SPECIAL NOTICE

Due to Governor Whitmer’s Stay Home Stay Safe Executive Order and to minimize the spread of COVID-19, this meeting will be held electronically. Please see instructions below for participating in this ZOOM video/phone conference.

AGENDA

1. Roll Call

2. Setting the Agenda

3. Consent Agenda
   a. Approval of Minutes
   b. Approval of Invoices
   c. Set public hearing date for single lot assessments
   d. Set public hearing date for 2020-21 Budget
   e. Purchase of AED
   f. Resolution – National Arbor Day

4. New Business
   a. Award of Bid – 2020 Road Program
   b. Purchase of Street Sweeper
   c. Award of Bid – Joint and Crack Sealing
   d. 2020 Street light conversion to LED
   e. Waiver of utility billing late fees
   f. Approval of water barriers for Neff Park
   g. Council action: 250 Washington Lot Split Request (Hearing held February 10, 2020)

5. Public Comment – for agenda and non-agenda items

6. Staff Reports

7. Council Comment

8. Adjournment

INSTRUCTIONS FOR ALL PERSONS TO PARTICIPATE IN VIRTUAL MEETING

This virtual meeting will be held via ZOOM video and phone conference program.

From a computer, tablet or smart phone, please enter and click the link below to join the webinar: 
https://zoom.us/j/99928290905?pwd=dlVxbVFaUXJGdERBQ29EcXQ4NUdtdz09
Password: GPCity

Or iPhone one-tap :
US: +19292056099,,99928290905#,,#,510322# or +13126266799,,99928290905#,,#,510322#
INSTRUCTIONS FOR INDIVIDUALS WITH DISABILITIES

Michigan Relay is a communications system that allows hearing persons and deaf, hard of hearing, or speech impaired persons to communicate by telephone. Dial 7-1-1 to reach Michigan Relay and have the operator then connect with Zoom conference number above. There is no additional charge to use this service.

Please contact city@grossepointecity.org at least 48 hours in advance of the meeting with any other requests for accommodations.

INSTRUCTIONS FOR PUBLIC COMMENT

The following public comment instructions are for use by members of the public during the virtual Council meetings held using the Zoom video and phone conferencing program:

A. During this electronic virtual meeting, individuals who wish to address the Council on any agenda or non-agenda item may do so during the designated public comment period or during a public hearing listed on the agenda. An individual wishing to make a public comment should indicate so by using the raise hand feature on the Zoom application. This is typically found in the upper right hand corner when you click on “View Participant list”. This opens a pop-out screen that includes a “Raise Hand” icon that you may use to raise a virtual hand when the chair of the meeting calls for public comments. If you are using the audio only call-in feature, you can hit *9 on the phone keypad to activate the raise hand feature.

B. Public comment during a virtual Council meeting is welcome. Individuals have a maximum of three (3) minutes to address the Council and present any comments. Councilmembers will listen to concerns but will not interact or answer questions.

C. Each speaker should begin comments by providing their name and address.

D. Disorderly Conduct: The chair may call to order any person who is being disorderly by speaking out of order or otherwise disrupting the proceedings, failing to be germane, speaking longer than the allotted time or speaking vulgarities, engaging in hate speech, or otherwise breaching the peace.

E. Alternatively, public comments can also be submitted by email to city@grossepointecity.org no later than 5:00 pm on the day of the meeting. All electronic comments received will be distributed to the City Council in advance of the start of the meeting.

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

ROLL CALL
Present: Mayor Tomkowiak, Council Members Parthum, Stempfle, Thomas, Walsh, Williams

In Attendance: City Manager Dame, Attorney Kennedy, City Clerk Arthurs, Finance Director Kleinow, Public Safety Director Poloni, Public Service Director Randazzo, Parks and Recreation Director Hardenbrook and City Planners Jackson and Connochie.

The Mayor then led the Council in the Pledge of Allegiance.

CONSENT AGENDA

Motion by Council Member Thomas, second by Council Member Parthum, to approve the Consent Agenda consisting of the following:

1. Minutes from the regular Council Meeting held on January 13, 2020, and the special Council Meeting held on January 27, 2020 and minutes from the closed session Council Meeting held on January 13, 2020.

2. Invoices
   a) Simply Technology - Public Safety Equipment, February 2020, $6,405
   b) Pointe Alarm - Access System, January 2020, $25,484.87
   c) Michigan Municipal League - Workers Compensation, Installment #4, $17,929
   d) City of Grosse Pointe Farms
      - Radio, July - December 2019, $7,055.11
      - Water Purchased, October - December 2019, $129,350.04
   e) GFL - Recycling, February 2020, $9,576
   f) Oakland County
      - Clemis, July – September 2019, $5,173.25
      - Clemis, October – December 2019, $5,173.25
   g) Fildew Hinks - Legal Services, December 2019, $6,957.92
   h) Great Lakes Water Authority - Sewer Charges, December 2019, $74,500
   i) Weingartz - Lawnmower, December 2019, $15,162
   j) Partners in Architecture Design Build, LLC
      - New Buildings, December 2019, $1,178,811.69
   k) ISCG - Furniture Deposit, February 2020, $23,634


4. Approval of the purchase and installation of eight desktop computers, monitors and software for the Public Safety Department from IT Right, for a price not to exceed $9,272.

CONSENT AGENDA UNANIMOUSLY ADOPTED.

The City Council convened as the Planning Commission.
PUBLIC HEARING – PLANNING COMMISSION – ZONING AMENDMENT – C-2 DISTRICT

City Clerk Arthurs informed the Board that notice of public hearing had been given as required by PA 110 of the State of Michigan and Grosse Pointe City Ordinance, proof of which is on file in the official records of the City of Grosse Pointe.

City Planner Connochie made the following report:

Over the past year, the City has discussed with multiple property owners in The Village about providing a greater allowance for fitness centers to be located on Kercheval Avenue. Currently, fitness centers can only be located in the back of Kercheval building or on the second floor, or on streets other than Kercheval. This was intended to preserve the walkable, window shopping, Main Street retail and restaurant experience. Since fitness has been one of the major growth businesses in the last several years, staff is now recommending to change the zoning ordinance to allow fitness uses in the storefronts of Kercheval under several conditions that are intended to add to the vitality of The Village experience. The conditions are intended to retain the retail orientation of The Village, avoid dark storefronts during normal business hours and encourage multiple location visits in the downtown after a workout. These conditions are:

- 30% of the front of the fitness center must be reserved for accessory retail uses such as sale of fitness apparel or health food and juices.
- A retail clerk must be on duty during all regular business hours and business hours must reflect normal business hours of retailers in The Village.
- There must be locker rooms with showers to allow people to change and freshen up.

It was noted that the proposed conditions will ensure that ground floor fitness center uses are not only consistent with the purpose and intent of the C-2 district, but will uniquely benefit and strengthen the character of the surrounding district. The Planning Commission will review the proposed draft of the text amendment to the zoning ordinance regarding expanding fitness uses in the C-2 Central Business District.

Mayor Tomkowiak opened the public comment portion of the public hearing. She asked for comments from those persons present. Hearing no comments, public comment was declared closed.

Planning Commission discussion took place regarding the percentage of retail space proposed, the special land use requirements, the retail-oriented environment of The Village, and the proposed conditions in the ordinance.

Motion by Member Parthum, second by Member Williams, to recommend to Council the text amendment to the Zoning Ordinance to expand fitness uses in the C-2 Central Business District.

UNANIMOUSLY ADOPTED.

The Planning Commission reconvened as the City Council.

ORDINANCE ADOPTION

MOTION by Council Member Parthum, second by Council Member Williams, that the following ordinance be adopted and that it be given immediate effect:

ORDINANCE NO. 441
An Ordinance to amend and restate in its entirety Sections 90-297 (15) and 90-298 (a) of the Code of Ordinances of the City of Grosse Pointe, fitness uses in the C-2 District.

(For complete text of Ordinance No. 441 - see Ordinance Book of the City of Grosse Pointe)
UNANIMOUSLY ADOPTED.

The City Council convened as the Planning Commission.

PUBLIC HEARING – PLANNING COMMISSION – SPECIAL USE REQUEST
16906 KERCHEVAL AVENUE – F45 FITNESS STUDIO

City Clerk Arthurs informed the Board that notice of public hearing had been given as required by PA 110 of the State of Michigan and Grosse Pointe City Ordinance, proof of which is on file in the official records of the City of Grosse Pointe.

City Planner Connochie made the following report:

The applicant, Kercheval Company, LLC, requests that the Planning Commission grant special use approval for a new fitness center at 16906 Kercheval, subject to the adoption of the proposed text amendments to Sections 90-297. - Permitted uses and 90-298. - Permitted uses after special approval of the Grosse Pointe Zoning Ordinance. The building is currently vacant, formerly the location of Kramer Bed and Bath. The business, F45 fitness, is a growing fitness franchise with locations across Southeast Michigan including Birmingham, Detroit, Royal Oak, and Rochester Hills. The workout combines interval, cardio, and strength training in a small studio setting. The application states that the proposed new use will be 2,968 square feet in size, with a building depth of approximately 106 feet. The proposed facility will have a studio area for workouts, lockers, showers, and other amenities for customers, and a retail area in the front of the building facing Kercheval. The business will sell nutritional food supplements, juices, clothing, accessories, and exercise and fitness equipment from the F45 brand and other manufacturers. The proposed F45 fitness center shall employ 6-8 people. In light of the proposed amendments to the regulations governing fitness center uses in the C-2 district, the applicant wished for the application to be reviewed against the new standards recently approved.

It was noted that the plans submitted indicate that the retail area will be at least 30% of the building footprint, and the application states the depth of the retail area facing Kercheval will be at least 32 feet. The application notes that "the business will remain open during regular retail hours, consistent with the hours of other retail establishments in the Village of Grosse Pointe." This includes both the fitness use and retail area. It is anticipated that the exercise portion of the business will generally be open from 6 am to 6 pm Monday through Friday and 8 am to 2 pm Saturday and Sunday. The applicant anticipates that the retail will be open more consistent with retail hours in the Village, with estimated hours from 10 am to 6 pm on weekdays and 10 am to after 2 pm on the weekends. However, it is still recommended that the applicant provide both an anticipated class schedule and hours of operation once both are finalized to demonstrate that the proposed use satisfies this requirement. The submitted floor plans show that the back area of the first floor and second floor will be devoted to cubbies, showers, and restrooms.

The size (2,968 square feet) and retail frontage of the proposed use is compatible with adjacent uses and the existing commercial zoning in the C-2 district. The use will also remain open during typical retail hours ensuring that the activity generated from the new use is consistent with that of the surrounding uses. By creating a new use within the district, the use will increase the mix of commercial businesses in the C-2 district while including retail and operating during normal business hours to promote activity within the district at various times of the day.

The F45 studio will be unique to the area, with the next closest location opening soon in Midtown Detroit. Many boutique fitness studios are able to build a dedicated following, and as a result those dedicated customers are willing to travel further from home or work to come to classes. As such, the studio may prove to be a regional attraction.
The City Planner recommends special use approval be granted, with the following additional conditions:

(1) That the applicant submits façade elevations and other drawings that show the proposed façade improvements and signage meet the development standards of the C-2 district outlined in Section 90-305 and the City Sign Code (Chapter 58).

(2) That the applicant submits hours of operation and class times that demonstrate the fitness center and retail will be open during hours consistent with other businesses in the district, as required by the special use approval standards.

(3) That the applicant submits anticipated class times to verify the parking assumptions made in this report.

Representatives of F45 Fitness addressed the Commission and explained that F45 offers innovative and researched methods in health and fitness, including interval, cardio and strength training. It was noted that F45 is beginning to launch its own brand of exercise and fitness equipment, food supplements, juices and retail clothing and accessories, both with the F45 label and other manufacturers. Various Commission questions were asked and answered by Mr. Patrell and Mr. Campagna.

Mayor Tomkowiak opened the public comment portion of the public hearing. She asked for comments from those persons present. Hearing no comments, public comment was declared closed.

Discussion took place regarding the impact of the fitness use on the parking system and the City Planner report regarding parking which notes that the City parking system can accommodate the proposed use. It was suggested that the applicant encourage patrons to use the parking deck by validating parking for their patrons. It was further suggested that a parking group be created to discuss solutions for parking in the area to try to avoid congestion at peak use times. Further discussion took place regarding the demographic and income of F45 patrons. It was noted that the fitness use proposed will be a great amenity to attract people to the City.

Motion by Council Member Parthum, second by Council Member Thomas, to approve the Special Land Use request for 16906 Kercheval Avenue, subject to the conditions listed in the City Planner’s report dated February 7, 2020, for F45 Fitness.

UNANIMOUSLY ADOPTED.

The Planning Commission reconvened as the City Council.

PUBLIC HEARING – LOT SPLIT – 250 WASHINGTON

Mayor Tomkowiak indicated that a lot split request was received from Waref Hawasli, owner of 250 Washington.

City Planner Connochie made the following report:

The owner at 250 Washington purchased the home and approached the City for a lot split, seeking a buildable lot on the northeast corner of Washington Road and Jefferson Avenue. The parent property has approximately 320 feet of road frontage along Washington Road and approximately 151 feet of frontage along Jefferson Avenue. An approximately 9,000 square foot dwelling occupies much of the north property. The dwelling is a two-story single-family manor home built sometime around 1915-1916 built for the Edward P. Hammond family. The existing home is located approximately 5 feet from the rear property line and 6.5 feet from the side property line on the northern edge of the parcel. This is an existing non-conformity that will not be increased by the proposed lot split. The proposed split requires the demolition of a circular driveway to the south of the existing home on what would now be on the new Parcel B. Ms. Connochie provided a summary of the applicant’s requests dating back to October 2019.
The parent parcel is zoned Estate Residential (E-R), a district tailored to the large, older estate homes that are important contributors to Grosse Pointe’s community character. It currently contains a single-family detached home, which is permitted by right in the district. It is anticipated that the new Parcel B will also be developed as a single-family detached home. According to the State Land Division Act Section 560.109(1)(c)-(d) the resulting parcel (the new Parcel B) must meet the minimum lot width and area requirements required by an ordinance. The new Parcel B is a corner lot that fronts onto both Washington and Jefferson and is just over 20,400 square feet in area, which meets the minimum lot area size for this district. The lot width dimensions of Parcel B are 135 feet along Washington and 151 feet along Jefferson. Since this is a corner lot, we believe that if either of the dimensions of the lot fronting a public street meet the minimum lot width than it shall be determined that the property meets this requirement. Since the lot width along Jefferson is 151 feet, this meets the minimum lot width standard for the district. The E-R district encompasses those areas within the City where there are remaining large lot estates like the home located at 250 Washington Road. Many of these homes date back to the beginnings of the City and are an important part of the historic fabric of Grosse Pointe. The E-R district was established shortly after the adoption of the master plan to create a district that would remove the development pressures on these large lots and help preserve the estate properties that contribute to the character of the City.

It was noted that there are no firm plans for what might happen with either the existing home or any future development on the new Parcel B. The exhibit submitted by the property owner only shows a proposed driveway on Parcel B accessed from Washington and a buildable envelope for a potential new structure. The City has expressed to the property owner its desire to preserve the existing building as close to its existing condition as possible, suggesting the possible use of historic preservation easements that would provide tax benefits to help offset the costs of restoring the home. The City cannot condition its decision to approve or deny a lot split upon the preservation of the building or design standards for a new building on Parcel B. Further, it cannot limit what the property owner does with the existing home as long as it meets the zoning ordinance standards. The City may wish to explore other avenues such as the creation of a local historic district to encourage the preservation of existing homes or adoption of design guidelines or form-based standards for the E-R district to ensure that changes to existing properties and/or new development are architecturally compatible with the surrounding area.

Waref Hawasli, owner of 250 Washington, explained his request and summarized the background of his work with the City Planner to review his various requests late last year. Mr. Hawasli described his intent on how the split lot would be developed and/or sold. He indicated he had begun preliminary work on a design concept for the new lot but wanted to wait until the split was approved before going forward with additional plans. He answered various Council questions regarding his proposal.

Mayor Tomkowiak opened the public comment portion of the public hearing. She asked for comments from those persons present.

Robert Hindelang, 235 Lincoln, expressed concerns about the lot split request, including the procedure used to notify the neighbors. He also stated he felt the proposal should be a zoning variance not a lot split.

Hearing no further comments, public comment was declared closed.

Council expressed concerns regarding lot coverage and setbacks for the new lot in the ER District. Discussion took place regarding proposed footprints of a new home on the lot, and it was noted that Council needed more information from the applicant regarding the proposed project and lot split.

Motion by Council Member Williams, second by Council Member Walsh, to table the lot split request for 250 Washington for 60 days, to allow the applicant to develop a design concept for the proposed new lot.

UNANIMOUSLY ADOPTED.
CITY COUNCIL VACANCY

Motion by Council Member Walsh, second by Council Member Parthum, to appoint Maureen Juip to fill the Council Member vacancy, for a term ending in November 2021.

UNANIMOUSLY ADOPTED.

PUBLIC COMMENT

Dave Dewitt, representative of Mike Bloomberg for President, addressed Council on information regarding Mr. Bloomberg’s contact information and local campaign office.

STAFF REPORTS

Public Safety Director Poloni indicated that the new fire truck will be available for pickup on February 19. City Manager Dame reported that a Main Street presentation will take place in Lansing on February 18.

COUNCIL COMMENT

The City Council commented on the following topics:

- Gratitude was expressed to all the City Council vacancy applicants. Their interest in serving their community is greatly appreciated.
- Congratulations were expressed to Ms. Juip on her appointment to Council.

On Motion, the meeting was adjourned at 8:30 p.m.

______________________________
Julie E. Arthurs, City Clerk
City of Grosse Pointe
<table>
<thead>
<tr>
<th>TITLE: Approval of Invoices – Confirming</th>
<th>DATE: April 20, 2020</th>
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<tbody>
<tr>
<td><strong>SUMMARY:</strong> The following invoices are submitted for review:</td>
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</tbody>
</table>
| a) McKenna  
  - Planning Services, January 2020, $5,040.00 | |
| b) Sutphen Corporation  
  - Fire Truck, January 2020, $589,573.09 | |
| c) One Better Productions  
  - Main Street Video, February 2020, $5,000.00 | |
| d) City of Grosse Pointe Park  
  - Dispatch Services, July - September 2019, $28,291.10 | |
| e) GFL  
  - Recycling, March 2020, $9,121.00 | |
| f) Anderson, Eckstein & Westrick, Inc.  
  - 2020 Street Improvement Program, 1/6/20 – 2/2/20, $24,196.33 | |
| g) Island Tech Services  
  - Camera System, January 2020, $43,255.45 | |
| h) Great Lakes Water Authority  
  - Sewer Charges, February 2020, $74,500.00 | |
|  
  - Sewer Charges, January 2020, $74,500.00 | |
| i) Oscar W. Larson Co.  
  - Fuel Dispenser System, January 2020, $9,090.27 | |
| j) Partners in Architecture Design Build, LLC  
  - New Buildings, January 2020, $405,039.14 | |
| k) Fredrickson Supply  
  - Garbage Truck Attachments, March 2020, $80,870.00 | |
| l) Wolverine Freightliner Eastside  
  - Garbage Truck, March 2020, $96,987.00 | |
| **FINANCIAL IMPACT:** $1,445,463.38 | |
| **RECOMMENDATION:** Motion to approve invoices. Invoices listed represent budgeted or council approved expenditures. Invoices which exceed $5,000 are required to be presented to council for approval. | |
| **REVIEWED BY:** Peter Dame | **TITLE:** City Manager |
| **PREPARED BY:** Kim Kleinow | **TITLE:** Finance Director/Treasurer |
Ms. Kimberley Kleinow  
Finance Director/Treasurer  
City of Grosse Pointe  
17147 Maumee  
Grosse Pointe, MI 48230

February 18, 2020  
Invoice No: 20265B - 39  
Project: 20265B  
Grosse Pointe Continuing Professional Services

**Professional Services from January 1, 2020 to January 31, 2020**

**RETAILER**

General phone and email consultation with City Manager and Building Official regarding planning and zoning related issues, including permissible uses in the Village, C-2 district text amendments, and tools to strengthen E-R district. Prepare for and attend January 13, 2020 City Council meeting.

<table>
<thead>
<tr>
<th>Description</th>
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<tbody>
<tr>
<td>REVIEW SERVICES</td>
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<tr>
<td>250 Washington Lot Split</td>
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<tr>
<td>Lot Split Review, $250 + $50/lot</td>
<td></td>
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<td>$300.00</td>
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<tr>
<td>16906 Kercheval, Special Use Review</td>
<td></td>
<td></td>
<td>$725.00</td>
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<tr>
<td>SPECIAL APPROVAL USE - $650 + $75/acre</td>
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<tr>
<td>BP Gas Station Renovation Concepts</td>
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<tr>
<td>President</td>
<td>1.00</td>
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<tr>
<td>Principal Planner</td>
<td>4.50</td>
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<td>382.50</td>
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Reviewed 17800 Mack Ave. BP concepts and developed alternate site concept designs.

Reviewed 17800 Mack Ave. BP concepts with City Manager and discussed third concept for McKenna to prepare.

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<tr>
<th>Total</th>
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<tr>
<td></td>
<td>$512.50</td>
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## GPPS Building Pre-Application Meeting

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<td>1.00</td>
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<tr>
<td>2.50</td>
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Prepared for and attended GPPS Admin Building Pre-Application meeting on January 15, 2020. **Total $342.50**

## Mack Avenue Corridor Zoning CIS - Additional Services

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<tr>
<td>2.00</td>
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Prepare for and attend Monthly Mack Avenue Strategy Committee Meeting on January 13, 2020. Summarized notes from the meeting and updated Phase II work plan.

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<tr>
<td>1.00</td>
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Prepared talking points for steering committee meeting and items for committee review and comment.

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<tr>
<td>7.00</td>
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Website design, creation and maintenance. **Total $745.00**

## C-2 Ordinance Amendment

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<tr>
<td>1.00</td>
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Reviewed and revised C-2 district zoning text amendment for fitness center uses.

<table>
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<tr>
<td>5.00</td>
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Wrote public notice for zoning text amendment for C-2 district. Transmitted ordinance draft text to City on January 17, 2020. **Total $555.00**
Nail Salon Ordinance Amendment

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<tr>
<td>10.00</td>
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<td>850.00</td>
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Researched nail salon use regulations, health concerns, licensing requirements, customer patterns, and other precedents for regulating nail salon uses.

Drafted memo outlining findings and recommendations on nail salon ordinance amendment for C-2 district. Transmitted memo to City Manager on January 30, 2020.

Total $980.00

Invoice Total $5,040.00

Outstanding Invoices

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<tr>
<td>35</td>
<td>11/18/2019</td>
<td>3,092.25</td>
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<td>37</td>
<td>1/17/2020</td>
<td>2,162.50</td>
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<td>Total</td>
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<td>$5,254.75</td>
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THANK YOU. PLEASE REMIT TO ABOVE ADDRESS.
Sutphen Corporation
PO Box 158
Amlin, OH 43002
Tel 614.889.1005 800.848.5860
Fax 614.889.0874 www.sutphen.com

SOLD TO: City of Grosse Pointe
17145 Maumee Ave.
Grosse Pointe, MI 48230
Elon, NC 27244

ORDER NO: DATE: CUSTOMER'S PO #: SALES REP: PREPARED BY: TERMS:
HS-6426 09/06/18 DD SJ Payable upon Delivery

ITEM / DESCRIPTION:
One Sutphen Custom Pumper
Change order Dated 4/3/19 revised 11/11/19

TOTAL AMOUNT DUE

$ 587,777.76
$ 1,795.33
$ 589,573.09

NOTE: TO INSURE PROPER CREDIT TO YOUR ACCOUNT, PLEASE RETURN ONE COPY WITH PAYMENT AND SHOW INVOICE NUMBER ON YOUR CHECK.
# INVOICE

**BILL TO**  
Peter Dame  
City of Grosse Pointe  
17145 Maumee Ave  
Grosse Pointe, MI 48230  
United States

**INVOICE #** 20-002  
**DATE** 02/11/2020  
**TERMS** Net 15

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<th>DESCRIPTION</th>
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<th>RATE</th>
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<tbody>
<tr>
<td><strong>Video Production</strong></td>
<td>1</td>
<td>5,000.00</td>
<td>5,000.00</td>
</tr>
<tr>
<td>Shoot and edit 3 min &quot;Main Street Grosse Pointe&quot; video for pitch to State of Michigan.</td>
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</tbody>
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---

Thank you for your business. We are very proud of this work and hope you are as well.  

**BALANCE DUE** $5,000.00

---

EIN: 46-2861573
City of Grosse Pointe Park  
Department of Public Safety  
15115 East Jefferson Avenue  
Grosse Pointe Park, MI 48230  
(313) 822-7400

TO Director Stephen Poloni  
City of Grosse Pointe  
17145 Maumee  
Grosse Pointe, MI 48230

<table>
<thead>
<tr>
<th>SALESPERSON</th>
<th>JOB</th>
<th>PAYMENT TERMS</th>
<th>DUE DATE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Director Stephen Poloni</td>
<td>Dispatch</td>
<td>Due on receipt</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>QTY</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>LINE TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>Dispatch Services - 7/1/19 - 9/30/19</td>
<td>$307.51</td>
<td>$28,291.10</td>
</tr>
<tr>
<td></td>
<td>Annual Contract - 92 days prorated (Inclues $3000 prorated for yearly prisoner food payment)</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| SUBTOTAL | $28,291.10 |
| SALES TAX | xxxxx |
| TOTAL   | $28,291.10 |

Make all checks payable to: City of Grosse Pointe Park  
THANK YOU FOR YOUR SUPPORT!
**INVOICE**

**INVOICE NUMBER:** 0043109684  
**INVOICE DATE:** 02-14-20  
**SERVICE PERIOD:** MARCH

<table>
<thead>
<tr>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>QTY</th>
<th>UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>03-01-20</td>
<td>Residential Hand Pick Up On-Call</td>
<td>1</td>
<td>2400.00</td>
<td>9,576.00</td>
</tr>
<tr>
<td></td>
<td>Sub Total Services Only</td>
<td></td>
<td></td>
<td>9,576.00</td>
</tr>
<tr>
<td></td>
<td>Sub Total Taxes, Oil/Environmental &amp; Fees:</td>
<td></td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>Site Sub Total:</td>
<td></td>
<td></td>
<td>9,576.00</td>
</tr>
<tr>
<td></td>
<td><strong>Total New Charges</strong></td>
<td></td>
<td></td>
<td>9,576.00</td>
</tr>
</tbody>
</table>

**ACCOUNT #: 001661539**

**PREVIOUS BALANCE:** 10,291.00  
**CURRENT CHARGES:** 9,576.00  
**PAYMENTS/ADJUSTMENTS:** 9,576.00  
**BALANCE DUE:** 10,291.00

---

**IMPORTANT NEWS:**

You may see an annual price change on your bill due to increased environmental and operating costs.

---

**GFL ENVIRONMENTAL**

22001 HOOVER RD  
WARREN, MI 48089-2554

---

**Check here and see reverse for address and phone corrections**

5815111-6251-1 1 1  
6251 1 AB 0.419 18

---

**REMIT TO:**

GFL ENVIRONMENTAL  
PO BOX 791519  
BALTIMORE, MD 21275-1519

**INVOICE#: 0043109684**  
**PAYMENT DUE:** UPON RECEIPT  
**TOTAL AMOUNT DUE:** 10,291.00  
**Amount Enclosed:** 9,836.00

---

**BE SURE TO WRITE YOUR INVOICE NUMBER ON YOUR CHECK.**

---

**TO PAY ONLINE, GO TO:**

www.gflusa.com
CITY OF GROSSE POINTE  
ATTN: PETE RANDAZZO  
17147 MAUMEE  
GROSSE POINTE, MI 48230

Project 0155-0203-0  
FOR: PLANS AND SPECIFICATIONS  
2020 STREET IMPROVEMENT PROGRAM  
Professional Services from January 6, 2020 to February 2, 2020

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Construction Cost</td>
<td>804,216.00</td>
</tr>
<tr>
<td>Fee Percentage</td>
<td>6.40</td>
</tr>
<tr>
<td>Total Fee</td>
<td>51,468.82</td>
</tr>
<tr>
<td>Percent Complete</td>
<td>95.00</td>
</tr>
<tr>
<td>Total Earned</td>
<td>48,896.33</td>
</tr>
<tr>
<td>Previous Fee Billing</td>
<td>24,700.00</td>
</tr>
<tr>
<td>Current Fee Billing</td>
<td>24,196.33</td>
</tr>
<tr>
<td>Total Fee</td>
<td></td>
</tr>
<tr>
<td>Total this Invoice</td>
<td>24,196.33</td>
</tr>
</tbody>
</table>

Please include the project number and invoice number on your check.
**New Camera System**

<table>
<thead>
<tr>
<th><strong>Bill To:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Grosse Pointe City Dept of Public Safety</td>
<td></td>
</tr>
<tr>
<td>Attn: Accounts Payable</td>
<td></td>
</tr>
<tr>
<td>17145 Maumee Ave</td>
<td></td>
</tr>
<tr>
<td>Grosse Pointe, MI 48230-1534</td>
<td></td>
</tr>
<tr>
<td>United States</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th><strong>Ship To:</strong></th>
<th></th>
</tr>
</thead>
<tbody>
<tr>
<td>Grosse Pointe City Dept of Public Safety</td>
<td></td>
</tr>
<tr>
<td>Attn: Joseph Adams</td>
<td></td>
</tr>
<tr>
<td>17145 Maumee Ave</td>
<td></td>
</tr>
<tr>
<td>Grosse Pointe, MI 48230-1534</td>
<td></td>
</tr>
<tr>
<td>United States</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Terms</th>
<th>Due Date</th>
<th>PO Number</th>
</tr>
</thead>
<tbody>
<tr>
<td>Net 30 days</td>
<td>03/01/2020</td>
<td></td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>Other Charges</th>
<th>Quantity</th>
<th>Price</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>OVXXXXXAXXX1: VR-X20 I3,DVR (VR-X20-I3)</td>
<td>5.00</td>
<td>3,931.71</td>
<td>19,658.55</td>
</tr>
<tr>
<td>OLXOBX: BWC USB EXTENSION CABLE</td>
<td>5.00</td>
<td>17.56</td>
<td>87.80</td>
</tr>
<tr>
<td>GE-SVDNEXT4Y: Getac Warranty/Support - 4 Year Extended Warranty In-Car Video</td>
<td>5.00</td>
<td>717.07</td>
<td>3,585.35</td>
</tr>
<tr>
<td>OVBXXXXXAXXX1: Getac VR-X20 Digital Interview Room Video Recorder -</td>
<td>1.00</td>
<td>3,072.82</td>
<td>3,072.82</td>
</tr>
<tr>
<td>OAX02U: Getac AC Adapter - 120 V AC Input</td>
<td>1.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>OWWX2MXXXXX1: Body Worn Camera (BC-02),64GB + FHD/HD/WVGA + WiFi + GPS + BLE, 1 year hardware</td>
<td>12.00</td>
<td>277.18</td>
<td>3,326.16</td>
</tr>
<tr>
<td>GE-SV8WEXT2Y: Getac Warranty/Support - 2 Year Extended Warranty Body Camera</td>
<td>12.00</td>
<td>151.77</td>
<td>1,821.24</td>
</tr>
<tr>
<td>OD2DAU: BODY WORN CAMERA (BC-02)-8 PORT MULTIDOCK</td>
<td>1.00</td>
<td>1,222.14</td>
<td>1,222.14</td>
</tr>
<tr>
<td>ORB41X: Getac Double Magnetic Camera Mount</td>
<td>7.00</td>
<td>54.52</td>
<td>381.64</td>
</tr>
<tr>
<td>ORB34X: Getac Molle Mounting Clip</td>
<td>5.00</td>
<td>18.59</td>
<td>92.95</td>
</tr>
<tr>
<td>ENH1750EXT: EnGenius Electron IEEE 802.11ac 1.27 Gbit/s Wireless Access Point - ISM Band - UNII Band - 2.40 GHz, 5 GHz - 6 x Antenna(s) - 6 x External Antenna(s) - 2 x Network (RJ-45) - PoE Ports - Pole-mountable, Wall Mountable</td>
<td>1.00</td>
<td>658.00</td>
<td>658.00</td>
</tr>
<tr>
<td>OZX07X: Getac On Site Training/Configuration Services</td>
<td>1.00</td>
<td>2,363.86</td>
<td>2,363.86</td>
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<tr>
<td>OZX04X: Getac Online/Phone Remote Deployment Consulting</td>
<td>1.00</td>
<td>1,225.70</td>
<td>1,225.70</td>
</tr>
<tr>
<td>591GV50000007: VEHICLE ANTENNA - AIRGAIN ULTRAMAX, 3IN1, WIFI2-GPSX1, BOLT MOUNT, 19FT, BLACK</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>Item Description</td>
<td>Quantity</td>
<td>Unit Price</td>
<td>Total Price</td>
</tr>
<tr>
<td>----------------------------------------------------------------------------------</td>
<td>----------</td>
<td>------------</td>
<td>-------------</td>
</tr>
<tr>
<td>OWC01X: GETAC ENTERPRISE-VIDEO LICENSE AND ANNUAL MAINTENANCE (PER CLIENT DEVICE)</td>
<td>1.00</td>
<td>175.10</td>
<td>175.10</td>
</tr>
<tr>
<td>OIA01X: Getac Mounting Bracket for Display Screen</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>OPX01X: GETAC : External Display (CUD-50) - 5IN, Capac...</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>ORNO6X: Getac ZeroDark Network Camera - Windshield Mount</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>ORNOAX: Getac ZeroDark Network Camera - H.264, MP4 - 18x Optical</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>ORB24X: BODY WORN CAMERA (BC-02)-SINGLE PORT DOC</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>OTX11X: Body Worn Camera Bluetooth Trigger Box (TB-02)</td>
<td>5.00</td>
<td>0.00</td>
<td>0.00</td>
</tr>
<tr>
<td>OUA021: GETAC CLOUD STORAG 30G PER MONTH PER DEVICE (Billed Yearly)</td>
<td>18.00</td>
<td>310.23</td>
<td>5,584.14</td>
</tr>
</tbody>
</table>

Total Other Charges: 43,255.45

Make checks payable to Island Tech Services
Visit our website: www.itsg.us.com
Like us on Facebook! Follow us on Twitter!

Thank you for your business!
CITY OF GROSSE POINTE
BONNIE KLOBUCAR, ACCT. PAY
17147 MAUMEE AVE
GROSSE POINTE, MI 48230

PREVIOUS BALANCE
ADJUSTMENTS AND PAYMENTS APPLIED

CURRENT CHARGES
SEWER CHARGES FOR THE MONTH OF FEBRUARY 2020

SEWAGE MONTHLY FIXED CHARGE

$74,500.00

TOTAL DUE

$74,500.00

REMIT TO:
Great Lakes Water Authority
Attn: Treasury
P.O. Box 441370
Detroit, MI 48244-1370

Account Name  GROSSE POINTE
Account Number  200-0631-5
Billing Date  03/02/2020
Due Date  04/16/2020

Billing Inquiries: (313) 964-9027

Account Name  GROSSE POINTE
Account Number  200-0631-5
Due Date  04/16/2020
Amount Due  $74,500.00

AMOUNT REMITTED $
CITY OF GROSSE POINTE
BONNIE KLOBUCAR, ACCT. PAY
17147 MAUMEE AVE
GROSSE POINTE, MI 48230

PREVIOUS BALANCE
ADJUSTMENTS AND PAYMENTS APPLIED

$74,500.00
($74,500.00)

PREVIOUS AMOUNT DUE
$0.00

CURRENT CHARGES
SEWER CHARGES FOR THE MONTH OF JANUARY 2020

SEWAGE MONTHLY FIXED CHARGE

592-557-9241

$74,500.00

TOTAL DUE
$74,500.00

REMIT TO:
Great Lakes Water Authority
Attn: Treasury
P.O. Box 441370
Detroit, MI 48244-1370

Account Name: GROSSE POINTE
Account Number: 200-0631-S
Billing Date: 02/06/2020
Due Date: 03/23/2020

Billing Inquiries: (313) 964-9027

AMOUNT REMITTED $
## Purchase Order Details

**Bill To:**
City of Grosse Pointe  
17147 Maumee Avenue  
Grosse Pointe MI 48230

**Ship To:**
City of Grosse Pointe  
17147 Maumee Avenue  
Grosse Pointe MI 48230

<table>
<thead>
<tr>
<th>Purchase Order No.</th>
<th>Customer ID</th>
<th>Salesperson ID</th>
<th>Shipping Method</th>
<th>Payment Terms</th>
<th>Req Ship Date</th>
<th>Master No.</th>
</tr>
</thead>
<tbody>
<tr>
<td>PETE RANDAZZO</td>
<td>122516</td>
<td>RANDY SPILLER</td>
<td>DELIVERY</td>
<td>NET 30</td>
<td>1/14/2020</td>
<td>428,266</td>
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<table>
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<th>Shipped</th>
<th>B/O</th>
<th>Item Number</th>
<th>Description</th>
<th>Discount</th>
<th>Unit Price</th>
<th>Ext. Price</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>0</td>
<td>FMU-2500PLUSG</td>
<td>FMU-2500PLUS; PROKEE MASTER UN</td>
<td>$0.0000</td>
<td>$8,393.27</td>
<td>$8,393.27</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>0</td>
<td>227838A</td>
<td>FUELMASTER PLUS WINDOWS SOFTWARE</td>
<td>$0.0000</td>
<td>$0.0000</td>
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<tr>
<td>100</td>
<td>100</td>
<td>0</td>
<td>172405</td>
<td>Prokee, Black</td>
<td>$0.0000</td>
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<td>1</td>
<td>1</td>
<td>0</td>
<td>941D0120</td>
<td>PROKEE ENCODER, USB</td>
<td>$0.0000</td>
<td>$0.0000</td>
<td>$0.0000</td>
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<tr>
<td>1</td>
<td>1</td>
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<td>172405BL</td>
<td>Prokee, Blue</td>
<td>$0.0000</td>
<td>$0.0000</td>
<td>$0.0000</td>
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</table>

**Subtotal:** $8,920.27  
**Misc:** $0.00  
**Tax:** $0.00  
**Freight:** $170.00  
**Trade Discount:** $0.00  
**Total:** $9,090.27

Direct Sale  
Comm Randy Spiller  
to be installed on call# 200114-0098  
tas
AIA® Document G742™ – 2015

Application and Certificate for Payment for a Design-Build Project

TO OWNER: City of Grosse Pointe
17147 Maumee Avenue
Grosse Pointe, MI 48230

FROM
PARTNERS in Architecture
Design-Build, LLC
65 Market Street, Suite 200A
Mount Clemens, MI
48043

PROJECT: City of Grosse Pointe-DPW, DPS & Court
17147 Maumee Avenue
Grosse Pointe, MI 48230

APPLICATION NO: 010
PERIOD TO: January 31, 2020

CONTRACT FOR: General Construction

PROJECT NOS: / 18-109

DESIGN-BUILDER: DESIGN-BUILDER

DISTRIBUTION TO: OWNER:

FIELD: OTHER:

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

DESIGN-BUILDER: David W. Cassen
Date: February 01, 2020

State of: Michigan
County of: Macomb
Subscribed and sworn to before me this 1ST day of FEBRUARY, 2020

Notary Public: Elia M. Pacella
My Commission expires: September 25, 2023

CERTIFICATE FOR PAYMENT

In accordance with the Design-Build Documents, based on the Owner’s review of the Work and the data comprising this application, the Owner determines the following amount is properly due and owing to the Design-Builder.

AMOUNT DUE: 405,039.14

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

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User Notes:
<table>
<thead>
<tr>
<th>P.O. Number</th>
<th>Terms</th>
<th>Rep</th>
<th>Ship</th>
<th>Via</th>
<th>F.O.B.</th>
<th>Project</th>
</tr>
</thead>
<tbody>
<tr>
<td>VVERBAL PETE</td>
<td>Net 30</td>
<td>DP</td>
<td>3/2/2020</td>
<td>DELIVERED</td>
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</table>

<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Code</th>
<th>Description</th>
<th>Price Each</th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>MISC EQUIPMENT</td>
<td>MISC EQUIPMENT - LEACH 2RHI HEAVY DUTY 25 YARD FACTORY MOUNTING SINGLE LEACH CART TIPPER INSTALLATION - INCLUDES LOAD SILL PREP-HYDRAULICS AND LEACH CART TIPPER LIGHTS - MULTI-FUNCTION STOBE LIGHTS - LED - UPPER &amp; LOWER TAILGATE LIGHT PANELS SINGLE ZONE DEFENSE CAMERA (WITH SUTTER) CAMERA TAILGATE CENTER RIGHT ZONE DEFENSE 7&quot; MONITOR LCD BODY SIDE OPENING - HYDRAULIC TANK LEVEL GAUGE ACCESS - CURB SIDE - NOT AVAILABLE IF THE HYDRAULIC TANK IS ON THE CHASSIS RATHER THAN INSIDE THE BODY BODY: 1 COLORURETHANE BODY PAINT - INCLUDED IN UNIT BASE PRICE - INCLUDES BOLT ON PARTS PAINTED BODY COLOR HYDRAULIC, PROVISION, SNOW PLOW, ADDITIONAL VALVE 2 SECTIONS (N/A WITH MARRIED PUMP) - RL DELIVER 60-120 DAYS AFTER RECEIPT OF CHASSIS INCLUDES DELIVERY AND PDI</td>
<td>80,870.00</td>
<td>80,870.00</td>
</tr>
</tbody>
</table>

Total $80,870.00
WOLVERINE FREIGHTLINER EASTSIDE
107 S. GROESBECK   MT. CLEMENS, MI 48043
586 783-2444

INVOICE   E20277

City of Grosse Pointe
17147 Maumee Ave.
Grosse Pointe, MI 48230

March 3, 2020

Customer PO #   Certif dated 4/29/19
(Approved by Council 4/15/19)

QTY  1

2020 Freightliner 108SD Cab & Chassis
Prepped for a Leach Packer Body
VIN#   1FVHCYF6LHLZ0298

COST $96,972.00
MI SALES TAX Exempt
LICENSE FEE N/A
TITLE FEE $15.00
F.E.T. Exempt

TOTAL COST $96,987.00

NET $96,987.00

capital projects
492-903-981.441
Pd by A. Ruhl
**TITLE:** Public Hearing date – Single Lot Assessments  
**DATE:** April 20, 2020

<table>
<thead>
<tr>
<th>SUMMARY:</th>
<th>The City Assessor has filed with the City Treasurer a single lot special assessment roll covering delinquent charges for services provided to residents, such as water and sewage disposal. Notice will be sent to the affected property owners. The roll will be open for public inspection at the Public Safety Building located at 17145 Maumee, Grosse Pointe, MI 48230.</th>
</tr>
</thead>
<tbody>
<tr>
<td>In accordance with Section 1.15, of the Grosse Pointe City Code, the City Council is required to set a hearing on the assessment roll. Following said hearing and confirmation of the roll, the single lot assessments become a lien upon the property assessed and are placed on the next general City tax roll.</td>
<td></td>
</tr>
</tbody>
</table>

| FINANCIAL IMPACT: | Lien upon the property ensures payment for services. |

| RECOMMENDATION: | Motion to set a public hearing for Monday, May 18, 2020 at 7:00 pm on said assessment roll. |

<table>
<thead>
<tr>
<th>REVIEWED BY:</th>
<th>Peter Dame</th>
</tr>
</thead>
<tbody>
<tr>
<td>TITLE:</td>
<td>City Manager</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>PREPARED BY:</th>
<th>Kimberly Kleinow</th>
</tr>
</thead>
<tbody>
<tr>
<td>TITLE:</td>
<td>Finance Director/Treasurer</td>
</tr>
</tbody>
</table>
**TITLE:** Set Public Hearing Date  
2020-21 Budget  

**DATE:** April 20, 2020

**SUMMARY:** The proposed 2020-21 fiscal year budget is currently in the process of preparation. The budget will be subsequently distributed to City Council and will be available for public inspection beginning May 8, 2020. In accordance with the City Charter, it is recommended that a public hearing for the proposed 2020-21 budget be set for Monday, May 11, 2020 at 7:00 p.m.

**FINANCIAL IMPACT:** Possible amendments to proposed fiscal year budget.

**RECOMMENDATION:** Motion to adopt the resolution setting a public hearing date for the proposed 2020-21 budget:

RESOLUTION

BE IT RESOLVED, that a public hearing on the proposed 2020-21 budget be set for Monday, May 11, 2020 at 7:00 p.m.

**REVIEWED BY:** Peter Dame  
**PREPARED BY:** Kimberly Kleinow

**TITLE:** City Manager  
**TITLE:** Treasurer/Finance Director
<table>
<thead>
<tr>
<th>TITLE: AED Purchase</th>
<th>DATE: April 13, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUMMARY:</strong> The City of Grosse Pointe Department of Public Safety is requesting the purchase of 11 new AED’s (Automated External Defibrillator). The current AED’s are well past their life expectancy and have begun to have battery and maintenance issues. The City received three quotes ranging from $16,000 to $19,000. After receiving the quotes, the Public Safety Director attended the Michigan Chiefs of Police Conference, and was able to secure a special vendor show price for the amount of $12,631 from Team Life, Inc. Note: Four of the AED’s will be placed at the following locations: City Hall, the new Court building, DPW and at Neff Park. Due to expiration of special pricing, staff has already placed the order for these items. Due to the amount exceeding $5000, this purchase must receive Council authorization as well.</td>
<td></td>
</tr>
<tr>
<td><strong>FINANCIAL IMPACT:</strong> The budget includes $15,000 for the replacement of seven (7) AED’s for the Public Safety Department, in its original equipment budget. This purchase will be less than the budgeted amount and will also allow the City to order at a price that will provide AED’s for other departments.</td>
<td></td>
</tr>
<tr>
<td><strong>RECOMMENDATION:</strong> Staff recommends approval of the purchase of eleven (11) new AED’s, not to exceed the amount of $12,631.</td>
<td></td>
</tr>
<tr>
<td>REVIEWED BY: Peter Dame</td>
<td>TITLE: City Manager</td>
</tr>
<tr>
<td>PREPARED BY: Stephen Poloni</td>
<td>TITLE: Director of Public Safety</td>
</tr>
<tr>
<td>TITLE: National Arbor Day Resolution</td>
<td>DATE: April 20, 2020</td>
</tr>
<tr>
<td>-------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td><strong>SUMMARY:</strong> The National Arbor Day Foundation has awarded the City of Grosse Pointe its Tree City USA award for 34 straight years. The Tree City USA recognizes communities that effectively manage their public tree resources by meeting four standards. The standards require a tree department, tree ordinance, forestry budget and Arbor Day observation. The City also received the coveted “Growth Award” for the 9th year, going above and beyond the required four standards. Setting specifications for future street tree maintenance, taking tree work out for bid, and enhancing public education of the benefits of a healthy urban forest through presentations by the City Forester enabled the City to receive this designation.</td>
<td></td>
</tr>
<tr>
<td><strong>FINANCIAL IMPACT:</strong> The program requires an annual budget of at least $2 per capita on tree management. The City currently budgets $23.07 per capita.</td>
<td></td>
</tr>
<tr>
<td><strong>RECOMMENDATION:</strong> Approval of the resolution recognizing and observing April 24, 2020 as Arbor Day</td>
<td></td>
</tr>
<tr>
<td>REVIEWED BY: Peter Dame</td>
<td>TITLE: City Manager</td>
</tr>
<tr>
<td>PREPARED BY: Brian Colter</td>
<td>TITLE: City Forester</td>
</tr>
</tbody>
</table>
RESOLUTION - PROCLAMATION

WHEREAS, the National Arbor Day Foundation has honored the City of Grosse Pointe as a Tree City USA for thirty-four years, and

WHEREAS, the citizens of Grosse Pointe through their representatives on the Urban Forestry Commission and throughout the City appreciate the scenic beauty of trees and the environmental significance and benefit of forestry programs within the City, and

WHEREAS, the State of Michigan has designated the last week of April of 2020 as Arbor Week with April 24, 2020 marking the celebration of Arbor Day, now therefore be it

RESOLVED, that the Mayor and City Council on behalf of the residents of the City of Grosse Pointe including the members of the City of Grosse Pointe Urban Forestry Commission, commemorate the Arbor Day tradition with the planting of a tree during the City's annual planting program.

In witness whereof we have hereunto set our hand and caused the Seal of the City of Grosse Pointe to be affixed.

Mayor Sheila Tomkowiak
April 20, 2020
Agenda Item # 4a

TITLE: Bid Award – 2020 Road Program

DATE: April 20, 2020

SUMMARY: The City of Grosse Pointe published a bid opportunity for the 2020 Road Program and opened bids on February 24, 2020. Three bids were received. See the attached bid summary compiled by AEW. The lowest bidder is Florence Cement Co. AEW has determined that Florence Cement Co is qualified to carry out this project, as they have carried out the City’s program previously in 2008, 2010, 2011, 2018, and 2019. AEW has also worked with them on numerous similar projects in other communities and find them qualified to perform the work being considered. As with the road project last year, storm sewer related repairs will also be undertaken before the road is resurfaced.

The 2020 road project includes:

- Reconstruction of Goethe from University to Washington
- Reconstruction of University at Goethe
- Reconstruction of Rivard between Kercheval and St. Paul
- Resurfacing of Grosse Pointe Court
- Resurfacing of Neff Park Parking Lot

While there has to be a preconstruction meeting to set the schedule, the plan is to begin mid-summer on the road. Work on Neff Park parking lot, which was also incorporated into the bid, will be completed after Labor Day.

The bids did come in over the engineer’s estimate at $1,486,405.40. However, after discussions with the apparent low bidder, the City has been able to reduce the final contract cost by more than $85,000. Theses cost saving include reducing the amount of new asphalt place on top of the fully reconstructed road bed from 5” to 4” on lesser travelled road of Goethe and eliminating any work on the dead end of Goethe, due to its potential vacation to private owners.
FINANCIAL IMPACT: Of the final proposed contract amount of $1,400,766.30, the cost of the road repairs will be covered by primarily the special road millage approved by the voters in 2014, which is kept in a segregated account, the Road Improvement Fund. The Road Improvement Fund is expected to generate $900,000 this upcoming budget year and includes approximately $100,000 of will be from unexpended 2019 levy amounts due to the 2019 project coming under contracted amounts. DTE has committed to cover a portion of the costs of the Grosse Pointe Court resurfacing in the amount of $50,000. In addition, the Water and Sewer fund will cover $195,098 in catch basin and other sewer related improvements. The Capital Project Fund will cover the $215,728.40 in parking lot funds, to be budgeted in the upcoming Fiscal Year. Any additional actual road repair costs exceeding the funds available from the Road Improvement millage for this project, would also be paid from the Capital Project Fund, to be budgeted in the upcoming Fiscal Year budget instead of the Highway Fund, due to the expected decline in Act 51 allocations from the State of Michigan which will be impacted by the COVID-19 crisis.

RECOMMENDATION: Staff recommends authorizing the award of the 2020 Road Program and the Neff Park Parking Lot Resurfacing with ADA Ramps to Florence Cement Co in the final contract amount of $1,400,776.31

REVIEWED BY: Peter Dame    TITLE: City Manager
PREPARED BY: Pete Randazzo    TITLE: Public Services Director
March 11, 2020

Peter J. Dame, City Manager
City of Grosse Pointe
17147 Maumee Avenue
Grosse Pointe, Michigan 48230

Reference: 2020 HMA Street Improvement Program
Goethe Street – West of University Place to Washington Road
University Place – Goethe Street to 105’ South of Goethe Street
Rivard Boulevard – Kercheval Avenue to Saint Paul Avenue
Grosse Pointe Court – Mack Avenue to Charlevoix Avenue
Neff Park Parking Lot Resurfacing
City of Grosse Pointe
AEW Project No. 0155-0203

Dear Mr. Dame:

Enclosed please find the tabulation of the bids received on February 24, 2020 for the above referenced project. Our office has reviewed the tabulation of the three (3) bids received and the low bidder is Florence Cement Company of Shelby Township, Michigan in the amount of $1,486,405.40. In summary, bids received were as follows:

1. Florence Cement Company $ 1,486,405.40
2. Hutch Paving $ 1,621,728.50
3. Asphalt Specialists, Inc. $ 1,648,167.00

There are several phases to this project. The following summarizes the breakdown of the bid received from Florence Cement for each phase of the project:

**HMA Street Reconstruction**
Goethe Street Reconstruction/Resurfacing $ 498,190.00
University Place Reconstruction $ 50,254.00
Rivard Boulevard Reconstruction $ 339,383.00
$ 887,827.00

**HMA Street Milling and Resurfacing**
Grosse Pointe Court Resurfacing $ 187,752.00

**Storm Sewer Items of Work**
Improvements for all Streets $ 195,098.00
Neff Park Parking Lot Resurfacing

Base Bid for Parking Lot Improvements $207,983.40
Alternate Bid for ADA Ramp Replacement on Jefferson Avenue $7,745.00
$215,728.40

Total Project Bid $1,486,405.40

This project involves completing the following street improvements:

- Goethe Street from University Place to Washington Road – Complete removal of the existing asphalt pavement and aggregate base and replace as a 5 inch thick asphalt over 8 inch aggregate base cross section
- Goethe Street west of University Place – Removal of the top layer of asphalt pavement by cold milling and resurfacing the street with a new 1-1/2" thick asphalt layer
- University Place from Goethe Street to 105' south of Goethe Street - Complete removal of the existing asphalt pavement and aggregate base and replace as a 3-1/2" inch thick asphalt over eight (8) inch aggregate base cross section
- Rivard Boulevard from Kercheval Avenue to Saint Paul Avenue - Complete removal of the existing asphalt pavement and concrete base and replace as a 5 inch thick asphalt over 8 inch aggregate base cross section
- Grosse Pointe Court from Mack Avenue to Charlevoix Avenue - Removal of the top layer of asphalt pavement by cold milling, completing concrete base repairs as necessary and resurfacing the street with a new 1-1/2" thick asphalt layer

In addition, work will also include the removal and replacement of driveway approaches as necessary to meet proper grades, removal and replacement of sidewalk ramps to meet current ADA regulations and drainage improvements.

Also, as part of this program will be the resurfacing of the parking lot at Neff Park. Work will involve the complete removal of the asphalt surface, conditioning of the existing aggregate base and placement of a new 3 inch thick asphalt surface placed in 2 layers. In addition, defective concrete curb and gutter will be removed and replaced and sidewalk ramps leading into the park will be removed and replaced to current ADA regulations. As an alternate, unit prices were also established for the removal and replacement of sidewalk ramps along Jefferson Avenue at the entrance to Neff Park.

The bids received for the Neff Park parking lot were within the engineer’s cost estimate; however, the HMA Street Improvements phase of this project were much higher than anticipated. In reviewing the bids, there are several items within the project that could be reduced or eliminated to be within budget. These items include:
• The asphalt cross section of Goethe Street from University Place to Washington Road can be modified to reduce the asphalt thickness from five (5) inches to four (4) inches. Goethe Street is a collector street with few driveway approaches and experiences a low traffic count. The heavy duty thickness of asphalt is not necessarily warranted for this street. The cost reduction for this item is $16,800.00.

• The milling and resurfacing of the dead end portion of Goethe Street west of University Place can be eliminated from the project. There has been recent interest by the two (2) property owners along this dead end street to vacate this street. The cost reduction of this item is $29,097.09.

• The project calls for the replacement of all drainage structure covers. However, it is expected the majority of drainage structure covers are in good condition and can be reused for this project. Therefore, we feel comfortable reducing the quantity of new drainage structure covers to be included on this project. The cost reduction of this item is $15,000.00.

• The work on Grosse Pointe Court will involve the milling and resurfacing of the existing asphalt surface and completing concrete base repairs as necessary. The bid considered 20 percent of the street requiring concrete base repairs. Based upon the concrete base repairs that have been necessary on streets recently resurfaced within the City and based upon the condition of Grosse Pointe Court, we feel comfortable that the quantity for concrete base repairs and subgrade undercutting can be reduced. The cost reduction of this item is $49,850.00.

• Audio-Visual Recording of the Construction Site was included in the bid for all streets proposed for improvements. This item can be removed from the Contract and the City and can contract directly with a vendor that specializes in this work at a lower cost. The cost reduction of this item is $3,629.00.

Our office has been in discussions with Florence Cement in regards to the reduced scope of work. Florence Cement is in agreement with these items; however, has requested a lump sum cost adjustment of unit pricing for those items of work involved with the scope reduction in the amount of $29,347.00. Therefore, with the lump sum cost adjustment, the total reduction in cost for this project would be $85,629.09. In addition to the reduced scope of work and be able to complete this project with available funding, the 2019 Street Improvement Program was completed approximately $100,000.00 under budget and this amount can be used for the 2020 Street Improvement Program. Furthermore, as part of the gas main replacement recently completed by DTE Gas underneath Grosse Pointe Court, DTE Gas is contributing $50,000.00 for improvements to Grosse Pointe Court.

Florence Cement Company has completed several road improvement projects in the City of Grosse Pointe over the past 15 years; most recently completing the asphalt resurfacing programs in 2018 and 2019. Our office has also worked with Florence Cement on several similar projects in other nearby communities designed and administered by our office and have found Florence Cement to be very knowledgeable, have found their work to be of good quality and are capable of completing this work.
Based upon the bids submitted and our past experience with the low bidder and the availability of road improvement millage and Act 51 Major Street funding that can be transferred to Act 51 Local Street funding, we recommend that the 2020 HMA Street Improvements Program be awarded to Florence Cement Company of 51515 Corridor, Shelby Township, Michigan 48315 in the amount of $1,486,405.40 and a contract modification be executed that will reduce the scope of work based upon the items to be reduced or eliminated outlined above in the amount of $85,629.09 reducing the total contract amount to $1,400,776.31.

If you have any questions or require any additional information, please feel free to contact me at any time.

Sincerely,

[Signature]

R. Ryan Kerth, P.E.
Senior Project Engineer

cc: Pete Randazzo, Director of Public Services, City of Grosse Pointe
    Stephen V. Pangori, P.E., AEW

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SUMMARY: The City of Grosse Pointe Public Service Department requires the replacement of its street sweeper.

In 2013, City staff had its aging 2003 Elgin Street Sweeper reconditioned to extend its service life by several years. City personnel have been pleased with the performance of the Pelican series sweeper but researched other street sweeper manufacturers. The 2020 Elgin Pelican Sweeper is recommended as the most suitable replacement. The Pelican model is the only sweeper that offers 360-degree visibility and rear steer maneuverability, which is ideal for servicing the City’s cul-de-sac’s and business districts.

The City is able to purchase the sweeper through MiDEAL from Bell Equipment Co. of Lake Orion, MI, who is the winning dealership of the sweeper contract. MiDEAL is the State of Michigan’s extended purchasing program that allows Michigan cities to buy goods and services from State contract. MiDeal satisfies the City’s competitive bid requirements.

The total purchase price for the new sweeper, including the trade-in of the old sweeper, is $210,515.

FINANCIAL IMPACT: Funds for this purchase are budgeted in the Capital Projects fund.

RECOMMENDATION: Motion to approve the purchase of a 2020 Elgin Pelican Street Sweeper from Bell Equipment Co., in the amount not to exceed $210,515.

REVIEWED BY: Peter Dame

PREPARED BY: Peter Randazzo
TITLE: Bid Award – 2020 Street Joint and Crack Sealing Program

DATE: April 8, 2020

SUMMARY: The City of Grosse Pointe published a bid opportunity for the 2020 Joint and Crack Sealing Program and held a bid opening on Monday, March 23, 2020. Three bids were received and are listed below.

Michigan Joint Sealing Inc  Farmington Hills, MI $31,460
Scodeller Construction  Wixom, MI $37,475
Carr’s Outdoor Services  Canton, MI $48,550

The low bid is by Michigan Joint Sealant Inc, of Farmington Hills, MI. AEW, the City’s engineering firm, has determined that Michigan Joint Sealant is qualified to carry out this project, as they have carried out similar sized municipal programs throughout southeast Michigan. AEW has also worked with them on numerous and similar projects in other larger communities and find them qualified to perform the work being considered. The streets that will be getting crack and joint treatment are as follows:

Cadieux- Jefferson to Kercheval
St Clair- Mack to Waterloo
Neff – Waterloo to Kercheval
Lakeland – multiple segments from Mack to Jefferson
University- Maumee to Jefferson
Rivard- Chalfonte to Charlevoix
Washington- Chalfonte to Waterloo
Washington- Maumee to Jefferson
Charlevoix- Neff to St. Clair
Waterloo- Cadieux to Fisher
Kercheval - Neff to Fisher

Parking Lots 2, 3 and 6

FINANCIAL IMPACT: The cost of the Joint and Sealing Program was budgeted at $40,000 in the Highway Fund. The low bid is under the budgeted amount. The crack sealing of the parking lots will be paid for from the Parking Fund.

RECOMMENDATION: Staff recommends authorizing the award of the 2020 Street Joint and Crack Sealing Program to Michigan Joint Sealing Inc., in the amount of $31,460.

REVIEWED BY: Peter Dame

PREPARED BY: Pete Randazzo
April 2, 2020

Peter J. Dame, City Manager
City of Grosse Pointe
17147 Maumee Avenue
Grosse Pointe, Michigan 48230

Reference: 2020 Joint and Crack Sealing Program
City of Grosse Pointe
AEW Project No. 0155-0207

Dear Mr. Dame:

Enclosed please find the tabulation of the bids received on March 23, 2020 for the above referenced project. Our office has reviewed the tabulation of the three (3) bids received and the low bidder is Michigan Joint Sealing of Farmington Hills, Michigan in the amount of $31,460.00. The engineer's estimate for this project was $40,000.00. In summary, bids received were as follows:

1. Michigan Joint Sealing $ 31,460.00
2. Scodeller Construction $ 37,475.00
3. Carr's Outdoor Services $ 48,550.00

This project involves the sealing of joints and cracks along the 14 asphalt street segments located throughout the City that were resurfaced in 2014; in addition to the sealing of all joints and cracks that exist in three (3) parking lots within the City’s commercial business district. A map and work schedule of the proposed streets and parking lots to be completed have been attached to this correspondence for your reference.

Michigan Joint Sealing has completed similar sized and much larger joint and crack sealing programs for several municipalities in Southeast Michigan and have found their work to be of good quality and completed within a timely manner. They have been very good to work with in communicating to the residents their schedule of work, when to have vehicles removed from the street and immediately and properly clean up debris from the cleaning process.

Therefore, based upon the bids submitted, references and our past experience with the low bidder and the availability of funding, we recommend that the 2020 Joint and Crack Sealing Program be awarded to Michigan Joint Sealing, Inc., 28830 West 8 Mile Road, Suite 103, Farmington Hills, Michigan 48336 in the amount of $31,460.00

If you have any questions or require any additional information, please feel free to contact me at any time.
Sincerely,

R. Ryan Kern, P.E.
Senior Project Engineer

Enclosures:  Bid Tabulation
Map of Proposed 2020 Joint and Crack Sealing Program
Work Schedule of Proposed 2020 Joint and Crack Sealing Program

cc: Pete Randazzo, Director of Public Services, City of Grosse Pointe
Stephen V. Pangori, P.E., AEW

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<table>
<thead>
<tr>
<th>NO.</th>
<th>LOCATION</th>
<th>Proposed Length (Ft) - Joint &amp; Crack Sealing</th>
<th>As-built Length (Ft)</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>STREETS</td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Washington - Chalfonte to Waterloo</td>
<td>4625</td>
<td></td>
</tr>
<tr>
<td>2</td>
<td>Rivard - South of Chalfonte to Charlevoix</td>
<td>1211</td>
<td></td>
</tr>
<tr>
<td>3</td>
<td>Lakeland - 800' North of Charlevoix</td>
<td>379</td>
<td></td>
</tr>
<tr>
<td>4</td>
<td>Charlevoix - St. Clair to Neff</td>
<td>676</td>
<td></td>
</tr>
<tr>
<td>5</td>
<td>St. Clair - Mack to Waterloo</td>
<td>2456</td>
<td></td>
</tr>
<tr>
<td>6</td>
<td>Waterloo - Cadieux to Fisher</td>
<td>7473</td>
<td></td>
</tr>
<tr>
<td>7</td>
<td>Neff - Waterloo to Kercheval</td>
<td>1363</td>
<td></td>
</tr>
<tr>
<td>8</td>
<td>Lakeland - Waterloo to 350' North of Kercheval</td>
<td>100</td>
<td></td>
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<tr>
<td>9</td>
<td>Kercheval - Neff to Fisher</td>
<td>6406</td>
<td></td>
</tr>
<tr>
<td>10</td>
<td>Cadieux - Kercheval to Jefferson</td>
<td>5239</td>
<td></td>
</tr>
<tr>
<td>11</td>
<td>Notre Dame - Kercheval to St. Paul</td>
<td>1471</td>
<td></td>
</tr>
<tr>
<td>12</td>
<td>Lakeland - St. Paul to Jefferson</td>
<td>3102</td>
<td></td>
</tr>
<tr>
<td>13</td>
<td>University - 925' North of Jefferson</td>
<td>786</td>
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<tr>
<td>14</td>
<td>Washington - Maumee to Jefferson</td>
<td>713</td>
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<tr>
<td></td>
<td>TOTAL</td>
<td>36000</td>
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<td>PARKING LOTS</td>
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<tr>
<td>15</td>
<td>Parking Lot #2</td>
<td>1893</td>
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<tr>
<td>16</td>
<td>Parking Lot #3</td>
<td>2786</td>
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</tr>
<tr>
<td>17</td>
<td>Parking Lot #6</td>
<td>746</td>
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<td>NO.</td>
<td>LOCATION</td>
<td>Proposed Length (Ft) - Joint &amp; Crack Sealing</td>
<td>As-built Length (Ft)</td>
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<tr>
<td>-----</td>
<td>----------</td>
<td>---------------------------------------------</td>
<td>---------------------</td>
</tr>
<tr>
<td></td>
<td>TOTAL</td>
<td>5425</td>
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2020 Joint Sealing Program
City of Grosse Pointe
AEW No. 0155-0207
<table>
<thead>
<tr>
<th>RANK</th>
<th>VENDOR NAME</th>
<th>TOTAL BID</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Michigan Joint Sealing, Inc.</td>
<td>$31,460.00</td>
</tr>
<tr>
<td>2</td>
<td>Scodeller Construction, Inc.</td>
<td>$37,475.00</td>
</tr>
<tr>
<td>3</td>
<td>Carr's Outdoor Services, Inc.</td>
<td>$48,550.00</td>
</tr>
<tr>
<td>Item No.</td>
<td>Description</td>
<td>Estimated Quantity</td>
</tr>
<tr>
<td>---------</td>
<td>-------------------------------------------------------</td>
<td>--------------------</td>
</tr>
<tr>
<td>1</td>
<td>Cleaning and Sealing Existing Joints and Random Cracks (Conc. Pavt. w/ Asph. Overlay)</td>
<td>36,000 Ft</td>
</tr>
<tr>
<td>2</td>
<td>Cleaning and Sealing Existing Joints and Random Cracks (Asphalt Parking Lota)</td>
<td>5,500 Ft</td>
</tr>
<tr>
<td>3</td>
<td>Overband Crack Fill (Conc. Pavt w/ Asph. Overlay)</td>
<td>1,000 Ft</td>
</tr>
<tr>
<td>4</td>
<td>Traffic Maintenance and Control</td>
<td>1 LS</td>
</tr>
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</table>

| TOTAL AMOUNT BID | $31,460.00 | $37,475.00 | $48,660.00 |
**SUMMARY:** Earlier this year, City staff met with DTE officials, who conducted a street light audit in the City limits. DTE presented a list of 419 lights city-wide that could be upgraded to LED. By upgrading to LED street lights, the City would be saving approximately 31% annually, use less energy and create optimal light coverage throughout the community, creating an enhanced feeling of security.

Below is a summary of the costs associated with the upgrade to LED lights.

<table>
<thead>
<tr>
<th>Description</th>
<th>Amount</th>
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</thead>
<tbody>
<tr>
<td>Current annual cost with current street light rate</td>
<td>$158,678</td>
</tr>
<tr>
<td>Future annual cost with current street light rate with LED lights</td>
<td>$109,379</td>
</tr>
<tr>
<td><strong>Total annual savings of</strong></td>
<td><strong>$ 49,299</strong></td>
</tr>
<tr>
<td>Cost due to DTE to upgrade City lights</td>
<td>$106,311</td>
</tr>
<tr>
<td>Rebate to be reimbursed directly to City</td>
<td>$ 7,417</td>
</tr>
<tr>
<td><strong>Total net cost to City</strong></td>
<td><strong>$ 98,894</strong></td>
</tr>
</tbody>
</table>

The payback for this project, minus the rebate, is approximately 2 years. The street lights along Mack Avenue are not included in this project, as DTE indicated to staff that it was not economically feasible at this time. The City of Grosse Pointe Woods just completed this same project satisfactorily and has experienced immediate savings. The project would be the first new project DTE tackles after the essential work order is lifted, but only after their projects that were already started are completed.

**FINANCIAL IMPACT:** The cost of this project will be charged to Capital Projects Fund. The initial capital cost of the lighting replacement will be offset within two years but reduced energy cost due to using LED lights.

**RECOMMENDATION:** Authorize execution of a contract approved by the City Attorney with DTE for the amount of $106,311. After purchase and installation, the City will receive $7,417 in rebates for installing energy efficient lighting.
### Agenda Item # 4e

**TITLE:** Waiver of Utility Billing Late Fees  
**DATE:** April 20, 2020

<table>
<thead>
<tr>
<th>SUMMARY:</th>
<th>Due to the hardships being experienced by users of the City’s utility services, staff recommends the waiver of late fees and penalties for the next billing cycle for the whole City.</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>The City’s utility billing is divided into two parts. Half of the City is typically billed one month for a period of sixty days of service. The other half is billed the next month.</td>
</tr>
<tr>
<td></td>
<td>Already the City has delayed water billings for each section of the City by one month. The next bills that go out will be sent in early May for a period of three months (for the section of the City between Mack and Jefferson and between Fisher and Lakeland. The remainder of the City will be billed in early June for three months. These are the bills for which the staff is proposing to waive the late fees at this time.</td>
</tr>
<tr>
<td></td>
<td>The resolution drafted by the City Attorney allows for additional waiver of late fees if circumstances continue to warrant it throughout 2020. If this flexibility is exercised beyond the next billing cycle, City staff will notify City Council of this stop.</td>
</tr>
<tr>
<td><strong>FINANCIAL IMPACT:</strong></td>
<td>Minimal. The City does not budget its Utility Fund (Water and Sewer Fund) anticipating collection of penalties. There is no risk of ultimate non-payment due to the City’s practice of annually adding long term delinquent water bills to the property tax assessments.</td>
</tr>
<tr>
<td><strong>RECOMMENDATION:</strong></td>
<td>Approve the following resolution: Be it resolved that due to the 2020 COVID-19 epidemic, the City Manager shall have discretion to change payment dates and reduce or waive the payment of penalties and/or interest with respect to Water and Sewer charges as may be provided for under Chapter 78, Article IV, of the Grosse Pointe Code of Ordinances with respect to all amounts accruing during calendar year 2020.</td>
</tr>
</tbody>
</table>

<table>
<thead>
<tr>
<th>REVIEWED BY:</th>
<th>Peter Dame</th>
<th><strong>TITLE:</strong> City Manager</th>
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<td>PREPARED BY:</td>
<td>Kimberly Kleinow</td>
<td><strong>TITLE:</strong> Finance Director/Treasurer</td>
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SUMMARY: The Army Corps of Engineers is projecting Lake St. Clair’s water levels for the 2020 season to be nearly the same as the 2019 record high, but potentially higher. This higher projection would put lake levels at or above the height of Neff Park’s main docks, pier, and seawalls. Currently, the lake level has already breeched a portion of Neff Park's seawall, flooding a portion of the park closer to Lakeland. In order to protect Neff Park and its facilities from high water flooding, two potential options for construction of a temporary dike are recommended by staff, after consultation with the Army Corps of Engineers.

The first option is to construct a box levee along the lakefront of Neff Park. This construction would consist of a 2ft by 2ft wooden trough that would be lined with a UV resistant visqueen and back filled with sand by the City.

The City received three separate bids from the following contractors for the construction of a 450-foot box levee. The purchase of sand and visqueen has been included in the cost. These quotes are:

- On Sight Construction $14,650
- Ransom Carpentry LLC. $20,450
- DS Contractors Inc. $23,041

The second option is to purchase 450 feet of a water barrier bladder system, a proprietary system known as Tiger Dams. The proposed Tiger Dam would be a 24-inch-tall bladder system that has been tested and certified at a platinum level by the Army Corps of Engineers. These water barriers are currently being used on Belle Isle and in the City of Detroit, most recently being deployed in the Ashland, Klenk Island, and Harbor Island area of Detroit, just over the Grosse Pointe Park boarder.

Unlike a sand and wood box levee, the Tiger Dam system is reusable in future years if needed. It is easy to store, and easy to install. There is even possibility of selling once there is no longer the need. For these reasons, the Tiger Dam system is the preferred option.

The quote for the 450-foot Tiger Dam System was received from its manufacturer:
- U. S. Flood Control Corp. $17,721

FINANCIAL IMPACT: The 450 foot Tiger Dam System will cost $17,721. This is not a budgeted expense. However, there is sufficient funds available in the Capital Improvement Fund to accommodate this urgent purchase.

RECOMMENDATION: It is the recommendation of City Staff to purchase the 450-foot Tiger Dam system for Neff Park's waterfront in the amount of $17,721.
**TITLE:** Lot Split Request – 250 Washington  
**DATE:** April 20, 2020

**SUMMARY:** A lot split application was received by the City to divide the lot currently known as 250 Washington. The owner is seeking to create two lots of at least 20,000 square feet from the existing lot.

A public hearing on this matter was conducted at the February Council meeting. A decision on the matter was tabled for 60 days to allow the owner of the property to work with staff on what could be built on the split lot at the north east corner of Washington and Jefferson Avenue.

The City Planner has provided a supplemental report as well as the original recommendation. The City Attorney has also submitted a memorandum on the lot split request that is attached.

**FINANCIAL IMPACT:** The lot split would not have a financial impact on the City

**RECOMMENDATION:** Approve the lot split as submitted

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On February 10, 2020 the applicant Wareth Hawasli petitioned the Planning Commission for a lot split of his property located at 250 Washington. The applicant proposed splitting the parent parcel, which has approximately 320 feet of frontage on Washington and 151 feet of frontage on Jefferson, into two parcels. The applicant shared that he intended to keep the existing 9,000 square foot house on the northern parcel as his family home, but did not have any details for what might be built on the newly created parcel.

The Commission tabled the discussion for 60 days to allow the applicant and the City to work together in good faith to put together a concept for development on the new lot that would reflect the purpose and intent of the Estate Residential (E-R) district. In the interim, we have been working with the applicant to review several building concepts. The applicant has submitted several example images that comply with the E-R zoning district and showing, what we believe to be, the type of development the Council was requesting to see for the new parcel.

**RECOMMENDATION**

The split meets both the State’s and the City of Grosse Pointe’s standards for lot splits and we recommend that the Council approve the lot split as proposed.

We will be at the Planning Commission meeting on April 20, 2020 to discuss this issue with you further.
PROPOSED COUNTRY CLUB DRIVE ELEVATION

SCALE: 1/8" = 1'-0"

PARCEL A

PARCEL "A" FRONT ELEVATION

SCALE: 1/4" = 1'-0"
February 6, 2020

City Council
City of Grosse Pointe
17147 Maumee
Grosse Pointe, MI 48230

Subject: Lot Split Request – 250 Washington Road
Zoning: E-R Estate Residential
Applicant: Waref Hawasli, HGW Detroit

Dear Councilmembers:

The owner at 250 Washington purchased the home and approached the City for a lot split, seeking a buildable lot on the northeast corner of Washington Road and Jefferson Avenue. The following report is an analysis of the most recent lot split application and topographic survey, drawn on January 14, 2020 and submitted to McKenna via e-mail on January 17, 2020. The parent property has approximately 320’ feet of road frontage along Washington Road and approximately 151’ of frontage along Jefferson Avenue. An approximately 9,000 square foot dwelling occupies much of the north property. The dwelling is a two-story single-family manor home built sometime around 1915-1916 originally built for the Edward P. Hammond family. The existing home is located approximately 5 feet from the rear property line and 6.5 feet from the side property line on the northern edge of the parcel. This is an existing non-conformity that will not be increased by the proposed lot split. The proposed split requires the demolition of a circular driveway to the south of the existing home on what would now be on the new Parcel B.

The standards for approval are based on compliance with the State of Michigan Land Division Act and Section 70-11 Lot Split of the Grosse Pointe Code of Ordinances. However, additional discussion of the existing zoning and intent of the Estate Residential (E-R) district in which the property are located are provided in this report to give the Council additional context for the application.

PREVIOUS PROPOSALS

October 11, 2019 Lot Split Proposal

The owner originally applied for a lot split to create two (2) lots on the Washington Road side of the property, a northerly lot with 170’ of Washington Road frontage with the original principal ~9,000 square foot residence and a southerly lot with 150’ of Washington Road frontage without original buildings. The submitted plan includes removing an existing circular driveway and reconfiguring driveway access to both proposed properties from Washington Road. Though this proposed split would meet the minimum lot width and area standards, the application did not contain all of the information required by City Ordinance for a lot split.

November 21, 2019 Lot Split Proposal

The owner submitted a revised lot split proposal to create two (2) lots on the Washington Road side of the property, a northerly lot with 210’ of Washington Road frontage with the original principal ~9,000 square foot residence and original circular driveway and a southerly lot with 110’ of Washington Road frontage without
original buildings. This proposed configuration did not meet the zoning district minimum lot width and lot area requirements for the ER Estate Residential zoning district.

**GROSSE POINTE LOT SPLIT APPLICATION REVIEW**

In addition to the state requirements for land divisions articulated in the Land Division Act, the proposed lot split must comply with the standards and procedures of Section 70-11. Lot Splits of the Grosse Pointe Code of Ordinances. The ordinance requires the lot split drawing include adjacent platted lots and properties within 200’. The ordinance requires 30 days advance submission, which must be of a completed drawing including the following information. The ordinance also requires a public hearing, with the neighbors notified, at City Council. The following information must also be provided. Compliance with those standards is detailed below.

**c) The lot split drawing shall contain the following information:**

1) **Names and addresses of the owners and engineer or surveyor.**
   
   The submitted drawing contains the owner’s name and address in the title block.

2) **Date, north arrow and scale, written and graphic.**
   
   The submitted drawing contains the date, north arrow and scale, written and graphic.

3) **Names and addresses of the owners of the abutting property, including owners across the street from the proposed split lots and abutting lots.**
   
   The submitted drawing contains the names and addresses of the owners of the abutting property, including owners across the street from the proposed split lots and abutting lots directly on the drawing exhibit.

4) **Street names, right-of-way and roadway widths of all existing and proposed streets within and adjacent to the proposed lot splits.**
   
   The submitted drawing contains the street names, right-of-way and roadway widths of all existing and proposed streets within and adjacent to the proposed properties.

5) **Proposed and existing storm and sanitary sewers and water mains including locations and size.**
   
   The submitted drawing contains proposed and existing storm and sanitary sewers and water mains including locations and size. The drawing also indicates the catch basins within adjacent public right of ways.

6) **All existing structures and other physical features which would influence the layout and design of the lot split.**
   
   The submitted drawing contains existing structures and the proposed driveways from Washington that access the principal dwellings on both proposed lots.

7) **Location, width and purpose of existing and proposed easements.**
   
   The submitted drawing does not contain proposed easements, therefore we believe the application does not include easements between the two resultant properties.
8) Existing and proposed lot lines and lot numbers.

The submitted drawing contains proposed lot lines and designates parcel A and B.

STATE LAND DIVISION REQUIREMENTS
The State of Michigan Land Division Act lays out the requirements for approval of lot splits in Sections 560.108-109. In addition, the Act gives a municipality the authority to adopt its own land division ordinance that lays out standards and procedures for approval. As long as those requirements are met, approval must be granted. The Act requires that the property comply with the following standards:

- **506.108(2):** The division, together with any previous divisions of the same parent parcel or parent tract, shall result in a number of parcels not more than the sum of the following, as applicable: (a) for the first 10 acres or fraction thereof in the parent parcel or parent tract, 4 parcels.

  The resulting lot split will create two parcels.

- **506.109(1)(c):** Each resulting parcel has a width not less than that required by an ordinance referred to in subsection (5).

  See “Zoning Review” below for discussion.

- **506.109(1)(d):** Each resulting parcel has an area not less than that required by an ordinance referred to in subsection (5).

  The resulting parcel will be greater than the minimum lot area required by the existing zoning. See “Zoning Review” below for further discussion.

- **506.109(1)(e):** Each resulting parcel is accessible.

  The resulting Parcel B has adequate frontage to provide vehicular access to the site via a driveway. A proposed driveway is included in the exhibit, with access to the parcel from Washington Road.

- **506.109(1)(g):** Each resulting parcel that is a development site has adequate easements for public utilities from the parcel to existing public utility facilities.

  The exhibit clearly shows where water and sewer lines will connect to the new Parcel B.

ZONING REVIEW
The parent parcel is zoned Estate Residential (E-R), a district tailored to the large, older estate homes that are important contributors to Grosse Pointe’s community character. It currently contains a single-family detached home, which is permitted by right in the district. It is anticipated that if developed, the new Parcel B will also be developed as a single-family detached home. According to the State Land Division Act Section 560.109(1)(c)-(d) the resulting parcel (the new Parcel B) must meet the minimum lot width and area requirements required by an ordinance.

The minimum lot, height, and setback requirements for the E-R district are as follows:
The new Parcel B is a corner lot that fronts onto both Washington and Jefferson and is just over 20,400 square feet in area, which meets the minimum lot area size for this district. The lot width dimensions of Parcel B are 135 feet along Washington and 151 feet along Jefferson. Since this is a corner lot, we believe that if either of the dimensions of the lot fronting a public street meet the minimum lot width than it shall be determined that the property meets this requirement. Since the lot width along Jefferson is 151 feet, this meets the minimum lot width standard for the district.

As shown in the exhibit, the lot would also meet the setback requirements of the district, creating a buildable envelope of approximately 76 feet by 71 feet.

OTHER CONSIDERATIONS

The E-R district encompasses those areas within the City where there are remaining large lot estates like the home located at 250 Washington Road. Many of these homes date back to the beginnings of the City and are an important part of the historic fabric of Grosse Pointe.

The E-R district was established shortly after the adoption of the master plan to create a district that would remove the development pressures on these large lots and help preserve the estate properties that contribute to the character of the City. In particular, as articulated in the Master Plan, the purpose and intent of the E-R district is to “encourage reinvestment in these beautiful homes rather than facilitate their demolition by allowing the lots to be divided.” This language is similarly articulated in Section 90-206 Statement of Purpose, which identifies the continued use of the land for single-family dwellings and the preservation of the estates by discouraging the subdivisions of existing lots as the intent of the E-R district. Therefore, the property owner’s request to split the lot should also be evaluated through this lens, as meeting the zoning district’s stated purposes is as important as meeting dimensional property standards set forth for the zoning district.

Currently, there are no firm plans for what might happen with either the existing home or any future development on the new Parcel B. The exhibit submitted by the property owner only shows a proposed driveway on Parcel B accessed from Washington and a buildable envelope for a potential new structure. The City has expressed to the property owner its desire to preserve the existing building as close to its existing condition as possible, suggesting the possible use of historic preservation easements that would provide tax benefits to help offset the costs of restoring the home.

That said, the City cannot condition its decision to approve or deny a lot split upon the preservation of the building or design standards for a new building on Parcel B. Further, it cannot limit what the property owner does with the existing home as long as it meets the zoning ordinance standards. The City may wish to explore other avenues such as the creation of a local historic district to encourage the preservation of existing homes or adoption of
design guidelines or form-based standards for the E-R district to ensure that changes to existing properties and/or new development are architecturally compatible with the surrounding area.

RECOMMENDATIONS
We believe the application meets both state and local land division standards. As such, we recommend the City Council approve the proposed lot split.

Sincerely,

MCKENNA

Julie Connochie, AICP
Principal Planner