

**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza**  
**Regular City Council Meeting Agenda**  
**Monday, April 3, 2017**  
**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. APPOINTMENT
  - A. Community Tree Commission (Mayoral)
    1. Randy Rennpage
    - a. Biographical Sketch
7. MINUTES
  - A. Council 03/20/17
  - B. Special City Council 03/27/17
  - C. Committee-of-the-Whole 03/20/17, 03/27/17  
w/recommendation:
    1. Trolley (sale)
    2. Memo 03/09/17 – Director of Public Services
  - D. Compensation and Evaluation Committee 03/13/17,  
Excerpt 03/27/17, w/recommendation:
    1. Payment in lieu of time
  - E. Finance Committee 01/23/17
  - F. Planning Commission 02/28/17, Workshop 02/28/17
8. COMMUNICATIONS
  - A. Proposed FY 2017-18 Budget
    1. Memo 03/31/17 - Treasurer/Comptroller
    2. 2017-18 FY Budget Summary of Proposed Budget
  - B. Budget Amendment/Public Safety FEMA Grant
    1. Memo 03/29/17 – Treasurer/Comptroller
    2. Apollo Fire Equipment Invoice No. 94248 -  
02/08/17
    3. Purchase Order No. 43838
  - C. Request to use Marstiller Baseball Diamond – Grosse  
Pointe North
    1. Memo 03/29/17 – Director of Public Services/  
Recreation Supervisor
    2. Letter 03/28/17 – Grosse Pointe North High  
School
    3. Baseball Schedule 03/27/17 – 05/26/17
    4. Certificate of Liability Insurance

- 9. BIDS/PROPOSALS/  
CONTRACTS
  - A. Contract: Activities Building Carpet
    - 1. Memo 03/15/17 – Director of Public Services
  - B. Purchase: Pool Chlorine Feeders
    - 1. Memo 03/16/17 – Director of Public Services/  
Recreation Supervisor
    - 2. Brochure
  - C. Contract: 2017 Pool Opening/Closing
    - 1. Memo 03/16/17 – Director of Public Services/  
Recreation Supervisor
    - 2. Opening Proposal 02/08/17 – Aquatic Source
    - 3. Closing Proposal 02/08/17 – Aquatic Source
    - 4. Opening Proposal 02/01/17 - B & B Pools
    - 5. Closing Proposal 02/01/16 – B & B Pools
  - D. Purchase: Election Equipment
    - 1. Memo 03/29/17 – City Clerk
    - 2. Email 03/27/17 – Wayne County Elections
    - 3. State-Funded Tabulators by Jurisdiction
    - 4. Brochure: ImageCast Central High-Speed Count  
Systems (Tabulators)
- 10. PROCLAMATIONS
  - A. Days of Remembrance
  - B. Emergency Medical Services Week
  - C. Peace Officers Memorial Day
- 11. CLAIMS/ACCOUNTS
  - A. City Attorneys
    - 1. Don R. Berschback
    - 2. Charles T. Berschback
- 12. NEW BUSINESS/PUBLIC COMMENT
- 13. ADJOURNMENT

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

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

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249.





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## BIOGRAPHICAL SKETCH

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

Beautification Commission		Building Authority
Board of Review	X	Community Tree Commission
Citizens' Recreation Commission		Downspout Board of Appeals
Construction Board of Appeals		Historical Commission
Fireworks Committee		Mack Avenue Business Study Committee
Local Officers' Compensation Commission	X	Planning Commission
Pension Board		Other:
Senior Citizens' Commission		

NAME: Randy Rennpage

ADDRESS: 521 Roslyn Road

TELEPHONE: Home: 313 885 4506 Office: 313 333 4230 c

E-Mail: rrennpage@gmail.com

OCCUPATION: Retired manufacturing engineering manager - General Motors

# OF YEARS RESIDENT OF GROSSE POINTE WOODS: 35


PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:  
Oral and written communications, computer, team member & team building skills.

EDUCATION: Industrial Engineering from General Motors Institute, MBA from MSU

PROFESSIONAL / SERVICE CLUB AFFILIATIONS:  
St. Vincent de Paul Society, St Ambrose Church

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD:  
I want to apply my efforts and skills to help improve the City of Grosse Pointe Woods.

  
Signature of sponsor

  
Signature of applicant

Date: FEBRUARY 3, 2016

Return to Clerk's Office

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

COUNCIL  
03-20-17 - 38

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 20, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:30 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke  
Council members: Granger, Ketels, Koester, McConaghy, Shetler  
Absent: Bryant

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

Motion by McConaghy, seconded by Shetler, that Council Member Bryant be excused from tonight's meeting.

Motion carried by the following vote:

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

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

The following Commission members were in attendance:

John Vitale, Planning Commission  
Bonnie Medura, Beautification Advisory Committee  
George McMullen, Board of Review/Local Officers Compensation Commission

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



Motion carried by the following vote:

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

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

1. City Council Minutes dated March 6, 2017.

Motion carried by the following vote:

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

Motion by Granger, seconded by Koester, regarding **City Council Meeting Times**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting held March 13, 2017, and resolve to change the City Council meeting start times to begin at 7:00 p.m. effective January 2018.

Motion carried by the following vote:

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

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

1. Committee-of-the-Whole minutes dated March 6, 2017, and March 13, 2017.

Motion carried by the following vote:

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

Motion by Shetler, seconded by Granger, regarding **purchase: Envirosight Jetscan HD Video Nozzle Camera**, that the City Council approve the purchase of an Envirosight Jetscan HD Video Nozzle Camera from Bell Equipment Company in the amount of \$14,803.04, funds to be taken from Water/Sewer Account No. 592-537-970.000.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – February 2017**, that the City Council refer this item to the Finance Committee.

Motion carried by the following vote:

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

Motion by Granger, seconded by Shetler, regarding **Agreement: Registered Municipal Advisor**, that the City Council approve the Agreement with Bendzinski & Co. to provide services for the issuance of the City of Grosse Pointe Woods Unlimited Tax General Obligation Bonds, Series 2016, in the amount of \$9,500.00 plus expenses, funds to be taken from Road Bonding Account No. 406-451-977.199; and, to authorize the City Administrator to sign the Agreement letter.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **contract: 2017 re-codification**, that the City Council approve the Agreement with Municode in an amount not to exceed \$7,500.00 for the 2017 City of Grosse Pointe Woods Codification, funds to be taken from the City Clerk's Contractual Services Account No. 101-215-818.000, and authorize the City Administrator to sign said contract.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Agreement: DAS/Small Cell License Agreement – Fibertech**, that the City Council approve the Fibertech DAS/Small Cell License Agreement, and to authorize the City Administrator to sign said Agreement.

Motion carried by the following vote:

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

Motion by Ketels, seconded by Shetler, regarding **Deputy Comptroller**, that the City Council authorize Cathy Behrens and Bruce Smith to sign the Letter of Agreement as discussed at the Committee-of-the-Whole earlier this evening, and to concur with the appointment of Shawn Murphy as Deputy Comptroller.

Motion carried by the following vote:

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

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

1.Keller Thoma 03/01/17, Invoice 111616 - \$1,319.85.

Motion carried by the following vote:

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



Motion by Granger, seconded by Shetler, to adjourn tonight's meeting at 7:44 p.m.  
PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor

MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 27, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 8:08 p.m. by Mayor Novitke.

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

Also Present: City Administrator Smith  
City Attorney Don Berschback  
Treasurer/Comptroller Behrens  
City Clerk Hathaway

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 Bryant, seconded by McConaghy, regarding **payroll tax withholding "Settlement/Release/Claims"**, that the City Council authorize administration to proceed with the payments in accordance with the settlement and release of claims as presented and discussed in the Committee-of-the-Whole Meeting held March 27, 2017, with total payments in an amount not to exceed \$63,508.67.

Motion carried by the following vote:

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

The next item was regarding **bank account signatories**.

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

1. Memo 03/27/17 – Treasurer/Comptroller.

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 bank account signatories, that the City Council authorize Deputy Comptroller Shawn Murphy and Treasurer/Comptroller Cathy Behrens as authorized signers on the following accounts:

1. Multi-Bank Securities, Inc.;
2. Comerica Securities;
3. Comerica Bank;
4. Flagstar Bank;
5. The Private Bank;
6. The Private Bank;
7. Chemical Bank (formerly Talmer Bank);
8. ICMA-RC Plan Contracts.

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 Mayoral Tree Commission appointment of Randy Rennpage as discussed at their December 31, 2016, Commission Meeting. The City Clerk was asked to confirm the expiration date for this appointment and place on the City Council agenda for April 3, 2017.



Motion by Bryant, seconded by Shetler, to adjourn tonight's meeting at 8:14 p.m.  
PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 20, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

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

ALSO PRESENT: City Administrator Smith  
Treasurer/Comptroller Behrens  
City Attorney Chip Berschback  
City Clerk Hathaway

Mayor Novitke called the meeting to order at 7:03 p.m.

Motion by McConaghy, seconded by Shetler, that Council Member Bryant be excused from tonight's meeting.

Motion carried by the following vote:

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

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: Bryant

Discussion then ensued regarding the vacant **Deputy Comptroller** position. The City Administrator stated the previous Deputy Comptroller, Shawn Murphy, contacted him regarding the vacant position stating she was interested in re-employment with the City. He and the Treasurer/Comptroller were in favor of, and recommending, re-employing Ms. Murphy. The Treasurer/Comptroller distributed a draft Agreement to re-employ Shawn Murphy as Deputy Comptroller. There was a consensus of the Committee in favor of this recommendation.

Motion by Koester, seconded by Shetler, that the Deputy Comptroller position be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

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

Under New Business:

- The Mayor stated the City Administrator has met with all of the unions, which have agreed with the City's process to correct payroll withholdings for tax years 2011 through 2015, and also agreed to reimbursing employees up to \$100.00 for filing amended returns for 2013 through 2015. This item is scheduled for the Committee-of-the-Whole Meeting on March 27<sup>th</sup>, with a Special City Council Meeting to immediately follow. The City Attorney is to review and approve the release form.
- The Treasurer/Comptroller stated the City will be issuing a check for the Rivers tax tribunal settlement and provided a brief update to the Committee.

Motion by Koester, seconded by Ketels, that the meeting of the Committee-of-the-Whole be adjourned at p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor



MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 27, 2017, 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 Smith  
Treasurer/Comptroller Behrens  
City Attorney Don Berschback  
City Clerk Hathaway  
Director of Public Safety  
Director of Public Services

Mayor Novitke called the meeting to order at 7:03 p.m.

Motion by Granger, seconded by Bryant, 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

The first item on tonight's agenda is regarding **non-profits use of City property for fundraising**. The Director of Public Safety stated he has met with the Knights of Columbus organization and all details have been worked out to hold a fundraiser on the front lawn of City Hall. The Certificate of Insurance was in question pertaining to "per contract". The Knights of Columbus request is being considered on a trial basis. Following discussion, there was a consensus of the Committee to approve this request on a trial basis. The City Attorney was asked to review the insurance to enable approval without having to prepare a contract. Mr. Janowski agreed to remove "per contract" from the Certificate of Liability Insurance.

The next item discussed was regarding **Medstar – Extension of Contract**. The City Administrator stated Medstar was unable to complete a review of dispatch times because the City dispatches Medstar units rather than using the Medstar dispatch system, and therefore reports have to be reviewed manually. This item is to remain on the Committee-of-the-Whole.

Discussion then ensued regarding **payroll tax withholding**. The Mayor stated discussions went well with the unions. The City Attorney has reviewed and approved the Employee Release Forms. The Treasurer/Comptroller provided an overview of a Payroll Withholding Cost Calculation matrix. The only calculation not included was for Plante Moran fees. The Treasurer/Comptroller stated she is setting up an account for payments. This item is to be addressed at the Special City Council Meeting at the conclusion of this meeting.

The **trolley (sale)** was then discussed. The Director of Public Services provided an overview of his memo dated March 9, 2017, and recommended entering into an Agreement with Trolley Brokers LLC to advertise and sell the 1991 Chance Coach at a 10% commission over final sale price.

Motion by Granger, seconded by Shetler, regarding trolley sale, that the Committee-of-the-Whole recommend that City Council authorize the sale of the trolley in accordance with the memorandum dated March 9, 2017, from the Director of Public Services.

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 discussed under New Business:

- The Treasurer/Comptroller discussed the bond issue. Robert Bendzinski, Bendzinski & Co, previously discussed private sale versus public offering. Following review of an email from Mr. Bendzinski, with attachments, dated March 23, 2017, there was a consensus of the Committee to proceed with private placement with Hutchinson, Shockey, Erley & Co based upon bids received. The Treasurer/Comptroller was asked to contact Mr. Bendzinski to determine no penalty for pay off early.
- The Mayor discussed information received regarding a Dirtbag Memorial Invitational baseball tournament scheduled in Ghesquiere Park on May 26 through May 29<sup>th</sup>. This event has neither been presented to nor approved by City Council. The City Administrator has informed the party that approval to use the property would be required.
- A request to hold a Support Law Enforcement Rally on the City Hall front lawn was received from the 14<sup>th</sup> Congressional Republican Committee. The City Clerk was asked to contact Carol Foster from the 14<sup>th</sup> Congressional Committee and let her know it would need to go before the City Council for consideration.
- The Mayor briefly discussed a Public Safety Authority and PA 57, and the City Administrator and City Clerk were asked to identify similar communities.
- DTE/Infrasource and punch lists. The Director of Public Services stated weekly meetings are being held, and the ground is too wet for soft surfaces and restoration.



- The Director of Public Services stated the street sweepers are out working.
- Overnight parking of marked commercial vehicles in residential driveways are not allowed on a continuous basis.

Motion by Granger, seconded by Bryant, that the meeting of the Committee-of-the-Whole be adjourned at 8:00 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Robert E. Novitke  
Mayor



MEMO 17 - 9

TO: Bruce Smith, City Administrator  
FROM: Frank Schulte, Director of Public Services *FS*  
DATE: March 9, 2017  
SUBJECT: Sale of City Trolley

RECEIVED  
MAR 10 2017  
CITY OF GILBERT  
WOODS

Information on the condition of the city's 1991 Chance Coach Trolley was presented to the Committee of the Whole on Monday January 30, 2017. The trolley proved to be unreliable during 2016 with frequent breakdowns. As a result, the mayor and city council agreed that we should obtain information to proceed with the sale of the trolley.

Wayne P. Groome, dba Trolley Brokers, LLC, has been in the business of buying, selling and brokering used rubber-tire trolleys, tram sets and other unique people-transporting equipment since November of 1993. He has provided an appraisal on the GPW trolley from the information I provided to him. Without physically inspecting the trolley he feels it is worth \$20,000 to \$25,000, net to the City, and would be willing to market it for \$25,000.00. There is no charge for a listing on his website. As part of his service, he will bring a qualified buyer to the city, and once we accept an offer, he will finalize the sale and add his 10% commission to the sale price.

Wayne Groome is one of three people in the United States who is in the business of brokering used trolleys and trams on a daily basis. He has built his broker inventory to a high of 70 trolleys and 24 tram sets and is probably responsible for more used trolley equipment sales in the U.S. than any other company. Working the market day in and day out has given him an honest picture of what used trolleys are worth. Factors included in the appraisal equation include: year built, manufacturer, passenger capacity, wood interior, interior brass trim, type of flooring, exterior trim, air conditioning and heating, chassis, type of engine, mileage on coach, transmission type, open or enclosed body, undercarriage, body condition, miles on power plant, repair schedule and roof/glass condition.

I recommend we enter into an agreement with Trolley Brokers, LLC, 1631 Jacob Rd., Estes Park, CO 80517 to advertise and sell the city's 1991 Chance Coach at a 10% commission over the final sale price.

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

c.c. Cathrene Behrens  
O/F

Recommended for Approval as Submitted:

  
\_\_\_\_\_  
Bruce Smith, City Administrator  
  
\_\_\_\_\_  
Cathrene Behrens, City Treasurer/Comptroller

3/10/2017  
Date  
3/10/17  
Date

Council Approval Required



MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 13, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Council Member Arthur Bryant  
Members: Mayor Robert E. Novitke, Council Member Todd A. McConaghy  
ABSENT: None

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The meeting was called to order by Chair Bryant at 7:10 p.m.

Motion by Novitke, seconded by McConaghy, 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, McConaghy, Novitke  
No: None  
Absent: None

A discussion on compensation and evaluation took place regarding objectives for 2017 and schedule of interviews.

Motion by McConaghy, seconded by Novitke, that the meeting be adjourned at 7:33 p.m.

Respectfully submitted,

Arthur Bryant

COMPENSATION AND EVALUATION COMMITTEE EXCERPT

3-27-17

A discussion took place regarding Payment in lieu of accrued time.

Motion by McConaghy, second by Novitke, that the Compensation and Evaluation Committee recommend to the City Council that City Clerk Lisa Hathaway, due to exigent circumstances and due to the fact that payment in lieu of accrued time is permitted by the Employee Handbook only once a year, be permitted to cash in banked time a second time within a year. The number of hours paid in lieu of accrued time will be 51 hours of accrued sick time and 75 hours of accrued vacation time.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None

Motion by Novitke, second by McConaghy, to immediately certify the previous motion.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke

No: None

Absent: None



Approved as amended by  
Finance 03/28/17 7E

FINANCE COMMITTEE  
01-23-17

MINUTES OF THE FINANCE COMMITTEE MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JANUARY 23, 2017, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:02 p.m. by Chair McConaghy.

In attendance: Chairman McConaghy  
Members: Koester, Novitke

Absent: None

Also present: City Administrator Smith  
Treasurer/Comptroller Behrens  
City Attorney Don Berschback  
City Clerk Hathaway

Motion by Koester, seconded by Novitke, that all items on tonight's agenda be received and placed on file.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

Motion by Novitke, seconded by Koester, that the meeting minutes dated October 24, 2016, be approved as submitted.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

The Committee continued discussions regarding additional pay requests received from the Deputy Treasurer and Deputy Comptroller for duties performed during the vacancy of the Treasurer/Comptroller. Overtime and compensatory time has been applied. Prior discussions included a one time merit bonus or an increase in wages. The City Administrator and the Treasurer/Comptroller provided overviews. The City Administrator provided comparables from the other communities and recommendations. This item is to be addressed at a future Committee-of-the-Whole meeting.

The next item discussed was regarding **tax attorney statements**. The Chair reviewed the statements and objected to two attorneys each working at a high rate, which

included discussion among two attorneys. The Chair stated he was in favor of ratifying the bills but something should be said to Mr. Pesick regarding the high cost of the billings, that the City needs to provide guidelines for the future, the attorney be required to obtain preapproval for the billings and the rate. Discussion also included applying a hard cap. There was a consensus of the Committee to place the invoices on a February City Council agenda.

The Chair declared a recess at 7:32 p.m., and reconvened at 8:12 p.m.

Further discussion ensued regarding tax attorney statements.

Motion by Koester, seconded by Novitke, that the Finance Committee recommend that City Council not take any additional action regarding tax attorney statements.

Motion passed by the following vote:

Yes: Koester, McConaghy, Novitke  
No: None  
Absent: None

Corrected per Finance Committee 03/28/17 lkh
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Under New Business/Public Comment:

- A brief discussion ensued regarding compensation for non-union leadership. The City Administrator discussed current salaries and proposed salaries.
- The Treasurer/Comptroller distributed a proposed Finance (budget) meeting schedule. The next meeting was scheduled for February 27<sup>th</sup> following the City Council meeting. The Treasurer/Comptroller was asked to provide an updated fiscal forecasting.
- Administration was asked to provide a summary page in the Monthly Financial Report identifying monthly departmental spending in comparison to the approved budget.

Motion by Koester, seconded by Novitke, that tonight's meeting be adjourned at 8:57 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk

Approved by Commission 03/28/17 7F

PLANNING COMMISSION  
02-28-17 - 5

MINUTES OF THE REGULAR MEETING OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON FEBRUARY 28, 2017, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:33 p.m. by Chair Fuller.

Roll Call: Chair Fuller  
Planning Commissioners: Hamborsky, Profeta, Reiter, Stapleton, Vaughn, Vitale

Absent: Gilezan, Rozycki

Also Present: Building Inspector Tutag  
City Clerk Hathaway

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

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

Motion carried by the following vote:

YES: Fuller, Hamborsky, Profeta, Reiter, Stapleton, Vaughn, Vitale  
NO: None  
ABSENT: Gilezan, Rozycki

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

Motion carried by the following vote:

YES: Fuller, Hamborsky, Profeta, Reiter, Stapleton, Vaughn, Vitale  
NO: None  
ABSENT: Gilezan, Rozycki

The Chair recognized Council Member Bryant who was in attendance at tonight's meeting as the City Council Representative.

Motion by Vitale, seconded by Vaughn, regarding **Approval of Minutes**, that the Regular Planning Commission Minutes dated January 24, 2017, be approved as submitted.



Motion carried by the following vote:

YES: Fuller, Hamborsky, Profeta, Reiter, Stapleton, Vaughn, Vitale  
NO: None  
ABSENT: Gilezan, Rozycki

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The next item discussed was regarding a **proposed amendment to the sign ordinance, #32-13, Wall Sign**. This item is on tonight's agenda as follow-up to the January meeting. The Building Official provided a draft ordinance amendment for the Commission's consideration. Following discussion, the Building Official requested a postponement on addressing this item until the next meeting, and he requested input from the Commission. Some considerations included illumination next to residential areas, keeping the total number of signs the same, and placement and size of signage. This item is to be placed on the March Planning Commission agenda.

Next, continued discussion ensued regarding the **2020 Plan**. Member Hamborsky desired to obtain the Commission's input regarding whether the plan requires additional editing and whether scheduling of another meeting is necessary, or whether to move forward and present the plan to Council.

Discussion ensued regarding establishing the top five priorities, and whether to use the survey summary as a guide or determine the priorities independently from the survey. There was a consensus that enhanced cross-walks were of the highest importance.

Following discussion, there was a consensus of the Commission that Member Hamborsky perform additional editing to the draft plan including a list of priorities, and that this item be placed on the next Planning Commission meeting for an additional review.

There was discussion regarding beginning to form subcommittees to address some of the items as recommended in the plan, such as enhanced crosswalks.

The Commission is hoping to have a draft plan before the City Council for review at a joint meeting with the Committee-of-the-Whole by June or July.

Creation of a Branding sub-committee was also briefly discussed. Forming of various sub-committees will be discussed further at next month's meeting.

**Building Official's Monthly Report:**

- Liggett Field House – Liggett School architect and administration have met regarding a plan. A meeting has been scheduled with the TIA group to discuss safe crossing between north to south properties. A meeting with the residents was recommended to Liggett.

- Right of way clutter – A meeting with DTE was held to discuss visual pollution caused by abandon equipment; AT&T, WOW, Comcast, and Nextel will also be contacted. Administration is researching other communities including Minneapolis. Many carriers are involved and contribute to visual pollution.
- Milk River improvements being done and consultants are involved.
- A new code enforcement officer is working in the Building Department, Dave Podeszwik.

Commissioner Vaughn reported on February Council Meetings.

The Planning Commission Representative to attend March Council Meetings is John Vitale.

Under New Business:

- Commissioner Vitale requested annual reports from the other commissions.

Motion by Hamborsky, seconded by Profeta, that the Planning Commission Meeting adjourn at 8:51 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk



MINUTES OF THE PLANNING COMMISSION WORKSHOP MEETING HELD ON FEBRUARY 28, 2017,  
IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE  
POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:36 p.m. by Chair Fuller.

Roll Call: Chair Fuller  
Hamborsky, Profeta, Reiter, Vaughn, Vitale

Absent: Gilezan, Rozycki, Stapleton (arrived at 7:26)

Also Present: Building Official Tutag  
City Clerk Hathaway

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

Motion carried by the following vote:

YES: Fuller, Hamborsky, Profeta, Reiter, Stapleton, Vaughn, Vitale  
NO: None  
ABSENT: Gilezan, Rozycki, Stapleton

Corrected per Planning Commission 03/29/17
--------------------------------------------------

Discussion ensued regarding the **2020 Plan**. Commissioner Hamborsky presented the latest 2020 Plan to the Planning Commission members. Commissioner Hamborsky provided an overview and introduced new documents. He stated the Committee created a vision plan for review by the Commissioners, requested input, made revisions, and is preparing to present the plan to City Council for review.

Commissioner Hamborsky stated the mission today is to determine whether additional editing to the plan is needed. Discussion regarding the trolley ensued. Because the City's trolley is up for sale, there was a consensus to eliminate photos and references to the trolley, and insert alternate transportation or community promotion focusing on transportation for Mack Avenue and enhanced mobility.

Member Hamborsky offered to reorganize the Planning Commission Survey to identify projects by priority. There was discussion regarding branding and hiring a consultant to assist with branding.

Under New Business:

- Discussion ensued regarding the recent meeting at the Grosse Pointe Chamber.



Motion by Vaughn, seconded by Vitale, that the following documents be received and placed on file:

1. 2020 Vision Plan Program Element Relationships;
2. Mack Avenue Program Application by Block;
3. Grosse Pointe Woods Future 2020 Mack Avenue Plan – Map 1.

Motion carried by the following vote:

YES:	Fuller, Hamborsky, Profeta, Reiter, Stapleton, Vaughn, Vitale
NO:	None
ABSENT:	Gilezan, Rozycki, Stapleton

Motion by Profeta, seconded by Vaughn, that the Planning Commission Workshop be adjourned at 7:29 p.m. Passed unanimously.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk



## CITY OF GROSSE POINTE WOODS MEMORANDUM

8A

**Date:** March 31, 2017

**To:** Mayor and City Council

**From:** Cathrene A. Behrens, Treasurer/Comptroller

**Subject:** Proposed 2017-2018 Budget

Pursuant to Section 8.2 of the City Charter, I hereby present the recommended budget for fiscal year 2017-2018. It is prepared in compliance with state law and was discussed at length, during Finance Committee meetings. The recommendation includes a City millage rate of 13.7945 (Pre-Final Board of Review) and anticipates the use of \$439,377 of General Fund balance; \$269,862 of Local Road Fund Balance, \$54,167 of 911 Emergency Service Fund Balance; \$3,000 of Drug Enforcement Fund, \$584,739 of Road Construction Fund Balance, \$720,836 of General Fund Balance being transferred to Municipal Improvements, \$305,960 of Boat Dock Fund Balance, \$61,550 of Commodities Fund Balance, and \$369,000 from the Motor Pool Fund Balance. The Water/Sewer Fund also shows a \$65,137 deficit; however a rate study is currently in process with staff at AEW.

A summary of funds is attached.

2017-18 PROPOSED BUDGET SUMMARY  
City of Grosse Pointe Woods

	2016-17	2017-18	Change
<b><u>GENERAL FUND</u></b>			
General Government	\$3,132,650	\$2,997,496	
Public Safety	\$5,757,683	\$6,010,148	
Public Works	\$1,730,468	\$2,549,081	
Management Info. Systems	\$412,821	\$429,600	
Parks & Recreation	\$1,664,598	\$1,805,939	
Total General Fund	\$12,698,220	\$13,792,264	\$1,094,044
<b><u>SPECIAL REVENUE</u></b>			
Major Street	\$833,500	\$856,426	
Local Street	\$808,151	\$847,114	
Parkway Beautification	\$50,350	\$40,747	
Cable Fund	\$3,500	\$3,500	
Act 302 Training	\$10,300	\$13,200	
Solid Waste	\$1,595,091	\$1,375,023	
CDBG	\$7,000	\$6,300.00	
911 Service Fund	\$100,857	\$106,667	
Drug Forfeiture	\$4,500	\$4,000	
Total Special Revenue	\$3,413,249	\$3,252,977	(\$160,272)
<b><u>DEBT SERVICE FUND</u></b>			
Grosse Gratiot Drain (Milk River)	\$2,613,066	\$2,603,934	
Total Debt Funds	\$2,613,066	\$2,603,934	(9,132)
<b><u>CAPITAL PROJECTS FUND</u></b>			
Road Construction	\$3,845,000	\$3,453,046	
Municipal Improvement	\$82,084	\$939,100	
Total Capital Projects Fund	\$3,927,084	\$4,392,146	\$465,062
<b><u>INTERNAL SERVICE FUNDS</u></b>			
Workmen's Compensation	\$176,000	\$176,660	
Motor Vehicle Fund	\$1,377,616	\$993,000	
Total Internal Service Funds	\$1,553,616	\$1,169,660	(383,956)
<b><u>ENTERPRISE FUNDS</u></b>			
Water & Sewer	\$8,504,538	\$8,552,953	
Parking	\$316,747	\$333,525	
Boat Dock	\$137,545	\$459,115	
Commodity Sales	\$100,850	\$96,850	
Total Enterprise Funds	\$9,059,680	\$9,442,443	\$382,763
<b><u>FIDUCIARY FUNDS</u></b>			
Supplemental Annuity	\$292,431	\$307,053	
Pension Trust Funds	\$3,333,650	\$3,463,150	
Retiree Healthcare (OPEB)	\$50,250	\$50,250	
Total Fiduciary Funds	\$3,676,331	\$3,820,453	\$144,122
<b>Budget Total</b>	<b>\$36,941,246</b>	<b>\$38,473,877</b>	<b>\$1,532,631</b>

\*\*Note:

Drinking Water Revolving Fund (DWRF) & Sewer Revolving Fund (SRF)  
debt is included in the budget.

\*\*\* The proposed budget is subject to change, as more budget meetings are schedule





**CITY OF GROSSE POINTE WOODS**  
**MEMORANDUM**

8B

**Date:** March 29, 2017

**To:** Mayor and City Council

**From:** Cathrene Behrens, Treasurer/Comptroller

**Subject:** Public Safety Budget Amendment  
Award No. EMW-2015-FO-03824

The City of Grosse Pointe Woods has received grant funds through the Federal Emergency Management Association to be utilized for the purchase of Self Contained Breathing Apparatus (SCBA) units in the Public Safety Department. The City received \$122,596 which needs to be allocated to an expense line to pay for this equipment.

The City's 5% matching portion of this grant is \$6,129 which was allocated to budget line 101-339-818.000 during the 2016-17 budget process. I am requesting the transfer of \$6,129 from budget line 101-339-818.000 to 101-339-757.000 and additionally to amend budget line 101-339-757.000 to add the \$122,596 in grant funds received for expenses. This transfer and amendment will result in a budget line balance of \$144,846.

Attached are receipts for your information reflecting the purchase of 19 SCBA.

Thank you.

Please feel free to contact me with any questions or concerns.

# APOLLO FIRE EQUIPMENT

12584 LAKESHORE DRIVE  
ROMEO, MI 48065

# INVOICE

DATE	INVOICE NO.
2/8/2017	94248

<b>BILL TO</b>
GROSSE POINTE WOODS D.P.S. 20025 MACK AVENUE GROSSE POINTE WOODS, MI 48236

<b>SHIP TO</b>
GROSSE POINTE WOODS D.P.S. 20025 MACK AVENUE GROSSE POINTE WOODS, MI 48236

P.O. NO.	TERMS	REP	SHIP DATE	SHIP VIA
43838	NET 30 DAYS	HOU	2/8/2017	DELIVERED

ITEM	DESCRIPTION	QTY.	UNIT PRICE	AMOUNT
G1	MSA 4500 PSI NFPA 2013 G1 SCBA #A-G1FS442MA2C2LAR PER BID SPECIFICATIONS INCLUDING FACEPIECE (SMALL, MEDIUM, LARGE) AND 2nd 4500 PSI 45 MINUTE CYLINDER	19	6,564.47	124,724.93
G1 FACEPIECE	MSA G1 FACEPIECE (SMALL, MEDIUM, LARGE)	16	250.00	4,000.00
<p>2015 FIRE GRANT AWARD PURCHASE - SCBA EQUIPMENT AWARD: EMW-2015-FO-03824</p> <p>101-339-818.000 \$4,129.00 (city portion of SCBA grant) contractual services - Fire Services</p> <p>101-339-757.000 \$122,595.93 operating supplies - Fire Services</p>				

THANK YOU FOR YOUR BUSINESS.		SALES TAX (6.0%)	\$0.00
		<b>TOTAL</b>	<b>\$128,724.93</b>

Phone #	Fax #	E-mail	Web Site
586-752-1800	586-752-6907	APOLLO@APOLLOFIRE.COM	WWW.APOLLOFIRE.COM





ALL INVOICES MUST BE  
BILLED AND MAILED TO:  
ATTN: ACCOUNTS PAYABLE

## CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive

Grosse Pointe Woods, MI 48236

Tel: (313) 343-2440 Fax: (313) 343-2785

TO:

Apollo Fire Equipment

12584 Lakeshore Drive

Romeo, MI 48065

### PURCHASE ORDER

NO. 43838

THIS NUMBER MUST APPEAR  
ON ALL INVOICES, SHIPPERS,  
PACKING SLIPS AND PACKAGES.

Order Date:	Payment Terms	Tax Exempt
3/27/17	Net 30 days	#38-6007179
Buyer Name:	Buyer Phone:	Ship To:
	John Kosanke	
QUANTITY	DESCRIPTION	UNIT PRICE of P
		AMOUNT
		ACCOUNT NUMBER

#### 2015 Fire Grant Award purchase

#### SCBA equipment

#### Award: EMW-2015-FO-03824

19 SCBA @ \$6,564.47 = \$124,724.93

16 facepieces @ \$250.00 = \$4,000.00

#### Invoice 94248

101-339-757.000

Operating Supplies – Fire Services -

\$122,595.93

101-339-818.000

Contractual Services – Fire Services –

\$6,129.00

**Total Invoice \$128,724.93**

### NOTE TO VENDORS

IN ACCEPTING THIS ORDER THE VENDOR IS SUBJECT  
TO ALL THE TERMS AND CONDITIONS AS STATED HEREIN  
AND OF THE REVERSE SIDE OF THIS ORDER.

#### **DEPARTMENT CERTIFICATION:**

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

DEPARTMENT HEAD SIGNATURE

#### **FUND CERTIFICATION:**

I hereby certify that unencumbered funds are available for the above purchase.

TREASURER/COMPTROLLER SIGNATURE

#### **APPROVED:**

CITY ADMINISTRATOR SIGNATURE





City of Grosse Pointe Woods  
Parks and Recreation

RECEIVED

MAR 29 2017

CITY OF GROSSE PTE. WOODS

Memorandum 9-17

**Date:** March 29, 2017  
**To:** Bruce J. Smith, City Administrator  
Frank Schulte, Director of Public Services  
**From:** Nicole Byron, Recreation Supervisor NB  
**Subject:** Request of Ghesquiere Park Marstiller Baseball Diamond

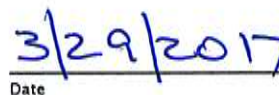
Grosse Pointe North High School is requesting the use of the Ghesquiere Park Marstiller Baseball Diamond from Monday, March 27, 2017 through Friday, May 26, 2017 from 3:00 p.m. to 6:30 p.m. An insurance policy of at least \$1,000,000 with the City of Grosse Pointe Woods listed as an additional insured will be provided.

I have no objection to the approval of this request contingent upon meeting the following guidelines:

1. Teams will follow all park rules and MHSAA rules including clearing the diamonds during storms.
2. Teams will clean up trash around the diamond after use.
3. Teams will submit the game schedule.

RECOMMENDED FOR APPROVAL AS SUBMITTED:

  
Bruce J. Smith, City Administrator

  
Date

Council approval required



**The Grosse Pointe Public School System**  
**Grosse Pointe North High School**  
707 Vernier Road  
Grosse Pointe Woods, Michigan 48236-1594  
Telephone: (313) 432-3217  
Fax: (313) 432-3218

March 28, 2017

Ms. Nicole Byron, Director  
Grosse Pointe Woods Recreation Department  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

Dear Ms. Byron:

The Grosse Pointe North High School Athletic Department requests the use of Ghesquire Park Marsteller Baseball Diamond on the following dates for the 2016-2017 school year.

Ghesquire Park Marsteller Baseball Diamond  
Monday, March 27, 2017 – Friday, May 26<sup>th</sup> 3:00 – 6:30 p.m.  
Approximately 20 of the games scheduled are league games.

A specific schedule for each team will be submitted in advance. You can be assured that the athletes using the facilities will be under adult supervision at all times.

A certificate of insurance that includes a one million dollar liability policy and 10 million dollar umbrella excess liability policy will be sent by our Board Office.

If you have any questions, please contact me at Grosse Pointe North, 707 Vernier Rd., Grosse Pointe Woods, MI 48236 or (313) 432.3216.

Sincerely,

Brian Shelson  
Assistant Principal/Athletic Director

**Team Schedule**  
**Boys Freshman Baseball**  
 3/27/2017 to 8/5/2017

Grosse Pointe North H.S.  
 707 Vernier Road  
 Grosse Pointe Woods, MI 48236

Brian Shelson  
 School Phone: 313-432-3255  
 Home Phone:  
 Fax: 313-432-3218  
 Brian.Shelson@gpschools.org

**Baseball**

*Boys Freshman*

			Place	Time
Wednesday	03/29/17	Stevenson High School	Home	4:00 PM
Monday	04/10/17	EISENHOWER H.S.	Home	4:00 PM
Tuesday	04/11/17	Chippewa Valley High School	Home	4:30 PM
Thursday	04/20/17	Grosse Pointe South H.S.	Home	4:30 PM
Thursday	04/27/17	L'Anse Creuse High School (DH)	Home	4:00 PM
Friday	04/28/17	Lakeview High School	Home	4:30 PM
Tuesday	05/02/17	FORD II H.S.	Home	4:30 PM
Saturday	05/06/17	Freshmen Invitational Anchor Bay High School Grosse Pointe North H.S. Grosse Pointe South H.S. University Of Detroit Jesuit H S	Home	10:00 AM
Friday	05/12/17	Fraser High School	Home	4:30 PM
Thursday	05/18/17	Lake Shore High School	Home	4:30 PM
Saturday	05/20/17	Novi High School (DH)	Home	11:00 AM

**Superintendent**  
 Dr.Gary C. Niehaus

**Principal**  
 Kate Murray

**Asst. Principals**  
 David Reed-Nordwall/Tom Beach

**Athletic Director**  
 Brian Shelson



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
3/29/2017

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES ISSUED BY THE ISSUING INSURER(S), AUTHORIZED AGENT(S), BROKER(S) OR PRODUCER, AND THE CERTIFICATE HOLDER.

If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the holder in lieu of such endorsement(s).

Agallagher Risk Management Services, Inc.  
1000 N.W. Suite 301  
Rapid MI 49503-2308

CONTACT NAME:	
PHONE (A/C No.): 616-233-0910	FAX (A/C No.): 616-233-0923
E-MAIL ADDRESS:	
INSURER(S) AFFORDING COVERAGE	
INSURER A: MAISL Joint Risk Management Trust	NAIC #
INSURER B: Great American Insurance Company	16691
INSURER C:	
INSURER D:	
INSURER E:	
INSURER F:	

INSURED  
MAISL Joint Risk Management Trust  
Grosse Pointe Public School  
389 St. Clair Avenue  
Grosse Pointe MI 48230

## COVERAGES

CERTIFICATE NUMBER: 120841088

REVISION NUMBER:

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED. NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

INSR LTR	TYPE OF INSURANCE	ADDITIONAL INSURER	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A B	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR  GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC	Y	Insurer A & B 3128240-PKG	7/1/2016 7/1/2016	7/1/2017 7/1/2017	EACH OCCURRENCE \$1,000,000 DAMAGE TO RENTED PREMISES (Per occurrence) \$ MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$included GENERAL AGGREGATE \$N/A PRODUCTS - COMP/OP AGG \$ Agg Applies per \$Member
A B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS		Insurer A & B 3128240-PKG	7/1/2016 7/1/2016	7/1/2017 7/1/2017	COMBINED SINGLE LIMIT (Per accident) \$1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ \$
A B	UMBRELLA LIAB <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> DED <input type="checkbox"/> RETENTION \$	<input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> CLAIMS-MADE	Insurer A & B 3128240-PKG	7/1/2016 7/1/2016	7/1/2017 7/1/2017	EACH OCCURRENCE \$5,000,000 AGGREGATE \$5,000,000 \$
A B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	<input type="checkbox"/> Y <input checked="" type="checkbox"/> N	N/A			WC STATUTORY LIMITS OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
A B	AUTOMOBILE LIABILITY		Insurer A & B 3128240-PKG	7/1/2016 7/1/2016	7/1/2017 7/1/2017	Maintenance Ded 1,000 Auto Phys Damage Included

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

MAISL Joint Risk Management Trust is a qualified and approved self-insurance fund under the laws of the State of Michigan. Blanket Additional Insured per Endorsement AX0007 (07/1998). SIR \$500,000

The City of Grosse Pointe Woods is an Additional Insured as respects to General Liability, pursuant to and subject to the policy's terms, definitions, conditions and exclusions.

RE: Grosse Pointe North High School Freshman baseball team use of Ghesquiere Park Baseball Diamond for baseball practice & games through June 30, 2017.

## CERTIFICATE HOLDER

## CANCELLATION

City of Grosse Pointe Woods  
Recreation Department  
20025 Mack Plaza  
Grosse Pointe Woods MI 48236

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

*Craig P. Craig*

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# Grosse Pointe North H.S.

707 Vernier Road Grosse Pointe Woods, MI 48236

School Phone: 313-432-3255 Home Phone: Fax: 313-432-3218 Brian.Shelson@gpschools.org

**Superintendent**  
Dr. Gary C. Niehaus

**Principal**  
Kate Murray

**Asst. Principals**  
David Reed-Nordwall/Tom Beach

**Athletic Director**  
Brian Shelson

## Freshman Baseball (Boys) 2016-2017

<u>Day</u>	<u>Date</u>	<u>Opponent</u>	<u>Place</u>	<u>Time</u>
Wednesday	Mar. 29	Stevenson High School	Ghesquire Baseball Field	4:00PM
Friday	Mar. 31	@ Cancelled- EISENHOWER H.S.	EISENHOWER H.S.	4:00PM
Saturday	Apr. 08	L'Anse Creuse High School (DH)	Ghesquire Baseball Field	11:00AM
Monday	Apr. 10	EISENHOWER H.S. (DH)	Ghesquire Baseball Field	4:00PM
Tuesday	Apr. 11	Chippewa Valley High School	Ghesquire Baseball Field	4:30PM
Saturday	Apr. 15	@ Grosse Pointe South H.S. (DH)	Elworthy Field	11:00AM
Tuesday	Apr. 18	@ Fraser High School	Richards Middle School	4:00PM
Thursday	Apr. 20	Grosse Pointe South H.S.	Ghesquire Baseball Field	4:30PM
Tuesday	Apr. 25	@ Lake Shore High School	Kyte Monroe	4:30PM
Thursday	Apr. 27	L'Anse Creuse High School (DH)	Ghesquire Baseball Field	4:00PM
Friday	Apr. 28	Lakeview High School	Ghesquire Baseball Field	4:30PM
Tuesday	May. 02	FORD II H.S.	Ghesquire Baseball Field	4:30PM
Thursday	May. 04	@ FORD II H.S.	FORD II H.S.	4:00PM
Saturday	May. 06	Freshmen Invitational	Grosse Pointe North H.S.	10:00AM
Tuesday	May. 09	@ Chippewa Valley High School	Chippewa Valley High School	4:00PM
Thursday	May. 11	@ Anchor Bay High School	Anchor Bay High School	4:00PM
Friday	May. 12	Fraser High School	Ghesquire Baseball Field	4:30PM
Tuesday	May. 16	@ Grosse Pointe South H.S.	Elworthy Field	4:30PM
Thursday	May. 18	Lake Shore High School	Ghesquire Baseball Field	4:30PM
Saturday	May. 20	Novi High School (DH)	Ghesquire Baseball Field	11:00AM
Tuesday	May. 23	@ L'Anse Creuse High School (DH)	L'Anse Creuse High School	4:00PM
Thursday	May. 25	@ Lakeview High School	Kyte Monroe	4:30PM

9A

MEMO 17 - 11

RECEIVED  
MAR 16 2017  
CITY OF GROSSE PTE. WOODS

TO: Bruce Smith, City Administrator  
FROM: Frank Schulte, Director of Public Services FS  
DATE: March 15, 2017  
SUBJECT: Recommendation – Activities Building Carpet

The carpet in the Activities Building at Lake Front Park is more than 16 years old and in need of replacement. Quotes were requested from local flooring businesses to remove the old carpet and furnish and install new carpet. The following four quotes were received:

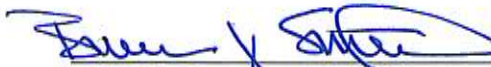

Eastwood Carpet Sales & Service	\$5,950.00
Empire Today	\$6,583.00
Tom Franjac Carpets	\$6,720.00
All Custom Floors, LLC	\$6,800.00

Eastwood Carpet provided the lowest quoted price and has been a reputable local flooring business since 1952. I do not believe any benefit will accrue to the City by seeking further competitive bids. I recommend a purchase order in the amount of \$5,950.00 be issued to Eastwood Carpet Sales & Service, 22924 Greater Mack Ave., St. Clair Shores, MI 48080 to remove the old carpet and furnish and install new carpet in the Activities Building at Lake Front Park. This is not a budgeted item included in the 2016/2017 budget. However, funds in the amount of \$10,000.00 were budgeted in 401-902-977.104 for Parks & Recreation capital improvements for gazebo repairs. The repairs needed were re-evaluated and were completed by city employees for a minimal cost. Therefore, funds are available in account 401-902-977.104 to replace the carpet in the Activities Building.

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

c.c. Cathrene Behrens  
Bid File  
O/F

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

  
Bruce Smith, City Administrator  
  
Cathrene Behrens, City Treasurer/Comptroller

3/16/2017  
Date  
3/16/2017  
Date

Council Approval Required



MEMO 17 - 13

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services FS  
Nicole Byron, Recreation Supervisor

DATE: March 16, 2017

SUBJECT: Recommendation – Lake Front Park Pool Chlorine Feeders

---

RECEIVED  
MAR 24 2017  
CITY OF GROSSE PTE. WOODS

The Lake Front Park currently uses Pulsar chlorine feeders to supply the 4 pools. During the summer of 2016 the pulsar feeder systems had significant problems delivering chlorine to the pools. As a result, we reached out to chlorine distributors to look into different chlorine systems.

Aquatic Source proposed the Accu-Tab feeders system including the following:

- Install Accu-Tab feeders in the mechanical room including all materials, labor, and electrical work required for a full and functioning system(s):
  - Main Pool - 3500 PowerBase
  - Dive Pool - 3075 PowerBase
  - Kids Pool #1 - 1030 AT
  - Kids Pool #2 - 1030 AT
- Aquatic Source will trade out our usable unopened buckets of Pulsar and exchange them on a pound for pound basis for Accu-Tab product.
- Aquatic Source will honor the per pound price of Pulsar for 2017 (\$98.00 per 50 lbs) and will hold the price for three seasons or will match the per pound price of Pulsar for 2018 and 2019 seasons we would realize through the local distributor.
- We would be obligated to purchase the chemical from Aquatic Source for three years. Should we buy the chemical elsewhere or not purchase the chemical from Aquatic Source for the three years, we would be subject to the full installation cost of \$18,000. After three years of purchasing the chemical, we would own the units.
- Should the Accu-Tab units need service during the three years (2017-2019 seasons); Aquatic Source will service them at their cost.
- If the Accu-Tab feeders plug-up, Aquatic Source agrees to clean them at their cost. A cleaning line will be installed on all units and staff will be shown how to use it.

Currently Grosse Pointe Park and Grosse Pointe City use the Accu-Tab system.

After researching possible alternatives to the Pulsar chlorine feeders, I recommend that we switch to the Accu-Tab system and issue a purchase order to Aquatic Source, 3155 Ridgeway Court, Commerce Twp., MI 48390 for the spring opening of the pool in an amount not to exceed \$20,000.00. This is a budgeted item in the 2016/2017 fiscal year budget in general ledger account 101-774-757.105 for pool chemical operating supplies. I do not believe any benefit would accrue to the city by seeking additional competitive bids.

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

Attachment

CC: Cathrene Behrens

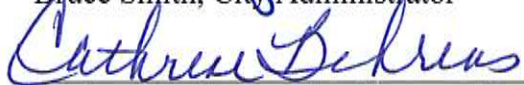
Bid File

O/F

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

  
Bruce Smith, City Administrator

3/20/2017  
Date

  
Cathrene Behrens, City Treasurer/Comptroller

3/20/17  
Date

Council Approval Required

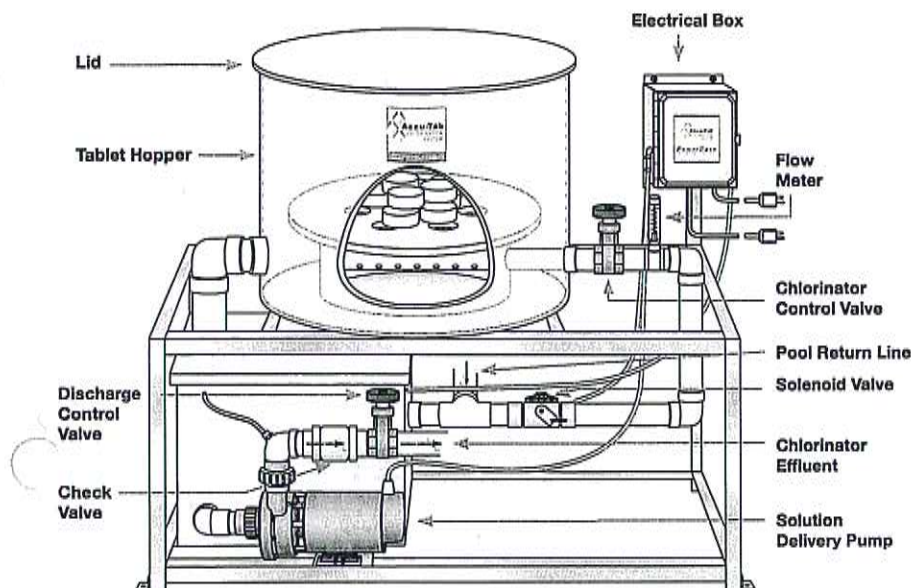




# PowerBase® Model 3500 Chlorinator



The Accu-Tab® system combines the patented erosion feeder technology of the PowerBase® chlorinator with proprietary 3½-inch Accu-Tab Blue SI calcium hypochlorite tablets. Together, the system delivers predictable rates of chlorine for commercial pool water applications.



## SPECIFICATIONS

Size... 31"W x 63"L x 52"H  
Inlet Connection ..... 2" Socket  
Outlet Connection ..... 2" Socket  
Electrical requirements..... 120V 30 amp circuit

## PowerBase Benefits

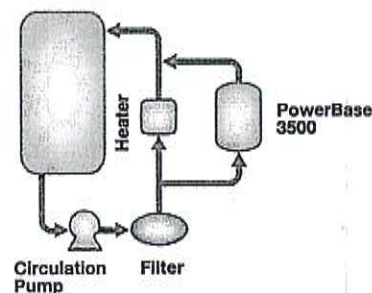
### Easy to Install

- Two plumbing connections (inlet and outlet PVC plumbing)
- One electrical connection (plug included)
- One chemical controller connection (plug included)

### Flexible and Easy-to-Operate System

- With or without chlorine controller
- Swimming pools and spray features
- Very few moving parts – minimizing maintenance
- No small openings that can clog
- Inlet strainer included
- Usually only annual cleaning required

### Swimming Pool



## Accu-Tab Blue SI 3½-inch Tablets

Accu-Tab Blue SI 3½-inch calcium hypochlorite tablets are specially engineered and independently tested by the labs at NSF International to work in Accu-Tab systems in accordance with NSF/ANSI Standard 50 listed. They contain scale inhibitor for cleaner operation. For safety, the tablets have a blue speckled appearance which differentiates them from incompatible chemicals.

Flexible. Affordable. Reliable.

Axiall Water Treatment Products  
11 Stanwix Street, Suite 1900  
Pittsburgh, PA 15222  
www.Accu-Tab.com  
1-800-245-2974







# PowerBase® 1030

## Calcium Hypochlorite Chlorinator

It provides consistent chlorine delivery with a compact space footprint. The small, rugged PowerBase 1030 chlorinator is ideal for servicing small to medium-sized pools. With Accu-Tab's proven technology, you can be confident that this line chlorinator packs a big punch when it comes to performance and reliability.

### Model 1030

#### Engineered for \*

- Indoor pools up to 180,000 gallons
- Outdoor un-stabilized pools up to 30,000 gallons
- Outdoor stabilized pools up to 70,000 gallons
- NSF 50 certified delivery — Up to 1.1 lbs/hr chlorine
- Tablet storage — 30 lbs.



Small Footprint. Big Benefits.

\*Stabilizer levels assumed to be 15 ppm. Treatable gallons vary depending on factors such as bather load, climate, stabilizer level, etc.



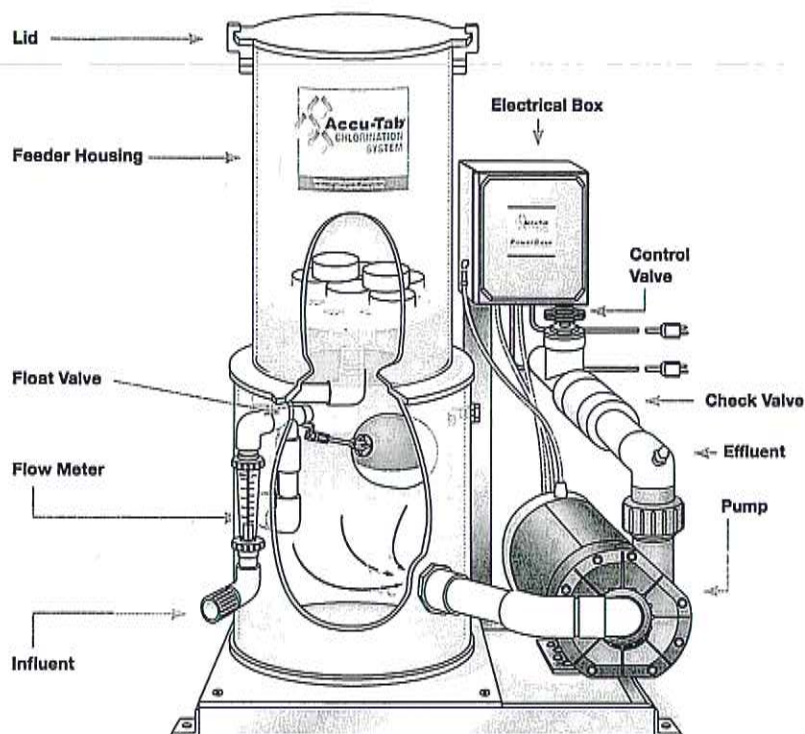
NSF/ANSI  
Standard 50 listed



# PowerBase® Model 1030 Chlorinator



The Accu-Tab® system combines the patented erosion feeder technology of the PowerBase® chlorinator with proprietary 3½-inch Accu-Tab Blue SI calcium hypochlorite tablets. Together, the system delivers predictable rates of chlorine for commercial pool water applications.



## SPECIFICATIONS

Size..... 22"W x 27"L x 35"H  
Inlet Connection ..... 1" Socket  
Outlet Connection ..... 1" Socket  
Electrical requirements..... 120V 20 amp circuit

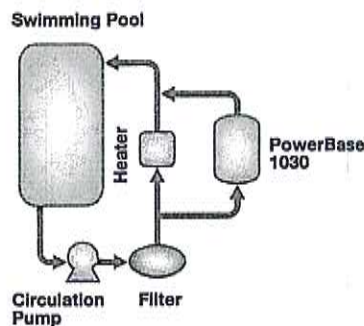
## PowerBase Benefits

### Easy to Install

- Two plumbing connections (inlet and outlet PVC plumbing)
- One electrical connection (plug included)
- One chemical controller connection (plug included)

### Flexible and Easy-to-Operate System

- With or without chlorine controller
- Swimming pools, spray features, and spas
- Very few moving parts – minimizing maintenance
- No small openings that can clog
- Inlet strainer included
- Usually only annual cleaning required



## Accu-Tab Blue SI 3½-inch Tablets

Accu-Tab Blue SI 3½-Inch calcium hypochlorite tablets are specially engineered and independently tested by the labs at NSF International to work in Accu-Tab systems in accordance with NSF/ANSI Standard 50 listed. They contain scale inhibitor for cleaner operation. For safety, the tablets have a blue speckled appearance which differentiates them from incompatible chemicals.

**Flexible. Affordable. Reliable.**

Axiall Water Treatment Products  
11 Stanwix Street, Suite 1900  
Pittsburgh, PA 15222  
www.Accu-Tab.com  
1-800-245-2974

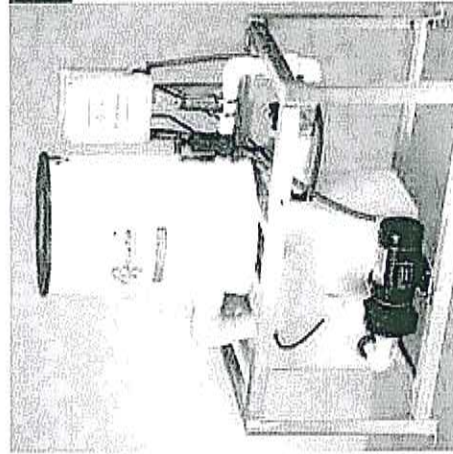




# PowerBase® Chlorination Units

**Accu-Tab**  
CHLORINATION  
SYSTEM

Axial Corporation is a leader in safe, simple, and accurate chlorination. Our PowerBase® chlorination systems incorporate the Accu-Tab® chlorinator and tablets into one system. This unique combination provides a better chlorination alternative for commercial swimming pool installations.



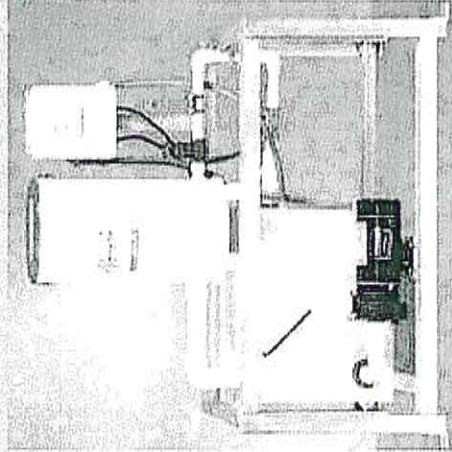
## Model 3150

### Engineered for \*

- Indoor pools up to 2MM gallons
- Outdoor un-stabilized pools up to 400,000 gallons
- Outdoor stabilized pools up to 700,000 gallons
- NSF 50 certified delivery — Up to 22 lb/hr chlorine
- Tablet storage — 150 lbs.
- Size.....24"W x 48"L

### PowerBase® chlorination units are:

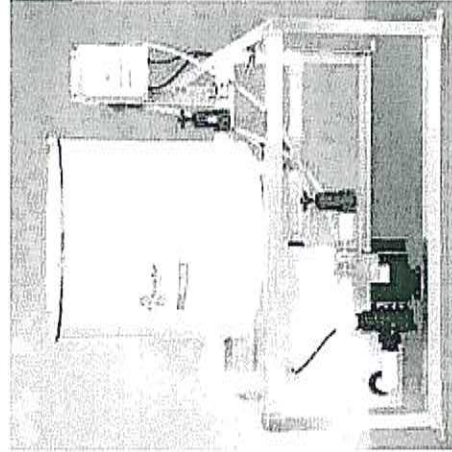
- Simple to install (only two plumbing and two electrical connections!)
- Engineered for below grade or above grade filter rooms
- Easily adaptable to chlorine controllers
- UL Listed (electrical components)
- Dependable in operation
- One of three models - sized to meet your requirements
- Designed with readily accessible components



## Model 3075

### Engineered for \*

- Indoor pools up to 1.12MM gallons
- Outdoor un-stabilized pools up to 220,000 gallons
- Outdoor stabilized pools up to 400,000 gallons
- NSF 50 certified delivery — Up to 10.2 lb/hr chlorine
- Tablet storage — 75 lbs.
- Size.....24"W x 48"L



## Model 3500

### Engineered for \*

- Indoor pools up to 4.8MM gallons
- Outdoor un-stabilized pools up to 800,000 gallons
- Outdoor stabilized pools up to 1.4MM gallons
- NSF 50 certified delivery — Up to 36.4 lb/hr chlorine
- Tablet storage — 500 lbs.
- Size.....31"W x 63"L



NSF/ANSI  
Standard 50 listed

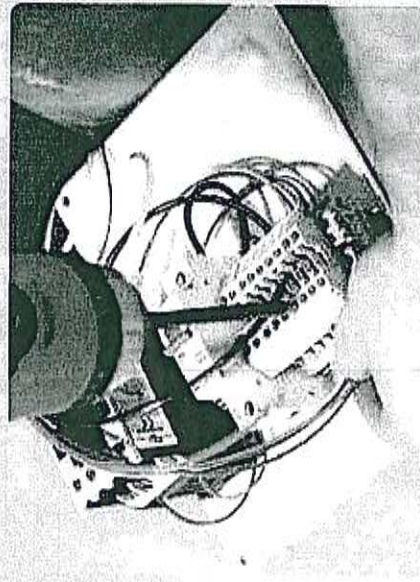
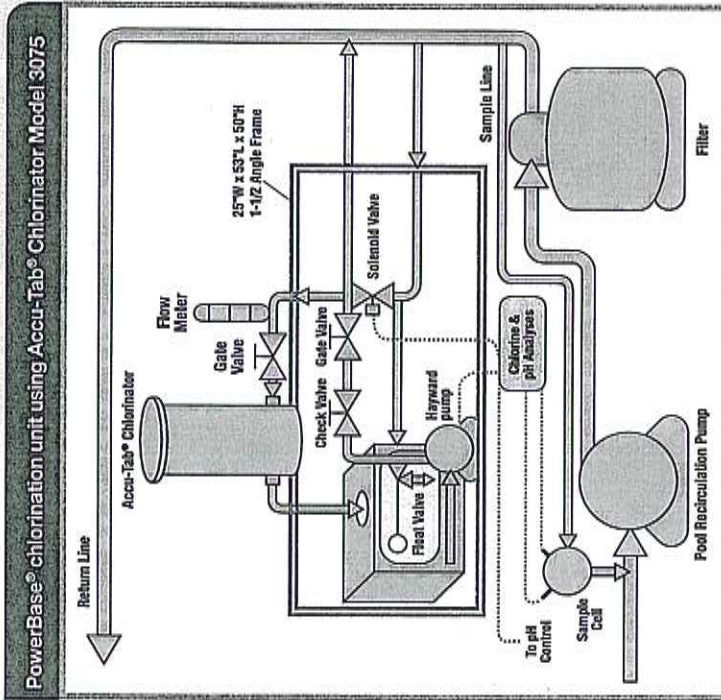
\*Stabilizer levels assumed to be 15 ppm. Treatable gallons vary depending on factors such as bather load, climate, stabilizer level, etc.





## Built to high quality standards:

- Features patented Accu-Tab® chlorinator technology (NSF 50 certified)
- Hayward 1HP PAPP100 or 1½ HP PAPP150 injection pump (all other models) injection pump
- Polyethylene balance tank with float valve and high limit safety switch
- Adjustment valves, and check valve
- Brass solenoid for use with controllers
- Pre-plumbed using Schedule 40 PVC pipe
- Prepared for 110 volts with electrical relay
- Custom-welded aluminum frame
- Blue White® flowmeter



All Accu-tab chlorination systems are hand-built using high-quality, rugged materials in U.S.A. facilities. Each chlorinator is hooked up to a water supply and quality tested using a 15-point checklist prior to shipment. In addition, outside audits are conducted annually by NSF International to ensure that all materials, dimensions, and parts match certifications.

## Accu-Tab Blue SI 3½-inch Tablets

Accu-Tab Blue SI 3½-inch calcium hypochlorite tablets are specially engineered and independently tested by the labs at NSF International to work in Accu-Tab systems in accordance with NSF/ANSI Standard 50 listed. They contain scale inhibitor for cleaner operation. For safety, the tablets have a blue speckled appearance which differentiates them from incompatible chemicals.

Axial Water Treatment Products  
11 Stanwix Street, Suite 1900  
Pittsburgh, PA 15222  
www.Accu-Tab.com  
1-800-245-2974





TO: **Bruce Smith, City Administrator**

FROM: Frank Schulte, Director of Public Services *FS*  
Nicole Byron, Recreation Supervisor

DATE: March 16, 2017

SUBJECT: Recommendation – Lake Front Park Pool Opening and Closing 2017

RECEIVED  
MAR 24 2017  
CITY OF GROSSE POINTE WOODS

In the past B&B Pools and Spas has contracted with the City of Grosse Pointe Woods to open and close the Lake Front Park Pool due to in part of the PVC membrane warranty. The PVC membrane was replaced in 2006/2007 by B&B Pools and Spas and is warranted for 10 years against failure of material or workmanship.

Due to the expiration of the warranty the Parks and Recreation Department requested quotes for the 2017 opening and closing of the Lake Front Park Pool from multiple companies. We received the following two quotes:

	Opening Quote	Closing Quote	Total
Aquatic Source	\$5,500.00	\$1,800.00	\$7,300.00
B&B Pools and Spas	\$8,250.00	\$2,315.00	\$10,565.00

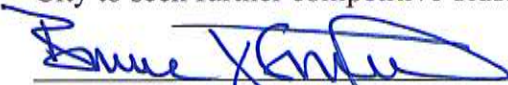
I do not believe any benefit would accrue to the city by seeking additional competitive bids. Therefore, I recommend approval of Aquatic Source, 3155 Ridgeway Court, Commerce Twp., MI 48390 for the spring opening and fall closing of the pool in 2017. I further recommend issuance of a purchase order to Aquatic Source for the spring opening of the pool in an amount not to exceed \$5,500.00. This is a budgeted item in the 2016/2017 fiscal year budget in general ledger account 101-774-818.103 for pool maintenance contractual services.

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

Attachment

CC: Cathrene Behrens  
Bid File  
O/F

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

  
Bruce Smith, City Administrator

3/20/2017  
Date

  
Cathrene Behrens, City Treasurer/Comptroller

3/20/17  
Date

Council Approval Required





3155 Ridgeway Court  
Commerce Twp. MI 48390  
Ph: 248-366-0606  
Fax: 248-366-0605  
[www.aquaticsource.com](http://www.aquaticsource.com)

## Opening Proposal

DATE: 2.8.2017

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

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

*We will save water as long as it's interchangeable.*

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

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

### Basic Pool Opening

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

#### Check if applicable

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

#### Additional available services billed individually:

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

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

**\$ 5500.00\*** (A pools)

**ADD to base price:** - includes cover  
\$95.00 - erect climbing wall  
\$95.00 (Up to 12 x 12) - startup systems  
\$95.00 (Does not apply for drinking fountains)

**\$95.00 (up to 30 x 50)**

Time and Material

Standard Service Rates

Standard Service Rates\*

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

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

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

Respectfully submitted by Aquatic Source, LLC

Per: Christie Rodenbo  
Service Manager

### \*\*\*\*\* NEW FEDERAL MAIN DRAIN LAW\*\*\*\*\*

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

### ACCEPTANCE OF PROPOSAL

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

First choice - week of: \_\_\_\_\_ Second choice - week of: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)





3155 Ridgeway Court  
Commerce Twp. MI 48390  
Ph: 248-366-0606  
Fax: 248-366-0605  
www.aquaticsource.com

# Winterizing Proposa

DATE: 2.8.2017

Proposal Submitted To:  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

Work To Be Performed At:  
Grosse Pointe Woods - Lakefront Park  
23000 E. Jefferson  
St. Clair Shores, MI 48080

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

- Includes:
- Pump down pool water below returns
  - Removal of diving boards, ladders, etc.
  - Drain all pool water lines, blow clear & plug inlets
  - Drain all fresh water lines (applicable to the pool area) blow clear and plug inlets
  - Drain and winterize filtration system

Basic Pool Winterizing: \$ 1800.00 \* *4 pools include water cover take down climbing wall*

Check if applicable

- ☐ Winterize spa
- ☐ Winterize wading pool
- ☐ Winterize water feature fountain
- ☐ Winterize bathhouse(s)
- ☐ Install cover

ADD to base price:

- \$95.00
- \$95.00 (up to 12 x 12)
- \$95.00 (Does not apply for drinking fountains)
- \$50.00 per room
- \$95.00 (up to 30 x 50)

Possible Extra Charges:

- Missing / dry rotted plugs will be replaced at our current retail pricing.
- Missing / damaged water bags will be replaced at our current retail pricing.
- Anti-freeze will be billed at our current retail pricing, if used.
- Chlorine will be added to covered pools – at our current retail pricing. (Customer's liquid chlorine on site will be used first)
- If pool cover is stored outside of the pool enclosure, extra charges will apply for time incurred.
- Deck furniture must not be stored in pump room before our arrival. Our crew must access the pump room and if deck furniture must be moved to do so, extra charges will apply for time incurred.

Aquatic Source guarantees the performance of each winterizing & will replace or repair any damage due to the winterizing at no cost to the customer upon Aquatic Source opening of the pool in the spring. **THESE REPAIRS MUST BE PERFORMED BY AQUATIC SOURCE STAFF.** All winterizing supplies must be made accessible to our crew. **IT IS THE CUSTOMER'S RESPONSIBILITY TO HAVE THE CITY PULL METER WHERE NECESSARY.**

Any alteration or deviation from above specifications involving substantial extra costs, will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner shall carry fire, tornado and other necessary insurance on above work. Workman's Compensation and Public Liability Insurance on above work is to be supplied by contractor. Prices may change as a result of time and expense incurred in order to satisfy any federal, state or local environmental law or requirement regarding the discharge of pool related water. Cost increases beyond the control of Aquatic Source from suppliers such as gasoline and/or chemicals could result in these costs being passed through to the customer.

Respectfully submitted by Aquatic Source

Per: Christie Rodenbo  
Service Manager

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified.  
**Payment is NET 10.**

Scheduling dates will be determined by the date each signed proposal is received in our office. We'll accommodate each customer as much as possible. The date your pool is closing to your resident's: \_\_\_\_\_

\_\_\_\_\_  
(Printed Name)

\_\_\_\_\_  
(Signature)

\_\_\_\_\_  
(Date)



**B&B POOL SERVICE & SUPPLY CO.**  
31071 INDUSTRIAL ROAD  
LIVONIA, MICHIGAN 48150  
734-427-3242 Ext 200  
FAX 734-427-3235

February 1, 2017

City of Grosse Pointe Woods  
23000 Jefferson  
St Clair Shores, MI 48080

### PROPOSAL FOR 2017 POOL OPENING

*Thank you* for this opportunity to offer our proposal for the spring opening of your outdoor pool. The opening procedure will include the following work:

- 1) For pools without a cover or with a mesh cover we will drain and acid wash the pool using the weakest solution possible to accomplish thorough cleaning without damaging the pool's finish. Special chemical additives will be used to protect metal finishes.
- 2) *Covered* pools with a solid cover will have the winter cover pumped off and cleaned. We will provide an initial chlorine shock of the pool.
- 3) Reassemble the pool fittings and lights. Remount the deck equipment, such as, ladders, rails and diving boards.
- 4) Reassemble the filtration equipment, such as, pump, chlorinator, filter, & heater.

No water fountains, bath houses or showers are included in this quotation. Call for pricing.

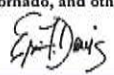
*NOTE: This opening quotation does not include any repairs, parts or labor not specifically mentioned in this quotation. Any items not mentioned in this quotation will result in an additional charge.*

**We Propose** hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

**EIGHT THOUSAND TWO HUNDRED FIFTY** dollars **\$8,250.00**

**The payment terms are:** net 30 days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**Authorized Signature**  **Eric Davis** **Date February 1, 2017**

**Note:** This proposal may be withdrawn by us if not accepted within **90** days.

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Contact Name** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**REQUESTED Opening Date** \_\_\_\_\_

*We will attempt to meet the requested date but there is no guarantee of the requested date being available.*

**PLEASE CALL THE B&B SERVICE DEPARTMENT TO SCHEDULE AN OPENING DATE AT 734-427-3242. DATES ARE SCHEDULED ON A FIRST COME, FIRST SERVED BASIS.**

(over)



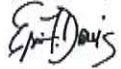
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B&B Pool Co. is fully licensed, bonded and insured. A certificate of insurance will be provided upon request. B&B Pool Co. has been building, renovating, supplying and servicing pools for over 50 years.

B&B Pool Service & Supply Company is licensed by the State of Michigan as a Residential Builder by the Michigan Department of Energy, Labor & Economic Growth. License #2102070299

Please call anytime with your questions or comments.

Sincerely,



Eric Davis  
Service Manager

B & B Pools & Spas  
31071 Industrial Road  
Livonia, Michigan 48150  
734-427-3242 x 200  
FAX 734-427-3235





**&B POOL SERVICE & SUPPLY CO.**  
31071 INDUSTRIAL ROAD  
LIVONIA, MICHIGAN 48150-2023  
734-427-3242 x 200  
FAX 734-427-3235

February 1, 2016

City of Grosse Pointe Woods  
23000 Jefferson  
St Clair Shores, MI 48080

### PROPOSAL FOR 2017 POOL WINTERIZATION

**Thank you** for this opportunity to offer our proposal for the winterization of your pool. The winterizing procedure will include the following work:

- 1) Lower the water level in the pool below the inlets
- 2) Remove and store the inlet fittings, skimmer baskets, ladders, rails and diving board.
- 3) Remove underwater pool lights from niches.
- 4) Blow out all underground pool plumbing with compressed air and blow through antifreeze solution. Air lock the main drain lines and water feature suction lines.
- 5) Blow out and winterize pool related fresh water plumbing, such as, fill lines, foot sprays and drinking fountains.
- 6) Drain, winterize or otherwise protect pool filtration equipment.

For pools with *WINTER COVERS*:

- 1) Perform all of the above procedures.
- 2) Super chlorinate the pool and add winterizer algaecide.
- 3) Install the pool cover on the pool. Any required anchoring not provided by the owner will be charged at additional cost.

**BATHHOUSE:** The quoted price below includes the winterization of the bathhouse: YES ☐ NO ☒

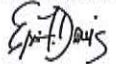
NOTE: The winterization quotation does not include any repairs, parts or labor that are not specifically quoted.

**We Propose** hereby to furnish material and labor - complete in accordance with the above specifications for the sum of:

**TWO THOUSAND THREE HUNDRED FIFTEEN** dollars **\$2,315.00**

**The payment terms are:** net 30 days

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accidents, or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance.

**Authorized Signature**  **Eric Davis** **Date** February 1, 2017

Note: This proposal may be withdrawn by us if not accepted within 90 days.

**ACCEPTANCE OF PROPOSAL** - The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above.

**Signature** \_\_\_\_\_ **Date** \_\_\_\_\_

**Contact Name** \_\_\_\_\_ **Phone Number** \_\_\_\_\_

**Email Address** \_\_\_\_\_

**REQUESTED Opening Date** \_\_\_\_\_

*We will attempt to meet the requested date but there is no guarantee of the requested date being available.*

**PLEASE CALL THE B&B SERVICE DEPARTMENT TO SCHEDULE AN OPENING DATE AT 734-427-3242. DATES ARE SCHEDULED ON A FIRST COME, FIRST SERVED BASIS.**

(over)

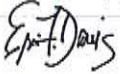
(continued from other side)

B&B Pool Co. is fully licensed, bonded and insured. A certificate of insurance will be provided upon request. B&B Pool Co. has been building, renovating, supplying and servicing pools for over 50 years.

B&B Pool Service & Supply Company is licensed by the State of Michigan as a Residential Builder by the Michigan Department of Energy, Labor & Economic Growth. License #2102070299

Please call anytime with your questions or comments.

Sincerely,

A handwritten signature in black ink, appearing to read "Eric Davis", written over a horizontal line.

Eric Davis  
Service Manager

B & B Pools & Spas  
31071 Industrial Road  
Livonia, Michigan 48150  
734-427-3242 x 200  
FAX 734-427-3235



# CITY OF GROSSE POINTE WOODS

## Office of the City Clerk

### Memorandum

**DATE:** March 29, 2017

**TO:** Mayor and City Council

**FROM:** Lisa Hathaway, City Clerk

**SUBJECT:** Election Equipment

The long-awaited roll-out of new election equipment has arrived. Three vendors were approved by the State after bidding, and following a local Clerk vote, County Clerk Garrett has chosen Dominion election equipment for use county-wide. Dominion price matched the lowest bidder and now the hardware and software are 100% state funded through the Help America Vote Act grant. The new equipment is scheduled for first use in communities administering an August 8, 2017, election; which includes Grosse Pointe Woods.

The City of Grosse Pointe Woods has been awarded eight precinct-based tabulators for six precincts and two Absent Voter Counting Boards at a cost of \$4,193.00 each; a grant totaling \$33,544.00. The equipment will be owned by the City. Not included in the award are high speed tabulators used in the Absent Voter Counting Boards. These two high speed options will provide greater efficiency, faster processing of absent voter ballots, and reduced Counting Board staff hours and payroll accrued on Election Day. The available options are the small M160 (processes 40 ballots per minute) at a cost of \$7,685.00 each or large G1130 (processes 80 ballots per minute) at a cost of \$25,000.00 each. I recommend applying the cost of two regular precinct-based tabulators included in the grant award toward the purchase of two small M160 high-speed Absent Voter tabulators, and the purchase of one additional precinct-based tabulator and one additional small high-speed Absent Voter tabulator to serve as back-ups, which costs are identified below:

	Each	Total
Two (2) Small ICC M160II AVCB Tabulators	\$7,685.00	\$15,370.00
Apply Credit for Two (2) Precinct-Based Tabulators	(4,193.00)	(8,386.00)
SUBTOTAL		\$6,984.00
One (1) back-up Small ICC M160II AVCB Tabulator	7,685.00	7,685.00
One (1) back-up Precinct-Based Tabulator	4,193.00	4,193.00
SUBTOTAL		\$11,878.00
TOTAL COST		\$18,862.00

Election equipment was an approved item in the FY 2016/17 budget in the City Clerk's Municipal Improvement Account No. 101-215-970.000 in the amount of \$18,000.00 including equipment and City-match dollars. The City-match has been waived due to reduced costs caused by effective bidding. The additional \$862.00 is available in the City Clerk's Training & Seminars Account No. 101-215-958.001 due to the Deputy Clerk not attending Michigan Municipal Clerk's Institute, which was budgeted in the amount of \$1,300.00.

Please contact me with any questions.



## Lisa Hathaway

---

**From:** Jennifer Redmond [jredmond@waynecounty.com]  
**Sent:** Monday, March 27, 2017 2:15 PM  
**To:** Adriane Spencer; Allyson Bettis; Amy Whipple; Angie Shurkus; August Gitschlag; Barbara Fitzgerald; Brenda Green; Brian Peters; Bruce Nichols; Bryan Friel; Jacqueline Shamus; (cbroge@ci.wayne.mi.us); (cgasior@ci.dearborn.mi.us); Cindy Hutchison; Cindy Lehr; Cindy Trombley; Clarence Hoffman; Colleen Oney; Cynthia Bower ; Dana Hughes; Debra Devitt; Derrick Kozicki; Daniel Baxter; Diana Zarazua; Dianne Massa; Donna Breeding; Donna Costa; Tracie Worthy; Ellen Craig-Bragg; Eve Schafer; Felicia Rutledge; Garth Christie; Gina Avery; Cidia Wicker-Brown; Jan Ferencz; Jane Blahut; Janet Hoffman (sumpter-clerk@comcast.net); Janice Hochberg (jhochberg@wyan.org); Janice Winfrey; Jennifer Wagner; Jennifer Wagner ; Jerry Vorva; Jim Grose; Joanne Montgomery; Joe Bridgman; Julie Arthurs; Kathlene Van Wasshnova; Kathy Squillace ; Kerry Kehr; Kristie Keene; Kristin Rutowski; Laurel Lombardi; Lawrence Stec (lstec@wyan.org); Leon Wright; Leslie Frank; Lisa Hathaway; Lola Isiminger; Matthew Miller; Matthew Para; Maureen Brodie; Meaghan Armstrong; Katherine Tomasik; Michael Mizzi; Michael Siegrist; Michelle Kessler; Nancy Anderson; Patricia Johnson; Redford Twp - Tina Rekau ; Sandy Groth; Sharon Bennett Gray; Sherry Scharf; Stephen Gerhart; Sue Ashcraft; Sue Hillebrand; Susan Joseph; Susan Joseph; Susan M. Nash; Sara El-Rifai; Tom Krolczyk; Kerri DeBiasi; Ute O'Connor (uoconnor@grosseile.com); Vicki Cochrane; Walter Prusiewicz; Richard LeBlanc; Sue Hoff; Beth Lekity; Susan Schultz; Yolanda Holmes  
**Cc:** Delphine Oden; Rendell Wooden  
**Subject:** Voting System Selection - Implementation Plan  
**Attachments:** Copy of AVCB tabulator coverage per jurisdiction 2-21-17.xlsx; ImageCast Central Product Brochure.pdf

Good Afternoon,

On last Thursday I forwarded to you a letter from the Wayne County Clerk regarding the vendor selection for new voting equipment. As some of you are already aware, Dominion price matched the lowest bidder and now the hardware and software are 100% state funded. The State Bureau will be working on the Grant Agreements, but they need more information as to which communities will be purchasing a high speed tabulator, how many high speeds will be purchased, and which communities anticipate an August 2017 election.

Attached is a spreadsheet issued by the State regarding the number of State funded tabulators each jurisdiction will receive for their AVCBs. Local jurisdictions have the option of utilizing the precinct based tabulators for their AVCBs or you may take those state funded dollars and apply it towards the purchase of a high speed tabulator. So if your jurisdiction is state funded for 4 tabulators to process your absentee ballots, you may opt to purchase 1 high speed tabulator (or more) in lieu of receiving the 4 precinct based tabulators.

Dominion has two high speed tabulator options. A small tabulator the **ICC M160II** unit price of \$7,685, and a large tabulator the **ICC G1130** with a unit price of \$25,000. One precinct based tabulator has a state funded price of \$4,193. If you opt to purchase either high speed option, keep in mind that the difference in pricing must be covered by your local jurisdiction. Attached is a PDF from Dominions' website regarding the High speed tabulators.

Please review this information and respond back to me as soon as possible if your jurisdiction will be having an August election and how many high speed tabulators you will be purchasing. Those communities that do not anticipate an August election may respond at a later date.

Let me know if you have any questions!

Thank you,

Jennifer Redmond

*Assistant Director*

*Wayne County Clerk - Elections Division ♦ Coleman A. Young Municipal Center*

*2 Woodward Avenue, Suite 502 ♦ Detroit, MI 48226*

*Phone (313)224-5525*

*Fax (313)224-6424*

*Email: [jredmond@waynecounty.com](mailto:jredmond@waynecounty.com)*

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---



**ABSENT VOTER COUNTING BOARD (AVCB)**  
**TOTAL STATE-FUNDED TABULATORS BY JURISDICTION**

COUNTY	JURISDICTION	AV PRECINCTS	2016 AV VOTERS	2016 AV VOTER AVG by PRECINCT	STATE-FUNDED AVCB TABULATORS*
WAYNE	ALLEN PARK CITY	16	4,138	259	2
WAYNE	BELLEVILLE CITY	2	528	264	0
WAYNE	BROWNSTOWN TOWNSHIP	11	4,728	430	2
WAYNE	CANTON TOWNSHIP	42	14,344	342	5
WAYNE	DEARBORN CITY	48	7,993	167	3
WAYNE	DEARBORN HEIGHTS CITY	27	5,400	200	2
WAYNE	DETROIT CITY	172	57,053	332	20
WAYNE	ECORSE CITY	7	587	84	0
WAYNE	FLAT ROCK CITY	5	1,046	209	1
WAYNE	GARDEN CITY CITY	10	2,605	261	1
WAYNE	GIBRALTAR CITY	2	818	409	1
WAYNE	GROSSE ILE TOWNSHIP	5	2,821	564	1
WAYNE	GROSSE POINTE CITY	2	1,265	633	1
WAYNE	GROSSE POINTE FARMS CITY	5	2,367	473	1
WAYNE	GROSSE POINTE PARK CITY	7	2,150	307	1
WAYNE	GROSSE POINTE SHORES CITY	3	814	271	1
WAYNE	GROSSE POINTE WOODS CITY	6	4,500	750	2
WAYNE	HAMTRAMCK CITY	7	1,023	146	1



# IMAGECAST® CENTRAL

THE MOST EFFICIENT & EASY-TO-USE  
CENTRAL COUNT SYSTEM

*No matter the size of your jurisdiction, Dominion's reliable central count solution is scalable to your needs.*



## ImageCast® Central: Unparalleled Scalability & Flexibility

- Driven by Dominion's powerful Democracy Suite® software, with flexibility to meet jurisdictional needs
- Use of industry-leading commercial hardware to decrease capital costs and minimize risk of hardware failure
- Digital ballot review allows election officials to adjudicate ballots efficiently



TO LEARN MORE ABOUT OUR TECHNOLOGY, PEOPLE AND SERVICES  
VISIT [DOMINIONVOTING.COM](http://DOMINIONVOTING.COM) TODAY

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VOTING

Our customers come first.





## STANDARD FEATURES & ADVANTAGES

### STANDARD FEATURES

- Scalable and affordable, no matter the size of the jurisdiction:
  - One ImageCast® Central commercial scanner can process roughly 4,000 ballots per hour, or 28,000 ballots in a day.
  - Adding multiple commercial scanners increases efficiency without breaking the bank.
- Engineered simplicity:
  - The operator loads a batch and presses "scan" - simple!
  - When the batch is complete the operator presses "accept" - easy!
- Manual, automated or digital out-stacking:
  - The software allows users to select and sort ballots that need to be reviewed; such as over-votes, under-votes, blank ballots, blank contests, marginal marks, and write-ins.
  - The out-stacked ballots can be automatically sent to ImageCast® Adjudication for digital review.



### BENEFITS

*Dominion has invested in the development of proprietary technology that truly sets its products apart from the competition. Focusing on two key aspects of the electoral process - risk-limiting auditing and voter intent - Dominion's technology improves the transparency and integrity of the election process.*

- **AuditMark® technology:** Each digital ballot image has an AuditMark® appended at the bottom, showing a record of how the voter's intent was interpreted by the tabulator. Why bother purchasing a scanner if it can't tell you what it read?
- **Marginal Mark detection:** This feature identifies ballots with marginal marks. The system digitally out-stacks them, so that voter intent can be clarified. Thresholds can be configured to jurisdictional requirements.
- **Complete end-to-end system auditability:** Every action taken on the tabulator and the election management system is recorded in a permanent, unalterable digital audit log.
- **Engineered simplicity:** Dominion's voting systems were designed to be easy-to-use for end-users and election officials.

## WHAT YOU NEED, WE DELIVER

- 1 SCALABLE & FLEXIBLE TO MEET THE NEEDS OF JURISDICTIONS LARGE & SMALL



- 2 DIFFERENT CAPACITY HARDWARE FOR UNIQUE CUSTOMER NEEDS



**PROVEN IN  
ELECTIONS  
BIG & SMALL**



**A TRIED & PROVEN SYSTEM  
DESIGNED AROUND CUSTOMER  
FEEDBACK & BACKED BY OUR  
DEDICATED DOMINION TEAM**



**STATE-OF-THE-ART TECHNOLOGY, EXPERTISE & EXPERIENCE.  
DEDICATED TO MAKING YOUR ELECTION A SUCCESS.**

## ImageCast® Central: A Scalable System to Meet Your Specific Needs

ImageCast® Central is the most cost-effective system which offers efficiency, scalability and flexibility; no matter the size or complexity of the jurisdiction.



### SECURE

STATE-OF-THE-ART SECURITY TO SATISFY THE NEEDS AND EXPECTATIONS OF VOTERS, AND FOR YOUR ADDED PEACE OF MIND

EAC VVSG 2005 certified, featuring the highest security standards - with symmetric and asymmetric encryption - while preserving transparency through end-to-end system auditability.

Integrated ballot security features.

Encryption and security protocols are designed to meet the drafted Next Iteration requirements of the VVSG.

Extensive internal security monitoring to ensure data integrity and maintain public confidence.



### EFFICIENT

SPECIFICALLY DESIGNED TO HELP YOUR ELECTION RUN EFFICIENTLY

Uses compact commercial scanners to offer high sustained throughputs and worldwide access to a vast pool of readily available replacement parts and certified technicians.

AuditMark® ballot image auditing capability retains a secure digital image of every ballot cast in your election.

Meets EAC VVSG 2005 standards.



### SIMPLE

ENGINEERED SIMPLICITY

Modular and scalable to any size election.

Flexible with site layouts when space is at a premium.

Can be used in conjunction with ImageCast® Adjudication digital ballot review application.

Seamless integration with Dominion's Democracy Suite®.

Please contact us for more information:

[sales@dominionvoting.com](mailto:sales@dominionvoting.com)

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## CITY OF GROSSE POINTE WOODS

### PROCLAMATION

WHEREAS, the Holocaust was the state-sponsored, systematic persecution and annihilation of European Jewry by Nazi Germany and its collaborators between 1933 and 1945 – six million were murdered; Roma (Gypsies), people with disabilities, and Poles were also targeted for destruction or decimation for racial, ethnic, or national reasons; and millions more, including homosexuals, Jehovah's Witnesses, Soviet prisoners of war, and political dissidents, also suffered grievous oppression and death under Nazi tyranny; and

WHEREAS, the history of the Holocaust offers an opportunity to reflect on the moral responsibilities of individuals, societies, and governments; and

WHEREAS, we the people of the City of Grosse Pointe Woods should always remember the terrible events of the Holocaust and remain vigilant against hatred, persecution, and tyranny; and

WHEREAS, we the people of the City of Grosse Pointe Woods should actively rededicate ourselves to the principles of individual freedom in a just society; and

WHEREAS, the Days of Remembrance have been set aside for the people of the City of Grosse Pointe Woods to remember the victims of the Holocaust as well as to reflect on the need for respect of all peoples; and

WHEREAS, pursuant to an Act of Congress (Public Law 96-388, October 7, 1980), the United States Holocaust Memorial Council designates the Days of Remembrance of the Victims of the Holocaust to be Sunday, April 23, through Sunday, April 30, 2017, including the Day of Remembrance known as Yom Hashoah, Monday, April 24, 2017.

NOW, THEREFORE, I, ROBERT E. NOVITKE, Mayor of the City of Grosse Pointe Woods, Michigan, do hereby proclaim the week of Sunday, April 23, through Sunday, April 30, 2017, as Days of Remembrance in memory of the victims of the Holocaust and in honor of the survivors as well as the rescuers and liberators, and further proclaim that we, as citizens of the City of Grosse Pointe Woods, should work to promote human dignity and confront hate whenever and wherever it occurs.

\_\_\_\_\_  
Mayor Robert E. Novitke  
April 3, 2017





## 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 of 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.

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 21 through May 27, 2017 as

### EMERGENCY MEDICAL SERVICES WEEK

Robert E. Novitke, Mayor  
May 1, 2017





## 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 play an essential role in safeguarding the rights and freedoms of the citizens of Grosse Pointe Woods; and

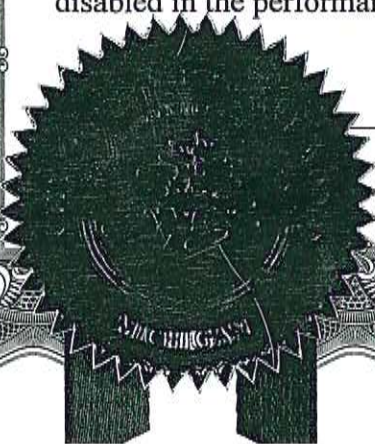
WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their Public Safety Department, and that members of our Public Safety Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence 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 14 through 20, 2017, as Police Week and that all of our residents 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 Monday, May 15, 2017, 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 1, 2017





11A

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

March 30, 2016

RECEIVED  
MAR 30 2017  
CITY OF GROSSE POINTE  
CHARLES T. BERSCHBACK

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

RE: March 2016 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
3.9.17	Attendance at Municipal Court and follow up (2.00); meeting with BS and CB on City matters (.50)	2.50
3.13.17	Work on COW items and attendance at meeting (2.75)	2.75
3.14.17	TCs on comptroller vacancy and follow up (.50); work on Court cases (.50)	1.00
3.15.17	Draft and finalization of Deputy Comptroller Agreement; TCs and emails (1.00); FOIA (.25); review of Court files (.50)	1.75
3.16.17	Municipal Court (2.50); work on contractual matters (.50)	3.00
3.23.17	Work on COW matters (1.00); FOIA (.25); ordinance work (.50); personnel work (.50)	2.25
3.24.17	Review of weekend packet and follow up (1.00); review of Court cases (.50)	1.50
3.27.17	Work on CC and COW items (1.00); appearance at COW and CC meetings and follow up (1.50)	2.50
3.28.17	Ordinance work (.25); emails, TCs and letters (1.00)	1.25
3.29.17	C & E work (.25); budget work (.25); personnel work (.25)	0.75
3.30.17	Municipal Court (2.50); warrant review and follow up (.50)	3.00

DRB = 22.25 hours x \$160.00

BALANCE DUE:

\$ 3,560.00

Breakdown

General	14.25 hours
Municipal Court	8.00 hours
Bldg/Planning Comm.	
MTT	

TC - Telephone

CTB - Charles T. Berschback

DRB - Don R. Berschback

BS - Bruce Smith

GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority

LKH - Lisa K. Hathaway

CC - City Council

PC - Planning Commission

C&E - Comp and Eval

GT - Gene Tutag

CB - Cathrene Behrens

CEW-Conference of Eastern Wayne

LFP - Lakefront Park

MTT - Michigan Tax Tribunal



**CHARLES T. BERSCHBACK**

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

March 30, 2017

DON R. BERSCHBACK  
OF COUNSEL

Bruce Smith  
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>
3.1.17	TC GT and research; TC FS and Scott Lockwood, review of pump station issue (.75); TT calls on Brownell (.50)	1.25
3.2.17	Review of Municipal Court docket, calls with victims, review of warrants, meetings, review of motion to dismiss (2.00); TCs re: Treasurer, file review (.25)	2.25
3.6.17	Meetings at City Hall, review of Council agendas and follow up research (1.50); calls on Municipal Court cases and review of warrants (.25); TT, all work on Brownell, review of appraisals, stipulations, motion to amend for 2017, prep for Council review (1.00); RL calls on facilitation, Franges lien, prep for depositions (.50); TC BN, revisions to terms use agreement (.25); attendance at Council meeting and follow up (1.50)	5.00
3.7.17	Attendance at 3 depositions (RL) (2.75); TCs Municipal Court cases (.25); all follow up with TT on Brownell settlement (.50); TC LH, TC LCC issue (.25)	3.75
3.8.17	Initial research on use of City property by charitable organizations (2.50)	2.50
3.9.17	Municipal Court docket (3.00); emails, TCs re: TT issues (.25); TC BN (.25)	3.50
3.10.17	TC BS, review of agreement (.25); continued research on solicitation (2.00); work on Ghesquiere TT case (.25); TC LH, research on business license issue, Municipal Court warrant review and meeting with Det. Bonk (.75)	3.25
3.12.17	TCS Det Bur, new domestic violence case; research on charitable solicitation (1.25)	1.25
3.13.17	Continued work on charitable solicitation (4.00); Municipal Court TC domestic violence victim, review of new warrant, call with Det. Chalut; TC GT (.25)	4.25
3.14.17	Municipal Court meeting with victim; bond letter to Court (.25); TC GT, contract review, TC BS, reviewing Little League issue (.50); Comerica Lease estoppel letter No. 008 (.25); review of Pump Station Standards (.50)	1.50

3.15.17	TT, work on Ghesquiere, TC CB; work on Fibertech (.75); prep for and meetings at City Hall (2.00)	2.75
3.16.17	Municipal Court (1.00); calls on business license issue, contractor issue, Mobilitie (1.25)	2.25
3.17.17	RL - review of Martel case evaluation re. Franges lien (.25); business license issue (.25)	0.50
3.18.17	Research on lot splits (.50); work on sign ordinance (.25)	0.75
3.20.17	RL - call with Martel's attorney, transcript review (.25); TC GT re. signs, review of water bill file, review of Council agenda and preparation for Fibertech item (.50); appearance at COW and Council meeting (1.00)	1.75
3.21.17	Follow up on Fibertech contract (.25)	0.25
3.22.17	TT, settled Ghesquiere case (.25); follow up on Fibertech, TC on pending investigation, TC Det. Bur. (.25); review of release, TC BS, letter to BN; review of pit bull issue, TC Reed; TCs business license issue; work on LFP Concession Stand Agreement (1.50)	2.00
3.24.17	Work on Concession Agreement (.50)	0.50
3.26.17	All calls on new domestic violence matter (.50)	0.50
3.27.17	Review of Fibertech file, call with Judy Newkirk (.50); file review re: FOIA request (.25)	0.75
3.28.17	Work on TT case (.25); work on RL facilitation, work on agenda items (1.00); work on lot split (1.50); review of 20/20 Plan, meeting with GT, attendance at PC meeting (1.75)	4.50
3.29.17	Municipal Court meeting with domestic violence victims, witnesses (.50); follow up on PC agenda items (.75); TCs Fibertech (.25); meetings at City Hall and review of busienss license ord. (1.00)	2.50
3.30.17	Appearance in Municipal Court, a.m. docket research (1.75)	1.75

CTB = 49.25 hours at \$145.00 per hour

**TOTAL DUE:**

**\$ 7,141.25**

TC - Telephone  
BS - Bruce Smith  
RL - Rumph litigation  
PC - Planning Commission

GT - Gene Tutag  
LH - Lisa Hathaway  
CB - Cathrene Behrens  
TT - Tax Tribunal

M/C - Mayor and Council  
Det. Bur. - Detective Bureau  
ED - Eric Dunlap

**Breakdown**

General	33.25 hours
Municipal Court	10.50 hours
Building/Planning Commission	2.50 hours
Tax Tribunal	3.00 hours