

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, April 4, 2016
7:30 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA
6. MINUTES
 - A. City Council 03/21/16
 - B. Committee-of-the-Whole 03/28/16
 - C. Beautification Advisory Commission 02/10/16
 - D. Senior Citizens' Commission 01/19/16
w/recommendation:
 1. Appointment – Biographical Sketch
 - a. Sharon Beeby
 - E. Senior Citizens' Commission Excerpt 03/15/16,
w/recommendation:
 1. Ice Cream Social
 - F. Tree Commission 02/03/16
 - G. Tree Commission Excerpt 03/02/16,
w/recommendations:
 1. Arbor Day Programs
 2. Memorial Ceremony Program
 - H. Community Events Committee 03/23/16,
w/recommendations:
 1. Entertainment Contracts/Agreements
 2. Tents
7. COMMUNICATIONS
 - A. Application for Permit/License – Solicitor
 1. Application 03/15/15 – Carolyn Toma, Just Energy
 - B. Annual Report – Department of Public Works and Park & Recreation Department
 1. Memo 03/11/16 – City Administrator
 2. 2015 Department of Public Works Annual Report
 - C. Proposed FY 2016-17 Budget
 1. Memo 03/30/16 – Treasurer/Comptroller
 - D. Partial Refund of K-9 Donations
 1. Memo 03/30/16 – City Administrator

- 8. BIDS/PROPOSALS/
CONTRACTS
 - A. Contract: Janitorial Services for Municipal Building
 - 1. Memo 03/15/16 – Director of Public Services
 - 2. Letter 03/14/16 – Triple F Facility Services Inc.
- 9. PROCLAMATIONS
 - A. 2016 National Police Week
 - 1. Memo 03/15/16 – Director of Public Safety
 - 2. Proposed Proclamation
 - B. Emergency Medical Services Week
 - 1. Memo 03/15/16 – Director of Public Safety
 - 2. Proposed Proclamation
- 10. CLAIMS/ACCOUNTS
 - A. City Attorney
 - 1. Charles T. Berschback
 - B. Trench Collapse Proposals (Rumph Construction/
Estate of Rumph):
 - 1. Council Excerpt 08/17/15
 - 2. Letter 08/10/15 – City Attorney
 - 3. Memo 08/12/15 – A. Fincham, with attachments
 - 4. Memo 04/01/16 – City Clerk
- 11. NEW BUSINESS/PUBLIC COMMENT
- 12. ADJOURNMENT

**Lisa Kay Hathaway, CMMC/MMC
City Clerk**

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

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COUNCIL
03-21-16 - 30

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 21, 2016, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:35 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Bryant, Granger, Ketels, Koester, McConaghy, Shetler
Absent: None

Also Present: City Administrator/Assessor Colombo
City Attorney Chip Berschback
City Clerk Hathaway
Director of Public Works Ahee
Director of Public Safety Smith
Building Inspector Tutag

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

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, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

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

1. City Council Minutes dated March 7, 2016.

Motion carried by the following vote:

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

The Mayor **appointed** Frank Romano to the **Historical Commission** with a term to expire December 31, 2017.

Motion by McConaghy, seconded by Shetler, regarding appointment – Historical Commission, that the City Council voice no objection to the Mayoral appointment of Frank Romano to the Historical Commission with a term to expire December 31, 2017.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Memorial Day**, that the City Council concur with the recommendation of the Historical Commission at their meeting on February 11, 2016, and approve an amount not to exceed \$1,580.00 for the 2016 Memorial Day expenses: band (Ralph Miller) \$600; chairs (Holtz Catering) \$500; flags (J.C. Goss) \$480, a budgeted event, funds to be taken from Account No. 101-105-880.300.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **Historical Commission – 2015 Annual Report**, that the City Council receive and place on file the Historical Commission's 2015 Annual Report.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Transfer of Funds – Community Events**, that the City Council concur with the recommendation of the Community

Events Committee at its' meeting on February 11, 2016, and transfer \$34,000.00 out of the \$78,000.00 from the Firework's Fund Account No. 205-000-390.110, into the General Fund Account No. 101-000-699.205.

Motion carried by the following vote:

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

The Building Official provided an overview regarding **Sign Variance: Med Post Urgent Care, 20599 Mack Avenue.**

Motion by Ketels, seconded by Shetler, regarding Sign Variance: Med Post Urgent Care, 20599 Mack Avenue, that the City Council concur with the Planning Commission at their meeting on February 23, 2016, and grant sign variances as requested by Med Post Urgent Care, 20599 Mack Avenue, for the following reasons:

1. The signs and variances are necessary to provide a reasonable scale to the signs based upon the size and scope of the overall development that is unique as it encompasses an entire city block on Mack Avenue;
2. Four trees in the right of way along Mack Avenue will partially obstruct the wall signs during the summer months;
3. Similar variances have been granted to CVS and Kroger on Mack Avenue under comparable circumstances; and
4. The signs, and this development, are in the best interest of the City.

The following individuals spoke in favor of this request:

John Dickerson, Real Estate & Developer
MedPost Urgent Care
8333 Douglas
Dallas, TX

Chris Lee
Director, Real Estate & Development
Tenet Healthcare / MedPost Urgent Care
1445 Ross Ave, Suite 1400
Dallas, TX 75202

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:56 P.M. FOR A PUBLIC HEARING IN ACCORDANCE WITH CHAPTER 8, BUILDINGS AND BUILDING REGULATIONS, ARTICLE IX, FENCES, TO HEAR THE APPLICATION OF GARRY LLOYD, 21203 RIVER ROAD, GROSSE POINTE WOODS, FOR PERMISSION TO ERECT A 6' SOLID VINYL FENCE.

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

1. Letter 02/29/16 – Garry Lloyd
2. Application for Fence Permit 02/15/16
3. Site plan
4. Fence photos (4)
5. Memo 03/15/16 - Building Official
6. Photos (14)
7. Memo 02/26/16 – Director of Public Services
8. Affidavit of Legal Publication
9. Aerial View

Motion carried by the following vote:

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

The Building Official provided an overview.

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

Garry Lloyd
21203 River Road

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

Motion by Bryant, seconded by Granger, that the public hearing BE CLOSED at 7:59 p.m. PASSED UNANIMOUSLY.

Motion by Granger, seconded by Shetler, regarding Public Hearing regarding a fence variance request from Garry Lloyd, 21203 River Road, that the Council grant a fence variance to Garry Lloyd, 21203 River Road, for the following reasons:

1. The proposed fence balances the relative hardship with the adjacent property owners as they have signed the application indicated their satisfaction with the proposed fence;
2. Special circumstances exist as the subject property is a corner lot and the owner desires to maintain consistency with the fences;
3. The proposed fence will not affect vehicle or pedestrian traffic;
4. The general health, safety, and welfare of the neighborhood will not be affected with this fence.

Motion by Granger, seconded by Shetler, to amend the previous motion by adding, "5. Construction to commence within 60 days and complete within six months."

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Charitable Gaming License: Grosse Pointe North Lacrosse**, that the City Council adopt the resolution and authorize the City Clerk to certify the resolution recognizing the Friends of Grosse Pointe

North Lacrosse as a nonprofit operating in Grosse Pointe Woods for the purpose of obtaining charitable gaming licenses.

Motion carried by the following vote:

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

The Director of Public Safety provided an overview regarding **Beaufait Parking/Parking Permits.**

Motion by Shetler, seconded by Ketels, regarding Beaufait Parking/Parking Permits, that the City Council concur with administration and permit the current No Parking signage to remain in effect, and that residents on Beaufait between Mack and Jackson continue to be able to obtain Resident Only Parking Permits should they meet the criteria.

The following individual wished to be heard:

Lisa Haynes
1915 Beaufait

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Edsel & Eleanor Ford House Agreement**, that the City Council approve entrance through Lake Front Park main entrance by Ford House employees on the 2016 dates specified.

Motion carried by the following vote:

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

Motion by Bryant, seconded by McConaghy, regarding **Grosse Pointe Woods Planning Commission Annual Report 2015**, receive and place on file the Planning Commission's 2015 Annual Report.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – February 2016**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **contract: printing services**, that the City Council award a three-year contract to Compton Press Industries in the amount of \$16,319.00 per fiscal year, with a total cost not to exceed \$48,957.00 to provide City calendar, *Update* newsletters, and *Annual Drinking Water Quality Reports* printing services from July 1, 2016, through June 30, 2019, funds to be taken from Account Nos. 101-780-880.000 and 592-536-757.000.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Granger, regarding **rubbish bags**, that the City Council approve a contract with Dyna Pak Corp to supply rubbish bags at a cost of \$7.83 per 50-bag sleeve, in a total amount not to exceed \$41,250.00, funds to be taken from Account No. 598-787-757.000, subject to this item being included in the 2016/17 budget.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Bryant, regarding **pool opening – Lake Front Park**, that the City Council approve the contract with B & B Pools and Spas for pool opening services in an amount not to exceed \$7,250.00, funds to be taken from the Contractual Services Account No. 101-774-818.103.

Motion carried by the following vote:

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

Motion by Koester, seconded by Shetler, regarding **bark mulch for City landscape beds**, that the City Council approve a purchase order in an amount not to exceed \$16,000.00 payable to Bedrock Express Ltd. to supply bark mulch and mulch injection into the City landscape beds, to be paid from the FY 2015/16 budget as follows:

Lake Front Park Account No. 101-774-818.102	\$ 4,000.00;
Major Streets Account No. 202-463-818.000	\$12,000.00.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Bryant, regarding **pool filter room sump pump alarms**, that the City Council approve the purchase of a sump pump alarm system from K & S Ventures in the amount of \$6,550.00, funds to be taken from Account No. 401-902-977.104.

Motion carried by the following vote:

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

The Mayor issued a proclamation in recognition of **Holocaust – Days of Remembrance.**

Motion by Granger, seconded by Bryant, regarding **Wayne County Annual Maintenance Permits (3)**, that the City Council adopt the annual Maintenance, Pavement Restoration, and Special Events Resolutions, authorize the Director of Public Works to sign the permits, and authorize the City Clerk to forward documentation to Wayne County.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **annual fee schedule review**, that the City Council approve the following fee schedule changes and authorize the City Clerk to update the City's Fee Schedule:

1. Zoning Compliance/Fence from \$20 to \$50;
2. Re-Inspection Fee/Fence - \$50;
3. Public Hearing from \$250 to \$500;
4. Eliminate Fireworks Vendor Fee.

Motion by Bryant, seconded by Shetler, to amend the previous motion by deleting, "3. Public Hearing from \$250 to \$500;"; and inserting, "Fees are effective immediately."

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding annual fee schedule review, that the City Council increase the Public Hearing fee to \$500.

Substitute motion by Ketels, seconded by Koester, that the City Council set the public hearing fee at \$375.

Motion by Ketels, seconded by Koester, to amend the prior substitute motion by deleting, "public hearing fee at \$375", and inserting "commercial public hearing fee at \$500, and residential public hearing fee at \$375, effective immediately."

Substitute motion carried by the following vote:

Yes: Bryant, Ketels, Koester, Novitke, Shetler

No: None

Absent: Granger, McConaghy

Motion by Granger, seconded by Bryant, regarding **MLCC Applications for Sale of Beer and Wine only**, that the City Council authorize the City Clerk to apply for Special Licenses for the sale of beer and wine only at the City's 2016 Fall Fest and three Music on the Lawn events; to adopt the Certified Resolutions authorizing the Application for Special License; to authorize the Mayor and City Clerk to sign the Applications; to authorize the Mayor to sign the Bonds; and to authorize an amount not to exceed \$250.00 for the application fees.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by McConaghy, seconded by Bryant, regarding **Labor Attorney**, that the City Council approve the following statement dated March 1, 2016:

1. Labor Attorney Keller Thoma - \$1,944.05.

Motion carried by the following vote:

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

Hearing no objections, the following items were heard under New Business:

- The Mayor stated he issued a proclamation to Merit Woods in recognition of their 50-year Anniversary;
- The Mayor discussed the need for a resolution to reform Proposal A. The City Clerk and City Administrator were asked to check with Michigan Municipal League to lead the charge to reform Proposal A and prepare a resolution.

Under Public Comments:

- George McMullen stated the Mayor's Prayer Breakfast is being held on May 5th at 7:30 a.m. at the Grosse Pointe Yacht Club.

Motion by Granger, seconded by Koester, to adjourn tonight's meeting at 8:51 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

6B

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS MEETING AS A FINANCE COMMITTEE HELD ON MONDAY, MARCH 28, 2016, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ABSENT: None

ALSO PRESENT: City Administrator Colombo
Treasurer/Comptroller Irby
Deputy City Clerk Gerhart
Director of Public Services Ahee
Director of Public Safety Smith
Information Technology Manager Capps

Mayor Novitke called the meeting to order at 7:31 p.m.

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

Motion carried by the following vote:

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

No: None

Absent: None

The first item discussed was regarding the **Proposed Estimated 2016/17 Budget**. The Mayor directed the Treasurer/Comptroller to provide the Finance Committee a list containing the names and wages of all employees by department. The Mayor then provided an overview of the proposed budget.

The Director of Public Services provided the Council with an overview of the potential impact of reducing the Lake Front Park hours in the winter. Administration was directed to provide the Finance Committee with additional information regarding potential impacts of eliminating the summer park bus service and decreasing the hours of operation or closing Lake Front Park during the winter months.

The Information Technology Manager provided the Council with an overview of the budgeted computer hardware replacement. Discussion was then held regarding the actual cost of replacing computer hardware. The Information Technology Manager was directed to review other Cities use of technology to ensure that we are utilizing governmental best practices.

There was a consensus of the Committee that the budget proposed, with the additional cuts was not acceptable, and that the proposed budget requires further review by the Finance Committee.

A discussion was held regarding potentially conducting a fee review for the various departments. The Committee then held a discussion on other possible methods to reduce expenses without reducing services. The Committee directed Administration to gather additional information regarding various cost saving measures, including possible outsourcing, to report back to the Finance Committee.

Discussion ensued regarding the City's current vehicle inventory and the amount of cost savings to the City if some vehicles were not replaced.

The Director of Public Safety then provided the Council with information regarding body cameras for Public Safety Officers. He detailed that the cost of body cameras averages \$500 per unit. The Federal government is currently providing \$16 million dollars worth of grants, which are restricted to larger jurisdictions.

The Director of Public Services informed the Council that road construction for the year is slated to begin in May, dependent upon the weather. He also provided an update regarding the DTE gas line replacement construction.

Motion by Granger, seconded by McConaghy, that the meeting of the Committee-of-the-Whole be adjourned at 9:45 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

Approved by Commission
3-9-16

6C

**Beautification Advisory Commission
Lake Room – GPW Community Center
20025 Mack Plaza Dr., Grosse Pointe Woods
Meeting – February 10, 2016 – 7:30 p.m.**

RECEIVED

FEB 16 2016

CITY OF GROSSE POINTE WOODS

Present: Arslanian, Hage, Koester, McCarthy, Martin-Rahaim, Medura, Rozycki, Spreder, Stephens

Also Present: Granger, Mathews

Excused: Hilton, Hyduk, Sauter

Not Present: Muccioli

Other Attendees: None

Guests: None

Call to Order: The meeting was called to order by Chairperson McCarthy at 7:36 p.m.

Minutes: The January 13, 2016 minutes were distributed and reviewed.

Motion by Spreder, seconded by Medura, to approve the January 13, 2016 minutes as presented.

Yes: Arslanian, Hage, Koester, McCarthy, Martin-Rahaim, Rozycki, Stephens

No: None

Absent: Hilton, Hyduk, Muccioli, Sauter

Treasurer's Report: Motion by Rozycki, seconded by Hage, to approve the Report as presented.

Yes: Arslanian, Koester, McCarthy, Martin-Rahaim, Medura, Spreder, Stephens

No: None

Absent: Hilton, Hyduk, Muccioli, Sauter

Chairperson's Report: McCarthy presented chairperson report informing committee of J. Hagen resignation, leaving two openings on the Beautification Advisory Commission. Also, reminded committee members of the need for the renewal of oath by certain Commission members (Hilton, Hyduk & Rozycki).

Awards Program: Stephens provided an update on Awards Program. The 2016 event will be November 9, 2016.

Tile/Mugs Program: Medura provided updates on the Tile Program. Commission discussed possible new tiles.

Flower Sale: Martin-Rahaim provided an update on the Flower Sale. The 2016 Flower sale will be May 6th and 7th and a Pre-Order delivery date of May 13th.

Council Report: Council Commission Rep Granger and Martin-Rahaim reported on the previous City Council meetings. Council approved the budget for the 2016 Flower Sale. Granger also informed commission of the new Beautification Advisory Commission (BAC) Council

Representative, Kevin Ketels, beginning with the next BAC meeting of March 9, 2016. Granger will now represent Tree Commission.

DPW: Mathews provided a DPW update.

Old Business: none

New Business: The BAC discussed candidates for the two recent commission member openings. Motion by Arslanian, seconded by Martin-Rahaim to recommend the Mayoral appointment of Jennifer Hess and Marlin Stewart to the Beautification Advisory Commission.

Yes: Hage, Koester, McCarthy, Medura, Rozycki, Spreder, Stephens

No: None

Absent: Hilton, Hyduk, Muccioli, Sauter

Motion by Hage, seconded by Spreder to recommend to the Mayor the immediate certification of the previous Motion of the Mayoral appointment of Jennifer Hess and Marlin Stewart to the Beautification Advisory Commission.

Yes: Arslanian, Koester, McCarthy, Martin-Rahaim, Medura, Rozycki, Stephens

No: None

Absent: Hilton, Hyduk, Muccioli, Sauter

Motion by Stephens, seconded by Martin-Rahaim to adjourn the Beautification Advisory Commission meeting at 8:31 p.m.

Yes: Arslanian, Hage, Koester, McCarthy, Medura, Rozycki, Spreder

No: None

Absent: Hilton, Hyduk, Muccioli, Sauter

Respectfully submitted,

Rachelle Koester

RECEIVED

FEB 03 2016

SENIOR CITIZENS' COMM

JANUARY 19, 2016

CITY OF GROSSE POINTE WOODS

MINUTES OF THE REGULAR SENIOR CITIZENS' COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JANUARY 19, 2016, IN THE LAKE ROOM OF THE COMMUNITY CENTER, 20025 MACK PLAZA DRIVE, GROSSE POINTE WOODS, MI 48236

CALL TO ORDER:

Outgoing Chairperson Gattari called the meeting to order at 7:00 p.m.

ROLL CALL:

Commission Members: Gattari, Hyduk, Meier, Motschall, Strek, Thornton, Uhlig, Wehrmann, Witt
Also in Attendance: Shetler
Absent: Palen
Guest: Andrew Casinelli – Wayne State University Nursing Student
Sharon Beeby -- Prospective candidate for Senior Citizens' Commission

APPROVAL OF MINUTES:

Motion by Motschall, seconded by Uhlig, to approve the minutes of the Senior Citizens' Commission meeting held November 17, 2015. Said motion passed unanimously.

CHAIRPERSON'S REPORT:

Gattari gave a wrap-up report for her term as Chairperson. Strek will take over Chairperson responsibilities at this time. The consensus of the Commission members is to keep the Leisure Interest Survey Subcommittee active in order to determine the role of the Senior Citizens' Commission as determined by the community's response to the survey. Maier will schedule a meeting of the Subcommittee to further discuss.

TREASURER'S REPORT:

Wehrmann reported the Carry-Forward Budget Balance as of December 31, 2015, is \$5,718.47. The Council-Approved General Fund carries a balance of \$2,441.69. Wehrmann requested \$3,500.00 for the Council-Approved General Fund for 2016-17.

COUNCIL REPRESENTATIVE REPORT:

Shetler explained that the 2016 Lakefront Park passes are good for the calendar year and will include 15 guest privileges for the year. Eric Reiter, formerly serving on the Beautification Advisory Commission, has been appointed to the Planning Commission. Two public safety officers received commendations for outstanding public service. The annual audit went well. Skip Fincham retired on January 4, 2016. He will remain with the City for three months as a consultant. Tom Columbo will assume the role of City Manager from January 9th through June 30th.

COMMUNITY REPRESENTATIVE REPORT:

Shetler reported on behalf of Kathy Norris that the Holiday Social had 72 people in attendance. Upcoming events will include the monthly "Lunch and a Movie" as well as day trips to Motor City Casino on January 27th and Meadow Brook Hall for lunch, tour and a play on February 24th.

S.O.C. REPORT:

Uhlig reported that AARP will team with S.O.C. to provide income tax preparation assistance for seniors.

NEW BUSINESS:

Prospective Commission candidate Sharon Beeby introduced herself and presented her background information to Commission members. Upon due consideration,

NOTE



Commission members unanimously approved to recommend to the Mayor that he appoint Sharon Beeby to the Senior Citizens' Commission.

A Senior Expo will be held at Assumption Cultural Center on February 25th from 3:00 p.m. to 8:00 p.m. After a brief discussion, commission members elected to not participate this year.

Gattari suggested that sub-committees be formed for upcoming events that will be hosted by the Senior Citizens' Commission. The next event will be the Senior Ice Cream Social, which will be held on May 18th at 2:00 p.m. Wehrmann volunteered to organize a subcommittee. Gattari will contact Ben Henry at Grosse Pointe North High School to arrange for the choir to perform.

OLD BUSINESS:

No report.

ADJOURNMENT:

Motion by Hyduk, seconded by Maier, to adjourn the meeting at 7:44 p.m. Motion passed unanimously.

Respectfully submitted,

Mary Hyduk
Recording Secretary



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RECEIVED
JUN 01 2015
CITY OF GROSSE POINTE WOODS

BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

<input type="checkbox"/> Beautification Commission	<input type="checkbox"/> Building Authority
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Community Tree Commission
<input type="checkbox"/> Citizens' Recreation Commission	<input type="checkbox"/> Downspout Board of Appeals
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Historical Commission
<input type="checkbox"/> Fireworks Committee	<input type="checkbox"/> Mack Avenue Business Study Committee
<input type="checkbox"/> Local Officers' Compensation Commission	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Pension Board	<input type="checkbox"/> Other:
<input checked="" type="checkbox"/> Senior Citizens' Commission	

NAME: Sharon Beeby

ADDRESS: 1415 South Renaud Rd. Grosse Pointe Woods, MI 48236

TELEPHONE: Home: (313) 885-5598 Office: (313) 530-0390

E-Mail: sbeeby75@gmail.com

OCCUPATION: Area Manager of Business Development / Sunrise Senior Living

OF YEARS RESIDENT OF GROSSE POINTE WOODS: 25

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Skills Problem-solving, Communication, leadership, program development

EDUCATION: Masters in Speech Pathology

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: Outreach Council / Grosse Pointe Memorial Church, Shoreline Senior Resource Group

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: I bring a vast amount of experience as it relates to both the healthcare and the senior living environment.

Signature of sponsor

Signature of applicant

Date:

Return to Clerk's Office

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

6E

Senior Citizens' Commission Excerpt
03/15/16

Wehrmann indicated that since there will not be another Senior Citizens' Commission meeting prior to the Ice Cream Social in May, the Commission would like to request that Council allot funds for supplies.

Motion by Maier, seconded by Wehrmann, that this portion of these Minutes be immediately certified to reflect the Senior Citizens' Commission request that City Council approve an allotment of an amount up to \$400 to be used for supplies for the Ice Cream Social to be held on May 18, 2016. Said motion passed unanimously by those Commission members in attendance.

Approved by Commission
3/2/16

RECEIVED

6F

GROSSE POINTE WOODS TREE COMMISSION
Meeting Minutes of February 03, 2016

FEB 26 2016

CITY OF GROSSE PTE. WOODS

Chairman, Stephen Chan, called the meeting to order at 7:45 p.m.

Present: Rogers, Chan, Backer, Greening, Koester (Council Representative), Gaffney, Butler, Groschner, DiCicco and Profeta.

Absent: Laura Gaskin and Pegg who resigned 12/31/15.

Guest: Mary Ellen Meyering..

Approval of the Agenda for the meeting of February 03, 2016.

Motion by Groschner and seconded by Profeta. to approve the agenda as presented with an addition under New Business, which was to discuss and review the biographical sketch of Mary E. Meyering who wishes to be a member of the Tree Commission. All members present approved the motion with this addition.

Approval of the meeting minutes of December 02, 2015

Motion by Backer and seconded by Greening to approve the minutes as presented.. All members present approved the motion.

Treasurer's Report: 01/29/16.

Cash Reserves as of 07/01/15	\$12,103.18
Donations thru 01/29/16	0
Expenses thru 01/29/16	0
Balance:	\$12,103.18

Balance carries forward.

Council Approved Budget

Budget as of 07/01/15	\$1,633.00
Expenses thru 11/30/15	
Invoice for 350 Red Maple	
Tree seedlings.	-945.57
Remaining thru 06/30/16	\$ 687.43

Balance does not carry forward.

Council approval required for expenditures.

Budget for the period of 07/01/16 thru 06/30/17; An estimated cost of purchasing 350 tree seedlings for the next growing season was determined and a formal document showing the complete budget will

be submitted to Dee Ann Irby by Butler. Motion to submit the approved budget was by Gaffney and seconded by Groschner. All members present approved the motion.

Old Business:

The tree seedling to be selected for next year will be selected next June or September, when the grower's catalog will be available. The letter of resignation from Pegg has not been received. Chan will follow up. Koester advised that the Council's action about providing a memorial tree for George Malley will be on their calendar this month. The Community Tree Commission directory, showing Council approval of changes, was distributed. Chan will contact Jan Treuter to obtain the materials needed to update our current supply of the Community Tree booklet.

New Business:

As of this meeting we have 8 memorial tree donors. Profeta will obtain the final count and then begin the necessary paper work to set-up the program. For the Arbor Day program, Chan distributed copies of the letter he is sending to the participating schools along with the rules for the poster contest. A separate sheet was provided to show the presentation schedule for the commission members to complete for Arbor Week, April 25-29. Koester thanked the members for the pleasure of participating in the tree commission activities over the past two years. He enjoyed it.

A motion to the Council to approve Mary Ellen Meyering as a member of the Community Tree Commission will be made at the 3/2/16 meeting.

Adjournment: 8:52 pm. Motion by Gaffney and seconded by Profeta that the meeting be adjourned. All present approved the motion.

Submitted by

Wilson G. Rogers

Wilson G. Rogers

Secretary (313) 886-7660



Grosse Pointe Woods Tree Commission Excerpt
03/02/16

Motion by Backer and seconded by Groachner. to approve the agenda as presented with an addition under New Business, which was to obtain Council approval to spend \$155.00 for the Arbor Day program and \$320.00 for the Memorial Cearemony program. These expenses were immediately certified and Granger agreed to obtain the Council's approval at their next meeting.

6H

COMMUNITY EVENTS COMMITTEE
March 23, 2016

MINUTES OF THE COMMUNITY EVENTS COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON WEDNESDAY, MARCH 23, 2016, AT THE GROSSE POINTE WOODS – LAKE ROOM, 20025 MACK, GROSSE POINTE WOODS, MICHIGAN.

Members Present: Chair Mayor Robert Novitke, Tom Colombo, Chris Fenton, Vicki Granger, Richard Shetler Jr., Bruce Smith

Members Absent: Jennifer Boettcher, Al Fincham, Tom Hauff

Also in attendance: Susan Como (Recording Secretary)
Margaret Potter (Resident)

The Chair called the meeting to order at 5:37 p.m.

Motion by Granger, seconded by Shetler, to excuse Committee Member's Jennifer Boettcher, Al Fincham, and Tom Hauff from tonight's meeting.

Motion passed by the following vote:

Yes: Colombo, Fenton, Granger, Novitke, Shetler, Smith

No: None

Absent: Boettcher, Fincham, Hauff

Motion by Granger, seconded by Shetler to accept all items listed on the agenda and take them in the order of appearance.

Motion passed by the following vote:

Yes: Colombo, Fenton, Granger, Novitke, Shetler, Smith

No: None

Absent: Boettcher, Fincham, Hauff

Committee Member Hauff arrived at 5:45 p.m.

The first item discussed was the **Entertainment Contracts/Agreements** for the Music on the Lawn and Fall Fest events.

The Chair asked Recording Secretary Como to contact Doug Hamborsky (Bugs Beddow and the Good Stuff) and ask him to amend the contract to include a cancellation clause.

Motion by Fenton, seconded by Smith to recommend to City Council to enter into the entertainment contracts/agreements in the amounts listed for the events as follows:

- Sun Messengers: June 24, 2016 (Music on the Lawn): \$1,500.00;
- Bugs Beddow and the Good Stuff: July 29, 2016 (Music on the Lawn): \$1,050.00;
- Sun Messengers: August 26, 2016 (Music on the Lawn): \$1,500.00;
- Paul Carey's Rhythm and Blues Krewe: September 17, 2016 (Fall Fest): \$1,500.00.
(Please note: if cancelled on the 17th the fee to perform on September 18th (Rain Date) would be an additional \$500.00, bringing the total to \$2,000.00).

Motion passed by the following vote:

Yes: Colombo, Fenton, Granger, Hauff, Novitke, Shetler, Smith
 No: None
 Absent: Boettcher, Fincham

The next item discussed was the **Beer Trailer**. Recording Secretary Como provided the Committee with a verbal explanation of the beer trailer, how it works, types of beer offered as well as approximate pricing of the beer. Committee Member Hauff recommended obtaining a regular, light, and craft beer in ¼ barrel capacities.

Motion by Granger, seconded by Shetler to approve employing Great Lakes Beverage to utilize their Beer Trailer and to purchase the beer for the events from them.

Motion passed by the following vote:

Yes: Colombo, Fenton, Granger, Hauff, Novitke, Shetler, Smith
 No: None
 Absent: Boettcher, Fincham

There was consensus of the Committee to sell beer and wine for \$4.00 a glass and pop and water at \$1.00 each at the events.

The resident in attendance, Margaret Potter, expressed her concern of the safety of the individuals that will be selling the beer, wine, pop, and water.

Committee Member Colombo provided an update on the information obtained pertaining to the **Tents**. Currently, the city owns three 30 x 30 tents w/sides that are rented out to resident's hosting events at Lake Front Park at a cost of \$200.00 for the tent and an additional \$25.00 per each side. One tent is six years old and the other two are 16 years old and are in poor condition. Additionally, he indicated that the Director of Public Works Joe Ahee was looking into the possibility of the city purchasing tent tops only that would be compatible with the two 16 year tent frames it currently has. If they are available then the Committee will make a determination as to whether or not to purchase more after they can assess the revenue/expenses from all the Music on the Lawn and Fall Fest events this year.

The Chair recommended Administration to look into the potential of renting the tents to other communities for their events.

The cost associated with renting vs. purchasing was discussed. The Committee determined it would be more advantageous to purchase a tent rather than rent one for use during inclement weather on event dates opposed to paying additional amounts for entertainment performances on the rain dates.

Committee Member Fenton was excused from the meeting at 6:30 p.m.

Motion by Granger, seconded by Shetler to recommend to City Council to purchase one 30 x 30 tent with sides at a cost not to exceed \$7,000.00 with the funds to come out of Community Events Committee account.

Motion passed by the following vote:

Yes: Colombo, Granger, Hauff, Novitke, Shetler, Smith

No: None

Absent: Boettcher, Fenton, Fincham

The last item discussed was **Insurance** and there was consensus of the Committee that event insurance would not be purchased for event cancellation.

New Business:

- The Chair asked the Committee Members if they had any objection to Champs and Big Boys being listed on one sponsor banner – there were no objections.
- The Recording Secretary Como advised the Chair that the sponsor letters have been done for each Committee Member and letters would be going to all the business owners as well.
- The Chair discussed having volunteers work the event. The Chair asked Administration to check with the City Attorney if volunteers need to sign any type of waiver holding the city harmless in the event something was to happen. In addition, it was asked that the insurance carrier be contacted to find out if volunteers working the event are covered under our insurance policy, especially with regards to serving liquor.
- It was determined that another meeting would not be scheduled at this time.

The Chair asked if anyone wanted to be heard under public comment – there was no one.

Motion by Granger, seconded by Shetler, to immediately certify the minutes of the March 23, 2016 Community Events Committee.

Motion passed by the following vote:

Yes: Colombo, Fenton, Granger, Hauff, Novitke, Shetler, Smith

No: None

Absent: Boettcher, Fenton, Fincham

Motion by Granger, seconded by Shetler, to adjourn meeting at 6:50 p.m. Passed Unanimously.

Respectfully Submitted,

Susan Como
Recording Secretary



PO BOX 24668
DETROIT, MI 48224-0668
PH: 313 881-4108
EMAIL: rsteiger@sunmessengers.com
WWW: www.sunmessengers.com

CONTRACT

TODAY'S DATE: February 12, 2016

BAND: Sun Messengers

DATE OF PERFORMANCE: Friday June 24, 2016

LOCATION: Grosse Pointe Woods City Hall

HOURS: 7- 10pm.

AMOUNT: \$1500.00

TERMS: \$1500.00 by check payable to Sun Music International, LLC on 6/24/2016. **Weather clause:** If event is cancelled by 2PM on 6/24-\$750.00 (50%) is due. If event is cancelled after 2PM on 6/24-\$1500.00 (100%) is due.

FOOD: Water and food (if available) for 11.

OVERTIME RATE: N/A

RICHARD B. STEIGER

CLIENT'S SIGNATURE

ADDRESS

CITY STATE/ZIP

TELEPHONE

PRINT TWO COPIES OF THE CONTRACT, SIGN BOTH AND RETURN ONE BY **2/22/16**



PO BOX 24668
DETROIT, MI 48224-0668
PH: 313 881-4108
EMAIL: rsteiger@sunmessengers.com
WWW: www.sunmessengers.com

CONTRACT

TODAY'S DATE: February 12, 2016

BAND: Sun Messengers

DATE OF PERFORMANCE: Friday August 26, 2016

LOCATION: Grosse Pointe Woods City Hall

HOURS: 7- 10pm.

AMOUNT: \$1500.00

TERMS: \$1500.00 by check payable to **Sun Music International, LLC** on 8/26/2016. **Weather clause:** If event is cancelled by 2PM on 8/26-\$750.00 (50%) is due. If event is cancelled after 2PM on 8/26-\$1500.00 (100%) is due.

FOOD: Water and food (if available) for 11.

OVERTIME RATE: N/A

RICHARD B. STEIGER

CLIENT'S SIGNATURE

ADDRESS

CITY STATE/ZIP

TELEPHONE

PRINT TWO COPIES OF THE CONTRACT, SIGN BOTH AND RETURN ONE BY **2/22/16**

Paul Carey's Rhythm and Blues Krew

THIS CONTRACT FOR THE PERSONAL SERVICES OF Paul Carey's
RnB Krew (herein called "Artist")

on the engagement described below is made this _____ day of _____, ²⁰¹⁶~~19~~. between the undersigned purchaser of talent (herein called "Purchaser") and the Artist.

1. Place of Engagement: City Hall Front Lawn
Exact Address: 20025 Mack Plaza Dr G.P.W.
2. Date(s) of Engagement: Sept 17 + h/rain date Sept 18 + h
Starting and Finishing Times: 6:00 till 9:00 p.m (Set up by 5:00)
3. Type of Engagement: Civic concert
4. Compensation Agreed Upon: \$1,500/2000.00 if performed on rain date
5. Purchaser Will Make Payment as Follows: \$ 1,500⁰⁰

_____ \$ _____ shall be paid by Purchaser
to Artist not later than SEPTEMBER 17, 2016.

Tom Colombo

Purchaser's Full and
Correct Name (PRINT)

Paul Carey

Name of Representative of
Artist (PRINT)

X _____
Signature of Purchaser

20025 Mack Plaza Dr.

Street Address

61000 Ford Woods MI 48236

City, State, ZIP

313.343.2445

Telephone

X Paul Carey
Signature of Representative
Artist

16520 Chandler Pk. Dr.

Rep. Home Address

Det MI 48224

City, State, ZIP

313-781-6069

Telephone

IMPORTANT: Deposits must be cash or credited monies. Contract may be deemed invalid if not returned within ten working days and all advanced deposits are not forfeited. In the event of breach of contract by the Purchaser, all deposits are forfeited in full.

BAND ENGAGEMENT CONTRACT

This Agreement defines Entertainment Services to be provided by Doug Hamborsky as representative for the band 'Bugs Beddow and the Good Stuff', hereinafter referred to as "The Band", to the purchaser, The City of Grosse Pointe Woods, hereinafter referred to as "The Client", for a specific engagement. The Client hereby engages The Band to perform the services as defined by all Terms and Conditions described herein. Specific information regarding this Agreement are as follows:

A. ENGAGEMENT

A1. Description GPW Concert Series
A2. Location/Address/Room/Etc. CITY HALL FRONT LAWN - GROSSE POINTE WOODS
A3. Day(s)/Date(s) July 29, 2016 A4. Time: From 7:00pm to 10:00pm (3.00) Hours
A5. Contact Person(s) _____

B. SERVICES PROVIDED

B1. The Band - Core 5 Piece + Lead Vocalist - LIVE MUSICAL PERFORMANCE
B2. Other Services: BACKGROUND MUSIC BEFORE AND AFTER EVENT USE OF WIRELESS MIC AND PA SYSTEM DURING DEDICATION INCLUDED.
B3. Total size of group this engagement 5 Members

C. PRICE

C1. ONE THOUSAND FIFTY & 00/100 dollars (\$ 1,050.00)

D. PAYMENT

D1. Deposit Amount \$ 0.00 D2. Due by (date) N/A
D3. Balance due on the date of the engagement or as otherwise arranged: 30 DAYS NET
FULL AMOUNT Dollars (\$ 1,050.00)

E. GENERAL TERMS & CONDITIONS

- Standard playing sets shall be approximately Fifty minutes with fifteen minute breaks unless otherwise specified.
- Background music shall be provided between live performance sets.
- The CLIENT will provide suitable performing stage area with appropriate electrical power.
- This agreement shall not be binding until signed by both parties.
- The CLIENT shall bear the cost and responsibility for any and all licensing and legal requirements of any and all federal, state, and local laws appurtenant to this engagement. Should this engagement fall under the jurisdiction of any union, it shall be the obligation of the CLIENT to see that all requirements of that union are met.
- The Band shall have the sole and exclusive control over the production, presentation and performance of the engagement hereunder, including but not limited to the details, means and methods of the performances of the performing artists hereunder, and The Band shall have the sole right to designate and change at any time the performing personnel. The Band's obligations hereunder are subject to detention or prevention by sickness, inability to perform, accident, means of transportation, Acts of God, riots, strikes, labor difficulties, epidemics, and act or order of any public authority or any other cause, similar or dissimilar, beyond The Band control.

F. ADDITIONAL TERMS & CONDITIONS

WEATHER CLAUSE: If event is cancelled by 2 PM on July 29, - 50% - \$(525.00) is due to the Band. If event is cancelled after 2 p.m. on July 29, 100% \$(1,050.00) is due to the Band.

It is hereby confirmed that the parties involved have completely read and do fully understand and agree with all information, terms and conditions presented herein or as attached.

Client Representative Name (print) _____

Street _____

City _____ State _____ Zip _____

Phone _____ Email _____

X _____
Signature _____ Date _____

Douglas Hamborsky

The Band Representative - Bugs Beddow and the Good Stuff
19982 E. Clairview Ct.

Street _____
Grosse Pointe Woods MI 48236

City _____ State _____ Zip _____
313-282-6432 hamgroup@aol.com

Phone _____ Email _____

X DLB _____
Signature _____ Date _____

7A
RECEIVED

MAR 15 2016

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: Carlyn Tomai Birth Date: 01-30-82
Home address: 12200 E. 13 mile Rd Suite #103
Telephone: 586-353-5595 Driver's License No. 1247.220
Business Name: Just energy Telephone: 586-353-5595 ext 200
Business Address: 12200 E 13 mile road Suite 103 Warren MI 48093
Description of Business: energy sales
Assistants: Brandon Taylor 30113 Lorraine Ave unit 4 Warren MI 48093 1/18/96
Name Address Date of Birth
Dalquan matkins 6013 Farmbrook St Detroit MI 48224 11/12/95
Name Address Date of Birth
Charlette Gibbs 21184 Dexter Blvd Warren MI 48089 4/7/91
Name Address Date of Birth
If vehicle used, describe: 1998 Pontiac Transport DK45640
Year Make Model License Plate #
Other cities served: Detroit, Durand, Warren, many others
Years previously licensed in Grosse Pointe Woods: Never permitted

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

LICENSE: The license issued shall expire on December 31 of the year issued. The license fee is to be paid at the time of issuance

Signed: [Signature] Date: 3-15-16

State of Michigan
County of Wayne ss.


Subscribed and sworn to by [Signature]
before me on the 15 day of March, 2016
Notary Public - Michigan
Macomb County
My Commission Expires 01-31-2020
Signature of Notary Public
My Commission expires 01-31-2020

	Approve	Deny
Public Safety:	<u>[Signature]</u>	
City Clerk:	<u>[Signature]</u>	
Council Action:		
Plate No.:		
Date Issued:		
By:		

7B

MEMO 16 - 13

TO: Tom Colombo, City Administrator

FROM: Joseph J Ahee, Director of Public Services 

DATE: March 11, 2016

SUBJECT: 2015 Annual Reports –
Department of Public Works and Park & Recreation Department

RECEIVED
MAR 23 2016
CITY OF GROSSE PTE. WOODS

Attached are the 2015 Annual Reports for the Department of Public Works and the Parks & Recreation Department.

If you have any questions please contact me.

Attachments

cc: O/F

**CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC WORKS**



**ANNUAL REPORT
2015**

**CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC WORKS
2015 ANNUAL REPORT
Joseph J. Ahee, Director
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236**

This report provides a general summary of the many services provided by the Department of Public Works. The department is responsible for water/sewer operations, major and local street maintenance, signs and parking meters, forestry, maintenance of city vehicles, and the oversight of solid waste disposal. In addition, the DPW is responsible for the maintenance of all city buildings and grounds including all city parks.

During 2015 the DPW staff included 24 full-time employees, 5 part-time employees, and 1 part-time contractual employee. Department management included the Director, Assistant Director, and Foreman of Parks & Recreation. Full-time employees include six Crew Chiefs, 11 Operator II's, two Mechanics, one Confidential Administrative Assistant and one Administrative Clerk at the DPW. Part-time employees include one Operator I at the Torrey Road Pump Station, four Operator I employees at Lake Front Park, and one contractual janitorial employee who cleans the DPW offices. The Department also hires approximately 12 seasonal employees each year to assist with general grounds maintenance throughout the city and its parks during the summer and may hire 1-3 temporary employees to assist with fall leaf clean up, if needed.

In 2015, Department of Public Services management, together with the city's consulting engineering firm, Anderson, Eckstein & Westrick (AEW), supervised approximately \$3.5 million in city infrastructure construction projects. These projects included:

- Phase I of the 4-year Road Bond Program underway with replacement of Allard from Mack to Chester, Lancaster from Mack to west city limits, Broadstone from Mack to west city limits, Sunningdale from Fairway to east city limits, and South Renaud from Mack to the Milk River.
- Miscellaneous Concrete Pavement Repairs throughout the city.
- Joint Sealing in District 1 (Vernier to north city limits between Wedgewood and east city limits) and District 2 (Vernier to north city limits between Marter and Wedgewood).

The following report offers information on special projects and tasks accomplished during 2015, as well as general tasks completed by DPW employees during 2015 as compared to 2014.

SPECIAL PROJECTS

Department of Public Works employees worked on several special projects during 2015. These projects included:

City Hall

- Ongoing construction and repairs in Community Center
- Delivered bulk mail to main post office for elections in 2015
- Preparation for special events including Music on the Lawn and Fall Fest
- Cleaned building attic space

DPW

- Updated electrical service and replaced the hot water heater at DPW
- Employees completed body work on several vehicles and pieces of equipment including the John Deere tractors, #7 dump truck bump and paint, #11 dump truck bump and paint
- Treated 1,514 catch basins in spring 2015 for prevention of West Nile virus
- Replaced guardrail at Fairway dead-end
- Repaired antenna on water meter reading system

Torrey Road Pump Station

- Ongoing Repairs to ventilation system for the wet well
- Replaced sanitary pump 5
- Replaced lighting on 1st and 3rd floors

City Streets

- Annual replacement of batteries in parking meters along Mack Avenue
- Installed new bike racks along Mack Avenue
- Hot patch street repairs throughout the city

Lake Front Park

- Ongoing replacement of boards on boat docks
- Concrete work around baby pool
- Remodel of bathhouse locker rooms including installation of new lockers
- Installed energy efficient LED lights in Activities Building racquetball court and gym
- Repairs to path lights

Ghesquiere Park

- Re-roofed comfort station
- Plumbing repairs in comfort station
- Installed new wall-mounted drinking fountain at comfort station
- Installation of donated hockey boards for outdoor rink
- Joint sealed all concrete within new hockey rink
- Reinforced framing and fencing on batting cages
- Repaired fences along dugout and ball diamonds

Other City Parks

- Repaired fence around Chene-Trombley Park

BUILDINGS & GROUNDS

DPW employees perform many routine repairs and maintenance services for city buildings and grounds as well as general services to other city departments as needed.

These repairs and services include, but are not limited to:

- Custodial, maintenance duties, and repairs at City Hall, Public Safety, DPW and all city parks
- Repairs to decorative light poles throughout the city
- Raise and lower flags
- Set up/take down signs and voting booths at precincts and errands for city clerk's office during elections
- Water line repairs, rubbing out and polishing slide, and regular building and grounds repairs and all general maintenance at Lake Front Park
- Plant shrubbery and perform all general grounds maintenance at Ghesquiere Park
- Refresh play surface material around play equipment in city parks
- Maintain tennis courts in city parks
- Set up and tear down for annual Beautification Commission flower sale

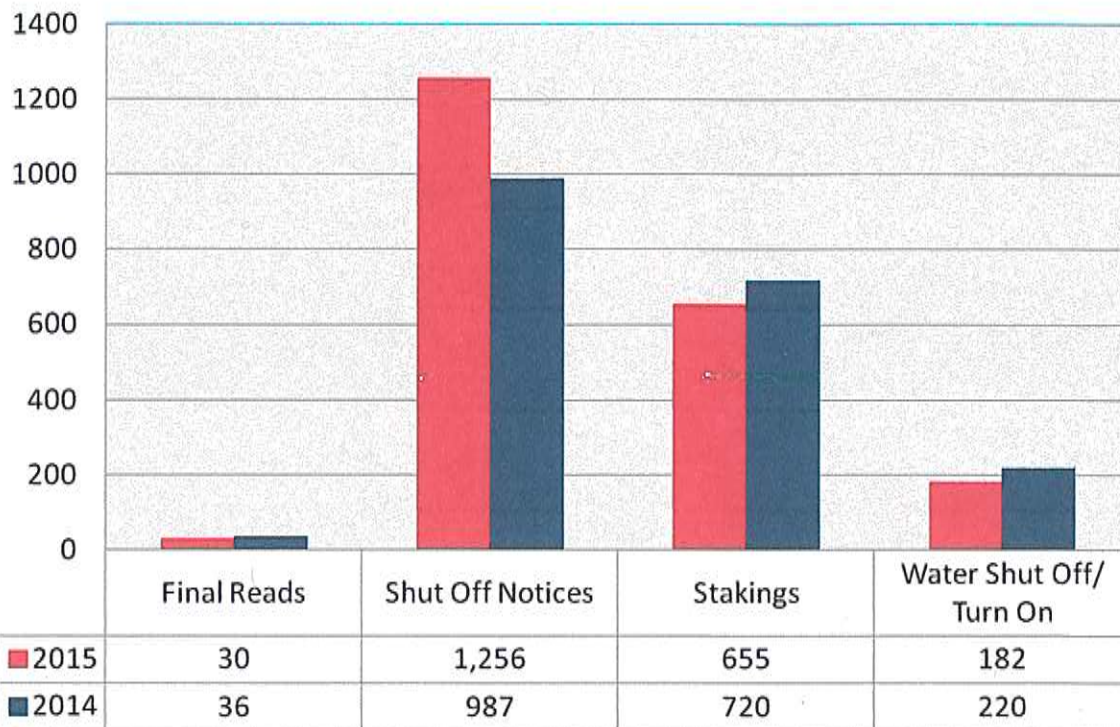
WATER / SEWER

The DPW is responsible for the water distribution system of approximately 58 miles of various size water mains. The State of Michigan requires our city to have at least one certified water distribution operator with a title of S-2 or above. Department of Public Works employees currently hold one S-1, one S-2, one S-3 and seven S-4 licenses.

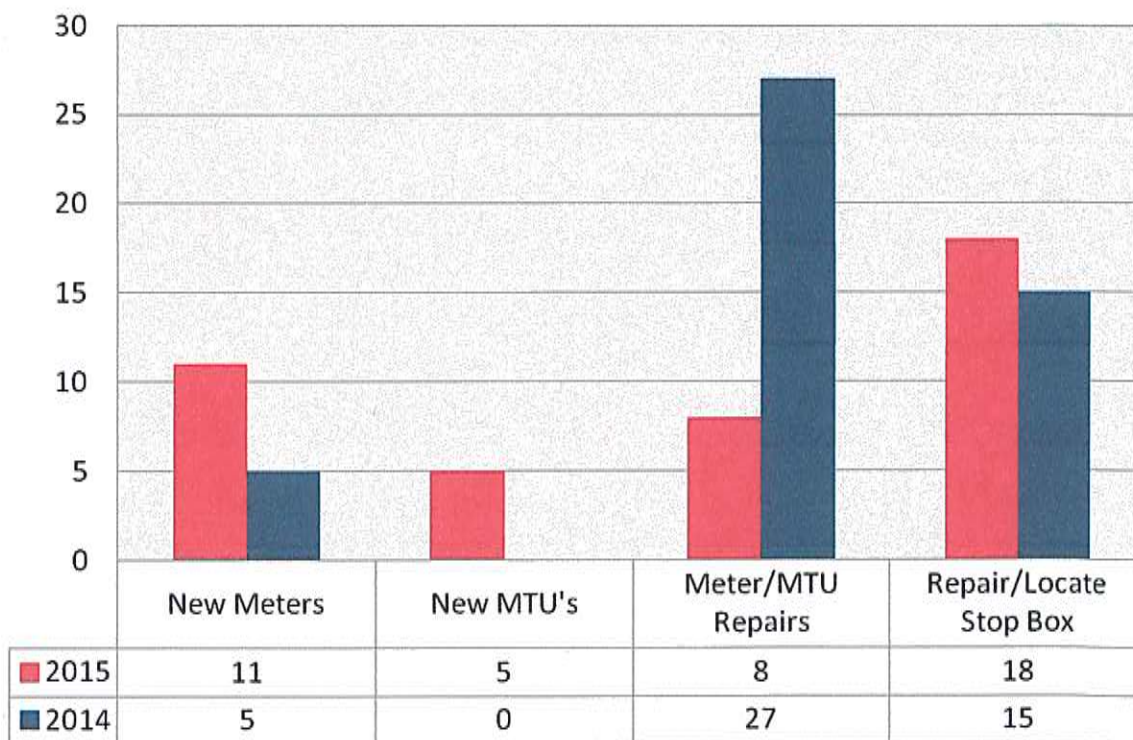
In 2015, DPW employees performed 30 final water reads, a decrease of 17% from the 36 finals performed in 2014. DPW employees performed 655 water stakings for Miss Dig, and completed 25 sprinkler system repairs. In 2015 staff members delivered 1,256 water shut off notices – an increase of 27% over the 987 water shut off notices delivered in 2014. Employees installed a total of 16 new water meters and MTU reading devices in 2015 compared to 5 installed during 2014. DPW employees also repaired 26 meters, MTU reading devices, and stop boxes in 2015 compared to 42 repairs in 2014. In addition, 182 water services were shut off in 2015, a 17% decrease from the 220 shut off in 2014, and no water services were checked for leaks in 2015 compared to 3 in 2014. Other water related services performed on a regular basis include:

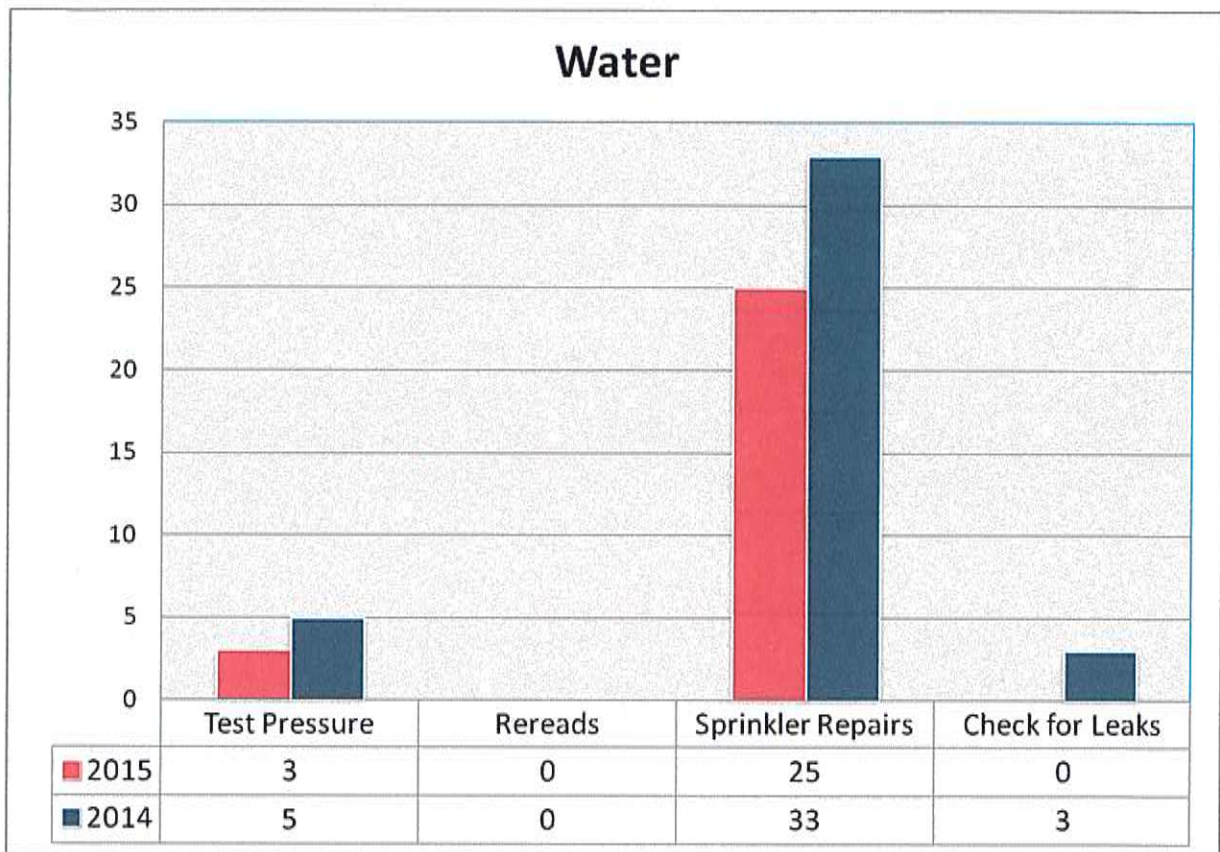
- Testing malfunctioning water meters as requested
- Testing water pressure as requested throughout the city
- Regular maintenance, repairs and winterizing the city irrigation system
- Replacing lead water services between water main and stop box as needed

Water



Water





WATER & SEWER REPAIRS/SERVICE

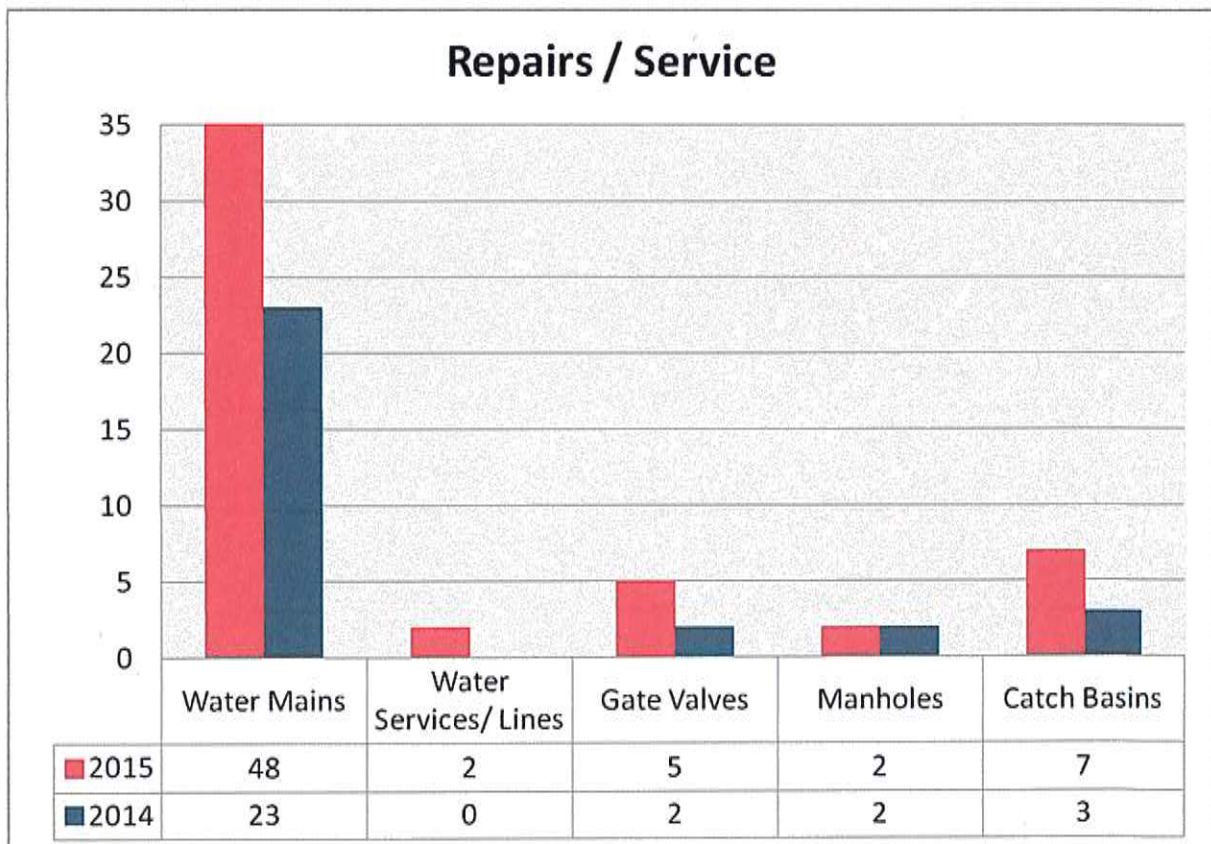
In 2015 DPW employees repaired 48 water main breaks compared to 23 repairs completed in 2014. One hydrant was repaired in 2015 compared to 3 in 2014. Gate wells, gate valves and catch basins increased to 12 in 2015 from 5 in 2014. Two new water service connections were made in 2015 compared to none during 2014. However, the contractor working at The Rivers made 12 new water service connections during 2014. As part of our 8-year rotating maintenance schedule, hydrants in district #3 (Vernier to the north city limits between Mack and Marter) were pressure tested, flushed and greased in 2015 as scheduled. All hydrants in the city were checked, pumped and winterized during October and November of 2015.

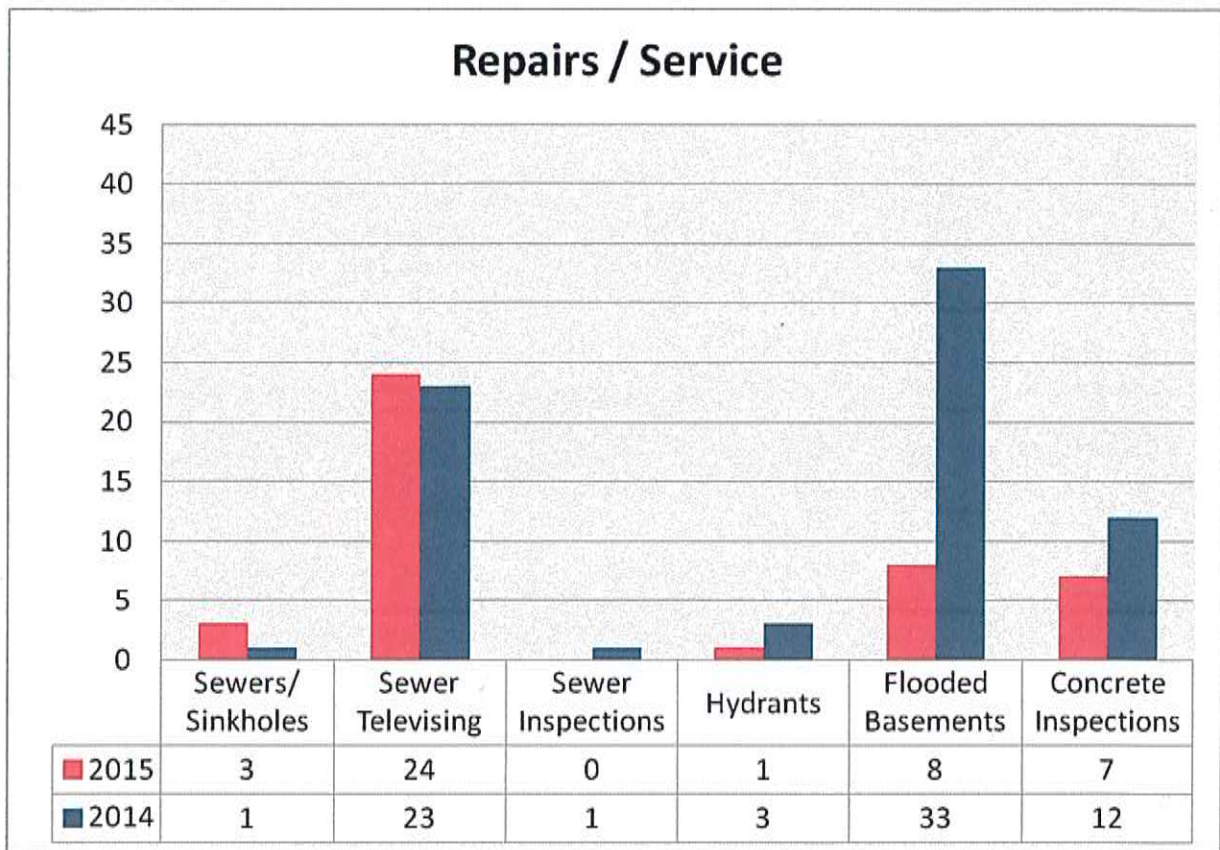
The department is also responsible for maintaining approximately 95 miles of sewer, 1,297 manholes, and the Torrey Road Pump Station (TRPS) which pumps sanitary and storm water from Grosse Pointe Woods to the Milk River Pump Station. Department sewer related functions include repairing storm and sanitary sewer breaks, maintaining and rebuilding manholes and catch basins, and cleaning city sewer lines. Regular cleaning of catch basins and removal of debris after storms ensures proper street drainage. No sewer inspections were performed in 2015 compared to one in 2014 and sewer/sinkhole repairs increased from 1 in 2014 to 3 in 2015. The total number of flooded basements and sewer televising calls decreased from 2014 to 2015. Eight flooded basements were reported in 2015; a 76%

decrease from 33 in 2014 and sewer televising requests increased 4% from 23 in 2014 to 24 in 2015. Concrete inspections decreased 42% from 12 in 2014 to 7 in 2015.

Other repairs and services provided in 2015 included:

- Assist in the daily operations of the Torrey Road Pump station
- Exercise water valves throughout the city so in an emergency the mains can be isolated for necessary repairs
- Sewer jetted/cleaned in various city locations
- Annual District sewer jetting to maintain free and clear running lines
- Annual cleaning of all catch basins throughout the city
- Treated 1,514 catch basins throughout the city and parks to combat West Nile Virus
- Repair damaged sod and/or square and lay sod at water main and sewer repair sites
- Flushing and pressure testing hydrants
- Winterizing hydrants
- Rebuilt spare hydrants





TREES

The DPW forestry crew is responsible for maintenance and care of all city trees including trees in city parks, on all city properties and islands, and between the sidewalk and curb in residential neighborhoods. Crews regularly trim and remove trees and stumps, trim shrubbery and mulch city trees. In 2015 the Director and Assistant Director of Public Services condemned all city and private diseased trees.

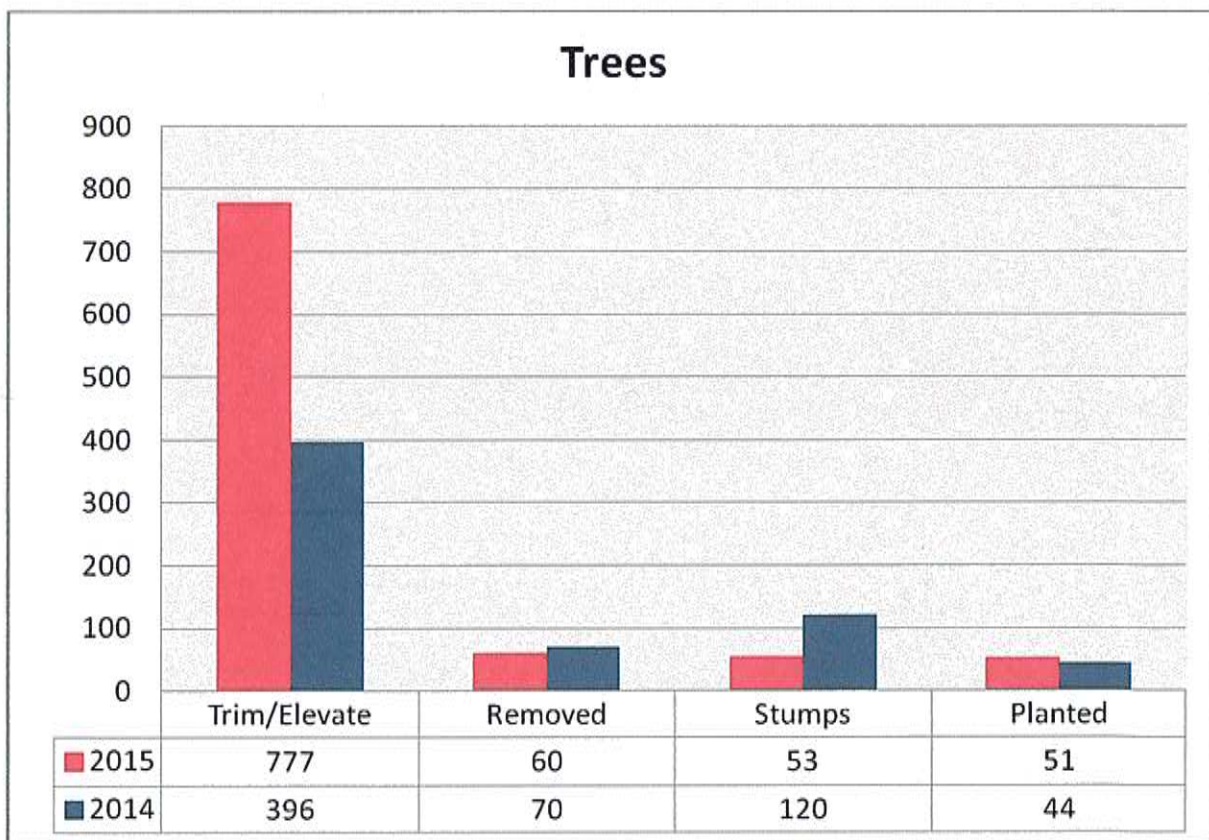
In December 2015, Landscape Source planted 44 trees in the city's annual fall tree planting program and replaced 7 memorial trees throughout the year. In April 2015 the city's Tree Commission held its memorial tree dedication ceremony to recognize recipients of 12 memorial trees purchased during the year.

The DPW staff removed 70 trees and city contractor Arbor Pro Tree Service removed another 24 for a total of 94 trees removed in 2015, an increase of 8% from the 87 trees removed in 2014. The DPW staff also removed 53 stumps in 2015, a 56% decrease from the 120 removed in 2014.

In December 2015 DPW crews began trimming and elevating trees in District 4 (west of Mack from City Hall to north city limits) as part of the regular annual maintenance program. Tree trimming was completed in District 5 (west of Mack from City Hall to south city limits) and as

needed throughout the city and by the end of 2015, 777 trees were trimmed and elevated. Completing District 5 in 2015 resulted in an increase of 96% from the 396 trees trimmed and elevated in District 5 and throughout the city in 2014. The DPW grounds crew also performed the following annual duties:

- Clean landscape beds on Mack and Vernier and all planting beds throughout the city
- Regular grounds clean up in city parks
- Place tree collars around any newly planted street trees and straighten as needed
- Restore dirt and seed where tree stumps are removed
- Grass cutting and weed whipping, till fertilize and weed beds
- Plant annual flowers throughout city and water regularly throughout season
- Plant memorial trees and install memorial tree markers



STREETS

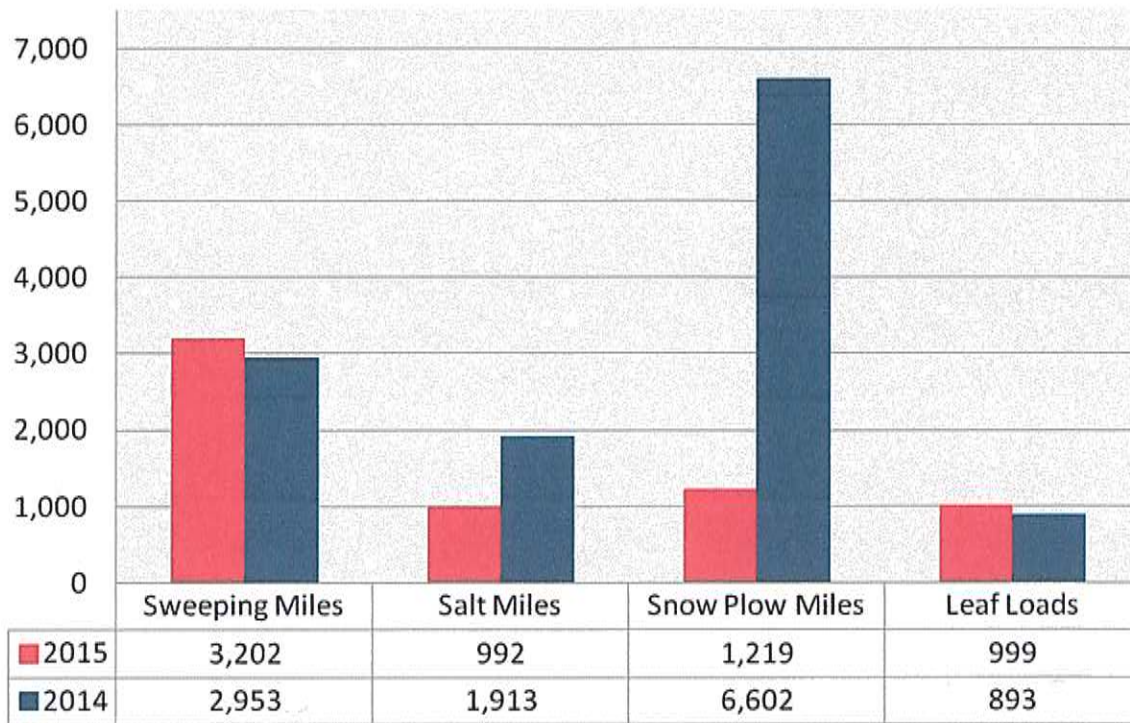
The Department of Public Works staff is responsible for approximately 54 miles of city streets. Regular duties consist of street sweeping, cleaning debris from alleys, parking lots and city boulevards, street painting/markings, and pothole repairs. The DPW administers the city's yearly sidewalk replacement program and street repairs including maintenance of both concrete and asphalt streets and curbs. As a result of ongoing budgetary constraints, the annual sidewalk replacement program scheduled for District 4 (west of Mack from City Hall to the north city limits) in 2010, District 3 (Vernier to north city limits between Mack and Marter) in 2011, District 2 (Vernier to north city limits between Marter and Wedgewood) in 2012, District 1 (north side of Vernier to north city limits from Wedgewood to the east city limits) in 2013, and District 8 (south side of Vernier from Fairford-Fairway to east city limits) in 2014, and District 7 (south city limits to Huntington and Fairford from Mack to east city limits) have been postponed indefinitely. DPW employees carefully inspected all sidewalks in District 4 during 2010, in District 3 during 2011, in District 2 during 2012, in District 1 during 2013, in District 8 during 2014, and in District 7 during 2015, ground trip hazards wherever possible and added flags requiring replacement to the miscellaneous concrete street repair program. During the winter months Public Works employees plow and clear snow from city streets, school crossings, city hall, parking lots and bays, and sidewalks, and roads are salted as needed to ensure public safety.

From October to December 2015, 999 leaf loads were collected curbside, an increase of 12% from the 893 loads collected in the same period in 2014. During the year the city's street sweeper registered 3,202 sweeping miles, an 8% increase compared to 2,953 sweeping miles in 2014. Snow removal procedures implemented to conserve salt and to reduce overtime expense were continued in 2015. Due to the mild winter weather experienced in 2015, snow plow miles and hours decreased significantly by 82% and 77% respectively from the 2014 winter months.

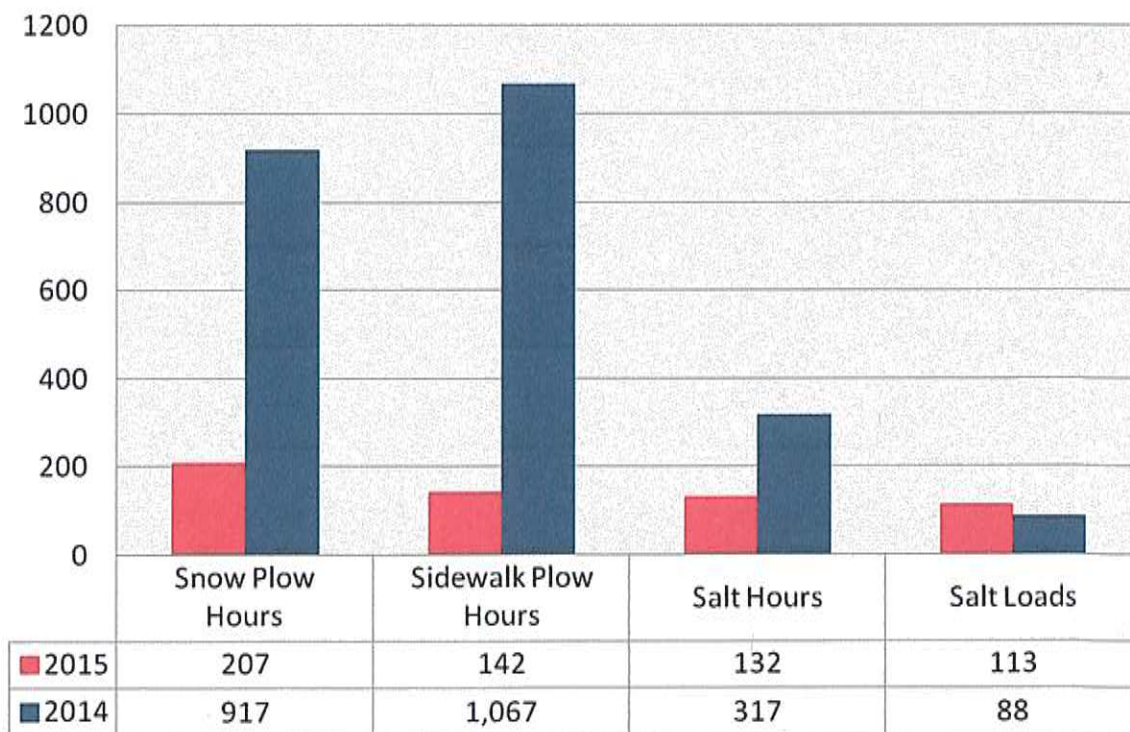
Other tasks performed in 2015 included:

- Cleaning up debris in streets after accidents
- Painting curbs and striping street and park parking lots
- Painting and applying 3M reflective materials at school crossings
- Mulching leaves in city parks and island landscape beds
- Mulching trees in islands and city parks
- Put up and remove holiday decorations throughout the city
- Flood city park ice rinks and maintain throughout the winter
- Cleaning landscape beds on Mack, Vernier and at Lake Front Park
- Grass cutting and weed whipping
- Rototill, fertilize and weed islands and beds throughout city
- Plant annual flowers throughout city

Streets

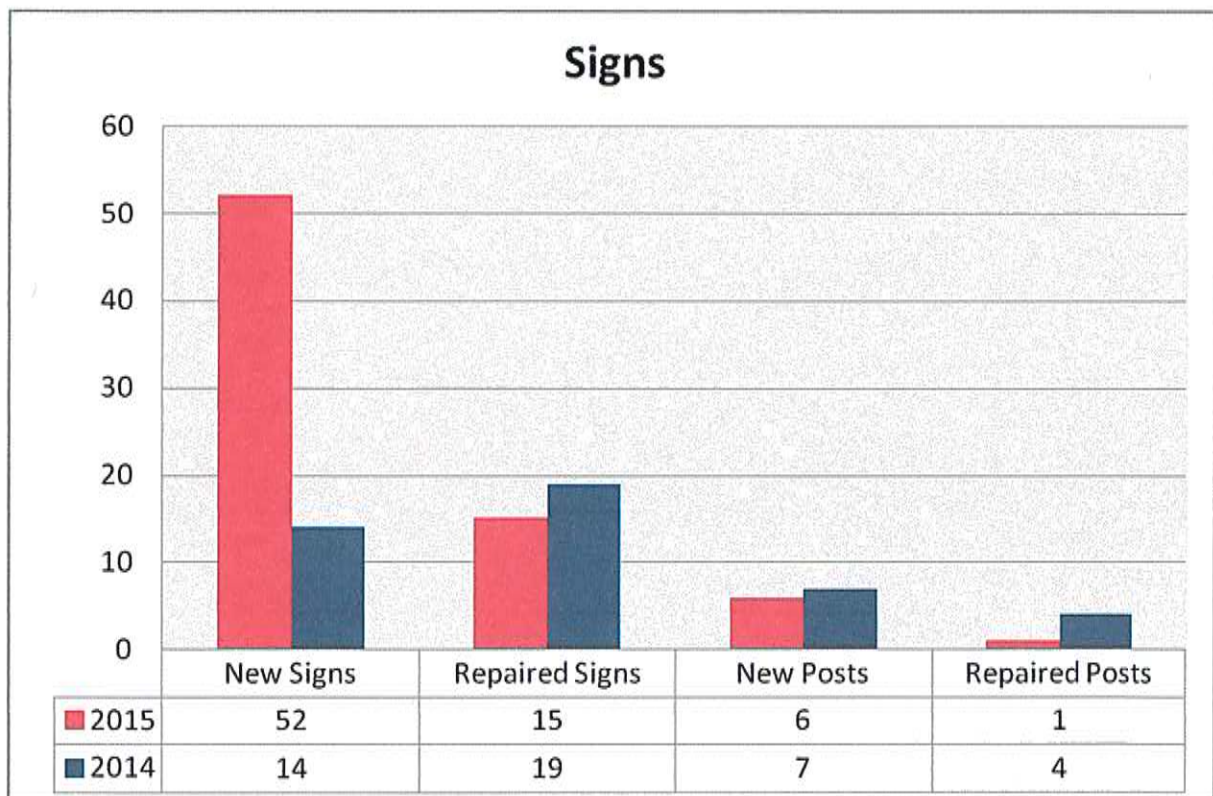


Streets



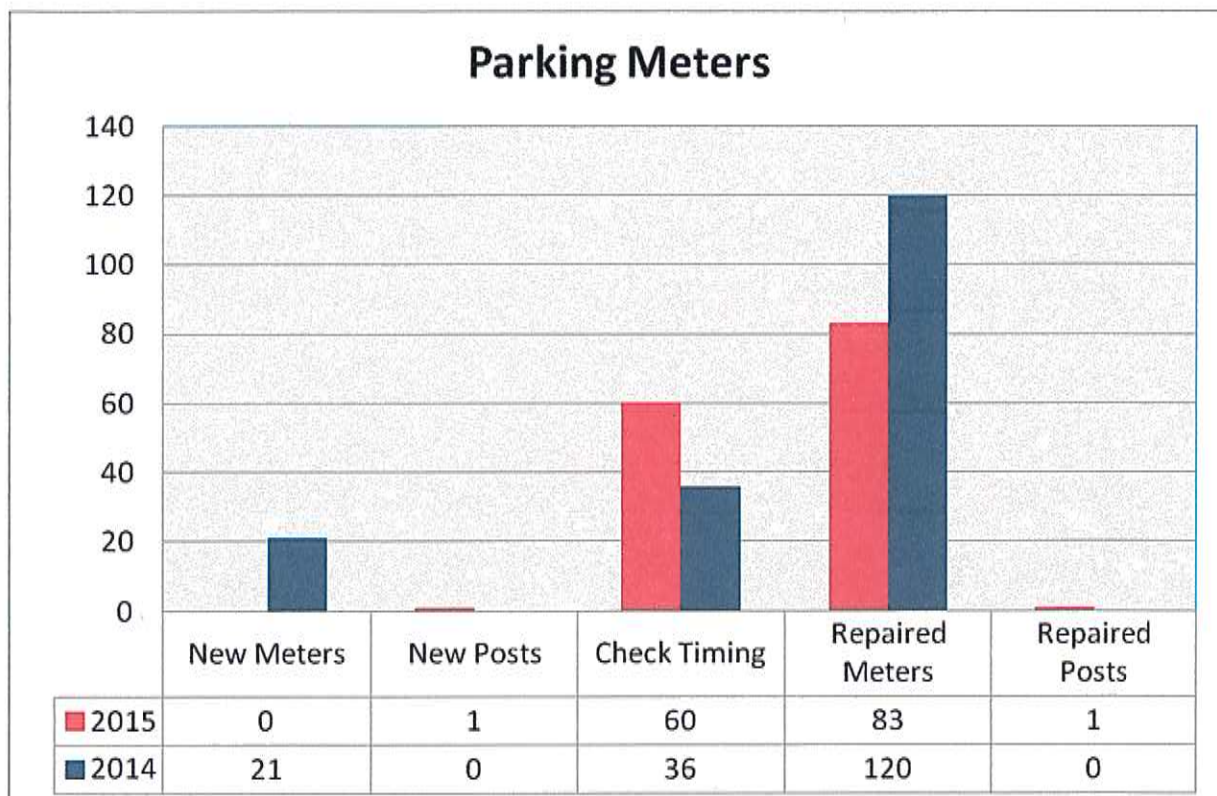
SIGNS

Department of Public Works employees are responsible for the installation and maintenance of all city signs. During 2015, a physical inspection of all city street signs was performed in District 6 (Mack to Fairway from Vernier to Torrey Road), to determine the need for replacement. An inventory of regulatory signs continues by district to determine how many signs need to be replaced each year with high-intensity prismatic signs to comply with new federal laws. Sixteen sign and post repairs were completed in 2015 compared to 23 in 2014 and 58 new signs and posts were installed in 2015 compared to 21 in 2014.



PARKING METERS

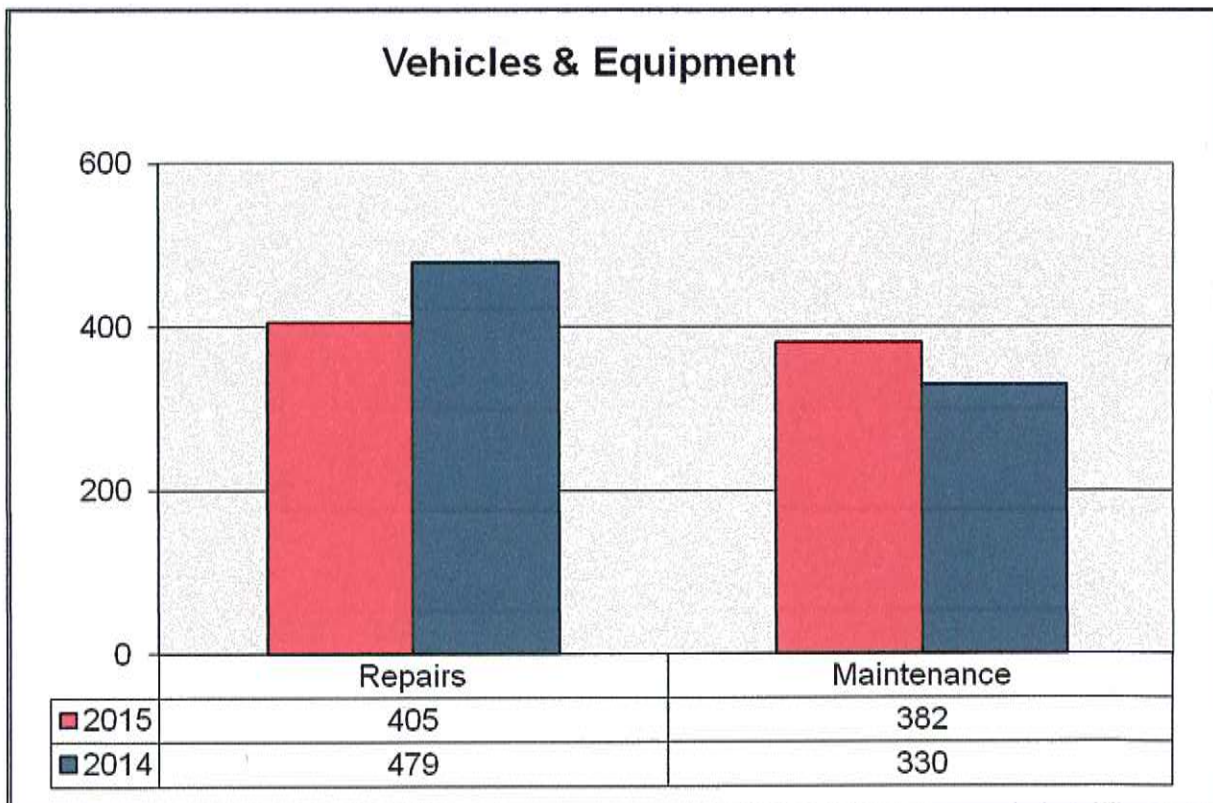
Parking meter repairs and maintenance as well as the weekly collection of parking meters also falls under the responsibility of the Department of Public Works. During 2015 no new meters were installed, a 100% decrease from the 21 new meters installed in 2014. There were 83 meters repaired in 2015, a 31% decrease from the 120 meters repaired in 2014. In 2015 DPW employees also checked the timing on 60 meters, a 67% increase when compared to the 36 checked in 2014.



VEHICLES & EQUIPMENT

The Public Works Department is responsible for providing preventative maintenance and daily repairs on approximately 175 vehicles and pieces of equipment that include autos, buses, trucks, lawn mowers, tractors, street cleaning equipment, water/sewer equipment, fire trucks, an ambulance, and all other miscellaneous vehicles and equipment. All Public Safety vehicles are scheduled for safety inspections, oil changes and lubrications once a month. Other vehicles and equipment are rotated throughout the year for preventative maintenance. Repairs are made as needed.

The two full-time DPW mechanics were able to complete 405 vehicle and equipment repairs in 2015, a 15% decrease from the 479 repairs completed in 2014. Regular scheduled vehicle maintenance increased 16% from 330 vehicles in 2014 to 382 vehicles in 2015.



The Grosse Pointe Woods Department of Public Works continually strives to provide the highest quality of service to our residents and fellow employees. On behalf of the DPW staff and myself, I would like to thank the Mayor, the City Council, the City Administration and all of our residents for your continued support.

City of Grosse Pointe Woods Community Center Parks and Recreation

ANNUAL REPORT

PARK & RECREATION DEPARTMENT

City of Grosse Pointe Woods

20025 Mack Plaza, Grosse Pointe Woods, MI 48236

(313)343-2408 FAX (313) 642-5105

Mayor Robert E. Novitke
Members of the Council
Citizens of Grosse Pointe Woods

On behalf of the Grosse Pointe Woods Park and Recreation Department, please accept this annual report highlighting our operations from the past year. Two-thousand fifteen (2015) was a year of growth, public partnerships, challenges and opportunities.

One of the Department's oldest ongoing projects continues to move forward with the continued development and improvements of the Lake Front Park. In 2015, two Lake Front Park tennis courts were resurfaced. A new liner in the rectangular baby pool allowed the Department to reopen the previously closed pool.

The Department budgets will continue to be a challenge. Increasing demand for services and a Department emphasis on maintaining our infrastructure will force us to prioritize projects and make good financial decisions.

The City of Grosse Pointe Woods has been in the park business for many years. The Department has been blessed with dedicated employees, tremendous resources, citizens that care about their Park System and a belief that parks and recreation programs are vital to the quality of life that we experience in Grosse Pointe Woods. This is all possible with the support that we receive from the City Council, City Administration, Citizens' Recreation Commission and the community. Please accept this report of your 2015 Park and Recreation Department's accomplishments.

Department Highlights:

The Park & Recreation Department continues our strong relationship with the other Grosse Pointe Communities by hosting several special events together every year.

The Department's continued participation in Winterfest, Mom/Son Movie, Daddy/Daughter Dance, Easter Egg Hunt, Jack Boni Family Perch Derby, City Picnic, Labor Day Bridge Walk, Fall Fest, Hob Nobbin' with Goblins, Woods Aglow, and Polar Express helps to build community and keep the residents of Grosse Pointe Woods active.

The Senior Programs thrived with increasing senior participation. The weekly card party and senior meeting continued. Both the Annual Senior Citizen Day and the Senior Holiday Social were well attended.

Community Center:

Courses

Fitness, Yoga, Chair Yoga and Keeping the Beat have increased in 2015.

Course	2014	2015
Keeping the Beat	428	449
Fitness Class, Yoga & Chair Yoga	3115	3773

Seniors

During 2015 the senior population of the city has remained active. We have increased participation in most of our trips and community events. We look forward to increasing these numbers even more in the coming years.

Program	2014	2015
Afternoon Lunch & Movies	490	412
Monthly Day Trips	268	296
Christmas Social	70	72
Ice Cream Social	82	96
Knit for a Bit	306	283
Senior Picnic	57	52

Room Usage	2014 Hrs	2015 Hrs
Lake Room Rentals	52	42
Garden Room Rentals	436	450
Park Room Rentals	443	492
Kitchen Rentals	306	330
Cook School House Rentals	138	155
Commission Meetings	42	44
Community Organizations	150	130
City Departments	754	1345
Total Revenue	\$26,266	\$24,752

Park Pass Distribution	2014	2015
Park Passes	16,201	19,108*
Dog Park Passes	78	88
Caregiver Passes	65	83
Special Visitor Pass	80	67

*In 2015 the park pass distribution date was changed to December 1, 2015 for 2016 park passes.

Special Events Participation

Event	Location	2014	2015
Winterfest	Lake Front Park	250*	260*
Mother/Son Movie	Community Center	50	37
All Pointes Daddy Daughter Dance	G.P. South	211	166
Easter Egg Hunt	Lake Front Park	251	224
Perch Derby	Lake Front Park	164	135
Campout	Lake Front Park	28	32
City Picnic	Lake Front Park	700*	800*
Labor Day Bridge Walk	Lake Front Park	220	400
Fall Fest	Community Center	1,000*	1,200*
Hob Nobbin with Gobblins	Lake Front Park	864	772
Woods A-Glow	Community Center	200*	250*
Polar Express	Community Center	691	685
Trolley	Mack Ave.		5,318

*No registration is required to participate in event

Lake Front Park:

General Park Usage	2014	2015
Residents visited	76,739	105,936
Guests visited	15,317	23,334
Park Bus	1,908	1,961
Platform Tennis	10	0
Tennis Courts	4,627	7,042
Dog Park	1,158	879
Outdoor Rental Spots	259	290
Outdoor Rental Revenue	\$8,225	\$8,875
Activities Building Usage	2014	2015
Air Hockey	568	825
Basketball - Indoor	5,191	5,291
Bikes	111	169
Bocce Ball	23	52
Foosball	26	431
Elliptical – Sitting	New in 2015	245
Elliptical – Standing	New in 2015	387
Mountain Climbers	3	30
Ping – Pong	664	1,188
Pool Table	457	565
Racquetball/Wallyball	1,681	1,741
Shuffleboard – Indoor	78	132
Toddler Tumble Time	470	718
Treadmills	501	848

Tennis Instruction

	2014	2015
Participants	192	160

Aquatics –

The Parks and Recreation Department oversees the opening & closing of the bathhouse and 4 seasonal pools. The aquatics programs are also overseen by the Parks and Recreation Department. In 2015 the Aquatics lessons increased, in particular, the adult classes. The Swim Team was about even.

Every spring the lifeguard staff is required to attend CPR/AED testing and skill sessions for American Red Cross Lifeguard recertification. In June of 2015, the lifeguard staff took part in an in-service training with the St. Clair Shores EMS & Fire Department.

Aquatic Lessons	2014 (pool closed 2 weeks due to flooding)	2015
Water Aerobics	69	74
American Red Cross Lifeguard	22	22
Diving	13	14
Levels 1 – 6	270	238
Parent/Tot	38	38
Preschool	260	255
Swim Team	177	166
Synchronized	35	37
Total Aquatics Participants	884	855
Total Aquatics Revenue	\$46,413	\$50,005

Boat Wells – there was an increase in revenue from the boat wells in 2015
The daily launch revenue was up considerably, but the season launch pass was down.

Marina	Spaces Available	2014 Spaces Filled	2014 Percent Filled	2015 Spaces Filled	2015 Percent Filled
Wells	237	138	58.22 %	146	61.60 %
Dry Dock	10	10	100 %	9	90 %
Kayak Rack	32	32	100 %	32	100 %
Floating Docks	16	16	100 %	14	87.50 %
Winter Storage	50	10	20 %	18	36 %
Total Revenue		2014 \$ 126,302		2015 \$129,326.49	
Boat Launch Usage		2014		2015	
Boat Launch Daily		220		268	
Boat Launch Season		204		135	



CITY OF GROSSE POINTE WOODS
MEMORANDUM

7C

Date: March 30, 2016

To: Mayor and City Council

From: Tom Colombo, City Administrator/Assessor
Dee Ann Irby, Treasurer/Comptroller

DS

g

Subject: Proposed 2016-2017 Budget

Pursuant to Section 8.2 of the City Charter, we hereby present the recommended budget for fiscal year 2016-2017. It is prepared in compliance with state law and was discussed at Finance Committee meetings on March 14th and March 21st and a Committee of the Whole meeting on March 28th. The recommendation includes a General Operating millage rate of 13.8158 mills and anticipates significant use of fund balance from General Fund and numerous restricted funds. Details of the proposed budget are included in the budget binder, however the numbers are subject to change prior to budget adoption in May.

The proposed Water & Sewer Fund budget and rates will be discussed at a Committee of the Whole meeting scheduled for April 11, 2016. We anticipate a rate increase in excess of 5%.

Please feel free to contact either of us with any questions or concerns.



CITY OF GROSSE POINTE WOODS MEMORANDUM

7D

Date: March 30, 2016

To: Mayor and City Council

From: Tom Colombo, City Administrator/Assessor
Dee Ann Irby, Treasurer/Comptroller

DS

Subject: Partial Refund of K-9 donations

In April 2015 the *K-9 Safety Partners of the Grosse Pointes* made a donation of \$25,000 to assist in the implementation of a K-9 program in Grosse Pointe Woods. This donation was intended to cover the cost of training and medical care of the dog, personnel costs and outfitting a K-9 vehicle. After nearly a year of service, our K-9 Officer resigned in March 2016.

To date we have spent \$16,854.71; \$3,205.09 in related personnel costs and \$13,649.62 in vehicle costs and animal training and care. We recommend refunding \$8,145.29 which is the remaining balance of the donation.

We respectfully request City Council to authorize a refund of \$8,145.29 to the K-9 Safety Partners of the Grosse Pointes, from account 101-000-694.400.

Please feel free to contact either of us with any questions or concerns.

8A

MEMO 16 - 14

TO: Tom Colombo, City Administrator

FROM: Joseph J Ahee, Director of Public Services *JA*

DATE: March 15, 2016

SUBJECT: Recommendation – Janitorial Services for Municipal Building

RECEIVED
MAR 18 2016

TE WOODS

Triple F Commercial Cleaning Services has the current contract to provide janitorial services for the municipal building through June 30, 2016. They are fully insured and bonded and their work is satisfactory. The bid specifications included a provision that the city could extend the contract for additional periods as long as service requirements and the contract price remain the same. Triple F's offer to extend current pricing for the upcoming fiscal year July 1, 2016 through June 30, 2017 is attached. I do not believe any benefit would accrue to the city by seeking additional bids.

Therefore, I recommend a contract in an amount not to exceed \$12,996.00 be awarded to Triple F Commercial Cleaning Services, 22442 Marter Rd., St. Clair Shores, MI 48080 to supply janitorial services for the municipal building from July 1, 2016 through June 30, 2017. This is a budgeted item included in the 2016/2017 budget in account 101-444-818.000 in the amount of \$15,000.00.

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

Attachment

c.c. Dee Ann Irby
O/F

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids.

Tom Colombo
Tom Colombo, City Administrator

3-18-2016
Date

Dee Ann Irby
Dee Ann Irby, City Treasurer/Comptroller

3-18-16
Date

Council Approval Required

March 14, 2016

To Whom It May Concern:

Triple F Facility Services Inc, agrees to extend the janitorial service agreement for year 2016-2017, with the City of Grosse Pointe Woods for an additional year.

All terms and conditions will remain the same as the previous year.

Tony Jucja

A handwritten signature in black ink, consisting of a large, stylized 'T' followed by a horizontal line and a small loop at the end.

Account Manger

Triple F Facility Services, Inc

586.863.7123



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY


RECEIVED

MAR 16 2016

CITY OF GROSSE POINTE WOODS

Date: March 15, 2016

To: Tom Colombo, Acting City Administrator

From: Bruce Smith, Director of Public Safety 

Subject: National Police Week 2016


In 1962, President John F. Kennedy signed a proclamation which designated May 15th as Police Officers Memorial Day and the week in which that date falls as Police Week. In order to honor the courage and character of those law enforcement officers who have died in the line of duty, May 15th through May 21st 2016 will be celebrated as National Police Week.

I am requesting that the City Council enact a proclamation to honor the memory of those peace officers that have made the ultimate sacrifice to fulfill their duty. Attached is a draft proclamation for your review.

I am also requesting that the City lower the U.S. flag (authorized under Public Law 103-322) in front of city hall and at the Circle of Honor Memorial to half-mast on Sunday, May 15th to honor all officers killed or disabled in the line of duty.

Enc.

Recommended for Approval as submitted



City Administrator
Date: 3-15-2016

Council approval required

CITY OF GROSSE POINTE WOODS PROCLAMATION

WHEREAS, the Congress and President of the United States have designated May 15 as Peace Officers Memorial Day, and the week in which it falls as National Police Week; and

WHEREAS, the members of the Public Safety Department of the City of Grosse Pointe Woods plays an essential role in safeguarding the rights and freedoms of the citizens of Grosse Pointe Woods; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their public safety department, and that members of our Public Safety Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence or disorder, and by protecting the innocent against deception and the weak against oppression and intimidation; and

WHEREAS, the Public Safety Department of the City of Grosse Pointe Woods is a modern and scientific law enforcement agency which unceasingly provides a vital public service.

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan, call upon all citizens of Grosse Pointe Woods and upon all patriotic, civil and educational organizations to observe the week of May 15 through 21, 2016, as Police Week with appropriate ceremonies in which all of our residents may join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I, FURTHER call upon all citizens of Grosse Pointe Woods to observe Sunday, May 15, 2016, as Peace Officers Memorial Day in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.

Robert E. Novitke, Mayor
May 02, 2016




CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

9B

RECEIVED
MAR 16 2016
CITY OF GROSSE PTE. WOODS

Date: March 15, 2016

To: Tom Colombo, Acting City Administrator

From: Bruce Smith, Director of Public Safety 

Subject: **Emergency Medical Service Week**
May 15 through May 21, 2016

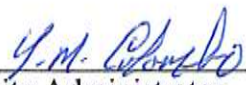
Emergency Medical Services Week is an annual celebration of the dedication and commitment of EMS providers throughout the country. EMS professionals include EMT's, paramedics, first responders, and emergency dispatchers, all of whom perform an extraordinary service to their community 24 hours a day, 7 days a week, 365 days a year. The theme of this year's National Emergency Medical Services Week is "Called to Care".

Wednesday, May 18, 2016 has been declared as National Emergency Medical Services for Children Day, a day which places the spotlight on the delivery of high-quality emergency medical care for children, particularly those who are critically ill.

I am requesting that the City Council enact a proclamation to honor the firefighters and Medstar paramedics for their daily commitment to the residents of Grosse Pointe Woods. Attached is a draft proclamation for your consideration.

Enc.

Recommended for Approval as submitted



City Administrator
Date: 3-15-2016

Council approval required

CITY OF GROSSE POINTE WOODS PROCLAMATION

WHEREAS, emergency medical services is a vital public service; and

WHEREAS, the members of emergency medical services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, emergency medical services teams consist of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, medical first responders, educators, administrators, and others; and

WHEREAS, the members of emergency medical services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, the residents of Grosse Pointe Woods benefit daily from the knowledge and skills of the paramedics, medical first responders and firefighters in the City of Grosse Pointe Woods; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating Emergency Medical Services Week; and

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan, in recognition of this event do hereby proclaim the week of May 15 through May 21, 2016 as

EMERGENCY MEDICAL SERVICES WEEK

and encourage the community to observe this week with appropriate programs, ceremonies, and activities.

Robert E. Novitke, Mayor
May 02, 2016

10A

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
E-MAIL donberschback@yahoo.com

OF COUNSEL
CHARLES T. BERSCHBACK

March 30, 2016

VIA FACSIMILE

Thomas Colombo
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Monthly 2016 Billings

Dear Tom:

I am faxing the March billing of Charles T. Berschback to you. My March billing will be submitted in April along with my April billing. I would ask that you place it on the agenda for the Council meeting. If there are any questions please call me.

Very truly yours,



DON R. BERSCHBACK

DRB:nmg
Enclosures

cc: Dee Ann Irby (via facsimile - 313.343.2785)
Lisa Hathaway (via facsimile - 313.343.5667)

CHARLES T. BERSCHBACK

ATTORNEY AT LAW
24053 EAST JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

CHARLES T. BERSCHBACK

(586) 777-0400
FAX (586) 777-0430
bibwlaw@yahoo.com

DON R. BERSCHBACK
OF COUNSEL

March 31, 2015

Thomas Colombo
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: March Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
3.3.16	Review of new domestic violence warrant request, TCs Det. Cur (.25); RL (1.00)	1.25
3.5.16	Filed RL Complaint in Circuit Court; follow up emails and letters regarding service (1.00); call with BN, meeting with Tom C, meeting with LH, review of Council package and agenda (1.00)	2.00
3.7.16	RL (.25); domestic violence calls, review of Court docket (.50); attendance at Council meeting and follow up (1.50)	2.25
3.8.16	Calls on Municipal Court matters (.50); TCs, review of room use (.50); TC GT, TC LH (.25); TT file review and emails (.25)	1.50
3.9.16	Municipal Court docket and review of warrants (2.25)	2.25
3.10.16	Review of FOIA request, TC LH, work on RL (.75); review of Wayne County Permits and Resolution, call with Joe A. (.50); TC on Municipal Court OWI case, motion (.25); review of Milk River issue (.50)	2.00
3.11.16	TC Tom C, various matters, TC DPW (.50); TT; review of motion to amend, TC Tom C (.25)	0.75
3.12.16	Research on noise ordinance, disturbing the peace (.25)	0.25
3.14.16	Review of Municipal Court docket, calls on bench trial (.50); revisions to Landscape Services Contract; review of Wayne County Annual Permits (.50); TT Brownell file (.25)	1.25
3.15.16	Review of legal opinion, TCs, research on new OMA opinion (1.25); work on room usage issue (.50)	1.75
3.16.16	Municipal Court a.m. docket (3.50); meeting with appointed officials; follow up (.50); Rumph Litigation work (.25)	4.25

3.17.16	TCs pending Municipal Court domestic violence case (.50); Rumph Litigation work (.25)	0.75
3.18.16	Rumph Litigation work (.50); TC GT email to Ligget neighbor per COW (.50)	1.00
3.21.16	TCs Rumph Litigation FOIA (.25); calls on Municipal Court cases (.50); review of Council packet and contracts; CDBG program agreement (.50); attendance at Council meeting (1.50)	2.75
3.22.16	TC on Rumph Litigation (.25); TCs Municipal Court (.25); review and calls on utility pole requests (.50)	1.00
3.23.16	Municipal Court a.m. docket (2.50)	2.50
3.24.16	Calls on utility pole request, emails (.50)	0.50
3.29.16	Review of Municipal Court issues, initial prep for A&B bench trial, calls on Russell Municipal Court case (1.00)	1.00
3/30/2016	TCF re: LCC issue (.25); work on drone ordinance (1.00); TCs Municipal Court matters (.25)	1.50

CTB = 30.50 hours at \$145.00 per hour	\$ 4,422.50
Plus Costs: Rumph Filing Fee / Jury Demand	\$ 260.00
Rumph Statement of Claim	\$ 20.00
TOTAL DUE:	\$ 4,702.50

T - Telephone	GT - Gene Tutag
F - Skip Fincham	LH - Lisa Hathaway
AI - DeeAnn Irby	Det. Bur. - Detective Bureau
M/C - Mayor and Council	PC - Planning Commission
L - Rumph Litigation	TT - Tax Tribunal

breakdown

General	17.00 hours
Municipal Court	12.75 hours
Building/Planning Commission	0 hours
Tax Tribunal	.75 hours

The City Attorney provided an overview regarding **trench collapse proposal (Rumph Construction/Estate of Rumph)**.

Motion by Bryant, seconded by Shetler, regarding trench collapse proposal (Rumph Construction/Estate of Rumph), that the City Council approve 50% payment of each of the invoices presented; eight (8) invoices totaling \$249,539.36.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding trench collapse proposal (Rumph Construction/Estate of Rumph), that the City Council approve a budget transfer from the General Fund fund balance into Account No. 101-210-812.000 to cover 50% payment of each of the eight (8) invoices.

Motion carried by the following vote:

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

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
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(886) 777-0400
FAX (886) 777-0430
E-MAIL donberschback@yahoo.com

OF COUNSEL
CHARLES T. BERSCHBACK

August 10, 2015

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

RE: Trench Collapse of October 29, 2014

Dear Mayor and Council:

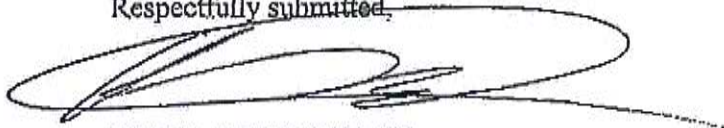
I have requested that this matter be placed on the City Council agenda for August 17, 2015. The purpose of the discussion on this matter will be as follows:

1. Have the City Council consider providing some amount of payment to all of the entities that assisted Grosse Pointe Woods during the rescue attempts to save Mr. Rumph from an excavated "hole" and, later, to recover his body. This was a 42 hour ordeal.

Administration has compiled a listing of all of the invoices that we have received and I will be presenting some possible scenarios for the City Council to consider.

2. Present a motion with discussion on providing authorization for the City Attorney to proceed with litigation on this matter. That litigation would entail a Circuit Court case in Wayne County and would be for the purpose of having the responsible parties the owner of the lot, Rumph Constructions, the Estate of Rumph, etc.) be responsible for any and all damages incurred by the City. I point out that if this was to occur, Secura Insurance would likely defend Rumph Construction and his Estate - at least for defense costs if not "coverage costs".
3. Authorize the City Attorney to refer the 62 page agreement between Secura and the Rumph Construction Company to an "expert" for his opinion on whether the language of that Agreement AND the facts of the trench collapse obligate Secura to cover all damages.

Respectfully submitted,



DON R. BERSCHBACK

DRB:nmg

cc: Skip Fincham
Lisa Hathaway
Dee Ann Irby



CITY OF GROSSE POINTE WOODS MEMORANDUM

Date: August 12, 2015
To: Mayor and Council
From: Al Fincham, City Administrator AF
Subject: Trench Collapse Invoices

RECEIVED
AUG 12 2015
CITY OF GROSSE PTE WOODS

Attached are the outstanding invoices from the trench collapse of October 29, 2014. Our City Attorney, Mr. Don Berschback has been diligently working over the last several months to recover the costs incurred through the contractor's insurance company as a result of this incident. To date, the first responders have not yet been paid and have been patiently waiting for reimbursement.

Oakway Mutual Aid Association,	\$71,536.81
Ric-man Construction, Inc.	\$62,372.69
Western Wayne County Fire Department	\$53,462.53
County of Macomb,	\$29,607.33
National Industrial Maintenance,	\$ 2,350.00 *
Echo Lining Systems	\$14,500.00*
Oakland County Mutual Aid Association,	\$ 2,190.00
AEW, (Road and sidewalk repair/replacement)	\$13,520.00
TOTAL:	\$249,539.36

*****Note:**

- **National Industrial Maintenance:** A permanent repair has to be made to the 60" overflow pipe that was tapped into. The dollar amount reflected above at \$2,350.00 was the cost to televise the main, determine it was actually tapped into and make a temporary repair.
- **Echo Lining Systems:** Permanent repair to the 60" Overflow Pipe.

**Oakway Mutual Aid Association
USAR STRIKE TEAM**

COST RECOVERY INVOICE

Page 1



Incident Name: Gross Point Woods Trench
Incident Location: 20162 Fairway Ave GPW
Requesting Jurisdiction: Gross Point Woods Public Safety
Jurisdiction's Incident #: _____
On Scene In-Charge: Lieutenant John Kosanke
Strike Team Manager: Fire Chief Chris Martin - Sterling Heights
Date: October 29th, 2014
Time: 1300 Hrs
Completed by: Southfield Fire Chief Keith Rowley
Contact Phone: 248-796-5616 office 248-722-2903 cell
Contact E-mail: krowley@cityofsouthfield.com

Cost Recovery Summary & Totals

Personnel	\$ 34,810.75
Vehicles & Apparatus	\$ 6,250.00
Equipment & Supplies -- Damaged or Missing	\$ 3,735.29
Southfield DPW	\$ 19,076.11
Subtotal	\$ 63,872.15
12% Administrative Fee	\$ 7,664.66
Total:	\$ 71,536.81

Please remit payment to: **Oakway Mutual Aid Association
Birmingham Fire Department
572 S. Adams
Birmingham MI 48009**

Ric- Man Construction, Inc.
6850 19 Mile Rd.
Sterling Heights, MI 48314

Invoice No. 141229

INVOICE

Customer

Name City of Grosse Point Woods, Attn: Joseph Ahee
Address 1200 Parkway
City Grosse Pointe Wood: State MI ZIP 48236
Phone (313)343-2460

Date 12/29/2014
Order No. _____
Rep _____
FOB _____

Qty	Description	Unit Price	TOTAL
1	Emergency Rescue on 10/30/14 and 10/31/14 (See attached detail)	\$62,372.69	\$62,372.69
SubTotal			\$62,372.69
Shipping & Handling			
Taxes State			
TOTAL			\$62,372.69

RECEIVED

DEC 30 2014

GROSSE POINTE WOODS

Office Use Only

Western Wayne County Fire Department
Mutual Aid Association

33365 Raphael Road
Farmington Hills, MI 48336

Invoice

Date	Invoice #
12/16/2014	496

Bill To
incident - Grosse Point Woods Trench Attn: Al Fincham, City Administrator Grosse Pointe Woods Public Safety 20025 Mack Plaza Drive Grosse Pointe Woods, MI 48236

Incident #	Incident Commander	Hirt Command	Date wwhirt	Jurisdiction	Incident Name
14-02	S. Whitehead	S. Whitehead	10/29/2014	Outside GPW	GPW Trench
Item	Quantity	Description	Rate	Amount	
Garden City	18	Labor Hours	65.00	1,170.00	
Garden City	18	Labor Hours	65.00	1,170.00	
Metro Airport	18	Labor Hours	65.00	1,170.00	
Metro Airport	18	Labor Hours	55.00	990.00	
Metro Airport	18	Labor Hours	65.00	1,170.00	
Westland	18	Labor Hours	55.00	990.00	
Northville	18	Labor Hours	55.00	990.00	
Northville	18	Labor Hours	55.00	990.00	
Northville Twp	18	Labor Hours	55.00	990.00	
Canton Twp	18	Labor Hours	75.00	1,350.00	
Farmington Hills	18	Labor Hours	65.00	1,170.00	
Northville Twp	18	Labor Hours	55.00	990.00	
Westland	18	Labor Hours	55.00	990.00	
Sumpter Twp	18	Labor Hours	55.00	990.00	
Metro Airport	18	Labor Hours	55.00	990.00	
Wayne-Westland	18	Labor Hours	55.00	990.00	
Redford Twp	18	Labor Hours	55.00	990.00	
Northville Twp	18	Labor Hours	65.00	1,170.00	
Wayne-Westland	18	Labor Hours	55.00	990.00	
Van Buren	18	Labor Hours	55.00	990.00	
Dearborn	18	Labor Hours	55.00	990.00	
Canton Twp	18	Labor Hours	65.00	1,170.00	
Ferguson, Ben	18	Labor Hours	55.00	990.00	
Plymouth	18	Labor Hours	65.00	1,170.00	
Livonia	18	Labor Hours	65.00	1,170.00	
Plymouth	18	Labor Hours	55.00	990.00	
Plymouth	18	Labor Hours	65.00	1,170.00	
Northville Twp	18	Labor Hours	55.00	990.00	
WWCFDMAA 33365 Raphael Road Farmington Hills, MI 48336-1777			Total		

Phone #
248-506-3401

Western Wayne County Fire Department
Mutual Aid Association
33365 Raphael Road
Farmington Hills, MI 48336

Invoice

Date	Invoice #
12/16/2014	496

Bill To
Incident - Grosse Point Woods Trench Attn: Al Fincham, City Administrator Grosse Pointe Woods Public Safety 20025 Mack Plaza Drive Grosse Pointe Woods, MI 48236

Incident #	Incident Commander	Hirt Command	Date wwhirt	Jurisdiction	Incident Name
14-02	S. Whitehead	S. Whitehead	10/29/2014	Outside GPW	GPW Trench
Item	Quantity	Description	Rate	Amount	
Inkster	18	Labor Hours	55.00	990.00	
Dearborn	12	Labor Hours	55.00	660.00	
Canton Twp	12	Labor Hours	55.00	660.00	
Northville Twp	12	Labor Hours	55.00	660.00	
Dearborn Hgts	12	Labor Hours	55.00	660.00	
Farmington Hills	12	Labor Hours	65.00	780.00	
Farmington Hills	12	Labor Hours	75.00	900.00	
Whitehead, Shadd	22	Labor Hours	75.00	1,650.00	
Magda, Mike	12	Labor Hours	45.00	540.00	
Siriani, Brian	12	Labor Hours	45.00	540.00	
Metro Airport	12	Labor Hours	55.00	660.00	
Labor	6	Labor Hours	45.00	270.00	
Labor	6	Labor Hours	45.00	270.00	
Misc Service	1	USAR 1	1,000.00	1,000.00	
Misc Service	1	USAR 2	1,000.00	1,000.00	
Misc Service	1	USAR 3	500.00	500.00	
Misc Service	1	USAR 4	1,000.00	1,000.00	
Administration Fee	1	12% Administration Fee	5,114.40	5,114.40	
Strike Team Resp...	1	Non-Member USAR Strike Team Response Fee	5,728.13	5,728.13	
WWCFDMAA 33365 Raphael Road Farmington Hills, MI 48336-1777			Total	\$53,462.53	

Phone #
248-506-3401

COUNTY OF MACOMB, MICHIGAN
FINANCE DEPARTMENT
120 N. MAIN, 2ND FLOOR
MOUNT CLEMENS, MI. 48043
586.469.5251

CITY OF GROSSE POINT WOODS
ATTENTION: AL FINCHAM
20025 MACK PLAZA DRIVE
GROSSE POINTE, MI 48236

See Reverse Side For Easy Opening Instructions

CITY OF GROSSE-POINT-WOODS		INVOICE	Invoice Number: AR150043	
REF DATE	DESCRIPTION	GL POSTING	AMOUNT	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35000000-22101	1,575.20	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35000000-22109	4,082.73	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35000000-22607	477.70	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35000000-22108	556.21	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35000000-22604	1,243.52	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35000000-22110	1,424.44	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	10138001-67719	772.37	
01/21/2015	TECH RESCUE TEAM COST 10/29/14	35038001-59101	19,475.16	
		Charges	29,607.33	



Macomb County Finance Department
120 N. Main, 2nd Floor, Mt. Clemens, MI. 48043 586.469.5251 EIN 38-6004868

Please make checks payable to:
COUNTY OF MACOMB, MICHIGAN
FINANCE DEPARTMENT
120 N. MAIN, 2nd Floor
MOUNT CLEMENS, MI. 48043-6622

PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

PEID-Addr Code V49921-02
Invoice Number AR150043
Invoice Date 01/21/2015
Amount Due \$29,607.33
Amt Paid \$



NATIONAL INDUSTRIAL MAINTENANCE, INC.

Specializing in today's needs for environmental protection.

4400 Stecker • Dearborn, MI 48126-3895 • (313) 945-6464

November 5, 2014

PROPOSAL
Submitted to:

AEW

Proposal # 14-177

Attn: Mr. Frank Varicalli

Subject: Sewer repair in Grosse Pointe Woods

NATIONAL INDUSTRIAL MAINTENANCE, INC. is pleased to submit the following proposal on the above subject work.

SCOPE: Plug 1 – 6" lateral core using Cemtec Hydraulic Cement. (process attached)

CUSTOMER TO FURNISH: All access, openings and right-of-ways needed to perform the above subject work.

NATIONAL INDUSTRIAL TO FURNISH: All equipment, manpower, personal protective equipment, disposal and safety equipment necessary to complete the quoted task.

PRICE:

Lump Sum -----\$2350.00

If you find the above proposal satisfactory, subject to the Terms and Conditions on the reverse side, please sign and date below and fax to us at 313/945-9170. Thank you for the opportunity to be of service.

Greg Tackett
Vice President

ACCEPTED this _____ day of _____, 20____

Name of Purchaser

By _____
Name and Title

Proposal



Date: 02/20/2015

Job #: 7034E-131

Fax To: _____

Email To: fvaricalli@aeWINC.com

To

Frank Varicalli
AEW

Project

Grosse Pointe Woods 60" Overflow repair

Echo Lining is pleased to submit this proposal for your review.

Scope of Work

1. Hand digging the hole from the inside of the 60" pipe to clean the debris from the pipe
2. Fill the hole (assuming it is not a large void) with rebar and hand mixed concrete
3. Packing the void with concrete flush to the inside of the 60" pipe
4. Tap-con a stainless steel plate over the 6" hole in the pipe to allow the concrete and soils from not coming back into the pipe.

Additions:

- Any delays or unforeseen project requirements outside the above scope to be documented and billed additionally at our current T&M rates. Site conditions are assumed to be conducive to install the repair
- Permits / Inspection - additional fees
- Water Usage / Access to Adjacent Hydrant by owner
- Flow Diversion additional
- Obstruction Removal additional
- Traffic Control Requirements
- Disposal of Debris - additional
- All Restoration
- Access to private property to be coordinated via owners representative

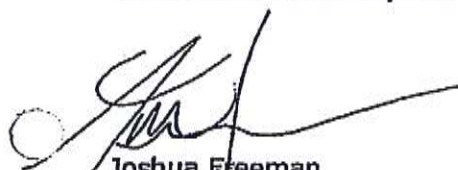
Pricing:

Estimate:

<u>Description</u>	<u>QTY</u>	<u>Unit Price</u>	<u>Total</u>
Site Specific Safety Plan	1	\$ 750.00	\$ 750.00
Labor (6 man team and Equipment) Days	3	\$ 4,200.00	\$ 12,600.00
Materials (Stainless steel Plate. Misc materials)	1	\$ 1,150.00	\$ 1,150.00
TOTAL			\$ 14,500.00

We appreciate the opportunity to present this proposal for your review. Do not hesitate to contact me at 734 604-5109 with any questions or clarification you might require. To indicate your acceptance of this proposal, please sign below and fax it back to (734) 482-1505 or email a PDF to jfreeman@corbyenergy.com Pursuant to our discussion, this work may be scheduled in the near future.

Submitted by:
ECHO LINING SYSTEMS, LLC



Joshua Freeman
Project. Mgr.

Accepted by:

Signature

Date:

Oakland County Mutual Aid Association

33365 Raphael Road
Farmington Hills, MI 48336

Invoice

Date	Invoice #
12/10/2014	101

Bill To
incident - Grosse Pt Woods Trench Attn: Lt. John Kosanke

Incident Number	Incident Date	HIRT Commander	Incident Name
14-52	10/29/2014	McDonald	GPW Trench

Item	Quantity	Description	Rate	Amount
Independence Twp	13	Labor Hours	65.00	845.00
Independence Twp	13	Labor Hours	65.00	845.00
POD Transport	1	POD Transport	250.00	250.00
POD Transport	1	Trench/Vactor POD	250.00	250.00
<p>PAYMENT IS DUE WITHIN 30 DAYS OF THIS INVOICE Please process within that time. Failure to pay in full within 30 days of invoice date will result in a 1.5% additional monthly charge. In addition, you will be responsible for all costs of collection including reasonable attorney fees incurred in the collection process.</p>				
Please remit to above address.			Total	\$2,190.00

Phone #
248-506-3401

Alfred Fincham

From: Alfred Fincham
Sent: Wednesday, April 22, 2015 1:59 PM
To: Don R. Berschback
Cc: Joe Ahee
Subject: FW: Fairway concrete repair

Don:

Estimate to replace the roadway at the trench collapse. This includes the sidewalk repair.

Skip

Alfred Fincham
City Administrator
313 343-2450
afincham@gpwmn.us

From: Joe Ahee
Sent: Wednesday, April 22, 2015 1:49 PM
To: Alfred Fincham
Subject: Fwd: Fairway concrete repair

ent from my iPhone

Begin forwarded message:

From: Frank Varicalli <fvaricalli@aewinc.com>
Date: April 22, 2015 at 1:25:14 PM EDT
To: Joe Ahee <JAhee@gpwmn.us>
Subject: Fairway concrete repair

Hi Joe,

The estimated cost to replace the concrete on Fairway at the sewer repair is approx. \$ 13,520.00. This number will be revised once bids are received for the 2015 Repair Program.


CITY OF GROSSE POINTE WOODS

Office of the City Clerk

Memorandum

DATE: April 1, 2016

TO: Tom Colombo, City Administrator
City Council

FROM: Lisa Hathaway, City Clerk 


SUBJECT: Trench Collapse Invoices

On August 17, 2015, the City Council approved payment equal to 50% of each of eight (8) invoices submitted totaling \$249,539.36, which were costs incurred, as well as estimated, from the Rumph trench collapse on October 29, 2014. After final review, a total of \$140,771.04 was paid, estimated charges totaling \$30,370.00 were not charged to the City, thereby leaving a balance in the amount of \$78,398.32.

Contractor	Amount Invoiced	Paid 08/20/15	Balance Due
Oakway Mutual Aid Assoc.	71,536.81	35,768.41	35,768.40
Ric-man Construction Inc.	62,372.69	62,372.69	0
Western Wayne County Fire Dept.	53,462.53	26,731.27	26,731.26
County of Macomb	29,607.33	14,803.67	14,803.66
National Industrial Maintenance	Est. 2,350.00	0	N/A
Echo Lining Systems	Est. 14,500.00	0	N/A
Oakland County Mutual Aid Assoc.	2,190.00	1,095.00	1,095.00
AEW	Est. 13,520.00	0	N/A
TOTAL	\$249,539.36	\$140,771.04	\$78,398.32

It is the prerogative of the City Council to consider approving payment of the balances owing on invoices incurred from the Rumph trench collapse on October 29, 2014, in an amount not to exceed \$78,398.32 as identified above, funds to be taken from Account No. 101-000-202.050.

Reviewed and approved by Treasurer/Comptroller


Dee Ann Irby

4-1-16
Date