

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, June 18, 2012
7:30 p.m.

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

6. MINUTES
 - A. Council 06/04/12
 - B. Mayor's Mack Avenue Business Study Committee 04/18/12
 - C. Compensation & Evaluation Committee 04/16/12, 06/04/12, and 06/11/12 w/recommendations:
 1. Appointed Officials Employment Contracts
 - D. Beautification Advisory Commission 04/11/12
 - E. Tree commission 03/07/12
 - F. Senior Citizens Commission 01/17/12 w/recommendations:
 1. By-Law Amendments
 2. Autumn Harvest Dinner; Senior Picnic/City Picnic

7. COMMUNICATIONS
 - A. Michigan Municipal League 2012 Convention
 1. General Information and registration brochure
 - B. Resignation – Mayor's Mack Avenue Business Study Committee, George Koueiter
 1. Email 06/04/12 – Kevin Ketels
 - C. Monthly Financial Report – May 2012

8. BIDS / PROPOSALS/ CONTRACTS
 - A. Contract: Geographic Information System Services – Anderson, Eckstein & Westrick, Inc.
 1. Memo 05/30/12 – Director of Public Services
 2. Letter 05/25/12 – Anderson, Eckstein & Westrick, Inc.
 - B. Contract: 2012/13 Road Salt
 1. Memo 05/30/12 – Director of Public Services

- C. Contract: 2012 Fireworks Glow Products
 - 1. Email 06/08/12 – Sue Como
 - 2. Proposed Contract – Gloworks Imports, Inc.
 - 3. City Council Excerpt 04/16/12, w/attachment
- D. Agreement: 2012/13 Municipal Court Recording Clerk
 - 1. Proposed Agreement – Shirley Wohlfield
- E. Contract: State Revolving Fund Application, User Charge and Design – Anderson, Eckstein & Westrick, Inc.
 - 1. Memo 06/12/12 – Assistant Director of Public Services
 - 2. Letter 06/11/11 – Anderson, Eckstein & Westrick, Inc.
- 9. RESOLUTION
 - A. Resolution to Commit Fund Balance
 - 1. Memo 06/11/12 – Treasurer/Comptroller
- 10. NEW BUSINESS/PUBLIC COMMENT
- 11. ADJOURNMENT

**Lisa Kay Hathaway, MMC
City Clerk**

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

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

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



COUNCIL
06-04-12 - 67

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JUNE 4, 2012, 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: Bryant, Granger, Ketels, Koester, McConaghy, Shetler
Absent: None

Also Present: City Administrator Fincham
City Attorney Berschback
City Clerk Hathaway

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

The following Commission members were in attendance:

Joyce Cook, Beautification Advisory Commission
Eric Reiter, Beautification Advisory Commission
Grant Gilezan, Planning Commission
George McMullen, Board of Review

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

Motion carried by the following vote:

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

Motion by Granger, seconded by Ketels, regarding **appointments – Planning Commission**, that the City Council concur with the Mayoral appointment of Richard Rozycki to the Planning Commission to fill the vacancy created by the resignation of Rob Nederhood, with a term ending December 31, 2013.

Motion carried by the following vote:

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

Motion by Ketels, seconded by Shetler, regarding **appointments – Planning Commission**, that the City Council concur with the Mayoral appointment of Tonja Stapleton to the Planning Commission to fill the vacancy created by the resignation of Al Dickinson, with a term ending December 31, 2012.

Motion carried by the following vote:

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

Motion by Granger, seconded by Bryant, regarding **appointment – Grosse Pointe Public Library Board**, that the City Council approve the appointment of Rebecca Reiter to the Grosse Pointe Public Library Board for a 4-year term beginning July 1, 2012, and ending June 30, 2016.

Motion carried by the following vote:

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

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

1. City Council Minutes dated May 21, 2012;
2. Committee-of-the-Whole minutes dated May 21, 2012.

Motion carried by the following vote:

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

Mayor Novitke accepted the **resignation – Al Dickinson, Planning Commission**, with regret and directed the City Clerk to send appropriate thanks and recognition to Mr. Dickinson on behalf of the Mayor and City Council.

Motion by Bryant, seconded by Shetler, regarding **contract: AT&T Long Distance Renewal**, that the City Council approve a three-year contract with AT&T to provide the City's long distance service at a cost not to exceed \$125.00 per month to be taken from the various department's account ending in 921, contingent upon approval of various fiscal year budgets.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Shetler, regarding **Labor Attorney**, that the City Council approve the following statement dated May 1, 2012:

1. Labor Attorney Keller Thoma, Invoice 97940 - \$82.50.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, regarding **City Attorney**, that the City Council approve the following statements dated May 30, 2012:

1. City Attorney Don R. Berschback - \$2,906.25.00;
2. City Attorney Charles T. Berschback - \$6,210.00.

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 City Administrator discussed **purchase and installation of a Gas-Fired Heater for Public Works**, a budgeted item, which purchase is being recommended by administration.

Motion by McConaghy, seconded by Bryant, that the following item be received and placed on file:

1. Memo dated 05/30/12 – Director of Public Services.

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 purchase: gas-fired heater for Department of Public Works, that the City Council approve a contract with K & S Ventures, Inc. in an amount not to exceed \$14,850.00, funds to be taken from the FY 2011/12 Municipal Improvement Account No. 401-902-977.103.

Motion carried by the following vote:

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

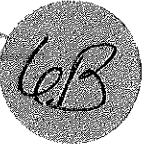
- Teresa Bennett, 2064 Lennon, was heard regarding rodents. The City Administrator was asked to follow-up on this matter.
- Brian Banks, 19239 Berden St., Harper Woods, introduced himself and stated he is running for State Representative.

Motion by Ketels, seconded by Bryant, to adjourn tonight's meeting at 7:53 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Approved by Committee 05/23/12



MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE
04-18-12 - 07

MINUTES OF THE MEETING OF THE MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON WEDNESDAY, APRIL 18, 2012, IN THE LAKE ROOM OF THE COMMUNITY CENTER, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 6:03 p.m. by Chair Ketels.

Roll Call: Kevin Ketels, Chair
Robert E. Novitke, Mayor
Jennifer Boettcher
Daniel Curis
William Matouk
Richard Shetler Jr.
John Vitale (6:07 p.m.)

Absent: Thomas Fahrner
George Koueiter

Also Present: Alfred Fincham, City Administrator
Gene Tutag, Building Official
Gary Capps, Information Technology Manager
Melanie Ryska, Deputy City Clerk

Also in attendance: Angelo DiClemente, Mack Avenue Business Association (MABA)
Peter Ahee, Ahee Jewelers
Ron Agacinski, Wayne County Deputy Director of Engineering
Sara Eaton Martin, Grosse Pointe Patch

Motion by Fahrner, seconded by Shetler, regarding **Approval of Minutes**, that the Mayor's Mack Avenue Business Study Committee meeting minutes dated March 15, 2012 be approved.

MOTION CARRIED by the following vote:

YES: Boettcher, Curis, Ketels, Matouk, Novitke, Shetler, Vitale
NO: None
ABSENT: Fahrner, Koueiter, Myers

The first item on the agenda was to **Continue Discussion: Mack Avenue Right of Way issues**. Ron Agacinski, Wayne County Deputy Director of Engineering, reported to the Committee that the County cannot delegate permitting authority over the right of ways to the City at this time. It is unknown if an indemnification could be upheld considering that anything in the right of way is the ownership of the County, not the City. As an alternate solution, the Committee recommended that the County contract out the inspection process to expedite permitting.

Mr. Agacinski also reported that Bucci's outdoor café request is conditionally approved. The County needs a Resolution of indemnification stating that the City will maintain the landscaping and not charge the County. Additionally, if Bucci decides to eliminate the landscaping and utilize concrete, such as stamped concrete, a Resolution would not be needed.

Discussion followed regarding a resolution as to the consistency problem with the permitting process. Mr. Agacinski stated that in order to streamline the process the County would have to amend the regulations, which could take a great deal of time. Also, additional staff would need to be hired.

Chair Ketels summarized the discussion and requested that the County attend the next meeting to address the following issues:

- Streamlining the permit process by either hiring additional staff or contracting services to Grosse Pointe Woods.
- Working on a long-term solution, which may include amending current regulations.
- Continue to pursue the possibility of granting the City permitting authority over the right of ways.

Building Official Tutag inquired as to whether or not banners could be hung over Mack Avenue. Mr. Agacinski stated that he would contact Mr. Tutag with an official answer.

The next item on the agenda was **Discussion: Information Technology**. As requested by the Committee, I.T. Manager Capps presented a sample webpage encompassing information geared toward businesses. Included on the page are links to sign up for community alerts through Nixle or Mail Chimp. Discussion ensued regarding the need for two different outlets. It was determined the City should use Mail Chimp for general alerts, such as events and Nixle for emergency notifications. Businesses will have to sign up for both if they choose to do so.

Additional topics discussed included incorporating links to the Chamber of Commerce and the Mack Avenue Business Association, and somehow announce new businesses. Committee members made further suggestions and consensus of the Committee was to forward this proposed webpage to the City Council for consideration.

Under New Business, the following items were addressed:

- Angelo DiClemente, President of the Mack Avenue Business Association (MABA), distributed a publication with their new logo. He stated he has invited the media to the MABA meetings in an effort to promote events being spearheaded by the Association and the Chamber. Mr. DiClemente shared his enthusiasm of the proactive approach the Association is taking toward reinventing itself.
- City Administrator Fincham stated that he received an email from Chuck VanDoorne, the Vice President of the MABA, and will determine the need for proper power sources for the Side Walk Sale scheduled for May 17th through 19th. Mr. Fincham also asked if the Association would still like to have bike inspections at the Bike Decorating

MAYOR'S MACK AVENUE BUSINESS STUDY COMMITTEE

04-18-12 – 09

Contest. Mr. DiClemente stated they are looking into pre-registration, which will determine if the Association is still interested in that service.

- Building Official Tutag reported there is approximately a 94% occupancy rate on Mack Avenue. He also reported that new businesses – Yogo-Hut, Home Solutions, Grosse Pointe Music – are now open. New owners are renovating Cueter's old auto repair location, and a new accountant and specialty meat shop are in the process of opening in the City.

The next Committee meeting will be held on May 23rd at 6:00 p.m.

Motion by Vitale, seconded by Shetler, to adjourn the meeting at 7:17 p.m. Passed Unanimously.

Approved by Committee 06/04/12

COMPENSATION AND EVALUATION COMMITTEE

April 16, 2012



MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, April 16, 2012 IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order by Chair Bryant at 8:47pm.

ROLL CALL:

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

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

Motion carried by the following vote:

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

Motion by McConaghy, second by Novitke, to approve the minutes of the 03/12/12 meeting as presented.

Motion carried by the following vote:

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

The meeting involved discussions on final issues of Compensation and evaluations. Motion by McConaghy, second by Novitke, to consider giving five more days vacation to the City Administrator, the Treasurer/Comptroller and the City Clerk, and to provide the City Attorney with vision care at a cost not to exceed \$140.

Motion carried by the following vote:

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

Motion by Novitke, seconded by McConaghy, that the meeting of the Compensation and Evaluation Committee be adjourned at 9:25pm. Passed unanimously.

Respectfully submitted by Arthur W. Bryant

Approved by Committee 06/04/12

COMPENSATION AND EVALUATION COMMITTEE
June 4, 2012

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JUNE 4, 2012 IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order by Chair Bryant at 8:05pm.

ROLL CALL:

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

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

Motion carried by the following vote:

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

Motion by McConaghy, second by Novitke, to approve the minutes of the 04/16/12 meeting with two corrections.

Motion carried by the following vote:

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

The meeting involved discussions on issues of Compensation and Evaluations.

Motion by McConaghy, seconded by Novitke, that the meeting of the Compensation and Evaluation Committee be adjourned at 8:15pm. Passed unanimously.

Respectfully submitted by Arthur W. Bryant

COMPENSATION AND EVALUATION COMMITTEE
JUNE 11, 2012

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JUNE 11, 2012 IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order by Chair Bryant at 7:02pm.

ROLL CALL:

PRESENT: Chair: Council Member Arthur Bryant
Members: Mayor Robert E. Novitke, Council Member Todd A. McConaghy

ABSENT: None

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

Motion carried by the following vote:

Yes: Novitke, Bryant, McConaghy

No: None

Absent: None

Motion by McConaghy, second by Novitke, to approve the minutes of the 06/04/12 meeting as presented.

Motion carried by the following vote:

Yes: Novitke, Bryant, McConaghy

No: None

Absent: None

The meeting involved discussions on final issues of Compensation and Evaluation. Motion by McConaghy, second by Novitke, to recommend to the city council that the employment contracts of the City Administrator, City Treasurer/Comptroller, City Clerk and City Attorney be extended from July 1, 2012 through June 30, 2013, and that there not be any increase in compensation or benefits for the appointed officials at this time.

Motion carried by the following vote:

Yes: Novitke, Bryant, McConaghy

No: None

Absent: None

Motion by Novitke, second by McConaghy, to immediately certify the minutes of the meeting.

Motion carried by the following vote:

Yes: Novitke, Bryant, McConaghy

No: None

Absent: None

Motion by Novitke, seconded by McConaghy, that the meeting of the Compensation and Evaluation Committee be adjourned at 7:17pm. Passed unanimously.

Respectfully submitted by Arthur W. Bryant



City of Grosse Pointe Woods
 Beautification Advisory Commission
 Lake Room – GPW City Hall
Meeting April 11, 2012



Approved by Gossman
 5/9/12

67

Present: Arslanian, Briggs, Cook, Gossman, Hage, Hagen, Hyduk, Landsiedel, Martin-Rahaim, McCarthy, Reiter, Rozycki, Sauter **Also present:** Council representative Granger, DPW Representative Mathews
Excused: DiClemente, Hilton

RECEIVED

APR 18 2012

CITY OF GROSSE POINTE WOODS

Call to order: Meeting was called to order at 7:30 p.m.

Minutes from previous meetings: J. Gossman moved, seconded by E. Reiter, to approve the March 14th minutes. Motion passed. **Treasurer's Report:** No report

Chairperson's Report: After welcoming Fred Landsiedel as a member, BAC then listened to a presentation on the Moross Greenway Project, a project initiated by GPF beautification commissioners and supported by local churches and businesses. According to D. Eckholdt, Executive Director of Grace Church, this non-profit project hopes to raise \$600,000 to plant 115 trees, 500 shrubs, and 9,700 perennials to transform the median from Mack to I-94 into "greenscape." An annual fund of 25,000 is proposed for maintenance, but commissioners and churches hope that many local youth will become volunteer gardeners. D. Hyduk asked about curb repair; others pointed out that the median had become a football field for local youth, recommending that plants be placed on the perimeter.

Council Report: D. McCarthy and E. Reiter reported respectively on the March 19th and the April 2nd Council meetings; the Feb 8th BAC minutes were approved at the April Council meeting. Since GPW has once again been honored with a Tree City Award, it was suggested that the next commemorative BAC tile might feature the Tree City USA logo and be presented, on an ongoing basis, as an apt sign of appreciation at the annual Tree Ceremony.

DPW Report: In response to questions from BAC members, D. Mathews provided specific information on the need for GPW road repair.

Flower sale: K. Martin-Rahaim distributed sign-up sheets for the May Flower sale, notified members of signs and ads in the local newspapers, and encouraged BAC donations of decorative baskets on the day of the sale. Blurbs might also be placed in Grosse Pointe Patch. D. Mathews, DPW representative, reaffirmed that ten flats of begonias would adorn the city clock and that tents, racks, and plywood (if rain is in the forecast) would be set up on Thursday, May 10, the day before the annual flower sale. D. Hyduk reported that he had picked up "stone critters" (e.g., dogs, cardinals, hedgehog) for purchase at the reasonable price of \$20.00, but sadly, lawn turtles did not hatch this year.

Tile / Mug Programs: J. Hagen distributed the previously approved tile design.

Awards Night: D. McCarthy, Awards co-chair, distributed residential area assignments. Unless the growing season accelerates, selections and write-ups should be forwarded to D. McCarthy by the July meeting. Nominations for renovations should be forwarded to the Awards chairs for screening, allowing time for committee members to review houses before voting. P. Hage, Awards co-chair, will confirm the Nov 14th reservation of the Lochmoor Country Club. The Awards chairs expressed appreciation to V. Granger and J. Hilton for their future photographic contributions.

Old Business: No report

New Business: C. Briggs will attend the City Council meeting on April 16; J. Gossman will be present May 7.

A motion to adjourn, made by J. Hagen, seconded by P. Hage, was approved by unanimous consent at 8:42 p.m.

Respectfully submitted,

Christine Briggs Recording Secretary, Beautification Advisory Commission

Approved by Commission 5/6/12
RECEIVED
APR 26 2012
CITY OF GROSSE POINTE WOODS
6E

GROSSE POINTE WOODS TREE COMMISSION
Meeting Minutes of March 07, 2012

Chairman, Stephen Chan, called the meeting to order at 7:30 p.m.

Present: Rogers, Chan, Paavola, Durney, Meredith, DiCicco, Malley Koester (Council Representative), Profeta, Greening Christopous.

Absent: Sullivan (Surgery).

Approval of the Agenda for the meeting of March 07, 2012. Motion by Malley and seconded by Meredith to approve the agenda as presented. All members present approved of the agenda.

Approval of the meeting minutes of 02/01/12.

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

Treasurer's Report, February 28, 2012:

Cash Reserve 07/01/2011 \$12,139.51

No expenses, February, 2012.

(Balance carries forward)

Approved budget 07/01/11 \$1,365.00

Deposit to Van Pines Nursery for 500 tree seedlings -- 100.00

Balance thru 02/28/12 \$1,265.00

(Balance does not carry forward.)

All expenses require prior Council approval.

Old Business:

Community Tree Booklet:

Chan advised that 20 booklets have been updated with the current names of City officials and Tree Commission members and these booklets are available at City Hall. A second set of adjusted booklets will be prepared and made available at the Department of Public Services. No additional expense is required for this work.

Purpose of the Community Tree Commission:

The Board of Public Relations has given the Community Tree Commission permission to list its purpose on the City's website. Chan will contact Mr. Capps of Information Services and inform him of the exact wording of our purpose which is stated in the by-laws of the Tree Commission.

Distribution of Memorial Tree Donor Photographs:

Profeta advised that he had the required number of photographs printed by Wal-Mart for distribution to the 2011 tree donors, who attended the ceremony. In addition, he mailed a photograph to each of the eligible donors. Profeta paid for the expense of printing and mailing.

New Business:

Memorial Tree program-April 04, 2012:

The meeting room and coffee beverage has been reserved at the Community Center.

Meedith will obtain cookies and soft beverages for the younger attendees.

City photographer has been requested for the period of 7:30 P.M. to 8:30 P.M.

As of the end of February 29, 2012, there are five donors. One donor is purchasing four trees.

The program and certificates will be prepared and printed by Jan Treiter.

Invitations to the donors and City officials have been mailed.

The program will be chaired by Jeff Profeta and the ceremonial prayer will be read by Michael Koester, Council Representative.

Total estimated costs: \$135.00.

Arbor Day program:

A copy of the April, 2012 calendar, distributed by Paavola, lists the Memorial Ceremony on April 4th and the names of the Arbor Day contest winners are to be given to Paavola and Greening. On April 19th the Commission members will meet at D.P.W. to bag the tree seedlings for each school, receive the Arbor Day DVD, tree planting

instructions and T-shirt for the poster contest winner at each participating school.

Arbor Day school presentations will be made during the week April 23 through April 27th, which is Arbor Day.

Estimated cost of expenses for the Arbor Day program is \$135.00.

Motion by Meredith and seconded by Paavola that the Council approve the expenses for the Memorial Ceremony (\$135.00) and the Arbor Day program (\$135.00). All expenses are well within the total budgeted amounts for both programs.

All members present approved the motion.

Motion by Malley and seconded by DiCicco that the previous Motion be immediately certified. All members present approved the motion.

M. Skaff Tree Commission Documents:

Greening again requested some assistance on disposition of Skaff's records. Council Representative Koester said he would be meeting with the Historical Commission members next week and will ask if there would be any interest. Greening will check with Betty Ahee at City Hall to determine if there is any reason to retain copies of minutes and related data.

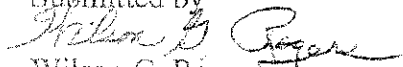
Greening provided two pages of descriptive information about the Canaan fir tree which we could consider for us to use as a tree seedling for a future Arbor Day program.

Tree Commission Directory:

New Tree Commission directory, dated 1/27/12, was distributed. One small change needed. The zone listed after Durney's name should read 2, not 24.

Adjournment: Motion by Meredith and seconded by Durney that the meeting be adjourned at 8:26 p.m. All members present approved the motion.


Submitted by


Wilson G. Rogers

Secretary (313) 886-7660

RECEIVED
JUN 04 2012
CITY OF GROSSE PTE. WOODS

"Revised"

Approved by Commission 
3/20/12

SENIOR CITIZENS COMMISSION
1-17-12

MINUTES OF THE REGULAR SENIOR CITIZENS COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, JANUARY 17, 2012, IN THE LAKE ROOM OF THE COMMUNITY CENTER, 20025 MACK PLAZA, GROSSE PONTE WOODS, MICHIGAN

Chairperson Mary Rose Nelson called the meeting to order at 7:00 p.m.

Roll Call	Chairperson Nelson
Commission Members:	Flanagan, Gattari, Hyduk, Kypros, Lawlis, Maier, , Waldorf, Wehrmann
Excused:	Mitts, Thornton, Mary Lou Solomon, Witt

Minutes: Motion by Gattari, seconded by Maier, that the November, 2011 minutes be approved as submitted. Passed unanimously.

Chairperson Report: Commission members welcomed back Despina Kypros.

Treasurer's Report: Balance in General Fund as of December 31, 2011: \$668.12. Carry Forward Funds: \$2,900.00. These funds may be used for expenses beyond budget. Budget for 2012 to be determined by 3/1/12. Motion by Maier, seconded by Flanagan, to accept as prepared. Passed unanimously.

SOC Report: Maier reported that work has begun on renovation of new facility with anticipated completion in September, 2012. Grant in the amount of \$85,000 was received from Community Foundation of SE Michigan, which is earmarked for a parish nurse program. SOC is working closely with PAATS to consolidate transportation within the Pointes and Harper Woods. More programs are being added to schedule to accommodate a greater number of younger residents.

Community Representative and Senior Club Report: Waldorf reported that outings are scheduled for Caesars Windsor Casino in March; Matthaei Botanical Gardens in April; Minor League baseball game and Greenfield Village in May. "Lunch and Movie" programs are scheduled at the Community Center in February, March, April and May. It is hoped that number of attendees will increase over past year. Waldorf has collected dues from members of Senior Club and is in the process of creating a roster.

Council Representative Report: Shetler reported that city budget is currently being carefully scrutinized. City needs to restart road construction while still keeping property taxes within reason. City is also determining need to replace capital equipment. Headlee override is being discussed and may appear on the November ballot. All departments, including Public Safety and DPW, are operating well. Discussion followed on consolidation of city services. While some services lend themselves to consolidation, Shetler assured commission members that because Grosse Pointe Woods is the largest Pointe, it would be difficult to consolidate essential city services with any other community.

New Business:

Officers for 2012 were unanimously approved as follows:

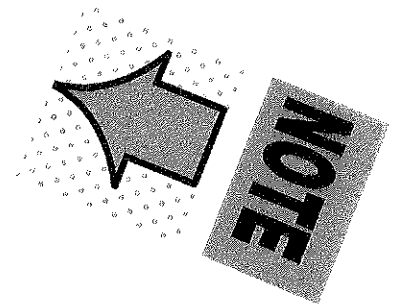
Chairperson: Nelson
Co-Chair: Thornton
Secretary: Mitts
Treasurer: Wehrmann

Nelson reported on the need to update Senior Citizens' Commission By-Laws, which were last updated 10-10-10.

Motion by Lawlis, seconded by Maier, to have By-Law #7 removed regarding limitation of length of service by officers of Commission. Passed unanimously.

Motion by Gattari, seconded by Maier, to have By-Law #10 read as follows:

"The absence of a member from one-half of all full commission meetings in a calendar year is deemed to be a good cause for recommending replacement to the Mayor and action by the City Council, provided notice of such action shall have been given to all commission members and the member involved shall be given an opportunity to be heard."



Motion passed, with one opposed.

Events scheduled for 2012 include:

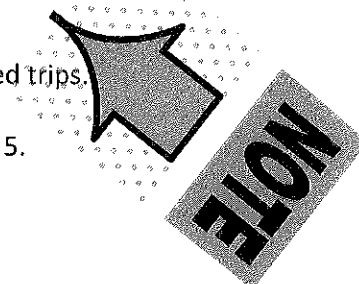
- Ice Cream Social
- Informational Seminar for Seniors (partnering with SOC). Maier and Gattari will co-chair.
- City Picnic
- Senior Picnic
- Senior Expo

Nelson proposed that the Senior Picnic be combined with the City Picnic, adding a separate senior tent with bingo and entertainment, as well as a shuttle for transportation to the tent, on a going-forward basis, with the possibility of adding an Autumn Harvest Dinner. However, since the Senior Picnic is already scheduled on the city calendar for 2012, it was proposed to continue to host a separate Senior Picnic this year on the Saturday after Labor Day. The new format would be implemented in 2013.

Motion by Maier, seconded by Flanagan, to host an Autumn Harvest Dinner at the Community Center beginning in Fall, 2012. Merger of Senior Picnic and City Picnic will commence in 2013. Passed unanimously.

Nelson encouraged commission members to consider accompanying seniors on scheduled trips.

Gattari reported that she is hosting "Ageing Well in America" twice a month on Channel 5.

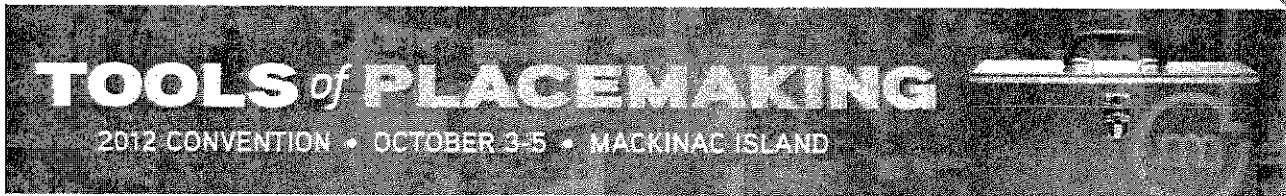


Old Business: No report

Motion to adjourn at 8:47 p.m.

Respectfully submitted:
Mary Hyduk

74



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- Post-Convention Workshops
- Speakers
- Agenda
- Housing/Travel
- Community Excellence Award
- MML Foundation Events
- Vendor Opportunities

General Information

How can I register?

REGISTRATION IS NOW OPEN. Click here to register online with a credit card! If you need to set up a League account, visit My League using the log-in at www.mml.org. My League is your secure, interactive online League account. It's available to all members and nonmembers, with a quick and easy sign-up process.

Via Payment with Check:

In order to reduce the amount of printed paper and increase member privacy, the League no longer accepts credit card payments on printable registration forms for League events. Click here to download and print a faxable registration form. Complete and fax to 734-669-4223, then mail with check payable to: Michigan Municipal League PO Box 7409 Ann Arbor, MI 48107-7409.

Meals

For attendees staying at the Grand Hotel, breakfast and dinner, as well as lunch on October 4 and 5, are included with the cost of your room. For those staying off property, meal tickets can be purchased directly from the Grand Hotel for the main dining room. Rates for non-hotel guests are as follows: Breakfast \$25.00, Luncheon Buffet \$30.00 and Dinner \$70.00.

Guests

Guests can be registered with Convention attendees to participate in the receptions at Convention. The Thursday evening banquet is included with your room, if you are staying at the Grand Hotel. If you are not staying at the Grand Hotel, additional banquet and meal tickets can be purchased directly from the hotel.

Attire

Dress for the Annual Convention is business casual attire. The Grand Hotel experience includes dressing for dinner. Evening wear is required in all areas of the hotel: coat and tie for gentlemen, and dress or pantsuit for ladies after 6:30 pm.

Weather

Weather on Mackinac Island in October can be somewhat unpredictable. You may need to be prepared for both cold and warm temperatures, as well as rain. The average highs are in the mid-50s, with lows in the 30s.



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DPGilmartin Talking walkable urban places on the shores of Lake Superior today with @SteveMichele40, @michiganand, @tom4senate 2morow #mmlconv

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Post-Convention Workshops

[Register here](#) for workshops with Convention registration. (Online and faxable forms)
[Register here](#) for workshops only if not attending Convention. (faxable PDF)

Friday, October 5

This year the League is offering post-Convention workshops in an effort to help you save on additional travel costs. These workshops are available for an additional fee on Friday, October 5.

Learning to Lobby: Local Officials' Role in Lansing
 1:00-4:00 pm

This training for elected officials, both new and seasoned, will focus on the legislative issues in Lansing and Washington that the League is involved with and the background of those issues, including revenue sharing, transportation funding, PA 312, and more. Elected officials will also discover the League's role in policymaking, legislative lobbying, and how each League member can get involved. The workshop will also teach elected officials the protocol for visiting the Capitol to testify on an issue on behalf of their communities.

Working with the Media
 1:00-4:00 pm

Do your local media outlets only seem to give negative reports? Do you wish you had more control over what your constituents hear about you and your community? Should you ever say "no comment" or go "off the record?" If you answered yes to any of these questions, then this training is for you. This training will cover developing positive relationships with media outlets, how to represent yourself as a public leader, and the impact of social media.

The Hitchhiker's Guide to Public Office: How to Get It Right Before You Get It Wrong
 1:00-4:00 pm

Don't panic! This workshop covers everything a public figure needs to know to avoid the perils and pitfalls of due process and parliamentary procedure. You will receive an overview of laws, charters, ordinances, governing councils, boards, and commissions. Other topics covered include conducting meetings and hearings, the Open Meetings Act, consequences of improper actions, civil liability, and defining your duties.

Where's the Money? How to Tap into Private Sector Funding for Municipal Projects
 1:00-4:00 pm

In this workshop, Dr. Beverly A. Browning, a Michigan native and long-time League workshop presenter will review web funding databases to reveal private sector funders that award grants to units of municipal government. She'll show you projects that foundations and corporations have supported financially in Michigan and the Great Lakes region. Dr. Browning will also lead the audience in writing private sector funding requests. So come prepared: have an idea of what types of non-infrastructure projects you want to see funded in your community, and bring lots of writing paper and a pen! This information-filled workshop will end with door prize drawings (prizes donated by eCivis, Inc. and John Wiley & Sons Publishing).

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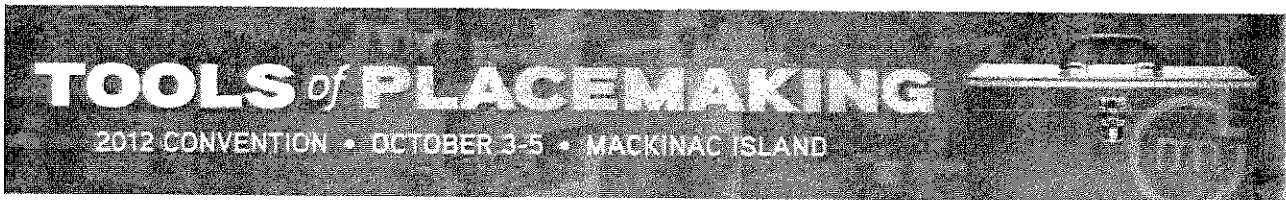
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Speakers



Clarence Anthony
 President, Anthony Government Solutions, Inc
 Topic of Presentation: *Leading Local, Thinking Global*
 Bio: Clarence Anthony, Mayor for the lakeside city of South Bay, Florida. Is a vocal "champion for the voiceless" in his 20 years tenure of the small city. Despite being mayor for a relatively small community, he has also emerged as a city leader of national and international standing. Mayor Anthony's accolades include the Ebony Magazine Future Leader, Outstanding Young Men in America and Outstanding Community Leaders in America awards, as well as the Florida Junior Chamber of Commerce Mayor of the Year. However, it was with his election as 75th president of the National League of Cities for 1999 (only the second from a small city) that his arrival as a city leader on the national stage arrived. This was later augmented with his 2007 election as treasurer and first vice president of the United Cities and Local Governments organization.



Jennifer H. Goulet
 President & CEO, ArtServe Michigan
 Topic of Presentation: *Economic Impact of the Arts*
 Bio: Jennifer H. Goulet is the President of ArtServe Michigan, providing leadership, vision and management for the organization's work in advocacy, capacity building and strategic communications. She joined ArtServe's staff in 2007 as its Director of Development, was promoted to the position of Director of Organizational Advancement in 2008, and assumed the role of President and CEO in February 2009. As a former Board member for the Michigan Association of Community Arts Agencies, Goulet served on the merger negotiations team for the ArtServe/MACAA merger that was effective in October 2006 and ArtServe Michigan's post-merger transitional Board and Executive Committee.



Chuck Marohn
 Executive Director, Strong Towns
 Topic of Presentation: *Physical Design & Sustainability*
 Bio: Charles Marohn, known as "Chuck" to friends and colleagues. Is a Professional Engineer (PE) licensed in the State of Minnesota and a member of the American Institute of Certified Planners (AICP). He has a Bachelor's degree in Civil Engineering from the University of Minnesota's Institute of Technology and a Masters in Urban and Regional Planning from the University of Minnesota's Humphrey Institute. [Click here](#) to watch a video of Marohn

discussing the difference between streets and roads.



Josh McManus
 Lead Inventor, Little Things Labs
 Topic of Presentation: *Civic Engagement*
 Bio: Josh McManus is Curator of Little Things Laboratories, an independent innovation laboratory that identifies and acts on pressing problems and emerging opportunities in mid-sized and post-industrial cities. Current projects include the D.hive, a place-based talent retention and attraction storefront in Detroit, Michigan, Hella's Kitchen, a foundation innovation model in Cincinnati, Ohio. Josh also co-founded CreateHere, a watershed place-based talent retention and cultural change project in Chattanooga, Tennessee that sparked over 300 creative enterprises, stimulated over \$4 million in real estate purchases, retained and attracted thousands of individuals to the city along with championing the world's largest community visioning process with 26,263 surveys collected and is Social Entrepreneur in Residence at Ashoka in Washington, D.C.



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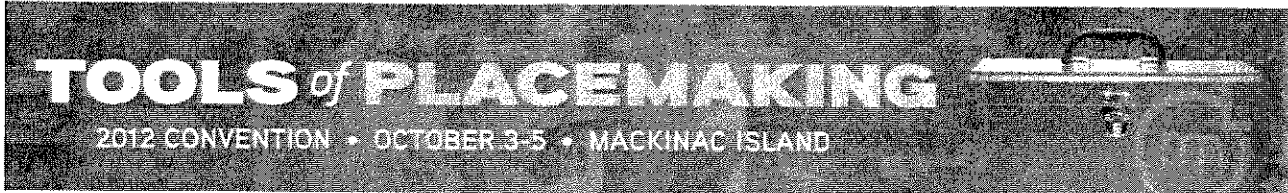
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2012 Convention Agenda*

*Some details are still tentative and may be subject to change.

Wednesday, October 3, 2012

- 9:00 am-8:00 pm Registration Hours
- 9:00 am League Board of Trustees Meeting
- 11:00 am-12:00 pm Annual Business Meeting
- 12:00 pm Michigan Women In Municipal Government Lunch
- 2:00-3:45 pm Welcoming General Session
Parade of Flags
Community Excellence Awards
- 4:15-5:30 pm Vendor Breakout Sessions
- 8:00 pm Foundation Boat Cruise

Thursday, October 4, 2012

- 7:30 am-5:00 pm Registration Hours
- 7:30-8:30 am Michigan Association of Mayors Breakfast
- 8:30-10:50 am General Session
- 10:45 am-3:15 pm Silent Auction Bidding
- 11:00 am-12:15 pm Breakout Sessions
- 12:30 pm Networking Lunch
- 12:30 pm Elected Officials Academy Board Meeting and Lunch
- 2:00-3:00 pm Michigan Local Government Management Association Colloquium General Session
- 3:30-4:45 pm Vendor Breakout Sessions
- 6:00-8:30 pm Reception and Annual Awards Banquet
- 8:30 pm Afterglow

Friday, October 5, 2012

- 8:30-10:00 am Closing Breakfast & General Session
Community Excellence Award "Race for the Cup" Winner Announced
- 10:00-11:00 am Governance Committee Meeting
- 11:00 am-12:00 pm Michigan Black Caucus of Local Elected Officials Meeting
- 1:00-4:00 pm Post-Convention Workshops

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Housing and Travel

Host Hotel – Grand Hotel, Mackinac Island
Phone: (800) 334-7263

Grand Hotel Housing Reservation Process
Housing reservations will only be accepted for those who have registered for Convention. After registering for Convention, a confirmation email will be sent to you within 48 hours. The confirmation email will contain your registration information, your personalized housing registration code, and a link to the housing registration form. The hotel requires that you provide this housing registration form with your personalized code in order to make reservations at the Grand Hotel during the League's Annual Convention. A deposit of one night's daily rate is required at the time of reservation.

Grand Hotel Housing Rates
Standard - \$199 per person (double), \$323 per person (single)
Deluxe - \$229 per person (double), \$363 per person (single)
Group room rate cutoff is August 31, 2012.

*Room rate includes breakfast and dinner, as well as lunch on October 4 and 5, 2012.
Rates do not include \$7.50 baggage handling fee, 6% Michigan Sales Tax, 19.5% Service Charge, and 2% Mackinac Island Occupancy Tax.*

Grand Hotel Deposit and Cancellation Policy
Reservation requests received after the room block is filled will be contacted and given an option of being placed on a waitlist. The waitlist is not a guarantee of a room. Individual group reservations are subject to a 10-day cancellation policy. Reservation deposits will be refunded if cancelled 10 or more days prior to arrival, less a \$25.00 processing fee.

Reservations cancelled less than 10 days prior will forfeit the room deposit.
Once a guest confirms a departure date upon check-in, should check-out occur earlier than agreed, there will be a \$350.00 charge.

Meals
For attendees staying at the Grand Hotel, breakfast and dinner, as well as lunch on October 4 and 5, are included with the cost of your room. For those staying off property, meal tickets can be purchased directly from the Grand Hotel for the main dining room. Rates for non-hotel guests are as follows: Breakfast \$25.00, Luncheon Buffet \$30.00 and Dinner \$70.00.

Additional Travel Information
Arnold Ferry - \$18 Roundtrip ferry ride. Parking is free daily for self-park outside lot. Valet parking is \$5. Valet parking and inside lot is \$15.

Carriage Taxi – Rates range between \$4.75-\$7.25 per person depending on destination on Mackinac Island.

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Community Excellence Award - You Be the Judge!

Wednesday, October 3, 2:00 pm

Join us in this good-natured competition and cheer for Michigan's best. See the Community Excellence Award regional finalists unveil their winning presentations.

You are the official judges. Your votes alone will decide which community takes home the Cup. After the general session, cast your vote at the official Community Excellence Award Voting Booth.

Don't miss the Cup Presentation Breakfast on Friday, October 5, where you can enjoy breakfast with new friends and be part of the fifth annual Community Excellence Award Cup Presentation.

For more information and details of past winners, visit our [Community Excellence Award](#) section.



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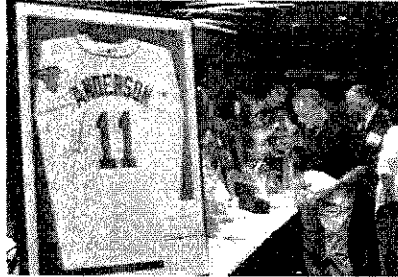
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MML Foundation Events at Convention

Silent Auction

Contribute to the silent auction by bidding or donating an item. This annual event presents a great opportunity to bring home unique gifts representing communities across Michigan, or you can highlight your community, local businesses, and local talent by donating an item. We will again offer the online feature to our auction process. You will have the option to contribute and bid for donated items online prior to the live actual silent auction event. For more information on donating an item, call Deborah Walton-Medley at 734-669-6370.

Funds raised through the MML Foundation's auctions help support the League's mission to enhance and develop leadership in local government.



Foundation Boat Cruise

Wednesday, October 3
8:00 pm
Location: Arnold Cruise Line

The cruise ship will depart for the Mackinac Bridge at 8:00 pm. Your ticket includes snacks, beer/wine/soda, and entertainment (a portion of which is a tax deductible contribution to the Foundation). Space is limited, so you are urged to reserve your spot when you register for Convention, using online registration or the registration form. Tickets are \$30 and must be purchased in advance. For more information, please contact Deborah Walton-Medley at 734-669-6370.

Register Online Here

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2012 MML Convention

To Register, Please Log In
Back

During last year's Convention, we introduced the idea of building Michigan's future through building a sense of place. Since that time, the concept of placemaking has become a fundamental part of the public dialogue about long-term sustainable growth and prosperity.

That conversation took a step further at our 2012 Capital Conference this spring by illustrating how the power of politics can help or hinder local placemaking efforts.

Now we'll give you the tools you need to bring placemaking home to your community.

This fall on Mackinac Island, we're gathering together some world-class experts from the non-profit, business, and public sectors. They're ready to fill your municipal toolbox with creative solutions for challenges of every scale, and communities of every size.

Registration

To register, click the "Register Online" button at the top right of the page.

[Click here](#) for a faxable registration form.

Start Date: Wednesday, October 03, 2012

End Date: Friday, October 05, 2012

Address: Grand Hotel
(800) 334-7263
286 Grand Avenue
Mackinac Island, MI 49757

Directions:

LIVE TRAFFIC MAP SATELLITE

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Municipality Name _____

Contact Name (person completing this form) _____

Address _____ City, State, Zip _____

Phone _____ Fax _____

Attendee Information (please complete another form if registering more than three attendees):

#1. Attendee Name _____ Nickname _____

Title _____ *Email _____

#2. Attendee Name _____ Nickname _____

Title _____ *Email _____

#3. Attendee Name _____ Nickname _____

Title _____ *Email _____

*Hotel housing code will be sent here

Registration Information:

MML Liability Pool and/or Workers Comp Members

Early Bird Rate, through 9/7/2012 (\$324 per person) Attendee #(s) _____ Qty: _____ \$ _____

Regular Rate, after 9/7/2012 (\$374 per person) Attendee #(s) _____ Qty: _____ \$ _____

MML Full & Associate Members/BAP Participants

Early Bird Rate, through 9/7/2012 (\$399 per person) Attendee #(s) _____ Qty: _____ \$ _____

Regular Rate, after 9/7/2012 (\$449 per person) Attendee #(s) _____ Qty: _____ \$ _____

Nonmember Government Entities

Regular Rate (\$549 per person) Attendee #(s) _____ Qty: _____ \$ _____

Guests

Regular Rate (\$150 per person) Attendee #(s) _____ Qty: _____ \$ _____

Guest Name(s): _____

Wednesday, October 3, 2012

MI Women in Municipal Government Lunch (\$30 per person) Attendee #(s) _____ Qty: _____ \$ _____

Thursday, October 4, 2012

MI Association of Mayors Breakfast (\$30 per person) Attendee #(s) _____ Qty: _____ \$ _____

Michigan Municipal League Foundation Boat Cruise (\$30 per person) Attendee #(s) _____ Qty: _____ \$ _____

Friday, October 5, 2012

Post-Convention Session Subtotal (see page 2) \$ _____

Donations

Michigan Municipal League Foundation Donation \$ _____

Donor Name: _____

Parade of Flags

Does your municipality wish to participate in the Parade of Flags? Yes No TOTAL \$ _____

Special Accommodations

Do any of the above listed attendees require a vegetarian/vegan meal? If so, please list name(s) below:

Do any of the above listed attendees require special assistance/accommodations? If so, please specify below:

See Page 2 to register for Post-Convention Sessions!



michigan municipal league

Post-Convention Sessions

Friday, October 5, 2012

1:00 p.m. – 4:00 p.m.

This year the League is offering post-Convention workshops in an effort to help you save on additional travel costs. These workshops are available for an additional fee on Friday, October 5.

Learning to Lobby: Local Officials' Role in Lansing (12J-01)

Attendee #(s) _____ Qty: _____ \$ _____

League Member Communities: \$10; Nonmember Communities: \$10

This training for elected officials, both new and seasoned, will focus on the legislative issues in Lansing and Washington that the League is involved with and the background of those issues, including revenue sharing, transportation funding, PA 312, and more. Elected officials will also discover the League's role in policymaking, legislative lobbying, and how each League member can get involved. The workshop will also teach elected officials the protocol for visiting the Capitol to testify on an issue on behalf of their communities.

Working with the Media (12J-02)

Attendee #(s) _____ Qty: _____ \$ _____

League Member Communities: \$75; Nonmember Communities: \$130

Do your local media outlets only seem to give negative reports? Do you wish you had more control over what your constituents hear about you and your community? Should you ever say "no comment" or go "off the record?" If you answered yes to any of these questions, then this training is for you. This training will cover developing positive relationships with media outlets, how to represent yourself as a public leader, and the impact of social media.

The Hitchhiker's Guide to Public Office:

Attendee #(s) _____ Qty: _____ \$ _____

How to Get it Right Before You Get it Wrong (12J-03)

League Member Communities: \$75; Nonmember Communities: \$130

Don't panic! This workshop covers everything a public figure needs to know to avoid the perils and pitfalls of due process and parliamentary procedure. You will receive an overview of laws, charters, ordinances, governing councils, boards, and commissions. Other topics covered include conducting meetings and hearings, the Open Meetings Act, consequences of improper actions, civil liability, and defining your duties.

Where's the Money?

Attendee #(s) _____ Qty: _____ \$ _____

How to Tap into Private Sector Funding for Municipal Projects (12J-04)

League Member Communities: \$75; Nonmember Communities: \$130

In this workshop, Dr. Beverly A. Browning, a Michigan native and long-time League workshop presenter will review web funding databases to reveal private sector funders that award grants to units of municipal government. She'll show you projects that foundations and corporations have supported financially in Michigan and the Great Lakes region. Dr. Browning will also lead the audience in writing private sector funding requests. So come prepared; have an idea of what types of non-infrastructure projects you want to see funded in your community, and bring lots of writing paper and a pen! This information-filled workshop will end with door prize drawings (prizes donated by eCivis, Inc. and John Wiley & Sons Publishing).

Post-Convention Session Subtotal \$ _____

Registration Options:

Online: To register and pay online visit www.mml.org. On the home page located on the right hand side under "My League," click on "Log On" and enter your name and password. After you are logged in, click on "Events."

Fax: Please fax registration form to 734-669-4223, then mail with check payable to: Michigan Municipal League P.O. Box 7409 Ann Arbor, MI 48107-7409

Cancellation Policy: All cancellations must be submitted in writing either by fax, 734-669-4223, or email, registration@mml.org. For Convention, all cancellations are subject to a \$75 cancellation fee. No refunds will be given for Convention cancellation requests received after 09/26/2012. For Post-Convention sessions, no refunds will be given for cancellation requests received after 10/01/2012.

Registration Questions? Call 734-669-6371 or email registration@mml.org. For a full list of Convention and Training registration policies, please visit www.mml.org, then click on Training/Events.



Lisa Hathaway

From: Kevin Ketels [kevin@ketels.us]
Sent: Monday, June 04, 2012 1:32 PM
To: Lisa Hathaway
Cc: Robert E Novitke; Alfred Fincham; Richard Shetler Jr.
Subject: Fw: Participation?

Hi Lisa,

Please consider the email below a resignation for George Koueiter from the Mayor's Mack Ave Business Study Committee.

Thanks,
Kevin

----- Forwarded Message -----

From: Kevin Ketels <kevin@ketels.us>
To: George Koueiter <gkoueiter@gmail.com>
Sent: Mon, June 4, 2012 1:28:58 PM
Subject: Re: Participation?

Hi George,

That is no problem at all. We appreciate everything you do for our community. If you are able to participate at some level in the future, please just let us know. I hope to see you around town again soon.

Regards,
Kevin

From: George Koueiter <gkoueiter@gmail.com>
To: Kevin Ketels <kevin@ketels.us>
Sent: Mon, June 4, 2012 12:41:18 PM
Subject: Re: Participation?

Hi Kevin.

Sorry for not getting back. My time has been limited as I am heavily involved wide st. Jude's children's hospital. I thought I could juggle the two . But between that and my business travels I am unable to participate .
Thanks Kevin

George Koueiter

On Jun 4, 2012, at 11:14 AM, Kevin Ketels <kevin@ketels.us> wrote:

Hi George,

I'm following up to see if you're still able to participate in the Mayor's Mack Avenue Business Study Committee. No problem if you aren't able to commit the time, just let me know. Our next meeting is tentatively scheduled for Wednesday, June 20 at 6 pm. Although we may reschedule if we don't yet have an answer from Commissioner Tim Kileen's office on an outstanding issue. Hope all is well.

Cheers,
Kevin



RECEIVED

MAY 31 2012

MEMO 12 - 30

CITY OF GROSSE PTE. WOODS

TO: Alfred Fincham, City Administrator

FROM: Joseph J Ahee, Jr., Director of Public Services *J*

DATE: May 30, 2012

SUBJECT: Recommendation - Proposal for Geographic Information System (GIS) Services

During 2005 and 2007 sewer cleaning and TV inspection projects were completed in District 2 and other areas of the city. As part of the 2011/2012 budget funds are available in water/sewer account 592-537-977.000 for AEW to create digital pdf files of each manhole inspection along with binders which will be organized by map and by manhole number, making it simple for DPW employees to access manhole information. This information will also be imported into the city's existing geo-database and will then be linked to the sanitary pipe feature class allowing the city to access all manhole information using existing ArcMap software.

Based on the available information from the above projects, I recommend that AEW prepare the sanitary manhole inspection books, a digital pdf of each manhole inspection report and that all information be linked with the city's geo-database at a cost not to exceed \$6,100.00. This is a budgeted item included in the 2011/2012 budget in account 592-537-977.000 for Water/Sewer GIS system updates with an unexpended balance of \$20,114.95.

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

Attachment

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:

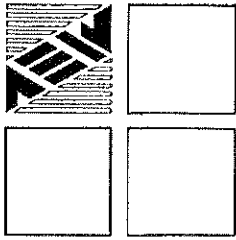
A. Fincham
Alfred Fincham, City Administrator

5-31-12
Date

D. Irby
Dee Ann Irby, City Treasurer/Comptroller

5-30-12
Date

Council Approval Required



ANDERSON, ECKSTEIN AND WESTRICK, INC.

51301 Schoenherr Road, Shelby Township, Michigan 48315
Civil Engineers • Surveyors • Architects 586-726-1234

May 25, 2012

Mr. Joseph Ahee, Director of Public Works
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

Reference: **Proposal for Geographic Information System (GIS) Services.**

Dear Mr. Ahee,

Anderson, Eckstein and Westrick, Inc. (AEW) is pleased to present this proposal to the City of Grosse Pointe Woods for extended Geographic Information System (GIS) services.

UNDERSTANDING OF THE PROJECT

This proposal outlines costs for the creation of both a complete set of sanitary manhole inspection books, as well as a digital pdf copy of each manhole inspection report.

DETAILED EXPLANATION OF SERVICES OFFERED

Following is a detailed description of the scope of work to be performed and associated costs for the above mentioned services:

Sanitary Manhole Inspection Books and PDFs – Option 1- Including District 2

Utilizing information gathered during the 2005 and 2007 Sewer Cleaning and TV Inspection projects, AEW will create manhole inspection report binders and pdfs for the City of Grosse Pointe Woods. Manhole information gathered in district 2 will be entered into the existing manhole inspection database. All of the manhole information will be printed and inserted into binders. These binders will be organized by map and by manhole number, making it simple for DPW employees to locate manhole information. In addition, a digital pdf file of each manhole inspection report will be created. These digital files will be organized into one master pdf document, allowing City employees to digitally research the manhole data as well. This work shall include the following:

Creation of Manhole Inspection Books and PDFs – Option 1: \$ 3,000.00



May 25, 2012
Mr. Joseph Ahee
Page 2

Sanitary Manhole Inspection Books and PDFs – Option 2 – Excluding District 2

Utilizing information gathered during the 2007 Sewer Cleaning and TV Inspection project only, AEW will create manhole inspection report binders and pdfs for the City of Grosse Pointe Woods. These binders will be organized by map and by manhole number, making it simple for DPW employees to locate manhole information. In addition, a digital pdf file of each manhole inspection report will be created. These digital files will be organized into one master pdf document, allowing City employees to digitally research the manhole data as well. This work shall include the following:

Creation of Manhole Inspection Books and PDFs – Option 2: \$ 2,200.00

Manhole Inspection Data Linking

AEW will link the manhole inspection information gathered during the 2007 Sewer Cleaning and TV inspection project to the City's existing manholes feature class. Static information, such as the location and construction materials of the manhole will become part of the manholes feature class itself. Other information, such as manhole condition, rehab recommendations and connected pipes will be linked using a relationship class within the geodatabase. This will allow the City to access all of the gathered manhole information from within the ArcMap software.

Manhole Inspection Data Linking \$ 900.00

Basis of Payment

Work in progress shall be invoiced every four weeks (billing cycle) based upon hourly charges to date. This proposal is presented on a cost not to exceed basis, with total charges for the project falling at or under the fees stated herein. Payment is due within twenty-eight days of invoice date, after which a time price differential charge of 1% per billing cycle (13% annually) will be added to the outstanding balance.



May 25, 2012
 Mr. Joseph Ahee
 Page 3

Execution of the Agreement

If this proposal meets your approval, please sign, date and return one copy of this agreement with original signatures for our use. Please note the quoted fee is for services authorized by the end of August, 2012.

If you have any questions, please feel free to contact us at (586) 726-1234. We thank you once again for the opportunity to work with you on this project.

Sincerely,

Anderson, Eckstein and Westrick, Inc.

Accepted By

 Scott P. Lockwood, PE,
 Principal Engineer

 Signature



 Jeffrey M. Miller, GIS Specialist

 Printed Name, Title

 Date

Authorized to proceed: (Checked items)

Fee

1) Manhole Inspection Books and PDFs – Option 1	_____	\$ 3,000.00
2) Manhole Inspection Books and PDFs – Option 2	_____	\$ 2,200.00
3) Manhole Inspection Data Linking	_____	\$ 900.00

MEMO 12 - 28

RECEIVED

MAY 31 2012

CITY OF GROSSE PTE. WOODS

88

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Jr., Director of Public Services
DATE: May 30, 2012
SUBJECT: Recommendation – Road Salt 2012/2013 Season

A bid request for supplying road salt for the 2011/2012 and 2012/2013 winter maintenance seasons was posted on the Michigan Intergovernmental Trade Network (MITN) website by the Oakland County Road Commission on March 21, 2011 on behalf of 28 cooperative participants, including the City of Grosse Pointe Woods. The bid deadline was April 19, 2011 and bids were received from the four companies below.

The Detroit Salt Co.	\$46.09/ton
Morton Salt Co.	\$51.74/ton
Cargill, Inc.	\$53.12/ton
North American Salt Co.	\$59.42/ton

The Detroit Salt Co. is the lowest qualified bidder and is located in Michigan. They have provided salt to the city through the MITN/Oakland County Road Commission cooperative bid since 2008 and their service has been satisfactory. Therefore, I concur with the decision of the MITN/Oakland County Road Commission cooperative and recommend that we purchase road salt for the 2012/2013 winter maintenance season from The Detroit Salt Company, 12841 Sanders Street, Detroit, MI 48217 at a price of \$46.09 per ton in a total amount not to exceed \$50,000.00. This is the same price per ton paid for the 2011/2012 winter season. This is a budgeted item included in the 2012/2013 budget in accounts 202-478-757.000 (\$12,500) and 203-478-757.000 (\$37,500).

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

c.c. Dee Ann Irby
Salt File
O/F

Recommended for Approval as Submitted:

Alfred Fincham
Alfred Fincham, City Administrator

5-31-12
Date

Dee Ann Irby
Dee Ann Irby, City Treasurer/Comptroller

5-31-12
Date

Council Approval Required



Lisa Hathaway

From: Susan Como
Sent: Friday, June 08, 2012 4:38 PM
To: Charles Berschback
Cc: Lisa Hathaway; Robert E Novitke
Subject: AGENDA ITEM for 6/18/12 CC Meeting - GloWorks Contract.docx
Attachments: Krave Contract.pdf; 041612 Council Clipping.pdf; GloWorks Contract.docx

Hi Chip:

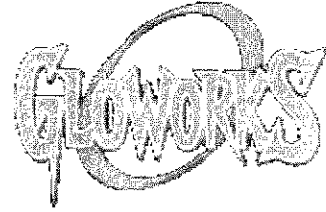
As discussed, attached is the contract for GloWorks who is interested in replacing the firework's glow product vendor Krave as the vendor with EXCLUSIVE rights to Parcels and Mason fields. GloWorks was the only other vendor who submitted a contract to sell glow products at this year's fireworks event.

I have received verbal communication from Krave that they no longer want to be a vendor at this year's fireworks (please note: I asked them to provide me with something in writing stating such, but have not received anything to date). Krave was appointed by resolution at the April 16th cc meeting - their contract is attached for your review.

If you have any question, please don't hesitate to call me.

Susan Como
Executive Assistant
City of Grosse Pointe Woods
(313) 343-2445
scomo@gpwmi.us

126 Groesbeck Hwy.
Mt. Clemens, MI 48043
Phone: (800) 809-4569
(586) 840-4980
Fax: (586) 840 4996



Wednesday, June 06, 2012

Grosse Pointe Woods Fireworks

ATTN: Fireworks Committee
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

1. Gloworks agrees to pay the City of Grosse Pointe Woods (COGPW) \$2,100.00 or 20% of net sales, whichever is greater.
2. Gloworks agrees to pay \$1000.00 before June 23rd.
3. COGPW agrees to allow Gloworks **exclusive** selling glow-in-the-dark and light-up products.
4. Gloworks agrees sales of glows are limited to the time and day(s) of the firework display unless otherwise stated by the COGPW.
5. Gloworks agrees to wear "Gloworks" t-shirts to identify themselves.
6. Gloworks agrees to wear identification badges to differentiate themselves from illegal vendors.
7. Gloworks agrees to provide its own liability insurance.
8. **COGPW agrees to make reasonable efforts to keep illegal glow product vendors out of the firework area.**
9. **COGPW agrees to help remove such illegal vendors from the firework area.**
10. Gloworks agrees to provide only high quality glow products to COGPW customers.
11. Gloworks agrees to have approximately 14-16 neat and professional employees for the event.
12. Gloworks agrees to provide COGPW with a donation of Glow/LED/Flashing products for their hospitality tent.
13. Gloworks agrees that no pacifier products will be sold at the event.

Addendum:

City of Grosse Pointe Woods

Gloworks Imports, Inc.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

06/11/2012

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 BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

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

PRODUCER Phone: (248) 886-9090 Fax: (248) 886-9091

INSURCO INSURANCE AGENCY
5600 WEST MAPLE RD., SUITE C-310
WEST BLOOMFIELD MI 48322

CONTACT NAME: **Insurco Insurance Agency**

PHONE (A/C, No, Ext): **(248) 886-9090**

FAX (A/C, No): **(248) 886-9091**

E-MAIL ADDRESS: **ivan@insurcomi.com**

INSURED
GLOWORKS IMPORTS INC.
126 N. GROESBECK HWY
MOUNT CLEMENS MI 48043

INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A :	NGM Insurance Company	14788
INSURER B :	NGM Insurance Company	14788
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES

CERTIFICATE NUMBER: 1647

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 CERTIFICATION 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	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS		
A	GENERAL LIABILITY			BPO5900T	03/08/12	03/08/13	EACH OCCURRENCE	\$ 2,000,000	
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence)	\$ 500,000	
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR						MED. EXP (Any one person)	\$ 10,000	
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY	\$ 2,000,000	
	<input type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE	\$ 4,000,000	
	AUTOMOBILE LIABILITY						PRODUCTS - COMP/OP AGG	\$ 4,000,000	
	<input type="checkbox"/> ANY AUTO						COMBINED SINGLE LIMIT (Ea accident)	\$	
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per person)	\$	
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					BODILY INJURY (Per accident)	\$	
	UMBRELLA LIAB	<input type="checkbox"/> OCCUR					PROPERTY DAMAGE (per accident)	\$	
	EXCESS LIAB	<input type="checkbox"/> CLAIMS-MADE					EACH OCCURRENCE	\$	
	DED	RETENTION \$					AGGREGATE	\$	
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY			WCO5900T	03/08/12	03/08/13	<input checked="" type="checkbox"/> WC STATUTORY LIMITS	OTH ER	\$
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED?	<input type="checkbox"/> Y <input type="checkbox"/> N					E.L. EACH ACCIDENT	\$ 1,000,000	
	(Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below		N/A				E.L. DISEASE-EA EMPLOYEE	\$ 1,000,000	
							E.L. DISEASE-POLICY LIMIT	\$ 1,000,000	

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

DISPLAY DATES: June 24, 2012 with a rain date of June 25, 2012

LOCATION: Parcels Middle School AND Mason School , Grosse Pointe Woods, MI

ADDITIONAL INSURED: City of Grosse Pointe Woods Fireworks Committee: Robert E. Novitke, Richard Shetler, Jr., Vicki A. Granger, Al Fincham, Curt Bledsoe, Chris Fenton, Sara Brown, Susan Como, Tom Hauff; City of Grosse Pointe Woods; Grosse Pointe Public School System; Lochmoor Club; Grosse Pointe Board of Education; St. John Providence; Grosse Pointe Public Library, Parcels Middle School and Mason School.

CERTIFICATE HOLDER**CANCELLATION**

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

Attention:

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

Ivan Kilano

IVAN F KILANO

COUNCIL
CLIPPING
04-16-12

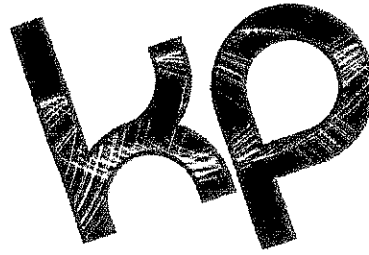
Motion by Granger, seconded by Shetler, regarding **resolution – vendors**, that the City Council concur with the recommendation of the Fireworks Committee at their meeting on March 14, 2012, regarding 2012 Grosse Pointe Woods Fireworks vendors, that the City Council adopt the Resolution in accordance with Section 10-223(d) of the Code of the City of Grosse Pointe Woods authorizing Wally's Custard, Goodtimes Pizza, and Nick's Concessions to provide food vending services on Parcels Field; and Krave Products to provide exclusive glow product vending on Parcels and Mason Fields; and no food vendors permitted to vend Mason Field.

Motion carried by the following vote:

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

cc: File
SC

14830 Desman Rd.
La Mirada , CA 90638
Phone (586) 746-8664
Fax- (714) 522-0379



JB 5/8/12
Marked original
to Krave -
Requested a
signed copy
be returned to
my office.

6/1 \$1,700 Ryan
Due To City

Friday, January 20, 2012

Grosse Pointe Woods Fireworks

ATTN: Fireworks Committee
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

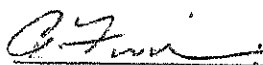
Contract:

1. Krave Products (KP) agrees to pay the City of Grosse Pointe Woods (COGPW) \$2,700 or 25% of net sales whichever is greater.
2. Krave Products agrees to pay \$1700.00 before June 1, 2012
3. COGPW agrees to allow KP exclusive selling glow-in-the-dark and light-up products.
4. Krave Products agrees sales of glows are limited the day(s) of the firework display unless otherwise stated by COGPW.
5. KP agrees to wear "Krave Products" t-shirts to identify themselves.
6. KP agrees to identification badges to differentiate themselves from illegal vendors.
7. Krave Products agrees to provide its own liability insurance.
8. COGPW agrees to make reasonable efforts to keep illegal glow product vendors out of the firework area.
9. COGPW agrees to help remove such illegal vendors from the firework area.
10. KP agrees to provide only high quality glow products to COGPW customers.
11. Krave Products agrees to have only neat and professional employees for the event, approximately 14-16 employees.
12. KP agrees to provide COGPW with a donation of Glow/LED/Fleshing products for their hospitality tent.

Addendum:


*Krave Products WILL NOT sale any PACIFIERS!

**SIGN
HERE**


City of Grosse Pointe Woods
Al Fincham
City Administrator

Krave Products

Approved for Signature



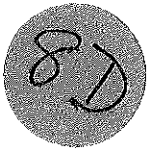
Don R. Berschback
City Attorney

Date: 4-16-12

CITY OF GROSSE POINTE WOODS

MUNICIPAL COURT

MEMORANDUM



RECEIVED

JUN 11 2012

CITY OF GROSSE PTE. WOODS

DATE: June 11, 2012
TO: Dee Ann Irby, Acting City Administrator
FROM: Susan Tobin, Court Clerk *ST*
SUBJECT: Matter to be placed on June 18, 2012 Council Agenda
Recording Clerk Contract – Shirley Wohlfield

Please place Recording Clerk Shirley Wohlfield's contract for the FY 12-13 on the June 18, 2012 council agenda. This is a budgeted item in the Court's FY 12-13 budget, account number 101.136.818.000, in the amount of \$7,000.00.

I recommend that the contract be approved.

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

Dee Ann Irby

Dee Ann Irby, Acting City Administrator

Date 6-11-12

AGREEMENT

This Agreement made and entered into this 13th day of June, 2012 (effective July 1, 2012) by and between the CITY OF GROSSE POINTE WOODS, a Municipal Corporation hereinafter referred to as the "City" and SHIRLEY WOHLFIELD, 26806 Newport, Warren, Michigan 48089, hereinafter referred to as the "Contractor".

IT IS MUTUALLY AGREED BY THE PARTIES AS FOLLOWS:

The City engages the Contractor to perform certain services as follows, all in accordance with the express terms and provisions hereof:

I. DESCRIPTION OF DUTIES:

- a. The Contractor agrees to perform the function of a licensed Certified Electronic Recorder for the Municipal Court of the City as assigned below:
 - i. All regularly scheduled Municipal Court sessions held on appropriate Wednesdays of each month.
 - ii. Jury and/or Bench trials.
 - iii. Preliminary hearings.
 - iv. Any other duties and assignments directed by the Court Clerk or the Municipal Judge.
 - v. Transcriptions of Court proceedings as requested utilizing the City's FTR Reporter Gold Sound System.

II. COMPENSATION:

- a. Municipal Court Sessions – Twenty Six Dollars and Fourteen Cents (\$26.14) per hour for the first four (4) hours or less at Court sessions. Six Dollars and Fifty-Three Cents (\$6.53) will be paid for each fifteen (15) minutes increment thereafter.
- b. Jury Trial, Bench Trial, and Preliminary Hearings/Exams – Twenty-Six Dollars and Fourteen Cents (\$26.14) per hour for the first four (4) hours or less. Six Dollars and Fifty-Three Cents (\$6.53) will be paid for each fifteen (15) minute increment thereafter.
- c. In the event that a transcript is ordered by the Court Clerk, the cost of said transcript shall be the applicable rate in effect at the time of the ordering of the transcript as billed by Macomb County Court Reporters Inc. or Three Dollars and Sixty-Three Cents per page (\$3.63); whichever is greater.

The Contractor is required to submit monthly statements detailing the monetary obligations owed under this Agreement including Court sessions attended and hours of attendance.

III. MATERIALS:

The Contractor will be responsible for and complete the objectives of this Agreement with the use of her own materials and equipment (i.e. e-mail access, computer hardware and software,

word processing software) and any other equipment necessary for the completion of her duties. The Contractor shall be responsible for her computer system to be compatible with the FTR Reporter Gold Sound System program.

IV. LEASING OF EQUIPMENT:

The City agrees to lease the following equipment to Contractor for the sum of \$1.00 per year:

- One (1) FTR Reporter Gold Foot Pedal.
- Sony Confer-Corder BM 146, Serial No. 501 601.

V. ABSENCES:

When illness or unexpected emergency occurs, which prevents the Contractor from fulfilling the above duties, the Contractor is required to advise the Court Clerk or Deputy Court Clerk as soon as possible.

VI. TERMINATION:

It is agreed that should termination of the above services be desired by either the City or the Contractor, the following shall be applicable:

- Two (2) months advance notice in writing is required;
- On June 30, 2013;
- Whichever occurs first.

VII. MISCELLANEOUS:

This agreement shall be interpreted pursuant to the Laws of the State of Michigan. Any dispute therein shall be adjudicated by arbitration using the American Arbitration Association Rules. No other agreements or understandings are either expressed or implied except contained herein.

It is agreed that any changes to this agreement shall only be effective if signed by the City Administrator/Acting City Administrator, and the Contractor.

This agreement is made and entered into the date and year as shown on page. It is effective July 1, 2012.

CONTRACTOR

CITY OF GROSSE POINTE WOODS

By: Shirley Wohlfield

Shirley Wohlfield
Approved for Signature

Don R. Berschback
Don R. Berschback
City Attorney

Date: 6-18-12

By: _____

SKIP FINCHAM
City Administrator



RECEIVED

JUN 12 2012

CITY OF GROSSE PTE. WOODS

MEMO 12 - 32

TO: Dee Ann Irby, Acting City Administrator

FROM: James Kowalski, Assistant Director of Public Services *g.k.*

DATE: June 12, 2012

SUBJECT: Recommendation – State Revolving Fund (SRF) Application, User Charge and Design – Sewer Revolving Fund Project No. 5365

As stated in the attached letter from Anderson, Eckstein and Westrick, Inc. (AEW), the State Revolving Fund project is on schedule to be bid on June 29, 2012. Estimated costs for engineering services performed by AEW to date and through June 30, 2012 include the Sewer Revolving Fund Project Application at \$13,000, User Charge Development at \$9,000 and Project Design at \$218,000 for a total of \$240,000.00. All services are provided under the terms and conditions of the City's current Agreement for Engineering Services with AEW.

Therefore, I recommend approval of a contract to Anderson, Eckstein & Westrick, Inc., 51301 Schoenherr Rd., Shelby Township, MI 48315 for the SRF Project 5365 Application, User Charge and Design services through June 30, 2012 in an amount not to exceed \$240,000.00 to be charged against account 592-537-975.004. This is not a budgeted item; however, it is reimbursable under the Sewer Revolving Fund program.

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

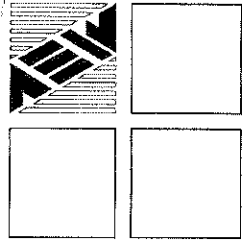
Attachment
 c.c. Alfred Fincham
 SRF Project File
 O/F

Recommended for Approval as Submitted:

Dee Ann Irby
 Dee Ann Irby, Acting City Administrator

6-12-12
 Date

Council Approval Required



ANDERSON, ECKSTEIN AND WESTRICK, INC.

51301 Schoenherr Road, Shelby Township, Michigan 48315
Civil Engineers • Surveyors • Architects 586-726-1234

June 11, 2011

Dee Ann Irby, City Controller
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236

Subject: State Revolving Fund (DWRP) Application, User Charge and Design
SRF Project No. 5365

Dear Ms. Irby:

Per our previous discussion, the State Revolving Fund Project is on schedule to be bid at the end of this month on June 29, 2012. There have been several milestone tasks which we have been working on in order to maintain the schedule as provided by the Michigan Department of Environmental Quality. Estimated costs for work performed by AEW through June 30, 2012 are as follows:

- | | |
|---|-----------|
| 1. SRF Project Application (Parts I and II) | \$13,000 |
| 2. User Charge Development | \$9,000 |
| 3. Project Design | \$218,000 |

All services are provided under the terms and conditions of our current Agreement for Engineering Services. Once we have taken bids for the project, we will provide estimated costs for completing the SRF application, finaling the User Charge Report and construction engineering. As always, we appreciate the opportunity to work with the City of Grosse Pointe Woods on this project. Please contact me with any questions or comments.

Sincerely,

Scott Lockwood, PE
Executive Vice President



CITY OF GROSSE POINTE WOODS
MEMORANDUM

9A

RECEIVED

JUN 11 2012

CITY OF GROSSE PTE. WOODS

Date: June 11, 2012

To: Mayor and City Council

From: Dee Ann Irby, Treasurer/Comptroller

Subject: Resolution to Commit Fund Balance

As you know, the Governmental Accounting Standards Board (GASB 54) changed and expanded the classifications and definitions of Fund Balance effective June 30, 2011.

Upon review of the new regulations, sources of revenue and anticipated fund balances at June 30, 2012, there is only one fund that needs Council action. The Local Street Fund must be "committed" prior to year end. This action places a constraint on the Local Street Fund Fund Balance so it will be used for improvement of Local Streets.

The Local Street Fund requires this action because the majority of the revenue comes from the General Fund, not Act 51 State Funding. At year end, it is highly likely that this fund balance will be swept into the General Fund. I believe it is in the best interest of the City to commit the Local Street Fund Balance so that it is used on local streets and not pooled in the General Fund Fund Balance.

I respectfully request City Council to adopt a resolution committing 100% of the Local Street Fund Balance at year end June 30, 2012.