosse Pointe Woods - Option 1 Streetlight Locations

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0 100 200
Feet
4/2/2019 382-346

- Legend
- LED, 65W (8)
 - UG - Option 1
 - HPS, 100W (73)
 - HPS, 250W (50)
 - Two Streetlight



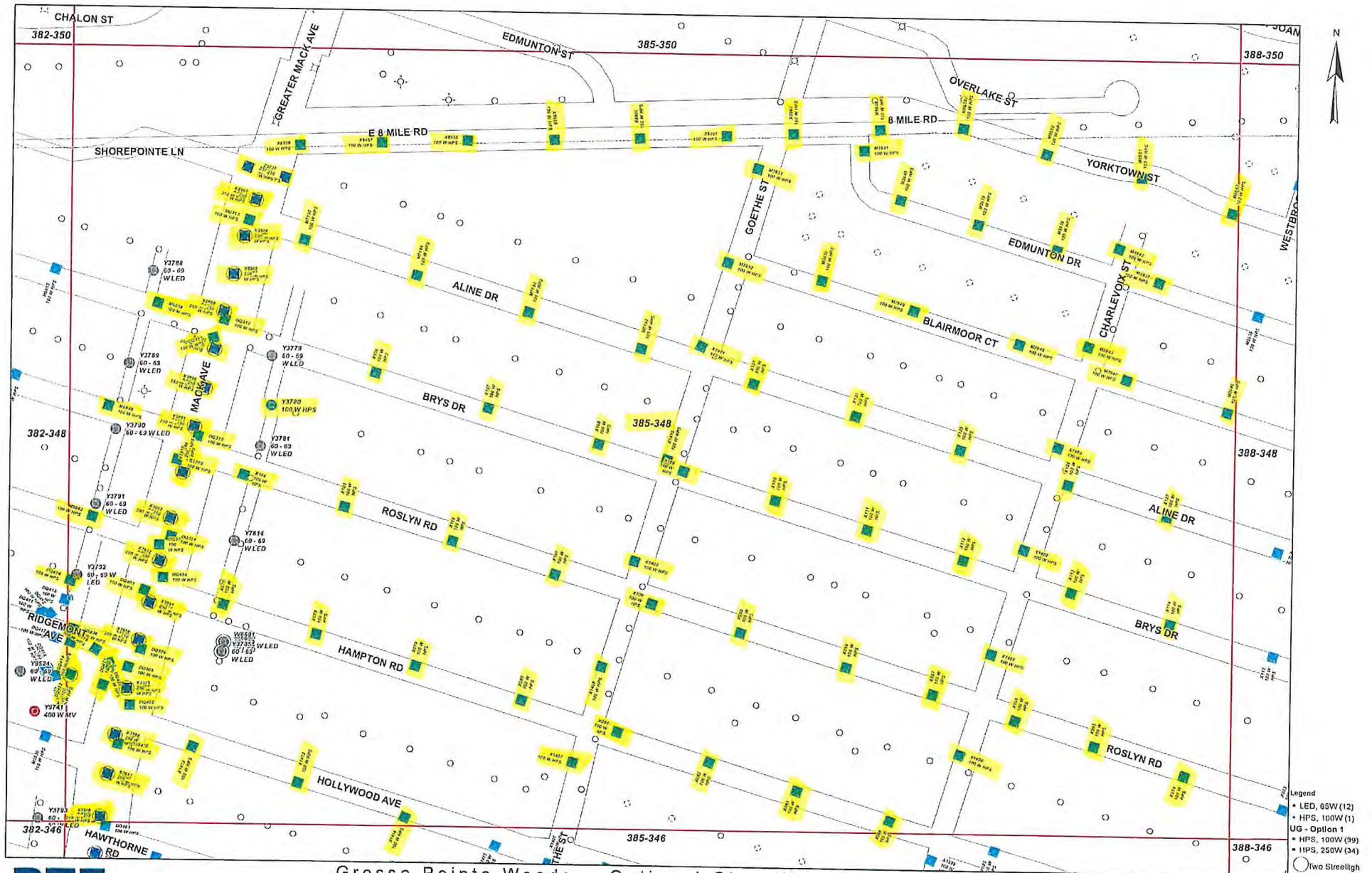
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Grosse Pointe Woods - Option 1 Streetlight Locations

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0 100 200 Feet
 4/2/2019 382-348

- Legend
- LED, 65W (2)
 - MV, 400W (2)
 - UG - Option 1
 - HPS, 100W (46)
 - Two Streetlight



DTE

Grosse Pointe Woods - Option 1 Streetlight Locations

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0 100 200 Feet
 4/2/2019 385-348

Grosse Pointe Woods
City Owned Parking Lots

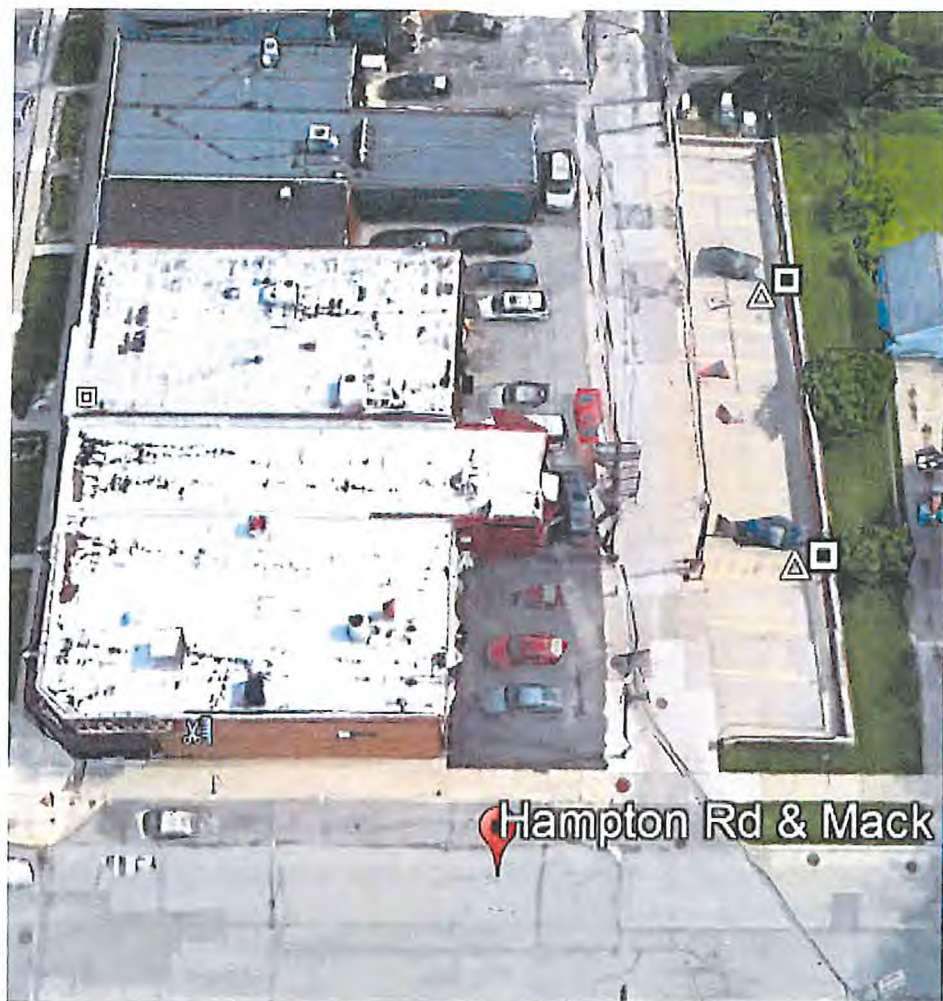
	Cost to Construct	Annual Cost	Revenue Credit to project 3 X Annual Cost	Contribution from City
<u>Torrey and Mack</u> 5 Posts	\$ 32,037.00	\$ 1,242.30	\$ (3,726.90)	\$ 28,310.10
<u>Newcastle and Mack</u> 4 Posts	\$ 26,729.00	\$ 993.84	\$ (2,981.52)	\$ 23,747.48
<u>Lochmoor and Mack</u> 7 posts	\$ 42,558.00	\$ 1,739.22	\$ (5,217.66)	\$ 37,340.34
<u>Hollywood and Mack</u> 2 posts	\$ 13,564.00	\$ 496.92	\$ (1,490.76)	\$ 12,073.24
<u>Hampton and Mack</u> 2 Posts	\$ 13,403.00	\$ 496.92	\$ (1,490.76)	\$ 11,912.24
Project Summary 20 Posts	\$ 128,291.00	\$ 4,969.20	\$ (14,907.60)	\$ - \$ 113,383.40











MASTER AGREEMENT FOR MUNICIPAL STREET LIGHTING

This Master Agreement For Municipal Street Lighting ("Master Agreement") is made between DTE Electric Company ("Company") and City of Grosse Pointe Woods ("Customer") (collectively referred to as the "Parties") as of June 17, 2019.

RECITALS

A. Customer may, from time to time, request the Company to furnish, install, operate and/or maintain street lighting equipment for Customer.

B. Company may provide such services, subject to the terms of this Master Agreement.

Therefore, in consideration of the foregoing, Company and Customer hereby agree as follows:

AGREEMENT

1. Master Agreement. This Master Agreement sets forth the basic terms and conditions under which Company may furnish, install, operate and/or maintain street lighting equipment for Customer. Upon the Parties agreement as to the terms of a specific street lighting transaction, the Parties shall execute and deliver a Purchase Agreement in the form of the attached Exhibit A (a "Purchase Agreement"). In the event of an inconsistency between this Agreement and any Purchase Agreement, the terms of the Purchase Agreement shall control.

2. Rules Governing Installation of Equipment and Electric Service. Installation of street light facilities and the extension of electric service to serve those facilities are subject to the provisions of the Company's Rate Book for Electric Service (the "Tariff"), Rule C 6.1, Extension of Service (or any other successor provision), as approved by the Michigan Public Service Commission ("MPSC") from time to time.

3. Contribution in Aid of Construction. In connection with each Purchase Agreement and in accordance with the applicable Orders of the MPSC, Customer shall pay to Company a contribution in aid of construction ("CIAC") for the cost of installing Equipment ("as defined in the applicable Purchase Agreement") and recovery of costs associated with the removal of existing equipment, if any. The amount of the CIAC (the "CIAC Amount") shall be an amount equal to the total construction cost (including all labor, materials and overhead charges), less an amount equal to three years revenue expected from such new equipment. The CIAC Amount will be as set forth on the applicable Purchase Agreement. The CIAC Amount does not include charges for any additional cost or expense for unforeseen underground objects, or unusual conditions encountered in the construction and installation of Equipment. If Company encounters any such unforeseen or unusual conditions, which would increase the CIAC Amount, it will suspend the construction and installation of Equipment and give notice of such conditions to the Customer. The Customer will either pay additional costs or modify the work to be performed. If the work is modified, the CIAC Amount will be adjusted to account for such modification. Upon any such

suspension and/or subsequent modification of the work, the schedule for completion of the work shall also be appropriately modified.

4. Payment of CIAC Amount. Customer shall pay the CIAC Amount to Company as set forth in the applicable Purchase Agreement. Failure to pay the CIAC Amount when due shall relieve Company of its obligations to perform the work required herein until the CIAC Amount is paid.

5. Modifications. Subject to written permission of the respective municipality, after installation of the Equipment, any cost for additional modifications, relocations or removals will be the responsibility of the requesting party.

6. Maintenance, Replacement and Removal of Equipment. In accordance with the applicable Orders of the MPSC, under the Municipal Street Lighting Rate (as defined below), Company shall provide the necessary maintenance of the Equipment, including such replacement material and equipment as may be necessary. Customer may not remove any Equipment without the prior written consent of Company.

7. Street Lighting Service Rate.

a. Upon the installation of the Equipment, the Company will provide street lighting service to Customer under Option 1 of the Municipal Street Lighting Rate set forth in the Tariff, as approved by the MPSC from time to time, the terms of which are incorporated herein by reference.

b. The provision of street lighting service is also governed by rules for electric service established in MPSC Case Number U-6400. The Street Lighting Rate is subject to change from time to time by orders issued by the MPSC.

8. Contract Term. This Agreement shall commence upon execution and terminate on the later of (a) five (5) years from the date hereof or (b) the date on which the final Purchase Agreement entered into under this Master Agreement is terminated. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.

9. Design Responsibility for Street Light Installation. The Company installs municipal street lighting installations following Illuminating Engineering Society of North America ("IESNA") recommended practices. If the Customer submits its own street lighting design for the street light installation or if the street lighting installation requested by Customer does not meet the IESNA recommended practices, Customer acknowledges the Company is not responsible for lighting design standards.

10. New Subdivisions. Company agrees to install street lights in new subdivisions when subdivision occupancy reaches a minimum of 80%. If Customer wishes to have installation occur prior to 80% occupancy, then Customer acknowledges it will be financially responsible for

all damages (knockdowns, etc.) and requests for modifications (movements due to modified curb cuts from original design, etc.).

11. Force Majeure. The obligation of Company to perform this Agreement shall be suspended or excused to the extent such performance is prevented or delayed because of acts beyond Company's reasonable control, including without limitation acts of God, fires, adverse weather conditions (including severe storms and blizzards), malicious mischief, strikes and other labor disturbances, compliance with any directives of any government authority, including but not limited to obtaining permits, and force majeure events affecting suppliers or subcontractors.

12. Subcontractors. Company may sub-contract in whole or in part its obligations under this Agreement to install the Equipment and any replacement Equipment.

13. Waiver; Limitation of Liability. To the maximum extent allowed by law, Customer hereby waives, releases and fully discharges Company from and against any and all claims, causes of action, rights, liabilities or damages whatsoever, including attorney's fees, arising out of the installation of the Equipment and/or any replacement Equipment, including claims for bodily injury or death and property damage, unless such matter is caused by or arises as a result of the sole negligence of Company and/or its subcontractors. Company shall not be liable under this Agreement for any special, incidental or consequential damages, including loss of business or profits, whether based upon breach of warranty, breach of contract, negligence, strict liability, tort or any other legal theory, and whether or not Company has been advised of the possibility of such damages. In no event will Company's liability to Customer for any and all claims related to or arising out of this Agreement exceed the CIAC Amount set forth in the Purchase Order to which the claim relates.

14. Notices. All notices required by the Agreement shall be in writing. Such notices shall be sent to Company at **DTE Electric Company, Community Lighting Group, 8001 Haggerty Rd, Belleville, MI 48111** and to Customer at the address set forth on the applicable Purchase Agreement. Notice shall be deemed given hereunder upon personal delivery to the addresses set forth above or, if properly addressed, on the date sent by certified mail, return receipt requested, or the date such notice is placed in the custody of a nationally recognized overnight delivery service. A party may change its address for notices by giving notice of such change of address in the manner set forth herein.

15. Representations and Warranties. Company and Customer each represent and warrant that: (a) it has full corporate or public, as applicable, power and authority to execute and deliver this Agreement and to carry out the actions required of it by this Agreement; (b) the execution and delivery of this Agreement and the transactions contemplated hereby have been duly and validly authorized by all necessary corporate or public, as applicable, action required on the part of such party; and (c) this Agreement constitutes a legal, valid, and binding agreement of such party.

16. Miscellaneous.

a. This Agreement is the entire agreement of the parties concerning the subject matter hereof and supersedes all prior agreements and understandings. Any amendment or modification to this Agreement must be in writing and signed by both parties.

b. Customer may not assign its rights or obligations under this Agreement without the prior written consent of Company. This Agreement shall be binding upon and shall inure to the benefit of the parties' respective successors and permitted assigns. This Agreement is made solely for the benefit of Company, Customer and their respective successors and permitted assigns and no other party shall have any rights to enforce or rely upon this Agreement.

c. A waiver of any provision of this Agreement must be made in writing and signed by the party against whom the waiver is enforced. Failure of any party to strictly enforce the terms of this Agreement shall not be deemed a waiver of such party's rights hereunder.

d. The section headings contained in this Agreement are for convenience only and shall not affect the meaning or interpretation thereof.

e. This Agreement shall be construed in accordance with the laws of the State of Michigan, without regard to any conflicts of law principles. The parties agree that any action with respect to this Agreement shall be brought in the courts of the State of Michigan and each party hereby submits itself to the exclusive jurisdiction of such courts.

f. This Agreement may be executed in one or more counterparts, each of which shall be deemed an original but all of which together will constitute one and the same instrument.

g. The invalidity of any provision of this Agreement shall not invalidate the remaining provisions of the Agreement.

Company and Customer have executed this Master Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

[City of Grosse Pointe Woods]

By: _____

Name: _____

Title: _____

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of [June 17, 2019] between DTE Electric Company ("Company") and [City of Grosse Pointe Woods] ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated [June 17, 2019] (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	1.53526977 If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: [##### or N/A]	
2. Location where Equipment will be installed:	[Various locations within the City], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	[1,490]	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	[3-175MV to 58w LED 1-400MV to 136 LED 1070-100HPS to 58W LED 294 250HPS to 136w LED 6-175MV to 72w LED 9-100HPS to 72wLED 1-250HPS to 58w LED 105-100 HPS to 39w LED]	
5. Estimated Total Annual Lamp Charges	\$402,145.00	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$459,317.00
	Credit for 3 years of lamp charges:	\$0.00
	CIAC Amount (cost minus revenue)	\$459,317.00
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____	
10. Customer Address for Notices:	[20025 Mack Ave] [Grosse Pointe Woods]	

	[Bruce Smith]	
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11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☐ YES ☒ NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 0 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____. Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

[City of Grosse Pointe Woods]

By: _____

Name: _____

Title: _____

Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

Exhibit A to Master Agreement

Purchase Agreement

This Purchase Agreement (this "Agreement") is dated as of [June 17, 2019] between DTE Electric Company ("Company") and [City of Grosse Pointe Woods] ("Customer").

This Agreement is a "Purchase Agreement" as referenced in the Master Agreement for Municipal Street Lighting dated [June 17, 2019] (the "Master Agreement") between Company and Customer. All of the terms of the Master Agreement are incorporated herein by reference. In the event of an inconsistency between this Agreement and the Master Agreement, the terms of this Agreement shall control.

Customer requests the Company to furnish, install, operate and maintain street lighting equipment as set forth below:

1. DTE Work Order Number:	1.TBD If this is a conversion or replacement, indicate the Work Order Number for current installed equipment: [##### or N/A]	
2. Location where Equipment will be installed:	[5 City Parking Lots, Mack at: Torrey, Newcastle, Lochmoor, Hollywood and Hampton], as more fully described on the map attached hereto as <u>Attachment 1</u> .	
3. Total number of lights to be installed:	[20]	
4. Description of Equipment to be installed (the " <u>Equipment</u> "):	[Install 20-39w stock acorn fixtures on 20 Special Order posts]	
5. Estimated Total Annual Lamp Charges	\$4,969.00	
6. Computation of Contribution in aid of Construction (" <u>CIAC Amount</u> ")	Total estimated construction cost, including labor, materials, and overhead:	\$128,291.00
	Credit for 3 years of lamp charges:	\$14,907.00
	CIAC Amount (cost minus revenue)	\$113,384.00
7. Payment of CIAC Amount:	Due promptly upon execution of this Agreement	
8. Term of Agreement	5 years. Upon expiration of the initial term, this Agreement shall continue on a month-to-month basis until terminated by mutual written consent of the parties or by either party with thirty (30) days prior written notice to the other party.	
9. Does the requested Customer lighting design meet IESNA recommended practices?	(Check One) <input type="checkbox"/> YES <input checked="" type="checkbox"/> NO If "No", Customer must sign below and acknowledge that the lighting design does not meet IESNA recommended practices _____	
10. Customer Address for Notices:	[20025 Mack Ave] [Grosse Pointe Woods] [Bruce Smith]	

11. Special Order Material Terms:

All or a portion of the Equipment consists of special order material: (check one) ☒ YES ☐ NO

If "Yes" is checked, Customer and Company agree to the following additional terms.

A. Customer acknowledges that all or a portion of the Equipment is special order materials ("SOM") and not Company's standard stock. Customer will purchase and stock replacement SOM and spare parts. When replacement equipment or spare parts are installed from Customer's inventory, the Company will credit Customer in the amount of the then current material cost of Company standard street lighting equipment.

B. Customer will maintain an initial inventory of at least 1 posts and 0 luminaires and any other materials agreed to by Company and Customer, and will replenish the stock as the same are drawn from inventory. Costs of initial inventory are included in this Agreement. The Customer agrees to work with the Company to adjust inventory levels from time to time to correspond to actual replacement material needs. If Customer fails to maintain the required inventory, Company, after 30 days' notice to Customer, may (but is not required to) order replacement SOM and Customer will reimburse Company for such costs. Customer's acknowledges that failure to maintain required inventory could result in extended outages due to SOM lead times.

C. The inventory will be stored at _____.
Access to the Customers inventory site must be provided between the hours of 9:00 am to 4:00 pm, Monday through Friday with the exceptions of federal Holidays. Customer shall name an authorized representative to contact regarding inventory: levels, access, usage, transactions, and provide the following contact information to the Company:

Name: _____ Title: _____

Phone Number: _____ Email: _____

The Customer will notify the Company of any changes in the Authorized Customer Representative. The Customer must comply with SOM manufacturer's recommended inventory storage guidelines and practices. Damaged SOM will not be installed by the Company.

D. In the event that SOM is damaged by a third party, the Company may (but is not required to) pursue a damage claim against such third party for collection of all labor and stock replacement value associated with the damage claim. Company will promptly notify Customer as to whether Company will pursue such claim.

E. In the event that SOM becomes obsolete or no longer manufactured, the Customer will be allowed to select new alternate SOM that is compatible with the Company's existing infrastructure.

F. Should the Customer experience excessive LED equipment failures, not supported by LED manufacturer warranties, the Company will replace the LED equipment with other Company supported Solid State or High Intensity Discharge luminaires at the Company's discretion. The full cost to complete these replacements to standard street lighting equipment will be the responsibility of the Customer.

Company and Customer have executed this Purchase Agreement as of the date first written above.

Company:

DTE Electric Company

By: _____

Name: _____

Title: _____

Customer:

[City of Grosse Pointe Woods]

By: _____

Name: _____

Title: _____

Attachment 1 to Purchase Agreement

Map of Location

[To be attached]

EXHIBIT A

Comerica Leasing, a Division of Comerica Bank
Lease Schedule

RECEIVED
JUN 27 2019
CITY OF GROSSE POINTE
CLEANING DEPARTMENT WOODS

MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT No.: 006-1420
DATE OF MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT: JANUARY 31, 2015
LEASE SCHEDULE No.: 009
DATE OF LEASE SCHEDULE: JULY 15, 2019
LESSEE: CITY OF GROSSE POINTE WOODS

1. DESCRIPTION OF THE EQUIPMENT:

<u>SUPPLIER</u>	<u>QUANTITY</u>	<u>DESCRIPTION OF UNITS OF EQUIPMENT</u>	<u>SERIAL NUMBERS¹ (IF AVAILABLE)</u>
Leotek	1,182	Green Cobra LED Street Lamps	
DTE Energy	153	Ornamental Street Lamps	

together with all accessories, attachments, substitutions and accessions.

2. EQUIPMENT LOCATION: MULTIPLE LOCATIONS THROUGHOUT
GROSSE POINTE WOODS, MI 48236

3. The Rental Payments shall be made for the Equipment as follows:

<u>DUE DATE</u>	<u>PRINCIPAL COMPONENT</u>	<u>INTEREST COMPONENT</u>	<u>TOTAL RENTAL PAYMENT DUE</u>	<u>PREPAYMENT OPTION AMOUNT²</u>
07/15/2019	\$97,358.10	\$0.00	\$97,358.10	\$361,958.90
07/15/2020	\$86,528.29	\$10,829.81	\$97,358.10	\$275,430.60
07/15/2021	\$89,117.22	\$ 8,240.88	\$97,358.10	\$186,313.38
07/15/2022	\$91,783.61	\$ 5,574.50	\$97,358.10	\$94,529.77
07/15/2023	\$94,529.77	\$ 2,828.33	\$97,358.10	\$0.00

4. For purposes of this Lease, "State" means the State of Michigan.

¹ Lessee authorizes Lessor to insert serial numbers and additional description details of Equipment when determined by Lessor as provided in Paragraph 31 of the Agreement.

² Assumes all Rental Payments and Additional Payments due on and prior to that date have been paid.

5. Lessee's current Fiscal Period extends from July 1, 2019 to June 30, 2020.

6. Section 265(b)(3) Designation. Lessee hereby designates the Lease as a "qualified tax-exempt obligation" for purposes and within the meaning of Section 265(b)(3) of the Internal Revenue Code of 1986, as amended.

7. The Terms and provisions of the Master Equipment Lease-Purchase Agreement described above (other than to the extent that they relate solely to other Schedules or to Equipment listed on other Schedules) are hereby incorporated into this Schedule by reference and made a part hereof.

8. Lessee hereby represents, warrants and covenants that its representations, warranties and covenants set forth in such Master Equipment Lease-Purchase Agreement (particularly Paragraph 23 thereof) are true and correct as though made on the date of execution of this Lease Schedule.

Lessee: CITY OF GROSSE POINTE WOODS

Lessor: COMERICA LEASING, A DIVISION OF
COMERICA BANK

By: _____

Printed Name: Bruce Smith

Title: City Administrator

By: _____

Printed Name: Gary Baughman

Title: Vice President

Counterpart No. 1 of 1 manually executed and serially numbered counterparts. To the extent that this Agreement constitutes chattel paper (as defined in the Uniform Commercial Code), no security interest herein may be created through the transfer or possession of any Counterpart other than Counterpart No. 1.

EXHIBIT A-1

**COMERICA LEASING, A DIVISION OF COMERICA BANK
ACCEPTANCE CERTIFICATE**

LESSEE: CITY OF GROSSE POINTE WOODS

MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT NO.: 006-1420

LEASE SCHEDULE NO: 009

THE UNDERSIGNED ACKNOWLEDGES AND REPRESENTS THAT:

1. The Equipment identified in the above-referenced Lease Schedule is delivered, installed, available for use and is placed in service as of the Acceptance Date indicated below.
2. Such Equipment is in good operating condition and repair and is accepted as satisfactory in all respects for purposes of the applicable Lease.

ACCEPTANCE DATE: JULY 15, 2019

AUTHORIZED SIGNATURE: _____

PRINTED NAME: Bruce Smith

TITLE: City Administrator

EXHIBIT A-2

(TO LEASE SCHEDULE NO. 009)

[ATTACH I.R.S. FORM 8038-G OR 8038-GC, AS APPROPRIATE]

EXHIBIT A-3

INSURANCE COVERAGE REQUIREMENTS

To Lessor: Comerica Leasing, a Division of Comerica Bank ("Lessor")
411 W. Lafayette Blvd., MC3540
Detroit, Michigan 48226

From Lessee: City of Grosse Pointe Woods (the "Lessee")

In accordance with Paragraph 16 of the Master Equipment Lease-Purchase Agreement No. 006-1420 dated January 31, 2015 and Lease Schedule No. 009, dated July 15, 2019 (collectively, the "Lease"), by and between Lessor and Lessee, Lessee:

INSTRUCTIONS: Please circle number(s) regarding applicable insurance coverage. Proof of insurance coverage will be provided to Lessor and its Successors and Assigns prior to the time the Equipment is delivered to Lessee.

1. maintains All Risk Physical Damage Insurance on the Equipment (as defined in the Lease) evidenced by a Certificate of Insurance ("Certificate") and Long Form Loss Payable Clause naming the Lessor and its Successors and Assigns as Loss Payee. Coverage required: Full Replacement Value. Lessee has instructed the insurance agent named below to issue a Certificate to Lessor:

Company: Stevenson Company
Address: 43422 West Oaks Drive
Novi, MI 48377
Phone No.: 248-650-2736
Contact: Robert Bucko
Insurance Carrier: US Specialty Insurance Company
Policy No.: PKG81030016
Expiration: October 1, 2019

2. maintains Public Liability Insurance evidenced by a Certificate of Insurance, naming the Lessor and its Successors and Assigns as Additional Insured, with the following minimum coverages:

\$250,000 per person
\$500,000 aggregate bodily injury liability
\$250,000 property damage liability

Lessee has instructed the insurance agent named below to issue a Certificate to Lessor:

Company: Stevenson Company
Address: 43422 West Oaks Drive
Novi, MI 48377
Phone No.: 248-650-2736
Contact: Robert Bucko

3. is self-insured for all risk, physical damage and will provide Lessor with such supporting documentation as Lessor may request.

4. is self-insured for public liability and will provide Lessor with such supporting documentation as Lessor may request.

LESSEE: CITY OF GROSSE POINTE WOODS

By: _____
Printed Name: Bruce Smith
Title: City Administrator
Date: July 15, 2019

EXHIBIT A-4
(TO LEASE SCHEDULE NO. 009)

FORM OF AUTHORIZING RESOLUTION

[Please see attached]

EXHIBIT A-5
(TO LEASE SCHEDULE NO. 009)

INCUMBENCY CERTIFICATE OF LESSEE

The undersigned, the duly authorized representative of the named Lessee under that certain Master Equipment Lease-Purchase Agreement dated January 31, 2015 (the "*Agreement*"), with Comerica Leasing, a Division of Comerica Bank, as Lessor, hereby certifies as follows in accordance with the requirements of the Agreement, which is incorporated by reference into the above-referenced Lease Schedule. Capitalized terms used herein have the same meaning as in the Agreement.

I hold the position noted under my signature, and I have all authority necessary to execute and deliver this Certificate. The following officers of the Lessee are duly elected or appointed, and the signatures above the respective name and title are true and correct and, where required, have been filed with the appropriate officials of the State.

Signature: _____

Signature: _____

Printed Name: Bruce Smith

Printed Name: _____

Title: City Administrator

Title: _____

IN WITNESS WHEREOF, I have executed and delivered this certificate as of this 15th day of July, 2019.

LESSEE: CITY OF GROSSE POINTE WOODS

By: _____

Printed Name: Bruce Smith

Title: City Administrator

EXHIBIT A-6

OPINION OF LESSEE'S COUNSEL

(PLEASE FURNISH ON ATTORNEY'S LETTERHEAD)

July 15, 2019

Comerica Leasing, a Division of Comerica Bank
611 Anton Blvd., Suite 360
Costa Mesa, CA 92626

RE. Opinion of Counsel for Lessee — City of Grosse Pointe Woods
Master Equipment Lease Purchase Agreement No. 006-1420
Lease Schedule No. 009

Dear Comerica Leasing:

As City Attorney for the City of Grosse Pointe Woods ("*Lessee*"), I have examined the following documents:

1. The executed original Master Equipment Lease Purchase Agreement No. 628-1420 dated January 31, 2015 which has been incorporated by reference into Lease Schedule No. 009 dated July 15, 2019, and collectively referred to as "*the Lease*" between Lessee and Comerica Leasing, a Division of Comerica Bank ("*Lessor*"); and
2. The minutes from the meeting of the City Council, held on _____, at which the governing body of Lessee authorized the Lease of 1,182 Green Cobra LED Streetlamps from Leotek and 153 Ornamental Street lamps from DTE Energy through Comerica Bank for a period of 48 months, and approved a budget amendment allocating funds for the approved expenditure.

It is my opinion that:

1. Lessee is a city duly organized and legally existing as a municipal corporation under the Constitution and laws of the State of Michigan with full power and authority to enter into the Lease.
2. The Lease has been authorized, executed, and delivered by Lessee to Lessor. Upon due authorization, execution and delivery by Comerica Leasing, will constitute a legal, valid and binding obligation of Lessee, enforceable against Lessee in accordance with its terms, subject to applicable bankruptcy, insolvency, moratorium or other laws or equitable principles affecting the enforcement of creditors' rights generally.

3. The equipment leased pursuant to the Lease constitutes personal property and when used by Lessee will not be or become a fixture under applicable law.
4. Lessee has complied with any applicable public bidding requirements in connection with the Lease and the transactions contemplated thereby.
5. No litigation or proceeding is pending or, to the best of my knowledge, threatened to restrain or enjoin the execution, delivery or performance by Lessee of the Lease, or in any way to contest the validity of the Lease, to contest or question the creation or existence of Lessee or its governing body or the authority or ability of Lessee to execute or deliver the Lease or comply with or perform the obligations thereunder. To the best of my knowledge there is no litigation pending or threatened, seeking to restrain or enjoin Lessee from annually appropriating sufficient funds to pay the lease payments or other amounts contemplated by the Lease.
6. The resolution adopted by Lessee's governing body authorizing the Lease of 1,182 Green Cobra LED Streetlamps from Leotek and 153 Ornamental Street lamps from DTE Energy through Comerica Bank for a period of 48 months; and approving a budget amendment allocating funds for the approved expenditure was adopted at a meeting that was held in compliance with all applicable laws relating to the holding of open and public meetings.
7. Entering into and performing the Lease does not violate any judgment, order, law or regulation applicable to Lessee; or result in any breach, or constitute a default; or result in the creation of any lien, charge, security interest or other encumbrance upon any assets of Lessee or on the equipment (as each term defined in the Lease) pursuant to any indenture, mortgage, deed of trust, bank loan or credit agreement or other instrument to which Lessee is a party or by which it or its assets may be bound, except as provided in the Lease.
8. The Lessee has properly designated the Lease as "qualified tax-exempt obligations" pursuant to Section 265(b)(3) of the Internal Revenue Code of 1986.

This opinion may be relied upon by purchasers and assignees of Lessor's interest in paragraph 27 of the Lease.

Very truly yours,

Exhibit A-7
(To Lease Schedule No.____)

-NOT APPLICABLE-

2021

MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT

Agreement No.: 628-1420

Date: January 31, 2015

LESSEE:

City of Grosse Pointe Woods

20025 Mack Plaza

Grosse Pointe Woods, MI 48236

LESSOR:

Comerica Leasing, a Division of Comerica Bank

411 W. Lafayette Blvd., MC 3540

Detroit, Michigan 48226

For and in consideration of the mutual promises and agreements herein contained and other good and valuable consideration, the receipt and sufficiency of which are hereby acknowledged, the parties hereto agree as follows:

1. **DEFINITIONS:** Unless the context otherwise clearly requires, the following terms shall have the respective meanings set forth below for all purposes of this Agreement and of each Lease:

"Acceptance Certificate" means a certificate in substantially the form attached as *Exhibit A-1* to each Lease and which shall be delivered by Lessee to Lessor upon receipt and acceptance of the Equipment as provided therein

"Additional Payments" means any amounts (other than Rental Payments) required to be paid by Lessee pursuant to the terms of each Lease.

"Agreement" means this Master Equipment Lease-Purchase Agreement, as supplemented and amended from time to time as provided herein.

"Code" means the Internal Revenue Code of 1986, as amended. Each reference to a section of the Code herein shall be deemed to include the United States Treasury Regulations proposed or in effect thereunder.

"Equipment" means (a) the equipment, vehicles and other personal property identified in *each Schedule*, (b) any property acquired in substitution, renewal, repair or replacement for or as additions, improvements, accessions and accumulations to any of such equipment and (c) any accessories, equipment, vehicles and other personal property, parts and appurtenances appertaining or attached to any of such equipment, vehicles and other personal property or from time to time incorporated therein or installed thereon.

"Event of Default" is defined in Paragraph 24 of this Agreement.

"Event of Nonappropriation" means a nonrenewal of the term of a Lease by Lessee, determined by the failure or refusal of the governing body of Lessee to appropriate moneys sufficient to pay the Rental Payments and reasonably estimated Additional Payments for the next succeeding Renewal Term as provided under the Lease.

"Fiscal Period" means the annual or biennial period used from time to time by Lessee for its financial accounting and budgeting purposes. Lessee's current Fiscal Period is identified in each Schedule.

"Initial Term" means, with respect to each Lease, the period determined as provided in Paragraph 3 hereof.

"Lease" means a Schedule and the terms of this Agreement which are incorporated by reference into such Schedule, together with the Exhibits attached to each such Schedule.

"Legally Available Funds" means funds that the governing body of Lessee duly appropriates or are otherwise legally available for the purpose of making Payments under each Lease.

"Lessee" means the entity referred to as Lessee in the heading of this Agreement.

"Lessor" means (a) the entity referred to as Lessor in the heading of this Agreement or (b) any assignee or transferee of any right, title or interest of Lessor in and to any Lease (including Rental Payments and the Equipment thereunder) pursuant to Paragraph 27 hereof, but does not include any entity solely by reason of that entity retaining or assuming any obligation of Lessor to perform under any Lease.

"Net Proceeds" means the amount remaining from the gross proceeds of any insurance claim or condemnation award after deducting all expenses (including attorneys' fees) incurred in the collection of such claim or award.

"Payments" means, with respect to each Lease, the Rental Payments and the Additional Payments thereunder, collectively.

"Prepayment Option Amount" means, with respect to each Lease for which a Prepayment Option Amount is identified under the column titled "PREPAYMENT OPTION AMOUNT" on the related Schedule, the amount determined pursuant to such Lease at which Lessee may prepay the aggregate principal component of Rental Payments thereunder on any Rental Payment date provided in such Lease prior to the scheduled payment of all Rental Payments to be paid thereunder for the Equipment identified therein.

"Purchase Price" means, with respect to each Lease, the total cost of the Equipment subject to such Lease, including all delivery charges, installation charges, capitalizable consulting and training fees, legal fees, financing costs, motor vehicle registration fees, recording and filing fees and other costs necessary to vest full, clear legal title to such Equipment in Lessee, subject to the security interest granted to and retained by Lessor as set forth in such Lease, and otherwise incurred in connection with the financing provided by the lease-purchase of the Equipment as provided in such Lease.

"Renewal Term" means, with respect to each Lease, each successive period, in addition to the applicable Initial Term, that is coextensive with Lessee's Fiscal Period and for which Lessee has extended the term of such Lease as provided therein.

"Rental Payments" means, with respect to each Lease, the amounts (allocable to a principal component and an interest component) payable by Lessee pursuant to such Lease, as payments for the installment financing of the Purchase Price for the Equipment as set forth in such Lease.

"Schedule" means a Lease Schedule in Substantially the form attached to this Agreement as Exhibit A that may be executed by Lessor and Lessee from time to time pursuant to this Agreement.

"State" means the State identified in a Schedule.

2. **AGREEMENT TO LEASE-PURCHASE EQUIPMENT UNDER EACH LEASE:** Lessee hereby agrees to acquire, purchase and lease all the Equipment identified in each of the Schedules that may from time to time be executed by Lessor and Lessee pursuant hereto, and Lessor hereby agrees to furnish the Equipment under each such Schedule to Lessee, all on the terms and conditions set forth in this Agreement. Each Schedule executed and delivered by Lessor and Lessee pursuant to this Agreement shall constitute a separate and independent Lease. The termination of a Lease as a consequence of an Event of Non-appropriation shall not terminate any other Lease.

This Agreement is not a commitment by Lessor to enter into any Lease not currently in effect, and nothing in this Agreement shall impose, or be construed to impose, any obligation upon Lessor to enter into any proposed Lease, it being understood that whether Lessor enters into any proposed Lease shall be a decision solely within Lessor's discretion.

Alternative Procedure: Escrow Agreement. Notwithstanding the provisions in this Paragraph 2, if upon the agreement of Lessor and Lessee as to any Equipment to be acquired and leased by Lessee under a Lease, Lessor and Lessee may enter into an escrow agreement in substantially the form attached as *Exhibit B* establishing a fund from which the Equipment cost is to be paid, and an amount equal to such cost is deposited therein by Lessor, Lessor and Lessee shall immediately complete and execute *Exhibits A and B* relating to the Equipment and the Payments relating to the Equipment shall be due and payable commencing upon the date of said deposit of funds as provided in *Exhibit A*.

3. **TERM:** The term of this Agreement begins as of the date set forth above and will continue so long as any amount remains unpaid under any Lease. The Initial Term of each Lease begins as of the date identified in such Lease and expires at midnight on the last day of the Fiscal Period during which such Lease is executed and delivered. Beginning at the expiration of its Initial Term, the term of each Lease shall automatically be extended upon the successive appropriation by Lessee's governing body of amounts sufficient to pay Rental Payments and reasonably estimated Additional Payments during the next succeeding Renewal Term, for the number of Renewal Terms, each coextensive with Lessee's Fiscal Period, as are necessary for all Rental Payments identified in the applicable Lease to be paid in full, unless such Lease is terminated as provided therein.

The term of each Lease will expire upon the first to occur of (a) the expiration of the Initial Term or any Renewal Term during which an Event of Nonappropriation occurs, (b) the day after the last scheduled Rental Payment under such Lease is paid in full, (c) the day after the Prepayment Option Amount under such Lease is paid in full, or (d) an Event of Default under such Lease and a termination of Lessee's rights thereunder as provided therein.

4. **RENTAL PAYMENTS:** Lessee hereby agrees to pay (but only from Legally Available Funds) Rental Payments for the Equipment identified in each Schedule. All Rental Payments shall be made to Lessor at Lessor's mailing address set forth above (or at such other address as may be designated from time to time pursuant to Paragraph 27 hereof) in the amounts and on the dates provided in the pertinent Schedule. Rental Payments made by check will be accepted subject to collection.

Lessee's obligation under each Lease to make Rental Payments and to pay any Additional Payments payable thereunder constitutes a current obligation payable exclusively from Legally Available Funds and shall not be construed to be an indebtedness within the meaning of any applicable constitutional or statutory limitation or requirement. Lessee has not pledged its full faith and credit or its taxing power to make any Rental Payments or any Additional Payments under any Lease. Lessee shall not permit any person or entity (including the federal government) to guarantee any Rental Payments under any Lease.

5. **AGREEMENT TO SEEK APPROPRIATIONS; NOTICE OF EVENT OF NONAPPROPRIATION:** Lessee agrees that its primary business official will do all things lawfully within such official's power (a) to include amounts to make Payments under each Lease in each annual or biennial budget (as appropriate) to be submitted to Lessee's governing body and (b) to use best efforts to obtain and maintain funds from which Payments under each Lease may be made.

Lessee hereby agrees to notify Lessor immediately (and in no case later than 30 days prior to the last day of its then current Fiscal Period) of the occurrence of an Event of Nonappropriation under any Lease.

6. **PREPAYMENT OPTION:** For each Lease for which a Prepayment Option is identified on a Schedule, Lessee is hereby granted the option to prepay the aggregate principal component of Rental Payments (in whole but not in part) identified in a Lease, prior to the scheduled payment of the Rental Payments in full pursuant to such Lease, with such prepayment permitted to be made on any Rental Payment date for which a Prepayment Option Amount is identified under the column titled "PREPAYMENT OPTION AMOUNT" in the applicable Schedule. Such prepayment amount shall equal the Prepayment Option Amount (assuming that all Rental Payments and Additional Payments due on and prior to the prepayment date have been paid) shown for the Rental Payment date on which such prepayment is to be effective under the column titled "PREPAYMENT OPTION AMOUNT" in the applicable Schedule. To exercise the option provided under this Paragraph 6 and granted in a Lease, Lessee shall give Lessor a written notice exercising such option and designating the affected Lease, the Rental Payment date on which such prepayment is to be effective and the applicable Prepayment Option Amount, which notice shall be delivered to Lessor at least thirty (30) days in advance of the proposed prepayment date. The prepayment option herein granted may be exercised by Lessee with respect to a Lease whether or not one or more Events of Default have occurred and are then continuing at the time of such exercise; *provided, however*, that the prepayment of such principal component of Rental Payments under the applicable Lease upon the exercise of such option during the continuance of an Event of Default thereunder shall not limit, reduce or otherwise affect liabilities or obligations that Lessee has incurred as a result of such Event of Default.

Immediately upon any such prepayment being made, Lessor shall execute all documents necessary to confirm in Lessee title in and to the Equipment under the affected Lease, free and clear of any lien, encumbrance or other interest created by Lessor, but without warranties and in "where-is, as-is" condition, and release Lessor's security interest in such Equipment and shall deliver such documents to Lessee. Lessor shall further cooperate in providing for the filing of any necessary releases, termination statements or other similar documents and the release of certificates of title or certificates of origin to Lessee.

7. **ESSENTIALITY:** Lessee's present intention is to make Rental Payments and Additional Payments under each Lease for the Initial Term and all Renewal Terms applicable thereto as long as it

has Legally Available Funds. In that regard, Lessee represents with respect to each Lease that at the time Lessee enters into each Lease (a) the use and operation of the Equipment under each Lease is essential to its proper, efficient and economic governmental operation and (b) the functions performed by the Equipment under each Lease could not be transferred to other equipment available for its use. Lessee does not intend to sell or otherwise dispose of the Equipment or any interest therein prior to the last Rental Payment (including all Renewal Terms) scheduled to be paid under the pertinent Lease.

8. **NONSUBSTITUTION:** If Lessor terminates a Lease pursuant to Paragraph 25 or an Event of Nonappropriation, Lessee agrees, to the extent not prohibited by law, not to purchase, lease, rent or otherwise acquire equipment performing functions similar to those performed by the Equipment under the pertinent Lease or obtain from any source the services or information that the Equipment under such Lease was to perform or provide, in each case for a period equal to the shorter of (a) the longest period (if any) permitted by State law for such purpose or (b) 360 days after such termination or occurrence.

9. **DELIVERY AND INSTALLATION:** Lessee shall select the type, quantity and supplier of each item of Equipment designated in a Schedule. Once Lessor and Lessee have executed the related Lease, Lessee, as Lessor's agent for this purpose, shall then order the Equipment from such supplier. Any executed purchase order existing at the time of the execution of a Lease, and relating to any portion of the Equipment therein identified that has not as of such Lease execution date been delivered and shall be deemed to be executed by Lessee in its capacity as Lessor's agent for purposes of such Lease. Lessor shall have no liability for any delay in delivery or failure by the supplier to deliver any Equipment under any Lease or to fill any purchase order or meet the conditions thereof. Lessee, at its expense, will pay or cause the supplier to pay all transportation, packing, taxes, duties, insurance, installation, testing and other charges in connection with the delivery, installation and use of the Equipment under all Leases. As soon as practicable after receipt of the Equipment identified in a Lease, Lessee shall furnish Lessor with an executed Acceptance Certificate relating thereto. Execution of the Acceptance Certificate with respect to the Equipment identified in a Lease by any employee, official or agent of Lessee having authority in the premises or having managerial, supervisory or procurement duties with respect to equipment of the same general type as the Equipment described in such Acceptance Certificate shall constitute acceptance of such Equipment on behalf of Lessee. Regardless of whether Lessee has furnished an Acceptance Certificate pursuant to this Paragraph 9, by making a Rental Payment after its receipt of the Equipment pursuant to a Lease, Lessee shall be deemed to have accepted the Equipment on the date of such Rental Payment for all purposes of such Lease. All Rental Payments paid prior to delivery of the Acceptance Certificate with respect to the Equipment identified in a Lease shall be credited to Rental Payments as they become due under such Lease.

Lessee understands and agrees that neither the manufacturer, seller nor supplier of any Equipment under any Lease, nor any salesman or other agent of any such manufacturer, seller or supplier, is an agent of Lessor. No salesman or agent of the manufacturer, seller or supplier of any Equipment under any Lease is authorized to waive or alter any term or condition any such Lease, and no representation as to Equipment or any other matter by the manufacturer, seller or supplier of any Equipment under any Lease shall in any way affect Lessee's duty to pay the Rental Payments thereunder and perform its other obligations as set forth in such Lease. Lessee hereby acknowledges that it has or will have selected the Equipment identified in each Schedule using its own criteria and not in reliance on any representations of Lessor.

10. **DISCLAIMER OF WARRANTIES:** LESSOR, NOT BEING THE MANUFACTURER, SELLER OR SUPPLIER OF ANY OF THE EQUIPMENT UNDER ANY LEASE, NOR A DEALER IN ANY OF SUCH EQUIPMENT, HAS NOT MADE AND DOES NOT MAKE ANY WARRANTY, REPRESENTATION OR COVENANT, EXPRESS OR IMPLIED, AS TO ANY MATTER WHATEVER, INCLUDING BUT NOT LIMITED TO: THE MERCHANTABILITY OF THE EQUIPMENT OR ITS FITNESS FOR ANY PARTICULAR PURPOSE, THE DESIGN OR CONDITION OF THE EQUIPMENT, THE QUALITY OR CAPACITY OF THE EQUIPMENT, THE WORKMANSHIP IN THE EQUIPMENT, COMPLIANCE OF THE EQUIPMENT WITH THE REQUIREMENT OF ANY LAW, RULE, SPECIFICATION OR CONTRACT PERTAINING THERETO, PATENT INFRINGEMENT OR LATENT DEFECTS. Lessee accordingly agrees not to assert any claim whatsoever against Lessor based thereon. Lessee further agrees, regardless of cause, not to assert any claim whatsoever against Lessor for any direct, indirect, consequential, incidental or special damages or loss of any classification. Lessor shall have no obligation to install, erect, test, adjust, service or maintain any Equipment under any Lease. Lessee shall look solely to the manufacturer, seller and/or supplier for any and all claims related to the Equipment. LESSEE ACQUIRES, PURCHASES AND LEASES THE EQUIPMENT "WHERE-IS, AS IS" AND "WITH ALL FAULTS."

Lessor hereby acknowledges that, so long as no Event of Default or Event of Nonappropriation has occurred and is continuing under a Lease, the warranties, if any, of the manufacturer, seller and/or supplier of the Equipment under such Lease are for the benefit of Lessee.

11. **TITLE TO EQUIPMENT:** During the term of each Lease, title to the Equipment identified therein shall be vested in Lessee, subject to the rights of Lessor under such Lease, unless Lessor terminates such Lease pursuant to Paragraph 25 hereof or an Event of Nonappropriation occurs with respect to such Lease, in which event title to the Equipment identified in such Lease shall immediately vest in Lessor free and clear of any right, title or interest of Lessee. Lessee, at its expense, will protect and defend Lessee's title to the Equipment identified in each Lease and Lessor's rights and interests therein and will keep the Equipment under each Lease free and clear from any and all claims, liens, encumbrances and legal processes of Lessee's creditors and other persons. All items of Equipment shall at all times be and remain personal property notwithstanding that any such Equipment may now or hereafter be affixed to realty.

12. **TAX COVENANTS; TAX INDEMNITY PAYMENTS:** Lessee agrees that it will not take any action that would cause the interest component of Rental Payments under any Lease to be or to become ineligible for the exclusion from gross income of the owner or owners thereof for federal income tax purposes, nor will it omit to take or cause to be taken, in timely manner, any action, which omission would cause the interest component of Rental Payments under any Lease to be or to become ineligible for the exclusion from gross income of the owner or owners thereof for federal income tax purposes. Lessee agrees to (a) execute and deliver to Lessor with respect to each Lease, upon Lessor's request, a tax certificate and agreement in form and content acceptable to Lessor and Lessee, relating to the establishment and maintenance of the excludability from gross income of the interest component of Rental Payments under such Lease for federal income tax purposes, and (b) complete and file or cause to be filed in a timely manner an information reporting return (either I.R.S. Form 8038-G or I.R.S. Form 8038-GC, as appropriate) in the form attached as *Exhibit A-2* hereto with respect to this Agreement as required by the Code.

Lessee represents that neither Lessee nor any agency or unit of Lessee has on hand any property, including cash and securities, that is legally required or otherwise restricted (no matter where held or the source thereof) to be used directly or indirectly to purchase the Equipment under any Lease.

Lessee has not and will not establish any funds or accounts (no matter where held or the source thereof) the use of which is legally required or otherwise restricted to pay directly or indirectly any Rental Payments under any Lease. If Lessee breaches the covenant contained in this Paragraph 12 as provided in a Lease, the interest component of Rental Payments under such Lease may become includable in gross income of the owner or owners thereof for federal income tax purposes. In such event, Lessee agrees to pay to Lessor, promptly after any such determination of taxability and on each Rental Payment date thereafter, an additional amount determined by Lessor to compensate such owner or owners for the loss of such excludability (including, without limitation, compensation relating to interest expense, penalties or additions to tax), which determination shall be conclusive (absent manifest error). Notwithstanding anything herein to the contrary, any additional amount payable by Lessee pursuant to this Paragraph 12 as provided in a Lease shall be payable solely from Legally Available Funds.

It is Lessor's and Lessee's intention that each Lease not constitute a "true" lease for federal income tax purposes and, therefore, it is Lessor's and Lessee's intention that Lessee be considered the owner of the Equipment under each Lease for federal income tax purposes.

13. USE OF EQUIPMENT, INSPECTION AND REPORTS: During the term of each Lease, Lessee shall be entitled to quiet enjoyment of the Equipment and may possess and use the Equipment in accordance with such Lease, provided that Lessee is in compliance in all respects with the terms of such Lease and that such possession and use are in conformity with all applicable laws, any insurance policies and any installation requirements (including environmental specifications) or warranties of the manufacturer, seller and/or supplier with respect to the Equipment identified in such Lease. Lessee shall provide all permits and licenses, if any, necessary for the installation and operation of the Equipment under each Lease. Lessor shall have the right, upon reasonable prior notice to Lessee and during regular business hours, to inspect the Equipment at the premises of Lessee or wherever the Equipment may be located. Lessee shall promptly notify Lessor of any alleged encumbrances on the Equipment identified in any Lease or any accident allegedly resulting from the use or operation thereof or any claim relating thereto.

During the term of each Lease and at Lessor's request, Lessee shall provide Lessor, no later than ten days prior to the end of each Fiscal Period (commencing with the Lessee's current Fiscal Period), with current budgets or other proof of appropriation for the ensuing Fiscal Period and such other information relating to Lessee's ability to continue the term of each Lease for the next succeeding Renewal Term as may be reasonably requested by Lessor.

During the term of each Lease, Lessee shall furnish or cause to be furnished to Lessor, at Lessee's expense, as soon as available and in any event not later than 180 days after the close of each Fiscal Period, the audited financial statements of Lessee as at the close of and for such Fiscal Period, all in reasonable detail, audited by and with the report of Lessee's auditor.

14. SECURITY AGREEMENT; FURTHER ASSURANCES: To secure the performance of all of Lessee's obligations under each Lease, Lessee hereby grants to Lessor, and Lessor shall have and retain, a security interest constituting a first and exclusive lien on (a) the Equipment delivered under each Lease, on all attachments, repairs, replacements and modifications thereto or therefor and on any proceeds therefrom and (b) moneys and investments held from time to time in any applicable Escrow Fund and any proceeds therefrom. Lessee agrees to execute and deliver such additional documents, including, without limitation, financing statements, certificates of title or certificates of origin (or

applications therefor) noting Lessor's interest thereon, opinions of counsel, notices and similar instruments, in form satisfactory to Lessor, which Lessor deems necessary or appropriate to establish and maintain its security interest in the Equipment under each Lease and in the moneys and investments in any applicable Escrow Fund or for the confirmation or perfection of each Lease and Lessor's rights under each Lease. Upon the occurrence of an Event of Default or an Event of Nonappropriation under a Lease or in the event that Lessee refuses or is otherwise unwilling to execute and file financing statements to which Lessor is entitled in accordance with such Lease within ten days after Lessor's written request to Lessee therefor, Lessor is authorized to file financing statements signed only by Lessor in accordance with the applicable Uniform Commercial Code or signed by Lessor as Lessee's attorney-in-fact.

15. **RISK OF LOSS:** All risk of loss, damage, theft or destruction to each item of Equipment under each Lease shall be borne by Lessee. No such loss, damage, theft or destruction of the Equipment under any Lease, in whole or in part, shall impair the obligations of Lessee under any Lease (including, but not limited to, the obligation to pay Rental Payments under each Lease when due), all of which shall continue in full force and effect subject to the terms of the applicable Lease. If (a) the Equipment or any portion thereof under a Lease is destroyed (in whole or in part) or is damaged by fire or other casualty or (b) title to, or the temporary use of, the Equipment or any part thereof under a Lease is taken under the exercise of the power of eminent domain, Lessee shall immediately notify Lessor. Lessee and Lessor shall cause the Net Proceeds of any insurance claim or condemnation award to be applied, at Lessor's option, to (i) the prompt repair, restoration, modification or replacement of the Equipment so affected or (ii) the payment in full of the then applicable Prepayment Option Amount. Any balance of Net Proceeds remaining after completion of such work or payment of such Prepayment Option Amount shall be paid promptly to Lessee. If the Net Proceeds are insufficient to pay the costs of such repair, restoration, modification or replacement or to pay such Prepayment Option Amount in full, Lessee shall, at Lessor's direction, either complete the work or pay the then applicable Prepayment Option Amount in full and in either case pay any cost in excess of the amount of Net Proceeds, but only from Legally Available Funds.

16. **INSURANCE:** In the event that Lessee is not self-insured as hereinafter provided, Lessee, at its expense, shall throughout the term of each Lease keep the Equipment thereunder insured against theft, fire, collision (in the case of vehicles) and such other risks as may be customary for each item of Equipment in the amounts and for the coverage set forth in *Exhibit A-3* to each Lease, with carriers acceptable to Lessor, under a policy or policies containing a loss payable endorsement in favor of Lessor, and affording to Lessor such additional protection as Lessor shall reasonably require. Lessee shall further, at its expense, maintain in effect throughout the term of each Lease a policy or policies of comprehensive public liability and property damage insurance in the amounts and for the coverage set forth in *Exhibit A-3* to each Lease, with carriers satisfactory to Lessor. All such insurance shall name Lessor as an additional insured. The policies required hereby shall provide that they may not be canceled or materially altered without at least 30 days prior written notice to Lessor. Lessee shall deliver to Lessor copies or other evidence satisfactory to Lessor of each insurance policy and each renewal thereof. Failure by Lessor to request evidence of such insurance policies or renewals, or otherwise to verify the existence of such insurance, shall not constitute a waiver of the requirements hereof. Lessor shall have the right, on behalf of itself and Lessee, to make claim for, receive payment of and execute and endorse all documents, checks or drafts received in payment for loss or damage under said insurance policies. If Lessee is self-insured with respect to equipment such as the Equipment under a Lease, Lessee shall maintain during the term of this Agreement an actuarially sound self-insurance program in form satisfactory to Lessor and shall provide evidence thereof in form and substance satisfactory to Lessor.

17. **MAINTENANCE AND REPAIRS:** Lessee shall use the Equipment under each Lease in a careful and proper manner, in compliance with all applicable laws and regulations and, at its expense, keep and maintain the Equipment under each Lease in good repair and working order, performing all maintenance and servicing necessary to maintain the value and utility of the Equipment, reasonable wear and tear excepted. Without the prior written consent of Lessor, Lessee shall not make any alterations, modifications or attachments to the Equipment under any Lease which cannot be removed without materially damaging the functional capabilities, economic value or utility of the Equipment.

18. **TAXES:** Unless Lessee has provided Lessor with evidence necessary to sustain an exemption therefrom, Lessee shall timely pay all assessments, license fees, taxes (including sales, use, excise, personal property, ad valorem, stamp, documentary and other taxes) and all other governmental charges, fees, fines or penalties whatsoever, whether payable by Lessor or Lessee, now or hereafter imposed by any governmental body or agency on or relating to the Equipment under each Lease, any applicable Escrow Fund, the Rental Payments under each Lease or the use, registration, rental, shipment, transportation, delivery, ownership or operation of the Equipment under each Lease and on or relating to each Lease or any applicable Escrow Agreement; *provided, however*, that the foregoing shall not include any federal, state or local income or franchise taxes of Lessor.

19. **LESSOR'S PERFORMANCE OF LESSEE'S OBLIGATIONS:** If Lessee shall fail duly and promptly to perform any of its obligations under a Lease, Lessor may, at its option, perform any act or make any payment that Lessor deems necessary for the maintenance and preservation of the Equipment under such Lease and Lessor's interests therein, including, but not limited to, payments for satisfaction of liens, repairs, taxes, levies and insurance. All expenses incurred by Lessor in performing such acts and all such payments made by Lessor together with late charges as provided in Paragraph 20 below and as provided in each Lease, and any reasonable legal fees incurred by Lessor in connection therewith, shall be payable by Lessee to Lessor on demand. The performance of any act or payment by Lessor as aforesaid shall not be deemed a waiver or release of any obligation or default on the part of Lessee.

20. **LATE CHARGES:** If Lessee fails to duly pay any part of any Rental Payment or other sum to be paid to Lessor under a Lease (including, but not limited to, any amounts due as a result of Lessor's exercise of its rights under Paragraph 25 hereof) on the date on which such amount is due hereunder, then Lessee shall pay to Lessor late charges on such delinquent payment from the due date thereof until paid at the rate of 18% per annum or the highest rate permitted by law, whichever is less.

21. **INDEMNIFICATION:** Lessee assumes liability for, agrees to and does hereby indemnify, protect and hold harmless Lessor and its agents, employees, officers, directors, parents, subsidiaries and stockholders from and against any and all liabilities, obligations, losses, damages, injuries, claims, demands, penalties, actions, costs and expenses (including reasonable attorneys' fees), of whatsoever kind and nature, arising out of the use, condition (including, but not limited to, latent and other defects and whether or not discoverable by Lessee or Lessor), operation, ownership, selection, delivery, storage, leasing or return of any item of Equipment, regardless of where, how and by whom operated, or any failure on the part of Lessee to accept the Equipment under any Lease or otherwise to perform or comply with any conditions of any Lease. Lessee is an independent contractor and nothing contained herein shall authorize Lessee or any other person to operate any item of Equipment so as to incur or impose any liability or obligation for or on behalf of Lessor. Notwithstanding anything in any Lease or this Agreement to the contrary, any indemnity amount payable by Lessee pursuant to this Paragraph 21 shall be payable solely from Legally Available Funds and only to the extent authorized by law.

22. **NO OFFSET; UNCONDITIONAL OBLIGATION:** Each Lease is "triple net" and Lessee's obligation to pay all Rental Payments and Additional Payments under each Lease shall be absolute and unconditional under any and all circumstances subject to the terms and conditions of each Lease. Without limiting the generality of the foregoing, Lessee shall not be entitled to any abatement of rent or reduction thereof or setoff against rent, including, but not limited to, abatements, reductions or setoffs due to any present or future claims of Lessee against Lessor under any Lease or otherwise; nor, except as otherwise expressly provided therein, shall any Lease terminate, or the respective obligations of Lessor or Lessee be otherwise affected, by reason of any failure of the Equipment under any Lease, to perform in the manner or to the extent that Lessee anticipated or to achieve cost or other savings that Lessee anticipated, any defect in or damage to or loss or destruction of all or any of the Equipment under any Lease from whatsoever cause, the taking or requisitioning of the Equipment under any Lease by condemnation or otherwise, the lawful prohibition of Lessee's use of the Equipment under any Lease, the interference with such use by any private person or corporation, the invalidity or unenforceability or lack of due authorization or other infirmity of this Agreement or any Lease, or lack of right, power or authority of Lessor to enter into this Agreement or any Lease or any insolvency, bankruptcy, reorganization or similar proceedings by or against Lessor or Lessee or for any other cause whether similar or dissimilar to the foregoing, any present or future law to the contrary notwithstanding, it being the intention of the parties hereto that the Rental Payments and Additional Payments payable by Lessee under each Lease shall continue to be payable in all events unless the obligation to pay the same shall expire or be terminated pursuant such Lease (including upon the occurrence of an Event of Nonappropriation) or until the Equipment under a Lease has been returned to the possession of Lessor as therein provided (for all purposes of any Lease any item of Equipment under a Lease shall not be deemed to have been returned to Lessor's possession until all of Lessee's obligations with respect to the return, transportation and storage thereof have been performed). To the extent permitted by applicable law, Lessee hereby waives any and all rights that it may now have or that at any time hereafter may be conferred upon it, by statute or otherwise, to terminate, cancel, quit or surrender any Lease or any of the items of Equipment except in accordance with the express terms each Lease.

23. **REPRESENTATIONS AND WARRANTIES OF LESSEE:** Lessee hereby represents and warrants to and agrees with Lessor that:

(a) Lessee is a state or a political subdivision thereof within the meaning of Section 103(c) of the Code.

(b) Lessee has the power and authority under applicable law to enter into the transactions contemplated by this Agreement, each Lease and any Escrow Agreement and has been duly authorized to execute and deliver this Agreement, each Lease and any Escrow Agreement and to carry out its obligations hereunder and under each Lease and any Escrow Agreement. Attached to each Lease as *Exhibit A-4* is a full, true and correct copy or an original of a resolution or other appropriate official action of Lessee's governing body specifically authorizing Lessee to execute and deliver this Agreement, the applicable Lease and all other associated documents contemplated hereby. Attached to each Lease as *Exhibit A-5* is a full, true and correct copy or an original of an Incumbency Certificate relating to the authority of the officers who have executed and delivered this Agreement, the applicable Lease and all other associated documents contemplated hereby on behalf of Lessee.

Attached to each Lease as *Exhibit A-6* is a full, true and correct copy or an original of an opinion of Lessee's legal counsel regarding the legal, valid and binding nature of this

Agreement, each Lease and all other associated documents contemplated hereby on Lessee and certain other related matters.

(c) All requirements have been met and procedures have occurred in order to ensure the enforceability of this Agreement and each Lease, and Lessee has complied with such public bidding requirements, if any, as may be applicable to the transactions contemplated by this Agreement and each Lease.

(d) Lessee is not subject to any legal or contractual limitation or provision of any nature whatsoever that in any way limits, restricts or prevents Lessee from entering into this Agreement or any Lease or performing any of its obligations hereunder, except to the extent that such performance may be limited by bankruptcy, insolvency, reorganization or other laws affecting creditors' rights generally.

(e) There is no action, suit, proceeding, inquiry or investigation, at law or in equity, before or by any court, public board or body, known to be pending or threatened against or affecting Lessee, nor to the best knowledge of Lessee is there any basis therefor, wherein an unfavorable decision, ruling or finding would materially adversely affect the transactions contemplated by this Agreement, any Lease or any other agreement or instrument to which Lessee is a party and which is used or contemplated for use in the consummation of the transactions contemplated by this Agreement and or any Lease. All authorizations, consents and approvals of governmental bodies or agencies required in connection with the execution and delivery by Lessee of this Agreement and each Lease or in connection with the carrying out by Lessee of its obligations hereunder and thereunder have been obtained, except with respect to annual budgeting and appropriation procedures as required by State law relating to each Lease.

(f) The payment of the Rental Payments or any portion thereof under each Lease is not (under the terms of such Lease, or any underlying arrangement) directly or indirectly (i) secured by any interest in property used or to be used in any activity carried on by any person other than a state or local governmental unit or payments in respect of such property; or (ii) on a present value basis, derived from payments (whether or not to Lessee) in respect of property, or borrowed money, used or to be used in any activity carried on by any person other than a state or local governmental unit. No Equipment under any Lease will be used, directly or indirectly, in any activity carried on by any person other than a state or local governmental unit. No portion of the Purchase Price for the Equipment under any Lease will be used, directly or indirectly, to make or finance loans to any person other than Lessee. Lessee has not entered into any management or other service contract with respect to the use and operation of the Equipment under any Lease.

(g) The entering into and performance of this Agreement and each Lease will not violate any judgment, order, law or regulation applicable to Lessee or result in any breach of, or constitute a default under, or result in the creation of any lien, charge, security interest or other encumbrance upon any assets of Lessee or on the Equipment under any Lease or any applicable Escrow Fund pursuant to any indenture, mortgage, deed of trust, bank loan or credit agreement or other instrument to which Lessee is a party or by which it or its assets may be bound, except as provided in each Lease with respect to the granting of security interests in and to the Equipment therein described.

(h) Lessee is acquiring the Equipment under each Lease for use within its geographical boundaries.

(i) The useful life of the Equipment identified in each Lease will not be less than the stated full term of the applicable Lease, including all contemplated Renewal Terms.

(j) Lessee has entered into, or will enter into, each Lease for the purpose of purchasing, acquiring and leasing the Equipment identified therein and not for the purpose of refinancing any outstanding obligation of Lessee more than 90 days in advance of its payment or prepayment date. The Purchase Price for the Equipment will be paid directly by Lessor to the manufacturer, seller or supplier thereof, and no portion of the Purchase Price for the Equipment under any Lease will be paid to Lessee as reimbursement for any expenditure paid by Lessee more than 60 days prior to the execution and delivery of the applicable Lease.

(k) Lessee has made sufficient appropriations or has other Legally Available Funds to pay all Rental Payments due during the Initial Term under each Lease.

(l) Lessee has not previously failed (for whatever reason) to appropriate amounts sufficient to pay its obligations that are subject to annual appropriation.

24. EVENTS OF DEFAULT: Each of the following events constitutes an "Event of Default" with respect to a Lease:

(a) Lessee fails to pay in full the Rental Payment due under such Lease on any date upon which such Rental Payment is due;

(b) Lessee fails to maintain insurance as required herein and under any Lease;

(c) Lessee fails to comply with any other agreement or covenant of Lessee hereunder or under such Lease for a period of 30 days following receipt of written notice of violation of such agreement or covenant and demand that such violation be remedied;

(d) Lessee institutes any proceedings under any bankruptcy, insolvency, reorganization or similar law or a receiver or similar officer is appointed for Lessee or any of its property;

(e) any warranty, representation or statement made in writing by or on behalf of Lessee in connection with this Agreement or such Lease is found to be incorrect or misleading in any material respect on the date made; or

(f) Lessee's actual or attempted sale, lease or encumbrance of any of the Equipment under such Lease or the making of any levy, seizure or attachment thereof or thereon.

(g) any default occurs under any other Lease or agreement for borrowing money or receiving credit under which Lessee may be obligated as borrower, lessee or guarantor, if such default (i) consists of the failure to pay any indebtedness when due or perform any other

obligation thereunder and (ii) gives the holder of the indebtedness the right to accelerate the indebtedness.

25. REPOSSESSION AND LESSOR'S OTHER RIGHTS UPON EVENT OF DEFAULT OR EVENT OF NONAPPROPRIATION: Immediately upon the occurrence of an Event of Default under a Lease or immediately after the expiration of the Initial Term or any Renewal Term during which an Event of Nonappropriation occurs, Lessor may terminate the affected Lease or Lessee's rights thereunder and in any such event repossess the Equipment thereunder, which Lessee hereby agrees, at its expense, to surrender promptly to Lessor at such location in the continental United States as Lessor shall direct. Such right of repossession and other rights as specifically provided in this Paragraph 25 shall constitute the sole remedies for Lessee's failure to make Payments or otherwise perform its obligations when required under a Lease. If Lessor is entitled to repossess the Equipment under a Lease, Lessee shall permit Lessor or its agents to enter the premises where the affected Equipment is then located. In the event of any such repossession, Lessee shall execute and deliver such documents as may reasonably be required to transfer title to and possession of the Equipment under the affected Lease to Lessor, free and clear of all liens and security interests to which the Equipment may have become subject.

Any termination of a Lease at Lessor's option as provided in this Paragraph 25 and as provided in the applicable Lease shall take effect at the end of the Initial Term or the Renewal Term then in effect under such Lease, unless Lessor (at its option) elects to terminate such Lease on an earlier date.

Upon repossession, if the Equipment under the affected Lease is damaged or otherwise made less suitable for the purposes for which it was manufactured than when delivered to Lessee (reasonable wear and tear excepted), Lessee agrees, at its option, to: (a) repair and restore the Equipment to the same condition in which it was received by Lessee (reasonable wear and tear excepted) and, at its expense, promptly return the Equipment to Lessor (or to a location identified in a written notice to Lessee) or (b) pay to Lessor the actual costs of such repair, restoration and return.

If Lessor terminates this Agreement pursuant to this Paragraph 25 and as provided in the applicable Lease or an Event of Nonappropriation occurs under a Lease and Lessee continues to use the Equipment after the Initial Term or any Renewal Term under such Lease during which the Event of Default or Event of Nonappropriation occurs or if Lessee otherwise refuses to pay Rental Payments due during a Renewal Term for which Lessee's governing body has appropriated sufficient Legally Available Funds to pay such Rental Payments, Lessor shall be entitled to bring such action at law or in equity to recover damages attributable to such holdover period for the Equipment subject to such Lease that Lessee continues to use or to the remainder of such Renewal Term under such Lease for which such appropriations have been made.

Lessor shall also be entitled to exercise any or all remedies available to a secured party under the applicable Uniform Commercial Code and all other rights and remedies that Lessor may have at law or in equity, including the exercise of any rights and remedies to which Lessor is entitled with respect to any applicable Escrow Fund under any applicable Escrow Agreement and hereunder.

No right or remedy herein conferred upon or reserved to Lessor and as provided in each Lease is exclusive of any right or remedy herein or in any Lease or at law or in equity or otherwise provided or permitted, but each shall be cumulative of every other right or remedy given as described hereunder and as provided in each Lease or now or hereafter existing at law or in equity or by statute or otherwise, and may be enforced concurrently therewith or from time to time.

No waiver of or delay or omission in the exercise of any right or remedy as described herein and as provided in each Lease or otherwise available to Lessor shall impair, affect or be construed as a waiver of its rights thereafter to exercise the same. Any single or partial exercise by Lessor of any right hereunder or with respect to any Lease shall not preclude any other or further exercise of any right as described herein and as provided in each Lease. The exercise of any right or remedy herein provided with respect to a Lease shall not relieve Lessee of any other obligations under any other Lease or the Equipment identified therein.

26. **NO SALE, ASSIGNMENT OR OTHER DISPOSITION BY LESSEE:** Lessee agrees not to (a) sell, assign, transfer, lease, sublease, pledge or otherwise encumber or suffer a lien or encumbrance upon or against any interest in this Agreement, any Lease, any Escrow Agreement (including any Escrow Fund thereunder) or the Equipment under any Lease, (b) remove the Equipment from its Equipment Location identified in the applicable Lease or (c) enter into any contract or agreement with respect to the use and operation of any of the Equipment under any Lease by any person other than Lessee, without Lessor's prior written consent in each instance. Lessee shall at all times remain liable for the performance of the covenants and conditions on its part to be performed, notwithstanding any assigning, transferring or other conveyance that may be made with such consent. Lessee shall take no action that may adversely affect the excludability from gross income for federal income tax purposes of any portion of the interest component of the Rental Payments under any Lease.

27. **ASSIGNMENT BY LESSOR:** Lessor may, at any time and from time to time without Lessee's consent, assign, transfer or otherwise convey all or any part of its interest in the Equipment under any Lease or in any Lease, any applicable Escrow Fund, this Agreement or any applicable Escrow Agreement, including Lessor's rights to receive the Rental Payments or any part thereof under any Lease (in which event Lessee agrees to make all Rental Payments under the affected Lease thereafter to the assignee designated by Lessor), to terminate any Lease or Lessee's rights under any Lease, to receive tax indemnity payments pursuant to Paragraph 12 hereof and as provided in each Lease and to repossess the Equipment and exercise Lessor's other rights and remedies under Paragraph 25 hereof and as provided in each Lease; *provided, however*, that any such assignment, transfer or conveyance to a trustee for the benefit of owners of certificates of participation shall be made in a manner that conforms to any applicable State law. Nothing in this Paragraph 27 shall be construed, however, to prevent Lessor from executing any such assignment, transfer or conveyance that does not involve funding through the use of certificates of participation within the meaning of applicable State law, including any such assignment, transfer or conveyance as part of a multiple asset pool to a partnership or trust, interests in which are offered and sold in a private placement or limited offering only to investors whom Lessor reasonably believes are qualified institutional buyers or accredited investors within the meaning of the applicable federal securities law; *provided, however*, that in any event, Lessee shall not be required to make Rental Payments, to send notices or to otherwise deal with respect to matters arising under any Lease with or to more than one individual or entity with respect to each Lease. No assignment, transfer or conveyance permitted by this Paragraph 27 with respect to a Lease shall be effective until Lessee's registration agent shall have received a written notice of assignment (in substantially the form attached as *Exhibit A-7I* to each Lease) that discloses the name and address of each such assignee; *provided, however*, that if such assignment is made to a bank or trust company as trustee or paying agent for owners of certificates of participation, trust certificates or partnership interests with respect to the Rental Payments payable under any Lease, it shall thereafter be sufficient that a copy of the agency or trust agreement shall have been deposited with Lessee's registration agent until Lessee's registration agent shall have been advised that such agency or trust agreement is no longer in effect. During the term of this Agreement, Lessee shall keep, or cause to be kept, a complete and accurate record of all such assignments with respect to each Lease in form

necessary to comply with Section 149 of the Code. For this purpose, Lessee appoints Lessor to act as its registration agent, which appointment Lessor hereby accepts. Lessor agrees on Lessee's behalf to maintain such record of all assignments. Lessee agrees, if so requested, to acknowledge each such assignment in writing within 15 days after request therefor, but such acknowledgment shall in no way be deemed necessary to make any assignment effective. Lessee further agrees that any moneys or other property received by Lessor as a result of any such assignment, transfer or conveyance shall not inure to Lessee's benefit.

28. **COSTS:** Lessee shall pay to Lessor all costs and expenses incurred by Lessor in enforcing any of the terms, conditions or provisions of this Agreement and each Lease, including reasonable attorneys' fees and costs related to repossession of the Equipment under any Lease (including, without limitation, the costs and expenses to deliver possession of the Equipment under such Lease to such location as Lessor directs pursuant to Paragraph 25 hereof) and the exercise of remedies or the enforcement of any terms, conditions or provisions with respect to each Lease.

29. **SEVERABILITY:** If any provision of this Agreement or any Lease is or becomes invalid, illegal or unenforceable, such invalidity, illegality or unenforceability will not affect the other provisions of this Agreement or any such Lease, which shall be valid and enforceable to the fullest extent permitted by law.

30. **NOTICES:** All notices, reports and other documents provided for in this Agreement or under any Lease shall be deemed to have been given or made when delivered (including by facsimile transmission) or three days after being mailed by certified mail, postage prepaid, addressed to Lessor or Lessee at their respective mailing addresses set forth above or such other addresses as either of the parties hereto may designate in writing to the other from time to time for such purpose.

31. **AMENDMENTS:** This Agreement, and each Lease (including the Exhibits attached thereto), constitute the entire agreement between Lessor and Lessee with respect to the Equipment therein described and the subject matter hereof and thereof. No term or provision of this Agreement or any Lease may be changed, waived, amended or terminated except by a written agreement signed by both Lessor and Lessee, except that Lessor may insert in any Schedule the serial number and additional description details of any item of Equipment after delivery thereof.

32. **CONSTRUCTION:** This Agreement and each Lease shall in all respects be governed by and construed in accordance with the laws of the State. The titles of the Paragraphs of this Agreement are for convenience only and shall not define or limit any of the terms or provisions hereof. Time is of the essence of this Agreement and each Lease in each of their provisions.

33. **PARTIES; SURVIVAL OF CERTAIN OBLIGATIONS AND INDEMNITIES:** (a) The provisions of this Agreement and each Lease shall be binding upon, and (subject to the limitations of Paragraph 26 hereof) shall inure to the benefit of, the respective assignees and successors of Lessor and Lessee.

(b) The indemnities, assumptions of liabilities and obligations of Lessee provided for in Paragraphs 8, 12 and 21 of this Agreement and incorporated into each Lease shall continue in full force and effect notwithstanding the expiration or termination of the term of this Agreement or any applicable Lease.

34. COUNTERPARTS: This Agreement and each Lease may be executed in several counterparts, each of which when executed shall be deemed to be an original, but all together shall constitute but one and the same agreement; *provided however*, that only one counterpart shall constitute the original for each Lease for purposes of the sale or transfer of a Lease as chattel paper as provided in such Lease.

35. INTEREST: If under applicable law any part of the Rental Payments under any Lease is deemed or determined to be imputed interest, finance charges or time-price differential ("*Interest*"), Lessor and Lessee agree that the Rental Payments under such Lease shall be deemed to be level payments of principal and interest, with such interest accruing on principal amounts outstanding from time to time. The rate of such interest is not intended to exceed the maximum rate or amount of interest permitted by applicable law. If the interest exceeds such maximum, then at Lessor's option, if permitted by law, the interest payable under such Lease will be reduced to the legally permitted maximum amount of interest, and any excessive interest under such Lease will be used to reduce the principal amount of Lessee's obligation under such Lease or be refunded to Lessee.

36. ESCROW AGREEMENT: (a) If, in order to provide financing to pay the Purchase Price for the Equipment under a Lease, Lessor and Lessee execute and deliver an Escrow Agreement, substantially in the form of *Exhibit B* hereto, at the time of execution and delivery of the Lease, then;

(b) If an Event of Nonappropriation or an Event of Default occurs prior to Lessee's acceptance of all the Equipment, the amount then on deposit in the Equipment Acquisition Fund shall be applied to prepay the unpaid principal component of the Rental Payments in whole on the first business day of the month next succeeding the occurrence of either such Event plus accrued interest to the prepayment date; *provided, however*, that the amount to be prepaid by Lessee pursuant to this Paragraph 36 shall first be paid from moneys in the Equipment Acquisition Fund and then from Legally Available Funds and other moneys available for such purpose as a result of the exercise by Lessor of its rights and remedies under this Agreement. Any funds on deposit in the Equipment Acquisition Fund on the prepayment date described in this subparagraph (b) in excess of the unpaid principal component of the Rental Payments to be prepaid plus accrued interest thereon to the prepayment date shall be paid promptly to Lessee.

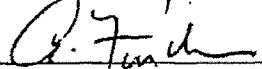
(c) To the extent that Lessee has not accepted all items of Equipment before the eighteen-month anniversary of the Date of Lease Schedule, or there otherwise remains a balance on deposit in the Equipment Acquisition Fund on the eighteen-month anniversary of the Date of Lease Schedule, the amount then on deposit in the Equipment Acquisition Fund shall be applied first to payment of the interest component of Rental Payments due on the next succeeding Rental Payment date and then, to the extent available, to the unpaid principal component of Rental Payments coming due on such next succeeding Rental Payment date and thereafter in the same manner until all such funds are exhausted.

REMAINDER OF PAGE INTENTIONALLY LEFT BLANK

LESSEE HEREBY ACKNOWLEDGES THAT IT HAS READ AND UNDERSTANDS THIS AGREEMENT.

IN WITNESS WHEREOF, Lessor and Lessee have each caused this Master Equipment Lease-Purchase Agreement to be duly executed and delivered as of the date first above written.

LESSEE: CITY OF GROSSE POINTE WOODS

By: 

Printed Name: Al Fincham

Title: City Administrator

LESSOR: COMERICA LEASING, A DIVISION
OF COMERICA BANK

By: 

Printed Name: Brian Ris

Title: Vice President

(Rev. September 2018)

Department of the Treasury
Internal Revenue Service

► Under Internal Revenue Code section 149(e)

► See separate instructions.

Caution: If the issue price is under \$100,000, use Form 8038-GC.

► Go to www.irs.gov/F8038G for instructions and the latest information.

OMB No. 1545-0720

Part I Reporting Authority		If Amended Return, check here <input type="checkbox"/>	
1 Issuer's name CITY OF GROSSE POINTE WOODS		2 Issuer's employer identification number (EIN) 38-6007179	
3a Name of person (other than issuer) with whom the IRS may communicate about this return (see instructions)		3b Telephone number of other person shown on 3a	
4 Number and street (or P.O. box if mail is not delivered to street address)	Room/suite	5 Report number (For IRS Use Only) 3	
20025 MACK PLAZA			
6 City, town, or post office, state, and ZIP code GROSSE POINTE WOODS, MI 48236		7 Date of issue 07/15/2019	
8 Name of issue LEASE SCHEDULE 009 TO MASTER EQUIPMENT LEASE-PURCHASE AGREEMENT 1420		9 CUSIP number	
10a Name and title of officer or other employee of the issuer whom the IRS may call for more information (see instructions)		10b Telephone number of officer or other employee shown on 10a	

Part II Type of Issue (enter the issue price). See the instructions and attach schedule.			
11 Education		11	
12 Health and hospital		12	
13 Transportation		13	
14 Public safety		14	459,317
15 Environment (including sewage bonds)		15	
16 Housing		16	
17 Utilities		17	
18 Other. Describe ►		18	
19a If bonds are TANs or RANs, check only box 19a	<input type="checkbox"/>		
b If bonds are BANs, check only box 19b	<input type="checkbox"/>		
20 If bonds are in the form of a lease or installment sale, check box	<input checked="" type="checkbox"/>		

Part III Description of Bonds. Complete for the entire issue for which this form is being filed.					
(a) Final maturity date	(b) Issue price	(c) Stated redemption price at maturity	(d) Weighted average maturity	(e) Yield	
21 07/15/2023	\$ 459,317	\$	4 years	2.9920 %	

Part IV Uses of Proceeds of Bond Issue (including underwriters' discount)					
22 Proceeds used for accrued interest		22			
23 Issue price of entire issue (enter amount from line 21, column (b))		23			
24 Proceeds used for bond issuance costs (including underwriters' discount)		24			
25 Proceeds used for credit enhancement		25			
26 Proceeds allocated to reasonably required reserve or replacement fund		26			
27 Proceeds used to refund prior tax-exempt bonds. Complete Part V		27			
28 Proceeds used to refund prior taxable bonds. Complete Part V		28			
29 Total (add lines 24 through 28)		29			
30 Nonrefunding proceeds of the issue (subtract line 29 from line 23 and enter amount here)		30			

Part V Description of Refunded Bonds. Complete this part only for refunding bonds.	
31 Enter the remaining weighted average maturity of the tax-exempt bonds to be refunded	► years
32 Enter the remaining weighted average maturity of the taxable bonds to be refunded	► years
33 Enter the last date on which the refunded tax-exempt bonds will be called (MM/DD/YYYY)	►
34 Enter the date(s) the refunded bonds were issued (MM/DD/YYYY)	►

Part VI Miscellaneous

- | | | |
|------------|--|--|
| 35 | | |
| 36a | | |
| 37 | | |
- 35** Enter the amount of the state volume cap allocated to the issue under section 141(b)(5)
- 36a** Enter the amount of gross proceeds invested or to be invested in a guaranteed investment contract (GIC). See instructions
- b** Enter the final maturity date of the GIC ► (MM/DD/YYYY) _____
- c** Enter the name of the GIC provider ► _____
- 37** Pooled financings: Enter the amount of the proceeds of this issue that are to be used to make loans to other governmental units
- 38a** If this issue is a loan made from the proceeds of another tax-exempt issue, check box ► ☐ and enter the following information:
- b** Enter the date of the master pool bond ► (MM/DD/YYYY) _____
- c** Enter the EIN of the issuer of the master pool bond ► _____
- d** Enter the name of the issuer of the master pool bond ► _____
- 39** If the issuer has designated the issue under section 265(b)(3)(B)(i)(III) (small issuer exception), check box ► ☐
- 40** If the issuer has elected to pay a penalty in lieu of arbitrage rebate, check box ► ☐
- 41a** If the issuer has identified a hedge, check here ► ☐ and enter the following information:
- b** Name of hedge provider ► _____
- c** Type of hedge ► _____
- d** Term of hedge ► _____
- 42** If the issuer has superintegrated the hedge, check box ► ☐
- 43** If the issuer has established written procedures to ensure that all nonqualified bonds of this issue are remediated according to the requirements under the Code and Regulations (see instructions), check box ► ☐
- 44** If the issuer has established written procedures to monitor the requirements of section 148, check box ► ☐
- 45a** If some portion of the proceeds was used to reimburse expenditures, check here ► ☐ and enter the amount of reimbursement ► _____
- b** Enter the date the official intent was adopted ► (MM/DD/YYYY) _____

Signature and Consent

Under penalties of perjury, I declare that I have examined this return and accompanying schedules and statements, and to the best of my knowledge and belief, they are true, correct, and complete. I further declare that I consent to the IRS's disclosure of the issuer's return information, as necessary to process this return, to the person that I have authorized above.

► _____ Date _____ Type or print name and title _____

Signature of issuer's authorized representative

Paid Preparer Use Only

Print/Type preparer's name	Preparer's signature	Date	Check <input type="checkbox"/> if self-employed	PTIN
Firm's name ►	Firm's EIN ►			
Firm's address ►	Phone no. _____			



CITY OF GROSSE POINTE WOODS
MEMORANDUM

8A

RECEIVED

JUN 24 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

DATE: June 20, 2019

TO: Mayor and City Council

CC: Cathy Behrens, Treasurer/Comptroller

FROM: Lisa Kay Hathaway, City Clerk/Acting City Administrator

A handwritten signature in black ink, likely belonging to Lisa Kay Hathaway.

SUBJECT: SMART Municipal and Community Credits Contract for FY 2020

Attached is the *FY-2020 Municipal Credit and Community Credit Contract* between *SMART* and the City. The contract outlines that the city will receive \$15,884 in Municipal Credits and \$26,487 in Community Credits.

The *Projected FY-2020 Operating Budget* (Exhibit B) outlining how funds will be expended is as follows:

<u>OPERATING EXPENSES</u>	
Administrative Fee	\$2,300
Driver Wages	\$2,687
Other – Transfer to PAATS	\$27,434
Charter Service	\$8,000
Capital Purchases	\$1,950
Total	\$42,371
<u>REVENUES</u>	
Municipal Credit Funds	\$15,884
Community Credit Funds	\$26,487
Total Revenue	\$42,371

I recommend approval authorizing the Mayor to sign the *SMART Municipal and Community Credit Contract for FY-2020*.

Attachments



Suburban Mobility Authority for Regional Transportation

Buhl Building • 535 Griswold Street, Suite 600 • Detroit, MI 48226 • (313) 223-2100

June 5, 2019

Ms. Susan Como
Executive Assistant
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236

Dear Sue:

Enclosed is your FY 2020 *Municipal Credit and Community Credit Contract*. With the approval of the *Public Transportation Millage* in Macomb, Oakland, and Wayne counties, SMART's Community Credit Program is able to continue. Without the millage, the Community Credit program would have been discontinued and Municipal Credit dollars would have been subject to additional restrictions. However, the successful millage has enabled SMART to maintain the Municipal Credit program as is, while increasing funds available through the Community Credit program. **Additionally, the SMART Board of Directors provided a 2.4% increase to the FY-2020 Community Credit Program which will be available to fund your upcoming year's program.**

To receive the FY-2020 Municipal and Community Credits, please sign all three (3) copies of the FY-20 contract and complete exhibits A and B, and the *EEOC Report A*.

By law, Municipal and Community credits can only be awarded to Cities, Villages or Townships. Therefore, if your community's Municipal and Community credits are being spent on transportation services that **are not** directly operated **by another City, Village, or Township**, but are operated by an agency/organization, you must provide a copy of the contract between your municipality and the agency/organization or other documentation that substantiates the agreement with this agency/organization so your credits can be transferred to them (complete Item 1.[d] and 2.[e] on contract). This documentation must be submitted with your signed FY-2020 Municipal and Community Credit contract along with any other required documentation listed in the contract.

If your credits are being transferred to another City, Village or Township, please fill in 1.(a) and 2.(a) on the contract, sign all three (3) copies of the FY 2019 Municipal and Community Credit contract and attached a set of contract Exhibits to each copy of the contract.



Payments from FY-2020 funds will only be reimburse after the execution of these contracts and the appropriate documentation (invoices)/ quarterly reports are submitted to SMART.

Regarding the EEOC Report, SMART's Office of Contract Compliance is required to keep on file current equal employment opportunity information on all agencies under contract with SMART. The employee information requested on the EEOC form should only include the employees that work directly with your program (not the entire agency/municipality).

Finally, please remember that your governing body may require that they approve the execution of this contract. If so, please make sure that a copy of the motion (or resolution) authorizing the appropriate official to sign the contract be returned to SMART as well.

By way of summary, I have listed below the items that should be returned to SMART.

- ✓ *FY- 19 Municipal Credit & Community Credit Contract (3 originals)*
- ✓ *EEOC Report A Form*
- ✓ *Exhibits A and B*
- ✓ *A copy of the Board motion/resolution approving the signing of this contract (if required by your board)*
- ✓ *Copy of subcontractor and municipality transportation service contract (if it applies to your transit program)*
- ✓ *Transit Program Contact list*

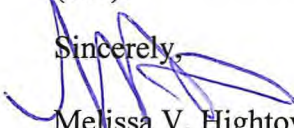
Once you have completed and signed copies of your community's *Municipal Credit & Community Credit Contract and Addendum*, the exhibits, and the Report A form, please return all documentation to: Melissa V. Hightower, SMART/Wayne Terminal, 30000 Industrial Drive, Inkster, MI 48141

Concerning another important matter, please remember that any private contractor compensated with Municipal and/or Community Credit dollars should carry a level of insurance that adequately protects your community. SMART encourages communities to directly provide public transportation services or partner with communities that do; however, SMART also recognizes that many communities utilize some of their Municipal and Community Credits to contract with private companies to charter buses and/or subsidize taxi services. The use of these dollars for such services often serves a complimentary role to normal public transportation services. Since Municipal and Community Credits are public transportation funds, please be sure to document that the service is open to the general public. For more information concerning these types of trips or the insurance recommendations, please feel free to call me.

Thank you for your attention to this matter and please know that after the contract and addendum have been signed by SMART's General Manager, I will return a fully executed copy to you for your files.

As always, I am available to answer any questions or to provide assistance in properly completing the contract and exhibits. Please feel free to call me at 734-446-3026 (office) or 313-461-4519 (cell).

Sincerely,


Melissa V. Hightower
SMART Ombudsperson

Enclosures: FY 2019 Municipal & Community Credit Contract, Exhibits A and B and EEOC Report A form

MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY 2020

I, Robert E. Novitke, as the Mayor of **City of Grosse Pointe Woods** (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period July 1, 2019 through June 30, 2020 (Section 1 below), and **Community Credits** available for the period July 1, 2019 to June 30, 2020 (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$ 15,884** in **Municipal Credit** funds as follows:

- | | | |
|-----|---|----------------------------------|
| (a) | Transfer to _____
<small>TRANSFeree COMMUNITY</small> | Funding of: \$ _____ |
| (b) | Van/Bus Operations
(Including Charter and Taxi services) | At the cost of: \$ <u>4,987</u> |
| (c) | Services Purchased from SMART
(Including Tickets, Shuttle Services/Dial-a-Ride) | At the cost of: \$ _____ |
| (d) | Services Purchased from Subcontractor
<u>P.A.A.T.S.</u>
(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement) | At the cost of: \$ <u>10,897</u> |

Total \$15,884

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by June 30, 2021; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$26,487** in **Community Credit** funds available as follows:

- (a) Transfer to _____ Funding of: \$ _____
TRANSFEREE COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ 8,000
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ _____
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Capital Purchases At the cost of: \$ 1,950
- (e) Services Purchased from Subcontractor At the cost of: \$ 16,537
P.A.A.T.S.
(NAME OF SUBCONTRACTOR)
(See attached Subcontractor Service Agreement)

Total \$26,487

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2019, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 20, 2021; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

This agreement shall be binding once signed by both parties.

CITY OF GROSSE POINTE WOODS

By: _____
Robert E. Novitke
Its: Mayor

Date _____

Suburban Mobility Authority for
Regional Transportation

Date _____

By: _____
John C. Hertel
General Manager

Approved for Signature

Charles T. Berschback
City Attorney

Date: _____

EXHIBIT B
PROJECT OPERATING BUDGET

Municipality: CITY OF GROSSE POINTE WOODS

Contract Period: July 1, 2019 – June 30, 2020

Account Number: 48117

OPERATING EXPENSES:

Administrative Fee: *(All employees
other than drivers and dispatchers)*
(10% max. of MC & CC funds)

2,300

Driver Wages

2,687

Fringe Benefits

Gasoline & Lubricants

Vehicle Insurance

Parts, Maintenance Supplies

Mechanic Wages

Fringe Benefits

Dispatch Wages

Other (Specify)

Sub-Total (Operating Expenses)

4,987

PURCHASED SERVICE:

Taxi Service

Charter Service

8,000

SMART Bus Tickets

SMART Shuttle Service

SMART Dial-A-Ride

Other (Specify)

Sub-Total (Purchased Service)

8,000

CAPITAL EQUIPMENT:

(Only list purchases to be made with Community Credits)

Computer Equipment

Software

1,950

Vehicle

Maintenance Equipment

Other (Specify)

Sub-Total (Capital Equipment)

TOTAL EXPENSES **Operating**
Expenses, Purchased Service, and
Capital Equipment:

14,937

EXHIBIT B, continued (Page 2)

REVENUES:

Municipal Credit Funds	4,987
Community Credit Funds	9,950
Specialized Services Funds	
General Funds	
Farebox Revenue	
In-Kind Service	
Special Fares (Contracted Service)	
Other (Specify)	

TOTAL REVENUE:

14,937

(Note: *TOTAL EXPENSES* must equal *TOTAL REVENUE*)

EXHIBIT A

Project Descriptions

Van Operations

Recreational and cultural activities are provided to Grosse Pointe Woods residents and non-residents through a charter bus service. Travel accommodations are provided for individuals with special needs. The charter bus service program travels to destinations within Wayne, Oakland, Macomb, St. Clair and Monroe counties.

Service Times: Reservations: 8:30 am – 5:00 pm, Monday through Friday (313.343.2408). Trip times vary according to the event scheduled.

Eligible User Groups: Grosse Pointe Woods residents and non-residents of any age.

Fare Structure: Program participants pay a trip fare that includes the cost of transportation.

Service Mode: The level of service is subject to availability based upon a first come, first served basis. Buses used in the program may transport up to 55 passengers. Wheelchair lift equipped buses are provided upon request when sufficient notice is given.

Bus Service

Utilized for smaller senior citizens events. Additionally, utilized to pick-up/drop-off residents and their guests from various sites throughout the city and transport them to various destinations within the City of Grosse Pointe Woods and Lake Front Park.

Service Times:

- Summer: Mid-June through mid-July 27/ 8:30 am – 4:00 pm
- Polar Express event: December 5, 6, 7, 8, 12, 13, and 14

Eligibility Criteria: Residents and non-resident guests of any age.

Fare Structure: Program participants do not pay a trip fare for the summer bus transportation; however, there is an \$8.00 fee for anyone one over the age of one for Polar Express.

Service Mode: The level of service is subject to availability based upon a first come, first served basis and passengers are picked up at designated stops (see attached flyer). The bus can transport up to 24 passengers and is lift equipped.

The total Municipal (\$4,987) and Community Credits (\$8,000) allocated for the Van Operations and Bus Service are \$12,987. This amount includes Municipal and Community Credits.

Capital Improvements – Software

When residents and non-residents are interested in participating in a trip, RecPro software is used to assign people to trips, print out rosters, send out itineraries, as well as to create weekly, monthly, and annual reports.

The total funds from Community Credits allocated for Capital Improvements are \$1,950.



**CITY OF GROSSE POINTE WOODS
MEMORANDUM**

RECEIVED

JUN 14 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Date: June 14, 2019

To: Mayor and City Council

From: Cathrene Behrens, Treasurer/Comptroller

CB

Re: GLWA Pass-Through Water Rate Resolution

Pursuant to City Ordinance, a resolution has been prepared for the adoption of the bi-monthly Industrial Waste Charge which is the rate that is strictly a pass-through to the Great Lakes Water Authority (GLWA). These bi-monthly charges are collected by the City and the City then remits these collections through our monthly invoicing to GLWA.

I respectfully request the City Council adopt the attached resolution for implementation on the first billing in July 2019.

Thank you for your consideration.

**THE CITY OF GROSSE POINTE WOODS
CITY COUNCIL RESOLUTION
ADOPTING THE INDUSTRIAL WASTE CONTROL CHARGE
FOR FISCAL YEAR 2019 - 20**

RECEIVED

JUN 14 2019

**CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT**

A regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan (the "City"), was held on July 1, 2019 at 7:00 p.m., Eastern Standard Time.

PRESENT: Members

ABSENT: None

The following preamble and resolution were offered by _____ and seconded by _____:

WHEREAS, the City Council of the City of Grosse Pointe Woods, pursuant to Section 44-144 of the City of Grosse Pointe Woods City Code, as amended, is authorized to establish and revise water and sewer rates and other fixed charges to ensure sufficiency of revenues in meeting operation, maintenance and replacement costs, as well as debt service, for the water and sewer systems, and

WHEREAS, the City Council of the City of Grosse Pointe Woods has received and evaluated the attached Schedule of Rates from the Great Lakes Water Authority for the commercial Industrial Waste Control Charges attached as Exhibit A, and

WHEREAS, The City Council of the City of Grosse Pointe Woods finds that the operation and maintenance of the water and sewer systems of the City will be better served and maintained by adopting the schedule attached hereto.

NOW, THEREFORE, BE IT RESOLVED that the City Council of the City of Grosse Pointe Woods hereby adopts the Schedule of Rates for the Industrial Waste Control Charges attached hereto, for all commercial users within the service area of the City and that these rates and charges shall take effect July 1, 2019.

AYES:

NAYS:

ABSENT:

RESOLUTION DECLARED ADOPTED.

City Clerk

CERTIFICATION

I, Lisa K. 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 City Council on July 1, 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 have been kept and will be, or have been, made available as required by said Act.

Lisa K. Hathaway, City Clerk

EXHIBIT A

Meter Size / Inches	Charge	Bi-Monthly Charge
5/8	\$3.38	\$6.76
¾	\$5.07	\$10.14
1	\$8.45	\$16.90
1-1/2	\$18.59	\$37.18
2	\$27.04	\$53.08
3	\$49.01	\$98.02
4	\$67.60	\$135.20
6	\$101.40	\$202.80
8	\$169.00	\$338.00
10	\$236.60	\$473.20

10A

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

June 25, 2019

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

RE: Sign Ordinance Amendment / "Blade" Signs / COW Agenda

Dear Mayor and Council:

Mr. Tutag and I have drafted a proposed Amendment to the Sign Ordinance allowing blade signs. This draft was reviewed by the Planning Commission at their April 23rd meeting and edits have been made based on the Commissioner's comments.

I have enclosed a draft of the Ordinance for your consideration. Procedurally, this is not part of the Zoning Chapter so no notices are required, and after discussion at a COW, this matter could be placed on the Council agenda for a first reading.

If there are any questions, please call.

Very truly yours,



CHIP BERSCHBACK

CTB:nmg
Enclosures

The next item was **Discussion: Proposed Sign Ordinance Amendment**. The Building Official presented an overview of the Sign Ordinance Amendment for blade signs. Discussion ensued and the Building Official answered questions from the Commission, and he will collaborate with the City Attorney to avoid any conflicts with the existing ordinance.

Discussion included rear entrance signage and re-establishing a sign sub-committee.

Motion by Vaughn, seconded by Gilezan, regarding **Ordinance to amend Chapter 32 – Signs, to permit and regulate “Blade” Signs, provide and specify requirements for Blade Signs**, that the Planning Commission recommend the City Council approve the proposed Sign Ordinance amendment as presented with the following agreed upon changes, and subject to the City Attorney and Building Official’s review for potential conflicts with the language in the existing ordinance:

- **Section 32-35(c3)** - highest point of the signs shall not exceed the highest point of the building;
- **Section 32-35(c5)** – and at least 5’ from the entrance of any other adjacent property;
- **Section 32-35(c12)** – replace 1” with 4” and insert “durable” at the end;
- **Section 32-3** - Replace “hangs” with “is” in the Blade Sign definition.

Motion carried by the following vote:

YES: Bailey, Fuller, Gilezan, Hamborsky, Profeta, Vaughn
NO: None
ABSENT: Ketels, Rozycki, Vitale

ORDINANCE NO. _____

**AN ORDINANCE TO AMEND CHAPTER 32 – SIGNS,
TO PERMIT AND REGULATE “BLADE” SIGNS,
AND TO AMEND CERTAIN SECTIONS CONSISTENT WITH
THIS NEW ORDINANCE**

The City of Grosse Pointe Woods Ordains:

Sec. 32-3. Definitions.

Blade sign means a sign supported by a mounting attached directly to a building that is perpendicular to a building wall.

Sec. 32-10(b)(26)

Projecting signs over public property, except as permitted by Sec. 32-35.

Sec. 32-14 Projecting or overhanging signs

(7) Nothing in this section prohibits blade signs conforming to Sec. 32-35.

Sec. 32-35 Blade Signs.

(a) Purpose. *Blade Signs.* The purpose of a blade sign is to identify and promote the business for pedestrians and serve as a graphic design enhancement to any commercially zoned district. Blade signs are only permitted in the C, C-2, and R-O1 Districts. Blade signs are permitted subject to the following requirements:

(b) Procedure.

- (1) All Blade signs shall be subject to review and approval by the Building Department and Department of Public Services. Blade signs are not exempt from the permit requirements or other regulations of this chapter.
- (2) Blade signs complying with this chapter shall not count against the number of signs permitted, area allowed, or message unit requirements.
- (3) A permit for a blade sign is required before any part of the sign is affixed to a building.

(c) Requirements. Blade signs shall adhere to the following requirements:

- (1) Only one blade sign is permitted per storefront or business.

- (2) The total sign area for any blade sign shall not exceed four-and-one-half square feet per side.
- (3) The lowest point of the sign shall be at least nine (9) feet above a public way. The highest point of the sign shall not exceed the highest point of the building. Signs above private property shall be at least eight (8) feet above grade. Signs shall not project from the building more than three (3) feet. Brackets are included as part of the sign when determining these measurements.
- (4) Internal or External illumination is prohibited.
- (5) Any blade sign shall be at least 10 feet from another blade sign, and five feet from the entrance of any other adjacent property.
- (6) Blade signs shall be located as close as practical to the storefront entrance.
- (7) Blade signs shall not obstruct vehicular traffic or city operations in any sidewalk, passageway, public way, alleyway or designated loading/unloading area.
- (8) No portion of a blade sign shall project above the top of an eave or parapet.
- (9) All blade signs shall be maintained in good condition.
- (10) Blade signs shall be designed as to be compatible with the architectural facade where they are placed. The design, including materials and color, shall comply with the requirements of this chapter.
- (11) The bracket of the blade sign shall be made of a durable material and attached directly to the building wall and meet building code requirements. Decorative frames and brackets are encouraged. Installation onto mansard roofs is prohibited.
- (12) Blade signs shall be no more than four inches thick. Brackets and decorative mounting features may exceed the thickness requirements as reasonably necessary to create an attractive graphic or design element.
- (13) Blade signs shall be limited to two sign faces.
- (14) Blade signs shall not obstruct the view of traffic control devices, or interfere with the vision of pedestrian or vehicle traffic as determined by the city's traffic safety officer.
- (15) Symbols or logos used to identify the business are encouraged.

RECEIVED

JUN 24 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Qualified Abatement Services, Inc.

1735 E. McNichols Rd., Detroit, MI 48203 Tel: (313) 733-4144 Fax: (313) 826-0064

Invoice

Invoice #: 19029-001

101-299-815.000

06-24-2019

Date: 6-18-19

Bill To:

City of Grosse Pointe Woods
1200 Parkway
Grosse Pointe Woods, MI 48236-2397

Contact: Mr. Frank Schulte

E-mail: fschulte@gpwwmi.us

Project:

Grosse Pointe Woods
Public Safety Improvements
20025 Mack Ave.
Grosse Pointe Woods, MI
Asbestos Abatement Services
Mold Remediation

Description: Per proposals P-19081 dated 4-30-19 & P-19077R dated 5-1-19.	Amount
Qualified Abatement Services, Inc. supplied all supervision, labor, material, and equipment to perform the following asbestos abatement and mold remediation services at 20025 Mack Ave., Grosse Pointe Woods, MI 48236	
Proposal P-19081 dated April 30, 2019: Asbestos Abatement Services	\$8,900.00
Proposal P-19077R dated May 1, 2019: Mold Remediation	\$15,600.00
Credit for performing both jobs at the same time:	(\$2,000.00)
* Cost includes all proper disposal.	
* P-19081 Cost includes all proper third-party air monitoring & clearance air samples.	
* P-19077R Cost includes third party mold clearance sampling.	
Payment due within 30 days.	
Amount Due:	\$22,500.00

MEMO 19-35

11B
RECEIVED
JUN 27 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

TO: Lisa Hathaway, Acting City Administrator
FROM: Frank Schulte, Director of Public Services
DATE: June 14, 2019
SUBJECT: Michigan Occupational Safety & Health Administration - City Hall Asbestos Survey

On Sunday, March 3, 2019, the City of Grosse Pointe Woods administration office area experienced a major flood from the HVAC construction project, which resulted from boiling water pouring into the area for eight hours. The water covered the majority of the administration office area with approximately one inch of water.

On March 4, 2019, Michigan Occupational Safety & Health Administration (MIOSHA) performed an inspection at City Hall as result of an anonymous complaint they received due to asbestos being found in the flooded area.

On March 8, 2019, the City received a list of items that are required to be compliant with MIOSHA standards. Unbeknownst to Administration, one item on that list is all buildings built before 1981 are required to have in place an asbestos building survey for the structure. The city hall complex and all other municipal buildings built before 1981 in the City of Grosse Pointe Woods will need to have asbestos building surveys completed.

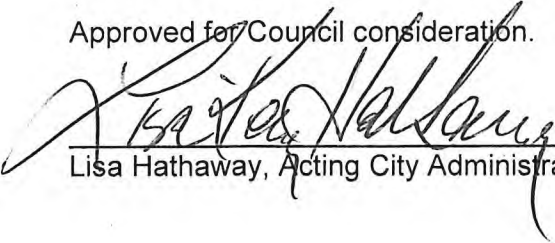
On March 12, 2019, the City received a proposal from ABF Environmental to perform an asbestos building survey for the municipal complex structure for a cost of \$2,900.00 plus \$18.00 per sample. At that time, ABF Environmental did not know how many samples they would have to take. To compete this task in a timely manner for compliance with MIOSHA, the City had ABF Environmental perform asbestos sampling and analysis to provide the required asbestos building survey for this structure.

On May 23, 2019, ABF Environmental had completed the asbestos sampling and analysis and provided the City with the Asbestos Survey Report. It was found that all existing asbestos found was not hazardous. In the future, the only time the asbestos needs to be removed in the building is when demolition or construction takes place. On behalf of the City, ABF Environmental also submitted the Asbestos Survey Report to MIOSHA for compliance. The total cost to the City is \$5,822.00.

I am currently working on quotes for required asbestos inspections for all other municipal buildings in Grosse Pointe Woods, including Torrey Road Pump Station, Department of Public Works, Lake Front Park Bathhouse and Maintenance Garage, to comply with Michigan Occupational Safety & Health Administration regulations.

I am requesting Council's approval to pay ABF Environmental, 3800 Cottage Grove, Suite E, Waterford, Michigan 48328, \$5,822.00 for the asbestos sampling and analysis and providing the required asbestos building survey for the municipal complex. The invoices are attached. Funds for this item are available in the 2018/2019 budget in account no. 101-299-815.00.

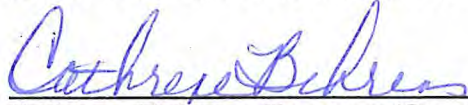
Approved for Council consideration.


Lisa Hathaway, Acting City Administrator

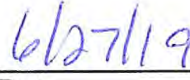
6/27/19
Date

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller



Date

ABF Environmental

3800 Cottage Grove
Suite E
Waterford, Michigan 48328

Invoice

Date	Invoice #
5/23/2019	19-2846

Bill To
Mr. Frank Schulte 20025 MACK AVENUE GROSSE POINTE WOODS MICHIGAN 48236

Site Location
Grosse Pointe Woods City Hall, 20025 Mack Avenue Grosse Pointe Woods, Michigan

P.O. Number		Terms	Sales Rep	Project # ABF-19-2433		Project Manager	
		Due on receipt					
Item/Labor	Description	Date of Work	Quantity	Rate	Unit	Total	
Environment...	Asbestos Survey and Survey Report	5/17/2019	1	2,900.00	lump sum	2,900.00	
<p>PO 19-45178 101-299-815-000 6/27/19 C. Schulte</p>							
Thank you for your business.				<p><i>F. J. [Signature]</i></p>			
				Total \$2,900.00			
				Payments/Credits \$0.00			
				Balance Due \$2,900.00			

Phone #
586-405-5416

ABF Environmental

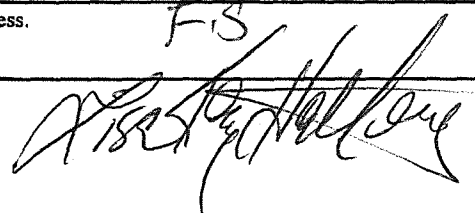
3800 Cottage Grove
Suite E
Waterford, Michigan 48328

Invoice

Date	Invoice #
5/23/2019	19-2847

Bill To
Mr. Frank Schulte 20025 MACK AVENUE GROSSE POINTE WOODS MICHIGAN 48236

Site Location
Grosse Pointe Woods City Hall, 20025 Mack Avenue Grosse Pointe Woods, Michigan

P.O. Number		Terms	Sales Rep	Project # ABF-19-2433		Project Manager	
		Due on receipt				Bill O'Brien	
Item/Labor	Description	Date of Work	Quantity	Rate	Unit	Total	
Environment...	Asbestos Sample Analysis - standard TAT	4/29/2019	119	18.00	sample	2,142.00	
Environment...	Additional Mobilization due to Abatement Work	4/25/2019	1	675.00	day	675.00	
Lab Courier	Lab Courier	4/26/2019	1	105.00	day	105.00	
<p>PO 19-43260 101,299.815.000 6/27/19 CBK FIS</p>							
Thank you for your business.				Total \$2,922.00			
				Payments/Credits \$0.00			
				Balance Due \$2,922.00			

Phone #
586-405-5416

Frank Schulte

From: Fred Abdou <fjabdou@yahoo.com>
Sent: Tuesday, March 12, 2019 4:33 PM
To: Frank Schulte
Cc: Jason Arlow
Subject: Re: GPW City Hall ACM Survey Proposal
Attachments: Grosse Pointe Woods City Hall ACM Survey Proposal (2433).pdf

Good afternoon Frank and Jason:

Please see the attached proposal for the asbestos survey at City Hall.

Please let me know if you have any questions.

Thank you.

Frederick J. Abdou
ABF Environmental
Director of Environmental Services
586.405.5416

On Tuesday, March 12, 2019, 7:40:28 AM EDT, Jason Arlow <jarlow@aeawinc.com> wrote:

Fred, as requested.

The area for GPW City Hall is 22,925 sq ft for the first floor, and 8,517 sqft for the basement.

If you need anything else let me know, thanks.

Jason R. Arlow, AIA, LEED AP
Architect, Director of Architecture

Anderson, Eckstein and Westrick, Inc.

51301 Schoenherr Road, Shelby Twp., MI 48315
Phone: 586-726-1234 Fax No: 586-726-8780
Email: jarlow@aeawinc.com

ABF Environmental

28200 Orchard Lake Road
Suite 101
Farmington Hills, Michigan 48334

March 12, 2019

Proposal # ABF-19-2433

Mr. Frank Schulte
20025 Mack Plaza Dr,
Grosse Pointe Woods, MI 48236

**SUBJECT: Proposal for Non-Invasive Sampling and Analysis of Suspect Asbestos
Containing Materials.**

Location: Grosse Pointe Woods City Hall, Michigan

Dear Mr. Schulte:

ABF Environmental (ABF) is pleased to provide you with this proposal to perform asbestos sampling and analysis, project management and oversight, and abatement bid specifications for subject site. Our project team is comprised of professionals with over 30 years of experience, with Mr. William O'Brien, P.E. as the Project Manager. Our understanding is the survey will include the GPW City Hall at 22,925 sq. ft. for the first floor, and 8,517 sq. ft. for the basement

Based on the information provided by you and our general assumptions, we have derived the following scope of work, project schedule, and estimated costs.

SCOPE OF WORK

- **TASK 1:** Collect and analyze building material samples that are potential asbestos-containing material at the subject site by a State of Michigan certified asbestos building inspector. Provide Project Management and Environmental Equipment. All accessible building material types will be sampled and analyzed in triplicate per EPA regulations. Environmental Equipment and Mileage are included in this daily rate task.
- **TASK 2:** Project Management and Courier service to IMS Laboratory in Commerce Twp., Michigan or Apex Laboratory located in Whitmore Lake, Michigan, for standard turnaround analysis for asbestos only.
- **TASK 3:** Prepare Summary Report of Findings.

SCHEDULE

Upon authorization by the Client to proceed, ABF is prepared to begin work immediately. The sample survey will be completed within 2 days and sample results will be available in 3-4 days based on standard turnaround.

COST ESTIMATE

Based on the Scope of Work outlined by ABF Environmental's observations, a detail of the cost breakdown per Task is as follows:

Task 1	\$ 1,800.00
Task 2	\$ \$18.00/sample
Task 3	\$ 1,100.00
Total	\$2,900.00 plus Task 2

LIMITATIONS

- All site diagrams/blue prints are to be made available to ABF Environmental.
- The cost does not reflect entering confined spaces.
- Lifts and scaffolding to be supplied by others.
- Specialized equipment, such as torches, are not reflected in the cost. An abatement contractor may be needed to perform such specialized tasks to access potential ACM.

TERMS AND CONDITIONS

Environmental consulting services will be conducted in accordance with this proposal dated March 12, 2019. If the above terms are satisfactory to you, please indicate your approval by signing and returning one copy of this contract to our office by fax (248-499-7968) or e-mail fjabdou@yahoo.com.

Thank you for the opportunity to provide you with this proposal. We look forward to working with you on this important project. If you require additional information regarding this proposal please contact Mr. Fred Abdou (Principal Engineer) by cell phone at (586) 405-5416.

Sincerely,
ABF Environmental



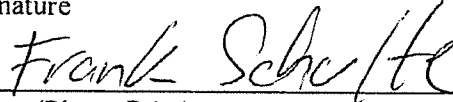
Frederick J. Abdou,
Principal Engineer

This proposal are understood and accepted by

Client's Authorized Signature:



Signature



Name (Please Print)

3-14-19

Date



TOKIOMARINE
HCC

Tokio Marine HCC - Public Risk Group
1700 Opdyke Court, Auburn Hills, Michigan 48326
main 248 371 3100 / 800 225 6561 facsimile 248 371 3091

11C

INVOICE

Date: June 20, 2019

To: lhathaway@gpwmi.us

City of Grosse Pointe Woods-Wayne
20025 Mack Plaza
Grosse Pte Woods, MI 48236

RECEIVED
JUN 25 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Claim #: 184574
Bottomline Code: MI6-184574
Carrier: U.S. Specialty Insurance Company
Terms: Due within 30 days

Insured:	City of Grosse Pointe Woods-Wayne
Policy # /Eff. Date:	PKG81110016 / October 1, 2016
Date of Loss:	November 7, 2016
Claimant:	GENNA, GERALD
Loss Description:	GENNA - CLAIMANT IS ALLEGING HE WAS DISCRIMINATED FOR A PROMOTION DUE TO HIS AGE, WHICH IS A VIOLATION OF HIS CIVIL RIGHTS.
Deductible Information:	Please be advised that the above-referenced policy has a \$10,000 deductible applicable to the coverage under this claim. The deductible applies to both loss and expense (i.e. defense) payments. To date, we have incurred payments of \$52,903.32. At this time, we are requesting reimbursement of \$10,000 under your deductible for the handling of this matter.

Billing Item: (Deductible Recovery)	<u>Amount</u>
-------------------------------------	---------------

Invoice Total	\$10,000
---------------	----------

Remit Payment To:
HCC Public Risk Claim Service, Inc.
1700 Opdyke Court
Auburn Hills, MI 48326
Attn: Claim 184574 / Adam Strong

101.210.812.000

6/25/19

Copy to: THE STEVENSON COMPANY

Questions Regarding This Invoice: Contact Adam Strong at 248-371-3107 or Main Office: 800-225-6561

Adam Strong



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 Schoenherr Road 586.726.1234
Shelby Township, MI 48319 www.aewinc.com

11D

RECEIVED

JUN 14 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

June 13, 2019

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

PO # 18-44846
203-451-977.804 \$293,373.26
592-537-975.400X \$127,129.97
06-13-2019

C. Behrens
F.S.
[Signature]

Reference: 2018 Road Program
City of Grosse Pointe Woods
AEW Project No. 0160-0407

Dear Ms. Behrens:

Enclosed please find Construction Pay Estimate No. 5 for the above referenced project. For work performed through June 9, 2019 we recommend issuing payment for the **Net Earnings this Period (see Page 4)** in the amount of **\$420,503.23** to Florence Cement Company 51515 Corridor, Shelby Township, Mi., 48315

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

Sincerely,

[Signature]

Scott Lockwood
Project Manager

cc: Bruce Smith, City Administrator
Frank Schulte, Director of Public Services
Jeanne Duffy
Susan Como
Florence Cement Company



Construction Pay Estimate Report

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Contract: .0160-0407, 2018 Road Program

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
5	6/9/2019	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein and Westrick
All Contract Work Completed		Construction Started Date	Prime Contractor Florence Cement Company 12585 23 Mile Rd Shelby Township MI 48315-2623	
Comments Current Contract Amount: \$2,157,940.09 % Completed: 46%				

Item Usage Summary

Project: 0160-0407 Ani, 2018 Road Program

Category: 0001, Road

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Cold Milling Conc Pavt	Syd	6030014	0105	0105	00	000	100.650	3.00	\$301.95
Conc Pavt w/ Int Curb, Nonreinf, 7 inch	Syd	6020162	0100	0100	00	000	26.350	41.40	\$1,090.89
Dr Structure Cover, Adj, Case 1	Ea	4030005	0055	0055	00	000	1.000	400.00	\$400.00
HMA Surface, Rem	Syd	5010005	0075	0075	00	000	3,563.500	2.70	\$9,621.45
Lane Tie, Epoxy Anchored	Ea	6030030	0110	0110	00	000	46.000	8.00	\$368.00
Sidewalk, Rem	Syd	2040055	0030	0030	00	000	36.800	23.00	\$846.40
Subtotal for Category 0001:									\$12,628.69

Category: 0002, Water and Sewer

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Catch Basin Cover, Restricted, GPW	Ea	4037050	0265	0265	00	000	1.000	450.00	\$450.00
Aggregate Base, 6 inch	Syd	3020016	0205	0205	00	000	317.200	7.00	\$2,220.40
Conc Pavt w/ Int Curb, Nonreinf, 7 inch	Syd	6020162	0290	0290	00	000	1,226.110	41.40	\$50,760.95
Dr Structure, 24 inch dia	Ea	4030200	0240	0240	00	000	2.000	1,600.00	\$3,200.00
Driveway, Nonreinf Conc, 6 inch	Syd	8010005	0315	0315	00	000	12.440	42.50	\$528.70
Pavt, Rem	Syd	2040050	0200	0200	00	000	339.310	19.00	\$6,446.89
Underdrain, Subgrade, 4 inch	Ft	4040071	0285	0285	00	000	135.000	11.00	\$1,485.00
Subtotal for Category 0002:									\$65,091.94
Subtotal for Project 0160-0407 Ani:									\$77,720.63



Construction Pay Estimate Report

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Item Usage Summary

Project: 0160-0407 Bry, 2018 Road Program

Category: 0001, Road

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
HMA Surface, Rem	Syd	5010005	0375	0375	00	000	1,855.210	2.70	\$5,009.07
Subtotal for Category 0001:									\$5,009.07
Subtotal for Project 0160-0407 Bry:									\$5,009.07

Project: 0160-0407 Loc, 2018 Road Program

Category: 0001, Road

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Catch Basin Cover, Restricted, GPW	Ea	4037050	0645	0645	00	000	27.000	450.00	\$12,150.00
_ Combined Manhole Cover, GPW	Ea	4037050	0650	0650	00	000	3.000	410.00	\$1,230.00
_ Subgrade Undercutting, Modified	Cyd	2057021	0600	0600	00	000	9.580	45.00	\$431.10
Aggregate Base, 12 inch	Syd	3020030	0615	0615	00	000	397.480	16.00	\$6,359.68
Aggregate Base, 6 inch	Syd	3020016	0610	0610	00	000	583.700	7.00	\$4,085.90
Curb and Gutter, Conc, Det F4	Ft	8020038	0695	0695	00	000	254.510	21.00	\$5,344.71
Curb and Gutter, Rem	Ft	2040020	0575	0575	00	000	998.000	18.00	\$17,964.00
Curb, Rem	Ft	2040021	0580	0580	00	000	1,498.000	12.00	\$17,976.00
Driveway, Nonreinf Conc, 6 inch	Syd	8010005	0690	0690	00	000	94.150	42.50	\$4,001.38
Ero Con, Inlet Protection, Fabric Drop	Ea	2080020	0605	0605	00	000	35.000	100.00	\$3,500.00
HMA Surface, Rem	Syd	5010005	0665	0665	00	000	1,329.840	2.70	\$3,590.57
Maintenance Gravel	Ton	3060020	0625	0625	00	000	129.120	25.00	\$3,228.00
Pavt, Rem	Syd	2040050	0585	0585	00	000	548.840	19.00	\$10,427.96
Sidewalk, Rem	Syd	2040055	0590	0590	00	000	55.370	23.00	\$1,273.51
Tree, Rem, 19 inch to 36 inch	Ea	2020002	0565	0565	00	000	1.000	1,500.00	\$1,500.00
Tree, Rem, 6 inch to 18 inch	Ea	2020004	0570	0570	00	000	2.000	500.00	\$1,000.00
Underdrain, Subgrade, 4 inch	Ft	4040071	0655	0655	00	000	311.000	11.00	\$3,421.00
Subtotal for Category 0001:									\$97,483.81

Category: 0002, Water and Sewer

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Dr Structure Trap, 10 inch	Ea	4037050	0855	0855	00	000	6.000	335.00	\$2,010.00
_ Dr Structure Trap, 12 inch	Ea	4037050	0860	0860	00	000	6.000	335.00	\$2,010.00
_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	Ft	4027001	0795	0795	00	000	456.700	60.00	\$27,402.00



Construction Pay Estimate Report

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Item Usage Summary

Project: 0160-0407 Loc, 2018 Road Program

Category: 0002, Water and Sewer

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Conc Pavt w/ Int Curb, Nonreinf, 7 inch	Syd	6020162	0865	0865	00	000	379.430	41.40	\$15,708.40
Dr Structure, 24 inch dia	Ea	4030200	0805	0805	00	000	10.000	1,600.00	\$16,000.00
Dr Structure, 48 inch dia	Ea	4030210	0810	0810	00	000	19.000	2,500.00	\$47,500.00
Dr Structure, Rem	Ea	2030011	0765	0765	00	000	27.000	370.00	\$9,990.00
Dr Structure, Tap, 10 inch	Ea	4030310	0830	0830	00	000	1.000	250.00	\$250.00
Dr Structure, Tap, 12 inch	Ea	4030312	0835	0835	00	000	3.000	290.00	\$870.00
Sewer Bulkhead, 12 inch	Ea	4021230	0790	0790	00	000	6.000	225.00	\$1,350.00
Sewer, Cl IV, 12 inch, Tr Det B	Ft	4020987	0780	0780	00	000	121.400	64.00	\$7,769.60
Sewer, Rem, Less than 24 inch	Ft	2030015	0770	0770	00	000	481.800	19.00	\$9,154.20
Sidewalk, Conc, 4 inch	Sft	8030044	0895	0895	00	000	71.520	5.50	\$393.36

Subtotal for Category 0002: \$140,407.56

Subtotal for Project 0160-0407 Loc: \$237,891.37

Project: 0160-0407 Sta, 2018 Road Program

Category: 0001, Road

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Dr Structure Cover, Adj, Case 1, Modified	Ea	4037050	1010	1010	00	000	2.000	640.00	\$1,280.00
_ Subgrade Undercutting, Modified	Cyd	2057021	0945	0945	00	000	4.430	45.00	\$199.35
Conc Pavt w/ Int Curb, Nonreinf, 7 inch	Syd	6020162	1040	1040	00	000	2,617.460	41.40	\$108,362.84
Curb Ramp Opening, Conc	Ft	8030030	1095	1095	00	000	43.000	21.00	\$903.00
Detectable Warning Surface	Ft	8030010	1090	1090	00	000	20.000	56.00	\$1,120.00
Driveway, Nonreinf Conc, 6 inch	Syd	8010005	1075	1075	00	000	670.810	42.50	\$28,509.43
Joint, Expansion, E2	Ft	6020207	1045	1045	00	000	50.000	18.00	\$900.00
Joint, Expansion, Erg	Ft	6030021	1065	1065	00	000	25.000	22.00	\$550.00
Lane Tie, Epoxy Anchored	Ea	6030030	1070	1070	00	000	14.000	8.00	\$112.00
Pavt, Rem	Syd	2040050	0925	0925	00	000	38.600	19.00	\$733.40
Sidewalk Ramp, Conc, 4 inch	Sft	8030034	1100	1100	00	000	315.100	6.50	\$2,048.15
Sidewalk Ramp, Conc, 7 inch	Sft	8030037	1105	1105	00	000	153.250	7.50	\$1,149.38
Sidewalk, Conc, 4 inch	Sft	8030044	1110	1110	00	000	76.200	5.50	\$419.10



Construction Pay Estimate Report

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Item Usage Summary

Project: 0160-0407 Sta, 2018 Road Program

Category: 0001, Road

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Sidewalk, Rem	Syd	2040055	0930	0930	00	000	13.830	23.00	\$318.09
Subtotal for Category 0001:									\$146,604.74
Subtotal for Project 0160-0407 Sta:									\$146,604.74
Total Estimated Item Payment:									\$467,225.81

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
0160-0407 Ani, 2018 Road Program	0005	\$77,720.63	\$0.00	\$77,720.63
0160-0407 Bry, 2018 Road Program	0004	\$5,009.07	\$0.00	\$5,009.07
0160-0407 Loc, 2018 Road Program	0003	\$237,891.37	\$0.00	\$237,891.37
0160-0407 Sta, 2018 Road Program	0004	\$146,604.74	\$0.00	\$146,604.74
Voucher Total:				\$467,225.81

Summary

Current Voucher Total:	\$467,225.81	Earnings to date:	\$1,002,354.62
-Current Retainage:	\$46,722.58	- Retainage to date:	\$100,235.47
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$420,503.23	Net Earnings to date:	\$902,119.15
		- Payments to date:	\$481,615.92
		Net Earnings this period:	\$420,503.23



Construction Pay Estimate Report

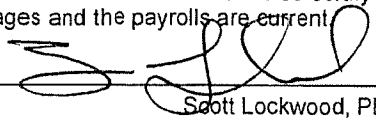
Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

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. I also certify the prime contractor is meeting all requirements for minority percentages and the payrolls are current.



Scott Lockwood, PE, AEW

6/13/19
(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Contract: .0160-0407, 2018 Road Program

Project: 0160-0407 Ani, 2018 Road Program

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
1225	_ Crew Days	8107050		0.000 Ea		0.000			0.00000	

Subtotal for Category 0000: 0

Category: 0001, Road

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	_ Reimbursable Permit Fees	1027060	500.000	Dir		4,070.000	4,070.000	814%	1.00000	\$4,070.00
0010	Mobilization, Max 5%	1500001	0.250	LS		0.200	0.200	80%	103,000.00000	\$20,600.00
0015	Tree, Rem, 6 inch to 18 inch	2020004	8.000	Ea		7.000	7.000	88%	500.00000	\$3,500.00
0020	Curb and Gutter, Rem	2040020	500.000	Ft		0.000			18.00000	
0025	Pavt, Rem	2040050	225.000	Syd		19.740	19.740	9%	19.00000	\$375.06
0030	Sidewalk, Rem	2040055	80.000	Syd	36.800	80.180	80.180	100%	23.00000	\$1,844.14
0035	Ero Con, Inlet Protection, Fabric Drop	2080020	7.000	Ea		0.000			100.00000	
0040	Aggregate Base, 6 inch	3020016	30.000	Syd		0.000			7.00000	
0045	Maintenance Gravel	3060020	100.000	Ton		132.290	132.290	132%	25.00000	\$3,307.25
0050	_ Geosynthetic Paving Fabric	3087011	3,700.000	Syd		0.000			3.57000	
0055	Dr Structure Cover, Adj, Case 1	4030005	5.000	Ea	1.000	1.000	1.000	20%	400.00000	\$400.00
0060	_ Gate Well Cover, Adj, Case 1	4037050	1.000	Ea		0.000			640.00000	
0065	_ Gate Well Cover, GPW	4037050	1.000	Ea		0.000			410.00000	
0070	Pavt, Cleaning	5010001	0.340	LS		0.000			2,000.00000	
0075	HMA Surface, Rem	5010005	3,650.000	Syd	3,563.500	3,563.500	3,563.500	98%	2.70000	\$9,621.45
0080	Joint and Crack, Cleanout	5010015	4,500.000	Ft		0.000			0.45000	
0085	Pavt Joint and Crack Repr, Det 7	5010020	450.000	Ft		0.000			12.40000	
0090	Hand Patching	5010025	10.000	Ton		0.000			77.00000	
0095	HMA, 5E1	5010056	610.000	Ton		0.000			103.00000	
0100	Conc Pavt w/ Int Curb,Nonreinf,7 inch	6020162	30.000	Syd	26.350	26.350	26.350	88%	41.40000	\$1,090.89
0105	Cold Milling Conc Pavt	6030014	100.000	Syd	100.650	100.650	100.650	101%	3.00000	\$301.95

Contract: .0160-0407

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Construction Pay Estimate Amount Balance Report

Estimate: 5

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Anderson, Eckstein and Westrick

FieldManager 5.3c

Project: 0160-0407 Ani, 2018 Road Program

Category: 0001, Road

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
0110	Lane Tie, Epoxy Anchored	6030030	400.000	Ea	46.000	46.000	46.000	12%	8.00000	\$368.00
0115	Pavt Repr, Nonreinf Conc, 8 inch	6030044	20.000	Syd		0.000			50.00000	
0120	Pavt Repr, Rem	6030080	20.000	Syd		0.000			30.00000	
0125	Driveway, Nonreinf Conc, 6 inch	8010005	470.000	Syd		0.000			42.50000	
0130	Curb and Gutter, Conc, Det F1	8020035	300.000	Ft		0.000			21.00000	
0135	Sidewalk Ramp, Conc, 7 inch	8030037	220.000	Sft		0.000			7.50000	
0140	Sidewalk, Conc, 4 inch	8030044	315.000	Sft		0.000			5.50000	
0145	Pavt Mrkg, Waterborne, 4 inch, White	8110231	14.000	Ft		0.000			15.00000	
0150	Pavt Mrkg, Waterborne, 2nd Appl, 4, White	8110251	14.000	Ft		0.000			10.00000	
0155	Rem Curing Compound, for Longit Mrkg, 4"	8110307	14.000	Ft		0.000			20.00000	
0160	_ Traffic Control, Minor Street	8127050	1.000	Ea		0.000			1,500.00000	
0165	_ Proposed Trees	8157050	8.000	Ea		0.000			560.00000	
0170	_ Audio Visual Record of Construction Area	8507051	0.250	LS		0.250	0.250	100%	2,300.00000	\$575.00
0175	_ Rubbish Pickup	8507051	0.250	LS		0.000			5,000.00000	

Subtotal for Category 0001: 46053.74

Category: 0002, Water and Sewer

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
0180	Dr Structure, Abandon	2030010	1.000	Ea		0.000			370.00000	
0185	Dr Structure, Rem	2030011	2.000	Ea		7.000	7.000	350%	370.00000	\$2,590.00
0190	Sewer, Rem, Less than 24 inch	2030015	115.000	Ft		105.200	105.200	91%	19.00000	\$1,998.80
0195	Curb and Gutter, Rem	2040020	160.000	Ft		0.000			18.00000	
0200	Pavt, Rem	2040050	1,040.000	Syd	339.310	1,386.780	1,386.780	133%	19.00000	\$26,348.82
0205	Aggregate Base, 6 inch	3020016	925.000	Syd	317.200	1,232.820	1,232.820	133%	7.00000	\$8,629.74
0210	Sewer, CI IV, 24 inch, Tr Det B	4020993	605.000	Ft		609.300	609.300	101%	139.00000	\$84,692.70
0215	_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	4027001	65.000	Ft		94.700	94.700	146%	60.00000	\$5,682.00

Contract: 0160-0407

Estimate: 5

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Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

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FieldManager 5.3c

Project: 0160-0407 Ani, 2018 Road Program

Category: 0002, Water and Sewer

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
0220	_ Sewer, Sch 40 PVC, 4 inch, Tr Det B	4027001	25.000	Ft		0.000			230.00000	
0225	_ Sewer, Sch 40 PVC, 8 inch, Tr Det B	4027001	5.000	Ft		27.000	27.000	540%	230.00000	\$6,210.00
0230	_ Sewer Bulkhead, 10 inch	4027050	1.000	Ea		2.000	2.000	200%	200.00000	\$400.00
0235	_ CMP Detention System	4027051	1.000	LS		1.000	1.000	100%	47,600.00000	\$47,600.00
0240	Dr Structure, 24 inch dia	4030200	1.000	Ea	2.000	4.000	4.000	400%	1,600.00000	\$6,400.00
0245	Dr Structure, 48 inch dia	4030210	7.000	Ea		7.000	7.000	100%	2,500.00000	\$17,500.00
0250	Dr Structure, Adj, Add Depth	4030280	5.000	Ft		0.000			270.00000	
0255	Dr Structure, Tap, 4 inch	4030304	2.000	Ea		1.000	1.000	50%	180.00000	\$180.00
0260	_ Catch Basin Cover, GPW	4037050	5.000	Ea		3.000	3.000	60%	410.00000	\$1,230.00
0265	_ Catch Basin Cover, Restricted, GPW	4037050	4.000	Ea	1.000	1.000	1.000	25%	450.00000	\$450.00
0270	_ Combined Manhole Cover, GPW	4037050	1.000	Ea		1.000	1.000	100%	410.00000	\$410.00
0275	_ Dr Structure Trap, 8 inch	4037050	1.000	Ea		1.000	1.000	100%	335.00000	\$335.00
0280	_ Storm Manhole Cover, GPW	4037050	8.000	Ea		4.000	4.000	50%	410.00000	\$1,640.00
0285	Underdrain, Subgrade, 4 inch	4040071	250.000	Ft	135.000	331.500	331.500	133%	11.00000	\$3,646.50
0290	Conc Pavt w/ Int Curb, Nonreinf, 7 inch	6020162	925.000	Syd	1,226.110	1,226.110	1,226.110	133%	41.40000	\$50,760.95
0295	Joint, Plane-of-Weakness, W	6020211	150.000	Ft		0.000			2.20000	
0300	Joint, Plane-of-Weakness W, Intersection	6020310	225.000	Ft		0.000			2.60000	
0305	Pavt Repr, Nonreinf Conc, 8 inch	6030044	90.000	Syd		0.000			50.00000	
0310	Pavt Repr, Rem	6030080	90.000	Syd		0.000			30.00000	
0315	Driveway, Nonreinf Conc, 6 inch	8010005	120.000	Syd	12.440	12.440	12.440	10%	42.50000	\$528.70
0320	Curb and Gutter, Conc, Det F1	8020035	160.000	Ft		0.000			21.00000	
0325	Sidewalk, Conc, 6 inch	8030046	150.000	Sft		0.000			6.50000	
0330	Part Width Intersection Construction	8120190	1.000	Ea		0.000			0.01000	

Subtotal for Category 0002: 267233.21

Subtotal for Project 0160-0407 Ani: 313286.95

Contract: 0160-0407

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Construction Pay Estimate Amount Balance Report

Estimate: 5

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FieldManager 5.3c

Project: 0160-0407 Bry, 2018 Road Program

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
1225	_ Crew Days	8107050	0.000	Ea		0.000			0.00000	

Subtotal for Category 0000: 0

Category: 0001, Road

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
0335	_ Reimbursable Permit Fees	1027060	500.000	Dlr		0.000			1.00000	
0340	Mobilization, Max 5%	1500001	0.250	LS		0.000			103,000.00000	
0345	Curb and Gutter, Rem	2040020	64.000	Ft		0.000			18.00000	
0350	Pavt, Rem	2040050	50.000	Syd		0.000			19.00000	
0355	Ero Con, Inlet Protection, Fabric Drop	2080020	4.000	Ea		0.000			100.00000	
0360	Maintenance Gravel	3060020	75.000	Ton		140.310	140.310	187%	25.00000	\$3,507.75
0365	_ Geosynthetic Paving Fabric	3087011	2,000.000	Syd		0.000			3.57000	
0370	Pavt, Cleaning	5010001	0.330	LS		0.000			2,000.00000	
0375	HMA Surface, Rem	5010005	1,885.000	Syd	1,855.210	1,855.210	1,855.210	98%	2.70000	\$5,009.07
0380	Joint and Crack, Cleanout	5010015	2,200.000	Ft		0.000			0.45000	
0385	Pavt Joint and Crack Repr, Det 7	5010020	220.000	Ft		0.000			12.40000	
0390	Hand Patching	5010025	11.000	Ton		0.000			77.00000	
0395	HMA, 5E1	5010056	385.000	Ton		0.000			103.00000	
0400	Lane Tie, Epoxy Anchored	6030030	400.000	Ea		0.000			8.00000	
0405	Pavt Repr, Nonreinf Conc, 8 inch	6030044	300.000	Syd		0.000			50.00000	
0410	Pavt Repr, Rem	6030080	300.000	Syd		0.000			30.00000	
0415	Driveway, Nonreinf Conc, 6 inch	8010005	70.000	Syd		0.000			42.50000	
0420	Curb and Gutter, Conc, Det F1	8020035	64.000	Ft		0.000			21.00000	
0425	Pavt Mrkg, Waterborne, 6 inch, White	8110233	18.000	Ft		0.000			20.00000	
0430	Pavt Mrkg, Waterborne, 2nd Appl, 6, White	8110253	18.000	Ft		0.000			15.00000	
0435	Rem Curing Compound, for Longit Mrkg, 6"	8110308	18.000	Ft		0.000			25.00000	

Contract: 0160-0407

Estimate: 5

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Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Project: 0160-0407 Bry, 2018 Road Program

Category: 0001, Road

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
0440	_ Traffic Control, Minor Street	8127050		1.000 Ea		0.000			1,500.00000	
0445	_ Surface Restoration, Hydroseeding	8167011		50.000 Syd		0.000			6.80000	
0450	_ Audio Visual Record of Construction Area	8507051		0.250 LS		0.250	0.250	100%	2,300.00000	\$575.00
0455	_ Rubbish Pickup	8507051		0.250 LS		0.000			5,000.00000	
Subtotal for Category 0001:										9091.82

Category: 0002, Water and Sewer

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
0460	Tree, Rem, 6 inch to 18 inch	2020004		1.000 Ea		1.000	1.000	100%	500.00000	\$500.00
0465	Dr Structure, Rem	2030011		4.000 Ea		6.000	6.000	150%	370.00000	\$2,220.00
0470	Sewer, Rem, Less than 24 inch	2030015		340.000 Ft		392.000	392.000	115%	19.00000	\$7,448.00
0475	Curb and Gutter, Rem	2040020		112.000 Ft		0.000			18.00000	
0480	Pavt, Rem	2040050		90.000 Syd		74.420	74.420	83%	19.00000	\$1,413.98
0485	_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	4027001		320.000 Ft		375.000	375.000	117%	60.00000	\$22,500.00
0490	_ Storm Sewer Repr, 10 inch	4027001		13.000 Ft		0.000			200.00000	
0495	Dr Structure, 24 inch dia	4030200		2.000 Ea		3.000	3.000	150%	1,600.00000	\$4,800.00
0500	Dr Structure, 48 inch dia	4030210		3.000 Ea		4.000	4.000	133%	2,500.00000	\$10,000.00
0505	_ Catch Basin Cover, Restricted, GPW	4037050		4.000 Ea		0.000			450.00000	
0510	_ Storm Manhole Cover, GPW	4037050		1.000 Ea		0.000			410.00000	
0515	Pavt Repr, Nonreinf Conc, 8 inch	6030044		175.000 Syd		0.000			50.00000	
0520	Pavt Repr, Rem	6030080		175.000 Syd		0.000			30.00000	
0525	Driveway, Nonreinf Conc, 6 inch	8010005		120.000 Syd		0.000			42.50000	
0530	Curb and Gutter, Conc, Det F1	8020035		112.000 Ft		0.000			21.00000	

Contract: 0160-0407

Estimate: 5

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Construction Pay Estimate Amount Balance Report

Estimate: 5

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Anderson, Eckstein and Westrick

FieldManager 5.3c

Project: 0160-0407 Bry, 2018 Road Program

Category: 0002, Water and Sewer

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
0535	_ Proposed Trees	8157050		1.000 Ea		0.000			560.00000	

Subtotal for Category 0002: 48881.98

Subtotal for Project 0160-0407 Bry: 57973.80

Project: 0160-0407 Co, 2018 Road Program

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
1225	_ Crew Days	8107050		0.000 Ea		0.000			0.00000	

Subtotal for Category 0000: 0

Category: 0001, Road

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
0540	Hand Patching	5010025	225.000	Ton		240.270	240.270	107%	77.00000	\$18,500.79
0545	_ Pavt Joint and Crack Repr, Del 7, Special	5017001	5,850.000	Ft		6,396.100	6,396.100	109%	10.80000	\$69,077.88
0550	_ Traffic Control, Minor Street	8127050		1.000 Ea		1.000	1.000	100%	1,500.00000	\$1,500.00

Subtotal for Category 0001: 89078.67

Subtotal for Project 0160-0407 Co: 89078.67



Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Project: 0160-0407 Loc, 2018 Road Program

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
1225	_ Crew Days	8107050		Ea	0.000	0.000			0.00000	

Subtotal for Category 0000: 0

Category: 0001, Road

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
0555	_ Reimbursable Permit Fees	1027060	500.000	Dlr		0.000			1.00000	
0560	Mobilization, Max 5%	1500001	0.250	LS		0.000			103,000.00000	
0565	Tree, Rem, 19 inch to 36 inch	2020002	1.000	Ea	1.000	3.000	3.000	300%	1,500.00000	\$4,500.00
0570	Tree, Rem, 6 inch to 18 inch	2020004	2.000	Ea	2.000	4.000	4.000	200%	500.00000	\$2,000.00
0575	Curb and Gutter, Rem	2040020	650.000	Ft	998.000	998.000	998.000	154%	18.00000	\$17,964.00
0580	Curb, Rem	2040021	2,190.000	Ft	1,498.000	1,498.000	1,498.000	68%	12.00000	\$17,976.00
0585	Pavt, Rem	2040050	140.000	Syd	548.840	548.840	548.840	392%	19.00000	\$10,427.96
0590	Sidewalk, Rem	2040055	133.000	Syd	55.370	55.370	55.370	42%	23.00000	\$1,273.51
0595	_ Station Grading, Special	2057001	500.000	Ft		0.000			25.00000	
0600	_ Subgrade Undercutting, Modified	2057021	175.000	Cyd	9.580	9.580	9.580	5%	45.00000	\$431.10
0605	Ero Con, Inlet Protection, Fabric Drop	2080020	36.000	Ea	35.000	35.000	35.000	97%	100.00000	\$3,500.00
0610	Aggregate Base, 6 inch	3020016	4,700.000	Syd	583.700	583.700	583.700	12%	7.00000	\$4,085.90
0615	Aggregate Base, 12 inch	3020030	580.000	Syd	397.480	397.480	397.480	69%	16.00000	\$6,359.68
0620	Aggregate Base, Conditioning	3020051	43.000	Sta		0.000			460.00000	
0625	Maintenance Gravel	3060020	150.000	Ton	129.120	129.120	129.120	86%	25.00000	\$3,228.00
0630	_ Geosynthetic Paving Fabric	3087011	9,515.000	Syd		0.000			3.57000	
0635	_ External Structure Wrap, 18 inch	4027050	2.000	Ea		0.000			400.00000	
0640	Dr Structure Cover, Adj, Case 1	4030005	2.000	Ea		0.000			400.00000	
0645	_ Catch Basin Cover, Restricted, GPW	4037050	27.000	Ea	27.000	27.000	27.000	100%	450.00000	\$12,150.00
0650	_ Combined Manhole Cover, GPW	4037050	5.000	Ea	3.000	3.000	3.000	60%	410.00000	\$1,230.00
0655	Underdrain, Subgrade, 4 inch	4040071	1,250.000	Ft	311.000	311.000	311.000	25%	11.00000	\$3,421.00

Contract: 0160-0407

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Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Project: 0160-0407 Loc, 2018 Road Program

Category: 0001, Road

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
0660	Pavt, Cleaning	5010001	0.330	LS		0.000			2,000.00000	
0665	HMA Surface, Rem	5010005	10,300.000	Syd	1,329.840	1,329.840	1,329.840	13%	2.70000	\$3,590.57
0670	Hand Patching	5010025	10.000	Ton		0.000			77.00000	
0675	HMA, 4E1	5010050	1,450.000	Ton		0.000			89.00000	
0680	HMA, 5E1	5010056	850.000	Ton		0.000			103.00000	
0685	Joint, Expansion, Erg	6030021	55.000	Ft		0.000			22.00000	
0690	Driveway, Nonreinf Conc, 6 inch	8010005	140.000	Syd	94.150	94.150	94.150	67%	42.50000	\$4,001.38
0695	Curb and Gutter, Conc, Det F4	8020038	2,500.000	Ft	254.510	254.510	254.510	10%	21.00000	\$5,344.71
0700	Sidewalk, Conc, 6 inch	8030046	100.000	Sft		0.000			6.50000	
0705	Part Width Intersection Construction	8120190	1.000	Ea		0.000			0.01000	
0710	_ Traffic Control, Minor Street	8127050	1.000	Ea		0.000			1,500.00000	
0715	_ Proposed Trees	8157050	2.000	Ea		0.000			560.00000	
0720	Sodding	8160055	1,100.000	Syd		0.000			4.40000	
0725	Topsoil Surface, Furn, 3 inch	8160061	1,100.000	Syd		0.000			4.40000	
0730	Water, Sodding/Seeding	8160090	60.000	Unit		0.000			80.00000	
0735	_ Surface Restoration, Hydroseeding	8167011	350.000	Syd		0.000			6.80000	
0740	_ Irrigation Pipe	8237001	900.000	Ft		0.000			2.00000	
0745	_ Sprinkler Head	8237050	40.000	Ea		0.000			55.00000	
0750	_ Sprinkler Head, Adj	8237050	30.000	Ea		0.000			48.00000	
0755	_ Audio Visual Record of Construction Area	8507051	0.250	LS		0.250	0.250	100%	2,300.00000	\$575.00
0760	_ Rubbish Pickup	8507051	0.250	LS		0.000			5,000.00000	
Subtotal for Category 0001:										102058.81

Category: 0002, Water and Sewer

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
0765	Dr Structure, Rem	2030011	27.000	Ea	27.000	27.000	27.000	100%	370.00000	\$9,990.00

Contract: 0160-0407

Estimate: 5

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Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Project: 0160-0407 Loc, 2018 Road Program

Category: 0002, Water and Sewer

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
0770	Sewer, Rem, Less than 24 inch	2030015	520.000	Ft	481.800	481.800	481.800	93%	19.00000	\$9,154.20
0775	_ Station Grading	2057002	2.000	Sta		0.000			2,700.00000	
0780	Sewer, CI IV, 12 inch, Tr Det B	4020987	140.000	Ft	121.400	121.400	121.400	87%	64.00000	\$7,769.60
0785	Sewer Tap, 30 inch	4021208	1.000	Ea		0.000			1,600.00000	
0790	Sewer Bulkhead, 12 inch	4021230	3.000	Ea	6.000	6.000	6.000	200%	225.00000	\$1,350.00
0795	_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	4027001	385.000	Ft	456.700	456.700	456.700	119%	60.00000	\$27,402.00
0800	Dr Structure Cover, Adj, Case 2	4030006	2.000	Ea		0.000			400.00000	
0805	Dr Structure, 24 inch dia	4030200	13.000	Ea	10.000	10.000	10.000	77%	1,600.00000	\$16,000.00
0810	Dr Structure, 48 inch dia	4030210	14.000	Ea	19.000	19.000	19.000	136%	2,500.00000	\$47,500.00
0815	Dr Structure, 60 inch dia	4030220	1.000	Ea		0.000			5,500.00000	
0820	Dr Structure, Adj, Add Depth	4030280	2.000	Ft		0.000			270.00000	
0825	Dr Structure, Tap, 4 inch	4030304	8.000	Ea		0.000			180.00000	
0830	Dr Structure, Tap, 10 inch	4030310	28.000	Ea	1.000	1.000	1.000	4%	250.00000	\$250.00
0835	Dr Structure, Tap, 12 inch	4030312	6.000	Ea	3.000	3.000	3.000	50%	290.00000	\$870.00
0840	Dr Structure, Temp Lowering	4030390	2.000	Ea		0.000			450.00000	
0845	Mh Base, 48 inch, Type 1	4030401	1.000	Ea		0.000			8,600.00000	
0850	Mh Riser	4030505	9.000	Ft		0.000			100.00000	
0855	_ Dr Structure Trap, 10 inch	4037050	11.000	Ea	6.000	6.000	6.000	55%	335.00000	\$2,010.00
0860	_ Dr Structure Trap, 12 inch	4037050	4.000	Ea	6.000	6.000	6.000	150%	335.00000	\$2,010.00
0865	Conc Pavt w/ Int Curb, Nonreinf, 7 inch	6020162	850.000	Syd	379.430	379.430	379.430	45%	41.40000	\$15,708.40
0870	Joint, Plane-of-Weakness W, Intersection	6020310	300.000	Ft		0.000			2.60000	
0875	Pavt Repr, Rem	6030080	40.000	Syd		0.000			30.00000	
0880	Detectable Warning Surface	8030010	40.000	Ft		0.000			56.00000	
0885	Sidewalk Ramp, Conc, 4 inch	8030034	630.000	Sft		0.000			6.50000	
0890	Sidewalk Ramp, Conc, 7 inch	8030037	310.000	Sft		0.000			7.50000	

Contract: 0160-0407

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Construction Pay Estimate Amount Balance Report

Estimate: 5

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FieldManager 5.3c

Project: 0160-0407 Loc, 2018 Road Program

Category: 0002, Water and Sewer

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
0895	Sidewalk, Conc, 4 inch	8030044	150.000	Sft	71.520	71.520	71.520	48%	5.50000	\$393.36

Subtotal for Category 0002: 140407.56

Subtotal for Project 0160-0407 Loc: 242466.37

Project: 0160-0407 Sta, 2018 Road Program

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
1225	_ Crew Days	8107050	0.000	Ea		0.000			0.00000	

Subtotal for Category 0000: 0

Category: 0001, Road

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
0900	_ Reimbursable Permit Fees	1027060	500.000	Dir		0.000			1.00000	
0905	Mobilization, Max 5%	1500001	0.250	LS		0.000			103,000.00000	
0910	Tree, Rem, 19 inch to 36 inch	2020002	2.000	Ea		4.000	4.000	200%	1,500.00000	\$6,000.00
0915	Tree, Rem, 6 inch to 18 inch	2020004	1.000	Ea		1.000	1.000	100%	500.00000	\$500.00
0920	Curb and Gutter, Rem	2040020	32.000	Ft		19.400	19.400	61%	18.00000	\$349.20
0925	Pavt, Rem	2040050	1,250.000	Syd	38.600	583.730	583.730	47%	19.00000	\$11,090.87
0930	Sidewalk, Rem	2040055	250.000	Syd	13.830	104.230	104.230	42%	23.00000	\$2,397.29
0935	_ Pavt, Rem, Modified	2047011	5,300.000	Syd		2,619.400	2,619.400	49%	9.30000	\$24,360.42
0940	_ Station Grading	2057002	19.000	Sta		0.000			2,700.00000	
0945	_ Subgrade Undercutting, Modified	2057021	400.000	Cyd	4.430	41.500	41.500	10%	45.00000	\$1,867.50
0950	_ Subgrade Undercutting, Special	2057021	80.000	Cyd		0.000			55.00000	

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Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

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FieldManager 5.3c

Project: 0160-0407 Sta, 2018 Road Program

Category: 0001, Road

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
0955	Ero Con, Inlet Protection, Fabric Drop	2080020	12.000	Ea		9.000	9.000	75%	100.00000	\$900.00
0960	Aggregate Base, 6 inch	3020016	5,500.000	Syd		2,817.000	2,817.000	51%	7.00000	\$19,719.00
0965	Maintenance Gravel	3060020	175.000	Ton		51.890	51.890	30%	25.00000	\$1,297.25
0970	_ Geogrid	3087011	475.000	Syd		0.000			6.00000	
0975	Sewer Bulkhead, 12 inch	4021230	2.000	Ea		0.000			225.00000	
0980	_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	4027001	6.000	Ft		0.000			60.00000	
0985	_ External Structure Wrap, 18 inch	4027050	2.000	Ea		0.000			400.00000	
0990	Dr Structure Cover, Adj, Case 2	4030006	2.000	Ea		0.000			400.00000	
0995	Dr Structure, Adj, Add Depth	4030280	6.000	Ft		0.000			270.00000	
1000	_ Catch Basin Cover, Restricted, GPW	4037050	12.000	Ea		12.000	12.000	100%	450.00000	\$5,400.00
1005	_ Combined Manhole Cover, GPW	4037050	1.000	Ea		0.000			410.00000	
1010	_ Dr Structure Cover, Adj, Case 1, Modified	4037050	2.000	Ea	2.000	2.000	2.000	100%	640.00000	\$1,280.00
1015	_ Dr Structure Trap, 12 inch	4037050	2.000	Ea		3.000	3.000	150%	335.00000	\$1,005.00
1020	_ Gate Well Cover, Adj, Case 2	4037050	1.000	Ea		0.000			400.00000	
1025	_ Gate Well Cover, GPW	4037050	1.000	Ea		0.000			410.00000	
1030	_ Storm Manhole Cover, GPW	4037050	3.000	Ea		1.000	1.000	33%	410.00000	\$410.00
1035	Underdrain, Subgrade, 4 inch	4040071	3,650.000	Ft		1,773.500	1,773.500	49%	11.00000	\$19,508.50
1040	Conc Pavt w/ Int Curb, Nonreinf, 7 inch	6020162	5,000.000	Syd	2,617.460	2,617.460	2,617.460	52%	41.40000	\$108,362.84
1045	Joint, Expansion, E2	6020207	100.000	Ft	50.000	50.000	50.000	50%	18.00000	\$900.00
1050	Joint, Plane-of-Weakness, W	6020211	4,125.000	Ft		0.000			2.20000	
1055	Pavt Gapping	6020215	275.000	Ft		0.000			16.20000	
1060	Joint, Plane-of-Weakness W, Intersection	6020310	450.000	Ft		0.000			2.60000	
1065	Joint, Expansion, Erg	6030021	75.000	Ft	25.000	25.000	25.000	33%	22.00000	\$550.00
1070	Lane Tie, Epoxy Anchored	6030030	45.000	Ea	14.000	14.000	14.000	31%	8.00000	\$112.00
1075	Driveway, Nonreinf Conc, 6 inch	8010005	1,400.000	Syd	670.810	670.810	670.810	48%	42.50000	\$28,509.43
1080	Driveway, Nonreinf Conc, 7 inch	8010006	105.000	Syd		0.000			47.00000	
1085	_ Driveway Opening, Conc, Det M, Modified	8027001	100.000	Ft		0.000			27.50000	

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Construction Pay Estimate Amount Balance Report

Estimate: 5

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Anderson, Eckstein and Westrick

FieldManager 5.3c

Project: 0160-0407 Sta, 2018 Road Program

Category: 0001, Road

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
1090	Detectable Warning Surface	8030010	65.000	Ft	20.000	20.000	20.000	31%	56.00000	\$1,120.00
1095	Curb Ramp Opening, Conc	8030030	32.000	Ft	43.000	43.000	43.000	134%	21.00000	\$903.00
1100	Sidewalk Ramp, Conc, 4 inch	8030034	2,000.000	Sft	315.100	315.100	315.100	16%	6.50000	\$2,048.15
1105	Sidewalk Ramp, Conc, 7 inch	8030037	200.000	Sft	153.250	153.250	153.250	77%	7.50000	\$1,149.38
1110	Sidewalk, Conc, 4 inch	8030044	75.000	Sft	76.200	76.200	76.200	102%	5.50000	\$419.10
1115	Sidewalk, Clay Brick Pavers, Rem	8030051	40.000	Sft		0.000			9.00000	
1120	_ Sidewalk, Clay Brick Pavers, Salv	8037010	40.000	Sft		0.000			16.00000	
1125	Part Width Intersection Construction	8120190	2.000	Ea		0.000			0.01000	
1130	_ Traffic Control, Minor Street	8127050	1.000	Ea		0.000			1,500.00000	
1135	_ Proposed Trees	8157050	5.000	Ea		0.000			560.00000	
1140	Sodding	8160055	1,225.000	Syd		0.000			4.40000	
1145	Topsoil Surface, Furn, 3 inch	8160061	1,225.000	Syd		0.000			4.40000	
1150	Water, Sodding/Seeding	8160090	13.000	Unit		0.000			80.00000	
1155	_ Irrigation Pipe	8237001	450.000	Ft		0.000			2.00000	
1160	_ Sprinkler Head	8237050	25.000	Ea		0.000			55.00000	
1165	_ Sprinkler Head, Adj	8237050	25.000	Ea		0.000			48.00000	
1170	_ Audio Visual Record of Construction Area	8507051	0.250	LS		0.250	0.250	100%	2,300.00000	\$575.00
1175	_ Rubbish Pickup	8507051	0.250	LS		0.000			5,000.00000	

Subtotal for Category 0001: 240733.93

Category: 0002, Water and Sewer

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
1180	Dr Structure, Rem	2030011	12.000	Ea		11.000	11.000	92%	370.00000	\$4,070.00
1185	Sewer, Rem, Less than 24 inch	2030015	290.000	Ft		289.100	289.100	99%	19.00000	\$5,492.90
1190	Sewer, CI IV, 12 inch, Tr Det B	4020987	300.000	Ft		293.000	293.000	98%	64.00000	\$18,752.00
1195	Sewer Bulkhead, 12 inch	4021230	2.000	Ea		0.000			225.00000	

Contract: 0160-0407

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Construction Pay Estimate Amount Balance Report

Estimate: 5

Anderson, Eckstein and Westrick

6/13/2019 7:50 AM

FieldManager 5.3c

Project: 0160-0407 Sta, 2018 Road Program

Category: 0002, Water and Sewer

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
1200	_ Storm Sewer Repr, 10 inch	4027001	6.000	Ft		3.700	3.700	62%	200.00000	\$740.00
1205	_ Storm Sewer Repr, 12 inch	4027001	6.000	Ft		4.600	4.600	77%	200.00000	\$920.00
1210	Dr Structure, 24 inch dia	4030200	6.000	Ea		6.000	6.000	100%	1,600.00000	\$9,600.00
1215	Dr Structure, 48 inch dia	4030210	6.000	Ea		7.000	7.000	117%	2,500.00000	\$17,500.00
1220	Dr Structure, Tap, 12 inch	4030312	6.000	Ea		6.000	6.000	100%	290.00000	\$1,740.00

Subtotal for Category 0002: 58814.90

Subtotal for Project 0160-0407 Sta: 299548.83

Percentage of Contract Completed(curr): 46%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$467,225.81

Total Amount Earned To Date: \$1,002,354.62

RECEIVED

JUN 14 2019



CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT
ANDERSON, ECKSTEIN & WESTPHAL, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
www.aewinc.com p(586)726-1234

INVOICE

June 3, 2019

Project No:

0160-0397-0

Statement

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

Project 0160-0397-0 PUBLIC SAFETY IMPROVEMENTS
FOR: LAYOUTS & MEETINGS TO REVIEW, PLAN REVISIONS AND PREPARE PRELIMINARY DESIGN DOCUMENTS
Professional Services from June 1, 2019 to June 28, 2019

Total this Invoice

Outstanding Invoices

Number	Date	Balance
0117963	6/7/2018	824.00
Total		824.00

BILLING BACKUP REPORT

OK 6/13/19

PO# 17.44449
401.902.977102
6/13/2019
C. Behrens
F. S.
BSM



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

11F

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

June 5, 2019

Invoice No: 21849 - 12

RECEIVED

JUN 12 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RECEIVED

JUN 10 2019

Project 21849 Grosse Pointe Woods Building Services

Professional Services from May 1, 2019 to May 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

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

Email: cbehrens@gpwmi.us

June 10/19

101. 180. 818.000

(Behrens)



116

RECEIVED
JUN 24 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

FY 2019 - 2020
101-224-818.000
07-01-2019

[Handwritten signature]
Invoice 061719

June 17, 2019

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

RE: July 2019 Services

For contract assessing services rendered:

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

TOTAL AMOUNT DUE \$ 5,786.16

Respectfully submitted,

[Handwritten signature]
Lynette Hobyak
Business Manager

38110 Executive Drive, Suite 100
Westland, MI 48185

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

114



RECEIVED
JUN 12 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

June 6, 2019

Invoice 060619

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

101-210-801.300
06/06/2019

A handwritten signature in black ink, appearing to read "C. Dehner", with a second signature below it that is less legible.

RE: Legal Services – May 2019

Legal services rendered:

Invoice # 16383 (attached).....\$18,419.98

Total..... \$18,419.98

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Lynette Plobyak", with a large, loopy flourish underneath.

Lynette Plobyak
Business Manager

Please submit payment to Hallahan and Associates, P.C.

38110 Executive Drive, Suite 100
Westland, MI 48185

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

Hallahan & Associates, P.C.

Attorneys at Law

1750 S. Telegraph Road, Suite 202
Bloomfield Hills, Michigan 48302-0179
(248) 731-3089

Email

June 3, 2019

City of Grosse Pointe Woods
c/o WCA Assessing
Aaron P. Powers, MMAO, Managing Director
38110 Executive
Westland, MI 48185

Please include Invoice No.
with your payment

Invoice No. 16383

\$19,601.04

Professional services rendered through May 31, 2019

		Hours	Amount
DRSN Real Estate GP LLC - 17-001117			
05/01/19	SAO Prepare for trial and communicate with appraiser.	6.00	927.18
05/02/19	SAO Prepare for hearing, continue working on updates.	4.50	695.39
05/03/19	SAO Received and reviewed letter from Petitioner regarding substitution.	0.10	15.45
	LMH Review of trial transcripts; trial preparation.	3.80	587.21
05/04/19	LMH Trial Preparation.	4.60	710.84
	SAO Trial Preparation.	1.00	154.53
05/05/19	LMH Trial Preparation.	3.60	556.31
05/06/19	SAO Final trial preparation, assemble exhibits, discuss case with L. Hallahan and appraiser; travel to Lansing for trial.	7.20	1,112.62
	LMH Communicate with Seth O'Loughlin; telephone conference with Aaron Powers; trial preparation; travel to Lansing	6.10	942.63
05/07/19	SAO Attend hearing; prepare for hearing based upon testimony.	12.00	1,854.36
	LMH Attend hearing; prepare for hearing based upon testimony.	12.00	1,854.36
	LMH Attend hearing; prepare for hearing based upon testimony.	12.00	1,854.36
05/08/19	LMH Attend hearing; prepare for hearing based upon testimony; prepare sales and income sections of closing closing statement.	13.10	2,024.34
	SAO Attend hearing; prepare for hearing based upon testimony; prepare closing statement.	12.20	1,885.27
05/09/19	SAO Attend hearing; travel from hearing.	10.00	1,545.30
	LMH Trial preparation relative to bond filings; prepare for and attend hearing; travel from hearing.	11.00	1,699.83
Subtotal:		119.20	18,419.98
Subtotal of charges			\$18,419.98
Professional services rendered		119.20	\$18,419.98

Timekeeper Summary

Name	Hours	Rate
Laura M. Hallahan	66.20	154.53
Seth A. O'Loughlin	53.00	154.53

Expenses/Costs:

	<u>Amount</u>
<u>DRSN Real Estate GP LLC - 17-001117</u>	
05/06/19 Mileage - travel to Tax Tribunal	41.35
05/09/19 Mileage - travel from Tax Tribunal	41.35
Hotel - Room 1, 05/06 - 05/09.	366.12
Hotel - Room 2, 05/06 - 05/09.	366.12
Hotel - Room 3, 05/06 - 05/09.	366.12
Subtotal:	<u>1,181.06</u>
Total additional charges	<u>\$1,181.06</u>
Total amount of this bill	<u>\$19,601.04</u>
Previous balance	\$1,471.68
Accounts receivable transactions	
5/13/2019 Payment received from City of Grosse Pointe Woods. Check No. 053424.	(\$139.07)
5/28/2019 Payment received from City of Grosse Pointe Woods. Check No. 053566.	<u>(\$1,332.61)</u>
Total payments and adjustments	<u>(\$1,471.68)</u>
AMOUNT DUE	<u><u>\$19,601.04</u></u>

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

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

111
RECEIVED
JUN 13 2019
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT
FEDERAL PAYMENT

June 01, 2019
Client: 000896
Matter: 000000
Invoice #: 116647

REGARDING: GENERAL MATTERS

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

TOTAL \$6,881.50

FY 2018-2019
101-210-810.000

 6/13/19

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

June 01, 2019

Client: 000896

Matter: 000000

Invoice #: 116647

Attention: Bruce Smith, City Manager

Page: 1

RE: GENERAL MATTERS

For Professional Services Rendered through May 31, 2019

DATE	ATTY	DESCRIPTION	HOURS
5/3/2019	TLF	Telephone call from Ms. Behrens regarding excessive absences for employee and FMLA leave of absence.	0.25
5/6/2019	GPk	Attention to preparation of contract proposals; preparation for and attendance at conference with City Council regarding negotiations.	5.25
5/7/2019	GPk	Attention to preparation of contract proposals regarding POAM negotiations.	0.75
5/8/2019	GPk	Attention to review of documents regarding employee arbitration.	1.50
5/9/2019	GPk	Attention to preparation for and attendance at POAM and TPOAM negotiations and conference with witnesses regarding employee arbitration.	7.50
5/10/2019	GPk	Attention to preparation for and attendance at POLC negotiations.	7.00
5/13/2019	GPk	Attention to review of documents regarding employee matters.	1.75
5/14/2019	GPk	Attention to review of documents and telephone calls from client regarding employee matters.	2.00
5/15/2019	GPk	Attention to review of documents regarding employee matters; telephone calls from client regarding same.	4.00
5/16/2019	GPk	Attention to preparation of Last Chance Agreements.	1.00
5/17/2019	TLF	Telephone call from Ms. Behrens regarding employment matter; telephone call from Lisa and Cathy regarding request for FMLA.	0.50
5/20/2019	GPk	Attention to review of documents and telephone calls from Director Kosanke and Ms. Behrens regarding Last Chance Agreement.	0.50
5/21/2019	GPk	Attention to review of documents regarding pending disciplinary matters; review of documents regarding TPOAM negotiations.	0.50
5/22/2019	GPk	Attention to preparation of grievance settlements.	1.25
5/23/2019	GPk	Telephone call from Mr. McMahon regarding employee matter.	0.25

KELLER THOMA
A PROFESSIONAL CORPORATION

CITY OF GROSSE POINTE WOODS

20025 Mack Plaza

Grosse Pointe Woods, MI 48236

Attention: **Bruce Smith, City Manager**

June 01, 2019

Client: 000896

Matter: 000000

Invoice #: 116647

Page: 2

RE: GENERAL MATTERS

DATE	ATTY	DESCRIPTION	HOURS
5/28/2019	GPK	Attention to preparation for and attendance at TPOAM negotiations.	4.00
5/30/2019	GPK	Attention to preparation of grievance response regarding employee matter; attention to review of documents regarding negotiations.	1.00
5/31/2019	GSR	Telephone call to Cathy Behrens regarding FMLA matter.	0.25
Total Services			\$6,868.75

ATTORNEY	HOURS	RATE	AMOUNT
TLF THOMAS L. FLEURY	0.75	\$175.00	\$131.25
GPK GARY P. KING	38.25	\$175.00	\$6,693.75
GSR GOURI SASHITAL	0.25	\$175.00	\$43.75

DISBURSEMENTS

5/6/2019	Document Reproduction	\$12.75
Total Disbursements		\$12.75

Total Amount Due

\$6,881.50

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1550

(586) 777-0400
FAX (586) 777-0430
E-MAIL donberschback@yahoo.com

RECEIVED

JUN 26 2019

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT
OF COUNSEL
CHARLES T. BERSCHBACK

June 26, 2019

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

RE: June 2019 Billing/DRB

DATE	DESCRIPTION OF SERVICES	TIME
6.4.19	Work on outside litigation cases (1.00)	1.00
6.10.19	Review of weekend packet, emails, letters and TCs on miscellaneous City matters (1.00); review of Court cases (1.00); work on Election Commission meeting agenda and follow up (.75)	2.75
6.12.19	Municipal Court (2.00); warrant review and follow up (.50); Election Commission meeting work and follow up (1.00)	3.50
6.13.19	Beginning review of all of files for litigation letter, status letter to Council; closing out of finalized matters (2.25)	2.25
6.14.19	Beginning draft of outside litigation status letter to Council (.50); additional file review for finalization of existing and past City business matters (2.50)	3.00
6.18.19	TCs and follow up on LFP dog issue (.25); work on outside litigation cases (.50); extensive warrant review on neighbor complaint and follow up with Det. Bureau (.75); TC with Director Kosanke and attorney Gus Morris (.50)	2.00
6.19.19	Additional election work (.25); attention to miscellaneous emails, letters, TCs and follow up on City matters and citizen complaints (1.00)	1.25

DRB = 15.75 hours x \$170.00

TOTAL: \$ 2,677.50

Breakdown

General			11.75 hours
Municipal Court	101-210-801.000	\$1,997.50	4.00 hours
Bldg/Planning Comm.	101-210-801.100	\$680.00	
MTT			

06-26-2019

C. Behrens

TC - Telephone
CTB - Charles T. Berschback
DRB - Don R. Berschback
BS - Bruce Smith
GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority
SEMSD - Southeast Macomb Sanitary District

LKH - Lisa K. Hathaway
CC - City Council
PC - Planning Commission
FS - Frank Schulte

GT - Gene Tutag
CB - Cathrene Behrens
CEW - Conference of Eastern Wayne
LFP - Lakefront Park
MTT - Michigan Tax Tribunal

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(888) 777-0400
FAX (586) 777-0480
blbwfaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

June 26, 2019

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

RE: June Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
5.29.19	PCs Det Bur re: access to residence (.25); TCs Municipal Court OWI case (.50)	0.75
5.30.19	Research on retail sale of CBD oil (.50); TCs, meeting at Det Bur with descendent's heir re: entry to house (1.50)	2.00
6.1.19	Review of Council agenda (.25); review of letter re: Prayer Breakfast, initial research (.50)	0.75
6.3.19	Review of warrant authorization request (.25); TCs Assessor, BN (.25); TC GT, resident, DV victim (.25); TC re: CEW (.25); attendance at Council meeting (1.50)	2.50
6.4.19	Initial work on 2 new TT petitions (Hunt Club and Sunrise for 2019), prep of answers (1.00); SBC, trip to Lansing (4.00); review of Municipal Court cases, TC DV victims (.75)	5.75
6.5.19	Attendance at Municipal Court (2.50); finalized 2 TT answers, review of new petition (Rivers 2019), email to Hallahan (.25); letters to M/C and review of METRO Act AT&T extension request (.25)	3.00
6.6.19	Review of FOIA request, email to Det Bur (.25); TCs, email on Provencial meeting (.25); TC on TT Sunrise case, review of Hallahan bill, email to CB (.25)	0.75
6.7.19	Meeting with DV victim re: jury trial (.50)	0.50
6.10.19	TCs BS, LH, CB (.25); attendance at Provencial Road meeting and all follow up calls (2.00); TC with attorney on Kroger LCC app, review of forms and research (.25); TC LH on agenda items, TC FS, TC on FOIA issues, CB, GT (.75)	3.25
6.11.19	Emails on bid process; TC Kroger attorney, TCs on METRO Act, Sunrise (.75); continued research on State Boundary Act (.25)	1.00

6.12.19	Municipal Court (.50); meeting with BS, JK, FS, meeting with Provencal residents re: transition of services (2.00); work on Prayer Breakfast issue (.25)	2.75
6.13.19	Review of NextGen 911 info, TCs (.25); TC GT Kroger, emails, review of LCC rules re: 500 feet radius (.50); review of GFL specs and TC FS (.50)	1.25
6.14.19	Separate meetings with FS, LH, GT (1.50)	1.50
6.17.19	Prep for agenda items and closed session, review of files, emails and calls (2.00); calls on Municipal Court docket (.25); attendance at Council meeting and COW (2.25)	4.50
6.18.19	TCs, emails on Municipal Court matters (.75); TC, email re: Fox; TC JK and records department; TCs on gun return (.50); TCs and work on Facility Use Agreement (.50)	1.75
6.19.19	Municipal Court; review of warrants, follow up (2.25); TCs, email re: Church; Provencal (.25); meeting with Det Bur on new warrant (.50); work on Garido's LCC application, letter to attorney (1.00); review of Public Safety air tank file, letters to M/C (.25)	4.25
6.20.19	SBC website and legal research, initial work on public comment brief (1.75); Muni Ct new cases - emails and calls (.25)	2.00
6.21.19	TC opposing counsel SBC (.25); continuing review of Muni Ct pending warrants (.25); research on quota license issue (.25)	0.75

6.25.19 TCs and emails on sign ordinance

CTB = 39.25 hours at \$150.00 per hour

TOTAL DUE:

101.210.801.000 \$5,887.50

6/26/19 Behrens

\$5,887.50

\$5,887.50

Lisa Hathaway

TC - Telephone
BS - Bruce Smith
PC - Planning Commission
JK - Dir. John Kosanke
DV - Domestic Violence

GT - Gene Tutag
LH - Lisa Hathaway
CB - Cathrene Behrens
TT - Tax Tribunal

M/C - Mayor and Council
Det. Bur. - Detective Bureau
ED - Eric Dunlap
FS - Frank Schulte

Breakdown

General	28.00 hours
Municipal Court	9.50 hours
Building/Planning Commission	0.00 hours
Tax Tribunal	1.75 hours