



CITY OF GROSSE POINTE WOODS

RESCHEDULED CITY COUNCIL MEETING

AGENDA

Monday, April 08, 2024 at 7:00 PM

*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,
20025 Mack Plaza, Grosse Pointe Woods, MI 48236
(313) 343-2440*

1. CALL TO ORDER

A. Administrative Memo: April 4, 2024

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. RECOGNITION OF COMMISSION MEMBERS

5. ACCEPTANCE OF AGENDA

6. CONSENT AGENDA

A. Approval of Minutes

1. Council 03/18/24

2. Committee-of-the-Whole 03/18/24

B. Bids/Proposals/Contracts

1. Bark Mulch for City Landscape Beds and Installation of Playground Mulch

- a) Memo 03/22/24 - Director of Public Services Kowalski
- b) Bid Opening Documents 03/19/24

2. Eastern Wayne County Special Response Team Inter-Agency Special Response Team Agreement

- a) Memo 03/28/24 - Director of Public Safety Kosanke
- b) Proposed Agreement

C. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers

- a) Vernier Rd. Water Main Replacement - Invoice No. 148781 - Proj. No. 0160-0446 - 02/22/24 - \$962.25.
- b) 2023 Sidewalk Grinding Program - Invoice No. 148801 - Proj. No. 0160-0471 - 02/23/24 - \$153.15.
- c) Lake Front Park Splash Pad - Invoice No. 148802 - Proj. No. 0160-0465 - 02/23/24 - \$720.09.
- d) Vernier & Mack Ave. Intersection Improvement - Invoice No. 148803 - Proj. No. 0160-0455 - 02/23/24 - \$10,062.50.
- e) 2023-2024 General Engineering - Invoice No. 149235 - Proj. No. 0160-0472 -

cc: Council - 7	Treasurer/Comptroller	Assistant City Administrator
City Administrator	City Clerk	Post - 4
City Attorney	Email Group/Media	

03/05/24 - \$1,441.44.

f) Torrey Rd. Pump Station Generator - Invoice No. 149236 - Proj. No. 0160-0473 - 03/05/24 - \$4,308.90.

g) 2022 Misc. Concrete Repair Program - Invoice No. 149258 - Proj. No. 0160-0450 - 03/06/24 - \$619.95.

h) Water System CDSMI - Invoice No. 149283 - Proj. No. 0160-0461 - 03/12/24 - \$16,850.00.

2. Giffels-Webster - Professional Services - GPW Master Plan Update - Invoice No. 131318 - Proj. # 2034600 - 03/25/24 - \$4,625.00.

3. McKenna - Building/Planning Services

a) Invoice No. 21849-88 - Building Services - February 2024 - 03/19/24 - \$30,299.75.

b) Invoice No. 22-064-23 - Planning Services - February 2024 - 03/19/24 - \$2,012.50

4. WCA Assessing - Assessing Services - Invoice No. 031524 - April 2024 - 03/15/24 - \$7,175.58.

5. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 178 - March 2024 - 04/03/24 - \$2,697.00.

7. COMMUNICATIONS

A. FY 2024/2025 General Liability & Property Insurance

1) Memo 03/26/24 - City Administrator Schulte

2) Property and Casualty Insurance Renewal Proposal 2024-2025

B. Fee Schedule Revision/Update

1) Memo 04/05/24 - City Clerk Antolin

2) Proposed 2024 Revised Fee Schedule

8. NEW BUSINESS/PUBLIC COMMENT

9. ADJOURNMENT

**Paul P. Antolin, MiPMC
City Clerk**

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

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

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

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Rescheduled Council Meeting of April 8, 2024

- Item 1 CALL TO ORDER
Prerogative of the Mayor to call this meeting to order.
- Item 2 ROLL CALL
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 PLEDGE OF ALLEGIANCE
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 RECOGNITION OF COMMISSION MEMBERS
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 ACCEPTANCE OF THE AGENDA
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6 CONSENT AGENDA
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items (6A-6C) listed under the consent agenda as presented.

A. Approval of Minutes

1. Council 03/18/24
2. Committee-of-the-Whole 03/18/24

B. Bids/Proposals/Contracts

1. Bark Mulch for City Landscape Beds and Installation of Playground Mulch
 - a) Memo 03/22/24 - Director of Public Services Kowalski
 - b) Bid Opening Documents 03/19/24

2. Eastern Wayne County Special Response Team Inter-Agency Special Response Team Agreement
 - a) Memo 03/28/24 - Director of Public Safety Kosanke
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C. Claims and Accounts

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 - b) 2023 Sidewalk Grinding Program - Invoice No. 148801 - Proj. No. 0160-0471 - 02/23/24 - \$153.15.
 - c) Lake Front Park Splash Pad - Invoice No. 148802 - Proj. No. 0160-0465 - 02/23/24 - \$720.09.
 - d) Vernier & Mack Ave. Intersection Improvement - Invoice No. 148803 - Proj. No. 0160-0455 - 02/23/24 - \$10,062.50.
 - e) 2023-2024 General Engineering - Invoice No. 149235 - Proj. No. 0160-0472 - 03/05/24 - \$1,441.44.
 - f) Torrey Rd. Pump Station Generator - Invoice No. 149236 - Proj. No. 0160-0473 - 03/05/24 - \$4,308.90.
 - g) 2022 Misc. Concrete Repair Program - Invoice No. 149258 - Proj. No. 0160-0450 - 03/06/24 - \$619.95.
 - h) Water System CDSMI - Invoice No. 149283 - Proj. No. 0160-0461 - 03/12/24 - \$16,850.00.
2. Giffels-Webster - Professional Services - GPW Master Plan Update - Invoice No. 131318 - Proj. # 2034600 - 03/25/24 - \$4,625.00.
3. McKenna - Building/Planning Services
 - a) Invoice No. 21849-88 - Building Services - February 2024 - 03/19/24 - \$30,299.75.
 - b) Invoice No. 22-064-23 - Planning Services - February 2024 - 03/19/24 - \$2,012.50
4. WCA Assessing - Assessing Services - Invoice No. 031524 - April 2024 - 03/15/24 - \$7,175.58.

Item 7 COMMUNICATIONS

Item 7A FY 2024/2025 GENERAL LIABILITY & PROPERTY INSURANCE
 Prerogative of the City Council to approve and authorize Nickel and Saph Inc. to continue to be the city's general liability and property insurances provider in an amount not to exceed \$269,608.15 and to approve a budget amendment from prior year reserves in the amount \$29,174.15 taken from the accounts listed on the City Administrator's memo dated April 4, 2024.

Item 7B FEE SCHEDULE REVISION/UPDATE
 Prerogative of the City Council to approve the proposed 2024 Fee Schedule as

presented and to make the Community Center and Lake Front Park Fees be in effect on May 1, 2024.

Item 8

NEW BUSINESS/PUBLIC COMMENT

Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 9

ADJOURNMENT

Upon the conclusion of New Business/Public comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,



Frank Schulte
City Administrator

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD ON MONDAY, MARCH 18, 2024, IN THE COUNCIL-COURTROOM
OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE
POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:29 p.m. by Mayor Bryant.

PRESENT: Mayor Bryant
Council Members: Brown, Gafa, Granger, Koester, Vaughn
ABSENT: McConaghy

Also Present: City Administrator Schulte
Assistant City Administrator Como
City Attorney Walling
City Clerk Antolin
Interim Treasurer/Comptroller Schmidt
Director of Public Safety Kosanke
Director of Public Services Kowalski
McKenna Representative Jackson

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

Motion by Gafa, seconded by Brown, that Councilmember McConaghy be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn
No: None
Absent: McConaghy

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- John Vitale, Planning Commission

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

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn
No: None
Absent: McConaghy

Motion by Granger, seconded by Koester, that all items (6A-6F) on the **Consent Agenda be approved as presented.**

A. Appointment

1. Beautification Advisory Commission (Mayor)
 - a) Biographical Sketch – Lillian Korbus – Term to expire: 12/31/24

B. Approval of Minutes

1. Council 03/04/24
2. Beautification Advisory Commission 02/14/24 with three (3) recommendations*
 - *a) *Recommendation approving 2024-2025 Parkway Beautification budget for \$24,215.00 as submitted.*
 - *b) *Recommendation approving a budget not to exceed \$9,000.00 for the total expense of the 2024 Awards Night Ceremony to be held on November 13, 2024.*
 - *c) *Recommendation approving an amount not to exceed \$1,200.00 for the purchase of 15 commemorative Pewabic tiles.*
3. Citizens' Recreation Commission 02/13/24 with recommendation*
 - **Recommendation requesting funds for 2024 SpringFest not to exceed \$2,000.00 from Account No. 213-803-880.350 Previous Year's Reserved Fund.*
4. Historical Commission 11/08/23
5. Tree Commission 02/07/24 with recommendation*

**Recommendation requesting an increase in the Commission budget to \$4,000.00 due to increased expenses.*

C. Monthly Financial Report

1. February 2024

D. Bids/Proposals/Contracts

1. Detroit Tigers Baseball/Softball Camp - Tyler Wells
 - a) GPW Application for Community Use of Recreational Facilities
2. Hose Dryer Purchase - Department of Public Safety
 - a) Memo 03/12/24 - Director of Public Safety Kosanke
 - b) Quote #46767 03/11/24 - American Airworks
 - c) Quote 03/08/24 - W.S. Darley & Co. - Darley Fire Equipment Division
 - d) Quote #D2886 03/11/24 - Heiman Fire Equipment
 - e) Quote 03/12/24 - MacQueen Emergency Equipment

E. Proclamation

1. Vietnam Veterans' Day - Proclamation

F. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers - 2023 Sewer Rehabilitation by Full Length C.I.P.P. Lining - Proj. No. 0160-0468 - Final Closeout Packet - Pay Estimate - Insituform Technologies USA, LLC - 03/11/24 - \$7,693.40.
2. Giffels-Webster - Professional Services - GPW Master Plan Update - Invoice No. 131135 - Proj. No. 2034600 - 02/29/24 - \$4,625.00.
3. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1081052 - February 2024 - 03/13/24 - \$5,372.32.
4. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 171 - February 2024 - 03/01/24 - \$3,069.00.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn
No: None
Absent: McConaghy

Mayor Bryant read aloud the proclamation regarding Vietnam Veterans' Day.

Motion by Koester, seconded by Granger, regarding **Second Reading: Ordinance Amendment – Chapter 8; Article XI (Structures in Front Yards), Section 8-335 (Mini-Library)**, that the City Council approve this proposed ordinance amendment as presented and make it effective 10 days after its enactment.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn

No: None

Absent: McConaghy

Motion by Brown, seconded by Gafa, regarding **Second Reading: Zoning Ordinance Amendment – Section 50-5.3 (Off-Street Parking) and Section 50-5.5 (Semi-Circular driveways)**, that the City Council approve this proposed ordinance amendment as amended including the deletion of the word “impervious” in section 50-5.5C and make it effective 10 days after its enactment.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn

No: None

Absent: McConaghy

Under New Business/Public Comment, no one wished to be heard.

Motion by Granger, seconded by Koester, to **adjourn tonight’s meeting** at 7:38 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MARCH 18, 2024, IN THE COUNCIL CHAMBERS/COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE POINTE WOODS, MICHIGAN.

Mayor Bryant called the meeting to order at 7:02 p.m.

PRESENT: Mayor Bryant
Council Members: Brown, Gafa, Granger, Koester, Vaughn
ABSENT: McConaghy

Also Present: City Administrator Schulte
Assistant City Administrator Como
City Attorney Walling
City Clerk Antolin
Interim Treasurer/Comptroller Schmidt
Director of Public Services Kowalski
Director of Public Safety Kosanke
McKenna Representative Jackson

Motion by Vaughn, seconded by Granger, that Councilmember McConaghy be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn
No: None
Absent: McConaghy

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

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn
No: None
Absent: McConaghy

The purpose of tonight's meeting was to have a discussion regarding **Zoning Ordinance Amendments – Section 50-5.3 (Off-Street Parking Requirements) and Section 50-5.5**

(Residential Parking and Semi-Circular Drives) and address any concerns City Council may have before presenting the proposed amendments for a second reading.

McKenna representative Jackson provided an overview stating the proposed zoning ordinance amendments will provide Administration flexibility for parking requirements. Mr. Jackson stated that two issues that needed to be addressed were as follows:

1. Currently any parking within 300' is considered for any particular use and has been proposed to be extended to 500' based on the linear nature of the business district on Mack Avenue. It was expressed that 500' will be sufficient to provide parking opportunities.
2. The inclusion of a provision that will allow the building official, staff and Planning Commission to administer parking waivers on a case-by-case basis. In addition, any parking waiver granted (up to 10%) by staff will also be reviewed by the City Administrator.

Councilmember Vaughn collaborated with the Planning Commission regarding this zoning ordinance amendment and is comfortable with moving forward.

A brief discussion ensued regarding Section 50-5.5(C) and whether or not permeable pavers are acceptable and should be referenced in the ordinance. It was suggested to remove the word "impervious" from this section to read "solid surfaces". Also, briefly discussed were the effects of horseshoe drives.

There was a consensus of the Committee-of-the-Whole to proceed and place this item on tonight's City Council agenda for a second reading with the changes discussed.

Under New Business, Councilmember Gafa addressed the upcoming city's 75th Anniversary in 2025. It was suggested to include the Historical Commission with its preparation.

Under Public Comment, the following individual was heard:

- Margaret Potter addressed the ordinance amendment regarding Semi-Circular Drives.

Motion by Granger, seconded by Gafa, that tonight's meeting be immediately certified.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, Vaughn
No: None
Absent: McConaghy

Motion by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 7:20 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

MEMO 24-14

TO: Frank Schulte, City Administrator
FROM: James Kowalski, Director of Public Services *JK*
DATE: March 22, 2024
SUBJECT: Recommendation – Bark Mulch for City Landscape Beds and Installation of Playground Mulch

An "Invitation to Bid" for supplying bark mulch and injection of mulch in city landscape beds and delivery and installation of playground mulch throughout the city was posted on the Michigan Intergovernmental Trade Network (MITN) website on February 21, 2024. The information was also advertised in the Grosse Pointe News. The following bids were received at the bid opening on March 19, 2024.

Superior Groundcover, Inc.	\$38,507.50
Parks Services	\$41,550.00
Capital Landscape	\$48,500.00
Greg Davis Landscape	\$58,200.00
Russell Landscaping, Inc.	\$87,885.00
Tommy's Lawn Service	\$97,050.00
Tiles In Styles	\$104,760.00

RECEIVED

MAR 25 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Superior Groundcover, Inc. submitted the low bid in the amount of \$38,507.50.

Therefore, I recommend the lowest bidder, Superior Groundcover, Inc., located at 10588 Linden Dr. NW, Grand Rapids, MI 49534, to supply bark mulch and inject the mulch in city landscape beds and delivery and installation of engineered wood fiber playground mulch in the amount of \$38,507.50.

This is a budgeted item in FY 2023/2024 budget included in accounts 101-265-818.000 in the amount of \$1,697.50, 101-441-818.000 in the amount of \$5,055.00, 101-774-757.102 in the amount of \$1,000.00, 101-774-818.102 in the amount of \$6,000.00, 101-775-757.000 in the amount of \$4,755.00, and 202-463-818.000 in the amount of \$20,000.00.

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


Frank Schulte, City Administrator

3-25-24
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Steven Schmidt, Deputy Treasurer/Comptroller

3/25/2024
Date

**DOUBLE SHREDDED BROWN HARDWOOD MULCH
AND INJECTION OF MULCH IN LANDSCAPE BEDS AND
DELIVERY AND INSTALLATION OF PLAYGROUND
MULCH THROUGHOUT THE CITY**

MARCH 19, 2024

10:00 a.m.

COMPANY	SIGNED BID YES -- NO	TOTAL AMOUNT
Superior Ground Cover	Yes	\$38,507.50
Parks Services	Yes	\$41,550.00
Tommy's Lawn Service	Yes	\$97,050.00
Russell Landscape	Yes	\$87,885.00
Greg Davis Landscape	Yes	\$58,200.00
Capital Landscape	Yes	\$48,500.00
Tiles In Styles	Yes	\$104,760.00

41,550

IN ATTENDANCE: Jim Kowalski
Elise Coyle

HARDWOOD & PLAYGROUND MULCH

March 18, 2024

10:00 a.m.

SIGN-IN SHEET

<u>NAME</u>	<u>COMPANY</u>	<u>PHONE</u>	<u>EMAIL</u>
Jim Kowalski	GPW	313-343-2460	JKowalski@gpwmj.us
Elise Coyle	GPW	313 343.2440	ecoyle@gpwmj.us



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

February 21, 2024

NOTICE TO BIDDERS

Sealed bids will be received by the City of Grosse Pointe Woods at the Municipal Buildings, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236-2397, until **Tuesday, March 19, 2024 at 10:00 a.m.**, at which time and place bids will be publicly opened and read aloud for furnishing the following item as described herein below:

**DOUBLE SHREDDED BROWN HARDWOOD MULCH AND INJECTION
OF MULCH IN LANDSCAPE BEDS AND DELIVERY AND INSTALLATION OF PLAYGROUND
MULCH THROUGHOUT THE CITY**

Bid sheets should be submitted in a sealed, opaque envelope bearing the following notation:

CITY CLERK
CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236-2397

CLEARLY MARKED: HARDWOOD AND PLAYGROUND MULCH

- A. All bids shall be submitted exclusive of any sales tax, excise tax, etc.
- B. The bidder shall list on a separate sheet of paper any variation from or exceptions to the conditions and specifications of this bid. This sheet shall be labeled "Exceptions to Bid Conditions and Specifications", and shall be attached to the bid.
- C. Descriptive literature may be required by the city.
- D. All bids shall be F.O.B. the City of Grosse Pointe Woods.
- E. All bids must state date or schedule proposed.
- F. All bids shall incorporate any requirements of the Michigan State laws and shall incorporate all safety equipment and standards in conformance with the latest regulations of the Occupational Safety and Health Administration (OSHA).
- G. Additional copies of the specifications and bid sheets may be obtained from the City Clerk.

The City of Grosse Pointe Woods reserves the right to accept or reject any and all bids, to waive any informality in the bidding process or minor deviations from the specifications in a proposal and to accept any bid that deems itself in the best interest of the city.

SPECIFICATIONS FOR DOUBLE SHREDDED BROWN HARDWOOD MULCH AND INJECTION OF MULCH IN LANDSCAPE BEDS AND DELIVERY AND INSTALLATION OF PLAYGROUND MULCH THROUGHOUT THE CITY

General:

Furnish labor, equipment, and materials for injection of Double Shredded Brown Hardwood Mulch in landscape beds throughout the city and installation of Engineered Wood Fiber Playground Mulch at various locations in city parks. Final quantities and locations will be determined at time of delivery. **All work to be completed on or before Friday, May 17, 2024.**

Specifications to Include:

- Injection of Double Shredded Brown Hardwood Mulch to be installed at 1½” depth in all city landscape beds as follows –
 - 80 Cubic Yards Vernier Road Medians
 - 270 Cubic Yards Mack Avenue Medians (including trees)
 - 30 Cubic Yards D.P.W.
 - 35 Cubic Yards City Hall

- Injection of Double Shredded Brown Hardwood Mulch to be installed at 2” to 2½” depth along the Activities Building, Bathhouse, Concession Stand, Gate House, three pine trees around the pool deck, the boardwalk and around the three boardwalk gazebos at Lake Front Park as follows –
 - 160 Cubic Yards Lake Front Park

- Bulk delivery of materials to D.P.W. –
 - 200 Cubic Yards Hardwood Mulch

- Delivery and installation of Certified to ASTM Engineered Wood Fiber Playground Mulch at various locations in city parks as follows–
 - 30 Cubic Yards Chene-Trombley Park
 - 55 Cubic Yards Ghesquiere Park
 - 50 Cubic Yards Lake Front Park
 - 60 Cubic Yards Sweeney Park

Insurance Coverage:

As a condition of performing work for the City of Grosse Pointe Woods, the contractor must provide the City with satisfactory evidence of insurance coverage as follows:

1. Worker’s Compensation including Employer’s Liability Insurance covering statutory obligations for the state in which work is to be performed in aggregate amount of not less than \$1,000,000.
2. Automobile liability insurance applicable to all owned, non-owned and hired vehicles: Bodily Injury & Property Damage - \$1,000,000 combined single limit.
3. Comprehensive General Liability - \$1,000,000 each occurrence, \$2,000,000 policy aggregate including products & completed operations and no exclusions for XCU (explosion, collapse and underground).
4. Evidence of contractor’s insurance coverage, required herein, is to be provided to Owner on ACORD Certificate Form 26 or 25-S.

CITY OF GROSSE POINTE WOODS

IT IS UNDERSTOOD THAT THE CITY OF GROSSE POINTE WOODS IS A GOVERNMENTAL UNIT AND AS SUCH IS EXEMPT FROM THE PAYMENT OF ALL STATE AND FEDERAL TAXES APPLYING ON THE ABOVE MENTIONED EQUIPMENT, AND THE ABOVE PRICES THEREFORE DO NOT INCLUDE THIS AMOUNT.

The bidder by execution of the proposal thereby declares that the bid is made without collusion with any other person, firm or corporation making any other bid, or who otherwise would make a bid, and agrees to furnish all bid items in strict accordance with all Federal Regulatory Measures.

All bids must be submitted on the city's bid sheet.

Submission of a bid will be construed as a conclusive presumption that the bidder is thoroughly familiar with the bid sheet and specifications, and that he understands and agrees to abide by each and all of the stipulations and requirements contained therein.

BIDDERS ARE REQUESTED TO SUBMIT ALL AVAILABLE DATA AND DESCRIPTIVE LITERATURE COVERING THE MATERIALS PROPOSED TO BE FURNISHED AS REQUESTED BY THE CITY.

THE UNDERSIGNED, by execution of this bid, certified that he is the Sales manager of the firm named as bidder in the bid; and that he signs the bid on behalf of the firm; and that he is authorized to execute the same in behalf of said firm.

NAME AND ADDRESS OF BIDDER:

COMPANY NAME Superior Groundcover Inc

ADDRESS 10588 Linden Dr NW

CITY Grand Rapids STATE Mi ZIP 49534

SUBMITTED BY: Andy BAAS Sales manager
(NAME) (TITLE)

SIGNATURE: 

TELEPHONE 616-299-6024 FAX _____

DATE 3/8/2024

THIS PAGE MUST BE RETURNED WITH BID SHEET

CITY OF GROSSE POINTE WOODS

BID SHEET

THE UNDERSIGNED DECLARES THAT A CAREFUL EXAMINATION HAS BEEN MADE OF THE ITEM OF THE ACCOMPANYING SPECIFICATIONS INCLUDED IN THIS BID SHEET AND THE UNDERSIGNED UNDERSTANDS ALL OF THE REQUIREMENTS OF SAME. IT IS FURTHER UNDERSTOOD THAT THE UNDERSIGNED WILL CONTRACT TO DELIVER WITHIN THE SPECIFIED TIME, DATE, AFTER THE ISSUANCE OF THE CITY'S PURCHASE ORDER, ANY ITEMS AND SERVICES AS CONTAINED IN THIS BID AND IN ACCORDANCE WITH SPECIFICATIONS, TO-WIT:

DOUBLE SHREDDED BROWN HARDWOOD MULCH AND INJECTION OF MULCH IN LANDSCAPE BEDS AND DELIVERY AND INSTALLATION OF PLAYGROUND MULCH THROUGHOUT THE CITY

Installed Double Shredded Brown Hardwood Mulch at 1 1/2" depth in city landscape beds as follows:

- 80 CubicYards - Vernier Road Medians @\$ 48.50 /C.Y. \$ 3,880.00
- 270 CubicYards - Mack Avenue Medians @\$ 48.50 /C.Y. \$ 13,095.00
(including trees)
- 30 CubicYards - D.P.W. @\$ 48.50 /C.Y. \$ 1,455.00
- 35 CubicYards - City Hall @\$ 48.50 /C.Y. \$ 1,697.50

Installed Double Shredded Brown Hardwood Mulch at 2" to 2 1/2" depth at Lake Front Park as follows:

- 160 Cubic Yards - Lake Front Park @\$ 48.50 /C.Y. \$ 7,760.00

200 Cubic Yards of Bulk Double Shredded Brown Hardwood Mulch @\$ 18.00 /C.Y.

- Delivered to DPW \$ 3600.00

Installed Certified ASTM Engineered Wood Fiber Playground Mulch in city parks as follows:

- 30 CubicYards - Chene-Trombley Park @\$ 36.00 /C.Y. \$ 1080.00
- 55 CubicYards - Ghesquiere Park @\$ 36.00 /C.Y. \$ 1980.00
- 50 CubicYards - Lake Front Park @\$ 36.00 /C.Y. \$ 1800.00
- 60 CubicYards - Sweeney Park @\$ 36.00 /C.Y. \$ 2160.00

TOTAL COST \$ 38,507.50

Thirty Eight Thousand, Five Hundred + Seven Dollars and .50/100
TOTAL COST IN WRITING

DELIVERY DATE April 2024

COMPANY NAME Superior Groundcover Inc

CONTACT PERSON Andy BAAS

TELEPHONE 616-299-6024 FAX _____

**Superior
Groundcover**
INCORPORATED

Andy Baas

*Blower Truck Services
Conveyor Applications*

*10588 Linden Dr. NW
Grand Rapids, MI 49534
Ph : 616.669.7479
Cell : 616.299.6024
Fax : 616-643-8077*

andy@superiorgroundcover.com



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

Date: March 28, 2024

To: Frank Schulte, City Administrator *F.S.*

From: John G. Kosanke, Director

John G. Kosanke
Subject: Eastern Wayne County Special Response Team
Inter-Agency Special Response Team Agreement

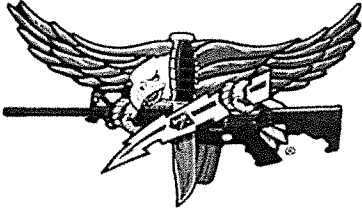
The Eastern Wayne County Special Response Team has been operating for over 30 years. We currently have two officers assigned to the team. With the increased use of the team, all area Public Safety Directors agreed that it is necessary to update local agreements and requirements of the team.

The new agreement includes a process to appoint the SRT team leader and team commander. The agreement also explains how the team operates when it comes to structure and oversight, leadership, training and equipment. City Attorney Debra Walling has already reviewed and approved the final attached agreement. I am requesting permission to sign the agreement.

RECEIVED

MAR 26 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



Eastern Wayne County SRT

Inter-Agency Special Response Team

Mutual Cooperation Agreement

THIS INTER-AGENCY SPECIAL RESPONSE TEAM MUTUAL COOPERATION AGREEMENT (this "Agreement") establishes a tactical special response team among the participating communities as described below. This Agreement is a mutual police assistance agreement authorized by MCL 123.811 et. seq. This Agreement also is an inter-local agreement authorized by the Municipal Partnership Act, MCL 124.111 et. seq. and by the Urban Cooperation Act, MCL 124.501 et. seq. The parties to this Agreement are the City of Grosse Pointe, the City of Grosse Pointe Farms, the City of Grosse Pointe Park, the Village of Grosse Pointe Shores, a Michigan city, the City of Grosse Pointe Woods, and the City of Harper Woods (each a "Member Community"). This Agreement will become effective upon the adoption of authorizing resolutions by the respective governing bodies of each of the Member Communities. The duration of this Agreement is indefinite, provided that any Member Community may elect to withdraw from participation in the tactical special response team established by this Agreement upon not less than thirty (30) days' written notice to the other Member Communities. Except to the extent provided below in this Agreement, each Member Community will be responsible for the costs related to any personnel employed by such Member Community and assigned to participate in the tactical special response team, as well as the procurement and maintenance of any equipment utilized by such personnel in connection with the tactical special response team. All participating cities will provide mutual and reciprocal releases and waivers of liability.

The duly appointed public safety director (or his or her designee) of each of the Member Communities shall be responsible for the implementation of the undertakings set forth in this Agreement and for coordination of mutual activities with one or more other constituent Member Communities.

The following provisions shall govern the supervision and operation of the tactical special response team established by this Agreement. Periodic upgrades, technical enhancements, and other similar modifications to these operational provisions may be authorized from time to time in writing by the mutual agreement of the respective public safety directors of each of the Member Communities.

I. SRT MISSION

The primary mission of the Eastern Wayne County Special Response Team (“EWC SRT” or “Special Response Team”) is to save lives. The primary focus of the EWC SRT will be to provide tactical solutions that will increase the likelihood of de-escalation and the safe resolution of high-risk incidents. These incidents include, but are not limited to, hostage situations, barricaded subjects, sniper deployment, high-risk apprehension, warrant service, protection details, supporting special events, civil unrest, and acts of terrorism. A multi-jurisdictional effort to respond to and resolve these situations would result in a more effective deployment of personnel, resources, and equipment, and a corresponding reduction in overlapping or duplicative costs. The cooperative efforts motivated by this Agreement are intended to provide improved services for the citizens of all participating jurisdictions, increased safety for team members and the community, and greater efficiencies and cost-effectiveness.

II. POLICY

Each Member Community, acting through its public safety department, agrees to maintain, on a collective basis, a collaborative Special Response Team. Each Member Community further agrees to provide the personnel, training and equipment incidental to its participation in such Special Response Team. The EWC-SRT will be comprised of one or more individual public safety officers from each of the Member Communities. Individual public safety officers from each jurisdiction will be consolidated and combined to form the EWC SRT. The EWC SRT services shall be available to each participating Member Community. The EWC SRT also may be available to outside law enforcement agencies on a support basis at the discretion of the Team Commander. If called upon to provide support to outside law enforcement agencies, EWC SRT members will continue to operate under the policies, procedures, and directives of their originating agency.

III. EASTERN WAYNE COUNTY SRT STRUCTURE & OVERSIGHT

A. The Team Commander will be the principal law enforcement and public safety officer of the EWC SRT.

1. The Team Commander will be selected by a majority vote of the respective public safety directors of the Member Communities.
2. The Team Commander will collect and maintain all EWC SRT incident reports and activities of interest in one central location. The public safety directors of each Member Community will have access to such incident reports.
3. The Team Commander may elect to be physically present at incident scenes, with the corresponding responsibilities as set forth below in subsection B.
4. The Team Commander shall present an annual report to the public safety directors that outlines the prior year's training, missions, personnel changes, major equipment acquisitions, and upcoming expenditures. Should the need arise, the Team Commander and/or Team Leader will make themselves available to a requesting public safety director to address on a prompt basis any questions or concerns. All records related to the EWC SRT's performance shall be provided for full inspection to any participating public safety director or their designee upon request.
5. The Team Commander will conduct an annual budget meeting before the beginning of each fiscal year, to brief the public safety directors about upcoming planned expenditures.

B. Team Leader

1. The position of Team Leader shall be selected based on an interview process supervised by the Team Commander and his or her designee(s).
2. The Assistant Team Leader(s) shall assume command in the absence of the Team Leader.
3. Team Leaders shall be the officers in charge at an incident scene, regardless of rank or status within their respective departments and regardless of the rank of other operators on the EWC SRT.
4. To the extent appropriate under the circumstances of any particular incident or situation, the Team Leader may appoint an Incident Commander. The Incident Commander may be (but is not required to be) the Team Leader.
5. While on an incident scene, the Team Leader or Assistant Team Leader in charge, with input from the Incident Commander and Team Commander, shall have direct operational command and control for resolving the mission being undertaken.

6. The Team Leader shall be responsible for validating and approving any and all tactical plans and actions to be taken by officers on scene.
 7. The Incident Commander and Team Commander shall continue supervising the command post operation, outer perimeter security, and support for the EWC SRT. The Team Leader, designee, and Incident Commander/Team Commander shall maintain communications at all times.
- C. Assistant Team Leaders will be appointed by the Team Commander, with input from the Team Leader, based on an examination of their training, experiences, decision-making skills, and supervisory and leadership abilities.
- D. Should the need arise to utilize the EWC SRT, the on-duty officer-in-charge shall notify their dispatch of the request. The dispatcher shall then acknowledge the request and broadcast a message activating SRT, which the other area dispatchers will then acknowledge. Those dispatchers will, in turn, contact their Department's SRT officers as required.
1. The designated Incident Commander should provide EWC SRT with as much of the following information as possible to better assist in planning/preparation of tactical plans:
 - a. Number of suspects and weapons, if known
 - b. If there are hostages or potential for hostages to be involved
 - c. The crime or suspected crime committed
 - d. If the suspect is barricaded
 - e. If the suspect has threatened or attempted suicide
 - f. The location of the command post and the best route to approach and stage personnel
 - g. Potential involvement of children or elderly residents
 - h. Any other pertinent details to the events
- E. The Team Leader will thoroughly document all incidents where EWC-SRT was activated. These reported incidents will then be submitted to the Team Commander for proper record-keeping. Reports submitted to the Team Commander will include all EWC SRT members' supplemental reports.
- F. All EWT SRT members who participated in an incident shall do the following;

- a. Prepare a supplemental report on the assignment and activities conducted during an incident.
- b. Submit their supplemental report to the Team Leader within three business days.

IV. EWC SRT OFFICER SELECTION

- A. Should a vacant SRT position occur, the Department where the vacancy originated may compile a list of applicants to forward to the Team Commander. The Team Commander will then be responsible for setting a date to hold an interview, physical fitness test, and firearms proficiency test. The oral interview will be held at the Department where the vacancy occurred. A representative from that agency with the rank of lieutenant or higher will participate in the interview process. An applicant must pass all required courses to be considered eligible. After deliberation, the Team Commander will notify the Department's public safety director of the list and selection for appointment.
- B. Continual evaluation of a team member's performance and efficiency as it relates to the positive operation of the unit shall be conducted by the Team Leader, and pertinent information shall be relayed to the Team Commander.
 1. Any member whose performance is at a level less than satisfactory may be subject to dismissal from the EWC SRT.
 2. Final determination of continued appointment rests with the Team Commander.
- C. Each Department hereby agrees that all wages and disability payments, pension, worker's compensation claims, medical expenses, or any other employment benefits shall be the responsibility of the employing Department to the same extent as if the SRT member were providing services for that employing Department.

V. TRAINING

- A. The Team Leader shall coordinate training. Monthly training days will be conducted that are designed to improve team performance and cohesion.
 1. Each below signed Department agrees to the minimum training requirements provided by the Team Leader.

- B. All monthly and supplementary training conducted by the EWC SRT will be documented by the Team Leader. The documented training sessions will then be sent to the Team Commander for retention.
- C. Upon appointment of a new officer on the EWC SRT, the appointing Department agrees to send the officer to a basic SWAT course at the Department's expense.
 - 1. The Team Commander will work with the appointing Department to promptly assist in finding an appropriate course.
- D. Precision rifle operators will have a minimum of one sniper-specific training day per month that will be required to maintain proficient skills.
 - 1. Those selected as precision rifle operators shall attend a basic sniper/observer course before use in an active situation.
 - a. The originating Department will be responsible for the cost associated with such a course.
 - 2. Those selected who have yet to attend said course may still participate in a support or training capacity.
- E. All EWC SRT members shall complete a yearly physical fitness test set forth by the Team Leader. This test shall be pass/fail.
 - 1. Should a team member fail the physical fitness test, they will be given 30 days to prepare and re-test. If the team member fails to pass for a second time, they may be subject to dismissal from the EWC SRT at the Team Commander's discretion.
 - 2. If a team member is absent at the initial testing date, they shall notify the Team Leader and schedule their physical fitness test within 30 days of initial testing.
- F. All EWC SRT members shall complete the mandatory firearms qualification for rifles and handguns twice a year. This qualification shall be pass/fail and set by the Team Leader.
 - 1. Should a team member fail the firearms qualification, they will be given 30 days to prepare and re-test. If the team member fails to pass for a second time, they may be subject to dismissal from the EWC SRT at the Team Commander's discretion.

2. If a team member is absent at the initial qualification date, they shall notify the Team Leader and schedule a make-up qualification.

VI. EQUIPMENT

- A. It is the intent of this Agreement that the costs associated with operations, training, and equipment will be shared equally among the Member Communities, with each public safety department sponsoring its personnel and equipment under the employment, compensation and budgeting policies applicable to such department.
- B. Grosse Pointe Park Department of Public Safety will be the agency responsible for managing the EWC SRT fund. Participating agencies will once yearly give an agreed amount of funding per member.
- C. Upon placement of a new member of the EWC SRT, the sponsoring agency agrees to provide the new officer with the initial uniform, ballistic vest & helmet, duty belt & gear, gas mask, rifle, and handgun required.
 1. Each Department agrees to continually update the officers assigned to the EWC SRT with this required equipment as needed.
 2. If a Department agrees to assign an officer to a precision rifle operator position, the Department shall be responsible for the cost to outfit said officer.
- D. The below-signed Departments agree that the costs associated with ammunition, training sites, and medical equipment for the EWC SRT shall be budgeted for, and the appropriate funds shall be transferred into the EWC SRT account for purchase by the EWC SRT team.
- E. The below signed public safety directors, or their successors, must approve any joint capital expenditure for SRT equipment by a majority vote. (i.e., ballistic shields, vehicles, etc.)

VII. AGREEMENT /SIGNATURES

John Alcorn – Director of Public Safety City of Grosse Pointe _____

John Kosanke – Director of Public Safety Grosse Pointe Woods _____

Jason Hammerle – Director Public Safety Harper Woods _____

James Bostock – Director of Public Safety Grosse Pointe Park _____

Kenneth Werenski – Director of Public Safety Grosse Pointe Shores _____

John Hutchins – Director of Public Safety Grosse Pointe Farms _____

DATE: _____



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

February 22, 2024
 Project No: 0160-0446-0
 Invoice No: 148781

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0446-0 VERNIER ROAD WATER MAIN REPLACEMENT
 PURCHASE ORDER #21-46704 - \$217,000.00
 FOR: CONTRACT ADMINISTRATION & CONSTRUCTION OBSERVATION
Professional Services from January 15, 2024 to February 11, 2024
 Professional Personnel

	Hours	Rate	Amount	
RECORD PLANS				
ENGINEERING AIDE III	5.00	77.70	388.50	
CONTRACT ADMINISTRATION				
LICENSED ENG/SUR/ARC	4.00	114.30	457.20	
ENGINEERING AIDE III	1.50	77.70	116.55	
Totals	10.50		962.25	
Total Labor				962.25
Billing Limits	Current	Prior	To-Date	
Total Billings	962.25	104,461.58	105,423.83	
Limit			217,000.00	
Remaining			111,576.17	
		Total this Invoice		\$962.25

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO 46704
 #592-537-977.310
 OK - J.K.
 SS 3/20/24
 dh - FS - 3-20-24



ANDERSON, ECKSTEIN & WESTRICK, INC.
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 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

February 23, 2024
 Project No: 0160-0471-0
 Invoice No: 148801

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0471-0 2023 SIDEWALK GRINDING PROGRAM
 PURCHASE ORDER #23-47807
 FOR: RECOMMENDATION FOR PAYMENT
Professional Services from January 15, 2024 to February 11, 2024
 Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
LICENSED ENG/SUR/ARC	1.00	114.30	114.30	
ENGINEERING AIDE III	.50	77.70	38.85	
Totals	1.50		153.15	
Total Labor				153.15
Billing Limits	Current	Prior	To-Date	
Total Billings	153.15	400.05	553.20	
Limit			3,000.00	
Remaining			2,446.80	
		Total this Invoice		\$153.15

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO 47807
 #202-451-976-100 \$30.62
 #203-451-976-100 \$76.58
 #592-537-976-100 \$45.95
 ok - J.K.
 85 3/20/24
 FA 3-20-24



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 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

February 23, 2024
 Project No: 0160-0465-0
 Invoice No: 148802

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0465-0 LAKE FRONT PARK SPLASH PAD
 PURCHASE ORDER #23-47806 - \$25,500.00
 MEETINGS, EGLE PERMITS
Professional Services from January 15, 2024 to February 11, 2024

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER	.30	114.30	34.29	
MEETINGS				
LICENSED ENG/SUR/ARC	6.00	114.30	685.80	
Totals	6.30		720.09	
Total Labor				720.09

Billing Limits	Current	Prior	To-Date	
Total Billings	720.09	3,935.70	4,655.79	
Limit			25,500.00	
Remaining			20,844.21	
		Total this Invoice		\$720.09

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO 47806
 # 401-902-977.104
 ok - J.K.
 SS 3/20/24
 FL 3-28-24



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 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

February 23, 2024
 Project No: 0160-0455-0
 Invoice No: 148803

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0455-0 VERNIER & MACK AVE INTERSECTION IMPROVE.
 PURCHASE ORDER #23-47808 - \$130,000.00
Professional Services from January 15, 2024 to February 11, 2024

Phase 01 ENGINEERING

Fee

Construction Cost 1,750,000.00
 Fee Percentage 5.75
 Total Fee 100,625.00

Percent Complete 90.00

Total Earned 90,562.50
 Previous Fee Billing 80,500.00
 Current Fee Billing 10,062.50
Total Fee 10,062.50

Total this Phase \$10,062.50

Total this Invoice \$10,062.50

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO 47808
 # 202-451-974-803

OK - J.K

SS 3/20/24

FA 3-20-24



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CIVIL ENGINEERS SURVEYORS ARCHITECTS
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INVOICE

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APR 03 2024

March 05, 2024
 Project No: 0160-0472-0
 Invoice No: 149235

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO #7692
 #592-537-977.000

OK - J.K.

Project 0160-0472-0 2023-2024 GENERAL ENGINEERING
 PURCHASE ORDER #23-47692 - \$41,000.00
Professional Services from January 15, 2024 to February 11, 2024
 Professional Personnel

SS 3/20/24

OK - FB - 3-20-24

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER			
LOCKWOOD, SCOTT	1.30	114.30	148.59
LOCKWOOD, SCOTT	.50	114.30	57.15
Correspondence for June 25, 2021 event			
LOCKWOOD, SCOTT	1.00	114.30	114.30
General engineering and SS4A app review			
LOCKWOOD, SCOTT	1.00	114.30	114.30
Transportation Asset Management Plan			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	1.00	92.70	92.70
prepare FCIPP rehab loc list			
GENERAL			
LICENSED ENG/SUR/ARC			
WILBERDING, ROSS	2.50	114.30	285.75
CAD plans for Mack Ave Ped Xing RFBs. WC permit application for RFBs.			
WILBERDING, ROSS	1.00	114.30	114.30
Corr. re: upcoming CWSRF and determination to forego. Email response to EGLE. Sharing Vernier/Mack plans with city's planner.			
WILBERDING, ROSS	1.00	114.30	114.30
Discussion re: PEA inquiry into hypothetical plan review for parking lot projects, and review of current ordinances			
WILBERDING, ROSS	.50	114.30	57.15
Final considerations to RRFB mockup for city permit application			
WILBERDING, ROSS	.50	114.30	57.15
SS4A Grant Discussion meeting with GPW. WC permit application for RRFB and discussion			
WILBERDING, ROSS	1.00	114.30	114.30
Considerations for RRFB WC permit submittal			
WILBERDING, ROSS	.50	114.30	57.15
Corr. re: latest budget spreadsheet			
WILBERDING, ROSS	.50	114.30	57.15
Corr. re: RRFB X-ings and permit packet to WC			
TRAFFIC PLAN			
PRINCIPAL ENGINEER			
VIGNERON, MICHAEL	.50	114.30	57.15

Project	0160-0472-0	2023-2024 GENERAL ENGINEERING	Invoice	149235
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Cursory Review of Mack Ave RRFB preliminary sketches for WC Permitting				
	Totals	12.80		1,441.44
	Total Labor			1,441.44
Billing Limits		Current	Prior	To-Date
Total Billings		1,441.44	18,843.70	20,285.14
Limit				41,000.00
Remaining				20,714.86
			Total this Invoice	\$1,441.44



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

March 05, 2024
 Project No: 0160-0473-0
 Invoice No: 149236

Project 0160-0473-0 TORREY ROAD PUMP STATION GENERATOR
 PURCHASE ORDER #23-48021 - \$200,000.00
 FOR: CONTRACT ADMIN.

Professional Services from January 15, 2024 to February 11, 2024

Professional Personnel

	Hours	Rate	Amount	
SECRETARIAL				
SECRETARIAL	1.50	36.70	55.05	
CONTRACT ADMINISTRATION				
LICENSED ENG/SUR/ARC	26.50	114.30	3,028.95	
GRADUATE ENG/SUR/ARC	1.50	92.70	139.05	
SENIOR PROJECT ARCHITECT	8.00	114.30	914.40	
MEETINGS				
PRINCIPAL ENGINEER	1.50	114.30	171.45	
Totals	39.00		4,308.90	
Total Labor				4,308.90

Billing Limits	Current	Prior	To-Date	
Total Billings	4,308.90	92,800.00	97,108.90	
Limit			200,000.00	
Remaining			102,891.10	
		Total this Invoice		\$4,308.90

RECEIVED
 APR 03 2024
 CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PG 48021
 #592-542-818.000
 ok - J.K.
 SS 3/20/24
 T-2 3-20-24



ANDERSON, ECKSTEIN & WESTRICK, INC.
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 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

March 06, 2024
 Project No: 0160-0450-0
 Invoice No: 149258

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0450-0 2022 MISC CONCRETE REPAIR PROGRAM
 PURCHASE ORDER #22-47268 - \$104,000.00
 FOR: CONTRACT ADMIN. & CLOSEOUT

Professional Services from January 15, 2024 to February 11, 2024

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
TEAM LEADER	3.00	92.70	278.10	
ENGINEERING AIDE III	4.00	77.70	310.80	
ENGINEERING AIDE I	.50	62.10	31.05	
Totals	7.50		619.95	
Total Labor				619.95

Billing Limits	Current	Prior	To-Date	
Total Billings	619.95	84,032.42	84,652.37	
Limit			104,000.00	
Remaining			19,347.63	
		Total this Invoice		\$619.95

Outstanding Invoices

Number	Date	Balance
148804	2/23/2024	619.95
Total		619.95

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APR 03 2024

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO 47268
 # 202-451-974.201 \$ 12.40
 # 203-451-974-201 \$ 229.38
 # 585-571-978.300 \$ 49.60
 # 592-537-975.401 \$ 328.57
 OK - J.K.
 SS 3/20/24
 FL - 3-20-24



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 12, 2024
 Project No: 0160-0461-0
 Invoice No: 149283

CITY OF GROSSE POINTE WOODS
 ACCOUNTS PAYABLE
 20025 MACK AVENUE
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0461-0 WATER SYSTEM CDSMI
 PURCHASE ORDER #24-48185 - \$42,125.00
 FOR: SPECIFICATIONS, BIDDING

Professional Services from January 15, 2024 to February 11, 2024

Fee

Construction Cost 210,625.00
 Fee Percentage 8.00
 Total Fee 16,850.00

Percent Complete	100.00	Total Earned	16,850.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	16,850.00	
		Total Fee		16,850.00

Billing Limits

	Current	Prior	To-Date
Total Billings	16,850.00	0.00	16,850.00
Limit			42,125.00
Remaining			25,275.00

Total this Invoice \$16,850.00

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
 CLERK'S DEPARTMENT

PO 48185
 # 592-537-978.300

OK-J.K.

CS 3/20/24

FS 3-20-24

giffels webster

~~PO # 1111~~ 24-48243

28 W. Adams, Suite 1200
Detroit, MI 48226
(313) 962-4442

CITY OF GROSSE POINTE WOODS
20025 MACK PLAZA
GROSSE POINTE WOODS, MI 48236
FRANK SCHULTE

Invoice number 131318
Date 03/25/2024
Project No. 2034600

Project: CITY OF GROSSE POINTE WOODS MASTER PLAN UPDATE

For professional services through March 16, 2024

Description	Due This Invoice
MASTER PLAN UPDATE	4,625.00
Total	4,625.00

Invoice total 4,625.00

- Master Plan - Payment 7 of 8: \$4,625.00

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

PO 23-47747

SS 3-28-24

FJ - 3-28-24

Acc # 101371818.000



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

March 19, 2024
Invoice No: 21849 - 88

Project 21849 Grosse Pointe Woods Building Services

Professional Services from February 1, 2024 to February 29, 2024

Building Department Services - 85% of Revenue

Contract Amount

Number of Permit Revenue	36,235.00
Fee Each	.85
Total Fee	30,799.75

Total Fee \$30,799.75

Vehicle Credit (500.00)

Total (\$500.00)

General Zoning/Administration

General Zoning/Administration professional services.

	Hours	Amount
Assistant Planner		
	34.25	
	5.00	
Total		0.00

Invoice Total \$30,299.75

Outstanding Invoices

Number	Date	Balance
86	1/15/2024	27,904.45
Total		\$27,904.45

*paid 1/23/24
ck# 68621*

PO23-47745

SS 3/20/24

101-371-819.000

ok FI 3-20-24

THANK YOU. Please remit to above address and indicate project number on voucher.

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

March 19, 2024
Invoice No: 22-064 - 23

RECEIVED

Project 22-064 Grosse Pointe Woods Planning Services
Professional Services from February 1, 2024 to February 29, 2024

APR 03 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Professional Hourly Services

	Hours	Rate	Amount
Senior Planner			
	1.00	100.00	100.00
Design annual Planning Program.			
Assistant Planner			
	2.50	85.00	212.50
Address planning questions. Prepare Assistant Planner to cover planning activity for the week of February 12, 2024. Communicate with the Planning Chair regarding the February 20 Planning Commission Meeting.	.50	85.00	42.50
Communicate with the City Attorney regarding Zoning Ordinance Amendments for off-street parking.	.50	85.00	42.50
Meet with City Administration to discuss ongoing planning projects.	7.50	85.00	637.50
Prepare and attend the February 20, 2024 Planning Commission Meeting.	3.50	85.00	297.50
Prepare and modify letter and survey for the Social District. Work with the City Clerk on the zoning ordinance and city code of ordinance amendments.	2.00	85.00	170.00
Revise the Annual Planning Report and prepare the 2024 Work Plan	5.00	85.00	425.00
Prepare the zoning ordinance amendments and packet material for the February 20, 2024 Planning Commission Meeting.	.25	85.00	21.25
Respond to the email regarding site improvements at 19700 Mack Avenue.	.75	85.00	63.75
Update and post February 20, 2024 Planning Commission meeting packets.			
Total			\$2,012.50

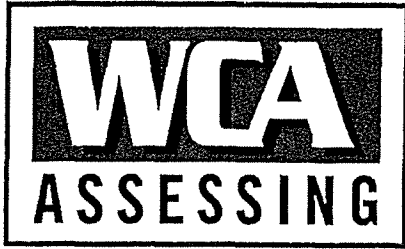
Invoice Total \$2,012.50

Outstanding Invoices

Number	Date	Balance
21	1/15/2024	2,018.75
Total		\$2,018.75

pd 1/23/24
ch # 68821
PO 23-47746
101-371-818.000
the [unclear] 3/20/24
OK - FS - 3-20-24

THANK YOU. Please remit to above address and indicate project number on voucher.



March 15, 2024

Invoice 031524

City of Grosse Pointe Woods
Accounts Payable
20025 Mack
Grosse Pointe Woods, MI 48236

RECEIVED

APR 03 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

RE: April 2024 Services

For contract assessing services rendered:

Contract Fee (\$86,107 ÷ 12)..... \$ 7,175.58

TOTAL AMOUNT DUE \$ 7,175.58

Respectfully submitted,

Lynette Hobyak
Business Manager

101-257-614.000

PO 23-67683

SS 3/18/24

OK - FS 3-18-24

38110 N. Executive Drive, Suite 100
Westland, MI 48185

734-595-7727 Office
734-595-7736 Fax

York, Dolan & Tomlinson, P.C.

INVOICE

22600 Hall Road, Ste. 205
Clinton Township, MI 48036

Invoice # 178
Date: 04/03/2024
Due On: 05/03/2024

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

RECEIVED

APR 04 2024

00003-City of Grosse Pointe Woods

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Planning and Zoning

Type	Date	Notes	Quantity	Rate	Total
Service	03/01/2024	Review and Revise Parking Ordinance; Email Antolin	0.60	\$155.00	\$93.00
Service	03/13/2024	Rec and Rev email w/ requested changes to Off-street parking ordinance; Revise; Reply email	0.80	\$155.00	\$124.00
Service	03/13/2024	Rec and rev email re: deed restrictions; Reply email	0.20	\$155.00	\$31.00
Service	03/19/2024	Rec and rev email re: front yard structures	0.20	\$155.00	\$31.00
Service	03/20/2024	Rec and Rev email w/ Front yard structure handout; Reply email	0.50	\$155.00	\$77.50
				Subtotal	\$356.50

00008-City of Grosse Pointe Woods

Prosecutions

Type	Date	Notes	Quantity	Rate	Total
Service	03/04/2024	P v Walker - Rec and Rev email with Motion to Set Aside Conviction	0.30	\$155.00	\$46.50
Service	03/05/2024	P v Craig - Rec and Rev email w/ substance abuse evaluations	0.70	\$155.00	\$108.50
Service	03/07/2024	P v Cooper - Rec and Rev email w/ video	0.20	\$155.00	\$31.00
Service	03/08/2024	Rec and Rev email from court	0.20	\$155.00	\$31.00
Service	03/12/2024	TC w/ Detective Miles re: odometer case; Rec and Rev email w/ incident report re: Mach and Heim	0.50	\$155.00	\$77.50
Service	03/13/2024	Prepare and attend municipal prosecutions	2.50	\$155.00	\$387.50

Service	03/15/2024	P v Gilbert - Rec and Rev Motion to Set Aside conviction with attachments	0.30	\$155.00	\$46.50
Service	03/15/2024	P v Bridges - Rec and Rev Motion to Set Aside conviction with attachments	0.30	\$155.00	\$46.50
Service	03/19/2024	P v Hannaford - Rec and rev email w/ incident report; Research SOL; Reply email	1.00	\$155.00	\$155.00
Service	03/19/2024	Rec and Rev email re: firearm application; Reply email	0.20	\$155.00	\$31.00
Service	03/21/2024	Rec and Rev email re: prescription drug disposal ordinance; Dictate corresp. to Atty. Ahlers	1.00	\$155.00	\$155.00
Service	03/22/2024	P v Cooper - TC w/ Mach	0.20	\$155.00	\$31.00
Service	03/25/2024	Rec and Rev corresp. from court	0.20	\$155.00	\$31.00
Service	03/25/2024	P v Nelson - Rec and Rev revised order; Reply email	0.40	\$155.00	\$62.00
Service	03/27/2024	P v Gossett - Rec and rev corresp from AG office	0.20	\$155.00	\$31.00
Service	03/27/2024	District Court Prosecutions.	1.50	\$155.00	\$232.50
Subtotal					\$1,503.50

00049-City of Grosse Pointe Woods

General

Type	Date	Notes	Quantity	Rate	Total
Service	03/05/2024	Review prescriptions return program materials and proposed ordinance	1.00	\$155.00	\$155.00
Service	03/06/2024	Conference re: Prescription Returns Ordinance	1.00	\$155.00	\$155.00
Service	03/08/2024	Rec and Rev (3) emails re: FOIA request; (2) Reply emails	0.50	\$155.00	\$77.50
Service	03/11/2024	Rec and Rev email re: Record Checks for Gaming Board; Research; Reply email	1.30	\$155.00	\$201.50
Service	03/20/2024	Rec and Rev email from DPS re: redaction of voicemails; Reply email	0.40	\$155.00	\$62.00
Service	03/20/2024	Rec and Rev (4) emails related to pistol permit; (2) reply emails	0.60	\$155.00	\$93.00
Service	03/22/2024	Revise Ahles corresp.; Email	0.30	\$155.00	\$46.50
Service	03/25/2024	Rec and Rev email w/ attachments from Ahlers re: prescription drug return ordinances	0.30	\$155.00	\$46.50

Invoice # 178 - 04/03/2024

Subtotal \$837.00

Total \$2,697.00

Detailed Statement of Account

Current Invoice

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
178	05/03/2024	\$2,697.00	\$0.00	\$2,697.00
Outstanding Balance				\$2,697.00
Total Amount Outstanding				\$2,697.00

Please make all amounts payable to: York, Dolan & Tomlinson, P.C.

Please pay within 30 days.

SS 4/3/24
FS 4-3-24

101-266-801,200 3056.50
101-266-801,100 1,503.50
101-266-801,000 837.00

2697.00



CITY OF GROSSE POINTE WOODS

Memorandum

DATE: March 26, 2024
TO: Mayor and City Council
FROM: Frank Schulte, City Administrator
SUBJECT: FY 2024/25 General Liability & Property Insurance

RECEIVED

APR 01 2024

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Administration was asked to get general liability and property insurance quotes.

The city solicited proposals from the Marsh McLennan Agency, Nickel & Saph Inc., and Zurich Muni Plus. The annual rates came back as follows:

- 1. Nickel & Saph Inc. (attached) \$269,608.15
a. Does include Tank Pollution, Public Officials Liability, Marina Operators and Sewer back up coverage.
2. Marsh McLennan Agency (attached) \$287,000+to 317,000+
a. Note: This quote does not include Tank Pollution, Public Officials Liability, Marina Operators)
3. Zurich Muni Plus Due to 5yr run losses the city is uninsurable

All three insurance carriers specialize in municipal insurance. However, as stated above Zurich Muni Plus did not provide a quote; the agent from Marsh McLennan Agency was only able to obtain a quote from Selective, which is more expensive and doesn't provide the adequate coverage needed by the city. The following are the insurance providers he reached out to as well as their responses:

- Travelers - They have received a submission from another agency - not able to pursue.
Great American - Declined - stated: Unfortunately, we aren't really writing individual accounts currently. We are mainly providing insurance and reinsurance for municipal and scholastic pools across the country looking at property, liability, and some workers comp. As such we would be unable to offer terms on this one.
Glatfelter - Declined due to claims and submission from another agency.
Liberty Mutual - Declined due to claims activity and submission from another agency.

In effort to provide the city with the most competitive rate, the city's current insurance carrier's agent reached out to various insurance providers as well and received the following responses:

- Travelers - declined and can't produce \$10M of Sewer Back-up
Liberty - Declined and can't produce \$10M of Sewer Back-up
Allied Public Risk - Declined
American Public Risk - Declined
Glatfelter - Declined

The coverage and deductible amounts the city currently has with Nickel and Saph Inc. has not changed. Also, the attached proposal outlining coverage has been reviewed and approved by City Attorney Walling.

It is my recommendation that City Council approve Nickel & Saph, Inc. Insurance Agency, P.O. Box 46907, Mount Clemens, MI 48046 to continue to be the city's general liability and property insurances provider in an amount not to exceed \$269,608.15. This exceeds the budgeted amount in the FY 23/24 budget. Therefore, a budget amendment from prior year reserves will be required in the amount of

\$29,174.15 and is reflected in the total amount of \$269,608.15 being requested from the following accounts:

ACCOUNT NUMBER	INVOICE	BUDGET	PRIOR YEAR TRANSFER
101-211-955.000	\$ 36,747.56	\$ 32,803.00	\$ (3,944.56)
101-349-955.000	\$ 63,267.83	\$ 56,801.00	\$ (6,466.83)
101-594-955.000	\$ 18,204.02	\$ 15,753.00	\$ (2,451.02)
101-799-955.000	\$ 17,923.51	\$ 15,992.00	\$ (1,931.51)
202-530-955.000	\$ 14,419.97	\$ 12,867.00	\$ (1,552.97)
203-530-955.000	\$ 9,449.58	\$ 8,432.00	\$ (1,017.58)
226-528-955.000	\$ 17,139.37	\$ 15,292.00	\$ (1,847.37)
261-602-955.000	\$ 561.10	\$ 501.00	\$ (60.10)
585-573-955.000	\$ 5,380.39	\$ 4,801.00	\$ (579.39)
592-536-955.000	\$ 74,521.79	\$ 66,490.00	\$ (8,031.79)
594-785-955.000	\$ 1,620.42	\$ 1,447.00	\$ (173.42)
661-534-955.000	\$ 10,372.61	\$ 9,255.00	\$ (1,117.61)
Total	\$269,608.15	\$ 240,434.00	\$ (29,174.15)

I do not believe any benefit will accrue to the City by seeking further quotes. Approved for Council consideration

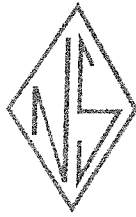
City Administrator Signature

Fund Certification:

A budget amendment from prior year reserves is required from the above listed Accounts in the amount of \$29,174.15 and that the account numbers have been verified.

Deputy Treasurer/Comptroller Signature

Attachments



NICKEL & SAPH, INC.

INSURANCE SINCE 1929

MAILING ADDRESS:

P.O. BOX 46907
MT. CLEMENS, MI 48046-6907

OFFICE ADDRESS:

44 MACOMB PLACE
MT. CLEMENS, MI 48043
(586) 463-4573 • (810) 765-8887
1-800-657-7373 • FAX: (586) 463-3135
www.nickelsaph.com

March 25, 2024

Frank Schulte
City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, MI. 48236

Re: Property and Casualty Insurance Renewal Proposal 2024-2025

Dear Mr. Schulte,

We are pleased to present our renewal proposal for coverages underwritten by Trident Public Risk Solutions, a member of Paragon Insurance Holdings, LLC. The affording carriers are: **Argonaut Insurance** (for liability and automobile coverages). Argonaut has been awarded an A.M. Best's rating of **A- XIII, Stable**; **Arch Insurance Company** (for property and crime coverages). Arch has been awarded an A. M. Best's rating of **A+ XV, Stable**; and **Hartford Steam Boiler** (for mechanical breakdown coverages). Hartford has been awarded an A. M. Best's rating of **A++ XI, Stable**. All three carriers are admitted carriers in the State of Michigan. Trident specializes in providing risk management and insurance products and services only to public entities. Trident writes over \$150,000,000 in premiums on an annual basis throughout the eastern, southern, and midwestern states, including many public entities in Michigan. Of the various public entities within the State of Michigan, over one-hundred and thirty (130) are currently insured with Trident.

The total annual proposed premium is **\$269,608.15** and the attached specifies the quotes for all coverages. The stated premium above contains a \$9,000,000 Excess Liability Umbrella policy applied to General Liability, Public Officials Liability, Employment Practices Liability, Law Enforcement Liability and Auto Liability. The underlying plus the excess afforded an occurrence limit of \$10,000,000 and aggregate of \$11,000,000. TRIA is included in the premium price above for an additional **\$3,445**. Supplemental coverages provided are Marina Operators Legal Liability, Judicial Liability, Cyber Liability, and Tank Pollution Coverage, all of which are included in the premium above.

Changes Year Over Year:

- The City's expenditures increased 2% (\$9,773,828 to \$9,969,305).
- Auto Liability increased by 4 of the number of ratable unites (previously was 61 vehicles up to date amount is 65 vehicles).
- Inland Marine increased by 6% (\$1,399,555 to \$1,490,482).
- Property values more than doubled this year during the mid-term appraisals.
- Overall rate increase is only 8.7% which 5.7% is based on rate and 3% is based on exposures.

Please note the following regarding the Trident proposal:

- 1.) Who is covered: all elected, appointed, employed or volunteer acting on the behalf of the named insured within the scope of their duties.
- 2.) All liability coverages are written on an Occurrence basis. General Liability, Public Officials' Liability, Employment Practices Liability and Law Enforcement Liability are all written with a \$10,000 deductible. While Auto Liability is written on a \$0 deductible.
- 3.) Full Sewer Back-up Limits are provided under the General Liability.
- 4.) The Property and Inland Marine coverages written on Agreed Amount Replacement Cost Basis. Covered Property claims are subject to \$15,000 deductibles and covered Inland Marine claims are subject to \$1,000 deductibles.
- 5.) Trident allows the City the opportunity to select legal counsel (assuming prior experience defending public entities) of the City choosing for the defense of all covered Liability claims.

Relating to bullet point 3. The full Sewer Back-up Limits of \$10,000,000. To help explain the importance of this coverage I am providing the following parts of an article by Jeff Masters and Bob Henson that appeared in the Yale Climate Connections on January 9th 2024. The U.S. billion-dollar weather disasters set an all-time record in 2023, with 28. The cost of the 19 severe storm events in 2023 was \$54 billion, setting a new record for costliest year on record for that peril (previous record: \$44 billion in 2011). With the knowledge that we have based on server storms. Its critical to assure your residents that you've secured the proper protections in the case that these occurrences come back to Michigan as they once did in 2020-2021.

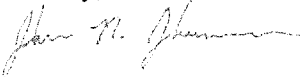
Risk Management Solutions Implemented During the Fiscal Year:

Nickel & Saph, Inc. conducted an in-depth evaluation of all properties during the fiscal year from a dedicated appraisal company (HCA). This came at no cost to the City. We found that many of the properties were extremely undervalued and increased the property by over nearly \$20M. In addition, we changed your property protection coverage from Replacement Cost to Blanket Replacement Cost. Blanket Replacement Cost provides that ability to draw money from the overall total insured amount of \$39M if one of your buildings is found to have more damage than the listed building amount coverage.

The servicing address for all policy and claims related issues would be 44 Macomb Place, Mount Clemens, MI 48043 (our agency's office). The premium includes all claim services, loss prevention and safety inspections.

Enclosed, please find a detailed copy of the renewal.

Sincerely,



John N. Johnson
Agent, CIC

Attachment Included

City of Grosse Pointe Woods
Insurance Proposal Quotes 2024-2025

Coverage	Premium	Deductible	Coverage Limit
General Liability *			
Full Sewer Back-up Limits Included*	\$ 32,411	\$ 10,000	\$ 1,000,000
Cyber	\$ 9,526	\$ 10,000	\$ 1,000,000
Public Officials' Liability *	\$ 10,237	\$ 10,000	\$ 1,000,000
Employment Practices Liability *	\$ 20,867	\$ 10,000	\$ 1,000,000
Law Enforcement Liability *	\$ 48,711	\$ 10,000	\$ 1,000,000
Auto Liability *	\$ 22,352	None	\$ 1,000,000
Auto Physical Damage	\$ 25,318	\$ 2,500	\$ 4,811,616
Property	\$ 43,265	\$ 15,000	\$ 39,500,500
Equipment Breakdown	\$ 3,773	\$ 15,000	\$ 100,000,000
Inland Marine	\$ 3,113	\$ 1,000	\$ 1,485,482
Crime	\$ 1,122	\$ 1,000	\$ 100,000
Excess Liability	\$ 36,054	per line *	\$ 9,000,000
Total	\$ 256,749		
TRIA	\$ 3,445	None	\$ 100,000,000
Total	\$ 260,194		
MOLL Includes TRIA	\$ 6,151	\$ 10,000	\$ 2,000,000
Total	\$ 266,345		
Judicial Liability	\$ 2,661	\$ 2,500	\$ 1,000,000
Total	\$ 269,006		
Tank Coverage Option	\$ 602	None	\$ 1,000,000
Total	\$ 269,608.15		

Coverages with * next to their line item add an additional

\$9,000,000 in Liability coverage from the Excess Liability coverage

Auto Physical Damage is based on the vehicles actual price and if the

vehicle is on Replacement Cost (RC) or Actual Cash Value (ACV)

Replacement Cost = the amount we are going to pay to replace the vehicle at the same or equal value

Actual Cash Value = cost to repair/replace the vehicle minus depreciation

March 11, 2024

RE: The City of Grosse Pointe Woods | Marsh McLennan Agency summary of work

To Whom it may concern:

Based on the information provided to our agency (MMA) for all insurance currently in place for the 2023 – 2024 policy term your premium is \$226,935. This premium attributes to the following coverages:

- Property
- General Liability
- Excess / Umbrella Liability
- Cyber Liability
- Tank Pollution
- Marina Operators Legal Liability
- Judicial Liability
- Auto Liability
- Employment Practices Liability
- Law Enforcement Liability

In our marketing efforts, our office was limited to working with one carrier, Selective Insurance Company due to various reasons outlined below in our marketing summary. Selective Insurance does not have the appetite or have the ability to provide all coverages that are currently included in the program placed at the current time. The coverage they cannot provide:

- Mariana liability
- Public Officials Liability
- Tank Pollution liability.

If Selective insurance company would have been able to provide a competitive and bindable program offering our office would have to find placement on a stand-alone basis for coverages listed above.

In conversations with carriers that provide the coverages Selective insurance company was unable to provide, we feel placing these in addition to Selective Insurance would add another 15% - 20% cost increase.

For reference I have included an outlook for the 2024 Commercial Insurance Market. This provides in depth details on pricing and factors that are causing a disruption with coverage placement and pricing trends.

Marketing Summary:

- Selective – pricing indications ranged from \$287,000 +/- to \$317,000 +/- which would not be inclusive of Tank Pollution, Public Officials Liability and Marina Operators.
- **Travelers – They have received a submission from another agency, so MMA is not able to pursue options on your behalf.**

- **Great American – Declined, not in appetite - *Unfortunately, we aren't really writing individual accounts currently. We are mainly providing insurance and reinsurance for municipal and scholastic pools across the country lacking at property, liability, and some workers comp. As such we would be unable to offer terms on this one. Thank you for thinking of Great American for this account.***
- **Glatfelter –Declined due to claims and submission from another agency.**
- **Liberty Mutual –Declined – claims activity and submission from another agency.**

Thank you for the opportunity.

Brian Berryman, AAI, AWCA, CAWC, CWCA
Business Insurance | Certified Work Comp Advisor
(Office) 734-793-7418
(Cell) 248-824-3010
15415 Middlebelt Rd | Livonia, MI | 48154
Brian.Berryman@MarshMMA.com | MarshMMA.com



A business of Marsh McLennan
Marsh & McLennan Agency, LLC

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CITY OF GROSSE POINTE WOODS
Office of the City Clerk

Memorandum

DATE: April 5, 2024
TO: Mayor and City Council
FROM: Paul Antolin, City Clerk
SUBJECT: Revised Fee Schedule

After collaboration with Administration, Department Heads and McKenna, the fee schedule has been revised and updated. The fees reflect the cost of inflation as well as comparable rates with the surrounding communities. Please see the attached revised 2024 Fee Schedule for your review and approval.

Please note that the Community Center and Lake Front Park fees will be effective May 1, 2024.

Thank you for your consideration.

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Assessor			
Taxpayer Appraisal Sheet (Field Sheet)	\$1.00	\$1.00	
Lot Split / Combination	\$100.00 per parcel	\$100.00 per parcel	
Community Center		Updated Community Center Fees will be effective 05/01/24	
<i>Room/Soundstage Rental Rates</i>			
Lake Room - Capacity 20 - 5 Hours	\$60.00	\$100.00	
Each Additional Hour	\$15.00	\$25.00	
Garden Room - Capacity 60 - 5 Hours	\$150.00	\$225.00	
Each Additional Hour	\$35.00	\$55.00	
Park Room - Capacity 80 - 5 Hours	\$225.00	\$275.00	
Each Additional Hour	\$55.00	\$65.00	
All Three Rooms - Capacity 160 - 5 Hours	\$425.00	\$525.00	
Each Additional Hour	\$95.00	\$120.00	
Cook School House - Capacity 40 - 5 Hours	\$125.00	\$200.00	
Each Additional Hour	\$30.00	\$50.00	
Soundstage (Effective 9/1/21)	\$2,000.00	\$2,000.00	
<i>Additional Fees</i>			
Damage (Security) Deposit	\$200.00	\$200.00	
Coffee Urns	\$10.00	\$10.00	
Projector and Screen - Park Room	\$50.00	\$50.00	
Duplicate Park Pass	\$20.00	\$20.00	
Caregiver Pass	\$10.00	\$10.00	
Court *			
*Please see the following link for additional fees: http://www.gpwmi.us/departments/mcScheduleOffFines.html			
Forms	\$1.00	\$1.00	
Copies/per page	\$1.00	\$1.00	
<i>Fine Schedule for Municipal Civil Infractions (2-813)</i>			
1st Offense Within a 2 year period Court Cost plus not to exceed	\$350.00	\$350.00	
2nd Offense Within a 2 year period Court Cost plus not to exceed	\$500.00	\$500.00	
3rd Offense Within a 2 year period Court Cost plus not to exceed	Misdemeanor	Misdemeanor	
Finance			
Maps	\$2.50	Remove	
Returned Checks	\$30.00	\$30.00	
Rubbish Bags - 50 Count	\$10.00	\$10.00	
Compost Bags - 10 Count	\$4.50	\$5.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Public Safety			
<i>Impounded Animals</i>			
Impounded Animal Boarding Charges (6-33 & 6-35)	\$25.00	Remove	
Impoundment, Boarding or Destruction	At Cost	At Cost	
Boarding (per day) Dog	\$12.00	\$20.00	
Boarding (per day) Cat	N/A	\$15.00	
<i>Miscellaneous</i>			
Bicycle License	\$1.00	\$1.00	
Fingerprints	\$15.00 - \$69.00	\$15.00 - \$69.00	
Vehicle Impound Processing	\$35.00	\$50.00	
Vehicle Inspection	\$5.00	\$5.00	
Warrants	\$10.00	\$10.00	
Preliminary Breath Test	\$5.00	\$5.00	
Precious Metals & Gems Dealer Fee	\$50.00	\$50.00	
<i>Alarms (8-450 - 8-458)</i>			
Registration Fee	\$60.00	\$60.00	
Failure to Register	\$60.00	\$60.00	
False Occurrence (2nd & 3rd time in fiscal year) Residential	\$30.00	\$30.00	
Commercial	\$100.00	\$100.00	
False Occurrence (4th & subsequent activation in fiscal year) Residential	\$100.00	\$100.00	
Commercial	\$250.00	\$250.00	
Late Fee	2% per month	2% per month	
<i>Hazardous Materials & Emergency Responses</i>			
Cost Recovery		At Cost	
Late Fee		1% per month	

Public Services			
Recycle Bin - Green 18-gallon	\$10.00	\$10.00	
Sewer Televising	\$100.00	\$100.00	
Rubbish Bags - 50 Count	\$10.00	\$10.00	
Compost Bags - 10 Count	\$4.50	\$5.00	
Cross Connection Inspection Fee	\$125.00	\$125.00	
Water Meter Reconnection Fee	\$50.00	\$50.00	
Replace Broken Water Meter	\$50.00 + Meter Cost	\$50.00 + Meter Cost	
<i>Materials on Street During Construction (38-105)</i>			
Permit/Per Night Fee	\$25.00	\$25.00	
Bond	\$200.00	\$200.00	
Hydrant Use - Commercial (plus water usage)	\$100.00	\$100.00	

<i>Service</i>		<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Lake Front Park			Updated Lake Front Park Fees will be effective 05/01/24	
<i>Boat Launch</i>				
Daily		\$15.00	\$15.00	
Seasonal		\$80.00	\$80.00	
<i>Boat Well (48-3)</i>				
Under 21' - per season		\$767.00	\$790.00	\$815.00
Over 21' - 25' - per season		\$818.00	\$869.00	\$895.00
Over 25' - 28' - per season		\$974.00	\$1,003.00	\$1,035.00
Jet Ski in Boat Well (1)		\$409.00	Remove	
Jet Ski in Boat Well (2)		\$818.00	Remove	
<i>Additional Watercraft Storage</i>				
Kayak Rack - per season		\$212.00	\$218.00	\$225.00
Kayak Winter Storage		\$87.00	\$87.00	\$90.00
Dry Dock - per season		\$603.00	\$621.00	\$640.00
Floating Dock (personal watercraft) - per season		\$544.00	\$560.00	\$575.00
Winter Storage		\$323.00	\$323.00	\$335.00
Boat Storage Waiting List (48-3)		\$10.00	\$10.00	
Late Payment Fee (48-7)		\$75.00	\$75.00	
Cancellation Fee (48-10)		\$75.00	\$75.00	
<i>Facilities</i>				
Gazebos - 2 & 4		\$50.00	\$50.00	\$50.00
Pavilions - 1a, 1b, 2, 3, 4 (Resident)		\$50.00	\$50.00	\$75.00
<i>Swim Lessons</i>				
Swim Lessons		\$50.00	\$55.00	
Intro to Swim Team		\$65.00	\$65.00	
Intro to Synchronized Swim		\$65.00	\$65.00	
Synchronized Swim		\$75.00	\$85.00	
Swim Team		\$95.00	\$105.00	
<i>Tennis/Pickleball Lessons</i>				
Youth Tennis		\$100.00	\$100.00	
Adult Tennis		\$125.00	\$125.00	
Intro to Pickleball (Increase from 4 to 8 Classes)		\$65.00	\$125.00	
Pickleball		\$125.00	\$125.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Building Department			
Current			
Building Permits			
Builder Registration Fee	\$20.00	\$25.00	
Application Fee	N/A	\$75.00	
Permit Fee construction value less than \$400,000	\$75 +\$13/\$1000	\$75 + \$13.00 per \$1,000 of Construction Value	
Permit Fee construction value over \$400,000	N/A	Permit Fee per above + \$8 per \$1,000 of value over \$400,000	
Minimum Permit Fee	\$50.00	\$50.00	
Re-Inspection Fee	\$50.00	\$55.00	
Soil Erosion Fee	\$300.00	\$300.00	
Permit Cancellation Administrative Fee	Admin Fee 15%	15% of the Permit Fee	
Plan Review			
Plan Review Fee (Minimum \$130.00) (Sec. 50-42)	Min. \$100 + (.002 x Construction Value)	Min. \$130 + (.002 x Construction Value)	
Review by Outside Service	Review Cost + 5%	Review Cost + 5%	
Engineering Site Plan Review/Grading Plan Review	\$1,000.00	\$1,000.00	
Zoning Permits - Plan Reviews included in cost			
Fence - Residential (8-276)	\$50.00	\$100.00	
Fence - Commercial (8-276)	\$25.00	\$200.00	
Sheds/Accessory Structures < 200 sq. ft. in area	\$50.00	\$80.00	
Awnings	\$100.00	\$120.00	
Signs	\$30 Review, \$100 Permits	\$250.00	
Signs - Temporary (per week)	\$10.00	\$10.00	
Impervious Surface (driveway, patio, etc.)	N/A	\$185.00	
House Move			
From within GPW	\$1,500.00	\$1,500.00	
From outside GPW	\$3,000.00	\$3,000.00	
Through GPW	\$1,000.00	\$1,000.00	
Demolition			
One and Two Family Residential	\$500.00	\$500.00	
Residential Garage/Accessory Building	\$50.00	\$75.00	
Commercial Buildings	\$750.00	\$1,000.00	
Miscellaneous			
Work started without permit	Double Fee	Double Fee	
Construction Code Board of Appeals Hearing	\$100.00	\$375.00	
Grading/Landscape Bond - New Construction. (Refunded upon approval of final grade & landscape completion)	\$5,000.00	\$5,000.00	
Nuisance Cleanup - Weeds, brush, tall grass, etc.	Cost incurred by city + 30% Admin Fee	Cost incurred by city + 30% Admin Fee	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Property Maintenance Inspections			
Single Family Rental	\$150.00	\$150.00	
Multi-Unit Rental	3-5 Units \$250; 5-10 \$350; 11+ \$500	\$150 + \$60 for Each Unit	
Vacant Property Registration	\$200.00	\$250.00	
Failure to Register Vacant Property	N/A	\$500.00	
Reinspection, Lockouts	\$50.00	\$75.00	
Commercial Certificate of Occupancy (C of O) (Sec. 8-62)	\$200.00	\$250.00	
Copy of C of O (Sec.50-7.6)	\$10.00	\$10.00	
Plumbing Permits			
Application Fee	\$75.00	\$75.00	
Minimum Permit Fee	\$50.00	\$50.00	
Additional Inspections	\$50.00	\$75.00	
1st Fixture Including: Bath, Kitchen, Water Heater, Food Grinder, Floor Drain, Hose Bib, Humidifier	\$30.00	\$31.00	
Each additional fixture	\$10.00	\$11.00	
1st Stack	\$30.00	\$31.00	
Each additional stack	\$10.00	\$11.00	
Crock to Iron	\$50.00	\$52.00	
First Dental Chair	\$30.00	\$31.00	
Each additional chair	\$10.00	\$11.00	
Grease Traps	\$50.00	\$52.00	
Interceptor	\$50.00	\$52.00	
Lawn Sprinkler System	\$50.00	\$52.00	
Roof Sumps	\$30.00	\$31.00	
Vent, Conductor and Drains	\$30.00	\$31.00	
Sump with Pump	\$40.00	\$42.00	
Water Treatment Device	\$40.00	\$42.00	
Water Distribution System			
Up to 3/4"	\$30.00	\$31.00	
Up to 1"	\$40.00	\$42.00	
Up to 1-1/2"	\$50.00	\$52.00	
Up to 2"	\$60.00	\$62.00	
Up to 3"	\$70.00	\$73.00	
Up to 4"	\$80.00	\$83.00	
Over 4"	\$100.00	\$103.00	
Sewers			
Repair	\$60.00	\$62.00	
Sewer Tap - Residential	\$153.00	\$158.00	
Sewer Tap - Commercial	\$225.00	\$232.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Building Storm Drain			
Up to 4"	\$10.00	\$11.00	
Up to 6"	\$15.00	\$16.00	
Up to 8"	\$20.00	\$21.00	
Up to 10"	\$25.00	\$26.00	
Up to 12"	\$30.00	\$31.00	
Up to 14"	\$35.00	\$37.00	
Up to 16"	\$40.00	\$42.00	
Up to 18"	\$45.00	\$47.00	
Over 18" - per inch	\$5.00	\$6.00	
Water Meter Fee			
5/8"	\$133.00	\$133.00	
3/4"	\$182.00	\$182.00	
1"	\$245.00	\$245.00	
1-1/2"	\$609.00	\$609.00	
2"	\$851.00	\$851.00	
3"	\$2,639.00; Optional Strainer \$652.00	\$2,639.00; Optional Strainer \$652.00	
4"	\$4,099.00; Optional Strainer \$875.00	\$4,099.00; Optional Strainer \$875.00	
6"	\$5,954.00; Optional Strainer \$1,217.00	\$5,954.00; Optional Strainer \$1,217.00	
Encoder/Meter Head			
5/8"	\$120.00	\$277.50	
3/4"	\$120.00	\$277.50	
1"	\$120.00	\$277.50	
1-1/2"	\$120.00	\$277.50	
2"	\$120.00	\$277.50	
3"	\$240.00	\$277.50	
4"	\$240.00	\$277.50	
6"	\$240.00	\$277.50	
Tap Fee			
5/8"	\$121.00	\$125.00	
3/4"	\$121.00	\$125.00	
1"	\$132.00	\$136.00	
1-1/2"	\$242.00	\$250.00	
2"	\$286.00	\$295.00	
3" - Requires Contractor	\$1,750.00	\$1,803.00	
Electrical Permits			
Application Fee	\$75.00	\$75.00	
Electrical Registration	\$15.00	\$25.00	
Minimum Permit Fee	\$35.00	\$50.00	
Additional Inspections	\$50.00	\$75.00	
Circuits			
1"	\$15.00	\$16.00	
Each Additional Circuit	\$6.00	\$7.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
<i>Fixtures/Lamps</i>			
1st 25	\$20.00	\$21.00	
Each Additional 25	\$10.00	\$11.00	
<i>Services</i>			
Up to 100 amps	\$25.00	\$26.00	
101 to 500 amps	\$30.00	\$31.00	
Over 500 amps	\$50.00	\$52.00	
Sub panels	\$25.00	\$26.00	
Replace service entrance	\$15.00	\$16.00	
<i>Sign Circuits</i>			
1st 25	\$25.00	\$26.00	
Each additional (same sign)	\$5.00	\$6.00	
<i>Appliance Wiring</i>			
Furnace Circuit	\$15.00	\$16.00	
Garbage Disposal, Range, Oven, Water Heater, Dishwasher	\$10.00	\$11.00	
Swimming Pool - Above, In-Ground or Hot Tub	\$30.00	\$31.00	
<i>Motors</i>			
1/4 to 10 hp/ea	\$15.00	\$16.00	
11 hp to 30 hp/ea	\$20.00	\$21.00	
31 hp to 50 hp ea.	\$30.00	\$31.00	
<i>Air Conditioning</i>			
Interruptible	\$20.00	\$21.00	
Residential	\$45.00	\$47.00	
Commercial - up to 5 ton	\$25.00	\$26.00	
Over 5 ton	\$45.00	\$47.00	
<i>Fire Alarm Systems</i>			
1st Heat or Smoke Detector	\$15.00	\$16.00	
Each Additional Detector	\$6.00	\$7.00	
1st Device or Pull	\$15.00	\$16.00	
Each Additional Device/Pull	\$6.00	\$7.00	
<i>Feeders</i>			
Bus ducts, wireways or conduits - 1st 100 ft.	\$20.00	\$21.00	
Each additional 100 ft.	\$10.00	\$11.00	
<i>Mechanical Permits</i>			
Mechanical Registration	\$45.00	\$25.00	
Application Fee (Base)	\$75.00	\$75.00	
Minimum Permit Fee	\$30.00	\$50.00	
Additional Inspections	\$50.00	\$75.00	
<i>Gas/Oil Burner</i>			
Up to 150,000 BTU	\$30.00	\$31.00	
Over 150,000 BTU (per 10,000 BTU)	\$6.00	\$7.00	
Solid Fuel Equipment	\$30.00	\$31.00	
Flue/Vent Damper	\$30.00	\$31.00	
Metal Chimney Liner	\$30.00	\$31.00	
Gas Piping Outlets	\$10.00	\$11.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Ventilation/Exhaust System			
Up to 1500 CFM	\$10.00	\$11.00	
1501 to 10,000 CFM	\$50.00	\$52.00	
Over 10,000 CFM	\$75.00	\$78.00	
Heat Recovery Systems	\$50.00	\$52.00	
Ductwork			
1st 200 L.F.	\$30.00	\$31.00	
Each additional 100 L.F.	\$10.00	\$11.00	
Humidifiers	\$20.00	\$21.00	
Air Cleaners	\$20.00	\$21.00	
Split System Under 5 hp	\$25.00	\$26.00	
Split Systems 5 hp and Over	\$35.00	\$37.00	
Roof Top Split System Under 5 hp	\$30.00	\$31.00	
Roof Top Split System Over 5 hp	\$40.00	\$42.00	
Heat Pump Under 5 hp	\$20.00	\$21.00	
Heat Pumps 6 hp to 50 hp	\$35.00	\$37.00	
AC Under 5 hp	\$30.00	\$31.00	
AC 6 hp and up	\$40.00	\$42.00	
Chiller	\$80.00	\$83.00	
Evaporator Coils	\$25.00	\$26.00	
Cooling Towers	\$35.00	\$37.00	
Compressor/Condenser			
15 hp to 50 hp	\$35.00	\$37.00	
Over 50 hp	\$60.00	\$62.00	
Tanks			
Under 275 Gal.	\$10.00	\$11.00	
276 to 500 Gal	\$15.00	\$16.00	
501 to 2000 Gal.	\$20.00	\$21.00	
2001 to 10,000 Gal	\$30.00	\$31.00	
10,001 to 50,000 Gal	\$50.00	\$52.00	
Underground Installation (add'l)	\$20.00	\$21.00	
Removal of Tanks	\$25.00	\$26.00	
Pre-Fab Fireplace	\$60.00	\$62.00	
W/Gas Piping	\$70.00	\$73.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
PLANNING AND OTHER REVIEW FEES			
Review fees referenced in GPW Code of Ordinances and GPW Zoning Ordinance codes and ordinances shall be determined based on the following fee schedule at the time of application.			
<i>Activity/Application</i>		Updated Fee (Reflect True Cost)	
Site Plan Review (Planning Commission)			
Multiple Family	\$350 + \$450 Deposit	\$810 - \$1,620	
Commercial	\$350 + \$450 Deposit	\$875 - \$1,750	
Public	\$350 + \$450 Deposit	\$875 - \$1,750	
Outdoor Café Review	N/A	\$800.00	
Special Land Use Review			
Review	\$250.00	N/A	
Planning Commission Public Hearing	\$375 Residential, \$500 Commercial	\$375 Residential, \$375 Commercial	
City Council Public Hearing	\$375 Residential, \$500 Commercial	\$375 Residential, \$375 Commercial	
Zoning Board of Appeals			
Use Variance Review	\$500.00	\$1,000.00	
*Residential Non-Use Review	\$200.00	\$200.00	
*Residential Public Hearing	\$375.00	\$375.00	
Commercial Review	\$500.00	\$500.00	
Commercial Public Hearing	\$500.00	\$375.00	
*Applies for variance requests including but not limited to air conditions, fences, arbor like structures, front yard structures, etc. Currently the fee and public hearing fee vary by category.			
Shared Parking Agreements	\$(Legal Fees)	\$(Legal Fees)	
Outdoor Café Permit (Site Plan Review prior to installation)	\$100.00	\$100.00	
Annual Renewal Permit	\$100.00	\$100.00	
Vacation of Property (MSA 26-430, MSA 125-584) - Planning Commission Fee	\$350 + \$400 Deposit	\$350 + \$400 Deposit	
Ordinance Amendment - Zoning Chapter 50			
Review	\$250.00	\$750.00	
Public Hearing	\$500.00	\$375.00	
First and Second Reading	\$300.00	\$300.00	
Animals Chapter 6 - City Council Appeal	\$375.00	\$375.00	
Council First and Second Reading	\$300.00	\$300.00	
Generator (8-470) - Appeal			
Review	(Specifically in the ordinance) \$250	\$250.00	
Appeal Determination of notice defect or Building Inspector to Planning Commission (8-68)	\$25	\$375.00 (Includes Public Hearing Fee)	
Appeal Planning Commission determination to City Council (8-68)	\$25	\$375.00 (Includes Public Hearing Fee)	
Business License (10-21) - Classification Appeal	\$75.00	\$75.00	
Play Equipment (8-306) Existing or Proposed	\$75.00	\$75.00	
Review	\$275.00	\$275.00	
Property Maintenance Code (8-54) In Book - Planning Commission	\$25.00	\$25.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Council fee (10-245 (b))	\$25.00	\$25.00	
Recreational Vehicle - Outside Storage	\$75.00	\$75.00	
Restricted Catchbasin Cover (44-291)	\$50.00	\$50.00	
Sidewalk (74-45) - Permit Denied AND Portable Variance	\$75.00	\$75.00	
Signs (32-32) - Council Appeal			
Review	\$30.00	\$200.00	
Planning Commission Public Hearing	\$375.00	\$375.00	
City Council Public Hearing	\$375.00	\$375.00	
Wireless Communications Facilities (50-4.31)			
Site Plan Review	\$1,000.00	\$875 - \$1,750	
Special Use Review	\$1,000.00	\$750 - \$1,500	
Planning Commission Public Hearing	\$500.00	\$375.00	
City Council Public Hearing	\$500.00	\$375.00	
Service Charge on all dishonored checks (2-648)	\$30.00	\$30.00	
Dishonored checks to Court or Violations Bureau (2-649)	\$25.00	\$30.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
City Clerk			
FOIA			
Employee Labor Cost for Copying, Duplication, Locating and Redacting will be calculated at the hourly wage of lowest-paid employee capable of performing work, plus 50% for fringe benefits, if applicable, multiplied by the time (based on 15 minute increments)			
Contracting Labor Cost for Redacting (6 times state minimum hourly wage rate) (\$10.10 increases to \$10.33 effective 01/01/24)		\$60.60	\$61.98
Copying and Duplication Cost:			
Copy of Summary of Procedures/Guidelines	No Charge	No Charge	
Letter (8 1/2" x 11")	\$0.10	\$0.10 Black & White; \$0.50 Color	
Legal (8 1/2" x 14")	\$0.10	\$0.10 Black & White; \$0.50 Color	
Printed Labels (Sheet of 30 labels)	\$0.10	\$0.10	
Other paper sizes	At Cost	At Cost	
Non-paper physical digital media:	At Cost	At Cost	
Mailing (USPS or expedited)	At Cost	At Cost	
Indigent	Waive first \$20.00	Waive first \$20.00	
Non-profit Organization	Waive first \$20.00	Waive first \$20.00	
Cost estimated to exceed \$50.00	50% deposit	50% deposit	
Previous FOIA Request Not Paid	100% deposit	100% deposit	
Permits/Licenses			
Liquor License			
Liquor License (4-29) - Applications, new license	\$2,500.00	\$2,500.00	
Transfer of Ownership of Existing License	\$2,500.00	\$2,500.00	
Transfer into City of Existing License	\$2,500.00	\$2,500.00	
Other Applications - (Including SDM and SDD Transfers)	\$500.00	\$500.00	
<i>**Fees are in addition to any fee required by Liquor Control Commission</i>			
Dance Permit			
Dance Permit (4-31)	\$500.00	\$500.00	
Public Hearing	\$250.00	\$250.00	
Commercial Amusement Devices/Per Device			
Commercial Amusement Devices/Per Device (10-111)	\$300.00	\$300.00	
Renewal (10-112)	\$300.00	\$300.00	
Business License			
Business License (10-22) - Annual License	\$100.00	\$100.00	
Late Charges (in addition to regular fee)	\$100.00	\$100.00	
Prorated fee for New Businesses First Year - Monthly	1/12 of license fee	1/12 of license fee	
Duplicate License (10-24)	\$1.00	\$1.00	
Christmas Tree Sales			
Christmas Tree Sales (10-179)	\$25.00	\$25.00	
Cash Bond	\$100.00	\$100.00	
Moving a Structure			
Moving a Structure	\$200.00	\$200.00	
Cash Bond	\$2,500.00	\$2,500.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Parade, Procession, Fun Run, Group Walk, Marathon Walk, Race or Bike-a-Thon			
Parade, Procession, Fun Run, Group Walk, Marathon Walk, Race or Bike-a-Thon (38-134) *Reimbursement of Cost Incurred	At Cost	At Cost	
Vendor/Solicitor/Peddler			
Vendor/Solicitor/Peddler (10-224(b)) - Annual Fee	\$75.00	\$75.00	
Per Month	\$20.00	\$20.00	
Per Diem	\$10.00	\$10.00	
Background Check	\$10.00	\$10.00	
New License After September 1	\$50.00	\$50.00	
No Solicitor/handbills window cling or door hanger	\$1.00	\$1.00	
Tree Trimming			
Tree Trimming (10-634)	\$50.00	\$50.00	
Performance Bond	\$2,000.00	\$2,000.00	
Additional Stickers	\$5.00	\$5.00	
Snow Removal			
Snow Removal (38-184)	\$25.00	\$25.00	
Additional Stickers / each	\$1.00	\$1.00	
Valet Parking			
Valet Parking Application (10-518)	\$180.00	\$180.00	
Bagging Parking Meters			
Bagging Parking Meters - Per Meter/Per Month or Part of	\$15.00	\$15.00	
Annual Permit for Street & Alley Excavations			
Annual Permit for Street & Alley Excavations (38-66(b))*	\$500.00	\$500.00	
<i>*Telecommunication companies under MCL 484.3104 are exempt.</i>			
Surety Bond (38-64)	\$5,000.00	\$5,000.00	
Precious Metal & Gem Dealer Registration			
Precious Metal & Gem Dealer Registration (10-361)	\$50.00	\$50.00	
Mobile Food Vendor Special Event			
Mobile Food Vendor Special Event	\$75.00	\$75.00	
Miscellaneous			
Voter Information			
Voter Information - Printed Labels/per 2,000	\$70.00	\$70.00	
Non-paper physical digital media			
Non-paper physical digital media	At Cost	At Cost	
Animal License			
Animal License (6-71) 1-Year License	\$8.00	\$10.00	
Duplicate Animal License	\$1.00	\$1.00	

<i>Service</i>	<i>Fee</i>	<i>2024 Proposed Fees</i>	<i>2025 Proposed Fees</i>
Public Hearings/Appeals			
Residential Public Hearing	\$375.00	\$375.00	
Commerical Public Hearing	\$500.00	\$375.00	
Board of Appeals, General (50-7.15)			
C Commercial Business - Dist (50-3.1.J) - Planning Commission			
Comm. Facilities District (50-3.1.I) - Planning Commission			
Zoning Board of Appeals (50-376)			
Lot Splits - Planning Commission (50-6.4)			
Parking (50-572) - Off-street Regulations (variances)			
Permitted Use ZBA (50-3.1)			
Planned Multiple-Family District (50-3.10) - Planning Commission			
Restricted Office Dist (50-3.1. L) - RO-1 - ZBA			
Site Plan Approval - Subs only - New construction or development (50-180)			
Variances - Board of Appeal (50-7.15 I)			
Special Land Use (50-6.2) - Planning Commission Fee			
Special Land Use R-3 or C.F. Districts (50-3.10)			
Vacation of Property (MSA 26-430, MSA 125-584) - Planning Commission			
Ordinance Amendment - Zoning Chapter 50 - Planning Commission			
Ordinance Amendment - Animals Chapter 6 - City Council Appeal	\$375.00	\$375.00	
Council First and Second Reading	\$300.00	\$300.00	
Business License (10-21) - Classification Appeal	\$75.00	\$75.00	
Service Charge on all dishonored checks (2-648)	\$30.00	\$30.00	
Dishonored checks to Court or Violations Bureau (2-649)	\$25.00	\$30.00	
Miscellaneous			
Notary Services			
Resident	No Charge	No Charge	
Non-Resident	\$10.00	\$10.00	
Administration			
Film Permit	\$150.00	\$150.00	
Last Approved by Ciy Council 01-25-21			