CITY COUNCIL MEETING
SEPTEMBER 21, 2020
7:00 p.m.

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 Invoices
   b. Approval of Minutes
   c. Allocation of SMART Municipal and Community Credits for 2021
   d. Authorize purchase of sewer camera
   e. Special Event Application – Chamber of Commerce Santa Parade
   f. Renewal of maintenance agreement for Village parking equipment
   g. Purchase of replacement parking vehicle
4. New Business
   a. Resolution authorizing historic district study area and study commission
   b. Professional services agreement for historic preservation study
   c. Resolution amending employee handbook for 2020
   d. Purchase of fabricated and retrofitted leaf pushers
   e. Confirmation of delegate/alternate to the MML convention
5. Public Comment – for agenda and non-agenda items
6. Staff Reports
7. Council Comment
8. Closed Session to Discuss Ongoing Litigation
8. Adjournment

INSTRUCTIONS FOR ALL PERSONS TO PARTICIPATE IN VIRTUAL MEETING

You are invited to this virtual meeting held using Zoom:
When: Sep 21, 2020 07:00 PM Eastern Time (US and Canada)
Topic: City of Grosse Pointe City Council

Please click the link below to join the webinar:
https://us02web.zoom.us/j/84810378030?pwd=aEZGM2ZsZzVPa21LUTRjaS9zMidpZz09
Passcode: Council
Or iPhone one-tap:
    US: +13017158592, 84810378030#,,,,0#,,8460527# or +13126266799,,84810378030#,,,,0#,,8460527#

Or Telephone:
    Dial (for higher quality, dial a number based on your current location):
    US: +1 301 715 8592 or +1 312 626 6799 or +1 929 205 6099 or +1 253 215 8782 or +1 346 248 7799 or +1 669 900 6833
    Webinar ID: 848 1037 8030

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.
<table>
<thead>
<tr>
<th>TITLE: Approval of Invoices – Confirming</th>
<th>DATE: September 21, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUMMARY:</strong> The following invoices are submitted for review:</td>
<td></td>
</tr>
<tr>
<td>a) Florence Cement Company</td>
<td></td>
</tr>
<tr>
<td>- 2020 Street Improvement Project, Estimate #2, $597,490.17</td>
<td></td>
</tr>
<tr>
<td>b) Ferguson Waterworks</td>
<td></td>
</tr>
<tr>
<td>- Meter Reading Setup Fee, August 2020, $5,910.00</td>
<td></td>
</tr>
<tr>
<td>c) U.S. Flood Control Corp</td>
<td></td>
</tr>
<tr>
<td>- Marina Dam Barrier, April 2020, $17,721.00</td>
<td></td>
</tr>
<tr>
<td>d) Casper Corporation</td>
<td></td>
</tr>
<tr>
<td>- Public Safety Lockers, Final Payment, $39,853.24</td>
<td></td>
</tr>
<tr>
<td>e) GFL</td>
<td></td>
</tr>
<tr>
<td>- Recycling, September 2020, $9,576.00</td>
<td></td>
</tr>
<tr>
<td>f) ISCG</td>
<td></td>
</tr>
<tr>
<td>- Public Safety Office Furniture, Final Payment, $24,915.96</td>
<td></td>
</tr>
<tr>
<td>g) Great Lakes Water Authority</td>
<td></td>
</tr>
<tr>
<td>- Sewer Charges, August 2020, $74,500.00</td>
<td></td>
</tr>
<tr>
<td>h) Partners In Architecture</td>
<td></td>
</tr>
<tr>
<td>- New Facilities, Payment #15, $424,076.06</td>
<td></td>
</tr>
<tr>
<td><strong>FINANCIAL IMPACT:</strong> $1,194,042.43</td>
<td></td>
</tr>
<tr>
<td><strong>RECOMMENDATION:</strong> 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.</td>
<td></td>
</tr>
<tr>
<td><strong>REVIEWED BY:</strong> Peter Dame</td>
<td></td>
</tr>
<tr>
<td><strong>PREPARED BY:</strong> Kim Kleinow</td>
<td></td>
</tr>
<tr>
<td><strong>TITLE:</strong> City Manager</td>
<td></td>
</tr>
</tbody>
</table>
| **TITLE:** Finance Director/Treasure
September 8, 2020

Pete Randazzo
Public Service Department Supervisor
City of Grosse Pointe
17147 Maumee Avenue
Grosse Pointe, Michigan 48236

Reference: 2020 HMA Street Improvements Project
AEW Project No. 0155-0203

Dear Mr. Randazzo:

Enclosed please find Construction Pay Estimate No. 2 for the above referenced project. For work completed through August 23, 2020, we recommend issuing payment for the **Net Earnings this Period (see Page 4)** in the amount of **$597,490.17** to Florence Cement Company, 51515 Corridor, Shelby Twp., MI 48315

If you have questions or require additional information, please feel free to contact our office.

Sincerely,

R. Ryan Kern, PE
Project Manager

cc: Mike Randazzo, Florence Cement Company
<table>
<thead>
<tr>
<th>SHIP WHSE.</th>
<th>SELL WHSE.</th>
<th>TAX CODE</th>
<th>CUSTOMER ORDER NUMBER</th>
<th>SALESMAN</th>
<th>JOB NAME</th>
<th>INVOICE DATE</th>
<th>BATCH ID</th>
</tr>
</thead>
<tbody>
<tr>
<td>3389</td>
<td>3389</td>
<td>MIE</td>
<td></td>
<td>SSD</td>
<td>360</td>
<td>08/18/20</td>
<td>8792</td>
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<table>
<thead>
<tr>
<th>ORDERED</th>
<th>SHIPPED</th>
<th>ITEM NUMBER</th>
<th>DESCRIPTION</th>
<th>UNIT PRICE</th>
<th>UM</th>
<th>AMOUNT</th>
</tr>
</thead>
<tbody>
<tr>
<td>1</td>
<td>1</td>
<td>N13612103</td>
<td>AMI 930 ESSENTIAL 1001-2500</td>
<td>5910.00</td>
<td>EA</td>
<td>5910.00</td>
</tr>
<tr>
<td>1</td>
<td>1</td>
<td>N13612001</td>
<td>360 ESSENTIAL SETUP FEE</td>
<td>0.00</td>
<td>EA</td>
<td>0.00</td>
</tr>
</tbody>
</table>

LEAD LAW WARNING: IT IS ILLEGAL TO INSTALL PRODUCTS THAT ARE NOT "LEAD FREE" IN ACCORDANCE WITH US FEDERAL OR OTHER APPLICABLE LAW IN POTABLE WATER SYSTEMS ANTICIPATED FOR HUMAN CONSUMPTION. PRODUCTS WITH "NP" IN THE DESCRIPTION ARE NOT LEAD FREE AND CAN ONLY BE INSTALLED IN NON-POTABLE APPLICATIONS. BUYER IS SOLELY RESPONSIBLE FOR PRODUCT SELECTION.

Looking for a more convenient way to pay your bill?

Log in to Ferguson.com and request access to Online Bill Pay.

All past due amounts are subject to a service charge of 1.5% per month, or the maximum allowed by law, if lower. If Buyer fails to pay within terms, then in addition to other remedies, Buyer agrees to pay Seller all costs of collection, including reasonable attorney fees. Complete terms and conditions are available upon request or at https://www.ferguson.com/content/website-info/terms-of-sale, incorporated by reference. Seller may convert checks to ACH.
<table>
<thead>
<tr>
<th>Quantity</th>
<th>Item Description</th>
<th>Unit Price</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td>9</td>
<td>24&quot; x 50ft Tiger Dams</td>
<td>$1,650.00</td>
<td>$14,850.00</td>
</tr>
<tr>
<td>20</td>
<td>24' Straps for 24ft Dams</td>
<td>$30.00</td>
<td>$600.00</td>
</tr>
<tr>
<td>2</td>
<td>Fill Attachment</td>
<td>$145.00</td>
<td>$290.00</td>
</tr>
<tr>
<td>2</td>
<td>Ball Valve</td>
<td>$120.00</td>
<td>$240.00</td>
</tr>
<tr>
<td>1</td>
<td>Siamese Splitter Connection</td>
<td>$120.00</td>
<td>$120.00</td>
</tr>
<tr>
<td>1</td>
<td>Hydrant Connection with Ball Valve</td>
<td>$125.00</td>
<td>$125.00</td>
</tr>
<tr>
<td>1</td>
<td>Valve Tool</td>
<td>$200.00</td>
<td>$200.00</td>
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<tr>
<td>1</td>
<td>Patch Kit</td>
<td>$90.00</td>
<td>$90.00</td>
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<tr>
<td>30</td>
<td>Chocks</td>
<td>$5.00</td>
<td>$150.00</td>
</tr>
<tr>
<td>1</td>
<td>Plastic Crate - 50&quot;</td>
<td>$716.00</td>
<td>$716.00</td>
</tr>
</tbody>
</table>

Sub Total: $17,381.00
Shipping: $340.00
Tax: $0.00
Total: $17,721.00

WARNING: U.S. FLOOD CONTROL CORP. ("USFC") DOES NOT GUARANTEE OR WARRANTY THE TIGER DAM™ SYSTEM AND RELATED PRODUCTS IN FLOODING CONTROL OR FLUID CONTAINMENT SITUATIONS. USFC'S LIABILITY TO PURCHASER FOR ANY SUCH USE IS HEREBY STRICTLY LIMITED. SEE PAGE TWO OF THIS DOCUMENT FOR DETAILS.

Authorized Signature of Purchaser upon Acceptance of Agreement:

Name: Neff Park/Matcha Dam Barr

Signature: ____________________________

Date: ________________________________
# CUSTOMER INVOICE
# 12491-1L

due by 9/1/2020

BILL TO
Pete Randazzo  
City of Grosse Pointe  
Police/Public Safety  
17145 Maumee Ave.  
Grosse Pointe, MI 48230  

SHIP TO
City of Grosse Pointe  
Police/Public Safety  
17145 Maumee Ave.  
Grosse Pointe, MI 48230

Install To

<table>
<thead>
<tr>
<th>Line</th>
<th>Description</th>
<th>Qty</th>
<th>Unit</th>
<th>Price Ea</th>
<th>Ext Price</th>
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</thead>
<tbody>
<tr>
<td>1</td>
<td>Personal Duty Lockers</td>
<td>1.00</td>
<td>Lot</td>
<td>$42,091.91</td>
<td>$42,091.91</td>
</tr>
<tr>
<td></td>
<td>Room 004 - 26 single door lockers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Room 008 - 4 single door lockers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>All with bench drawer with combination lock, rubber boot tray, double hook,</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>body armour drying rack, full width adjustable shelf with rubber mat, (2)</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>hanger assemblies, modular L-shape shelf with hanger cutout and lock box kit,</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>and duplex recepticle per drawing 8512491-1D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Evidence Lockers</td>
<td>1.00</td>
<td>Lot</td>
<td>$8,588.69</td>
<td>$8,588.69</td>
</tr>
<tr>
<td></td>
<td>2 Pass Thru Evidence Lockers per drawing 8512491-1D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Storage Lockers</td>
<td>1.00</td>
<td>Lot</td>
<td>$16,375.68</td>
<td>$16,375.68</td>
</tr>
<tr>
<td></td>
<td>Mens' Locker Room - 11 Single door lockers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>Womens' Locker Room - 3 Single door lockers</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>All with rubber boot tray, full width adjustable shelf, (2) hanger</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>assemblies, and full width shelf with clothes hanger, combination lock,</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td>and duplex recepticle per drawing 8512491-1D</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>1</td>
<td>Installation Services</td>
<td>1.00</td>
<td>Lot</td>
<td>$12,650.00</td>
<td>$12,650.00</td>
</tr>
<tr>
<td></td>
<td>Labor to receive, stage, redeliver, install, and remove debris</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

Subtotal: $79,706.48  
Sales Tax: $0.00  
Total: $79,706.48

Over →

Order Name: Lockers
Casper Corporation, The
24081 Research Drive
Farmington, MI 48335
Phone: (248) 442-9000
Fax: (248) 442-9010
http://www.caspercorp.com

Order Name: Lockers

<table>
<thead>
<tr>
<th></th>
<th>Amount</th>
</tr>
</thead>
<tbody>
<tr>
<td>Amount Previously Invoiced</td>
<td>$39,853.24</td>
</tr>
<tr>
<td>Payments</td>
<td>$39,853.24</td>
</tr>
<tr>
<td>Billing %</td>
<td>50.00%</td>
</tr>
<tr>
<td>Tax</td>
<td>$0.00</td>
</tr>
<tr>
<td>Subtotal</td>
<td>$39,853.24</td>
</tr>
</tbody>
</table>

Amount Due $39,853.24

due by 9/1/2020
<table>
<thead>
<tr>
<th>DATE</th>
<th>DESCRIPTION</th>
<th>QTY X UNIT PRICE</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>09-01-20</td>
<td>RESIDENTIAL HAND PICK UP On-Call</td>
<td>2400.00</td>
<td>9,576.00</td>
</tr>
<tr>
<td></td>
<td>Sub Total Services Only:</td>
<td></td>
<td>9,576.00</td>
</tr>
<tr>
<td></td>
<td>Sub Total Taxes, Oil/Environmental &amp; Fees:</td>
<td></td>
<td>0.00</td>
</tr>
<tr>
<td></td>
<td>Site Sub Total:</td>
<td></td>
<td>9,576.00</td>
</tr>
</tbody>
</table>

**Total New Charges** 9,576.00

**IMPORTANT NEWS:**

To avoid late fees and service interruption, payments must be received by the due date. Except as may be otherwise provided by written contract, all past due balances will be assessed a 1.5% late fee with a minimum charge of $6.00. By payment of this invoice, you are expressly confirming your consent to be contacted, with respect to this account, at the Billing Contact # reflected above.

**PLEASE DETACH AND RETURN THE BOTTOM PORTION WITH YOUR PAYMENT.**

<table>
<thead>
<tr>
<th>CUSTOMER ACCOUNT #:</th>
<th>INVOICE NUMBER:</th>
<th>PAYMENT DUE:</th>
<th>TOTAL AMOUNT DUE:</th>
</tr>
</thead>
<tbody>
<tr>
<td>001661539</td>
<td>0045761694</td>
<td>UPON RECEIPT</td>
<td>$10,551.00</td>
</tr>
</tbody>
</table>

Amount Enclosed $957.00

GFL ENVIRONMENTAL
22001 HOOVER RD
WARREN, MI 48089-2554

GFL Environmental Offers Pay-By-Phone! Call 1-844-464-3687. Choices. Checking, Visa, American Express and Mastercard are accepted.

For Customer Service and Account Inquiries. Please call (586) 864-1500

Convenience. It's fast! Your statement is online right now. Control. You decide how and when to pay. To Enroll: myaccount.gflusa.com

Check here and send cover for address and phone corrections:

9185904-6316-1 1 1 6316 1 AB 0.419 17

CITY OF GROSSE POINTE
17147 MAUVE AVE
GROSSE POINTE MI 48230-1534

# 826 - 368 - 808

04576169401661539000095760000010551008000

GFL ENVIRONMENTAL
PO BOX 791519
BALTIMORE, MD 21279-1519
<table>
<thead>
<tr>
<th>#</th>
<th>QTY</th>
<th>PRODUCT</th>
<th>DESCRIPTION</th>
<th>SELL</th>
<th>EXTENDED</th>
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<tbody>
<tr>
<td>50</td>
<td>8</td>
<td>SCT-20-7115</td>
<td>Very Task Chair, Fab Seat, Mesh</td>
<td>358.01</td>
<td>2,864.08</td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>Bk, 4D Arms, Plstc Bse Hd</td>
<td></td>
<td></td>
</tr>
<tr>
<td></td>
<td></td>
<td></td>
<td>TELLURE GRD A BLACK GRD A VERY</td>
<td></td>
<td></td>
</tr>
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<td></td>
<td></td>
<td></td>
<td>TASK MESH GRD A BLACK GRD A</td>
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<td></td>
<td></td>
<td></td>
<td>GRD A BLACK GRD A BLACK GRD A</td>
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<td></td>
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<tr>
<td></td>
<td></td>
<td></td>
<td>Tag(s): FRONT EXIS. OFFICE</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

| 60 | 1   | FREIGHT         | DREAM SHIPING CHARGE                                                        | 363.00| 363.00     |

| 61 | 1   | LABOR           | RECEIVE, DELIVER, & INSTALL DURING REGULAR BUSINESS HOURS                  | 3,500.00| 3,500.00    |
|    |     |                 | PER MIDEAL OPEN OFFICE CONTRACT DURING REGULAR BUSINESS HOURS              |       |            |

| 62 | 1   | LABOR           | RECEIVE, DELIVER, & INSTALL PER MIDEAL SEATING CONTRACT                     | 1,404.00| 1,404.00    |
|    |     |                 | DURING REGULAR BUSINESS HOURS                                              |       |            |

SUBTOTAL: 48,549.96

FINAL TOTAL: 48,549.96

LESS DEPOSIT APPLIED: -23,634.00

PAY THIS AMOUNT: 24,915.96

PAGE 14 OF 14
# GLWA

## Great Lakes Water Authority

www.glwater.org

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

---

**SEWER BILL**

<table>
<thead>
<tr>
<th>Account Name</th>
<th>GROSSE POINTE</th>
</tr>
</thead>
<tbody>
<tr>
<td>Account Number</td>
<td>200-0631-S</td>
</tr>
<tr>
<td>Billing Date</td>
<td>09/01/2020</td>
</tr>
<tr>
<td>Due Date</td>
<td>10/16/2020</td>
</tr>
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Billing Inquiries: (313) 964-9027

---

**PREVIOUS BALANCE**

<table>
<thead>
<tr>
<th></th>
<th>$74,500.00</th>
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</thead>
<tbody>
<tr>
<td>$(74,500.00)</td>
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</tr>
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**ADJUSTMENTS AND PAYMENTS APPLIED**

**CURRENT CHARGES**

08/01/2020 – 08/31/2020

<table>
<thead>
<tr>
<th>SEWAGE MONTHLY FIXED CHARGE</th>
<th>$74,500.00</th>
</tr>
</thead>
</table>

**PREVIOUS AMOUNT DUE**

| $0.00 |

**TOTAL DUE**

| $74,500.00 |

---

PLEASE DETACH AND RETURN THIS PORTION WITH YOUR PAYMENT

<table>
<thead>
<tr>
<th>Account Name</th>
<th>Account Number</th>
<th>Due Date</th>
<th>Amount Due</th>
</tr>
</thead>
<tbody>
<tr>
<td>GROSSE POINTE</td>
<td>200-0631-S</td>
<td>10/16/2020</td>
<td>$74,500.00</td>
</tr>
</tbody>
</table>

AMOUNT REMITTED

| $ |

---

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

---

24 200063119 000007450000 7
Application and Certificate for Payment for a Design-Build Project

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

FROM DESIGN-BUILDER: *PARTNERS in Architecture  
Design-Build, LLC  
65 Market Street  
Mount Clemens, MI 48043

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

APPLICATION NO: 015  
PERIOD TO: June 30, 2020

CONTRACT FOR: General Construction  
PROJECT NO: / 18-109

The undersigned Design-Build certifies that to the best of the Design-Build'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-Build for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is accurate.

DESIGN-BUILDER: By:  
Date: July 01, 2020

State of: Michigan  
County of: Macomb  
Notary Public: Elias M. Paella  
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-Build.

AMOUNT DUE:  
424,076.00

(Attach explanation of 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.)

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

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

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

CONSENT AGENDA

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

1. Minutes from the regular Council Meeting and closed session held on July 20, 2020.

2. Invoices
   a) Florence Cement Company - 2020 Street Improvement Project, Estimate #1, $162,449.89
   b) Bell Equipment Company - Street Sweeper, July 2020, $210,515
   c) Michigan Municipal League - Workers Compensation, Installment #2, $23,525.00
   d) City of Grosse Pointe Park - Dispatch Services, 4/1/2020 – 6/30/2020, $27,983.41
   e) GFL - Recycling, August 2020, $9,446
   f) Anderson, Eckstein & Westrick, Inc. - 2020 Street Improvement Project, 6/22/20 – 7/19/20, $13,889.23
   g) BS&A - Annual Service Contracts, 8/1/20-8/1/21, $8,169
   h) Great Lakes Water Authority - Sewer Charges, July 2020, $74,500
   i) Oakland County - Clemis, April – June 2020, $5,173.25
   j) Partners In Architecture - New Facilities, Payment #14, $1,355,157.37
   k) James J. Leamon - City Hall Sidewalk, July 2020, $12,025
   l) Fildew Hinks - Legal Services, June 2020, $16,780.46
   m) McKenna - Planning Services, June 2020, $6,248.75
   n) Virtra - Taser Simulator, July 2020, $69,129.86
   o) Indian Summer - Recycling, July 2020, $5,581.82
   p) City of Grosse Pointe Farms - Water Purchased, 4/1/20 – 6/30/20, $207,271.45

3. Approval of the purchase of a 2020 Charger for a Public Safety vehicle from Galeana Dodge with a purchase price not to exceed $26,147.

4. Adoption of Resolution to concur in the Rules and Regulations concerning Industrial PreTreatment Program as adopted by the Great Lakes Water Authority.

ROLL CALL VOTE
   Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
   Nays: None.

MOTION CARRIES.

PRESENTATION AND COUNCIL DISCUSSION – ESTABLISHING A LOCAL HISTORIC DISTRICT
City Manager Dame stated that the City Council approved a moratorium on demolition permits and new dwelling permits in the Estate Residential zoning district (ER-1) to allow time for the City to consider adoption of a historic district and/or design standards for new construction. The intent of the demolition component of the moratorium was to ensure that existing historic assets in the ER-1 district are preserved while Council explored creation of a historic preservation ordinance in the area.

City Manager Dame introduced Kristine Kidorf of Kidorf Preservation Consulting, who provided an overview on establishing an Estate Historical District under Michigan law. The presentation explained the objectives of establishing such a district, the process for doing so, and how a historical district operates. It was noted that in 2011, Kidorf Preservation Consulting worked with the City to conduct a preliminary historic assessment of buildings in the whole City under the auspices of the Grosse Pointe Historical Society. The presentation incorporated the findings of that study in order to help ascertain an appropriate study area for a potential historic district including the ER-1 zoned areas. The Council reviewed the flow chart and proposed boundaries for potential historical district(s). Ms. Kidorf answered Council questions regarding how certain boundaries were determined, how much time it would take to complete the process, conditions for demolition within a historical district and potential tax credits for homes in a district. It was noted that a contiguous district is preferred.

City Manager Dame noted that if the Council is interested in continuing to pursue a local historic district, staff would bring back the required resolution needed to start the process and a professional services agreement to carry out the research and technical assistance needed to support creation of a district preserving the remaining historic estate neighborhoods in the City.

It was the consensus of the City Council that the City proceed with the study of a Historic District and City staff be directed to draft a proposed historic district resolution and a technical services agreement to consider at its next meeting.

PURCHASE – PUBLIC SERVICE UTILITY VEHICLES AND V-PLOW PUSHERS

Public Service Director Randazzo made the following report:

The City of Grosse Pointe Public Services Department is in need of replacing two (2) aging 2008 utility tractors and V plow pushers. The recommendation is to replace the existing John Deere tractors with two (2) new Bobcat Toolcats and two (2) Protech V plow pushers.

The new utility vehicles will have the ability to quickly connect attachments for sidewalk snow plowing, leaf collection, lawn restoration, street patching and other jobs within the department. These vehicles will also be able to utilize the attachments the City currently has such as a pallet fork, utility bucket, straight blade snow plow, and snow broom. The Bobcat Toolcat is the same vehicle the City purchased for the Water and Parking department last year which increases the versatility and options within all departments in the event of breakdowns or maintenance. The vehicles, if approved, would be purchased through MiDeal, the State of Michigan's competitive bidding platform, from:

Clark Equipment Company, dba Bobcat Company, Govt Sales
P.O. Box 6000, 250 E Beaton Dr., West Fargo, ND 58078

The total price for two Bobcat Toolcats is $103,909.10.

City staff researched new V plow snow pushers to be purchased and mounted on new Bobcat Toolcats. These plows will be used to clear sidewalks throughout the City. The Protech V plow snow pusher is made for municipal use and has been purchased by the City in the past. Staff is pleased with its performance. Other plow manufacturers are heavy for the utility vehicle and more expensive than Protech.
Protech V-plow, Santoro Inc. of Detroit, MI $5,500 each
Cat 1524 mm (60 in) V plow, Michigan Cat, Brownstown Twp., MI $5,883 each
Virnig V-Snow Blade, Skid Steer Solutions Bellingham, WA $5,995 each

Motion by Council Member Stempfle, second by Council Member Thomas, to award the purchase of two Bobcat Toolcat 5600’s through the MiDeal contract from Clark Equipment Company, dba Bobcat Company, at a total price of $103,909.10 and the purchase and fabrication of the Protech V plow pushers from Santoro Inc. of Detroit for $11,000; with a total price of $114,909.10.

ROLL CALL VOTE
Ayes: Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays: None.

MOTION CARRIES.

MAIN STREET GROSSE POINTE BOARD APPOINTMENTS

Mayor Tomkowiak indicated that as required by the recently approved bylaws for the new Main Street Grosse Pointe/DDA, she received recommendations from the current DDA Board for a slate of eight representatives for the new Main Street Board. According to the bylaws, the Board will consist of 11 members. The eight that are appointed must include seven members who have an interest (business or property) in the district and one resident. The remaining three must include the mayor (or a representative of the mayor), a Wayne County representative and a City Council member. The slate of eight members was unanimously approved by the DDA Board at its regular meeting on August 10, 2020 based on recommendations from a DDA nominating committee.

Mayor Tomkowiak stated although she has the discretion to appoint individuals other than those recommended, she has chosen to appoint the eight people recommended by the DDA Board. In addition, per the bylaws, June Lee will be appointed to continue as the Wayne County representative and Terence Thomas, as the Council representative, will replace Chris Walsh. Chris has been on the DDA since its inception in 2008 and has served three full terms. His service has been exceptional, and he has worked as a strong advocate for development in The Village. During the course of the Main Street process, a number of people expressed interest in serving on the Board and/or Main Street committees. In addition, Board applications were sent to all of the businesses and commercial property owners in the district. The DDA Board has recommended that everyone who expressed interest in serving on the Board or on a Committee be personally contacted to encourage their involvement when the Main Street Board convenes in September.

Motion by Council Member Parthum, second by Council Member Walsh, to approve the slate of candidates recommended by the DDA Board, and appoint those candidates to the Main Street Grosse Pointe Board.

ROLL CALL VOTE
Ayes: Juip, Parthum, Stempfle, Walsh, Williams, Mayor Tomkowiak
Nays: None.
Abstain: Thomas

MOTION CARRIES.

BID AWARD – ADA ACCESSIBLE SIDEWALK RAMPS AT ELWORTHY TOT LOT
City Manager Dame made the following report:

Bids were received for an ADA Accessible Sidewalk Ramp at the Elworthy Park Tot Lot. This project will allow installation of ADA accessible parking spots with ramps, complete with tactile surfaces for people with visual disabilities adjacent to the updated Tot Lot. There will be one handicap space on St. Clair and two spots on Waterloo, including a van accessible space, with a concrete landing platform in the right-of-way to allow for wheelchair loading and unloading. This project is particularly important and needed to accommodate individuals with disabilities arriving by vehicles especially given the new equipment at the Tot Lot is universally accessible. Two companies participated in the RFP and JB Contractors is the low bidder. The City Engineer has reviewed the bidder qualifications and finds the low bidder qualified for the project. This project is budgeted in the Capital Projects Fund and is funded primarily by CDBG grant funds that reimburse the Fund for costs incurred.

Motion by Council Member Parthum, second by Council Member Williams, to approve the recommendation of the City Engineer and award the bid in the amount of $24,986 to JB Contractors for an ADA Accessible Sidewalk Ramp project at the Elworthy Park Tot Lot.

ROLL CALL VOTE

Ayes:    Juip, Parthum, Stempfle, Thomas, Walsh, Williams, Mayor Tomkowiak
Nays:    None.

MOTION CARRIES.

STAFF REPORTS

Chief Poloni updated Council on the status of the new Public Safety Building. He noted that a Dedication Ceremony was planned for Saturday, August 29 at 12 noon and all are invited. The event will take place under CDC guidelines for COVID-19.

COUNCIL COMMENT

The City Council commented on the following topics:

- The need to communicate how the Public Safety Department has acquired specialized training equipment through a generous private donation, and how the City is leading and collaborating with other communities to improve training.
- Appreciation was expressed to the City Clerk, and all election workers on conducting a well-run election during the COVID-19 pandemic.
- Appreciation was expressed to City staff on the follow up repairs and responses to the DTE project.
- Council continues to work together with civility and respect, and looks forward to a time when the Council can meet again in person.

On Motion, the meeting was adjourned at 8:03 p.m.

Julie E. Arthurs, City Clerk
City of Grosse Pointe
<table>
<thead>
<tr>
<th>TITLE:</th>
<th>Allocation of SMART Municipal and Community Credits for 2021</th>
<th>DATE:</th>
<th>September 16, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td>SUMMARY:</td>
<td>Each year, the City of Grosse Pointe receives transportation funds from the Suburban Mobility Authority Regional Transportation bus system (SMART) based on state law and the voter approved SMART tax. These funds are distributed to the communities in the SMART area based on 2010 census figures. These funds must be spent on transportation programs that are operated/administered by the community or transferred to another community-based transportation system. The City will receive $5,320 in Municipal Credit Funds and $8,762 in Community Credit Funds for 2021 (about $163 more than last year). As a reminder, The Helm (formerly Services for Older Citizens) is the service administrator for PAATS.</td>
<td></td>
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<td></td>
<td>The City of Grosse Pointe has allocated these funds to programs such as the Pointe Area Assisted Transportation System (PAATS). PAATS provides transportation to either the disabled or elderly for medical, nutritional, social and recreation purposes. PAATS is also supported by the other Grosse Pointes and Harper Woods.</td>
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<tr>
<td>FINANCIAL IMPACT:</td>
<td>None.</td>
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<tr>
<td>RECOMMENDATION:</td>
<td>Motion to approve the 2021 allocation of $14,082 in Municipal and Community Credit funds to Pointe Area Assisted Transportation System (PAATS) and authorize the Assistant City Manager/Clerk to execute the attached agreement.</td>
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<tr>
<td>REVIEWED BY:</td>
<td>Peter Dame</td>
<td></td>
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</tr>
<tr>
<td>PREPARED BY:</td>
<td>Julie E. Arthurs</td>
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</tbody>
</table>
MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY 2021

I, ________________________, as the ____________________ of City of Grosse Pointe (hereinafter, the “Community”) hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of Municipal Credits available for the period July 1, 2020 through June 30, 2021 (Section 1 below), and Community Credits available for the period July 1, 2020 to June 30, 2021 (Section 2 below); and further agree that the Municipal and Community Credits Master Agreement between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in Exhibit A, and the operating budget for that service is set forth in Exhibit B, both of which are attached hereto and incorporated herein.

1. The Community agrees to use $5,320 in Municipal Credit funds as follows:

(a) Transfer to ________________
    FUNDING SOURCE
    At the cost of: $ __________________

(b) Van/Bus Operations
    (Including Charter and Taxi services)
    At the cost of: $ __________________

(c) Services Purchased from SMART
    (Including Tickets, Shuttle Services/Dial-a-Ride)
    At the cost of: $ __________________

(d) Services Purchased from Subcontractor
    (NAME OF SUBCONTRACTOR)
    (See attached Subcontractor Service Agreement)
    At the cost of: $ __________________

Total $5,320

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State’s approved budget. In the event that revenue actually received is insufficient to support the Legislature’s appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by June 30, 2023; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use $8,762 in Community Credit funds available as follows:

(a) Transfer to ________________
    FUNDING SOURCE
    At the cost of: $ __________________

(b) Van/Bus Operations
    (Including Charter and Taxi services)
    At the cost of: $ __________________

(c) Services Purchased from SMART
    (Including Tickets, Shuttle Services/Dial-a-Ride)
    At the cost of: $ __________________
(d) Capital Purchases

At the cost of: $______________

(e) Services Purchased from Subcontractor

(PAATS)

(See attached Subcontractor Service Agreement)

At the cost of: $______________

Total $8,762

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2021, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2024; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

The Parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, “electronic signature” shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

This agreement shall be binding once signed by both parties.

SUBURBAN MOBILITY AUTHORITY FOR REGIONAL TRANSPORTATION

__________________________
Signature

__________________________
Printed Name

__________________________
Title

__________________________
Date

CITY OF GROSSE POINTE

__________________________
Signature

__________________________
Printed Name

__________________________
Title

__________________________
Date
**Council Meeting**  
**September 21, 2020**

<table>
<thead>
<tr>
<th>TITLE: Approval to Purchase a Sewer Camera</th>
<th>DATE: September 10, 2020</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>SUMMARY:</strong> The City of Grosse Pointe 2020-21 budget includes funds to buy a sewer camera. This technology is used to inspect manholes, sanitary mains, and storm mains. The proposed purchase is for an electronic mirror camera. It is used to find broken, collapsed, plugged, or infiltrated pipes without having to physically enter the confined space of a manhole -- which can be unsafe and time consuming. There are a few different brands of camera. The City staff recommends Envirosight because of its versatility, convenience, and precise laser measurement capabilities. The purchase prices are listed below:</td>
<td></td>
</tr>
</tbody>
</table>
| 1. Bell Equipment Company  
78 Norrthpointe Drive  
Lake Orion, MI 48359 | Envirosight Quickview | $16,520.50 |
| 2. MTech  
7401 First Place  
Cleveland, OH 44146 | Cues Quickzoom III | $18,735.00 |
| 3. Nexxis Technology USA Corp  
315 Odyssey Dr. suite D  
Webster, TX 77598 | Messen Nord STV4 Zoom | $20,478.25 |
| **FINANCIAL IMPACT:** Funds for this camera are budgeted in the Water & Sewer (Utility Fund) capital projects account at $17,000 |
| **RECOMMENDATION:** Motion to award Bell Equipment Company for the amount $16,520.50 for the purchase of one Envirosight Quickview Camera. |

<p>| REVIEWED BY: Pete Dame |
| PREPARED BY: Neil Johnston |
| CITY: Public Services Supervisor |
| CITY: City Manager |</p>
<table>
<thead>
<tr>
<th>TITLE:</th>
<th>Special Event Application for Grosse Pointe Santa Claus Parade</th>
</tr>
</thead>
<tbody>
<tr>
<td>DATE:</td>
<td>September 21, 2020</td>
</tr>
<tr>
<td>SUMMARY:</td>
<td>Annually, the Chamber of Commerce organizes the Grosse Pointe Santa Claus Parade on the day after Thanksgiving, in conjunction with the City of Grosse Pointe and Grosse Pointe Farms. The Santa Parade is a long-standing community tradition. This year’s parade will take place on Friday, November 27, 2019, but will be modified to avoid gathering crowds as a precaution to preventing the spread of COVID-19. This year the parade will be stationary and have floats and socially distanced performers at set locations on the Hill and in The Village that cars will be asked to drive past. There will be no bands. The roads will still be closed off and the cross streets but one-way traffic from the Hill to the City will be permitted to allow people in cars to view the parade as they drive by.</td>
</tr>
<tr>
<td>FINANCIAL IMPACT:</td>
<td>There is significant overtime cost to the City in carrying out this parade, estimated at about $5000. Most of the Public Safety Department is present as is most of the Public Works Department staff. Under the City’s event policy, the sponsor of the Santa Parade is specifically exempted from normal requirements to absorb the City’s extra costs of the event, as a City co-sponsored event.</td>
</tr>
<tr>
<td>RECOMMENDATION:</td>
<td>Motion to approve the special event application for the Chamber of Commerce to hold the Santa Claus Parade on November 27, 2020.</td>
</tr>
<tr>
<td>PREPARED BY:</td>
<td>Peter Dame</td>
</tr>
<tr>
<td>TITLE:</td>
<td>City Manager</td>
</tr>
</tbody>
</table>
NOTE: An application for a parade, procession or race permit shall be filed with the Director of Public Safety. Please allow not less than sixty (60) days for application process before the proposed date of the event.

<table>
<thead>
<tr>
<th>EVENT APPROVED:</th>
<th>YES</th>
<th>NO</th>
</tr>
</thead>
<tbody>
<tr>
<td>SIGNATURE OF DIRECTOR OF PUBLIC SAFETY:</td>
<td></td>
<td></td>
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<tr>
<td>DATE SIGNED:</td>
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</table>

NOTICE: This permit is not be construed as authorizing any parade over such streets and highways as are under the jurisdiction of the Wayne County Commission or the City of Detroit, and as to those permission must be obtained from the proper and appropriate agency or office.

THE FOLLOWING APPLICATION IS HEREBY SUBMITTED TO THE DIRECTOR OF PUBLIC SAFETY, CITY OF GROSSE POINTE.

1. Title of event: **Grosse Pointe Santa Claus Parade**
2. Date when event is to be conducted: **Friday, November 27**
3. Name, address and telephone number of the person seeking to conduct such event: **Jennifer Bectercher - 106 Kercheval, GPF - (313) 881-4722**
4. Hours when such event will start and terminate: **10am - 11:30am**
5. If event is proposed to be conducted for, on behalf of, or by an organization, give name, address and telephone number of the headquarters of the organization and of the authorized and responsible heads of such organization:
   - **Grosse Pointe Chamber of Commerce, 106 Kercheval, GPF (313) 881-4722**
6. Name address and telephone number of person who will be event chairman and who will be responsible for its conduct:
   - **Jennifer Bectercher - 106 Kercheval, GPF 48236 (313) 881-4722**
7. Route to be traveled, the starting point and the termination point. (Please enclose a route map):
   - **Kercheval-41st Farms to Kercheval-Edgewood**
8. Approximate number of persons who, and animals and vehicles which will constitute such parade; type of animals and description of vehicles: **200 participants, floats, ghost burgers vehicles**
9. Statement whether event will occupy all or only a portion of the width of the streets proposed to be traversed:
   - **The parade will be stationed in sections down half the street Kercheval. Vehciles will drive one way down Kercheval to view the parade.**
10. Location by streets of any assembly areas for such event: **N/A**
11. Time at which units of the event will begin to assemble at any such assembly area or areas: **9:00am**
12. Interval of space to be maintained between units of such event: **10 - 20 ft**
13. If event is designated to be held by, or on behalf of any person other than the applicant, the applicant for such permit shall file with the Director of Public Safety a communication in writing from the person proposing to hold the event, authorizing the applicant to apply for the permit on his behalf.

SIGNATURE: **[Signature]**

DATE: **9-16-2020**
Grosse Pointe Santa Claus Parade

Parade begins at 10am at Kercheval & Lewiston
**Council Meeting**  
**September 21, 2020**

| TITLE: | Service and Equipment Maintenance Agreement for Municipal Parking Garage and Various Lots |
| DATE: | September 16, 2020 |

**SUMMARY:** The City of Grosse Pointe Public Services parking division service and maintenance contract with Traffic and Safety Control Systems, Inc. for the parking revenue control and software equipment located at the City of Grosse Pointe parking structure (Lot 5), Lot 2, lot 3, and lot 6 has expired. Traffic and Safety is the same company that installed the equipment and is the only company locally that is authorized in this region to provide maintenance on this type of equipment. The company “Traffic and Safety Control System, Inc” offers a 5% discount to pay annually instead of monthly.

The annual service contract cost to renew the contract is $33,300 billed in 12 monthly payments of $2,775 each. A discounted price of $31,830 applies for the year if paid in full.

1. Paying month to month with the Traffic and Safety Service contract is $2,775 per month. The per site breakdown is: Parking Structure - $1,165.50; Lot 2 - $693.75; Lot 3 - $693.75; and, Lot 6 - $222. The cost for Lot 6 is lower since the equipment is pay stations, not gates. If the City purchases new equipment in each lot, the monthly costs would be reduced as each lot is activated. New parking control equipment has a one or two year warranty depending on the type equipment selected which would greatly reduce the maintenance agreement costs once upgraded.

2. If the City of Grosse Pointe decides to move forward with TIBA for its gated lots and is able to provide a purchase order for a TIBA system in the next 60 days for the existing three lots that are gated, Traffic and Safety will continue covering the existing Amano McGann equipment under the existing service contract at a 75% discounted rate ($693.75 per month) through the end of 2020.

3. If the City of Grosse Pointe decides to move forward with TIBA gated systems and selects an individual parking lot or two to receive TIBA in the next 60 days, Traffic & Safety will continue covering the existing Amano McGann equipment under the existing service contract at a 50% discounted rate through the end of 2020 for these lot(s) with TIBA equipment planned.
<table>
<thead>
<tr>
<th><strong>FINANCIAL IMPACT:</strong></th>
<th>The cost of this service agreement has been budgeted in the Parking Fund budget.</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>RECOMMENDATION:</strong></td>
<td>Motion to approve a new service agreement from Traffic and Safety Control System Inc.</td>
</tr>
<tr>
<td><strong>REVIEWED BY:</strong></td>
<td>Peter Dame</td>
</tr>
<tr>
<td><strong>PREPARED BY:</strong></td>
<td>Brian Kress</td>
</tr>
<tr>
<td><strong>TITLE:</strong></td>
<td>City Manager</td>
</tr>
<tr>
<td><strong>TITLE:</strong></td>
<td>Public Service Supervisor</td>
</tr>
<tr>
<td>TITLE: Vehicle purchase for the Parking Department</td>
<td>DATE: September 16, 2020</td>
</tr>
<tr>
<td>-------------------------------------------------</td>
<td>--------------------------</td>
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<tr>
<td>SUMMARY: The Parking Department is proposing to utilize the State of Michigan’s Mi-Deal purchasing program to obtain a 2020 Ford Transit utility cargo van from Jorgensen Ford.</td>
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<tr>
<td>Jorgenson Ford Sales of Dearborn, MI 2020 Ford Transit</td>
<td>$26,044.25</td>
</tr>
<tr>
<td>Jorgensen Ford Sales in Dearborn is the Mi-Deal contract awarded dealership for the cargo utility van. MiDEAL is the State of Michigan's extended purchasing program that allows Michigan cities to buy goods and services from state contracts, to satisfy the City’s competitive bid requirements. The vehicle that needs replacement is a 2008 GMC cargo box pickup truck.</td>
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<tr>
<td>FINANCIAL IMPACT: Expenditures for the cargo utility van are charged to the Capital account in the Parking Fund. An amount of $30,000 is budgeted for 2020-21.</td>
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<tr>
<td>RECOMMENDATION: Motion to authorize execution of an agreement to purchase 2020 Ford Transit series truck from Jorgensen Ford Sales through the Mi-Deal Purchasing Program.</td>
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</tr>
<tr>
<td>REVIEWED BY: Peter Dame</td>
<td>TITLE: City Manager</td>
</tr>
<tr>
<td>PREPARED BY: Brian Kress</td>
<td>TITLE: Public Services Supervisor</td>
</tr>
</tbody>
</table>
**Council Meeting**  
*September 21, 2020*

<table>
<thead>
<tr>
<th><strong>TITLE:</strong></th>
<th>Resolution Authorizing a Grosse Pointe Estate Historic District Study Area and Study Commission</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>DATE:</strong></td>
<td>September 21, 2020</td>
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</table>

**SUMMARY:** At the August Council meeting, the City Council heard a presentation about the process for consideration of establishing a local historic district. After discussion, the City Council directed staff to bring back a resolution establishing the proposed estate district historic home study area and authorizing the creation of a historic district study commission. The duty of the study committee is to review an intensive historic structure survey prepared by a historic preservation expert, and to make recommendations to the City Council on whether and where to create a historic district or districts to preserve the remaining large estate homes in the City south of Maumee.

The proposed study area encompasses all of the E-R zoned area as well as nearby areas south of Maumee on the following streets: Lakeland, University, Washington, Lincoln, Rathbone, Woodland as well as homes along or near the lakefront on Donovan Place, Wellington Place, Stratford Place, and Elmsleigh Place.

If approved, members of the community would be asked to submit a volunteer committee application to serve on the Study Commission, including people with architectural expertise. Per state law, the Grosse Pointe Historic Society would be requested to assist with identifying potential members.

**FINANCIAL IMPACT:** There is no financial impact to the creation of a Committee

**RECOMMENDATION:** Motion to approve the resolution authorizing a Grosse Pointe Estate Historic District study area and study commission

**PREPARED BY:** Peter Dame  

**TITLE:** City Manager
RESOLUTION
Grosse Pointe Historic District Study Committee

The City of Grosse Pointe is considering the establishment of a historic district in accordance with Act 169 of the Michigan Public Acts of 1970; MCL 399.201 et seq. The proposed district would encompass resources in the City’s Estate Residential Zoning district and other City blocks including:

Lakeland Ave from Maumee to Lake St. Clair
University Place from Maumee to Jefferson
Washington Road from Maumee to Jefferson
Lincoln Road from Maumee to Jefferson
Entirety of Rathbone Place
Woodland Place
The lakefront homes and property immediately adjacent to the lakefront homes on Donovan Place, Wellington Place, Stratford Place, and Elmsleigh Place

In addition, areas adjacent to these designated areas may be added if initial survey work indicates their inclusion in the district is merited.

IT IS THEREFORE RESOLVED:

1) City Staff is instructed to prepare and distribute an application for membership in the Grosse Pointe Historic District Study Committee consistent with the qualifications required under MCL 399.203. City Staff will then present the applications to Council for consideration and appointment to the Committee.

2) City Staff is directed to commence an inventory and related research with respect to the resources in the proposed district consistent with requirements of MCL 399.203.

VOTE ON THE FOREGOING RESOLUTION IS AS FOLLOWS:

YES:
NO:

RESOLUTION DECLARED ____________________.

CERTIFICATION
I, Julie E. Arthurs, the undersigned duly qualified Clerk of the City of Grosse Pointe, Wayne County, Michigan, do hereby certify that the foregoing is a true and complete copy of a resolution adopted by the City Council at a regular meeting held on Monday, _________________, 2020.

__________________________
Julie E. Arthurs, City Clerk
City of Grosse Pointe
<table>
<thead>
<tr>
<th>TITLE</th>
<th>Professional services agreement with Kidorf Preservation Consulting</th>
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<tbody>
<tr>
<td>DATE</td>
<td>September 21, 2020</td>
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</table>

**SUMMARY:** At the August Council meeting, the City Council heard a presentation about the process for consideration of establishing a local historic district. After discussion, the City Council directed staff to prepare a recommendation for hiring a historic preservation firm to conduct an intensive level survey of historic properties in the proposed study area, prepare a report for review and to assist the study commission and the City Council in the process of developing a local historic district.

Attached is the proposal by Kidorf Preservation Consulting, the firm that conducted the initial City-wide historic building assessment on behalf of the Grosse Pointe Historic Society in 2011. The cost of the first phase of the estate district study, conducting the detailed inventory of historic assets, would cost $17,772. For assistance in the study, Kristine Kidorf, the principle in the firm, would utilize the assistance of James Miller whose background information is also attached. They are both experts in historic preservation and Kristine Kidorf has helped other cities including Rochester, Detroit and New Baltimore in the creation and administration of local historic districts.

For comparison, the City did receive proposals from two other firms. John Dzuirman Architects of Rochester Hills proposal estimates the cost for the first phase to prepare the report at $17-24,000. Quinn Evans historic preservation firm in Detroit proposed to conduct a somewhat larger survey and prepare the report for $21,400.

Due to their work to date in Grosse Pointe, the past experience, the ability to help the City through all phases of this work including administration of the district, if approved, City staff recommends Kidorf Preservation Consulting. Their proposal is reasonable and competitive cost wise.

**FINANCIAL IMPACT:** While this project was not contemplated when the current budget was developed, there are professional service funds that can be used to conducting planning initiatives like this. The total professional services budget is $140,000 annually including legal and planning. The only other significant planning project currently planned in this fiscal year are zoning changes to Mack Avenue that should not require too much budget given that suggested zoning language has already been developed as part of the Mack Avenue Corridor Plan.
| PREPARED BY: | Peter Dame | TITLE: | City Manager |
August 19, 2020

Proposal for Grosse Pointe Intensive Level Survey and Local Historic District Creation

Areas to be surveyed are shown on the attached map and include all properties within the Estate Residential Zoning area PLUS Lakeland south of Maumee; University Place south of Maumee; and Lincoln south of Maumee

REQUIRED FROM THE CITY:

A mailing sent to all property owners within the survey area informing them of the project and that surveyors will be in the field.

Assistance with setting up public meetings (virtual or in person) at the beginning and end of the project to explain the purpose of the project and the findings of the survey.

Any information the city has for the properties in the survey including available assessment records and building permits.

WORK DESCRIPTION and DUTIES

James Miller will complete the bulk of the work for the Intensive Level Survey under contract and oversight of Kristine Kidorf, Kidorf Preservation Consulting. Both James and Kristine meet the federal professional qualifications under 36 CFR Part 61 for Architectural Historian.

James will take the photographs and complete the survey forms for each property. He will conduct historic research for the overall area as a whole as well as for individual properties. He will prepare a draft of the survey report. All survey documents will be reviewed by Kristine Kidorf who will also conduct additional historic research.

Kristine will prepare the preliminary and final study committee reports as well as meet with City Council and the Study Committee. She will draft the overall ordinance and will work with the city to write any historic district boundaries. If a district is created, she will prepare design guidelines and can provide staff services for the historic district commission once that body is appointed.

Timeframe

Assuming permission to proceed is given by August 24, 2020 the following timeframe is anticipated.

Note that if COVID quarantines or other restrictions are enacted by the state or local bodies this time frame may be altered. Also note that dates for study committee work and City Council actions will be dependent on the actions of the City Council and study committee and are not guaranteed outcomes or timeframes.

October 31 – all fieldwork, survey forms, and historic research complete. Draft of survey report prepared.

November 15 – Recommendations to City Council for potential historic districts eligible for local designation

December 20 – Assuming study committee appoints draft preliminary study committee report(s) presented to study committee

January 20, 2021 – Study committee adopts preliminary study committee report(s)

March 31, 2021 – Study committee holds public hearing

April 15, 2021 – Study committee adopts final report and submits recommendations back to City Council
May 31, 2021 – City Council decides whether to adopt ordinance and if so, appoints historic district commission

July 31, 2021 – Design guidelines drafted and submitted to the Historic District Commission for review

Estimated hours (survey areas south of Maumee):

<table>
<thead>
<tr>
<th>TASK</th>
<th>MILLER</th>
<th>KIDORF</th>
<th>TOTAL</th>
</tr>
</thead>
<tbody>
<tr>
<td>Field Work</td>
<td>16</td>
<td>3</td>
<td>19</td>
</tr>
<tr>
<td>Research</td>
<td>80</td>
<td>20</td>
<td>100</td>
</tr>
<tr>
<td>Survey Forms</td>
<td>40</td>
<td>10</td>
<td>50</td>
</tr>
<tr>
<td>Survey Report</td>
<td>30</td>
<td>10</td>
<td>40</td>
</tr>
<tr>
<td>2 Public meetings</td>
<td>2</td>
<td>4</td>
<td>6</td>
</tr>
<tr>
<td><strong>TOTAL SURVEY HOURS</strong></td>
<td><strong>168</strong></td>
<td><strong>47</strong></td>
<td><strong>215</strong></td>
</tr>
<tr>
<td>City Council meetings</td>
<td>0</td>
<td>4</td>
<td>4</td>
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<tr>
<td>Study Committee Report(s)</td>
<td>0</td>
<td>24</td>
<td>24</td>
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<tr>
<td>Ordinance</td>
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<td>8</td>
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<tr>
<td>4 Study Committee Meetings</td>
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<tr>
<td>Study Committee Coordination</td>
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<td>4</td>
</tr>
<tr>
<td><strong>TOTAL STUDY COMMITTEE HOURS</strong></td>
<td>0</td>
<td><strong>48</strong></td>
<td><strong>48</strong></td>
</tr>
<tr>
<td>Design Guidelines</td>
<td>0</td>
<td>40</td>
<td>40</td>
</tr>
</tbody>
</table>

Costs:

Invoices will be submitted to the city at the end of calendar month that services are provided.

Hourly Rates:

Kristine Kidorof - $110 per hour

James Miller - $75 per hour

INTENSIVE LEVEL SURVEY -- AREA SOUTH OF MAUMEE – $17,772

MILLER - 168 x $75 = $12,600

KIDORF – 47 x $110 = $5,172

STUDY COMMITTEE WORK – $5,280

DESIGN GUIDELINES - $4,400

NOTE: The above hours and pricing are to survey properties shown in blue and orange on the attached map south of Maumee. If historic research leads to the need to look at properties north of Maumee the hours needed to conduct that additional work will be estimated and presented to the city for approval prior to proceeding with that work.
Kidorf Preservation Consulting was founded in 2005 by Kristine M. Kidorf to provide property owners, developers and municipalities with the expertise needed to effectively treat historic resources. Ms. Kidorf uses her thirty years of experience to provide clients with a variety of historic preservation consulting services such as preparing national register nominations, historic rehabilitation tax credit applications, Section 106 reviews, and assistance with historic district commission and historic district study committee activities. Ms. Kidorf meets the federal qualifications in 36 CFR 61 for architectural historian. She has an M. S. in Historic Preservation from the University of Vermont and a B. S. in Architecture from The Pennsylvania State University. Ms. Kidorf received a lifetime achievement award in 2018 from the Michigan Historic Preservation Network.

Partial Project List

**Cadillac House, Lexington, MI** – 2019 Governor’s Award for Historic Preservation. Prepared parts 2 and 3 of the federal historic tax credit application for the rehabilitation of an inn and restaurant.

**Strand Theater, Pontiac, MI** – 2018 Governor’s Award for Historic Preservation. Prepared the federal historic tax credit application for the restoration of a historic theater and adjacent commercial building.

**Elaine Apartments, Jackson, MI** – 2017 Governor’s Award for Historic Preservation. Prepared a national register nomination and federal historic tax credit application for the rehabilitation of a former bank building converted to apartments for seniors.

**Western Electric and Michigan Bell Building, Detroit** – 2013 Governor’s Award for Historic Preservation. Prepared a national register nomination, state and federal historic tax credit applications for the rehabilitation of a former warehouse building into 155 units for the formerly homeless and offices.

**Witherbee’s, Flint** – 2010 Governor’s Award for Historic Preservation. Prepared a state historic tax credit application for the rehabilitation of a former service station into a grocery store and deli.

**City of Rochester Hills** – Have provided staff assistance to the Historic Districts Commission and Historic Districts Study Committee through the Planning and Economic Development Department since 2005.

**Midtown Detroit Inc., Detroit** – Prepared a national register nomination for the New Center Commercial Historic District; prepared federal historic rehabilitation tax credit applications and provide liaison assistance with the Detroit Historic District Commission.

**609 Kirby Lofts, Detroit** - Prepared a national register nomination and federal and state tax credit applications for former Hebrew school being converted to loft apartments in Midtown Detroit. Assisted with local historic designation and Historic District Commission approval process.
I worked in the automotive industry most of my adult life. When the 2008 financial crisis occurred, I went back to school and completed a Master’s in Historic Preservation from Eastern Michigan University. While in school, I completed an internship at the City of Detroit (via The Mannik & Smith Group) performing Section 106 reviews for all the federally funded demolitions undertaken by the city. I took over the role of Historic Review Officer after successful completion of the HP program in April 2011. In that capacity I was responsible for completing Section 106 reviews for rehabilitation and demolition programs throughout Detroit. I worked closely with Detroit’s Historic District Commission, Historic Designation Advisory Board, and the Michigan State Historic Preservation Office to continuously monitor existing historic districts and evaluate areas that potential eligibility for the National Register of Historic Places. From 2012 to 2014 I completed over 8,000 Section 106 reviews of residential dwellings and commercial structures for the City of Detroit, participated in street surveys and helped to create a mothballing strategy for abandoned homes as part of my responsibilities.

Having successfully completed a Masters of Science degree in Historic Preservation from Eastern Michigan University I meet the Secretary of Interiors' Professional Qualification Standards (published in the Code of Federal Regulations, 36 CFR Part 61) for an architectural historian. My Masters degree in Business complements my management experience and allows me to have a unique perspective on the world of preservation. My work with non-profit groups such as the Brighton Area Historical Society and the CoBACH Center provided an education in coordinating volunteers and working with municipalities in achieving a common goal.

As mentioned, prior to my involvement in Historic Preservation, I worked for various automotive suppliers as a Project/Program Manager. I led diverse groups of global team members to deliver new product development projects on time and within budget, working in a high stress environment and exceeding management’s goals and objectives. My daily tasks included the development of departmental procedures and work instructions and management of multimillion-dollar programs, delivering them on schedule and within budget. I have global experience having led cross functional teams of individuals in Mexico, Sweden, Germany, Korea and China. This experience, coupled with my educational background, enables me to work in any environment and on any project.

I am interested in a new challenge and would appreciate an opportunity to discuss my background in depth with you at your convenience.

James A. J. Miller
JAMES A. J. MILLER
8411 Climbing Way, Pinckney, MI 48169
810-923-8498
Jamesm0926@gmail.com

PROFESSIONAL PROFILE
A professional Architectural Historian with experience in building documentation and assessment; archival research; technical report preparation; community outreach and preservation advocacy; project management; and data management. Worked in conjunction with small and large municipalities, community advocacy groups and the State Historic Preservation Office. Experience in assessing and documenting historic resources for compliance with relevant preservation and environmental laws including Section 106 of the National Historic Preservation Act (NHPA) and applicable state of Michigan preservation laws. Meets the minimum federal professional qualifications of the Secretary of Interior Professional Qualifications Standards for Architectural Historian set forth in 36 CFR Part 61.

CORE COMPETENCIES
- Section 106
- Federal Tax Credit Applications/Reviews
- Community Outreach
- Preservation Advocacy
- Technical Report Writing
- GIS exposure
- Business Retention and Expansion
- Continuous Improvement
- Analytical & Problem Solver
- Multicultural mediation skills
- Global Team Building/Leadership
- Planning & Organizing
- Budget
- Office/Project Fluency

PRESERVATION PROFESSIONAL EXPERIENCE
THE MANNIK & SMITH GROUP (USA), Maumee, OH
Cultural Resource Specialist III (Section 106 – contracted to the City of Detroit Department of Planning & Development)
- 06/2010 – 12/2014

- Responsible and Accountable for the review of all City of Detroit demolition projects (with an emphasis on eligibility for National Register of Historic Places) being conducted with the use of Federal funding.
- Responsible for ensuring the overall success of the review process, coordinating the results with the City’s Building, Safety, Engineering & Environmental Department and MSHDA (Michigan State Housing and Development Authority).
- Responsible for ensuring reviews of all rehabilitation projects with an emphasis on eligibility for National Register of Historic Places) being conducted with the use of Federal funding within the city limits of the City of Detroit.
- Reviewed proposed architectural projects (including in-fill) within City of Detroit local, national and eligible historic districts for compliance with local and state historic preservation laws
- Conducted field work throughout the City of Detroit in support of the primary mission
- Produced appropriate ancillary paperwork in support of the primary mission
- Maintained a Microsoft Access database of rehabilitation and demolition projects
- Conducted additional research on properties in support of MISHPO review
- Member of the PA development team (City of Detroit, MISHPO & ACHP)
- Worked successfully with stakeholders (neighborhood associations, contractors, property owners, city and state agencies, and SHPO representatives) in a high-pressure, politically-charged environment to bring about positive outcomes for the preservation of properties in the City of Detroit historic districts
- Coordinated internships between Eastern Michigan University and the City of Detroit.
- Coordinated hands-on experience for EMU graduate students in learning about the Section 106 process

Key Accomplishment: Completed reviews for over 6000 demolition projects for the City of Detroit.
**Council Meeting**
**September 21, 2020**

<table>
<thead>
<tr>
<th>TITLE:</th>
<th>Resolution Amending the Employee Handbook for 2020</th>
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<td>DATE:</td>
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</table>

**SUMMARY:** One of the impacts of the pandemic on municipal workers has been that it has been difficult to take time off. Employees cancelled vacations, places to vacation have been closed or are limited, the workload has increased due to the demands of responding to unforeseen, unique and ever-changing circumstances, and certain employees were designated essential and had to work even as others were confined to homes by Executive Order.

As of the beginning of September, non-union employees subject to the City of Grosse Pointe Employee Handbook in total had 25% more vacation left in their annual allocations than the previous year. Employees are not permitted to carry over more than one week of vacation. Workloads are still high as the pandemic continues and the City staffing was reduced due to COVID-19.

**FINANCIAL IMPACT:** It is estimated that this one-time provision may cost the City up to $20,000, depending on how many employees take advantage of it.

**RECOMMENDATION:** Approve the resolution to amend the employee handbook

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

Due to increased work loads and travel restrictions as a result of COVID-19 affecting the City of Grosse Pointe and its employees, many City employees have been unable to utilize their accrued vacation days. Therefore, notwithstanding the terms of the City Personnel Manual, with respect to calendar year 2020 only, It Is Resolved that non-union City Staff will be subject to the following modified vacation payment rules:

Any employee who is eligible for paid vacation days may opt for paid compensation in lieu of paid vacation at the end of the calendar year. Payment for unused vacation days will not be included in the Final Average Compensation used to calculate pension benefits. The maximum payout of vacation days will not exceed 5 days.
**TITLE:** Request for the Fabrication and Retrofitting of Leaf Pushers  
**DATE:** September 16, 2020

**SUMMARY:** The Department of Public Services is need of upgrading and retrofitting the new leaf pushers to be mounted on the new Bobcat Utility vehicles that were approved by City Council in August of 2020. Santoro Inc. of Detroit has worked on this specialty equipment in prior years for the City. Santoro Inc. was the only local fabrication shop that would take on this task, as it is a detail specific fabrication.

**FINANCIAL IMPACT:** $15,000 is budgeted for this project in the Capital Projects fund.

**RECOMMENDATION:** Motion to approve the purchase of fabrication and retrofitting of leaf pushers in the amount of $12,246 from Santoro Inc. of Detroit, MI.

**REVIEWED BY:** Peter Dame  
**PREPARED BY:** Pete Randazzo

**TITLE:** City Manager  
**TITLE:** Public Services Director
**Council Meeting**  
**September 21, 2020**

<table>
<thead>
<tr>
<th>TITLE:</th>
<th>Designation of Voting Delegate - MML</th>
<th>DATE:</th>
<th>September 21, 2020</th>
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**SUMMARY:** The annual convention of the members of the Michigan Municipal League will be held online on September 29 – October 1, 2020. The annual business session is scheduled for 3:00 pm on the afternoon of Tuesday, September 29. Each year the City Council designates a representative and an alternate to attend this business meeting. This year, all of the Council Members are registered for the convention due to the group rate for the online conference.

**FINANCIAL IMPACT:** None.

**RECOMMENDATION:** Motion to appoint ____________ as Delegate/Representative and ____________ as alternate Delegate/Representative to attend the annual business meeting at the Michigan Municipal League Online Convention on Wednesday, September 29, 2020 at 3:00 p.m.

**PREPARED BY:** Peter J. Dame  
**TITLE:** City Manager