



AGENDA - City Council

DATE: March 11, 2024 7:00 PM City Council Chambers

- I. Call to Order
- II. Roll Call
- III. Pledge of Allegiance
- IV. Approval of Consent Agenda
 - I. Approval of February 12, 2024 Minutes
 - II. Committee & Commissions Report
 - III. Approval of Invoices over \$5,000
- V. Public Comment (Agenda Items)
- VI. Managers' Report/Public Safety
- VII. Unfinished Business
- VIII. New Business
 - I. FY2023-2024 Budget Amendment
 - II. Approve Marina Inspection Proposal
 - III. Board of Review Compensation
 - IV. Approve Revision of Recreation Commission Ordinance
 - V. Council Comment
- IX. Public Comment (Non-Agenda Items)
- X. Closed Session - Pursuant to MCL 15.268(h)
- XI. Adjournment

Public Comment: Public Comments are limited to three minutes.

Live Stream: The meeting will be livestreamed to the Official City of Grosse Pointe Park YouTube Channel.



**CITY OF GROSSE POINTE PARK, MICHIGAN
MEETING OF THE CITY COUNCIL
January 8, 2024, at 7:00 P.M.**

CALL TO ORDER

The meeting was called to order at 7:00 p.m. by Mayor Hodges and opened with the Pledge of Allegiance to the Flag. The meeting convened at the Council Chambers of the Municipal Building, 15115 E. Jefferson, Grosse Pointe Park, Wayne County, Michigan 48230.

ROLL CALL

PRESENT MEMBERS: Councilmembers Kolar, Gallagher, Mayor Pro Tem Caulfield, Wiener, McMillan, Dreaver, and Mayor Hodges.

ALSO PRESENT: City Attorney City- Dan Kelly, City Manager- Nick Sizeland, Assistant City Manager- Warren Rothe, City Clerk- Bridgette Bowdler, Public Safety Director- James Bostock, City Engineer- Patrick Doze

APPROVAL OF CONSENT AGENDA

24-21

Motion by Councilmember Wiener, seconded by Mayor Pro-Tem Caulfield, to approve the consent agenda for February 12, 2024, amended to include approval of invoice over \$5,000.00. The following items are included:

- I. Approval of January 8, 2024, Minutes
- II. Approval of January 22, 2024, Minutes
- III. Receive Planning Commission 2023 Annual Report and 2024 Work Plan
- IV. CDBG Allocation for Fiscal Year 2024
- V. Cross Connection Control Program
- VI. Committee & Commissions Report
- VII. Approval of Invoices Over \$5,000

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

24-22

Motion by Councilmember Wiener, seconded by Councilmember McMillan, to approve the Agenda of February 12, 2024.

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

PUBLIC COMMENT (AGENDA ITEMS)

0 public comments were made.

Congressman Shri Thanedar Presents news of federal funding in the amount of \$1,050,000.00 that is being voted on in Congress for the City of Grosse Pointe Park for our ERV project.

MANAGERS' REPORT: Nick Sizeland

2023 PUBLIC SAFETY ANNUAL REPORT: Director Bostock presented the 2023 Public Safety Report to City Council.

NEW BUSINESS:

24-23

Motion by Mayor Pro-Tem Caulfield, seconded by Councilmember Wiener, to approve the resolution celebrating Black History Month:

**CITY OF GROSSE POINTE PARK
WAYNE COUNTY, MICHIGAN**

RESOLUTION CELEBRATING BLACK HISTORY MONTH

WHEREAS, President Gerald R. Ford officially recognized Black History Month in 1976, calling upon the public to “seize the opportunity to honor the too-often neglected”; and;

WHEREAS, since 1976, every President has adopted the month of February as Black History Month, an annual celebration of African American achievements and roles in U.S. History; and;

WHEREAS, Black History Month is a time to reflect on the burdens of racial prejudice and explore, understand, and appreciate the identities and cultures across and within the African diaspora; and;

WHEREAS, the City of Grosse Pointe Park recognizes the injustices that African Americans have endured and commends the African American community for the continuous pursuit of overcoming those injustices and changing the course and nature of history; and;

WHEREAS, we honor the prominent leaders and activists who have paved the way for equality and justice, calling our City's attention to the continued need to battle racism and to build an equitable society; and;

WHEREAS, the City of Grosse Pointe Park, declares February 2024 as Black History Month, and honors the contributions and sacrifices made in building pride in black history and educating all Americans, as well as many achievements and contributions made by African Americans to our economic, cultural, spiritual, and political development; and;

THEREFORE, be it resolved, that we join other organizations throughout the state of Michigan and this country to use this occasion to raise awareness of the hardships African Americans have endured, celebrate the milestones that have been achieved, and continue the unrelenting pursuit of equality and justice for all; and;

NOW, THEREFORE, BE IT RESOLVED, that I, Mayor Hodges, and the Grosse Pointe Park City Council, hereby declare February as Black History Month for the City of Grosse Pointe Park on the 12th day of February 2024.

RESOLUTION DECLARED ADOPTED

Michele Hodges, Mayor
City of Grosse Pointe Park, Michigan

It was moved by Mayor Pro-Tem Caulfield and supported by Councilmember Wiener to adopt the Resolution.

Members Voting Yes: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

Members Voting No: None

The Resolution was declared adopted by the Mayor and has been recorded in the Resolution Book.

Bridgette Bowdler, City Clerk
City of Grosse Pointe Park, Michigan

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

24-24

Motion by Councilmember Wiener, seconded by Mayor Pro-Tem Caulfield, to approve the purchase of the 2003 Sterling Dump Truck not to exceed the amount of \$38,600.00, and to approve the accompanying resolution amending the FY 2024 budget.

**State of Michigan
County of Wayne
City of Grosse Pointe Park**

Resolution to adopt and amend the FY2023-2024 Expenditures for the purchase of equipment.

At a regular meeting of the City Council for the City of Grosse Pointe Park (the "Council"), held at City Hall located at 15115 E. Jefferson Ave, Grosse Pointe Park, MI 48230 at 7:00 p.m. on February 12, 2024, the following resolution was offered:

Present Members: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.
Absent Members: None

Motion by Councilmember Wiener seconded by Mayor Pro-Tem Caulfield to adopt the following resolution:

WHEREAS, the Uniform Budgeting and Accounting Act requires that a City Council prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined; and,

WHEREAS, the FY2023-2024 budget was approved by the City Council on May 8, 2023; and,

WHEREAS, the City Council of Grosse Pointe Park was presented with a proposal to purchase a used dump truck in an amount not to exceed \$38,600 and approves of the purchase; and,

WHEREAS, the purchase will require an amendment to the FY2024 Water & Sewer budget to appropriate \$8,600 in net position to the Capital Outlay account 592-536-970.000; and,

NOW, THEREFORE BE IT RESOLVED that the City of Grosse Pointe Park Council members hereby adopt resolution 2024-02-12 item #26 by authorizing the Finance Director to amend the FY2023-2024 Water & Sewer budget and further authorizes the purchase of the equipment.

RESOLUTION DECLARED ADOPTED

At a regular meeting of the City Council for the City of Grosse Pointe Park held on February 12, 2024, at 7:00 p.m., the following roll call vote was taken:

YEAS: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

Motion Carried Unanimously

24-25

Motion by Councilmember Wiener, seconded by Councilmember McMillan, to approve the resolution to support the Charlevoix Street scape transportation alternatives program (TAP) grant application.

STATE OF MICHIGAN
COUNTY OF WAYNE
CITY OF GROSSE POINTE PARK

**RESOLUTION TO SUPPORT CHARLEVOIX STREETSCAPE TRANSPORTATION
ALTERNATIVES PROGRAM (TAP) GRANT APPLICATION**

At a regular meeting of the City Council for the City of Grosse Pointe Park, Wayne County, Michigan, held in the Municipal Building of said City, on the 12th day of February 2024 at 7:00 p.m., the following resolution was adopted.

Present Members: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

Absent Members: None

Motion by Councilmember Wiener seconded by Councilmember McMillan to adopt the following resolution:

WHEREAS, the Michigan Transportation Alternatives Program (TAP) has grant funds available for construction costs for projects improving pedestrian facilities in public rights-of-way; and,

WHEREAS, the City of Grosse Pointe Park's Tax Increment Finance Authority (TIFA) has identified streetscape improvements on Charlevoix Street in its Development Plan; and the Master Plan adopted by the City Council has further identified streetscape improvements on Charlevoix Street; and,

WHEREAS, the Grosse Pointe Park TIFA has initiated conceptual engineering work to design improvements to the Charlevoix streetscape; and,

WHEREAS, the TIFA has conducted community engagement regarding the proposed Charlevoix streetscape project; including, an online survey, outreach at

community events, and reviewed the project at several public meetings; and,

WHEREAS, the City of Grosse Pointe Park, on behalf of the TIFA, desires to apply to the TAP program to construct streetscape improvements along a portion of Charlevoix Street in the amount of \$1,399,182; and,

WHEREAS, the City Council does hereby authorize a local match of \$892,788, a 40% match of the eligible projects costs of \$2,231,970; and,

WHEREAS, the City of Grosse Pointe Park has authorized Nick Sizeland, City Manager, as representative on behalf of the City of Grosse Pointe Park to apply for the TAP grant.

NOW, THEREFORE, BE IT RESOLVED, that the City Council of Grosse Pointe Park hereby resolves to take all actions necessary to submit a Michigan Transportation Alternatives Program (TAP) grant application in connection with the above referenced sidewalk and streetscape project along Charlevoix Street, as outlined in the application.

RESOLUTION DECLARED ADOPTED

At a regular meeting of the City Council for the City of Grosse Pointe Park held on February 12, 2024, at 7:00 p.m., the following roll call vote was taken:

YEAS: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF WAYNE)

I, the undersigned, the duly qualified City Clerk of the City of Grosse Pointe Park, Wayne County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken by the City Council of the City of Grosse Pointe Park, at a regular meeting held on the 12th day of February 2024.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 12th day of February 2024.

Bridgette Bowdler, City Clerk
City of Grosse Pointe Park

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

24-26

Motion by Councilmember McMillan, seconded by Mayor Pro -Tem Caulfield, to approve resolution

**STATE OF MICHIGAN
COUNTY OF WAYNE
CITY OF GROSSE POINTE PARK**

Resolution to amend the FY2023-2024 Budget – Marina Repairs & Upgrades

At a regular meeting of the City Council for the City of Grosse Pointe Park (the "Council"), held at City Hall located at 15115 E. Jefferson Ave, Grosse Pointe Park, MI 48230 at 7:00 p.m. on February 12, 2024, the following resolution was offered:

Present Members: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

Absent Members: None

Motion by Councilmember McMillan seconded by Mayor Pro-Tem to adopt the following resolution:

WHEREAS, the Uniform Budgeting and Accounting Act requires that a City Council prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined; and,

WHEREAS, the referenced amendments are reflective of activity incurred in the General Fund since the adoption of the FY2023-2024 budget approved on May 8, 2023, and;

WHEREAS, The City Council of Grosse Pointe Park was presented with a proposed budget amendment for Fiscal/Calendar Year 2023-2024, and;

WHEREAS, the City Council is satisfied with proposed budget amendment; and,

WHEREAS, the City Council authorizes Marina repairs & upgrade services in a total amount not to exceed \$105,000, and;

WHEREAS, the Council authorizes the Finance Director to appropriate Marina Fund net position balance in the amount of \$55,000 to 594-545-933.020 Repair/Maintenance – Land & Sewall/Pier account, and;

NOW, THEREFORE BE IT RESOLVED that the City of Grosse Pointe Park Council Members hereby adopts resolution 2024-02-12 item 36 amending the FY2023-2024 budget by authorizing the Finance Director to appropriate from the Marina Fund’s net position a balance in the amount of \$55,000.

RESOLUTION DECLARED ADOPTED

At a regular meeting of the City Council for the City of Grosse Pointe Park held on February 12, 2024, at 7:00 p.m., the following roll call vote was taken:

YEAS: Councilmembers Dreaver, Gallagher, Caulfield, Wiener, Kolar and McMillan, and Mayor Hodges

NAYS: None

Motion Carried Unanimously

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF WAYNE)

I, the undersigned, the duly qualified City Clerk of the City of Grosse Pointe Park, Wayne County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken by the City Council of the City of Grosse Pointe Park, at a regular meeting held on the 12th day of February, 2024.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 12th day of February 2024.

Bridgette Bowdler, City Clerk
City of Grosse Pointe Park

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

24-27

Motion by Councilmember Dreaver, seconded by Mayor Pro-Tem Caulfield, to approve the award to Civic Plus for webcentral and rec management services as presented in the proposal and adopt the accompanying resolution amending the Fiscal year 2024 Budget.

State of Michigan County of Wayne
City of Grosse Pointe Park

RESOLUTION TO ADOPT AND AMEND THE FY2023-2024
NEW CITY WEBSITE & PARKS SOFTWARE SYSTEM.

At a regular meeting of the City Council for the City of Grosse Pointe Park (the "Council"), held at City Hall located at 15115 E. Jefferson Ave, Grosse Pointe Park, MI 48230 at 7:00 p.m. on February 12, 2024, the following resolution was offered:

Present Members: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

Absent Members: None

Motion by Councilmember Dreaver, seconded by Mayor Pro-Tem Caulfield, to adopt the following resolution:

WHEREAS, the Uniform Budgeting and Accounting Act requires that a City Council prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined; and,

WHEREAS, the FY2023-2024 budget was approved by the City Council on May 8, 2023; and,

WHEREAS, the City Council of Grosse Pointe Park was presented with proposals to build a new city website and extend the contract with the City's current website provider and will require the expenditure of \$5,453.18 in the 2023-2024 Fiscal Year; and,

WHEREAS, the project bid award of \$30,637.40 will require an amendment to the FY2024 General Fund's budget to appropriate restricted PEG Fee fund balance in an amount not to exceed \$5,500 to the PEG Expenditure account 101-173-859.000; and,

WHEREAS, the bid award will require an amendment to the FY2024 General Fund's budget to appropriate fund balance in an amount not to exceed \$2,900 to the Parks & Recreation Capital Outlay account 101-751-970.000; and,

NOW, THEREFORE BE IT RESOLVED that the City of Grosse Pointe Park Council members hereby adopt this resolution 2024-02-12 item 27 authorizing the Finance Director to amend the FY2023-2024 General Fund budget and further authorizes the purchase of the new website and extension of the existing website provider's contract along with the purchase of new recreation software.

RESOLUTION DECLARED ADOPTED

At a regular meeting of the City Council for the City of Grosse Pointe Park held on February 12, 2024, at 7:00 p.m., the following roll call vote was taken:

YEAS: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF WAYNE)

I, the undersigned, the duly qualified City Manager of the City of Grosse Pointe Park, Wayne County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken by the City Council of the City of Grosse Pointe Park, at a regular meeting held on the 12th day of February 2024.

IN WITNESS WHEREOF, I have hereunto set my official signature, this 12th day of February 2024.

Bridgette Bowdler, City Clerk
City of Grosse Pointe Park

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

24-28

Motion by Councilmember Wiener, seconded by Councilmember Kolar, to approve the resolution adopting the MERS Defined Contribution Plan.

This Resolution is entered into under the provisions of 1996 PA 220 and the Municipal Employees' Retirement System of Michigan ("MERS") Plan Document, as each may be amended.

WHEREAS, the participating entity desires to adopt the MERS Defined Contribution Plan for its designated employees;

WHEREAS, the participating entity has furnished MERS with required data regarding each eligible employee and retiree;

WHEREAS, as a condition of MERS membership, and pursuant to the MERS Retirement Board's power as plan administrator and trustee under Plan Document Section 71 and MCL 38.1536, as each may be amended, it is appropriate and necessary to enter into a binding agreement providing for the administration of the Defined Contribution Plan, the reporting of wages, and the payment of the required

contributions of a participating entity and withholding of employee contributions; now, therefore,

IT IS HEREBY RESOLVED: On behalf of the participating entity, the governing body of Grosse Pointe Park adopts the MERS Defined Contribution Plan in accordance with Plan Section 4 for its eligible employees as described in the MERS Defined Contribution Adoption Agreement, subject to the MERS Plan Document and as authorized by 1996 PA 220, as both may be amended; I hereby certify that the above is a true copy of the Defined Contribution Resolution adopted at the official meeting held by the governing body of this municipality: Dated: February 12, 2024.
Printed name: Bridgette Bowdler

This Resolution shall have no legal effect under the MERS Plan Document until a certified copy of this adopting Resolution is filed with MERS, MERS determines that all necessary requirements under the Plan Document, the Adoption Agreement, and this Resolution have been met, and MERS certifies the Resolution below. Received and Approved by the Municipal Employees' Retirement System of Michigan: Dated: February 12, 2024.

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

COUNCIL COMMENT:

- Councilmember Kolar commented on the following: Great job on grants and appropriations. 60 submissions, 15 picked. Congratulations for lead line replacement.
- Councilmember Gallagher commented on the following: Thank you to Director Bostock for presenting the Public Safety annual report.
- Councilmember Wiener commented on the following: Thank you to Congressman Shri Thanedar, Mayor and City Manager.
- Mayor Pro-Tem Caulfield commented on the following: Public Safety Report, Marina has needs and a resolution will help make sure the marina is safer and cleaner. Had complaints about response time from the administration to residents, please emphasize the importance of this at next department head meeting.
- Councilmember McMillan commented on the following: Great job to Chad and Parks and Recreation on Chili Fest. Thanked Chief Bostock for his dedication to our community.
- Councilmember Dreaver commented on the following: How are the extended hours of parking working out? Beautification meeting, excited about new City website and better/easier communication. May 18 at the Tompkins center will be doing a plant exchange, don't have to bring a plant or money, just a smile. On February 20, will be having a planning session for community engagement.
- Mayor Hodges commented on the following: Appeared at the January meeting for the Board of Education to inform them of the resolution passed in support of Trombley, also shared with them

the accountability measures that we had discussed. Also, was in New York City recently and had the opportunity to see our very own, Mina White perform in the Tony award winning Kimberly Akimbo play as Theresa. We are very proud of her. A tribute to Pam and Lee Greeny who were greatly involved, longtime residents.

PUBLIC COMMENT (NON-AGENDA ITEMS)

0 Public Comments were made.

ADJOURNMENT

Motion by Councilmember McMillan, seconded by Councilmember Wiener, to approve to adjourn the meeting.

AYES: Council members Kolar, Gallagher, Mayor Pro-Tem Caulfield, Wiener, McMillan, Dreaver and Mayor Hodges.

NAYS: None

Motion Carried Unanimously

With no further business, the meeting adjourned at 9:05 p.m.

Bridgette Bowdler - City Clerk

Danielle Caudill- Deputy City Clerk

Grosse Pointe Park Infrastructure General Updates and Status Report March '24:

Here are some bullet points of current projects, work and planning is not limited to this.

Construction Bidding:

Grosse Pointe Park has gone out to bid on the watermain projects that were voted on last year as well as sidewalk projects for district 1, we are awaiting feedback and final quotations.

Kercheval Business District Parking Lot:

The new parking lot is open for business, there are still EV charging stations going into the lot and will hopefully be in place in the coming weeks.

Parking Payment System Standardization:

Grosse Pointe Park is in the process of overhauling the parking app to standardize payment processes with the other Pointes, making parking more user friendly. The new application should be in place before late Spring.

Preventative Maintenance Pumping Stations

Preventative Maintenance for the pumping stations is current. The DPW team has conducted electrical review and systems are current and ready in anticipation of the rainy season. Wet well cleanouts are being scheduled; however, Patterson well cleaning will be conducted after the EERV validation testing to ensure all potential construction and testing debris are fully cleaned out.

EERV

Final functional and structural installation are being completed. Validations including seal testing are planned for the beginning of April. All testing and validation will be conducted on a dry weather day and controlled per Standard Operating Procedures worked out with EGLE and the state of Michigan. Testing and validation before, during and after will be communicated to residents. There is a construction notice being distributed to residents already, it can also be viewed here: https://www.grossepointepark.org/departments/public_works/index.php

Grants:

Congressman Shri Thanedar attended the February city council meeting to announce that he had secured a \$1,050,000 congressional appropriation for the Grosse Pointe Park EERV project in the upcoming budget vote which has passed the house. This is tremendous news and will be a huge help towards the Park efforts to overhaul our broader water sewer infrastructure. The GPP has always seen water sewer infrastructure as a regional need and challenge, so working in conjunction with our peer cities, local, state and federal authorities is always going to be crucial.

While this news is exciting, it is important to note that this appropriation has not yet become law, nor have all the specific terms been communicated to Grosse Pointe Park. So, while we are excited by the news, until there are firm terms and a receipt of funding there will be no changes to our budgeting.

Quarterly Infrastructure Meeting

The next scheduled infrastructure meeting will be held on Friday March 15th at 330 in City Hall.

Vendor Code	Vendor Name	Description	Amount
Invoice			
001442	BANK OF NEW YORK MELLON TRUST CO		
	GROSSEPTPK07	2007 GENERAL OBLIGATION BOND - INTEREST PMT #2 FY 2	41,175.00
TOTAL FOR: BANK OF NEW YORK MELLON TRUST CO			41,175.00
002757	CANFIELD EQUIPMENT SERVICE INC		
	292873	FURNISH INSTALLATION EQUIPMENT INTO 2023 TAHOE - VI	18,134.22
TOTAL FOR: CANFIELD EQUIPMENT SERVICE INC			18,134.22
000121	CITY OF GROSSE POINTE PARK		
	F9992	TY 2023 WINTER TAXES @16006 ESSEX	11,405.53
TOTAL FOR: CITY OF GROSSE POINTE PARK			11,405.53
003775	CITY WIDE DOOR COMPANY		
	12754	3 NEW 12X14 INSULATED DOORS ON PS BAYS	14,650.00
TOTAL FOR: CITY WIDE DOOR COMPANY			14,650.00
003443	CORE AND MAIN LP		
	U133235	SUPPLIES - WATER SYSTEM REPAIR	6,507.30
TOTAL FOR: CORE AND MAIN LP			6,507.30
003815	DETROIT SALT COMPANY		
	25187	ROAD SALT	8,441.37
	25362	ROAD SALT	5,683.92
	25396	ROAD SALT PER CONTRACT	5,651.43
TOTAL FOR: DETROIT SALT COMPANY			19,776.72
000088	DTE ENERGY		
	9100 073 0970 1	14920 WINDMILL - 12/16/23 - 1/17/2024	6,773.97
	9100 073 0970 1	14920 WINDMILL PTE - 1/18/24 - 2/15/2024	6,390.80
	9100 073 1017 0	1000 MARYLAND - 12/29 - 1/30/2024	7,113.52
	9100 214 2436 1	15115 E JEFFERSON 12/19 -1/17/24	6,239.30
	9100 214 2436 1	15115 E JEFFERSON - 1/18/24 - 2/16/24	7,050.73
	9100 405 1754 0	STREET LIGHTS	41,104.35
TOTAL FOR: DTE ENERGY			74,672.67
003138	DUKE'S ROOT CONTROL INC		
	12911	ROOT CONTROL PROGRAM AS LAID OUT BY OHM	39,909.82
	16135	ONGOING SEWER SANITARY VIDEO INSPECTION CITY WIDE	21,613.32
	20587	CCTV - CLEANING GPP/EXTRA HEAVY CLEANING	8,570.00
	21635	SANITARY SEWER CLEANING VIDEO INSPEC. PER CONTRACT	30,803.26
TOTAL FOR: DUKE'S ROOT CONTROL INC			100,896.40
001511	EQUITABLE		
	VOUCHER	PAY DATE 02/16/2024 EE & ER CONTRIBUTION	15,654.00
	VOUCHER	PAY DATE 02/02/2024 EE & ER CONTRIBUTION	15,254.45
TOTAL FOR: EQUITABLE			30,908.45
001590	GFL ENVIRONMENTAL USA		
	1661541	CURBSIDE RECYCLING COLLECTION	68,771.70
	64300153	CURBSIDE RECYCLING COLLECTION	27,970.95
	64300154	CURBSIDE TRASH & COMPOST COLLECTION & COMMERICAL	40,800.75
TOTAL FOR: GFL ENVIRONMENTAL USA			137,543.40
000347	GREAT LAKES WATER AUTHORITY		
	200-0571-S	SEWAGE MONTHLY FIXED CHARGE 1/1/2024 - 01/31/2024	163,100.00
TOTAL FOR: GREAT LAKES WATER AUTHORITY			163,100.00
000117	GROSSE POINTE CLINTON REFUSE		
	9638	JANUARY 2024 - REFUSE DISPOSAL	21,099.51
TOTAL FOR: GROSSE POINTE CLINTON REFUSE			21,099.51

Vendor Code	Vendor Name	Description	Amount
Invoice			
000124	GROSSE POINTE PUBLIC SCHOOLS		
F9995		TY 2023 WINTER TAX DISTRIBUTION 1/16/24 - 1/31/2024	883,376.68
TOTAL FOR: GROSSE POINTE PUBLIC SCHOOLS			883,376.68
004059	HUMANA INSURANCE CO		
725637517		FEBRUARY 2024 MA RX RETIREE PLAN	7,599.38
TOTAL FOR: HUMANA INSURANCE CO			7,599.38
005226	L D'AGOSTINE & SONS INC		
7508-22-0020		PROGREE PAYMENT #2 EERV PROJECT	903,877.73
TOTAL FOR: L D'AGOSTINE & SONS INC			903,877.73
005248	LE COM, LLC		
F10042		PLPERFORMANCE BONG FOR PB19-0609	5,000.00
TOTAL FOR: LE COM, LLC			5,000.00
001141	LESLIE TIRE SERVICE INC		
2173254		LOADER TIRES (3) (DPW UNIT #82)	5,513.00
TOTAL FOR: LESLIE TIRE SERVICE INC			5,513.00
000161	MARINE CITY NURSERY		
48234		PURCHASE OF 22 TREES - TIFA BUDGET	8,030.00
TOTAL FOR: MARINE CITY NURSERY			8,030.00
005030	MCGRAW MORRIS PC		
11621		TIFA LEGAL FEES-DECEMBER '23 & JANUARY '24	5,075.00
TOTAL FOR: MCGRAW MORRIS PC			5,075.00
003548	MML WORKERS COMPENSATION FUND		
9590206		POLICY PREMIUM - 5001000-23 4TH QTR APRIL - JUNE 20	22,181.00
TOTAL FOR: MML WORKERS COMPENSATION FUND			22,181.00
004091	POINTE AREA ASSISTED		
197		CDBG PY 23 SERVICES	6,000.00
TOTAL FOR: POINTE AREA ASSISTED			6,000.00
003373	SPENCER OIL COMPANY		
30653011-30662900		FUEL USAGE FOR 12/20 - 1/23/2024	8,043.40
TOTAL FOR: SPENCER OIL COMPANY			8,043.40
005246	STRAIGHTLINE CONTRACTING		
859		TIFA GRAND - 1149 WAYBURN	7,000.00
TOTAL FOR: STRAIGHTLINE CONTRACTING			7,000.00
TAXES REFU	SUSANNA R. BURKHEAD		
02/28/2024		2023 Win Tax Refund 39 001 02 0006 000	6,086.08
TOTAL FOR: SUSANNA R. BURKHEAD			6,086.08
004102	THE HELM LIFE CENTER		
F10069		CDBG PY 23 SERVICES	14,000.00
TOTAL FOR: THE HELM LIFE CENTER			14,000.00
005002	THE KELLY FIRM PLC		
3937		GENERAL LEGAL & PROSECUTIONS	9,583.33
TOTAL FOR: THE KELLY FIRM PLC			9,583.33

Vendor Code	Vendor Name	Description	Amount
	Invoice		
005264	TILLEY CONSTRUCTION INC		
	F10142	TIFA GRANT REINKE - 1425 LAKEPOINTE	7,000.00
TOTAL FOR: TILLEY CONSTRUCTION INC			7,000.00
001314	WOLVERINE FREIGHTLINER EASTSIDE INC		
	ED-01108	NEW 2024 FREIGHTLINER M2106 VIN# 3ALACYFEIRDRC6641	92,900.00
TOTAL FOR: WOLVERINE FREIGHTLINER EASTSIDE INC			92,900.00
TOTAL - ALL VENDORS			2,631,134.80



CITY COUNCIL MEETING

DATE: March 11, 2024

SUBJECT: FY2023-2024 Budget Amendment

SUMMARY: The FY2023-2024 Budget Amendment, in compliance with the Uniform Budgeting and Accounting Act requires the City Council to amend the budget when it is apparent that a deviation from the original adopted budget is necessary.

- Budget amendments come post ratification and approval by the City Council for all four collective bargaining units.
- Budget amendments include the cleanup of closed funds (401 Capital Projects Fund & 307 Capital Improvement Bond funds) to close out remaining cash transfers to those funds for their designated purpose.
- Budget appropriations include a request for a number of active and retiree healthcare accounts as a result of the allocation of healthcare to departments based on the employee or retiree's original home department. Allocations of existing healthcare fringes were also affected by the fourth quarter healthcare expenditures, resulting in an annual healthcare cost of \$2.4M for FY2024.

FINANCIAL IMPACT: FY2024 Revenue Recognition & Budget Appropriations - All Funds as attached

RECOMMENDATION: Motion to approve FY2024 Budget Amendment and authorize the Finance Director to recognize revenue and appropriate budget as outlined in the attached.

PREPARED BY: Ginger Moriarty, Finance Director/Treasurer

**FY2023-2024 Budget Amendments
FY2024 Recognition of Funding Sources**

GL Number	Account Description	Revenue Budget Recognition	FY2023 Budgeted	FY2024 Revised
101-000-413.000	Property Tax - Wayne County Monthly Settlement Prior Tax Year Delinquent Monthly Settlements	\$ 15,000	\$ -	\$ 15,000
101-000-445.000	Penalties & Interest on Taxes Current Year 2023 Delinquent Summer & Winter Taxes	\$ 25,300	\$ 13,000	\$ 38,300
101-000-447.000	Property Tax Administration Fee Current Year 2023 1% Summer & Winter Taxes Admin	\$ 414,600	\$ 400,000	\$ 14,600
101-000-569.000	State Grants Other DTE Tree Planting Grant #22-07	\$ 4,000	\$ -	\$ 4,000
101-000-587.000	Contribution - Grosse Pointes SRT Local Agreement Interlocal Governmental Agreement - Special Response Team	\$ 16,000	\$ -	\$ 16,000
101-000-626.050	Ambulance Cancel Budget for Ambulance Transport Revenue	\$ 30,000	\$ 75,000	\$ (45,000)
101-000-665.000	Interest Income JP Morgan Chase Interest Bearing Account & MI Class Investment Income	\$ 230,000	\$ -	\$ 230,000
101-000-674.000	Private Contributions & Donations Grosse Pointe Park Public Safety Foundation - Public Safety Ballistic Vest Donation of \$1300 Christopher & Jessica Derosier - Camp Wind-y-mill Sponsorship of \$500 Park Grill donation - Halloween in the Park/ G. Daly - Halloween in the park of \$1150	\$ 2,900.0	\$ 64,300	\$ 67,200.0
101-000-699.249	Interfund Transfers In - Building Department Fund Department Head Wages & Fringe Benefits	\$ 34,900	\$ -	\$ 34,900
101-000-699.250	Interfund Transfers In - Downtown Development Authority Department Head Wages & Fringe Benefits	\$ 18,900	\$ -	\$ 18,900
101-000-699.251	Interfund Transfers In - TIFA Fund Department Head Wages & Fringe Benefits	\$ 85,900	\$ -	\$ 85,900
101-000-699.401	Interfund Transfers In - Capital Projects Collapse of 401 Capital Projects Funds - Amend General Fund Revenue to return historical TF-Out	\$ 56,600	\$ -	\$ 56,600
101-000-699.592	Interfund Transfers In - Water & Sewer City Mechanic & DPW Function (@60%) -101-441 Wages & Fringe Benefits	\$ 190,400	\$ -	\$ 190,400
101-000-699.202	Interfund Transfers In - Major Streets Major Street MTF PA 51 Fund 10% Administrative	\$ 98,900	\$ -	\$ 98,900
101-000-699.203	Interfund Transfers In - Local Roads Local Street MTF PA 51 Fund 10% Administrative	\$ 36,400	\$ -	\$ 36,400
101-000-699.592	Interfund Transfers In - Water & Sewer Municipal Risk Insurance (101-272) W&S Allocation	\$ 94,100	\$ -	\$ 94,100
Total 101 General Fund Revenue Recognition		\$ 1,353,900	\$ 552,300	\$ 956,200
249-000-665.000	Interest Income	\$ 19,000	\$ 10,500	\$ 8,500
Total 249 Building Inspection Revenue Recognition		\$ 19,000	\$ 10,500	\$ 8,500
251-000-674.882-2023P5501	Private Contributions & Donations Kercheval After Six Donations of \$23,470	\$ 23,500	\$ -	\$ 23,500
251-000-699.307	Interfund Transfers In - TIFA Bond Fund Collapse of TIFA Capital Projects Funds - Remaining equity balance of project bank interest	\$ 100	\$ -	\$ 100
Total 251 TIFA Fund Revenue Recognition		\$ 23,600	\$ -	\$ 23,600

**FY2023-2024 Budget Appropriations
Budget Amendments**

GL Number	Account Description	Amendment	Budgeted	FY2024 Revised
101-101-801.100	Professional & Contractual Services Cancel Budget - City Council Account - Zero Activity	\$ -	\$ 22,100	\$ (22,100)

101-136-875.000	Defined Benefits - Retiree OPEB Expense Retiree Healthcare expenditures - allocated from budgeted Fringe Benefits Account	\$ 6,100	\$ -	\$ 6,100
101-172-702.010	Wages - Fulltime Employees Two (2) fulltime employees - Adjust Interfund Transfers In/Out from Building, TIFA, & DDA	\$ 213,800	\$ 146,900	\$ 66,900
101-172-712.000	Wages - Social Security/Medicare Two (2) fulltime employees - Adjust Interfund Transfers In/Out from Building, TIFA, & DDA	\$ 6,100	\$ 10,400	\$ 16,500
101-172-719.000	Benefits - Medical/Dental & Optical Two (2) fulltime employees - Adjust Interfund Transfers In/Out from Building, TIFA, & DDA	\$ 69,500	\$ 21,500	\$ 48,000
101-172-875.000	Define Benefit - Retiree OPEB Expense BCBS Self Insurance & Life Insurance (1) Retiree	\$ 12,900	\$ -	\$ 12,900
101-172-876.000	Defined Benefit - Retiree Pension Expense MERS DB Closed 11 - Pension Plan (2) Retirees	\$ 13,400	\$ -	\$ 13,400
101-173-875.000	Define Benefit - Retiree OPEB Expense BCBS Self Insurance & Life Insurance (3) Retiree	\$ 55,100	\$ -	\$ 55,100
101-173-876.000	Defined Benefit - Retiree Pension Expense MERS DB Closed 10 - Pension Plan (4) Retirees	\$ 88,800	\$ -	\$ 88,800
101-173-933.000	Maintenance & Repair - Land Improvements Sails of Two Cities - Installation & Delivery of Sculpture	\$ 16,500	\$ -	\$ 16,500
101-173-960.000	Municipal Risk - Liability Insurance Reclassify to 101-272 New Municipal Insurance Department	\$ -	\$ 121,300	\$ (121,300)
101-201-875.000	Defined Benefit - Retiree OPEB Expense BCBS Self Insurance Retiree (2), Life Insurance, & Humana RX MA (1) Retiree	\$ 42,400	\$ -	\$ 42,400
101-215-702.010	Wages- Full time Employees Hired (1) New Department Clerk (TPOAM) Position	\$ 110,200	\$ 74,700	\$ 35,500
101-215-705.000	Wages - Overtime Pay Hired (1) New Department Clerk (TPOAM) Position	\$ 2,500	\$ -	\$ 2,500
101-215-712.000	Wages - Social Security/Medicare Hired (1) New Department Clerk (TPOAM) Position	\$ 10,100	\$ 5,700	\$ 4,400
101-215-719.000	Benefits - Medical/Dental & Optical Hired (1) New Department Clerk (TPOAM) Position	\$ 32,100	\$ 18,600	\$ 13,500
101-215-740.000	Supplies - Operating Tools & Supplies New Computer Workstation (1)	\$ 3,000	\$ 200	\$ 2,800
101-215-875.000	Defined Benefit - Retiree OPEB Expenditure BCBS Self-Insurance (1) Retiree & Life Insurance	\$ 28,000	\$ -	\$ 28,000
101-215-876.000	Defined Benefit - Retiree Pension Expenditure MERS DB Closed 11 - Pension Plan (1) Retiree	\$ 16,300	\$ -	\$ 16,300
101-257-876.000	Defined Benefit - Retiree Pension Expenditure MERS DB Closed 10 - Pension Plan (1) Retiree	\$ 9,600	\$ -	\$ 9,600
101-272-955.000	Municipal Risk - Liability Insurance City Wide - Property Casualty & Liability	\$ 305,000	\$ -	\$ 305,000
101-300-875.000	Defined Benefit - Retiree OPEB Expenditure Retiree Healthcare Benefits	\$ 837,900	\$ 695,700	\$ 142,200
101-300-876.000	Defined Benefit - Retiree Pension Expenditure Retiree Pension Benefits 02 Closed Plan & 21 Pension Plan	\$ 1,353,600	\$ 1,153,600	\$ 200,000
101-441-702.010	Wages - Full Time Employees Two (2) full-time staff members July - Dec & One (1) full-time member from Jan - June	\$ 93,900	\$ 86,600	\$ 7,300
101-441-702.050	Wages - Vacation & Sick Payouts Balow - Resigned Vacation & Sick Leave Bank Payouts	\$ 7,500	\$ -	\$ 7,500
101-441-705.000	Wages - Overtime Mechanic Overtime	\$ 18,700	\$ -	\$ 18,700
101-441-719.000	Benefits - Medical/Dental & Optical Two (2) full-time staff members July - Dec & One (1) full-time member from Jan - June	\$ 26,900	\$ 14,900	\$ 12,000
101-441-876.000	Defined Benefit - Retiree Pension Expense MERS DB 10-General Closed Pension Plan - Six (6) Retirees	\$ 71,900	\$ -	\$ 71,900
101-441-935.000	Maintenance & Repair - Equipment Various DPW Equipment Maintenance or Repair expenditures	\$ 46,000	\$ 32,000	\$ 14,000

101-751-875.000	Defined Benefits - Retiree OPEB Expenditures BCBS Self-Insurance (3) Retirees	\$ 53,600	\$ 26,300	\$ 27,300
101-760-875.000	Defined Benefit - Retiree OPEB Expense BCBS Self-Insured (1) Retiree	\$ 12,800	\$ -	\$ 12,800
101-760-876.000	Defined Benefits - Retiree Pension MERS DB 10 - Closed Pension Plan (2) Retirees	\$ 19,200	\$ -	\$ 19,200
101-756-740.010	Supplies - Tournaments & Programs Halloween in the Park	\$ 1,200	\$ -	\$ 1,200
Total 101 General Fund Appropriations		\$ 3,584,600	\$ 2,430,500	\$ 1,174,900
202-965-999.101	Interfund Transfers Out - General Fund Major Street MTF PA 51 Fund 10% Administrative	\$ 98,900	\$ -	\$ 98,900
Total 202 Major Streets Fund Appropriations		\$ 98,900	\$ -	\$ 98,900
203-965-999.101	Interfund Transfers Out - General Fund Local Street MTF PA 51 Fund 10% Administrative	\$ 36,400	\$ -	\$ 36,400
Total 203 Local Roads Revenue Recognition		\$ 36,400	\$ -	\$ 36,400
249-371-875.000	Defined Benefit - Retiree OPEB Expense	\$ 88,000	\$ 36,700	\$ 51,300
249-965-999.101	Interfund Transfers Out - General Fund Department Head Wages & Fringe Benefits	\$ 34,900	\$ -	\$ 34,900
Total 249 Building Inspection Fund		\$ 122,900	\$ 36,700	\$ 86,200
250-965-999.101	Interfund Transfers Out - General Fund Department Head Wages & Fringe Benefits	\$ 18,900	\$ -	\$ 18,900
Total 250 DDA Fund Appropriations		\$ 18,900	\$ -	\$ 18,900
251-965-999.101	Interfund Transfers Out - General Fund Department Head Wages & Fringe Benefits (Net Zero: Budget Reallocation)	\$ 85,900	\$ -	\$ 85,900
251-730-702.010	Wages - Full Time Employees Cancel Budget - Department Head Wages & Fringe Benefits	\$ -	\$ 57,900	\$ (57,900)
251-730-719.000	Benefits - Medical/Dental & Optical Cancel Budget - Department Head Wages & Fringe Benefits	\$ -	\$ 28,000	\$ (28,000)
Total 251 TIFA Fund Appropriations		\$ 85,900	\$ 85,900	\$ -
307-965-999.251	Interfund Transfers Out - TIFA Fund Collapse of TIFA Capital Projects Funds - Remaining equity balance of project bank interest \$0.22	\$ 100.00	\$ -	\$ 100.00
Total 307 Cap Imp Bond- Series 2019		\$ 100	\$ -	\$ 100
401-965-999.101	Interfund Transfers Out - General Fund Collapse of Capital Projects Funds - Historical Balance TF's In from General Fund	\$ 56,600	\$ -	\$ 56,600
Total 401 Capital Projects Fund		\$ 56,600	\$ -	\$ 56,600.00
592-528-960.000	Municipal Risk - Liability Insurance Municipal Risk Insurance (101-272) W&S Allocation	\$ -	\$ 94,100	\$ (94,100)
592-965-999.101	Interfund Transfers Out - General Fund City Mechanic & DPW Function (@60%) - Wages & Fringe Benefits	\$ 190,400	\$ -	\$ 190,400
592-965-999.101	Interfund Transfers Out - General Fund Municipal Risk Insurance (101-272) W&S Allocation	\$ 94,100	\$ -	\$ 94,100
Total 592 Water & Sewer Fund Appropriations		\$ 284,500	\$ 94,100	\$ 190,400

STATE OF MICHIGAN
COUNTY OF WAYNE
CITY OF GROSSE POINTE PARK

Resolution to amend the FY2023-2024 Expenditure Budgets

At a regular meeting of the City Council for the City of Grosse Pointe Park (the "Council"), held at City Hall located at 15115 E. Jefferson Ave, Grosse Pointe Park, MI 48230 at 7:00 p.m. on March 11, 2024, the following resolution was offered:

WHEREAS, the Uniform Budgeting and Accounting Act requires that a City Council prepare a budget amendment as soon as it is apparent that a deviation from the original budget is necessary and the amount can be determined; and,

WHEREAS, the referenced amendments are reflective of activity incurred in the General Fund since the adoption of the FY2023-2024 budget approved on May 8, 2023, and;

WHEREAS, The City Council of Grosse Pointe Park was presented with a proposed budget amendment for Fiscal/Calendar Year 2023-2024, and;

WHEREAS, the City Council is satisfied with the proposed budget amendment, and;

WHEREAS, the Council authorizes the Finance Director to recognize 2024 General Fund revenue in the amount of \$956,200, and;

WHEREAS, the Council authorizes the Finance Director to recognize 2024 Building Inspection revenue in the amount of \$8,500, and;

WHEREAS, the Council authorizes the Finance Director to recognize 2024 TIFA Fund revenue in the amount of \$23,600, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 General Fund's fund balance in the amount of \$1,174,900, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 Major Road's fund balance in the amount of \$98,900, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 Local Road's fund balance in the amount of \$36,400, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 Building Inspection restricted fund balance in the amount of \$86,200, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 Downtown Development fund balance in the amount of \$18,900, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 Capital Improvement Bond fund balance in the amount of \$100, and;

WHEREAS, the Council authorizes the Finance Director to appropriate fund balance amending the 2024 Capital Projects fund balance in the amount of \$56,600, and;

WHEREAS, the Council authorizes the Finance Director to appropriate net position amending the 2024 Water & Sewer in the amount of \$190,400, and;

NOW, THEREFORE BE IT RESOLVED that the City of Grosse Pointe Park Council Members hereby adopt this Resolution 2024-03-11 item 80 authorizing the Finance Director to recognize 2024 revenues and to appropriate fund balance for governmental funds and net position for enterprise funds by amending the fiscal year 2024 budget as outlined and attached.

RESOLUTION DECLARED ADOPTED

At a regular meeting of the City Council for the City of Grosse Pointe Park held on March 11, 2024, at 7:00 p.m., the following roll call vote was taken:

YEAS: Councilmembers,

NAYS:

Motion Carried Unanimously

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF WAYNE)

I, the undersigned, the duly qualified City Clerk of the City of Grosse Pointe Park, Wayne County, Michigan, do hereby certify that the foregoing is a true and complete copy of proceedings taken

by the City Council of the City of Grosse Pointe Park, at a regular meeting held on the ____ day of _____, 20__.

IN WITNESS WHEREOF, I have hereunto set my official signature, this ____ day of _____ 20__.

Bridgette Bowdler, City Clerk
City of Grosse Pointe Park



CITY COUNCIL MEETING

DATE: March 11, 2024

SUBJECT: Approve Marina Inspection Proposal

SUMMARY: Abonmarche solicited on behalf of the City proposals for underwater dive review of the City Marina. Abonmarche received two proposals from UCC and CMDs. Abonmarche is recommending we award the low bid to UCC based on their experience of working with them, professionalism and qualifications. By way of background Abonmarche has been working with the City of Grosse Pointe Park regarding future marina concepts and estimates for repairs. This report will provide Abonmarche and the City a review of the level of repair/replacement needed for the east/west entry walls and Piers 1-3.

In the council packet is an email from Mike Morpheu of Abonmarche recommending the bid and the UCC Dive Proposal for Councils review.

FINANCIAL IMPACT: This expenditure can be included within the existing marina budget, without any necessary amendments.

RECOMMENDATION: Motion to approve the proposal by UCC not to exceed \$17,000

PREPARED BY: Nick Sizeland, City Manager



Page No:	1	UCC Proposal L-3323		Date: February 14, 2024	
Prepared By:	Jerry Pena	Project Title: GPP Windmill Pointe Marina			
Submitted To:	Mr. Michael Morphey	Project Location: 14920 Windmill Pointe Dr, Grosse Pointe Park, MI 48230			
Abonmarche 95 West Main Street Benton Harbor, MI 49002 Michael Morphey 269-338-5599 mmorphey@abonmarche.com	Proposal Basis:		*Budgetary Price Based on Rates Below		
	Personnel: UCC would provide:		Maximum # of divers in the water at a time:		
	Four (4) Person Crew 1 Diver Supervisor 1 Boat Captain 100 2 Diver Mechanic		One (1)		
Proposed Services	early spring	Mileage One Way	201	Work Hrs/Day	8
				Days Per Week	3
Underwater Construction Corporation (UCC) appreciates the opportunity to offer this proposal to Abonmarche for the above-referenced project. All Underwater Construction Corporation (UCC) operations comply with OSHA Commercial Diving Rules and Regulations 1910, Subpart "T" and UCC's Safe Practices Manual. UCC is a member of the Association of Diving Contractors International (ADCI). Scope of Service: Inspection area . see page 2 of proposal.		UCC has assumed that Abonmarche or others will provide the following to support the previously stated services: • Operation support and red tagging of equipment, as required. • Unrestricted access to the work area. • All permitting as required. <i>If it is determined that additional equipment is required following project planning, UCC may revise this proposal or provide our equipment billing rate sheets for your consideration.</i> UCC will provide an audio and video recording of the inspection following completion as a final deliverable. UCC will also generate a formal comprehensive written report. This cost is included within line items #1.02-#1.04.			
Equipment:					
1 Shallow Water Dive Package 1 26' "Hydro II" Boat w/ twin 90 HP 4-Stroke Engines (M 1 6,500 Watt Generator 1 Double Diver Water Heater (Excludes Fuel) Outland U/W Video System w/Audio Time/Date Cons DOT Crew Cab 1 Ton Pickup Truck Floating Man Stretcher/Stokes Litter Basket AED Dan O2 Kit Velocity Meter/Flow Meter Confined Space or Diver Extraction System		Cygnus U/W Ultrasonic Digital Readout Test System			
No.	Description	Rate	Qty.	Sub-Total	
1.01	UCC's All-Inclusive Round Trip Mobilization Rate (does not include onsite services) per occurrence is:	\$ 3,052.00	1	\$ 3,052.00	
1.02	UCC's All-Inclusive Price is Inspect Pier Dock 1 & 2, included Report & Video	\$ 4,802.00	1	\$ 4,802.00	
1.03	UCC's All-Inclusive Price is Inspect Entry Wall & Bulkhead, includes Report & Video	\$ 4,802.00	1	\$ 4,802.00	
1.04	UCC's All-Inclusive Price is Inspect Interior Wall of East & South Breakwater, includes Report & Video	\$ 4,317.00	1	\$ 4,317.00	
1.05		\$ -		\$ -	
1.06		\$ -		\$ -	
1.07		\$ -		\$ -	
1.08		\$ -		\$ -	
1.09		\$ -		\$ -	
1.10		\$ -		\$ -	
*Materials and Consumables that are not included will be invoiced at cost plus: 10%					
*Third Party Services, Bonds and Equipment that are not included will be invoiced at cost plus: 10%					
*TAXES ARE NOT INCLUDED		*ADDITIONAL TERMS AND CONDITIONS APPLY		*PRICING IS VALID FOR 90 DAYS	
		*TOTAL PRICE		\$ 16,973.00	

Signed: *jerry pena*

Michigan / 4295 N. Roosevelt Road / Stevensville MI 49127 / www.uccdive.com
 P: (800) 422-3935 / F: (269) 429-6579 / C: (269) 921-9002 / jpena@uccdive.com

The contents of this proposal and any attachments are confidential and are intended solely for the addressee. Any distribution, reproduction or dissemination is strictly prohibited.



Page No:	2	UCC Proposal L-3323	Date:	February 14, 2024
Prepared By:	Jerry Pena	Project Title:	GPP Windmill Pointe Marina	
Submitted To:	Mr. Michael Morphe	Project Location:	14920 Windmill Pointe Dr, Grosse Pointe Park, MI 48230	

DIVE SCOPE 01/08/2024

VILLAGE OF GROSSE POINTE PARK - WINDMILL POINTE MARINA

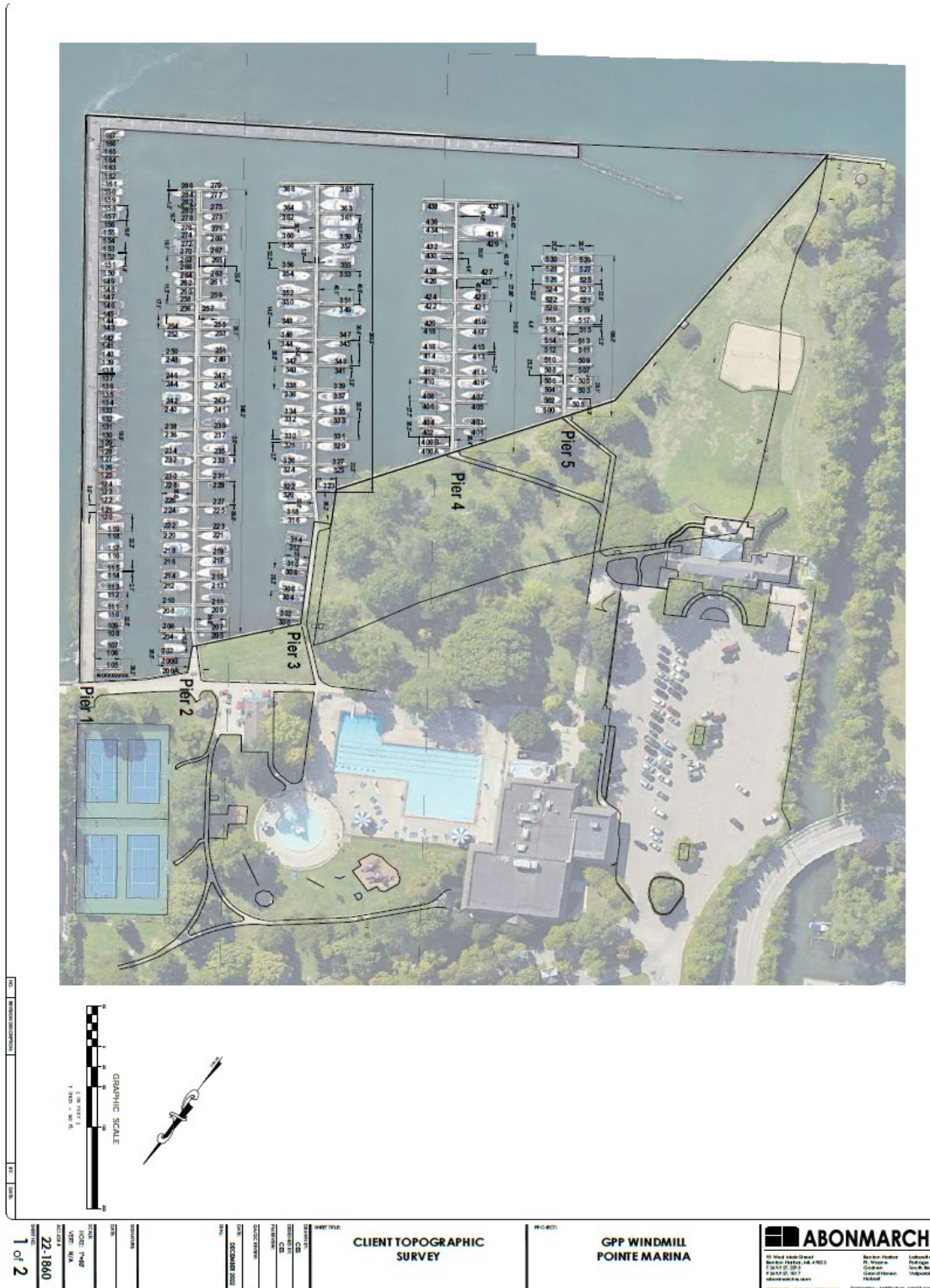
1. **PIER 1 DOCKS** - IDENTIFY LOCATIONS OF SUBMERGED/CUTOFF PILES OR OBSTRUCTIONS; PIER CONFIGURATION WILL CHANGE AND WE NEED TO ID ANY SUBMERGED OBSTRUCTIONS.
2. **PIER 2**: EVALUATE CONDITION OF PILE SYSTEMS THAT SUPPORT PIER 2 MAIN PIER AND FINGER PIERS. PIER CONFIGURATION WILL NOT CHANGE, WILL RE-UTILIZE PILES AND FRAME IF FEASIBLE.
3. **ENTRY WALLS**: EVALUATE CONDITION OF SUBMERGED PORTIONS OF ENTRY WALLS. CONDITION BELIEVED TO BE POOR; ARE ANY COMPONENTS WORTH RE-USING; HOW CRITICAL IS CONDITION?
4. EVALUATE **BULKHEAD CONDITION BETWEEN PIER 1 AND PIER 3**. THIS IS WITHIN THE FIRST PHASE OF IMPROVEMENTS.
5. EVALUATE CONDITION OF INTERIOR WALL OF EAST AND SOUTH BREAKWATERS. GENERAL NEED SINCE BREAKWATERS ARE CRITICAL TO MARINA.



AN EQUAL OPPORTUNITY EMPLOYER



Page No:	3	UCC Proposal L-3323	Date:	February 14, 2024
Prepared By:	Jerry Pena	Project Title:	GPP Windmill Pointe Marina	
Submitted To:	Mr. Michael Morphe	Project Location:	14920 Windmill Pointe Dr, Grosse Pointe Park, MI 48230	



AN EQUAL OPPORTUNITY EMPLOYER



Page No:	T&C Page 1 of 2	UCC Proposal L-3323	Date:	February 14, 2024
Prepared By:	Jerry Pena	Project Title:	GPP Windmill Pointe Marina	
Submitted To:	Mr. Michael Morphey	Project Location:	14920 Windmill Pointe Dr, Grosse Pointe Park, MI 48230	

TERMS AND CONDITIONS

These terms and conditions are the primary overriding terms and conditions of services.

- 1** Except as expressly provided herein, UCC makes no other warranty or guarantee of any kind, express or implied, including any warranty of merchantability of products or for suitability of products selected or requested by others for the intended purpose.
- 2** Budgetary pricing has been based on the proposed man loading and assumed schedule. It is not to be construed, whether expressed or implied, as a firm-fixed price or a not-to-exceed value for a specific scope of services.
- 3** The Standby Day Rate will apply for delays due to factors outside of UCC's control that cause the extension of the project's operations beyond the terms included in our price.
- 4** All open shop services will be invoiced based on a minimum eight (8) hour day Monday through Friday at the straight time rate. Overtime hours are billable after eight (8) hours Monday through Friday and for all hours worked on Saturdays. Double-time will be invoiced for all hours worked on Sundays and Holidays as listed below.
- 5** All services will be invoiced based on a minimum eight (8) hour day Monday through Sunday and on Holidays at the applicable billing rate.
- 6** UCC-recognized company holidays are New Year's Day, Memorial Day, Independence Day, Labor Day, Thanksgiving Day, and Christmas Day. Additionally, any customer holidays that differ from UCC's will be considered UCC holidays.
- 7** Emergent services, defined as services requested and response required within twenty-four hours, may be subject to premium time charges (i.e., shop time, travel time, site hours [minimum eight (8) hours] and travel expense).
- 8** Signed manifests for time and material services or signed delay sheets are considered a customer's formal acceptance of work performed. Signed manifests and delay sheets shall also be used for final invoicing by UCC.
- 9** UCC will have U/W video available; however, this equipment's effectiveness is limited by in-water visibility.
- 10** By accepting UCC's proposal with these terms and conditions attached, you are accepting UCC's terms and conditions as identified herein.
- 11** Starting time for services shall be mutually agreed upon in advance and is subject to the availability of UCC's personnel and equipment.
- 12** Unless otherwise stated in a previously established contract, services will not be provided until the customer signs and returns this quote, or issues a purchase order referencing this quote in its entirety.
- 13** If a project is canceled after UCC's personnel have been mobilized, travel and/or material charges will be applicable. Related charges will be invoiced in accordance with the existing service contract or as identified in the proposal.
- 14** UCC's Regional Vice President and safety department will solely determine whether conditions are conducive to safe diving operations per UCC's Safe Practices Manual.
- 15** UCC assumes that the flow rate will allow for safe diving. If at any time the current velocity exceeds two (2) feet per second, the UCC management and safety departments shall be contacted prior to diving. Diving operations will not resume until hazardous conditions have been made safe. UCC is not responsible for project delays due to hazardous conditions.
- 16** In accordance with all Federal and State OSHA Commercial Diving Rules and Regulations 1910, Subpart "T", 29 CFR 1910.425.3 and ADCI International Consensus Standards for Commercial Diving and Underwater Operations, if a site hazard analysis reveals unforeseen conditions, additional personnel may be required and the project cost would increase accordingly. Such conditions will be communicated in advance to the customer.
- 17** UCC is liable for their employees; client is responsible for any individual, including himself, herself, or any invitee or other contractors around UCC's work site and our equipment.
- 18** Client is responsible for having permits in place, if required. If permits, bonding, or additional insurance are required to be supplied by UCC, additional costs would be invoiced as additional services.
- 19** Unless otherwise stated, UCC is not responsible for liquidated or consequential damages.
- 20** UCC understands that prevailing wages will not apply on this project; therefore, pricing is based upon compensating our personnel in accordance with our in-house wages.
- 21** UCC assumes that dual (multiple) classifications can be utilized daily for each employee on the project as required.
- 22** Per Diem will be billed at \$ 110/day/person including non-working weekend days while on assignment. In the event the per diem rate does not adequately cover hotel/motel costs and meal allowance due to regional or seasonal price fluctuations, UCC reserves the right to invoice for hotels/motels at cost plus 10%. When this billing is necessary, UCC will also invoice for daily meal allowance at \$ 45/day/person.

PLEASE SIGN THE LAST PAGE OF THESE TERMS AND CONDITIONS

In the event you do not have an established purchase order form or process, please provide billing address, sign, date, and return this proposal via fax to (860) 767-0612, or PDF via email to bbraley@uccdive.com. By signing this proposal, this will constitute a mutual agreement and you are acknowledging acceptance of this proposal and its terms and conditions in its entirety.

AN EQUAL OPPORTUNITY EMPLOYER

The contents of this proposal and any attachments are confidential and are intended solely for the addressee. Any distribution, reproduction or dissemination is strictly prohibited.



Page No:	T&C Page 2 of 2	UCC Proposal L-3323	Date:	February 14, 2024
Prepared By:	Jerry Pena	Project Title:	GPP Windmill Pointe Marina	
Submitted To:	Mr. Michael Morphey	Project Location:	14920 Windmill Pointe Dr, Grosse Pointe Park, MI 48230	

TERMS AND CONDITIONS

These terms and conditions are the primary overriding terms and conditions of services.

- 23** All pricing, as offered, excludes any applicable sales and/or use tax. For any services performed outside the state of CT, UCC is not responsible for collecting of/or remittance of sales tax.
- 24** Invoices for services will be submitted monthly or upon completion and are payable in full within thirty (30) calendar days. Past due accounts are subject to 1.5% interest per month (18% per annum) on the unpaid balance as well as any costs and expenses including legal fees incurred by UCC to collect any amount due hereunder.
- 25** In the event an invoice is not paid within our terms, or within previously agreed upon terms, it is UCC's policy to file a lien following 60 days of delinquency.
- 26** UCC's proposal is valid for sixty (60) days from date of issuance unless otherwise noted.
- 27** The parties consent to jurisdiction in a Michigan state court for any action hereunder, and the parties waive a trial by jury in any action hereunder.
- 28**
- 29**
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- 36**
- 37**
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- 39**
- 40**
- 41**
- 42**
- 43**
- 44**

Signed: _____ Date: _____

Billing Address: _____

In the event you do not have an established purchase order form or process, please provide billing address, sign, date, and return this proposal via fax to (860) 767-0612, or PDF via email to bbraley@uccdive.com.
By signing this proposal, this will constitute a mutual agreement and you are acknowledging acceptance of this proposal and its terms and conditions in its entirety.

AN EQUAL OPPORTUNITY EMPLOYER

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From: [Mike Morpheu](#)
To: [Nick Sizeland](#); [Chad Craig](#); [marina](#)
Cc: [Martin N. Rivas](#)
Subject: GPP Windmill Pointe Marina Dive Proposals
Date: Monday, February 19, 2024 2:36:50 PM
Attachments: [image001.png](#)
[image002.png](#)
[image003.png](#)
[image004.png](#)
[image005.png](#)
[GPP Windmill Pointe Oblique - Dive Scope.pdf](#)
[L-3323_UCC Dive Proposal.pdf](#)
[1-19-2024 GPP Windmill Point Marina Inspection CDMS Dive Estimate.pdf](#)

Good Morning Nick, Chad, and Tom,

Attached are:

1. Dive RFP Scope that Abonmarche provided to each of the dive companies.
 - a. Note: we divided the total scope into several tasks to allow flexibility in budget/scope.
 - b. For Phase I design, Tasks 1 and 2 are needed (diving Piers 1 and 2)
2. Proposal from UCC Diving
3. Proposal from Commercial Diving and Marina Services, Inc.

Based upon the proposals received, UCC appears to be the less costly option. Abonmarche has worked with UCC to execute similar scopes of work on other projects and have found them to be professional, safe, and qualified. We believe CMDS would also be qualified to perform the work, but have not yet worked with CMDS. The proposals also indicate some difference in the number of days (UCC estimates 3 days, while CMDS estimates 12). This may indicate a greater level of detail assumed from CMDS. The per day calculated cost is still lower for UCC than CMDS.

Given the above and the attached proposals, we recommend awarding the dive contract to UCC. We would like to discuss the scope with you to determine which portion of the work the City would like to award.

Task/Scope Item	UCC Proposal	CMDS Estimate
Mobilization	\$ 3,052.00	
Task 1: Pier 1 Docks, ID submerged obstructions	\$ 4,802.00	\$ 13,660.75
Task 2: Evaluate condition of Pier 2 pile systems		\$ 27,321.50
Task 3: Entry walls - evaluate submerged condition	\$ 4,802.00	\$ 13,660.75
Task 4: Evaluate shoreline bulkhead between Piers 1 and 3		\$ 6,830.38
Task 5: Evaluate interior of breakwaters	\$ 4,317.00	\$ 20,491.13
Total	\$ 16,973.00	\$ 81,964.51
Per Day Calculation (for comparison)	3 Days	12 Days
Cost/Day	\$ 5,657.67	\$ 6,830.38

Please let me know if you have time this week to discuss.

Thanks,
Mike

Michael Morphey, PE, LEED AP
Sr. Project Manager/Waterfront Group Director

D 269.926.4559
O 269.927.2295 ext. 113
C 269.338.5599
abonmarche.com



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CITY COUNCIL MEETING

DATE: March 11, 2024

SUBJECT: Board of Review Compensation

SUMMARY: The City of Grosse Pointe Park will be convening the Board of Review on March 12th and 26th 2024. The City Charter requires the Council to "fix the compensation of the members of the Board." In order to comply with the Charter and ensure the Board is compensated, the following resolution is attached for the Council's review.

FINANCIAL IMPACT: \$150

RECOMMENDATION: Motion to adopt the resolution fixing the compensation for the Board of Review in the amount of \$150 for each full day session of the Board of Review

PREPARED BY: Nick Sizeland, City Manager



Daniel J. Kelly
Brittney K. Ellis
Nancy L. Olind
Jake Mertes
Morgan McAtamney
Deja Vasquez
Wallace G. Long
Ralph (Skip) Maccarone, III, of Counsel
2825 University Drive
Auburn Hills, Michigan 48326
Office: (248) 655-7025
morgan@kellyfirmpc.com

March 7, 2024

City Council
City of Grosse Pointe Park
15115 E. Jefferson Ave.
Grosse Pointe Park, MI 48230

Re: Compensation for Members of Board of Review

Dear Council:

Our office was asked to draft a resolution fixing compensation for members of the Board of Review (**EXHIBIT A**). Pursuant to Section 9.6 of the City Charter, the City is required to establish a Board of Review. This Board is obligated to convene annually to consider and correct the tax roll. Pursuant to Section 9.6(a) of the Charter, the Council is required to “fix the compensation of the members of the Board.” In order to ensure that the Board is paid for this year, the Council must approve this cost and adopt a resolution regarding the same.

If you would like adopt a resolution approving compensation for the Board of Review in the amount of \$150.00 for each full day Session, the appropriate Motion would be as follows:

“I move to adopt a Resolution fixing the compensation for the Board of Review in the amount of \$150.00 for each full day session of the Board of Review.”

Very truly yours,

THE KELLY FIRM, PLC

Morgan A. McAtamney
Morgan A. McAtamney

EXHIBIT A

**CITY OF GROSSE POINTE PARK
COUNTY OF WAYNE
STATE OF MICHIGAN**

**RESOLUTION FIXING COMPENSATION FOR MEMBERS OF BOARD
OF REVIEW**

At a regular meeting of the City Council of the City of Grosse Pointe Park, Wayne County,
Michigan (the “City”), held on _____, 2024.

PRESENT: _____

ABSENT: _____

The following Resolution was offered by _____ and seconded
by _____:

WHEREAS, the City Charter requires the Council to fix the compensation of the Members
of the Board of Review;

NOW, THEREFORE, BE IT RESOLVED, pursuant to City Charter Section 9.6, the
Council hereby fixes the compensation for the members of the Board of Review in the amount
of \$150.00 for each full day Board of Review Session.

RESOLUTION DECLARED ADOPTED.

YEAS: _____

NAYS: _____

ABSTENTIONS: _____

CERTIFICATION

STATE OF MICHIGAN)
) ss.
COUNTY OF WAYNE)

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted at a regular meeting of the City of Grosse Pointe Park, Wayne County, Michigan, on _____, 2024, the original of which is on file in my office.

IN WITNESS WHEREOF, I have hereunto affixed my official signature this _____ day of _____, 2024.

Bridgette Bowdler
Clerk of the City of Grosse Pointe Park



CITY COUNCIL MEETING

DATE: March 11, 2024

SUBJECT: Approve Revision of Recreation Commission Ordinance

SUMMARY: The Recreation Commission met on Thursday, March 7th to discuss proposed bylaws changes and ordinance amendments that they will recommend to City Council. Dependent upon the outcome, the Council will review the following proposed changes which include but not limited to membership, rules for meetings and frequency.

FINANCIAL IMPACT: Not Applicable

RECOMMENDATION: Motion to adopt the amended Recreation Commission Bylaws as presented

Motion to enact the amendments to Chapter 2, Article III, Division 5, Section 2-207 as presented

PREPARED BY: Nick Sizeland, City Manager



Daniel J. Kelly
Brittney K. Ellis
Nancy L. Olind
Jake Mertes
Morgan McAtamney
Deja Vasquez
Wallace G. Long
Ralph (Skip) Maccarone, III, of Counsel
2825 University Drive
Auburn Hills, Michigan 48326
Office: (248) 655-7025
morgan@kellyfirm.com

March 5, 2024

Recreation Commission and City Council
City of Grosse Pointe Park
15115 E. Jefferson Ave.
Grosse Pointe Park, MI 48230

Re: Recreation Commission Ordinance and Bylaws

Dear Recreation Commission and City Council:

Our office was asked to amend the Recreation Commission Ordinance and Bylaws to resolve conflicts between the two (2) documents. A redline of the amendments to the Recreation Commission Ordinance is attached hereto as **Exhibit A**. A clean copy of the amendments to the Recreation Commission Ordinance is attached hereto as **Exhibit B**. A redline of the amendments to the Bylaws is attached hereto as **Exhibit C**. A clean copy of the amendments of the Bylaws is attached hereto as **Exhibit D**.

Currently, Chapter 2, Article III, Division 5, Section 2-207 states that the Recreation Commission will be made up of eleven (11) members, ten (10) of which shall be voting members. In contrast, the Recreation Commission Bylaws currently provide that the Recreation Commission will be made up of twelve (12) members, eleven (11) of which shall be voting members. In order to avoid a situation in which there is a tie vote, the administration requested the Ordinance be amended to reflect the current membership structure provided for in the Recreation Commission Bylaws. Specifically, as is currently the case, the Recreation Commission will be made up of nine (9) residents, one (1) ex-officio member of the council, and one (1) member of the administration who will not have the ability to vote.

Similarly, there is currently a conflict between the Ordinance and the Bylaws with regard to how many meetings are to occur each year. The Ordinance provides that “meeting shall occur at least quarterly,” whereas the Bylaws state that “meetings... will be held four (4) times a year.” The administration has requested that the Bylaws be amended to allow meetings to occur more often if the Commission so chooses.

In order to amend the Bylaws, the proposed amendments have to first be approved by the Recreation Commission then approved by the City Council. If the Recreation Commission would like to approve the proposed amended Bylaws, the proper motion would be:

“I move to recommend approval of the amended Recreation Commission Bylaws to City Council.”

If the City Council would like to adopt the amended Bylaws, the proper motion would be:

“I move to adopt the amended Recreation Commission Bylaws as presented.”

In order to enact an amendment to an Ordinance, four (4) or more affirmative votes of City Council are required pursuant to Section 7.3 of the City Charter. If the City Council would like to enact the proposed amendment to Chapter 2, Article III, Division 5, Section 2-207, the proper motion would be:

“I move to enact the amendments to Chapter 2, Article III, Division 5, Section 2-207 as presented.”

Please do not hesitate to reach out should you have any questions or concerns.

Very truly yours,

THE KELLY FIRM, PLC

Morgan A. McAtamney

Morgan A. McAtamney

Exhibit A

**CITY OF GROSSE POINTE PARK
COUNTY OF WAYNE
STATE OF MICHIGAN**

ORDINANCE

Ordinance No. ____

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GROSSE
POINTE PARK BY REVISING AND AMENDING CHAPTER 2,
ARTICLE III, DIVISION 5, SECTION 2-207, TO AMEND THE
MEMBERSHIP REQUIREMENTS FOR THE RECREATION
COMMISSION**

THE CITY OF GROSSE POINTE PARK ORDAINS:

Section 1. Chapter 2, Article III, Division 5, Section 2-207 of the Code of the City of Grosse Pointe Park is amended as follows:

DIVISION 5. RECREATION COMMISSION

Sec. 2-206. Intent.

The Recreation Commission is to consider, report and recommend to the City Council, from time to time, on matters concerning recreation programs and facilities of the City of Grosse Pointe Park. The commission will only act as an advisory group, and does not have any regulatory authority. The creation of this Recreation Commission shall in no way be interpreted as diminishing the role, responsibilities, or charge of any currently existing board, commission, task force, or committee including, but not limited to, the Planning Commission.

Sec. 2-207. General.

a) Members

1. The Recreation Commission shall consist of ~~twelve (12) total members with~~ eleven (11) ~~voting~~ members.

2. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.

3. ~~Nine (9)~~ **Ten (10)** members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City.

4. One (1) member shall be a member of the City Administration selected by the Mayor.
The member of the City Administration is a non-voting member.

5. The terms of the resident members shall be staggered so that 1/3 expire each year. Beginning with December 2019, three (3) resident members shall be appointed for an initial term of one (1) year to expire in December 2020; three (3) resident members shall be appointed for an initial term of two (2) years to expire in December 2021; and three (3) resident members shall be appointed for an initial term of three (3) years to expire on December 2022. Thereafter, such resident members shall serve for three (3) year terms.

- b) The Recreation Commission shall appoint, from among the resident members of the Recreation Commission, a Chairperson, a Vice-Chairperson, and a Secretary. The Chairperson, or in his/her absence the Vice-Chairperson, shall preside at all meetings. The Secretary shall record true and accurate minutes of each meeting and file the same with the City Clerk within the time as provided by law.
- c) Regular meeting of the Recreation Commission shall be held at least quarterly and be open to the public. Special meetings may be called by the Chairperson. The Recreation Commission shall determine its rules and order of business for the conduct of its meetings, provided that a majority of the members present of the Recreation Commission shall constitute a quorum for the transaction of business at all meetings.

Sec. 2-208. Powers and Duties.

The Recreation Commission shall have the following powers and duties:

- a) To advise and make recommendations to the City Council and City Manager on matters concerning recreation programs and facilities of the City of Grosse Pointe Park.
- b) To work collaboratively with other city commissions and committees which have responsibilities for specific issues.
- c) To hold public hearings on recreation programs and facilities issues and concerns.
- d) To meet with and advise the City Manager and any other city personnel involved in recreational matters.
- e) To create subcommittees and working groups to help conduct the work of the Recreation Commission, provided that a member of the Recreation Commission chairs each such committee and working group.
- f) To have all other powers and duties granted by the City Council by resolution.

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Exhibit B

**CITY OF GROSSE POINTE PARK
COUNTY OF WAYNE
STATE OF MICHIGAN**

ORDINANCE

Ordinance No. ____

**AN ORDINANCE TO AMEND THE CODE OF THE CITY OF GROSSE
POINTE PARK BY REVISING AND AMENDING CHAPTER 2,
ARTICLE III, DIVISION 5, SECTION 2-207, TO AMEND THE
MEMBERSHIP REQUIREMENTS FOR THE RECREATION
COMMISSION**

THE CITY OF GROSSE POINTE PARK ORDAINS:

Section 1. Chapter 2, Article III, Division 5, Section 2-207 of the Code of the City of Grosse Pointe Park is amended as follows:

DIVISION 5. RECREATION COMMISSION

Sec. 2-206. Intent.

The Recreation Commission is to consider, report and recommend to the City Council, from time to time, on matters concerning recreation programs and facilities of the City of Grosse Pointe Park. The commission will only act as an advisory group, and does not have any regulatory authority. The creation of this Recreation Commission shall in no way be interpreted as diminishing the role, responsibilities, or charge of any currently existing board, commission, task force, or committee including, but not limited to, the Planning Commission.

Sec. 2-207. General.

a) Members

1. The Recreation Commission shall consist of twelve (12) total members with eleven (11) voting members.
2. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.
3. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City.

4. One (1) member shall be a member of the City Administration selected by the Mayor. The member of the City Administration is a non-voting member.

5. The terms of the resident members shall be staggered so that 1/3 expire each year. Beginning with December 2019, three (3) resident members shall be appointed for an initial term of one (1) year to expire in December 2020; three (3) resident members shall be appointed for an initial term of two (2) years to expire in December 2021; and three (3) resident members shall be appointed for an initial term of three (3) years to expire on December 2022. Thereafter, such resident members shall serve for three (3) year terms.

- b) The Recreation Commission shall appoint, from among the resident members of the Recreation Commission, a Chairperson, a Vice-Chairperson, and a Secretary. The Chairperson, or in his/her absence the Vice-Chairperson, shall preside at all meetings. The Secretary shall record true and accurate minutes of each meeting and file the same with the City Clerk within the time as provided by law.
- c) Regular meeting of the Recreation Commission shall be held at least quarterly and be open to the public. Special meetings may be called by the Chairperson. The Recreation Commission shall determine its rules and order of business for the conduct of its meetings, provided that a majority of the members present of the Recreation Commission shall constitute a quorum for the transaction of business at all meetings.

Sec. 2-208. Powers and Duties.

The Recreation Commission shall have the following powers and duties:

- a) To advise and make recommendations to the City Council and City Manager on matters concerning recreation programs and facilities of the City of Grosse Pointe Park.
- b) To work collaboratively with other city commissions and committees which have responsibilities for specific issues.
- c) To hold public hearings on recreation programs and facilities issues and concerns.
- d) To meet with and advise the City Manager and any other city personnel involved in recreational matters.
- e) To create subcommittees and working groups to help conduct the work of the Recreation Commission, provided that a member of the Recreation Commission chairs each such committee and working group.
- f) To have all other powers and duties granted by the City Council by resolution.

Exhibit C

RECREATION COMMISSION OF THE CITY OF GROSSE POINTE PARK RESTATED BYLAWS

Adopted, effective immediately, ~~October 26, 2020~~

I. Name and Purpose

- A. The Commission's full name shall be the Recreation Commission of the City of Grosse Pointe Park, hereinafter known as the "Recreation Commission."
- B. The Recreation Commission is defined and authorized by Ordinance No. 213 of the City of Grosse Pointe Park, Wayne County, Michigan.

II. Membership

- A. Members.
 - 1. Voting Members of the Recreation Commission shall be appointed by the Mayor subject to the approval of the City Council.
 - 2. The Recreation Commission shall consist of twelve total members with eleven (11) voting members.
 - 3. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.
 - 4. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City
 - 5. One (1) member shall be an ex-officio member of the City Administration selected by the Mayor. The ex-officio member of the City Administration is a nonvoting member.
 - 6. Resident members shall serve for three (3) year terms, with terms ending on December 31.
 - 7. No member of the Recreation Commission, other than City Council Members or *ex-officio* members, shall hold any other office or position with the City. Members of the Recreation Commission shall be qualified electors of the City.

III. Meetings

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- A. Attendance. If any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the City Council to remove a member from the Recreation Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter. The Recreation Commission secretary, or acting secretary in the absence of the elected secretary, shall keep attendance records and shall notify the council whenever any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, so the Council can consider further action allowed under law or excuse the absences.
- B. If a member of the Recreation Commission is appointed to another office, which is an incompatible office with his or her membership on the Recreation Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Recreation Commission. If a member of another office is appointed to the Recreation Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Recreation Commission, that shall result in an automatic resignation from the other office.
- C. Rules for Meetings.
1. All meetings of the Recreation Commission shall be held in accordance with ~~the Rules for Holding Meetings adopted by the City Council for the DDA and TIFA, as amended from time to time.~~ Robert's Rules of Order as closely as possible.
- D. Regular meetings.
1. Regular meetings of the Recreation Commission will be held ~~four (4) times a year~~ at least quarterly.
 2. Notices of regularly scheduled Recreation Commission meetings shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meeting Act M.C.L.A. §15.261 *et seq.*).
- E. Special Meetings.
1. Special meetings of the Recreation Commission may be called by the Chairperson, or at the request of the City Manager.
 2. Notices of special meetings shall be given to members of the Recreation Commission at least forty-eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting (the Secretary may delegate this function to staff). In addition, notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L.A. §15.261 *et seq.*).

~~F.~~ Quorum. More than half the total number of seats for members of the Recreation Commission, regardless if vacancies exist or not, shall constitute a quorum for the

~~F.~~ transaction of business and the taking of official action for all matters before the Recreation Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.

G. Recreation Commission Action. Action by the Recreation Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.

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IV. Officers

A. Selection. At the first regularly scheduled meeting of each year, the Recreation Commission shall select from its membership a Chair, Vice-Chair, and Secretary. All offices are eligible for reelection. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Recreation Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Recreation Commission shall appoint a successor for the unexpired term. The Recreation Commission or Secretary may also designate another person who is not a member of the Recreation Commission to be the recording secretary.

B. Tenure. The Chair, Vice-Chair and Secretary shall take office immediately following their selection and shall hold office for a term of one year or until their successors are selected and assume office.

C. Chair's Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall have all duties and powers as provided under the Ordinance and at law.

D. Vice-Chair's Duties. The Vice-Chair shall act in the capacity of Chair, with all the powers and duties found herein of these Rules, in the Chair's absence.

E. Secretary's Duties. The Secretary shall have all duties as provided under the Ordinance and at law.

1. Execute documents in the name of the Commission;
2. Be responsible for the minutes of each meeting, pursuant to these Bylaws if there is not a recording secretary.
3. Review the draft of the minutes, sign them, and submit them for approval to the Recreation Commission. Copies of minutes shall be distributed to each member of the Recreation Commission prior to the next meeting of the Recreation Commission (the Secretary may delegate this duty to Recreation Commission staff);

4. Receive all communications, petitions, and reports to be addressed by the Recreation Commission, delivered or mailed to the Secretary in care of the Parks & Recreation Department Office.

4.

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Exhibit D

RECREATION COMMISSION OF THE CITY OF GROSSE POINTE PARK

RESTATED BYLAWS

Adopted, effective immediately, _____

I. Name and Purpose

- A. The Commission's full name shall be the Recreation Commission of the City of Grosse Pointe Park, hereinafter known as the "Recreation Commission."
- B. The Recreation Commission is defined and authorized by Ordinance No. 213 of the City of Grosse Pointe Park, Wayne County, Michigan.

II. Membership

- A. Members.
 - 1. Voting Members of the Recreation Commission shall be appointed by the Mayor subject to the approval of the City Council.
 - 2. The Recreation Commission shall consist of twelve total members with eleven (11) voting members.
 - 3. One member shall be a member of the City Council appointed by the Mayor subject to approval by a majority vote of the City Council. A City Councilmember shall cease to be a member of the Recreation Commission if she/he ceases to be a member of the City Council.
 - 4. Ten (10) members shall be residents of the City appointed by the Mayor subject to approval by a majority vote of the City Council. A resident member shall cease to be a member of the Recreation Commission if he/she ceases to be a resident of the City
 - 5. One (1) member shall be an ex-officio member of the City Administration selected by the Mayor. The ex-officio member of the City Administration is a nonvoting member.
 - 6. Resident members shall serve for three (3) year terms, with terms ending on December 31.
 - 7. No member of the Recreation Commission, other than City Council Members or *ex-officio* members, shall hold any other office or position with the City. Members of the Recreation Commission shall be qualified electors of the City.

III. Meetings

- A. Attendance. If any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, then that member shall be considered delinquent. Delinquency shall be grounds for the City Council to remove a member from the Recreation Commission for nonperformance of duty, or misconduct, after holding a public hearing on the matter, The Recreation Commission secretary, or acting secretary in the absence of the elected secretary, shall keep attendance records and shall notify the council whenever any member of the Recreation Commission is absent from three consecutive regularly scheduled meetings, so the Council can consider further action allowed under law or excuse the absences.
- B. If a member of the Recreation Commission is appointed to another office, which is an incompatible office with his or her membership on the Recreation Commission, then on the effective date of the appointment to the other office, that shall result in an automatic resignation from the Recreation Commission. If a member of another office is appointed to the Recreation Commission, which is an incompatible office with his or her membership in the other office, then on the effective date of the appointment to the Recreation Commission, that shall result in an automatic resignation from the other office.
- C. Rules for Meetings.
 - 1. All meetings of the Recreation Commission shall be held in accordance with Robert's Rules of Order as closely as possible.
- D. Regular meetings.
 - 1. Regular meetings of the Recreation Commission will be held at least quarterly.
 - 2. Notices of regularly scheduled Recreation Commission meetings shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meeting Act M.C.L.A. §15.261 *et seq.*).
- E. Special Meetings.
 - 1. Special meetings of the Recreation Commission may be called by the Chairperson, or at the request of the City Manager.
 - 2. Notices of special meetings shall be given to members of the Recreation Commission at least forty-eight (48) hours prior to such meeting and shall state the purpose, time, day, month, date, year and location of the meeting (the Secretary may delegate this function to staff). In addition, notices shall comply with P.A. 267 of 1976, as amended, (being the Michigan Open Meetings Act M.C.L.A. §15.261 *et seq.*).
- F. Quorum. More than half the total number of seats for members of the Recreation

Commission, regardless if vacancies exist or not, shall constitute a quorum for the transaction of business and the taking of official action for all matters before the Recreation Commission. Whenever a quorum is not present at a regular or special meeting, those present shall adjourn the meeting to another day.

- G. Recreation Commission Action. Action by the Recreation Commission on any matter on which a hearing is held shall not be taken until the hearing has been concluded.

IV. Officers

- A. Selection. At the first regularly scheduled meeting of each year, the Recreation Commission shall select from its membership a Chair, Vice-Chair, and Secretary. All offices are eligible for reelection. In the event the office of the Chair becomes vacant, the Vice-Chair shall succeed to this office for the unexpired term and the Recreation Commission shall select a successor to the office of Vice-Chair for the unexpired term. In the event the office of the Secretary becomes vacant, the Recreation Commission shall appoint a successor for the unexpired term. The Recreation Commission or Secretary may also designate another person who is not a member of the Recreation Commission to be the recording secretary.
- B. Tenure. The Chair, Vice-Chair and Secretary shall take office immediately following their selection and shall hold office for a term of one year or until their successors are selected and assume office.
- C. Chair's Duties. The Chair retains his or her ability to discuss, make motions and vote on issues before the Commission. The Chair shall have all duties and powers as provided under the Ordinance and at law.
- D. Vice-Chair's Duties. The Vice-Chair shall act in the capacity of Chair, with all the powers and duties found herein of these Rules, in the Chair's absence.
- E. Secretary's Duties. The Secretary shall have all duties as provided under the Ordinance and at law.
 - 1. Execute documents in the name of the Commission;
 - 2. Be responsible for the minutes of each meeting, pursuant to these Bylaws if there is not a recording secretary.
 - 3. Review the draft of the minutes, sign them, and submit them for approval to the Recreation Commission. Copies of minutes shall be distributed to each member of the Recreation Commission prior to the next meeting of the Recreation Commission (the Secretary may delegate this duty to Recreation Commission staff);
 - 4. Receive all communications, petitions, and reports to be addressed by the Recreation Commission, delivered or mailed to the Secretary in care of the Parks & Recreation Department Office.

V. Record

Minutes and Records. The Recreation Commission Secretary (or his or her designee) shall keep, or cause to be kept, a record of Recreation Commission meetings, in accordance with the requirements of the Michigan Open Meetings Act.

VI. Committees

- A. Ad Hoc/Advisory Committees. The Recreation Commission or Chair may establish and appoint ad hoc/advisory committees for special purposes or issues, as deemed necessary, to provide recommendations to the full Recreation Commission. Ad hoc/advisory committees are only allowed to make recommendations to the Recreation Commission.
- B. Citizen Committees. The Recreation Commission or Chair may establish citizen committees with the consent of the Recreation Commission. Membership can be any number, so long as less than a quorum of the Recreation Commission serve on a citizen committee at any given time. The purpose of the citizen committee is to have more citizen and community involvement, to receive input from individuals who are knowledgeable or expert in the particular issue before the Recreation Commission and to better represent various interest groups in the City.

VII. Powers.

The Recreation Commission shall have all powers provided under the City's Charter, the City's Code of Ordinances and at law.