



# **AGENDA**

REGULAR SESSION

MONDAY, APRIL 20, 2020 7:00 PM

PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON

CHAIRPERSON OF THE EVENING: THE HONORABLE DONALD SCHULTZ

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

**ROLL CALL** Mayor Peterson, Alderman, Calvin, DeSana, Maiani, Sabuda, Schultz

## **PRESENTATIONS**

## **PRESENTATION OF PETITIONS**

## **PUBLIC HEARINGS**

## **UNFINISHED BUSINESS**

## **CALL TO THE PUBLIC**

**At this time, any persons having matters of immediate importance which they were unable to place in writing prior to the agenda deadline may approach the podium to address Mayor and Council.**

**CONSENT AGENDA All items listed under the Consent Agenda are considered routine by the City Council and will be enacted by one motion. There will be no separate discussion of these items, unless a Council member so requests, in which event the items will be removed from the Consent Agenda and added to the regular agenda in New Business.**

1. Approval of City Council Meeting Minutes - 03.02.2020
2. Quarterly Investment Reports – 2019 3rd and 4th Quarters
3. 2020 Bishop Park Concession Lease
4. 2020/2021 Blount Cruise Ship Dockings
5. 2020 WSAF Guide Book
6. Mimi's Mission Non-Profit Status Request

## **NEW BUSINESS**

7. State of Emergency-City of Wyandotte
8. Emergency Paid Sick Leave Act and Emergency Family Medical Leave Expansion Act
9. Reappointment – Department of Legal Affairs
10. Appointment to Planning Commission
11. City of Wyandotte Deficit Elimination Plan - Equipment and Replacement Fund
12. City of Wyandotte Deficit Elimination Plan - Construction Fund
13. City of Wyandotte Deficit Elimination Plan - Brownfield Redevelopment Authority Fund
14. Police Department-Purchase of Body Worn Cameras
15. 1st Amendment to Maintenance Agreement w/ Wayne Metropolitan Community Action Agency
16. Bid File #4719: Waste Management Contract Amendment
17. Bid File #4707: Contract Extension - Asphalt Resurfacing Program
18. Bid File #4757: Contract Extension - Bituminous Street Joint & Crack Sealing Program
19. Bid File #4726: Contract Extension - Grass Cutting Services

20. Bid File #4778: Demolition of Various Structures
21. Composting Agreement
22. Final Reading #1485: Amendment to the City of Wyandotte Retirement Ordinance
23. First Reading #1486: Ordinance Amendment to Chapter 14 - Garbage, Trash and Weeds
24. First & Final Reading #1487: Setting Salary for Department of Legal Affairs

### **BILLS & ACCOUNTS**

### **REPORTS & MINUTES**

WMS Commission 2/26/2020

Police Commission 02/25/2020

Fire Commission 2/25/2020

Police Commission 03/10/2020

Beautification Commission 03/11/2020

Cultural and Historical Commission - 2/13/2020

### **REMARKS OF THE MAYOR, COUNCIL, & ELECTED OFFICIALS**

**NEXT MEETING OF THE CITY COUNCIL:** May 4, 2020

### **ADJOURNMENT**

**RESOLUTION**

Item Number: #1  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that the minutes of the meeting held under the date of March 2, 2020, be approved as recorded, without objection.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

**COUNCIL**

**NAYS**

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**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

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**CITY OF WYANDOTTE**  
**REGULAR CITY COUNCIL MEETING**

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, March 2, 2020, and was called to order at 7:00pm with Honorable Mayor Joseph R. Peterson presiding.

The meeting began with the Pledge of Allegiance, followed by roll call.

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Present: Councilpersons Robert Alderman, Christopher Calvin, Robert DeSana, Megan Maiani, Leonard Sabuda, and Donald Schultz

ABSENT: City Treasurer, Todd Browning

Also, Present: Theodore Galeski, City Assessor; William Look, City Attorney; Greg Mayhew, City Engineer; and Lawrence Stec, City Clerk

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**PRESENTATIONS**

**PRESENTATION OF PETITIONS**

**PUBLIC HEARINGS**

**UNFINISHED BUSINESS**

**CALL TO THE PUBLIC**

**CONSENT AGENDA**

**2020-64 MINUTES**

By Councilperson Sabuda, supported by Councilperson Alderman

RESOLVED that the minutes of the meeting held under the date of February 24, 2020, be approved as recorded, without objection.

Motion unanimously carried.

**2020-65 WYANDOTTE BOAT CLUB – BLITZEN THE DOTTE RUN EVENT**

By Councilperson Sabuda, supported by Councilperson Alderman

BE IT RESOLVED that Council Concurs with the recommendation of the Special Event Coordinator to approve the use of city sidewalks and property, as requested by the Wyandotte Boat Club, for the Blitzen the Dotte 10K event to be held on November 21, 2020, provided the group add the City of Wyandotte as additional insured to their insurance policy and sign a hold harmless agreement to be prepared by the Department of Legal Affairs.

Motion unanimously carried.

**2020-66 RENTALS FOR THE 2020 WYANDOTTE STREET ART FAIR**

By Councilperson Sabuda, supported by Councilperson Alderman

WHEREAS Symon Rental will provide various tents, tables, and other items for the 2020 Wyandotte Street Art Fair to be held July 8-11, 2020.

BE IT RESOLVED that Council approves the contract between the City of Wyandotte and Symon Rental to provide rentals for the 2020 Wyandotte Street Art Fair in the maximum amount of \$3,010.00 to be paid from the WSAF Expense account #285-225-925-730-860.

BE IT FURTHER RESOLVED that Council authorizes the Mayor and City Clerk to sign said contract. Motion unanimously carried.



**NEW BUSINESS****2020-67 FIRST READING #1485: WYANDOTTE RETIREMENT ORDINANCE**

By Councilperson Sabuda, supported by Councilperson Alderman

BE IT RESOLVED that a first reading of Ordinance #1485 be held on March 2, 2020, concerning the necessary amendments to the City's Retirement Ordinance.

Motion unanimously carried.

**2020-68 WPD – SOUTHERN INFORMATION NETWORK CONSORTIUM**

By Councilperson Sabuda, supported by Councilperson Alderman

BE IT RESOLVED BY THE CITY COUNCIL that the Council concurs with the approval of payment to the City of Trenton in the invoice amount of \$22,197.70. for SINC computer software transition and FURTHER RESOLVED BY THE CITY COUNCIL authorizes the Police Department to pay said invoice.

Motion unanimously carried.

**2020-69 NATIONAL VIETNAM WAR VETERANS DAY CEREMONY**

By Councilperson Sabuda, supported by Councilperson Alderman

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Events Coordinator, Fire Chief, Police Chief and Recreation Superintendent to approve the use of city sidewalks and streets for the Vietnam Veterans ceremony to be held on March 29th, 2020 at 1pm.

BE IT FURTHER RESOLVED that the following streets shall be temporarily closed during the ceremony:

Both lanes of Veterans Blvd

Vinewood on Van Alstyne

North of Chestnut on Van Alstyne

The City Departments have reviewed this request and are in full support. A hold harmless agreement should be created by the Legal Department for the use of city property.

Motion unanimously carried.

**2020-70 FY19 DMS AUDITED FINANCIAL STATEMENTS**

By Councilperson Sabuda, supported by Councilperson Alderman

BE IT RESOLVED by the City Council to receive and place on file the audited Financial Statements for the Department of Municipal Services for the fiscal year ending September 30, 2019.

Motion unanimously carried.

**2020-71 WATER DEPARTMENT DUMP TRUCK PURCHASE**

By Councilperson Sabuda, supported by Councilperson Alderman

BE IT RESOLVED by City Council that Council concurs with the Municipal Services Commission in the following resolution:

A resolution authorizing the purchase of a 2020 Ford F-350 XL 4x2 Dump Truck from Gorno Ford of Woodhaven by the Water Department for an amount not to exceed \$43,815 as secured through the State of Michigan MI-Deal vehicle bid contract #071B7700181, as recommended by WMS management.

Motion carried.

YEAS: Councilpersons Calvin, DeSana, Maiani, Sabuda, Schultz

NAYS: None

ABSTAIN: Councilperson Alderman

**2020-72 SALE OF FORMER 1093-1099 8<sup>TH</sup> ST.**

By Councilperson Sabuda, supported by Councilperson Alderman

RESOLVED BY THE MAYOR AND COUNCIL that the communication from the City Engineer regarding the City owned property located at former 1093-1099 8th Street is hereby received and placed on file; AND

BE IT FURTHER RESOLVED that the Council concurs with the recommendation to sell the property known as former 1093-1099 8th Street to K P Homes Solutions, LLC, Peter Fraley, in the amount of \$10,000.00; AND

BE IT FURTHER RESOLVED that if the Purchaser(s), K P Homes Solutions, LLC does not undertake development within six (6) months from time of closing and complete construction within one (1) year will result in Seller's right to repurchase property including any improvements for Eight-Thousand (\$8,000) Dollars. A condition will be placed on the Deed that will include this contingency;

NOW THEREFORE, BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby authorized to execute the Offer to Purchase Real Estate for the property known as former 1093-1099 8th Street, between K P Homes Solutions, LLC, and the City of Wyandotte for \$10,000 as presented to Council.

Motion unanimously carried.

### **REPORTS & MINUTES**

Cultural & Historical Commission	02/12/2020
Fire Commission	01/28/2020
Planning Commission	12/19/2020
Recreation Commission	2/12/2020
Retirement Commission	02/21/2020

### **REMARKS OF THE MAYOR, COUNCIL, & ELECTED OFFICIALS**

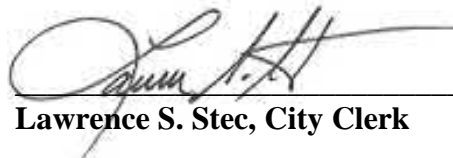
### **ADJOURNMENT**

#### **2020-73 ADJOURNMENT**

By Councilperson Sabuda, supported by Councilperson Alderman

RESOLVED, that this regular meeting of the Wyandotte City Council be adjourned at 7:17 p.m.

Motion unanimously carried.

  
\_\_\_\_\_  
Lawrence S. Stec, City Clerk

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 2**

**ITEM: Quarterly Investment Reports – 2019 3rd and 4th Quarters**

**PRESENTER:** Robert J. Szczechowski, Deputy Treasurer/Assistant Finance Director

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** Quarterly Investment Reports are required by state law. All investments during the quarters are in accordance with the City's Investment Policy and State Statutes along with the City's three investment objectives: Preservation of Capital, Liquidity and lastly Yield.

**STRATEGIC PLAN/GOALS:** To comply with all the requirements of our laws and regulations. The reports keep the City in compliance with Public Act 213 of 2007, an amendment to Public Act 20 of 1943.

**ACTION REQUESTED:** Adopt the resolution to receive and place on file the 2019 3rd and 4th Quarter Quarterly Investment Reports.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** n/a

**LIST OF ATTACHMENTS:**

1. Report on CD's (attachment A)
2. Report on Other Accounts (attachment B)

**RESOLUTION**

Item Number: #2  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED that Council hereby receives and places on file the 2019 3rd and 4th Quarter Quarterly Investment Report submitted on April 20, 2020 by the Deputy Treasurer/Assistant Finance Director.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**City of Wyandotte**  
**Attachment A**  
**Quarterly Investment Report**  
**Certificates of Deposit**  
**July 1, 2019 - September 30, 2019**  
**February 19, 2020**

Fund	Financial Institution	C of D Amount	Interest Rate	Maturity Date
General Fund	Flagstar Bank	1,062,889.52	2.00%	10/31/19
General Fund	Flagstar Bank	<u>1,054,448.91</u>	1.95%	02/18/20
		<u>2,117,338.43</u>		
Sidewalk/Alley Fund	Flagstar Bank	<u>86,196.77</u>	2.00%	10/31/19
UDAG Fund	Flagstar Bank	<u>26,626.51</u>	2.00%	10/31/19
Solid Waste Fund	Flagstar Bank	<u>166,035.95</u>	2.00%	10/31/19
Drain #5 Fund	Flagstar Bank	<u>201,693.69</u>	2.00%	10/31/19
TIFA Consolidated Fund	Flagstar Bank	<u>305,445.64</u>	2.00%	10/31/19
Sewage Disposal Fund	Flagstar Bank	<u>276,890.96</u>	2.00%	10/31/19

30-Day CP Index, average for the quarter	2.14%
4-Week T-Bill, average for the quarter	2.03%
3-Month T-Bill, average for the quarter	1.98%
6-Month T-Bill, average for the quarter	1.92%

Source: Federal Reserve

City of Wyandotte  
 Attachment B  
 Quarterly Investment Report  
 Checking/Savings/Money Market/Other Accounts  
 July 1, 2019 - September 30, 2019  
 February 19, 2020

Fund	Financial Institution	Account Type	Balance @9/30/19	Average Quarterly Interest Rate
General Fund	JP Morgan Chase Monroe Bank & Trust	Checking	14,375,956.36	0.50%
		Money Market	3,104,177.37	0.24%
			<u>17,480,133.73</u>	
Major Street Fund	JP Morgan Chase	Checking	1,249,847.49	0.50%
			<u>1,249,847.49</u>	
Local Street Fund	JP Morgan Chase Monroe Bank & Trust	Checking	666,805.45	0.50%
		Money Market	32,425.19	0.24%
			<u>699,230.64</u>	
Brownfield Redevelopment Authority Fund	JP Morgan Chase Monroe Bank & Trust	Checking	305,748.87	0.50%
		Money Market	22,215.25	0.24%
			<u>327,964.12</u>	
Sidewalk & Alley Fund	JP Morgan Chase Monroe Bank & Trust	Checking	482,483.47	0.50%
		Money Market	335,983.64	0.24%
			<u>818,467.11</u>	
Drug Forfeiture Fund	JP Morgan Chase	Checking	198,567.38	0.50%
			<u>198,567.38</u>	
Housing Rehab Fund	JP Morgan Chase	Checking	89,201.26	0.50%
			<u>89,201.26</u>	
CDBG Fund	JP Morgan Chase	Checking	100,492.41	0.50%
			<u>100,492.41</u>	
Urban Development Action Grant Fund	JP Morgan Chase	Checking	557,411.80	0.50%
			<u>557,411.80</u>	
Special Events Fund	JP Morgan Chase	Checking	808,838.69	0.50%
			<u>808,838.69</u>	
EPA Fund	JP Morgan Chase Monroe Bank & Trust	Checking	1,157,116.54	0.50%
		Money Market	38,142.79	0.24%
			<u>1,195,259.33</u>	
Solid Waste Disposal Fund	JP Morgan Chase Monroe Bank & Trust	Checking	1,297,825.38	0.50%
		Money Market	399,797.60	0.24%
			<u>1,697,622.98</u>	

City of Wyandotte  
Attachment B  
Quarterly Investment Report  
Checking/Savings/Money Market/Other Accounts  
July 1, 2019 - September 30, 2019  
February 19, 2020

Fund	Financial Institution	Account Type	Balance @9/30/19	Average Quarterly Interest Rate
Building Authority Improvement Fund	JP Morgan Chase Monroe Bank & Trust	Checking	486,433.73	0.50%
		Money Market	330,876.44	0.24%
			<u>817,310.17</u>	
Debt Service Fund	JP Morgan Chase	Checking	556,610.57	0.50%
			<u>556,610.57</u>	
Capital Projects Fund	JP Morgan Chase Monroe Bank & Trust	Checking	481,839.33	0.50%
		Money Market	0.00	0.24%
			<u>481,839.33</u>	
Public Improvement Fund	JP Morgan Chase Monroe Bank & Trust	Checking	28,415.93	0.50%
		Money Market	30,559.84	0.24%
			<u>58,975.77</u>	
Capital Equipment Fund	JP Morgan Chase Monroe Bank & Trust	Checking	422,353.07	0.50%
		Money Market	15,799.51	0.24%
			<u>438,152.58</u>	
Drain Number Five Fund	JP Morgan Chase Monroe Bank & Trust	Checking	3,778,996.66	0.50%
		Money Market	434,660.14	0.24%
			<u>4,213,656.80</u>	
TIFA Consolidated Fund	JP Morgan Chase Monroe Bank & Trust	Checking	5,666,772.15	0.50%
		Money Market	1,528,457.73	0.24%
			<u>7,195,229.88</u>	
DDA (Two Mill Levy) Fund	JP Morgan Chase Monroe Bank & Trust	Checking	1,601.49	0.50%
		Money Market	0.00	0.24%
			<u>1,601.49</u>	
DDA TIFA Fund	JP Morgan Chase Monroe Bank & Trust Monroe Bank & Trust	Checking	888,446.83	0.50%
		Checking	8,697.46	0.00%
		Mutual Funds	373,975.52	0.24%
			<u>1,271,119.81</u>	
Municipal Golf Course Fund	JP Morgan Chase	Checking	92,244.30	0.50%
			<u>92,244.30</u>	
Building Rental Fund	JP Morgan Chase Monroe Bank & Trust	Checking	567,284.86	0.50%
		Money Market	0.00	0.24%
			<u>567,284.86</u>	

City of Wyandotte  
Attachment B  
Quarterly Investment Report  
Checking/Savings/Money Market/Other Accounts  
July 1, 2019 - September 30, 2019  
February 19, 2020

Fund	Financial Institution	Account Type	Balance @9/30/19	Average Quarterly Interest Rate
Sewage Fund	JP Morgan Chase	Checking	1,981,675.22	0.50%
	Monroe Bank & Trust	Money Market	290,057.98	0.24%
	US Bank	Trust	804,995.65	0.15%
			<u>3,076,728.85</u>	
Self Insurance Fund	JP Morgan Chase	Checking	568,807.32	0.50%
	Monroe Bank & Trust	Money Market	0.00	0.24%
			<u>568,807.32</u>	
Trust Fund	JP Morgan Chase	Checking	504,613.92	0.50%
	Monroe Bank & Trust	Money Market	0.00	0.24%
			<u>504,613.92</u>	



**City of Wyandotte**  
**Attachment A**  
**Quarterly Investment Report**  
**Certificates of Deposit**  
**October 1, 2019 - December 31, 2019**  
**February 19, 2020**

Fund	Financial Institution	C of D Amount	Interest Rate	Maturity Date
General Fund	Flagstar Bank	1,068,203.97	1.75%	04/30/20
General Fund	Flagstar Bank	<u>1,054,448.91</u>	1.95%	02/18/20
		<u>2,122,652.88</u>		
Sidewalk/Alley Fund	Flagstar Bank	<u>86,627.76</u>	1.75%	04/30/20
UDAG Fund	Flagstar Bank	<u>26,759.64</u>	1.75%	04/30/20
Solid Waste Fund	Flagstar Bank	<u>166,866.13</u>	1.75%	04/30/20
Drain #5 Fund	Flagstar Bank	<u>202,702.16</u>	1.75%	04/30/20
TIFA Consolidated Fund	Flagstar Bank	<u>306,972.86</u>	1.75%	04/30/20
Sewage Disposal Fund	Flagstar Bank	<u>278,275.41</u>	1.75%	04/30/20

30-Day CP Index, average for the quarter	1.70%
4-Week T-Bill, average for the quarter	1.59%
3-Month T-Bill, average for the quarter	1.58%
6-Month T-Bill, average for the quarter	1.57%

Source: Federal Reserve

City of Wyandotte  
Attachment B  
Quarterly Investment Report  
Checking/Savings/Money Market/Other Accounts  
October 1, 2019 - December 31, 2019  
February 19, 2020

Fund	Financial Institution	Account Type	Balance @12/31/19	Average Quarterly Interest Rate
General Fund	JP Morgan Chase First Merchants	Checking	10,267,609.07	0.00%
		Money Market	3,117,361.31	0.14%
			<u>13,384,970.38</u>	
Major Street Fund	JP Morgan Chase First Merchants	Checking	1,207,072.23	0.00%
		Money Market	24,289.81	0.14%
			<u>1,231,362.04</u>	
Local Street Fund	JP Morgan Chase First Merchants	Checking	728,122.95	0.00%
		Money Market	32,562.90	0.14%
			<u>760,685.85</u>	
Brownfield Redevelopment Authority Fund	JP Morgan Chase First Merchants	Checking	304,684.37	0.00%
		Money Market	22,309.60	0.14%
			<u>326,993.97</u>	
Sidewalk & Alley Fund	JP Morgan Chase First Merchants	Checking	495,954.89	0.00%
		Money Market	337,410.64	0.14%
			<u>833,365.53</u>	
Michigan Indigent Defense Fund	JP Morgan Chase	Checking	0.00	0.00%
			<u>0.00</u>	
Drug Forfeiture Fund	JP Morgan Chase	Checking	195,792.51	0.00%
			<u>195,792.51</u>	
Housing Rehab Fund	JP Morgan Chase	Checking	55,381.26	0.00%
			<u>55,381.26</u>	
CDBG Fund	JP Morgan Chase	Checking	168,024.60	0.00%
			<u>168,024.60</u>	
Urban Development Action Grant Fund	JP Morgan Chase	Checking	555,028.83	0.00%
			<u>555,028.83</u>	
Special Events Fund	JP Morgan Chase	Checking	788,359.07	0.00%
			<u>788,359.07</u>	
EPA Fund	JP Morgan Chase First Merchants	Checking	1,157,116.54	0.00%
		Money Market	38,304.78	0.14%
			<u>1,195,421.32</u>	

City of Wyandotte  
Attachment B  
Quarterly Investment Report  
Checking/Savings/Money Market/Other Accounts  
October 1, 2019 - December 31, 2019  
February 19, 2020

Fund	Financial Institution	Account Type	Balance @12/31/19	Average Quarterly Interest Rate
Solid Waste Disposal Fund	JP Morgan Chase First Merchants	Checking	1,117,760.22	0.00%
		Money Market	401,495.63	0.14%
			<u>1,519,255.85</u>	
Building Authority Improvement Fund	JP Morgan Chase First Merchants	Checking	486,433.73	0.00%
		Money Market	332,281.73	0.14%
			<u>818,715.46</u>	
Debt Service Fund	JP Morgan Chase	Checking	499,260.57	0.00%
			<u>499,260.57</u>	
Capital Projects Fund	JP Morgan Chase First Merchants	Checking	481,839.33	0.00%
		Money Market	0.00	0.14%
			<u>481,839.33</u>	
Public Improvement Fund	JP Morgan Chase First Merchants	Checking	0.00	0.00%
		Money Market	6,399.82	0.14%
			<u>6,399.82</u>	
Capital Equipment Fund	JP Morgan Chase First Merchants	Checking	407,804.35	0.00%
		Money Market	15,866.62	0.14%
			<u>423,670.97</u>	
Drain Number Five Fund	JP Morgan Chase First Merchants	Checking	3,720,441.84	0.00%
		Money Market	436,506.21	0.14%
			<u>4,156,948.05</u>	
TIFA Consolidated Fund	JP Morgan Chase First Merchants	Checking	6,008,607.31	0.00%
		Money Market	1,534,949.35	0.14%
			<u>7,543,556.66</u>	
DDA (Two Mill Levy) Fund	JP Morgan Chase First Merchants	Checking	1,601.49	0.00%
		Money Market	0.00	0.14%
			<u>1,601.49</u>	
DDA TIFA Fund	JP Morgan Chase First Merchants	Checking	950,800.29	0.00%
		Checking	0.00	0.00%
		Mutual Funds	375,563.86	0.14%
			<u>1,326,364.15</u>	
Municipal Golf Course Fund	JP Morgan Chase	Checking	89,051.04	0.00%
			<u>89,051.04</u>	

City of Wyandotte  
 Attachment B  
 Quarterly Investment Report  
 Checking/Savings/Money Market/Other Accounts  
 October 1, 2019 - December 31, 2019  
 February 19, 2020

Fund	Financial Institution	Account Type	Balance @12/31/19	Average Quarterly Interest Rate
Building Rental Fund	JP Morgan Chase First Merchants	Checking	585,353.59	0.00%
		Money Market	<u>0.00</u>	0.14%
			<u>585,353.59</u>	
Sewage Fund	JP Morgan Chase First Merchants US Bank	Checking	1,868,324.91	0.00%
		Money Market	291,289.91	0.14%
		Trust	<u>807,652.91</u>	0.11%
			<u>2,967,267.73</u>	
Self Insurance Fund	JP Morgan Chase First Merchants	Checking	537,124.28	0.00%
		Money Market	<u>0.00</u>	0.14%
			<u>537,124.28</u>	
Trust Fund	JP Morgan Chase First Merchants	Checking	702,615.48	0.00%
		Money Market	<u>17,314.90</u>	0.14%
			<u>719,930.38</u>	

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 3**

**ITEM: 2020 Bishop Park Concession Lease**

**PRESENTER:** Justin Lanagan

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** For the last 5 years Saif Algaithe and his partner Fattah Motahhar have ran and operated the Bishop Park Concession Stand and have done an outstanding job for us.

Mr. Algaithe recently finished school and has become an electrical engineer for one of the Big 3, Mr. Motahhar and his father Mohammed would like to continue operating the stand for 2020. Mr. Motahhar will operate the Concession Stand and Restrooms and pay the City \$2,000.00 in five \$400 installments.

**STRATEGIC PLAN/GOALS:** To provide the finest services and quality of life

**ACTION REQUESTED:** Adopt a resolution concurring with the Superintendent of Recreation's recommendation to have the Mayor and City Clerk sign the contract for the 2020 Bishop Park Concession Stand.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

101-000-651-030. Mr. Motahhar will be responsible for making five \$400 dollar payments that will be due the last business day of each month beginning in May and concluding in September.

**IMPLEMENTATION PLAN:** The resolutions and all necessary documents will be forwarded to the Mayor and City Clerk to sign.

**LIST OF ATTACHMENTS:**

1. Bishop Park Contract 2020

**RESOLUTION**

Item Number: #3  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED by the City Council that Council hereby CONCURS in the recommendation of the Superintendent of Recreation and the Recreation Commission to award a one year extension to operate the Bishop Park Concession Stand for the 2020 season to Mohammed Motahhar, in the amount of \$2,000 provided the proper insurance is placed on file in the City Clerk's Office and all stipulations are adhered to as outlined in said lease; AND

BE IT FURTHER RESOLVED that the Council authorizes the Mayor and City Clerk to sign said lease agreement on behalf of the City of Wyandotte

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**AGREEMENT BETWEEN THE**  
**CITY OF WYANDOTTE & \_\_\_\_\_**  
**FOR THE 2020 OPERATION OF THE BISHOP PARK**  
**CONCESSION-RESTROOM FACILITY**

AGREEMENT made and entered into this \_\_\_\_ day of \_\_\_\_, 2020, by and between the City of WYANDOTTE, a Municipal Corporation in the County of Wayne, State of Michigan, hereinafter designated FIRST PARTY, and \_\_\_\_\_, hereinafter designated SECOND PARTY.

WITNESSETH:

WHEREAS, First Party owns and maintains a public municipal park commonly referred to as Bishop Park; and

WHEREAS, First Party is desirous of permitting a refreshment concession and restrooms to be operated by Second Party at said Bishop Park for the period of April 15 through September 30, 2020. Said period may be altered by the mutual agreement of both parties.

NOW, THEREFORE, in consideration of the mutual promises of the parties hereto,

IT IS AGREED, as follows:

1. First Party agrees to permit Second Party to operate a refreshment concession and maintain the restrooms by cleaning and monitoring said within the building provided by the City of Wyandotte in Bishop Park at such reasonable hours of business as

are fixed by the Department of Recreation of the City of Wyandotte, and must comply with the health and sanitation regulations of the City of Wyandotte and Wayne County Health Department.

2. Second Party agrees to furnish all necessary equipment and materials to operate said concession.

3. Second Party agrees to furnish labor only for the cleaning of the restrooms and operation of the concession. The First Party will supply all cleaning and other necessary supplies to operate the restrooms.

4. Second Party will possess at his/her own expense proper food safety certification and will comply with all health ordinances.

5. It is the desire of the First Party that the prices charged for merchandise shall not be more than those prevailing for similar merchandise in this area. Price list shall be subject to the approval of the Recreation Superintendent. Approved list shall be posted in a conspicuous place.

6. The term of the lease shall be April 1<sup>st</sup>, 2020, to October 31<sup>st</sup>, 2020. The concession/restrooms will be operated April 13<sup>th</sup> through October 4<sup>th</sup>, 2020, weather permitting, and dates to be confirmed and set by the Superintendent of Recreation.

7. Second Party promises to pay to the First Party the total sum of **(\$2,000 = Five \$400 payments)** due on the following dates: May 29th, June 26th, July 31st, August 28th, and September 25th, 2020.

8. Second Party hereby agrees to maintain the concession stand and restrooms in a sanitary condition in accordance with the regulations of the Departments of Public Service and Recreation at all times. Restrooms to be opened and operating by 9



am each day weather permitting and closed by 9 pm each day, unless otherwise notified by the Superintendent of Recreation.

9. Second Party shall not assign, transfer or sublet the above concession and shall personally operate said concession under their supervision and control, and shall be personally held responsible for the performance of all the covenants and conditions as herein setforth.

10. Second Party further agrees that any beverages will not be sold in glass bottles. **Alcoholic beverages shall be prohibited from sale.**

11. The City reserves the right to add other concession stands for any special events.

12. Second Party agrees he/she shall forthwith procure, at their own expense, and shall maintain during the term of this lease, public liability insurance in the amount of \$1,000,000.00 Bodily Injury, \$1,000,000.00 Personal Injury and \$500,000 Property Damage, the policies of said insurance to provide ten (10) days advance written notice to the First Party prior to cancellation, termination or material change. Second Party shall furnish certificates of the aforesaid insurance coverage. The City of Wyandotte shall be named additional insured and the policies delivered to the City before opening.

13. Second Party agrees that it shall indemnify and save harmless the First Party and its officers, elected officials, commissions, agents, or representatives for and from all claims, demands, payments, suits, actions, recoveries, and judgments or every type and nature, brought or recovered against it or either/or any of them for or on account of any personal injuries or damages to property received or sustained by any person or persons by reason of or arising out of or in connection with second party's conduct,

carrying out his responsibilities under this agreement, and use and occupation of the premises under this agreement.

14. The parties hereto mutually agree that this Agreement may be terminated by either party, without cause, by first giving 30 days written notice to the other party of the terminating party's intent to terminate this Agreement.

15. The parties mutually agree that the First Party may terminate this Agreement on three days notice if the Second Party is in default of any provision of this Agreement for more than five days.

IN WITNESS WHEREOF, the parties hereto, by authority of the representative officials of the First Party and the Second Party have caused these presents to be signed and sealed the day and year set forth.

CITY OF WYANDOTTE  
Authorized by

\_\_\_\_\_  
Joseph Peterson, Mayor

\_\_\_\_\_  
Lawrence S. Stec, City Clerk  
FIRST PARTY

\_\_\_\_\_  
SECOND PARTY

I hereby certify that the within document  
is correct as to legality and form,  
subject to receipt of proper insurance.

Name William R. Hook

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 4**

**ITEM: 2020/2021 Blount Cruise Ship Dockings**

**PRESENTER:** Justin Lanagan

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** For 20 years, the Blount Cruise Line has been renting and utilizing our docking facility at Bishop Park as a port destination for several of their trips on the Great Lakes. The ships are docked for a 24 hour period, often arriving and departing early in the morning. Each ship has 44 cabins which can accommodate 88 passengers. The ships utilize the northern most dock so that they do not interfere with the Diamond Jack dockings. During their brief stay, passengers have free time in which they may partake in an optional trip to Greenfield Village or the DIA, or they can shop and dine in our downtown shops and restaurants. Last year Blount utilized the docks for 6 trips. In 2020 and 2021, the ships would like to use the docks a total of 6 times: June 29, July 11, August 18, August 23, August 30, and September 4.

**STRATEGIC PLAN/GOALS:** To provide the finest services and quality of life.

**ACTION REQUESTED:** Authorize the Mayor and City Clerk to accept and sign the contract with Blount Small Ship Adventures.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** 101-000-651-095. Docking vessels pay a daily rate of \$200 per day plus \$25 for garbage removal.

**IMPLEMENTATION PLAN:** The resolutions and all necessary documents will be forwarded to the Mayor and City Clerk to sign.

**LIST OF ATTACHMENTS:**

1. Blount Hold Harmless Agreements
2. 2020 Blount Contract

**RESOLUTION**

Item Number: #4  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED by the City Council that Council CONCURS with the recommendation of the Superintendent of Recreation and hereby APPROVES the Bishop Park Docking Agreement with Blount Small Ship Adventures for 2020-2021. Ships will dock on June 29, July 11, August 18, August 23, August 30, and September 4 of 2020 and 2021, at a rate of \$200 per day plus \$25 per docking for garbage removal; AND

BE IT FURTHER RESOLVED that the City Council authorizes the Mayor and City Clerk to sign the docking contract

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

**COUNCIL**

**NAYS**

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**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

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### HOLD HARMLESS AGREEMENT

In consideration of the City of Wyandotte granting permission to **Blount Small Ship Adventures, Inc.** for the use of the Bishop Park Boat Docking Facility on

**June 29 – June 30, 2020, July 11 – July 12, 2020, August 18 – August 19, 2020,**

**August 23 – August 24, 2020, August 30 – August 31, 2020 &**

**September 4 – September 5, 2020**

the undersigned hereby assumes all risk and liability relating to the use of the Bishop Park Boat Docking Facility, and agrees to hold harmless and indemnify the City of Wyandotte, its officers, agents, and employees from any and all damages, claims, liability and responsibility whatever for injury (including death) to persons and for any damage to any City of Wyandotte property or to property of others arising out of the said use of the Bishop Park Boat Docking Facility, except that the undersigned shall not be liable for any damages, claims for liability are due to the sole negligence of the City of Wyandotte, its agents and employees or from the existence of a dangerous or defective condition of the Bishop Park Boat Docking Facility

Except as set forth above, the undersigned further does hereby indemnify, remise, release and forever discharge the City of Wyandotte, its officers, agents and employees from any and all claims, demand, actions, causes of action, damages and liabilities resulting or arising out of, either directly or indirectly, from Permittee's use of the Bishop Park Boat Docking Facility.

In addition, the undersigned hereby affirms that there are no violations from a city, county, state or federal agency pending pertaining to your organization/event.

The undersigned represents he has full authority to execute this document on behalf of Blount Small Ship Adventures, Inc.

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

Name of Organization \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

### **EVENT INFORMATION**

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Phone # \_\_\_\_\_

Cell Phone # \_\_\_\_\_

Alternate Phones \_\_\_\_\_

I hereby certify that the within document is correct as to legality and form, subject to receipt of proper insurance.

Name Walter R. Fosh

Department of Legal Affairs

### HOLD HARMLESS AGREEMENT

In consideration of the City of Wyandotte granting permission to **Blount Small Ship Adventures, Inc.** for the use of the Bishop Park Boat Docking Facility on

**June 29 – June 30, 2021, July 11 – July 12, 2021, August 18 – August 19, 2021,**

**August 23 – August 24, 2021, August 30 – August 31, 2021 &**

**September 4 – September 5, 2021**

the undersigned hereby assumes all risk and liability relating to the use of the Bishop Park Boat Docking Facility, and agrees to hold harmless and indemnify the City of Wyandotte, its officers, agents, and employees from any and all damages, claims, liability and responsibility whatever for injury (including death) to persons and for any damage to any City of Wyandotte property or to property of others arising out of the said use of the Bishop Park Boat Docking Facility, except that the undersigned shall not be liable for any damages, claims for liability are due to the sole negligence of the City of Wyandotte, its agents and employees or from the existence of a dangerous or defective condition of the Bishop Park Boat Docking Facility

Except as set forth above, the undersigned further does hereby indemnify, remise, release and forever discharge the City of Wyandotte, its officers, agents and employees from any and all claims, demand, actions, causes of action, damages and liabilities resulting or arising out of, either directly or indirectly, from Permittee's use of the Bishop Park Boat Docking Facility.

In addition, the undersigned hereby affirms that there are no violations from a city, county, state or federal agency pending pertaining to your organization/event.

The undersigned represents he has full authority to execute this document on behalf of Blount Small Ship Adventures, Inc.

Agreed to this \_\_\_\_\_ day of \_\_\_\_\_, 20 \_\_\_\_.

**Name of Organization** \_\_\_\_\_

By \_\_\_\_\_

Its \_\_\_\_\_

### **EVENT INFORMATION**

Contact Person \_\_\_\_\_

Address \_\_\_\_\_

City, State, Zip \_\_\_\_\_

Home Phone # \_\_\_\_\_

Cell Phone # \_\_\_\_\_

Alternate Phones \_\_\_\_\_

I hereby certify that the within document is correct as to legality and form, subject to receipt of proper insurance.

Name William A. Fook

Department of Legal Affairs



**AGREEMENT BETWEEN THE CITY OF WYANDOTTE AND BLOUNT SMALL SHIP ADVENTURES, INC.  
FOR THE OPERATION OF THE DOCKING FACILITIES AT BISHOP PARK**

AGREEMENT made and entered into this \_\_\_\_\_ day of \_\_\_\_\_, A.D., \_\_\_\_\_, by and between the CITY OF WYANDOTTE, a Municipal corporation in the County of Wayne, State of Michigan, hereinafter designated FIRST PARTY, and BLOUNT SMALL SHIP ADVENTURES, INC., hereinafter designated SECOND PARTY;

WITNESSETH:

WHEREAS, First Party owns and maintains a Docking Facility at the Bishop Park; and

WHEREAS, First Party is the owner of Bishop Park, which abuts on the Detroit River, and has docking facilities; and WHEREAS, the Second Party has requested permission to use said Bishop Park for dockage;

NOW, THEREFORE, in consideration of the mutual promises of the parties hereto, IT IS AGREED, as follows:

1. The First Party shall permit the Second Party to use BISHOP PARK for dockage for a fee as agreed upon by the parties.
2. Total payment is to be made to the Wyandotte Recreation, Leisure & Culture Department, 3131 Third Street, Wyandotte, MI 48192, by May 1, 2020 for the 2020 Season and May 1, 2021 for the 2021 Season.
3. The Dock is to be used only for the purpose of allowing passengers to board and exit the Second Party's vessels and for reasonable incidental uses associated therewith.
4. The Second Party shall comply with all Federal, State, County and City of Wyandotte laws, regulations, ordinances and rules.
5. The Second Party shall furnish the First Party with a Certificate of Insurance showing that Second Party has adequate insurance coverage for public liability, property damage and worker's compensation in amounts reasonably acceptable to the First Party. The Second Party shall add the City of Wyandotte as an "Additional Insured" on the public liability and property damage insurance policies maintained by it for its vessels and deliver said insurance policy to the First Party at least four (4) weeks prior to the date of the first docking.

6. The Second Party agrees that it shall indemnify and save harmless the First Party and its officers, elected officers, elected officials, commissions, agents, employees, or representatives for and from all claims, demands, payments, suits, actions, recoveries and judgments, of every type and nature, brought or recovered against it or either/or any of them for or on account of any personal injuries (including death) or damages to property received or sustained by any person or persons by reason of or arising out of or in connection with the Second Party's utilization of said docking facility under this agreement.

## 2020

**MV Grande Mariner      Length: 184' - Draft: 7' Flag: US**

**MV Grande Caribe      Length: 184' - Draft: 7' US**

Grande Caribe	<b>Arrive:</b> August 23, 2020	@ 0900	<b>Depart:</b> August 24, 2020	@ 0600
Grande Caribe	<b>Arrive:</b> September 4, 2020	@ 0900	<b>Depart:</b> September 5, 2020	@ 0000
Grande Mariner	<b>Arrive:</b> June 29, 2020	@ 0900	<b>Depart:</b> June 30, 2020	@ 0600
Grande Mariner	<b>Arrive:</b> July 11, 2020	@ 0900	<b>Depart:</b> July 12, 2020	@ 0000
Grande Mariner	<b>Arrive:</b> August 18, 2020	@ 0900	<b>Depart:</b> August 19, 2020	@ 0600
Grande Mariner	<b>Arrive:</b> August 30, 2020	@ 0900	<b>Depart:</b> August 31, 2020	@ 0000

## 2021

**MV Grande Mariner      Length: 184' - Draft: 7' Flag: US**

**MV Grande Caribe      Length: 184' - Draft: 7' Flag: US**

Grande Caribe	<b>Arrive:</b> August 23, 2021	@ 0900	<b>Depart:</b> August 24, 2021	@ 0600
Grande Caribe	<b>Arrive:</b> September 4, 2021	@ 0900	<b>Depart:</b> September 5, 2021	@ 0000
Grande Mariner	<b>Arrive:</b> June 29, 2021	@ 0900	<b>Depart:</b> June 30, 2021	@ 0600
Grande Mariner	<b>Arrive:</b> July 11, 2021	@ 0900	<b>Depart:</b> July 12, 2021	@ 0000
Grande Mariner	<b>Arrive:</b> August 18, 2021	@ 0900	<b>Depart:</b> August 19, 2021	@ 0600
Grande Mariner	<b>Arrive:</b> August 30, 2021	@ 0900	<b>Depart:</b> August 31, 2021	@ 0000

**DOCKING FEE:**                      6 @ \$200 = \$1200 docking fees  
    6 @ \$25 = \$150 trash pickup  
    **Total Amount Due \$1350**

PERSON IN CHARGE	Tim Fox, Product & Operations Manager
ADDRESS	461 Water Street, Warren, RI 02885
TELEPHONE	800-556-7450



IN WITNESS WHEREOF, the Parties hereto, by authority of the representative officials of the First Party and the Second Party have caused these presents to be signed, the day and year above setforth:

CITY OF WYANDOTTE  
Authorized by

\_\_\_\_\_  
Mayor Joseph Peterson FIRST PARTY

\_\_\_\_\_  
Lawrence S. Stec, City Clerk FIRST PARTY

\_\_\_\_\_  
Tim Fox, Product & Operations Manager SECOND PARTY

I hereby certify that the within document is correct as to legality and form, subject to receipt of proper insurance.

Name William R. Fox  
Department of Legal Affairs

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 5**

**ITEM: 2020 WSAF Guide Book**

**PRESENTER:** Heather A. Thiede-Champlin

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** We will be contracting with Community Publishing to print the guide for this year's Wyandotte Street Art Fair. The Special Events Office will be creating the majority of the pages and supplying the information. This guide will be the June issue of Wyandotte Today and will include the Wyandotte Municipal Services 2019 Water Report.

Community Publishing creates our Welcome to Wyandotte TODAY Magazine as well as our quarterly issues of Wyandotte Today. Because of this relationship and the quality of all city publications, we recommend working with them to produce our Wyandotte Street Art Fair Magazine. We feel this will be a wonderful partnership and are looking forward to working with them again!

Although the City's Procurement Policy would require three (3) written quotes for a purchase of \$5,000, we are requesting that the City Council waive this requirement due to the continuing relationship we have with Community Publishing as described above. In our opinion, this relationship represents a Sole Source procurement situation due to the fact that this Guide Book will be included with the normally scheduled Wyandotte Today issue delivered in June.

**STRATEGIC PLAN/GOALS:** The City of Wyandotte hosts several quality of life events throughout the year. These events serve to purpose the goals of the City of Wyandotte by bringing our community together with citizen participation and supporting the local businesses and non-profit organizations.

**ACTION REQUESTED:** We feel that Community Publishing will provide excellent service and request your support of this contract.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** \$5,000 – Wyandotte Street Art Fair Expense Account 285-225-925-860

**IMPLEMENTATION PLAN:** The resolutions and all necessary documents signed by Mayor Peterson and Lawrence Stec and will be forwarded to the Special Events Coordinator.

**LIST OF ATTACHMENTS:**

1. CPM Wyandotte water report inclusion within Q3 TODAY mags 2020 Proposal

**RESOLUTION**

Item Number: #5  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED that Council concurs with the recommendation of the Special Event Coordinator to approve the contract between the City of Wyandotte and Community Publishing in the amount of \$5,000 for the 2020 WSAF Guide Book to be inserted in their June publication of the Wyandotte Today Magazine with funds to be paid from the WSAF Expense Account #285-225-925-860.

BE IT FURTHER RESOLVED that Mayor and City Clerk are authorized to execute said contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

**YEAS**

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**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

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**Community Publishing & Marketing  
2020 TODAY Magazine Sponsorship  
Prepared for the City of Wyandotte**

**Wyandotte TODAY 2020 Q3 Magazine Sponsorship**

Our TODAY Magazines run quarterly and work in collaboration with the Cities and their intra-departments, the DDA, the school districts, the chambers and the many businesses & residents to facilitate and deliver the Community's message for free to every residence and business within their respective area.

**Strategy**

This marketing plan is to produce (create, design, layout, print, bind and mail) your water report within our Wyandotte TODAY 2020 Q3 Street Art Fair edition, which will be distributed to every residence and business within the City of Wyandotte per its legal obligations to its citizens. It is our mission and distinct honor to work hand and hand with the City of Wyandotte, to incorporate their water report within our existing publication in order to create an aesthetically pleasing section while still complying with state's needs of thoroughness, full disclosure and transparency to its constituents.

**Specs:**

- 17,500 Wyandotte TODAY Street Art Fair Q3 2020 Magazines (approximately 12,000 mailing and balance (approx. 5,500) delivered to 1 location at the City of Wyandotte's discretion)
- Extra copies of the standalone water report may be made available "at cost"
- Water report will run within text pages on: 60# c2s gloss text
- 4 color process throughout
- 8.25 x 10.75 trim (8.5 x 11 including 1/8" bleed all 4 sides)
- Saddle stitch along the 10.75 dimension (vertical pub)
- CPM will print this project with a company of its choosing (parent company Printwell)
- Entire creation, design, layout will be a collaboration with City of Wyandotte and CPM
- CPM will produce a Digital Version of the TODAY magazine that will be accessible for both Android and Apple devices as well as on the City's and CPM's website.
- Total for the WSAF Magazine- \$5,000

Wyandotte Water Report to be inserted in the WSAF Magazine: To be paid from the WMS Expense Account. Payment per page: \$600 per page (approximate total pages needed – between 4-8 pages)  
Thus \$2,400 - \$4,800 total



# Mimi's Mission

GIVING DOWNRIVER FAMILIES A HAND UP, NOT A HAND OUT

20050 Vreeland Rd. Woodhaven MI 48183 ✕ 844-hey-mimi ✕ info@mimismission.org

February 19, 2020

Dear Mayor and Members of the City Council,

Mimi's Mission is a 501(c)3 organization dedicated to helping those in need in our Downriver Community. Concentrating on working families in need, veterans and families of children on the autism spectrum, the organization has many programs that benefit our community. Funding these many programs is a challenge that we face, and fundraising is an ongoing endeavor. Mimi's Mission is requesting your honorable body to approve our request for a Charitable Gaming License through the State of Michigan. The necessary form for submittal to the state is attached. We look forward to your favorable reply in this request so we may continue our mission of "providing a brighter tomorrow through positive community changes today."

Thank you for your consideration in this matter.

Respectfully,



Lisa vilella  
Executive Director



[www.mimismission.org](http://www.mimismission.org)

MIMI'S MISSION IS A 501(c)3 NON-PROFIT ORGANIZATION

**RESOLUTION**

Item Number: #6  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that Council approves the request from Mimi's Mission to be recognized as a non-profit organization operating in the community for the purpose of obtaining a Charitable Gaming License.

I move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

**YEAS**

**COUNCIL**

**NAYS**

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**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

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**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

MEETING DATE: 4/20/2020

AGENDA ITEM # 7

**ITEM:** State of Emergency-City of Wyandotte

**PRESENTER:** Joseph R. Peterson, Mayor

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** The City has been taking proactive steps to prevent and prepare for the spread of the outbreak of the novel coronavirus (COVID-19). As a result of this ongoing situation and the uncertainty of the impact on the City's residents and employees, it is necessary to authorize the Mayor or his designee to take steps to protect the health and safety of City residents and employees and to create reasonable flexibility to react and take action to the COVID-19 threat.

Thus, it is recommended that a "State of Emergency" is declared as authorized under Section 10 of of PA Act 390 of 1976 which will grant the Mayor and /or his designee the emergency powers provided within.

**STRATEGIC PLAN/GOALS:** To deliver the finest services to the citizens of Wyandotte.

**ACTION REQUESTED:** Adopt the attached Resolution declaring a State of Emergency under Section 10 of PA 390 of 1976.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** N/A

**IMPLEMENTATION PLAN:** Emergency powers afforded under the public act will be used judiciously to protect the health, safety, and welfare of the citizens and employees of the City. The City Council will be kept abreast of all decisions.

**LIST OF ATTACHMENTS:** None



## **RESOLUTION**

Item Number: #7  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, the City of WYANDOTTE (the "City") is taking proactive steps to prevent and prepare for the spread of the outbreak of the novel coronavirus (COVID-19);

WHEREAS, any widespread local outbreak of COVID-19 could hinder and/or cease operations of the City and overwhelm governmental services; including, Emergency Medical Services, Hospitals, Urgent Cares, utilities, Fire and Police services;

WHEREAS, the spread of COVID-19 falls within definitions of the Emergency Management Act of 1976, Act 390 of 1976, represents an occurrence or threat of widespread or severe damage, injury or loss of life;

WHEREAS, as a result of this ongoing situation and the uncertainty of the impact to WYANDOTTE's residents and City employees, the City believes it is necessary to authorize the Mayor or his designee to take steps to protect the health and safety of City residents and employees and to create reasonable flexibility to react and take action to COVID-19 threat;

WHEREAS, the City shall require heightened and strict protocols for WYANDOTTE's Fire, Police, and Public Works Departments, when required to enter residences and for any interaction with the general public and shall work to limit face-to-face interactions between the City employees and potentially infected general public during daily business;

WHEREAS, it has become necessary based upon the above stated conditions for the City Council to declare by this Resolution a "State of Emergency" as authorized under Section 10 of Act 390, P.A. 1976 and grant the Mayor or his designee the emergency powers and authority provided therein; including, but not limited to: authority to direct and coordinate the development of emergency operations plans and programs in accordance with the policies and plans established by the appropriate federal, state and local agencies; authority to appropriate and expend funds, make contracts, and obtain and distribute equipment, materials, and supplies for disaster purposes and to maintain the operations and services of the City; authority to suspend or not enforce any or all City Ordinances, regulations, policies, or practices adverse to the health and safety of residents; authority to order closure of any governmental building, program, activity, meeting, or service; authority to suspend any activity, program or service with or without notice; authority to approve or add any service, function or activity deemed necessary to protect the health and safety of residents and employees; authority to provide for the health and safety of persons and property including providing emergency assistance and coordination of the local response to emergencies within the municipality; authority to appoint, employ, remove, or provide fire, police and other personnel as needed; authority to schedule, reschedule, restrict and/or cancel, with or without notice, any meeting of any City Board; Commission, or Sub-Committee, including any or all Planning Commission, Zoning Board of Appeals or other City meeting and to otherwise restrict or impose reasonable safeguards for all approved meetings; authority to terminate or suspend any and all permits,

licenses, or permissions granted by the City which are adverse to the health and safety of residents, including the termination or suspension of any application or existing solicitation permit, temporary retail permit or any other permit, license or permission reasonably expected to increase personal interaction or spread of the virus without appropriate safeguards;

WHEREAS, all City Departments, employees, consultants and independent contractors are hereby directed to keep records of all expenditures, costs and expenses incurred as a result of the City's response to this emergency situation;

NOW THEREFORE BE IT RESOLVED, by passage of this Resolution the WYANDOTE City Council, in accordance with Section 10 of Act 390, P.A. 1976, as amended, hereby declares that a "State of Emergency" exists within our jurisdiction as of March 23rd, 2020, and that the City Mayor and his designee are hereby granted the above temporary authority and as otherwise provided by statute through May 4, 2020, unless extended;

BE IT FURTHER RESOLVED, a certified copy of this resolution will be by LEIN or facsimile to the Commanding Officer of the Emergency Management Division, Department of State Police (LEIN code: ELES), MSP Special Operations Division (LEIN code: ELOP), and the appropriate EMO District Coordinator, pursuant to Section 10 of Act 390, P.A. 1976, as amended.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	<b>Alderman</b>	
	<b>Calvin</b>	
	<b>DeSana</b>	
	<b>Maiani</b>	
	<b>Sabuda</b>	
	<b>Schultz</b>	

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 8**

**ITEM: Emergency Paid Sick Leave Act and Emergency Family Medical Leave Expansion Act**

**PRESENTER:** Joseph R. Peterson, Mayor

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** On March 18, 2020, President Trump signed into law the Emergency Paid Sick Leave Act as well as the Emergency Family Medical Leave Expansion Act. Pursuant to the provisions of those statutes, employers are authorized to exempt emergency medical responders from both the Emergency Paid Sick Leave Act as well as the Emergency Family Medical Leave Expansion Act.

As a result of the present state, the United States which is under a national state of emergency as authorized by President Donald Trump on March 13, 2020, as well as the state of emergency declared across the State of Michigan effective March 10, 2020, the City of Wyandotte, it is necessary to utilize the exemptions available in the aforementioned statutes in order to continue to provide the necessary services by our first responders as to the citizens of the City.

Pursuant to the language in the statutes, which goes into effect on April 1, 2020, Section 3105, provides that an employer of an employee who is a health care provider or emergency responder may elect to exclude such employees from the application of these provision and the amendments made under Section 3102 of this Act. Thus, the attached resolutions outlined the City's intent to do so. In effect, the following is being ordered from my office:

The City of Wyandotte has determined effective, Monday, March 30, 2020 to exempt all emergency responders from the provisions of Emergency Medical and Family Leave Expansion Act, and

The City of Wyandotte has determined effective, Monday, March 30, 2020 to exempt all emergency responders from the provisions of Emergency Paid Sick Leave Act  
The attached resolutions will be affirmed by the City Council at the next regularly scheduled City Council meeting.

**STRATEGIC PLAN/GOALS:** To provide the finest services to the citizens of the City of Wyandotte.

**ACTION REQUESTED:** Concur with the recommendation to exclude the City's

**emergency responders from the provisions of the Emergency Medical and Family Leave Expansion Act and the provisions of the Emergency Paid Sick Leave Act effective March 30, 2020.**

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** N/A

**IMPLEMENTATION PLAN:** The Department of Administration will facilitate any requests by employees relative to these Acts from the Federal Government.

**LIST OF ATTACHMENTS:**

1. Family Medical Leave Act. 3-30-2020
2. FMLA Sick Leave 3-30-2020

## **RESOLUTION**

Item Number: #8  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

### **CITY OF WYANDOTTE**

#### **RESOLUTION OF CITY OF WYANDOTTE EMERGENCY RESPONDERS EMERGENCY PAID SICK LEAVE ACT REGARDING COVID-19**

*Whereas*, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death that can easily spread from person to person; and

*Whereas*, in response to the outbreak on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a Public health emergency; and

*Whereas*, on March 10, 2020, Governor Gretchen Whitmer declared a state of emergency across the State of Michigan pursuant to Executive Order No. 2020-4; and

*Whereas*, on March 13, 2020, President Donald Trump declared a national state of emergency due to the outbreak; and

*Whereas*, in response to the present public health crisis, the House of Representatives adopted House Resolution 6201 establishing the Emergency Family Medical Leave Expansion Act; and

*Whereas*, pursuant to the language in the statute which goes into effect on April 2, 2020, Section 3105, special rule for health care providers and emergency responders provides that employer of an employee who is a health care provider or an emergency responder may elect to exclude such employees from the application of this provision and the amendments made under Section 3102 of this Act; and

*Whereas*, additional protections have also been afforded to first responders because of the important and critical nature of their continued working and responding to duty during this emergency; and

*Whereas*, the public safety of the residents of City of Wyandotte remains the critical concern at present and the necessity of acting in accordance with this special rule is in the best interests of the residents of the City.

**NOW THEREFORE BE IT RESOLVED:**

1. That the City Council of the City of Wyandotte has as determined effective, Monday, March 30, 2020 exempt all emergency responders from the provisions of Emergency Paid Sick Leave Act

## **CITY OF WYANDOTTE**

### **RESOLUTION OF CITY EMERGENCY RESPONDERS EMERGENCY FAMILY MEDICAL LEAVE EXPANSION ACT REGARDING COVID-19**

*Whereas*, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death that can easily spread from person to person; and

*Whereas*, in response to the outbreak on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a Public health emergency; and

*Whereas*, on March 10, 2020, Governor Gretchen Whitmer declared a state of emergency across the State of Michigan pursuant to Executive Order No. 2020-4; and

*Whereas*, on March 13, 2020, President Donald Trump declared a national state of emergency due to the outbreak; and

*Whereas*, in response to the present public health crisis, the House of Representatives adopted House Resolution 6201 establishing the Emergency Family Medical Leave Expansion Act; and

*Whereas*, pursuant to the language in the statute which goes into effect on April 2, 2020, Section 3105, special rule for health care providers and emergency responders provides that employer of an employee who is a health care provider or an emergency responder may elect to exclude such employees from the application of this provision and the amendments made under Section 3102 of this Act; and

*Whereas*, additional protections have also been afforded to first responders because of the important and critical nature of their continued working and responding to duty during this emergency; and

*Whereas*, the public safety of the residents of the City remains the critical concern at present and the necessity of acting in accordance with this special rule is in the best interests of the residents of the City.

### **NOW THEREFORE BE IT RESOLVED:**

1. That the City Council of the City of Wyandotte has as determined effective, Monday, March 30, 2020 exempt all emergency responders from the provisions of Emergency Medical and Family Leave Expansion Act

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	<b>Alderman</b>	
	<b>Calvin</b>	
	<b>DeSana</b>	
	<b>Maiani</b>	
	<b>Sabuda</b>	
	<b>Schultz</b>	

**CITY OF WYANDOTTE**

**RESOLUTION OF CITY EMERGENCY RESPONDERS EMERGENCY FAMILY MEDICAL LEAVE EXPANSION ACT  
REGARDING COVID-19**

**Whereas**, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death that can easily spread from person to person; and

**Whereas**, in response to the outbreak on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a Public health emergency; and

**Whereas**, on March 10, 2020, Governor Gretchen Whitmer declared a state of emergency across the State of Michigan pursuant to Executive Order No. 2020-4; and

**Whereas**, on March 13, 2020, President Donald Trump declared a national state of emergency due to the outbreak; and

**Whereas**, in response to the present public health crisis, the House of Representatives adopted House Resolution 6201 establishing the Emergency Family Medical Leave Expansion Act; and

**Whereas**, pursuant to the language in the statute which goes into effect on April 2, 2020, Section 3105, special rule for health care providers and emergency responders provides that employer of an employee who is a health care provider or an emergency responder may elect to exclude such employees from the application of this provision and the amendments made under Section 3102 of this Act; and

**Whereas**, additional protections have also been afforded to first responders because of the important and critical nature of their continued working and responding to duty during this emergency; and

**Whereas**, the public safety of the residents of the City remains the critical concern at present and the necessity of acting in accordance with this special rule is in the best interests of the residents of the City.

**NOW THEREFORE BE IT RESOLVED:**

1. That the City Council of the City of Wyandotte has as determined effective, Monday, March 30, 2020 exempt all emergency responders from the provisions of Emergency Medical and Family Leave Expansion Act

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Wyandotte, County of Wayne, State of Michigan, at a regular meeting held on the \_\_\_\_ day of March, 2020 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will or have been made available as required by said Act.

Dated: March \_\_, 2020.



**CITY OF WYANDOTTE**

**RESOLUTION OF CITY OF WYANDOTTE EMERGENCY RESPONDERS EMERGENCY PAID SICK  
LEAVE ACT REGARDING COVID-19**

**Whereas**, the novel coronavirus (COVID-19) is a respiratory disease that can result in serious illness or death that can easily spread from person to person; and

**Whereas**, in response to the outbreak on January 31, 2020, the United States Department of Health and Human Services Secretary Alex Azar declared a Public health emergency; and

**Whereas**, on March 10, 2020, Governor Gretchen Whitmer declared a state of emergency across the State of Michigan pursuant to Executive Order No. 2020-4; and

**Whereas**, on March 13, 2020, President Donald Trump declared a national state of emergency due to the outbreak; and

**Whereas**, in response to the present public health crisis, the House of Representatives adopted House Resolution 6201 establishing the Emergency Family Medical Leave Expansion Act; and

**Whereas**, pursuant to the language in the statute which goes into effect on April 2, 2020, Section 3105, special rule for health care providers and emergency responders provides that employer of an employee who is a health care provider or an emergency responder may elect to exclude such employees from the application of this provision and the amendments made under Section 3102 of this Act; and

**Whereas**, additional protections have also been afforded to first responders because of the important and critical nature of their continued working and responding to duty during this emergency; and

**Whereas**, the public safety of the residents of City of Wyandotte remains the critical concern at present and the necessity of acting in accordance with this special rule is in the best interests of the residents of the City.

**NOW THEREFORE BE IT RESOLVED:**

1. That the City Council of the City of Wyandotte has as determined effective, Monday, March 30, 2020 exempt all emergency responders from the provisions of Emergency Paid Sick Leave Act

**CERTIFICATION**

I hereby certify that the foregoing is a true and complete copy of a Resolution adopted by the City Council of the City of Wyandotte, County of Wayne, State of Michigan, at a regular meeting held on the \_\_\_\_ day of March, 2020 and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the open Meetings Act, being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting were kept and will or have been made available as required by said Act.

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Dated: March \_\_, 2020.

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 9**

**ITEM: Reappointment – Department of Legal Affairs**

**PRESENTER:** Joseph R. Peterson

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** Pursuant to Chapter VII, Subdivision 82, Section 7 of the City Charter, the department of legal affairs shall be in charge of the city attorney who shall be a member of the bar of the State of Michigan and an elector of the city. The city attorney shall be appointed for a term of two (2) years.

Look Makowski and Look, P.C. has submitted a proposal with an annual salary of \$80,000.

**STRATEGIC PLAN/GOALS:** To comply with and enforce all the requirements of our laws and regulations.

**ACTION REQUESTED:** Adopt a resolution to reappoint Look, Makowski and Look PC as the City of Wyandotte's Department of Legal Affairs. Term effective April 20, 2020 to April 19, 2022.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** \$80,000 annually for two years.  
Account 101-200-825-330.

**IMPLEMENTATION PLAN:** Provide copy of resolution and proposal to the Finance Department.

**LIST OF ATTACHMENTS:**

1. Department of Legal Affairs Proposal

**RESOLUTION**

Item Number: #9  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED by the City Council hereby re-appoints the firm of Look Makowski and Look, P.C. as the Department of Legal Affairs for the City of Wyandotte for a two-year term effective April 20, 2020 to April 19, 2022 with a salary of \$80,000 per year to come from Account Number 101-200-825-330.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**William R. Look**

PROFESSIONAL CORPORATION  
ATTORNEY AND COUNSELOR AT LAW  
2241 OAK STREET  
WYANDOTTE, MICHIGAN 48192  
PHONE: (734) 285-6500  
FAX: (734) 285-4160  
EMAIL: WilliamRLookPC@outlook.com

WILLIAM R. LOOK

RICHARD W. LOOK  
(1912 – 1993)

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March 13, 2020

To: Honorable Joseph R. Peterson  
From: Department of Legal Affairs  
Re: ***Reappointment as City Attorney***

Dear Mayor Peterson:

I am submitting the following concerning our office representing the City of Wyandotte. The purpose of this letter is to let you know that I would like to continue in this capacity. I have 40 years of personal Municipal Law experience concerning the City of Wyandotte and an additional 20 years as the Township Attorney for Grosse Ile. During that time, I have spent most of my career handling Municipal issues. During each calendar year, I review updates on Municipal Law and issues. As a matter of course, I pass along changes in the law and other Municipal issues that come across my desk to the various Department Heads that are affected by those changes.

I have established a very good working relationship with the Department Heads and their staff and respond in a timely manner to their requests and needs. Included among my services to the City are the following:

1. Attendance at City Council meetings.
2. Research legal issues upon request and submit written opinions.
3. Attendance at Retirement Commission meetings.
4. Review pending litigation for which the City has insurance coverage and discuss issues with attorneys handling those cases on behalf of the City of Wyandotte.
5. Provide letter to auditors for city and municipal service.
6. We review all contracts signed by the City of Wyandotte, including the Department of Municipal Service.
7. Handling of real estate transactions involving the City of Wyandotte;
8. Preparation of Ordinances for the City of Wyandotte.

Page 2

March 13, 2020

Re: ***Reappointment as City Attorney***

9. Assist, upon request, in negotiations for matters such as the contracts with developers.
10. Review policies adopted by the City.
11. Advise Boards such as Downtown Development or Brownfield.
12. Commence lawsuits in collecting delinquent accounts and assist the Treasurer's office in enforcing delinquent tax collections.
13. Attendance at Board of Review sessions in December, February and July.
14. I also attend meetings of the legal subcommittee concerning the downriver sewage treatment plant on a monthly/quarterly basis.

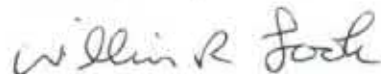
I recognized that acting as the City Attorney is a public service which I take very seriously. I am a lifelong resident of the City of Wyandotte and our firm likes to give back to the community as well. During these years as City Attorney I have cooperated fully with the City of Wyandotte in keeping the City's legal fees down for the City by working under a Retainer Agreement and in an amount which is very favorable when compared to what other communities are spending on legal costs. We would request a continuation of an annual salary of \$80,000.00.

If you have any questions, with regards to this communication, please feel free to give me a call and I would be happy to sit down and discuss this with you at your convenience.

*Very truly yours,*

**Department of Legal Affairs**

**WILLIAM R. LOOK,  
Professional Corporation**



***William R. Look***

WRL:cg

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 10**

**ITEM: Appointment to Planning Commission**

**PRESENTER:** Joseph R. Peterson

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** Bob Benson has served on the Planning Commission for several years. His term expired April 2020. Unfortunately Bob passed away on April 1, 2020, leaving a vacancy on the commission.

Resident Kelly Stec has submitted a resume and application and would be a qualified addition to the commission.

**STRATEGIC PLAN/GOALS:** To encourage and respect citizen participation and provide transparency in all city matters and to comply with and enforce all the requirements of our laws and regulations.

**ACTION REQUESTED:** Adopt a resolution supporting the appointment Kelly Stec, as a member of the Planning Term to expire April 2023.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** n/a

**LIST OF ATTACHMENTS:**

1. Commission Application
2. Commission Application Background
3. Resume - Kelly Stec

**RESOLUTION**

Item Number: #10  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, a vacancy has occurred on the Planning Commission due to the death of Commissioner Bob Benson; and

WHEREAS, City Council extends their deepest condolences to the family of Bob Benson as well as thanks and appreciation for the service Bob has given to the City of Wyandotte;

BE IT RESOLVED that City Council hereby CONCURS with the recommendation of Mayor Peterson to appoint Kelly Stec of 2414 15th St., Wyandotte, MI to the Planning Commission. Term to expire April 2023.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_



# CITY OF WYANDOTTE, MICHIGAN

## APPLICATION FOR BOARDS AND COMMISSIONS

A separate application is required for each board or commission you wish to join.

Applications remain active for one year from the date of submittal.

Resumes are encouraged and may be attached to your completed application.

<b>Name of Board or Commission for which you are applying</b>	
Planning Commission	
<b>Name</b>	
Kelly Stec	
<b>Home Address:</b>	<b>Work Address</b>
Vyandotte, MI 48192	
<b>Home Phone</b>	<b>Work Phone</b>
<b>Cell Phone</b>	<b>Email</b>
<b>Please note your preferred method(s) of contact</b>	
<input type="checkbox"/> Home Phone <input type="checkbox"/> Work Phone <input checked="" type="checkbox"/> Cell Phone <input checked="" type="checkbox"/> Email	
<b>Residency, property or business ownership is required for most boards and commissions.</b>	
<input checked="" type="checkbox"/> I am a resident. If so, for how many years? <u>26</u>	
<input checked="" type="checkbox"/> I am a property owner. If so, for how many years? <u>1</u>	
<input type="checkbox"/> I am a business owner. If so, for how many years? _____	

[illegible]

<b>Describe any experiences that led to your desire to serve the community.</b> Please see attached Document--"Community"

**Employment:** List your most recent employment experiences.

Company Name/Location	Position	Duties	Dates of Employment
Michigan Organization on Adolescent Sexual Health	Advocacy Director	-Legislative and policy communications, -Lobbying and advocacy efforts -Development of strategic plans -Youth training	01/2020-present
Michigan State Legislature	Writer/ Legislative Director		01/2016-01/2020
Michigan Democratic Party	Regional Field Director of Macomb County, 2018 election	-Managed staff and volunteers -Community liaison -Organizing and planning events -Communications	08/2018-11/2018

**Education:** List your most recent educational experiences.

Educational Institution/School	Certificate/Degree Received	Dates
Michigan State University	Graduate work-Education Policy	Expected Masters 2021
Michigan State University	Bachelors of Science	Graduated 05/2014

**Volunteerism:** List your most recent volunteer experiences.

Organization	Role	Dates
Michigan Organization on Adolescent Sexual Health	Board Member/Advocacy Committee	03/2019-01/2020
American Federation of Teachers	Organizer, State Vice President, member of federal policy council on higher ed	08/2014-01/2020

**Supplemental Information:** Please review our **Guidelines for Boards and Commissions** for the desired qualifications for each board and commission. Check the appropriate box or boxes to indicate whether you have experience or professional credentials that may be needed to fill a specific seat.

Some boards and commissions are a mix of citizens with certain qualifications and others are citizens representing the general public. Even if you do not have any of the experience or professional background listed below, the community urges you to apply for consideration. Wyandotte needs citizens with diverse backgrounds on its boards and commissions.

**Important Public Records Information:** All information submitted in this application is public information and subject to disclosure in response to a public records request made pursuant to the Freedom of Information Act. Please contact the Clerk at 734-324-4560 or [clerk@wyan.org](mailto:clerk@wyan.org) if you have any questions or concerns about the disclosure of specific information.

**Truth and Accuracy:** I certify that the information contained on this form is accurate and complete to the best of my knowledge. I understand that all information disclosed on this form will be available to the public as part of a Freedom of Information Act request.



\_\_\_\_\_  
**Applicant's Signature**

04/01/2020

\_\_\_\_\_  
**Date**

Return completed forms to  
Office of the Mayor, City of Wyandotte, Michigan, 3200 Biddle Avenue, Suite 300, Wyandotte, MI 48192

**Please check below if you have experience in:**

- ☒ Advertising/Marketing/Public Relations
- ☐ Architecture/Engineering
- ☐ Arts/Culture/History
- ☐ AutoCAD/Drafting/GIS
- ☐ Business
- ☐ Coaching/Sports
- ☐ Construction/Carpentry
- ☐ Electrical work/contracting
- ☒ Education
- ☒ Event Planning
- ☐ Forestry
- ☐ Horticulture
- ☐ Landscape Architecture
- ☒ Law
- ☐ Planning/Zoning
- ☐ Property Maintenance/Management
- ☐ Plumbing work/contracting
- ☐ Real Estate/Development
- ☐ Gardening/Landscaping
- ☒ Government

## **Background**

Until earlier this year, my professional life has been within the public sector. I have worked as both a Research and Teaching Assistant at Michigan State University and in both chambers of the Michigan State Legislature. Through this work, I have become familiar with Michigan law as well as how to navigate all public resources the state and nation offer. I have significant experience developing and reading policy, along with familiarity in how to research other states' and communities' laws and ordinances. I am also a quick but thorough communicator and have developed streamlined networks on how to create and edit communications to team members as well as the public. This work has also instilled a sense of pride in public service which translates well to serving on a local commission.

My current work as an Advocacy Director at a statewide nonprofit has furthered my understanding of how to connect with those we serve, the importance of timely and effective communication with team members, and the need to be flexible under changing circumstances. COVID-19 has been a particular motivator for me to gain the skill sets of virtual meetings and understanding how to balance organizational needs with ever-changing legal guidance. As mentioned in the "Community" section, I chose to make Wyandotte my permanent home because in addition to my learned background, I have a deep-seated love of this community, and I remain internally motivated to give back to Wyandotte to the best of my ability. I believe the combination of my public service skill sets with my dedication to promoting and supporting our home makes me an ideal commission candidate.

## **Community**

My family has been in Wyandotte for generations, but it was not until my time at Michigan State University that I recognized that what makes Wyandotte unique is that we remain a community, not just a city. My time working in the public sector, from leading Wyandotte Greenbox to serving as a Legislative Director at the Michigan House of Representatives, has been significantly informed by my internal sense of the importance of caring for people and building networks of support between them.

I chose to make Wyandotte my permanent home because I believe in this community, and I feel it has the potential to continue to thrive as more living spaces across the world become impersonal and isolated. Through my work with the American Federation of Teachers, as well as my early volunteer experiences with MOASH prior to my hiring at the organization, I recognize that community cannot exist—let alone thrive—without the continued support and buy-in of its members. For this reason, I feel called to give back to the city which has given me one of my core values. I believe serving on a commission is the first step in my adult life of affirming Wyandotte's importance and working towards ensuring the next generation grows up in a community, too.

# Kelly M. Stec

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Wyandotte, MI 48192 |

## Professional Experience

### **ADVOCACY DIRECTOR | MICHIGAN ORGANIZATION ON ADOLESCENT SEXUAL HEALTH | JANUARY 2020-PRESENT**

- Internal and external communications, event planning, advocacy to state and local policymakers, youth education
- Leadership roles on several statewide and national health policy organizations

### **LEGISLATIVE DIRECTOR | REPRESENTATIVE KEVIN HERTEL | JANUARY 2017-JANUARY 2020**

- Policy analysis and development, committee staffing, communications, office management

### **REGIONAL FIELD DIRECTOR, MACOMB COUNTY | MICHIGAN DEMOCRATIC PARTY | AUGUST 2018-NOVEMBER 2018**

- Team management, relationship development with community leaders and elected officials, metrics and accountability

### **WRITER | SENATOR CURTIS HERTEL, JR. | JANUARY 2016-DECEMBER 2016**

- Speechwriting, editing, communications, constituent casework, policy analysis and development

### **RESEARCH ASSISTANT | MICHIGAN STATE UNIVERSITY | AUGUST 2016-DECEMBER 2019**

- Creation and maintenance of policy databases, development of legislative trend narratives, legal landscape analysis

## Education

### **EXPECTED MASTER OF EDUCATION | MICHIGAN STATE UNIVERSITY**

- Degree: K-12 Administration, Focus: Connection between state and local policy

### **BACHELOR OF SCIENCE | 2014 | MICHIGAN STATE UNIVERSITY**

- Degree: Cognitive Neuroscience with an additional degree in Psychology

## Key Qualifications

### **PROFICIENCIES**

- Microsoft Office and Google Suite
- LexisNexis
- National Conference of State Legislatures databases
- Knowledge of state legislature and executive branch processes
- Strong relationships with legislative offices across party lines and with other key stakeholders

### **ROLES SERVED**

- Board of Directors, Michigan Organization on Adolescent Sexual Health (2019-2020)
- State Vice President, American Federation of Teachers – Michigan (2015-2019)
- Featured Contributor, GovLoop (2018)
- Higher Education Program and Policy Council Member, American Federation of Teachers (2016-2017)

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 11**

**ITEM: City of Wyandotte Deficit Elimination Plan - Equipment and Replacement Fund**

**PRESENTER:** Robert J. Szczechowski, Deputy Treasurer/Assistant Finance Director

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** For the fiscal year ending 9/30/19, the Equipment and Replacement Fund reported deficits. The Michigan Department of Treasury requires deficit elimination plans documenting the elimination of the deficits.

**STRATEGIC PLAN/GOALS:** To comply with all the requirements of our laws and regulations.

The plans will achieve the goal of eliminating the deficits, as required by the Michigan Department of Treasury.

**ACTION REQUESTED:** Adopt the resolution concurring with the Deputy Treasurer/Assistant Finance Director's recommendation of the Construction Fund Deficit Elimination Plan.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** The resolution and all necessary documents will be forwarded to the Michigan Department of Treasury for its approval.

**LIST OF ATTACHMENTS:**

1. Actual & Budget Projections - Equipment & Replacement Fund
2. State of Michigan Numbered Letter 2016-1

**RESOLUTION**

Item Number: #11  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, The financial statements of the City of Wyandotte show a deficit in the Equipment and Replacement Fund; and

WHEREAS, The City of Wyandotte is required to adopt A Deficit Elimination Plan that addresses said deficit in the Equipment and Replacement Fund; and

WHEREAS, Staff has prepared the Deficit Elimination Plan to address the requirement; now therefore

BE IT RESOLVED BY CITY COUNCIL, That Council adopts the Deficit Elimination Plan; and

BE IT FURTHER RESOLVED BY CITY COUNCIL, That the Deputy Treasurer/Assistant Finance Director be and hereby is directed to make any necessary filings of the Deficit Elimination Plan to ensure compliance with accounting requirements.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**City of Wyandotte**  
**Equipment and Replacement Fund**  
**Actual and Budget Projections**  
**Deficit Elimination Plan**  
**March 17, 2020**

Attachment A

	Actual 2019	Budgeted 2020	Projected 2021
402-000-411-035 Taxes-Delinquent	7	-	-
402-000-655-010 Interest Earnings	4,762	2,000	-
402-000-691-306 Operating Transfers-306	89,632	277,951	284,824
Total Revenue	94,402	279,951	284,824
402-301-850-530 Vehicles	138,243	-	-
402-301-926-612 Interest-Police Vehicles	3,475	2,303	1,096
402-336-850-530 Vehicles	-	-	-
402-336-926-612 Interest-Ambulance	6,164	4,810	3,421
402-448-626-612 Interest-Snow Plowing Equipment	46,203	9,128	5,133
Total Expenditures	194,084	16,240	9,650
Excess Revenue/(Expenditures)	(99,682)	263,710	275,174
Fund Balance - Beginning of Year	(221,276)	(320,959)	(57,249)
Fund Balance - End of Year	(320,959)	(57,249)	217,926





RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

NICK A. KHOURI  
STATE TREASURER

## NUMBERED LETTER 2016-1

### DEFICIT ELIMINATION PLANS

**Issued By:** Local Government Financial Services Division  
Bureau of Local Government Services

**Issue Date:** July 11, 2016

2016-1 This numbered letter repeals numbered letter 2014-1. Significant changes since numbered letter 2014-1 include electronic filing requirements for deficits associated with audits filed on or after July 11, 2016.

The Glenn Steil State Revenue Sharing Act of 1971, 1971 Public Act (PA) 140, Section 21(2), states that units of local government (local units) who end their fiscal year in a deficit condition shall formulate a deficit elimination plan (plan). Any assessment of a local unit's deficit condition should be made at the fund level of reporting, not at the government-wide level. The plan and certified resolution shall be filed with the Department of Treasury (Treasury) for evaluation and certification. Primary local units are responsible for filing the plans of discretely presented component units.

#### **Determining a Deficit for Governmental Funds (Modified Accrual)**

For all governmental funds (not proprietary funds, fiduciary funds, or discretely presented component units), a plan is necessary to eliminate most "unrestricted fund balance" deficits. For governmental funds other than the General Fund, if the "deferred inflows of resources minus taxes and special assessments receivable" is great enough to cover the "unrestricted fund balance," no plan is necessary. Unrestricted fund balance is the sum of the Committed, Assigned, and Unassigned balances. An unrestricted fund balance deficit exists when the local unit does not have sufficient resources available to cover the deficit. This occurs when the sum of the Nonspendable and Restricted fund balances is greater than the total fund balance. Resources available to cover the deficit includes assets that are not restricted by federal, state, or local laws, regulatory authorities, bond covenants, contractual agreements, or other legal constraints. Therefore, when funds have a total fund balance surplus and an unrestricted fund balance deficit, sufficient unrestricted resources do not exist to eliminate the deficit.

**Determining a Deficit for Proprietary Funds, Fiduciary Funds, and Discretely Presented Component Units (Full Accrual)**

Various methods have been used to determine the amount of a deficit in a proprietary fund, fiduciary fund, or a discretely presented component unit. For purposes of uniformity among all units of local government, effective immediately, Treasury will define a deficit as stated below. Local units will be expected to apply the same test to determine if a deficit elimination plan is necessary.

**Proprietary Fund, Fiduciary Fund, and Discretely Presented Component Unit Deficit Test**

Step 1: Does the "unrestricted net position" or "total net position" have a deficit? If both are "no," no plan is necessary. If one is "yes," is the "deferred inflows of resources minus taxes and special assessments receivable" greater than the larger deficit? If "yes," no plan is necessary. If "no," proceed to Step 2.

Step 2: Calculate current assets minus current liabilities. For this calculation, current liabilities should not include the current portion of long-term obligations. If the answer is positive, no plan is necessary. If the answer is negative, proceed to Step 3.

Step 3: Compare A) the larger deficit between the "unrestricted net position" and the "total net position," and B) current assets minus current liabilities.

Step 4: Submit a plan to eliminate the smaller deficit between A and B.

**Example 1**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 60,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 60,000 = 15,000$ . Answer is positive. No plan is necessary.

Step 3: Not Applicable.

Step 4: Not Applicable.

**Example 2**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 510,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 510,000 = (435,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or 1,800,000, B (435,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (430,000) unrestricted net position deficit.

**Example 3**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 200,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 200,000 = (125,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A **(430,000)** or 1,800,000, B (125,000).

Step 4: B is a smaller deficit than A. Submit a plan to eliminate the (125,000) difference between current assets and current liabilities.

**Example 4**

Unrestricted Net Position = (430,000), Total Net Position = (1,500,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 510,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 510,000 = (435,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or **(1,500,000)**, B (435,000).

Step 4: B is a smaller deficit than A. Submit a plan to eliminate the (435,000) difference between current assets and current liabilities.

**Example 5**

Unrestricted Net Position = (430,000), Total Net Position = (450,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 610,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 610,000 = (535,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or **(450,000)**, B (535,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (450,000) total net position deficit.

**Example 6**

Unrestricted Net Position = (470,000), Total Net Position = (450,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 610,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 610,000 = (535,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A **(470,000)** or (450,000), B (535,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (470,000) unrestricted net position deficit.



**Example 7**

Unrestricted Net Position = (130,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 55,000, Current Liabilities = 60,000

Step 1: Unrestricted Net Position has a deficit < Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. No plan is necessary.

Step 2: Not Applicable.

Step 3: Not Applicable.

Step 4: Not Applicable.

**Electronic Filing Requirements**

It is the position of Treasury that a reasonable plan to eliminate a deficit condition is vital to the fiscal well-being of a local unit as is early implementation of that plan. By providing better guidance on what constitutes a deficit, it is the expectation of Treasury that a local unit will submit a plan and certified resolution in a more expeditious manner. A plan and certified resolution may be filed as soon as 24 hours following the submission of the local unit's audit report and Auditing Procedures Report (Form 496) to Treasury.

A plan generally should be for one year, but in no case longer than five years. Local units with multiple year plans must submit a revised plan each subsequent year, even if they meet their projection, which adheres to the time frame that was originally certified, not to exceed five years. For example, a local unit has a deficit in 2016. They file a five-year plan covering 2017-2021. When they file a revised plan in 2017, the revised plan can only go through 2021, or the end of the original five-year period. Had the local unit filed a three-year plan in 2016, covering 2017-2019, when filing a revised plan in 2017, the revised plan could be extended through 2021. Revised plans also need legislative approval by means of a certified resolution. Treasury's continued certification of a plan may be contingent on the filing of monthly update reports with Treasury, as deemed necessary.

Plans and certified resolutions will no longer be accepted through the U.S. Postal Service, by email, or by hand delivery, effective for deficits associated with audit reports filed on or after July 11, 2016. Instead, the plans and certified resolutions are to be uploaded online at <http://www.michigan.gov/MunicipalFinance>. Click on the "Deficit Elimination Plan Upload" link.

If not already acquired, users must obtain a new User ID and Password by clicking on the "Request Access New User" link on the login page. Once clicking on "Request Access New User," there is an instruction link available should you require additional assistance. The plans and certified resolutions for all of a local unit's deficit funds must be uploaded as a single file in the .pdf format. Each upload would have at a minimum one plan and one certified resolution.

Once logged in, from the drop down lists select your County, Municipality Type, and Municipality. Under the Form drop down list, select "Deficit Elimination Plan Upload." In order for "Deficit Elimination Plan Upload" to be a selection on the Form drop down list, the Auditing Procedures Report must have been filed at least 24 hours prior. Last, select the Fiscal

Year and then select Create Form. On the next page, select Browse, select your file, select Continue, and if you agree with the Certifying Information, check the box and select Submit. A confirmation of receipt is available by selecting the "Deficit Elimination Plan Upload" associated with your recent submission.

Approval and denial letters will no longer be sent via the U.S. Postal Service. Notification will now be sent via email with the letter included as an attachment. The letters, plans, and certified resolutions will be posted on our Web site within 24 hours after receipt of the notification email.

#### **Acceptable Evidence to Support a Plan**

- Projected budget approved by the legislative body as evidenced by a certified resolution itemizing yearly revenues by source, expenditures/expenses by activity, and changes in the fund balance/net position through the year of the deficit's eventual elimination. A written explanation of how the deficit will be eliminated should accompany the plan. Furthermore, should itemized revenues increase or itemized expenditures/expenses decrease by 5% or more from the prior year, an explanation of the increase/decrease is required. There is a five-year limit for an approved plan; the plan must be revised and submitted each subsequent year.
- If a deficit exists in the General Fund, the General Fund plan should include a monthly breakdown of revenues and expenditures for the first two years of the projection and annual detail for the remaining years. For example, a five-year plan would show monthly detail for 24 months, and annual detail for the remaining three years. When a revised plan is submitted in the subsequent year, it would include a monthly breakdown for two years and an annual breakdown for the remaining two years. The monthly breakdown shall be for actual revenue and expenditures expected that month. For example, property taxes should be included in the months the taxes are projected to be actually collected. It shall not be merely the annual revenue and expenditures divided by 12 months. This will allow for a more meaningful picture of how the municipality is progressing on a monthly basis.

#### **Failure to Submit an Acceptable Plan**

Upon completion of the Auditing Procedures Report, within 24 hours the local unit will be emailed a Notice of Intent to Withhold State Payments. The local unit will have 30 days from the date of the notice to file a plan and certified resolution. Should a plan and certified resolution not be filed within 30 days, we may withhold 25% of the local unit's State Incentive Payments or payments issued under 1971 PA 140, the Glenn Steil State Revenue Sharing Act of 1971. Once withheld, payments are released not when a plan and certified resolution have been *filed*, but when a plan and certified resolution have been *evaluated and certified* by Treasury.

If you have any questions, please contact our office at [Treas\\_MunicipalFinance@Michigan.gov](mailto:Treas_MunicipalFinance@Michigan.gov) or (517) 373-3227.

**Sample Legislative Body Resolution and Multiple Year Deficit Elimination Plan**

WHEREAS (Sample Unit)'s **Park Fund** has a \$110,000 deficit fund balance on December 31, 2016; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the (Sample Unit)'s legislative body adopts the following as the (Sample Unit) **Park Fund** Deficit Elimination Plan:

	2017	2018	2019	2020
<b>Unrestricted Net Position (Deficit) Jan. 1</b>	<b>\$(110,000)</b>	<b>\$(95,000)</b>	<b>\$(49,500)</b>	<b>\$(3,000)</b>
<b>Revenue</b>				
Property Taxes	60,000	62,000	64,000	66,000
Charges for Services	95,000	104,500	104,500	104,500
Other	1,000	1,000	1,000	1,000
General Fund	50,000	50,000	50,000	50,000
<b>Total Revenue</b>	<b>206,000</b>	<b>217,500</b>	<b>219,500</b>	<b>221,500</b>
<b>Expenditures</b>				
Salaries and Wages	167,000	148,000	149,000	150,000
Supplies	15,000	15,000	15,000	15,000
Equipment Repairs	4,000	4,000	4,000	4,000
Contractual Services	5,000	5,000	5,000	5,000
Depreciation	15,000	15,000	15,000	15,000
<b>Total Expenditures</b>	<b>206,000</b>	<b>187,000</b>	<b>188,000</b>	<b>189,000</b>
<b>Add Back Depreciation (Net Investment in Capital Assets Net Position)</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Unrestricted Net Position (Deficit) Dec. 31</b>	<b>\$(95,000)</b>	<b>\$(49,500)</b>	<b>\$(3,000)</b>	<b>\$44,500</b>

	2017	2018	2019	2020
<b>CA-CL (Deficit) Jan. 1</b>	<b>\$(120,000)</b>	<b>\$(105,000)</b>	<b>\$(59,500)</b>	<b>\$(13,000)</b>
Revenues	206,000	217,500	219,500	221,500
Expenditures	(206,000)	(187,000)	(188,000)	(189,000)
Add Back Depreciation	15,000	15,000	15,000	15,000
<b>CA-CL (Deficit) Dec. 31</b>	<b>\$(105,000)</b>	<b>\$(59,500)</b>	<b>\$(13,000)</b>	<b>\$34,500</b>

Explanation: Increase charges for services 10% in 2018. Decrease park hours and work hours thereby decreasing salaries and wages by 11.3% in 2018.

BE IT FURTHER RESOLVED that the (Sample Unit)'s (Official's Title) submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

ADD CLERK'S CERTIFICATION.

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 12**

**ITEM: City of Wyandotte Deficit Elimination Plan - Construction Fund**

**PRESENTER:** Robert J. Szczechowski, Deputy Treasurer/Assistant Finance Director

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** For the fiscal year ending 9/30/19, the Construction Fund reported deficits. The Michigan Department of Treasury requires deficit elimination plans documenting the elimination of the deficits.

**STRATEGIC PLAN/GOALS:** To comply with all the requirements of our laws and regulations.

The plans will achieve the goal of eliminating the deficits, as required by the Michigan Department of Treasury.

**ACTION REQUESTED:** Adopt the resolution concurring with the Deputy Treasurer/Assistant Finance Director's recommendation of the Construction Fund Deficit Elimination Plan.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** The resolution and all necessary documents will be forwarded to the Michigan Department of Treasury for its approval.

**LIST OF ATTACHMENTS:**

1. Actual & Budget Projections - Construction Fund
2. State of Michigan Numbered Letter 2016-1

**RESOLUTION**

Item Number: #12  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, The financial statements of the City of Wyandotte show a deficit in the Construction Fund; and

WHEREAS, The City of Wyandotte is required to adopt a Deficit Elimination Plan that addresses said deficit in the Construction Fund; and

WHEREAS, Staff has prepared the attached proposed Deficit Elimination Plan along with budget amendments to address the requirement; now therefore

BE IT RESOLVED BY CITY COUNCIL, That Council adopts the Deficit Elimination Plan; and

BE IT FURTHER RESOLVED BY CITY COUNCIL, That the Deputy Treasurer/Assistant Finance Director be and hereby is directed to make any necessary filings of the Deficit Elimination Plan to ensure compliance with accounting requirements.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____



	Actual 2019	Budgeted 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024	Projected 2025	Projected 2026	Projected 2027	Projected 2028
400-000-411-035 Taxes-Delinquent Personal	9	-	-	-	-	-	-	-	-	-
400-000-655-010 Interest Earnings	8,293	5,000	-	-	-	-	-	-	-	-
400-000-691-306 Operating Transfers-306	188,827	100,000	300,000	300,000	300,000	300,000	300,000	300,000	600,000	600,000
Total Revenue	197,129	105,000	300,000	300,000	300,000	300,000	300,000	300,000	600,000	600,000
400-200-925-798 Interest Expense	75,819	75,210	73,337	67,635	61,789	55,797	49,653	43,356	35,024	20,812
400-336-825-340 Renovation-Central FS	467,306	-	-	-	-	-	-	-	-	-
Total Expenditures	543,125	75,210	73,337	67,635	61,789	55,797	49,653	43,356	35,024	20,812
Excess Revenue/(Expenditures)	(345,995)	29,790	226,663	232,365	238,211	244,203	250,347	256,644	564,976	579,188
Fund Balance - Beginning of Year	(2,255,934)	(2,601,929)	(2,572,139)	(2,345,476)	(2,113,111)	(1,874,900)	(1,630,697)	(1,380,350)	(1,123,706)	(558,730)
Fund Balance - End of Year	(2,601,929)	(2,572,139)	(2,345,476)	(2,113,111)	(1,874,900)	(1,630,697)	(1,380,350)	(1,123,706)	(558,730)	20,458



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

NICK A. KHOURI  
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## NUMBERED LETTER 2016-1

### DEFICIT ELIMINATION PLANS

**Issued By:** Local Government Financial Services Division  
Bureau of Local Government Services

**Issue Date:** July 11, 2016

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**Determining a Deficit for Proprietary Funds, Fiduciary Funds, and Discretely Presented Component Units (Full Accrual)**

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**Proprietary Fund, Fiduciary Fund, and Discretely Presented Component Unit Deficit Test**

Step 1: Does the "unrestricted net position" or "total net position" have a deficit? If both are "no," no plan is necessary. If one is "yes," is the "deferred inflows of resources minus taxes and special assessments receivable" greater than the larger deficit? If "yes," no plan is necessary. If "no," proceed to Step 2.

Step 2: Calculate current assets minus current liabilities. For this calculation, current liabilities should not include the current portion of long-term obligations. If the answer is positive, no plan is necessary. If the answer is negative, proceed to Step 3.

Step 3: Compare A) the larger deficit between the "unrestricted net position" and the "total net position," and B) current assets minus current liabilities.

Step 4: Submit a plan to eliminate the smaller deficit between A and B.

**Example 1**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 60,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 60,000 = 15,000$ . Answer is positive. No plan is necessary.

Step 3: Not Applicable.

Step 4: Not Applicable.

**Example 2**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 510,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 510,000 = (435,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or 1,800,000, B (435,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (430,000) unrestricted net position deficit.

**Example 3**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 200,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 200,000 = (125,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A **(430,000)** or 1,800,000, B (125,000).

Step 4: B is a smaller deficit than A. Submit a plan to eliminate the (125,000) difference between current assets and current liabilities.

**Example 4**

Unrestricted Net Position = (430,000), Total Net Position = (1,500,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 510,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 510,000 = (435,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or **(1,500,000)**, B (435,000).

Step 4: B is a smaller deficit than A. Submit a plan to eliminate the (435,000) difference between current assets and current liabilities.

**Example 5**

Unrestricted Net Position = (430,000), Total Net Position = (450,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 610,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 610,000 = (535,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or **(450,000)**, B (535,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (450,000) total net position deficit.

**Example 6**

Unrestricted Net Position = (470,000), Total Net Position = (450,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 610,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 610,000 = (535,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A **(470,000)** or (450,000), B (535,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (470,000) unrestricted net position deficit.



**Example 7**

Unrestricted Net Position = (130,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 55,000, Current Liabilities = 60,000

Step 1: Unrestricted Net Position has a deficit < Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. No plan is necessary.

Step 2: Not Applicable.

Step 3: Not Applicable.

Step 4: Not Applicable.

**Electronic Filing Requirements**

It is the position of Treasury that a reasonable plan to eliminate a deficit condition is vital to the fiscal well-being of a local unit as is early implementation of that plan. By providing better guidance on what constitutes a deficit, it is the expectation of Treasury that a local unit will submit a plan and certified resolution in a more expeditious manner. A plan and certified resolution may be filed as soon as 24 hours following the submission of the local unit's audit report and Auditing Procedures Report (Form 496) to Treasury.

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#### **Acceptable Evidence to Support a Plan**

- Projected budget approved by the legislative body as evidenced by a certified resolution itemizing yearly revenues by source, expenditures/expenses by activity, and changes in the fund balance/net position through the year of the deficit's eventual elimination. A written explanation of how the deficit will be eliminated should accompany the plan. Furthermore, should itemized revenues increase or itemized expenditures/expenses decrease by 5% or more from the prior year, an explanation of the increase/decrease is required. There is a five-year limit for an approved plan; the plan must be revised and submitted each subsequent year.
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If you have any questions, please contact our office at [Treas\\_MunicipalFinance@Michigan.gov](mailto:Treas_MunicipalFinance@Michigan.gov) or (517) 373-3227.

**Sample Legislative Body Resolution and Multiple Year Deficit Elimination Plan**

WHEREAS (Sample Unit)'s **Park Fund** has a \$110,000 deficit fund balance on December 31, 2016; and

WHEREAS, 1971 PA 140 requires that a Deficit Elimination Plan be formulated by the local unit of government and filed with the Michigan Department of Treasury;

NOW THEREFORE, IT IS RESOLVED that the (Sample Unit)'s legislative body adopts the following as the (Sample Unit) **Park Fund** Deficit Elimination Plan:

	2017	2018	2019	2020
<b>Unrestricted Net Position (Deficit) Jan. 1</b>	<b>\$(110,000)</b>	<b>\$(95,000)</b>	<b>\$(49,500)</b>	<b>\$(3,000)</b>
<b>Revenue</b>				
Property Taxes	60,000	62,000	64,000	66,000
Charges for Services	95,000	104,500	104,500	104,500
Other	1,000	1,000	1,000	1,000
General Fund	50,000	50,000	50,000	50,000
<b>Total Revenue</b>	<b>206,000</b>	<b>217,500</b>	<b>219,500</b>	<b>221,500</b>
<b>Expenditures</b>				
Salaries and Wages	167,000	148,000	149,000	150,000
Supplies	15,000	15,000	15,000	15,000
Equipment Repairs	4,000	4,000	4,000	4,000
Contractual Services	5,000	5,000	5,000	5,000
Depreciation	15,000	15,000	15,000	15,000
<b>Total Expenditures</b>	<b>206,000</b>	<b>187,000</b>	<b>188,000</b>	<b>189,000</b>
<b>Add Back Depreciation (Net Investment in Capital Assets Net Position)</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Unrestricted Net Position (Deficit) Dec. 31</b>	<b>\$(95,000)</b>	<b>\$(49,500)</b>	<b>\$(3,000)</b>	<b>\$44,500</b>

	2017	2018	2019	2020
<b>CA-CL (Deficit) Jan. 1</b>	<b>\$(120,000)</b>	<b>\$(105,000)</b>	<b>\$(59,500)</b>	<b>\$(13,000)</b>
Revenues	206,000	217,500	219,500	221,500
Expenditures	(206,000)	(187,000)	(188,000)	(189,000)
Add Back Depreciation	15,000	15,000	15,000	15,000
<b>CA-CL (Deficit) Dec. 31</b>	<b>\$(105,000)</b>	<b>\$(59,500)</b>	<b>\$(13,000)</b>	<b>\$34,500</b>

Explanation: Increase charges for services 10% in 2018. Decrease park hours and work hours thereby decreasing salaries and wages by 11.3% in 2018.

BE IT FURTHER RESOLVED that the (Sample Unit)'s (Official's Title) submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

ADD CLERK'S CERTIFICATION.

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 13**

**ITEM: City of Wyandotte Deficit Elimination Plan - Brownfield Redevelopment Authority Fund**

**PRESENTER:** Robert J. Szczechowski, Deputy Treasurer/Assistant Finance Director

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** For the fiscal year ending 9/30/19, the Brownfield Redevelopment Authority Fund reported deficits. The Michigan Department of Treasury requires deficit elimination plans documenting the elimination of the deficits.

**STRATEGIC PLAN/GOALS:** To comply with all the requirements of our laws and regulations.

The plans will achieve the goal of eliminating the deficits, as required by the Michigan Department of Treasury.

**ACTION REQUESTED:** Adopt the resolution concurring with the Deputy Treasurer/Assistant Finance Director's recommendation of the Brownfield Redevelopment Authority Fund Deficit Elimination Plan.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** n/a

**IMPLEMENTATION PLAN:** The resolution and all necessary documents will be forwarded to the Michigan Department of Treasury for its approval.

**LIST OF ATTACHMENTS:**

1. Actual & Budget Projections - Brownfield Redevelopment Authority Fund
2. Unrestricted Net Asset Calculation\_Brownfield Redevelopment Authority Fund
3. State of Michigan Numbered Letter 2016-1



**RESOLUTION**

Item Number: #13  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

WHEREAS, The financial statements of the City of Wyandotte show a deficit in the Brownfield Redevelopment Authority Fund; and

WHEREAS, The City of Wyandotte is required to adopt A Deficit Elimination Plan that addresses said deficit in the Brownfield Redevelopment Authority Fund; and

WHEREAS, Staff has prepared the attached proposed Deficit Elimination Plan to address the requirement; now therefore

BE IT RESOLVED BY CITY COUNCIL, That Council adopts the Deficit Elimination Plan for the Brownfield Redevelopment Authority Fund; and

BE IT FURTHER RESOLVED BY CITY COUNCIL, That the Deputy Treasurer/Assistant Finance Director be and hereby is directed to make any necessary filings of the Deficit Elimination Plan to ensure compliance with accounting requirements.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

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**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

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City of Wyandotte  
Brownfield Redevelopment Authority Fund  
Actual and Budget Projections  
Deficit Elimination Plan  
March 17, 2020

Attachment A

	Actual 2019	Budgeted 2020	Projected 2021	Projected 2022	Projected 2023	Projected 2024
231-000-411-003 School Taxes #3						
231-000-411-014 School Taxes #14	4,002	4,041	4,816	4,728	4,648	4,266
231-000-411-019 School Taxes #19	37,364	0	0	0	0	0
231-000-411-020 School Taxes #20	8,518	8,421	8,603	10,188	10,362	10,461
231-000-421-004 Non-School Taxes #4	60,117	54,440	55,147	55,864	56,590	57,326
231-000-421-007 Non-School Taxes #7	57,781	65,306	67,265	69,283	71,362	73,502
231-000-421-008 Non-School Taxes #8	31,665	31,334	29,255	29,255	27,652	27,652
231-000-421-009 Non-School Taxes #9	8,726	7,683	8,726	8,726	11,770	11,770
231-000-421-010 Non-School Taxes #10	194	331	341	351	362	373
231-000-421-011 Non-School Taxes #11	11,231	10,991	11,231	11,231	14,562	14,562
231-000-421-014 Non-School Taxes #14	1,179	1,171	1,319	1,279	788	767
231-000-421-019 Non-School Taxes #19	8,939	8,757	8,870	8,986	5,771	5,846
231-000-421-020 Non-School Taxes #20	14,432	14,241	13,454	13,571	12,711	12,825
231-000-655-010 Interest Earnings	2,823	0	0	0	0	0
231-000-655-040 Miscellaneous Revenue	124,373	0	0	0	0	0
231-000-691-010 Operating Transfer-TIFA						
Total Revenue	371,346	206,716	209,027	213,461	216,577	219,350
231-104-926-120 Interest Reimbursement #4	9,905	9,281	8,929	8,522	8,055	7,526
231-107-926-120 Interest Reimbursement #7	7,154	4,648	3,781	3,026	2,688	2,351
231-108-926-120 Interest Reimbursement #8	12,041	11,567	11,085	10,690	10,274	9,786
231-109-926-110 Principal Reimbursement #9	6,647	5,542	6,521	6,455	9,430	9,360
231-111-926-110 Principal Reimbursement #11	9,590	9,327	9,541	9,516	12,821	12,795
231-114-926-110 Principal Reimbursement #14	4,002	4,041	4,816	4,728	4,648	4,266
231-119-926-110 Principal Reimbursement #19	44,516	7,006	7,096	7,189	4,617	4,677
231-120-926-110 Principal Reimbursement #20	20,081	19,830	19,300	20,224	19,616	19,796
231-200-925-335 AO-Project Development Services	38,340	36,353	44,630	44,719	43,571	43,676
231-200-926-110 AO-Salary	23,000	23,000	23,000	23,000	23,000	23,000
Total Expenditures	175,277	130,595	138,698	138,067	138,721	137,233
Excess Revenue/(Expenditures)	196,069	76,121	70,329	75,394	77,856	82,118
Fund Balance - Beginning of Year	(791,994)	(595,925)	(519,804)	(449,475)	(374,081)	(296,225)
Fund Balance - End of Year	(595,925)	(519,804)	(449,475)	(374,081)	(296,225)	(214,108)

**City of Wyandotte**  
**Brownfield Redevelopment Authority Fund**  
**Unrestricted Net Asset Calculation**  
**Deficit Elimination Plan**  
**March 17, 2020**

Attachment B

	Actual FYE 2019	Budgeted FYE 2020	Projected FYE 2021	Projected FYE 2022	Projected FYE 2023	Projected FYE 2024
Beginning Unrestricted Net Assets (Deficit)	(791,995)	(595,926)	(519,805)	(449,476)	(374,082)	(296,226)
Change in Net Assets	196,069	76,121	70,329	75,394	77,856	82,118
Ending Unrestricted Net Assets (Deficit)	(595,926)	(519,805)	(449,476)	(374,082)	(296,226)	(214,108)
Non-current Liabilities	564,674	533,227	477,591	438,432	396,145	351,446
Net Assets (Deficit)	(31,252)	13,422	28,115	64,350	99,919	137,338
Long Term Debt	18,581	0	0	0	0	0
Current Assets-Current Liabilities (Deficit)	(12,671)	13,422	28,115	64,350	99,919	137,338
231-000-041-284	210,309	201,542	194,372	186,808	177,930	168,564
231-000-041-677	176,906	163,633	148,749	132,154	113,744	93,411
231-000-067-287	177,459	168,051	134,471	119,471	104,471	89,471
Non-current liabilities	564,674	533,227	477,591	438,432	396,145	351,446



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF TREASURY  
LANSING

NICK A. KHOURI  
STATE TREASURER

## NUMBERED LETTER 2016-1

### DEFICIT ELIMINATION PLANS

**Issued By:** Local Government Financial Services Division  
Bureau of Local Government Services

**Issue Date:** July 11, 2016

2016-1 This numbered letter repeals numbered letter 2014-1. Significant changes since numbered letter 2014-1 include electronic filing requirements for deficits associated with audits filed on or after July 11, 2016.

The Glenn Steil State Revenue Sharing Act of 1971, 1971 Public Act (PA) 140, Section 21(2), states that units of local government (local units) who end their fiscal year in a deficit condition shall formulate a deficit elimination plan (plan). Any assessment of a local unit's deficit condition should be made at the fund level of reporting, not at the government-wide level. The plan and certified resolution shall be filed with the Department of Treasury (Treasury) for evaluation and certification. Primary local units are responsible for filing the plans of discretely presented component units.

#### **Determining a Deficit for Governmental Funds (Modified Accrual)**

For all governmental funds (not proprietary funds, fiduciary funds, or discretely presented component units), a plan is necessary to eliminate most "unrestricted fund balance" deficits. For governmental funds other than the General Fund, if the "deferred inflows of resources minus taxes and special assessments receivable" is great enough to cover the "unrestricted fund balance," no plan is necessary. Unrestricted fund balance is the sum of the Committed, Assigned, and Unassigned balances. An unrestricted fund balance deficit exists when the local unit does not have sufficient resources available to cover the deficit. This occurs when the sum of the Nonspendable and Restricted fund balances is greater than the total fund balance. Resources available to cover the deficit includes assets that are not restricted by federal, state, or local laws, regulatory authorities, bond covenants, contractual agreements, or other legal constraints. Therefore, when funds have a total fund balance surplus and an unrestricted fund balance deficit, sufficient unrestricted resources do not exist to eliminate the deficit.

**Determining a Deficit for Proprietary Funds, Fiduciary Funds, and Discretely Presented Component Units (Full Accrual)**

Various methods have been used to determine the amount of a deficit in a proprietary fund, fiduciary fund, or a discretely presented component unit. For purposes of uniformity among all units of local government, effective immediately, Treasury will define a deficit as stated below. Local units will be expected to apply the same test to determine if a deficit elimination plan is necessary.

**Proprietary Fund, Fiduciary Fund, and Discretely Presented Component Unit Deficit Test**

Step 1: Does the "unrestricted net position" or "total net position" have a deficit? If both are "no," no plan is necessary. If one is "yes," is the "deferred inflows of resources minus taxes and special assessments receivable" greater than the larger deficit? If "yes," no plan is necessary. If "no," proceed to Step 2.

Step 2: Calculate current assets minus current liabilities. For this calculation, current liabilities should not include the current portion of long-term obligations. If the answer is positive, no plan is necessary. If the answer is negative, proceed to Step 3.

Step 3: Compare A) the larger deficit between the "unrestricted net position" and the "total net position," and B) current assets minus current liabilities.

Step 4: Submit a plan to eliminate the smaller deficit between A and B.

**Example 1**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 60,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 60,000 = 15,000$ . Answer is positive. No plan is necessary.

Step 3: Not Applicable.

Step 4: Not Applicable.

**Example 2**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 510,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 510,000 = (435,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or 1,800,000, B (435,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (430,000) unrestricted net position deficit.



**Example 3**

Unrestricted Net Position = (430,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 200,000

Step 1: Unrestricted Net Position has a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 200,000 = (125,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A **(430,000)** or 1,800,000, B (125,000).

Step 4: B is a smaller deficit than A. Submit a plan to eliminate the (125,000) difference between current assets and current liabilities.

**Example 4**

Unrestricted Net Position = (430,000), Total Net Position = (1,500,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 510,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 510,000 = (435,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or **(1,500,000)**, B (435,000).

Step 4: B is a smaller deficit than A. Submit a plan to eliminate the (435,000) difference between current assets and current liabilities.

**Example 5**

Unrestricted Net Position = (430,000), Total Net Position = (450,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 610,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 610,000 = (535,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A (430,000) or **(450,000)**, B (535,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (450,000) total net position deficit.

**Example 6**

Unrestricted Net Position = (470,000), Total Net Position = (450,000)

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 75,000, Current Liabilities = 610,000

Step 1: Unrestricted Net Position and Total Net Position have a deficit > Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. Proceed to Step 2.

Step 2:  $75,000 - 610,000 = (535,000)$ . Answer is negative. Proceed to Step 3.

Step 3: A **(470,000)** or (450,000), B (535,000).

Step 4: A is a smaller deficit than B. Submit a plan to eliminate the (470,000) unrestricted net position deficit.

**Example 7**

Unrestricted Net Position = (130,000), Total Net Position = 1,800,000

Deferred Inflows of Resources minus Taxes and Special Assessments Receivable = 150,000

Current Assets = 55,000, Current Liabilities = 60,000

Step 1: Unrestricted Net Position has a deficit < Deferred Inflows of Resources minus Taxes and Special Assessments Receivable. No plan is necessary.

Step 2: Not Applicable.

Step 3: Not Applicable.

Step 4: Not Applicable.

**Electronic Filing Requirements**

It is the position of Treasury that a reasonable plan to eliminate a deficit condition is vital to the fiscal well-being of a local unit as is early implementation of that plan. By providing better guidance on what constitutes a deficit, it is the expectation of Treasury that a local unit will submit a plan and certified resolution in a more expeditious manner. A plan and certified resolution may be filed as soon as 24 hours following the submission of the local unit's audit report and Auditing Procedures Report (Form 496) to Treasury.

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If not already acquired, users must obtain a new User ID and Password by clicking on the "Request Access New User" link on the login page. Once clicking on "Request Access New User," there is an instruction link available should you require additional assistance. The plans and certified resolutions for all of a local unit's deficit funds must be uploaded as a single file in the .pdf format. Each upload would have at a minimum one plan and one certified resolution.

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#### **Acceptable Evidence to Support a Plan**

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#### **Failure to Submit an Acceptable Plan**

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<b>Unrestricted Net Position (Deficit) Jan. 1</b>	<b>\$(110,000)</b>	<b>\$(95,000)</b>	<b>\$(49,500)</b>	<b>\$(3,000)</b>
<b>Revenue</b>				
Property Taxes	60,000	62,000	64,000	66,000
Charges for Services	95,000	104,500	104,500	104,500
Other	1,000	1,000	1,000	1,000
General Fund	50,000	50,000	50,000	50,000
<b>Total Revenue</b>	<b>206,000</b>	<b>217,500</b>	<b>219,500</b>	<b>221,500</b>
<b>Expenditures</b>				
Salaries and Wages	167,000	148,000	149,000	150,000
Supplies	15,000	15,000	15,000	15,000
Equipment Repairs	4,000	4,000	4,000	4,000
Contractual Services	5,000	5,000	5,000	5,000
Depreciation	15,000	15,000	15,000	15,000
<b>Total Expenditures</b>	<b>206,000</b>	<b>187,000</b>	<b>188,000</b>	<b>189,000</b>
<b>Add Back Depreciation (Net Investment in Capital Assets Net Position)</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>	<b>15,000</b>
<b>Unrestricted Net Position (Deficit) Dec. 31</b>	<b>\$(95,000)</b>	<b>\$(49,500)</b>	<b>\$(3,000)</b>	<b>\$44,500</b>

	2017	2018	2019	2020
<b>CA-CL (Deficit) Jan. 1</b>	<b>\$(120,000)</b>	<b>\$(105,000)</b>	<b>\$(59,500)</b>	<b>\$(13,000)</b>
Revenues	206,000	217,500	219,500	221,500
Expenditures	(206,000)	(187,000)	(188,000)	(189,000)
Add Back Depreciation	15,000	15,000	15,000	15,000
<b>CA-CL (Deficit) Dec. 31</b>	<b>\$(105,000)</b>	<b>\$(59,500)</b>	<b>\$(13,000)</b>	<b>\$34,500</b>

Explanation: Increase charges for services 10% in 2018. Decrease park hours and work hours thereby decreasing salaries and wages by 11.3% in 2018.

BE IT FURTHER RESOLVED that the (Sample Unit)'s (Official's Title) submits the Deficit Elimination Plan to the Michigan Department of Treasury for certification.

ADD CLERK'S CERTIFICATION.

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 14**

**ITEM: Police Department-Purchase of Body Worn Cameras**

**PRESENTER:** Brian Zalewski

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** For the last year, the police department has been researching the purchase and implementation of Law Enforcement Body Worn Cameras (BWC). On January 22nd, 2020, the police department placed a request for proposal (RFP) file #4777 on the Michigan Inter-Governmental Network (MITN) to solicit bids for this purchase. To summarize the bid proposal, it was for (35) BWC's, one assigned to each officer, (3) spare cameras, camera specifications, accessories, and a video storage solution. A total of six sealed bids were received by the City Clerk's Office and they were opened on February 10th, 2020.

After review of each proposal, the police department is requesting approval to purchase BWC's from the company Axon. Axon met all specifications, needs, and requirements, it also includes Evidence.Com storage and redaction software. They hold a MIDEAL Contract # 071B4300067, and the purchase price is the lowest that met the proposal requirements. By purchasing the cameras from Axon, and utilizing Evidence.com, this will provide a service that offers a secure link with the Wayne County Prosecutor's Office. The Prosecutors Office recently partnered with Evidence.com to provide them with a video storage software program for the upload of video evidence in criminal cases. This ability will permit our agency to confidently share crucial pieces of evidence with the prosecutor's office.

The initial purchase price from Axon is \$63, 917.00. The police department would also enter in to a total assurance plan with Axon at a cost of \$31,730.00 per year for the next five years. By entering in to this plan, it would provide replacement of the BWC if a new generation Axon camera is developed, storage of video evidence, and extended coverage. After the sixth year, the total cost of this purchase would be \$190,837.00. This total cost was the lowest proposal that met our bid specifications and requirements.

The Police Commission approved the purchase of Axon Body Worn Camera's at their scheduled meeting on March 10th, 2020. The City Attorney has reviewed the Axon proposal purchase agreement and has approved as to form.

**STRATEGIC PLAN/GOALS:** The purchase of Body Worn Cameras will support and assist officers in performing their duties, protect against false accusations, and provide video evidence to support criminal investigations and resolution of complaints.

**ACTION REQUESTED:** To concur with the police department and approve the purchase of Body Worn Cameras from Axon.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The funds for this purchase are available in account # 101-301-850-540 of the police department budget.

**IMPLEMENTATION PLAN:** Once approved for purchase, we will enter in to an agreement with Axon, schedule training for officers, and then assign and distribute the BWC's for use.

**LIST OF ATTACHMENTS:**

1. Letter to Police Commision-BWC
2. Bid Deposit Log Sheet-Clerks Office BWC
3. Axon Bid Proposal-BWC

**RESOLUTION**

Item Number: #14  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED BY THE CITY COUNCIL that the Council concurs with the approval to purchase Body Worn Cameras from Axon (Bid File #4777) in the amount of \$63,917.00, enter in to an Total Assurance Plan agreement for (5) years in the amount of \$31,730.00. each year, with total cost after 6 years in the amount of \$190,837.00; and

BE IT FURTHER RESOLVED BY THE CITY COUNCIL authorizes the police department to proceed with this purchase.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
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**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

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\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**MAYOR**  
Joseph R. Peterson

**CITY CLERK**  
Lawrence S. Stec

**TREASURER**  
Todd M. Browning

**CITY ASSESSOR**  
Theodore H. Galeski



**CITY COUNCIL**  
Robert A. DeSana  
Leonard T. Sabuda  
Megan Maiani  
Chris Calvin  
Donald C. Schultz  
Robert Alderman

**BRIAN ZALEWSKI**  
CHIEF OF POLICE

March 5<sup>th</sup>, 2020

To: Police Commission  
From: Brian Zalewski, Chief of Police  
Subject: Purchase of Body Worn Cameras for the Police Department

Dear Commissioners,

For the last year, Deputy Chief Hamilton and I have been researching various reputable companies that offer Body Worn Cameras (BWC) for purchase by law enforcement agencies. On January 22<sup>nd</sup>, 2020, the Wyandotte Police Department submitted request for proposal file #4777 to the Michigan Inter-Governmental Trade Network (MITN) to solicit bids for the purchase of BWC's. This solicitation for bids is in accordance with Wyandotte's Procurement Procedure which was adopted by City Council on January 9<sup>th</sup>, 2017 in Council Resolution 2017-3. To summarize, the bid proposal was for (35) BWC's, one assigned to each officer, and (3) spare cameras. It also included camera specifications, and accessory requirements.

The closing date for bid proposals was February 10<sup>th</sup>, 2020, at 2:00pm, and received by the City Clerk's Office. A total of six bids were received. The bids are listed below by their company's name and price quote.

Company	Initial Purchase Price	Assurance Plan Per Year	5th Year Total
*Foray Technologies	\$39,800	\$30,000	\$159,800.00
Axon	\$63,917.00	\$31,730.00	\$190,837.00
** Digital Ally	\$68,595.00	\$32,726.00	\$197,699.00
Watch Guard	\$80,060.00	\$24,325.00	\$206,660.00
***Kustom Signals	\$91,217.20	N/A	N/A
****Utility	\$185,500.00	N/A	N/A

\*Proposal does not include BWC's.

\*\*Two-piece camera system.

\*\*\*One time purchase, no storage, redaction, or editing software.

\*\*\*\*BWC is a cellular phone style camera, uniform modification for wearing, not viable for police rigors.

*Foray Technologies* cannot provide the actual BWC devices, only storage; *Digital Ally* is unable to provide a one piece BWC device; *Kustom Signals* does not offer storage or redaction capabilities; and *Utility* only offers cellular phones, not durable BWC devices. Therefore, the only viable choices are *Axon* and *Watch Guard*. However, *Axon* is the only service that offers a secure link with the Wayne County Prosecutor's Office. This ability will permit our agency to confidently share crucial pieces of evidence with the prosecutor's office for all criminal cases. This unique service is something that is required in order to protect the integrity of each criminal

Pg. 1

case, and to efficiently share evidence with the prosecuting attorney. Axon is the only vendor that offers this service.

Therefore, I am requesting approval to purchase Axon Body Worn Cameras for the police department. Axon met all specifications, needs, and requirements, includes Evidence.Com storage and redaction software. They hold a MIDEAL Contract # 071B4300067, initial purchase price is the lowest proposed, and have a reduced overall 5 year payment plan that is \$15,823.00 less than Watch Guard.

I have also reached out to several downriver police departments that utilize Axon for BWC's. Taylor Police Dept., Huron Twp. Police Dept., and Sumpter Twp. Police Dept. Each of these police agencies are very satisfied the BWC's and service provided by Axon. Our police department also utilizes the 'Taser' which is a product from Axon.

If approved, I will forward this request to the Mayor, City Council, and City Administrator for final purchase approval.

Respectfully,

A handwritten signature in cursive script, reading "Brian Zalewski". The signature is written in dark ink and is positioned above the printed name.

Brian Zalewski



**CITY OF WYANDOTTE  
BID DEPOSIT LOG SHEET**

Bid #:		4777				
Bid Description:		WPD BODYCAMERAS				
Bid Date:		02/10/2020				
	Bidder/ Business Name	Address (City, State)	Amount	Check #/ Bid Bond (Y/N)	Check Return Date	Signature
1	KUSTOM SIGNALS INC	9652 LOIRET BLVD LOXEXA KS 66219	\$91,217.20			
2	WATCHGUARD VIDEO	415 E. EXCHANGE PRWY ALLEN TX. 75002	\$80,060.00			
3	AXON SALES	17851 W. 85TH ST SCOTTSDALE AZ 85255	\$72,592.65			
4	FORAY TECHNOLOGIES	1614 NORTH ST MARTINSDALE WV 25401	\$120,000			
5	UTILITY ASSOC. INC	250 E. PONCE DELEON AVE STE 700 DECATUR GA. 30030	\$185,500 (54RS)			
6	DIGITAL ALLY INC	9705 LOIRET BL LOXEXA KS. 66219	\$32,276.00			
7						
8						
9						
10						

AXON ENTERPRISE, INC.  
17800 NORTH 85<sup>TH</sup> STREET  
SCOTTSDALE, AZ 85255



January 30, 2020

City Clerk  
Wyandotte City Hall  
3200 Biddle Ave.  
Wyandotte, MI 48192

## DEAR CHIEF ZALEWSKI,

Outfitting Wyandotte Police Department (WPD) officers with a rugged and reliable body-worn camera (BWC) solution should be a top priority. The system you choose should be designed to help limit false accusations, build trust in your community, and ultimately keep your officers safe. Especially when considering the heightened chances of a lawsuit—or the depletion of valuable time and resources when conducting an investigation—if a BWC is not present at the time of an event.

That is why Axon believes WPD should implement our Axon BWC and digital evidence management system (DEMS), Axon Evidence, specifically created for law enforcement. Let us provide you with the solutions to help capture, manage, and store your evidence, so you can focus on protecting the truth.

We've included pricing for two camera models. Axon currently has a contract with the State of Michigan MiDEAL program, which includes the Axon Body 2 camera. We've also included pricing and technical specs for our latest camera model the Axon Body 3, which is not on the contract at this time, for your consideration.

Axon has partnered with more than 7,500 agencies around the world to deliver innovative hardware and software solutions built for the public safety sector. With a dedicated research and development department and budget, we are focused on supporting our current technology and improving it for the future.

With the implementation of our solution, Axon can offer WPD:

- ▶ Reliable hardware, including cameras, docks, and accessories, as well as complimentary mobile applications
- ▶ A comprehensive DEMS that makes sharing, managing, and redacting evidence simple
- ▶ Technical support focused on customer success pre- and post- deployment

The pricing included (one for Axon Body 2 cameras and one for Axon Body 3 cameras) will remain firm for a period of 90 days after official opening of proposals.



If you have any questions regarding our proposal, pricing, or products, please contact the following Axon representatives.

Proposal Contact	Sales Contact	Contracts Contact
Julia Leibelshon, Senior Proposal Manager 480.584.7733 <a href="mailto:jleibelshon@axon.com">jleibelshon@axon.com</a> 17800 N. 85 <sup>th</sup> Street Scottsdale, AZ 85255	Jesse Hernandez, Sales Representative 480.463.2151 <a href="mailto:jesseh@axon.com">jesseh@axon.com</a> 17800 N. 85 <sup>th</sup> Street Scottsdale, AZ 85255	Caitlin Blackburn, Corporate Counsel 480.502.6296 <a href="mailto:cblackburn@axon.com">cblackburn@axon.com</a> 17800 N. 85 <sup>th</sup> Street Scottsdale, AZ 85255

We look forward to working with WPD to implement our robust BWC program.

Sincerely,



Robert Driscoll  
VP, Associate General Counsel and Assistant Corporate Secretary



## H. PRICING PROPOSAL

**Each proposer is required to submit a cost proposal in response to this RFP. The cost will include all aspects and all requirements in the scope of work. The proposer will list the following information in the proposal.**

We've included pricing for two camera models. Axon currently has a contract with the State of Michigan MiDEAL program, which includes the Axon Body 2 camera. We've also included pricing and technical specs for our latest camera model the Axon Body 3, which is not on the contract at this time, for your consideration. Pricing proposals will remain valid through 12/31/2020.

**1. The proposer will submit a proposal with a cost for the total project;**

Please see the quotes below for an outline of total cost for the project.

**2. The proposer will guarantee the pricing for the term of the contract.**

Complies.

**3. The proper will list the details of any fees, expenses, such as travel or other reimbursement items that the proposer will charge.**

Travel costs are included in professional services costs. Please see the quotes below for an outline of all fees.

**4. Proposal pricing will remain firm for a period of 90 days after official opening of proposals.**

The pricing included (one for Axon Body 2 cameras and one for Axon Body 3 cameras) will remain firm for a period of 90 days after official opening of proposals.

**5. Proposer may provide a list or explanation on a separate sheet detailing any additional incentives or discounts that the proposer will offer at no additional charge as part of their proposal. This incentive will become part of the signed contract.**

We've included pricing for two camera models. Axon currently has a contract with the State of Michigan MiDEAL program, which includes the Axon Body 2 camera. We've also included pricing and technical specs for our latest camera model the Axon Body 3, which is not on the contract at this time, for your consideration. Pricing proposals will remain valid through 12/31/2020.

### INCENTIVES

- ✦ Axon Body 2 Q-244149 Wyandotte Police Dept. - MI (Quote) = 4.68% discount totaling \$9,380.00 USD Total \$190,837.00.
- ✦ Axon Body 3 Q-244181 Wyandotte Police Dept. - MI - (Quote) = 4.73% discount totaling \$10,536.75 USD Total \$212,363.25.



## AXON BODY 2 QUOTE



# AXON

**Wyandotte Police Dept. - MI**

**AXON SALES REPRESENTATIVE**

Jesse Hernandez  
4804632151  
jesseh@axon.com

**ISSUED**  
2/3/2020

Q-244149-43865.607JH

1



Axon Enterprise, Inc.  
17800 N 85th St.  
Scottsdale, Arizona 85255  
United States  
Phone: (800) 978-2737

Q-244149-43865.607JH

Issued: 02/03/2020

Quote Expiration: 07/30/2020

Account Number: 447507

Payment Terms: Net 30  
Delivery Method: Fedex - Ground

#### SHIP TO

Brian Zalewski  
Wyandotte Police Dept. - MI  
2015 BIDDLE AVE  
WYANDOTTE, MI 48192  
US

#### BILL TO

Wyandotte Police Dept. - MI  
2015 BIDDLE AVE  
WYANDOTTE, MI 48192  
US

#### SALES REPRESENTATIVE

Jesse Hernandez  
Phone: 4804632151  
Email: jesseh@axon.com  
Fax:

#### PRIMARY CONTACT

Brian Zalewski  
Phone: 7342310317  
Email: bzalewski@wyandottemi.gov

#### Year 1

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages</b>						
80012	BASIC EVIDENCE.COM LICENSE: YEAR 1 PAYMENT		33	180.00	180.00	5,940.00
80022	PRO EVIDENCE.COM LICENSE: YEAR 1 PAYMENT		5	468.00	468.00	2,340.00
85110	EVIDENCE.COM INCLUDED STORAGE		330	0.00	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE		150	0.00	0.00	0.00
87026	TECH ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT		6	336.00	336.00	2,016.00
85100	AXON AUTO TAGGING SERVICE: ANNUAL PAYMENT		35	180.00	180.00	6,300.00
85035	EVIDENCE.COM STORAGE		7,000	0.75	0.75	5,250.00
<b>Hardware</b>						
74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK		35	499.00	499.00	17,465.00
74008	AXON DOCK, 6 BAY + CORE, AXON BODY 2		6	1,495.00	1,495.00	8,970.00
74028	WING CLIP MOUNT, AXON RAPIDLOCK		35	0.00	0.00	0.00
71028	MAGNET MOUNT, FLEXIBLE REINFORCED, RAPIDLOCK		35	0.00	0.00	0.00
11553	SYNC CABLE, USB A TO 2.5MM		35	0.00	0.00	0.00
70033	WALL MOUNT BRACKET, ASSY, EVIDENCE.COM DOCK		6	42.00	42.00	252.00

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Protect Life.





### Year 1 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Other</b>						
73260	Technology Assurance Plan AB3 Annual Payment		35	336.00	282.40	9,884.00
<b>Services</b>						
85144	AXON STARTER		2	2,750.00	2,750.00	5,500.00
Subtotal						63,917.00
Estimated Shipping						0.00
Estimated Tax						0.00
Total						63,917.00

### Spares

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Hardware</b>						
74001	AXON CAMERA ASSEMBLY, ONLINE, AXON BODY 2, BLK		3	0.00	0.00	0.00
74028	WING CLIP MOUNT, AXON RAPIDLOCK		3	0.00	0.00	0.00
71026	MAGNET MOUNT, FLEXIBLE REINFORCED, RAPIDLOCK		3	0.00	0.00	0.00
11553	SYNC CABLE, USB A TO 2.5MM		3	0.00	0.00	0.00
Subtotal						0.00
Estimated Tax						0.00
Total						0.00

### Year 2

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages</b>						
87026	TECH ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT		6	336.00	336.00	2,016.00
85100	AXON AUTO TAGGING SERVICE: ANNUAL PAYMENT		35	180.00	180.00	6,300.00
80013	BASIC EVIDENCE.COM LICENSE: YEAR 2 PAYMENT		33	180.00	180.00	5,940.00
80023	PRO EVIDENCE.COM LICENSE: YEAR 2 PAYMENT		5	468.00	468.00	2,340.00
85110	EVIDENCE.COM INCLUDED STORAGE		330	0.00	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE		150	0.00	0.00	0.00
85035	EVIDENCE.COM STORAGE		7,000	0.75	0.75	5,250.00

Q-244149-43865,607JH

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Protect Life.



#### Year 2 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Other						
73260	Technology Assurance Plan AB3 Annual Payment		35	336.00	282.40	9,884.00
Subtotal						31,730.00
Estimated Tax						0.00
Total						31,730.00

#### Year 3

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
80014	BASIC EVIDENCE.COM LICENSE: YEAR 3 PAYMENT		33	180.00	180.00	5,940.00
80024	PRO EVIDENCE.COM LICENSE: YEAR 3 PAYMENT		5	468.00	468.00	2,340.00
85110	EVIDENCE.COM INCLUDED STORAGE		330	0.00	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE		150	0.00	0.00	0.00
87026	TECH ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT		6	336.00	336.00	2,016.00
85100	AXON AUTO TAGGING SERVICE: ANNUAL PAYMENT		35	180.00	180.00	6,300.00
85035	EVIDENCE.COM STORAGE		7,000	0.75	0.75	5,250.00
Other						
73260	Technology Assurance Plan AB3 Annual Payment		35	336.00	282.40	9,884.00
Subtotal						31,730.00
Estimated Tax						0.00
Total						31,730.00

#### Year 4

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
Axon Plans & Packages						
80015	BASIC EVIDENCE.COM LICENSE: YEAR 4 PAYMENT		33	180.00	180.00	5,940.00
80025	PRO EVIDENCE.COM LICENSE: YEAR 4 PAYMENT		5	468.00	468.00	2,340.00
85110	EVIDENCE.COM INCLUDED STORAGE		330	0.00	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE		150	0.00	0.00	0.00
87026	TECH ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT		6	336.00	336.00	2,016.00



#### Year 4 (Continued)

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages (Continued)</b>						
85100	AXON AUTO TAGGING SERVICE: ANNUAL PAYMENT		35	180.00	180.00	6,300.00
85035	EVIDENCE.COM STORAGE		7,000	0.75	0.75	5,250.00
<b>Other</b>						
73260	Technology Assurance Plan AB3 Annual Payment		35	336.00	282.40	9,884.00
Subtotal						31,730.00
Estimated Tax						0.00
Total						31,730.00

#### Year 5

Item	Description	Term (Months)	Quantity	List Unit Price	Net Unit Price	Total (USD)
<b>Axon Plans &amp; Packages</b>						
80016	BASIC EVIDENCE.COM LICENSE: YEAR 5 PAYMENT		33	180.00	180.00	5,940.00
80026	PRO EVIDENCE.COM LICENSE: YEAR 5 PAYMENT		5	468.00	468.00	2,340.00
85110	EVIDENCE.COM INCLUDED STORAGE		330	0.00	0.00	0.00
85110	EVIDENCE.COM INCLUDED STORAGE		150	0.00	0.00	0.00
87026	TECH ASSURANCE PLAN DOCK 2 ANNUAL PAYMENT		6	336.00	336.00	2,016.00
85100	AXON AUTO TAGGING SERVICE: ANNUAL PAYMENT		35	180.00	180.00	6,300.00
85035	EVIDENCE.COM STORAGE		7,000	0.75	0.75	5,250.00
<b>Other</b>						
73260	Technology Assurance Plan AB3 Annual Payment		35	336.00	282.40	9,884.00
Subtotal						31,730.00
Estimated Tax						0.00
Total						31,730.00

**Grand Total 180,837.00**





### Discounts (USD)

Quote Expiration: 07/30/2020

List Amount	200,217.00
Discounts	9,380.00
Total	190,837.00

*\*Total excludes applicable taxes*

### Summary of Payments

Payment	Amount (USD)
Year 1	63,917.00
Spares	0.00
Year 2	31,730.00
Year 3	31,730.00
Year 4	31,730.00
Year 5	31,730.00
Grand Total	190,837.00

Q-244149-43865.607JH

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Protect Life.





Notes
State of Michigan Contract No. 190000000393 used for pricing and purchasing justification

Tax is subject to change at order processing with valid exemption.

### Axon's Sales Terms and Conditions

This Quote is limited to and conditional upon your acceptance of the provisions set forth herein and Axon's Master Services and Purchasing Agreement (posted at [www.axon.com/legal/sales-terms-and-conditions](http://www.axon.com/legal/sales-terms-and-conditions)), as well as the attached Statement of Work (SOW) for Axon Fleet and/or Axon Interview Room purchase, if applicable. Any purchase order issued in response to this Quote is subject solely to the above referenced terms and conditions. By signing below, you represent that you are lawfully able to enter into contracts. If you are signing on behalf of an entity (including but not limited to the company, municipality, or government agency for whom you work), you represent to Axon that you have legal authority to bind that entity. If you do not have this authority, please do not sign this Quote.

Signature: \_\_\_\_\_ Date: \_\_\_\_\_  
Name (Print): \_\_\_\_\_ Title: \_\_\_\_\_  
PO# (Or write N/A): \_\_\_\_\_

Please sign and email to Jesse Hernandez at [jesseh@axon.com](mailto:jesseh@axon.com) or fax to

Thank you for being a valued Axon customer. For your convenience on your next order, please check out our online store [buy.axon.com](http://buy.axon.com)

The trademarks referenced above are the property of their respective owners.

***Axon Internal Use Only***		
		SFDC Contract #:
		Order Type:
		RMA #:
		Address Used:
		SO #:
Review 1	Review 2	
Comments:		

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 15**

**ITEM: 1st Amendment to Maintenance Agreement w/ Wayne Metropolitan Community Action Agency**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** The City and Wayne Metropolitan Community Action Agency (Wayne Metro) have a Maintenance Agreement for the maintenance of property adjacent to the Joseph R. Peterson Justice Building. This Agreement has expired. Therefore, attached for your consideration is the 1st Amendment to the Maintenance Agreement. This 1st Amendment will expire in July, 2027 and requires Wayne Metro to pay \$28,125 per year.

**STRATEGIC PLAN/GOALS:**

This recommendation is consistent with the Goals and Objectives identified in the City of Wyandotte's Strategic Plan 2010-2015.

**ACTION REQUESTED:** Approve the 1st Amendment to the Maintenance Agreement between the City and Wayne Metro and authorize the Mayor and City Clerk to execute same.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Payments will be deposited into Account No, 101-000-655-049

**IMPLEMENTATION PLAN:** Execute 1st Amendment and collect payments.

**LIST OF ATTACHMENTS:**

1. 1st Amendment to the Maintenance Agreement Wayne Metro

**RESOLUTION**

Item Number: #15  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the City Engineer regarding the 1st Amendment to the Maintenance Agreement between the City of Wyandotte and Wayne Metropolitan Community Action Agency is hereby approved; AND

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute said 1st Amendment as presented to Council.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

1<sup>ST</sup> AMENDMENT TO THE  
MAINTENANCE AGREEMENT  
BETWEEN  
THE CITY OF WYANDOTTE ("CITY")  
AND  
WAYNE METROPOLITAN COMMUNITY ACTION AGENCY  
("WAYNE METRO")

In accordance with Paragraph 2. Terms and Payment. of the Maintenance Agreement Wayne Metro and City agree that the TEN (10) year term from August 1, 2017 through July 31, 2027, that Wayne Metro shall pay Twenty-Eight Thousand One Hundred Twenty-Five and 00/100 (\$28,125.00) per year in semi-annual installments of Fourteen Thousand Sixty Two Dollars and .50/100 (\$14,062.50) each year. The semi-annual installment payments shall be made on August 1<sup>st</sup> and February 1<sup>st</sup> of each year.

It is agreed that Wayne Metro will be responsible for the grass cutting; snow removal and salting for the area in RED as identified in Attached A and attached hereto.

All other terms and conditions of the original Maintenance Agreement shall remain in full force and effect.

Dated this 3<sup>rd</sup> day of March, 2020.

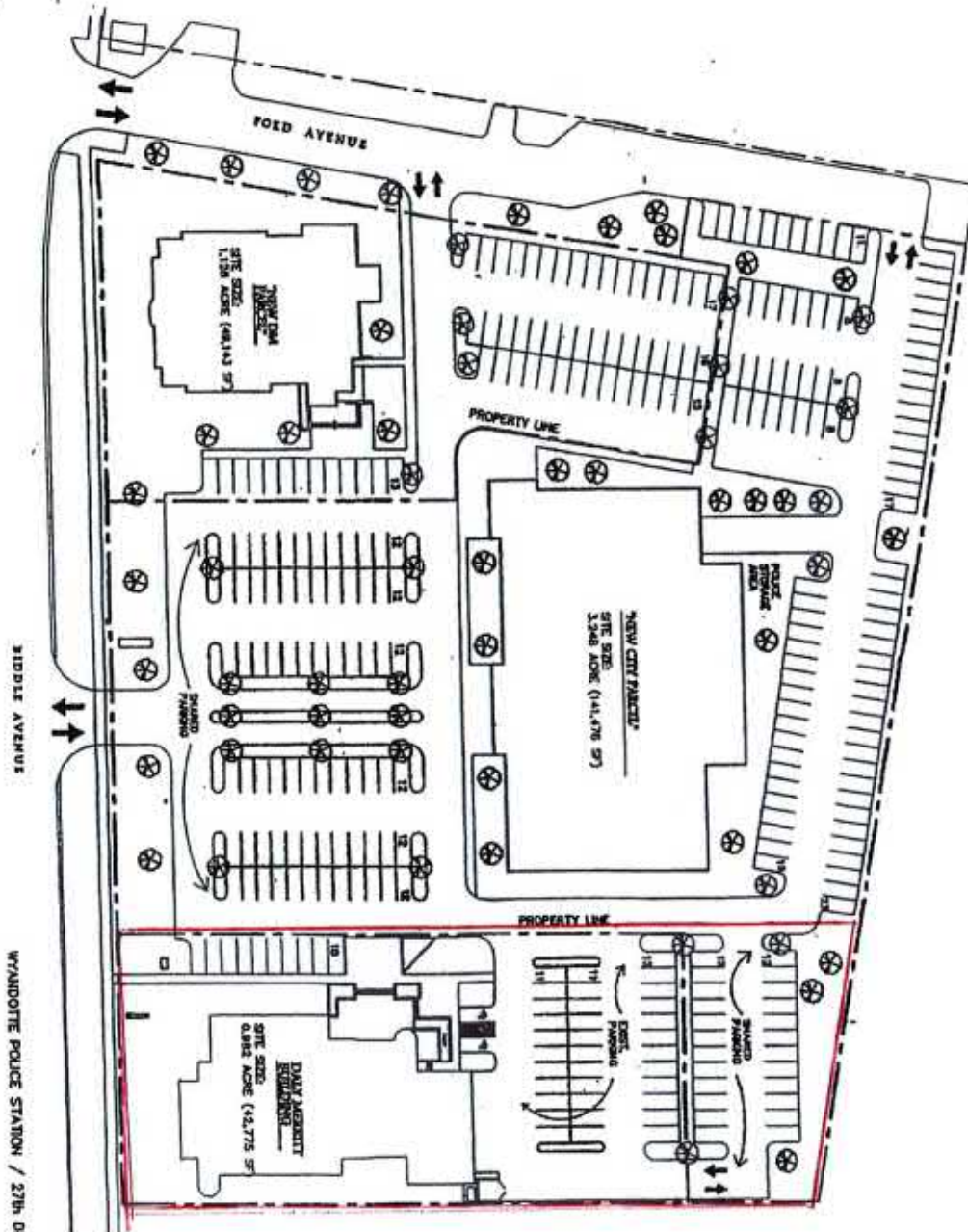
**CITY OF WYANDOTTE, a municipal corporation**

By: \_\_\_\_\_ By: \_\_\_\_\_  
Joseph R. Peterson, Mayor Lawrence S. Stec, City Clerk

**WAYNE METROPOLITAN COMMUNITY ACTION AGENCY**

By:   CEO  
Louis Piszker, CEO

ATTACHMENT A



SIT. PARCELS		EOTL PROVIDER	
NEW CITY PARCEL	5.246 ACRES (141,478 SQ)		
DAILY MESSITT BUILDING	0.862 ACRES (42,479 SQ)		
NEW DAILY PARCEL FUTURE BUILDING	1.125 ACRES (48,145 SQ)		
NEW DAILY PARCEL FUTURE BUILDING			
TOTAL	50	51	

### SITE ANALYSIS 'C'

**Sarnacki & Associates Architects**  
Wilson Estes Police Architects

WYANDOTTE POLICE STATION / 27th DISTRICT COURT 2K4-001 MAY 28, 2004



## **MAINTENANCE AGREEMENT**

THIS MAINTENANCE AGREEMENT ("Agreement"), is entered into this 20<sup>th</sup> day of October, 2008, but effective as of August 1, 2008 ("Effective Date"), by and among the City of Wyandotte, a Municipal corporation (the "City"), D-M Investments, L.L.C. d/b/a D-M Company, a limited liability company ("D-M Company"), and Wayne Metropolitan Community Action Agency, a Michigan nonprofit corporation ("Wayne Metro").

### **RECITALS**

- A. The City is the owner of that certain real property situated in the City of Wyandotte, County of Wayne, State of Michigan, more particularly described as Parcel A on Exhibit A attached hereto ("Parcel A" and labeled as the "New City Parcel").
- B. D-M Company is the record owner, and Wayne Metro is the equitable owner, being the successor in interest to D-M Company, of a portion of that certain real property situated in the City of Wyandotte, County of Wayne, State of Michigan, more particularly described as Parcel B on Exhibit A attached hereto ("Parcel B" and labeled as the "Daly Merritt Building").
- C. The City currently owns and will be conveying to D-M Company, that certain real property situated in the City of Wyandotte, County of Wayne, State of Michigan, more particularly described as Parcel C on Exhibit A attached hereto ("Parcel C" and labeled as the "New D-M Parcel").
- D. The City and D-M Company memorialized certain easements upon Parcels A, B and C, and established certain lease covenants, conditions and restrictions with respect to said parcels for the present and future owners or occupants thereof in the EASEMENT AGREEMENT WITH LEASE COVENANTS, CONDITIONS, AND RESTRICTIONS dated April 4, 2005 and recorded in Liber 42817, Page 376, recorded on May 24, 2005 in the Wayne County Records ("Easement Agreement");
- E. Wayne Metro, as D-M Company's successor in interest, is bound to the provisions of the Easement Agreement.
- F. The City and Wayne Metro desire to modify certain provisions regarding maintenance set forth in Section 3 of the Easement Agreement;
- G. The City and Wayne Metro have agreed that Wayne Metro will pay to the City a maintenance fee in exchange for the City maintaining a portion of the Common Area of Parcel B ("Maintenance Fee"); and
- H. Wayne Metro and the City desire that their intentions be set forth in this Agreement.

NOW THEREFORE, in consideration of the terms and conditions contained herein, the parties hereto agree as follows:

1. *Maintenance.*

a. Common Area on Parcel B. The City will at all times during the term hereof, maintain or cause to be maintained at its expense the Common Area located on Parcel B. Maintenance of the Common Area located on Parcel B shall include removing snow, grass cutting and periodically sweeping all driveway, parking and road areas, maintaining marking, directional signs, lines and striping as needed, maintaining any parking lot signage in good condition and repair. Maintenance of the Common Area located on Parcel B does not include the maintenance of any sidewalks, stairs, ramps and/or concrete slabs providing ingress and egress to the building, shrubbery trimming, maintaining lighting fixtures, operating or maintaining irrigation system and weeding.

b. Shared Parking. The City's obligations with respect to the operation and maintenance of the Shared Parking remains as set forth in the Easement Agreement in Section 3.2.

c. Driveways. The City's obligations with respect to the operation and maintenance of the Driveways remains as set forth in the Easement Agreement in Section 3.3.

d. Miscellaneous. All services, benefits, conditions and restrictions set forth in the Easement Agreement and not otherwise modified hereby remain in full force and effect.

2. *Terms and Payment.*

Wayne Metro shall pay the City the sum of Six Thousand Two Hundred Fifty Dollars (\$6,250.00) on April 11, 2011. Commencing August 1, 2011, Wayne Metro Shall pay the city the sum of Twenty-Five Thousand and No/100 Dollars (\$25,000.00) per year for two (2) years payable in two (2) semi-annual installments of Twelve Thousand Five Hundred Dollars and no/100 (\$12,500.00) each year. Commencing on August 1, 2013 through July 31, 2017, Wayne Metro shall pay the City the sum of Twenty-Eight Thousand One Hundred Twenty-Five and No/100 Dollars (\$28,125.00) per year, payable in semi-annual installments of Fourteen Thousand Sixty Two Dollars and 50/100 (\$14,062.50) each year. The semi-annual installment payments shall be made on August 1<sup>st</sup> and February 1<sup>st</sup> of each year.

At the end of the initial term as set forth immediately above, payment terms shall be renegotiated for each subsequent five (5) year period. If terms are not agreed upon by both Parties within one hundred twenty (120) days then the Parties shall endeavor to resolve the dispute by binding mediation. The Parties shall share the mediator's fee and any filing fees equally and must agree on who the mediator will be. Wayne Metro shall continue the payment of semi-annual payments at \$14,062.50 on August 1<sup>st</sup> and February 1<sup>st</sup> of each year until the mediator's final decision is received.



The entire term of this Agreement shall be for fifty (50) years and will be renewable on identical terms and conditions at the sole discretion of Wayne Metro and/or its successors. The perpetual easement providing access to and from Parcels B & C through A does not expire or terminate for any reason.

So long as the foregoing Maintenance Fee is paid by Wayne Metro, D-M Company shall have no liability or obligation for the payment of the Three Thousand and No/100 Dollars (\$3,000.00) yearly installment payment required by Section 3.2 of the Easement Agreement.

In the event the City exercises its right of acceleration pursuant to Paragraph 4 "Remedies" due to Wayne Metro's default of this Agreement, D-M company shall be immediately responsible to pay the Three Thousand Dollars and no/100 (\$3,000.00) yearly fee. Further, All Parties agree to this agreement that the City may file a lien against the property described in Exhibit B for all unpaid fees from Wayne Metro and D-M Company which liens will be subordinate to the land contract and any mortgages.

3. *Hold Harmless.*

Wayne Metro shall indemnify, defend and hold harmless the City, its officers and employees from and against all claims, suits and liabilities for injury of any person which arises out of the City's maintenance of the Common Area on Parcel B, except such injury which is caused by the gross negligence of the City.

4. *Remedies.*

In the event of Wayne Metro's breach of this Agreement and its failure to cure such breach within sixty (60) days of receiving written notice from the City, the City may accelerate the balance owed on the payments due within the then applicable five year period as set forth in Paragraph 2 or as set forth in any written amendment hereto.

5. *Notices.* Notices or other communication hereunder shall be in writing and shall be sent certified or registered mail, return receipt requested, or by other national overnight courier company, or personal delivery. Notice shall be deemed given upon receipt of refusal to accept delivery. Each party may change from time to time their respective address for notice hereunder by like notice to the other party. The notice addresses are as follows:

Parcel A and Parcel C: City of Wyandotte, Office of the City Clerk  
3131 Biddle Avenue  
Wyandotte, MI 48192

With a copy to: Office of the City of Engineer  
City of Wyandotte  
3131 Biddle Avenue  
Wyandotte, MI 48192



Parcel B:

D-M Investments, LLC  
Joseph S. Daly  
100 Maple  
Wyandotte, MI 48192

Wayne Metropolitan Community Action Agency  
Louis Piszker  
2121 Biddle Ave., Ste. 100  
Wyandotte, MI 48192

With a copy to:

D-M Investments, LLC  
James P. Daly  
100 Maple  
Wyandotte, MI 48192

Blake Kirchner, et al  
Jennifer L. Gasiiecki, Esq.  
535 Griswold, Ste. 1400  
Detroit, MI 48226

6. *Conflicting Provisions.*

In the event of a conflict between the provisions of this Agreement and the terms of the Easement Agreement, the terms of this Agreement shall prevail.

7. *Terms.*

Terms set forth herein shall be ascribed the meanings set forth to such terms in the Easement Agreement.

8. *Headings.*

The headings contained herein are for the convenience of the parties and are not to be used in construing this Agreement.

9. *Agreement; Amendment.*

The Easement Agreement remains in full force and effect, except as modified hereby. Any amendments, alterations or modifications, in whole or in part, to this Agreement must be done so in writing and signed by the parties hereto.

10. *Choice of Law.*

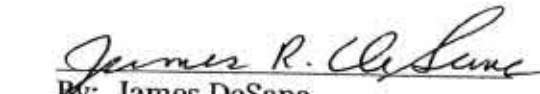
This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan.


11. *Successors and Assigns.*

This Agreement shall be binding upon and inure to the benefit of the parties hereto and their respective successors and assigns.

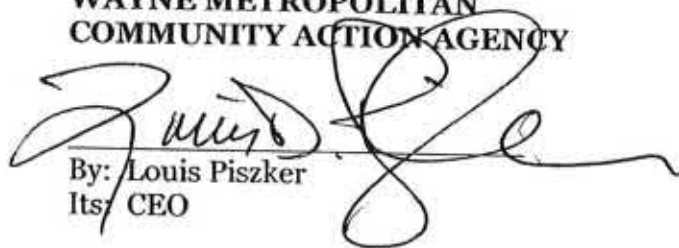
IN WITNESS WHEREOF, the parties have executed this Agreement as of the date first written above.

**CITY OF WYANDOTTE**

  
By: James DeSana  
Its: Mayor

  
By: William Griggs  
Its: City Clerk

**WAYNE METROPOLITAN  
COMMUNITY ACTION AGENCY**

  
By: Louis Piszker  
Its: CEO

**D-M INVESTMENTS, L.L.C. D/B/A  
D-M COMPANY**

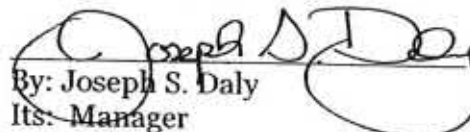
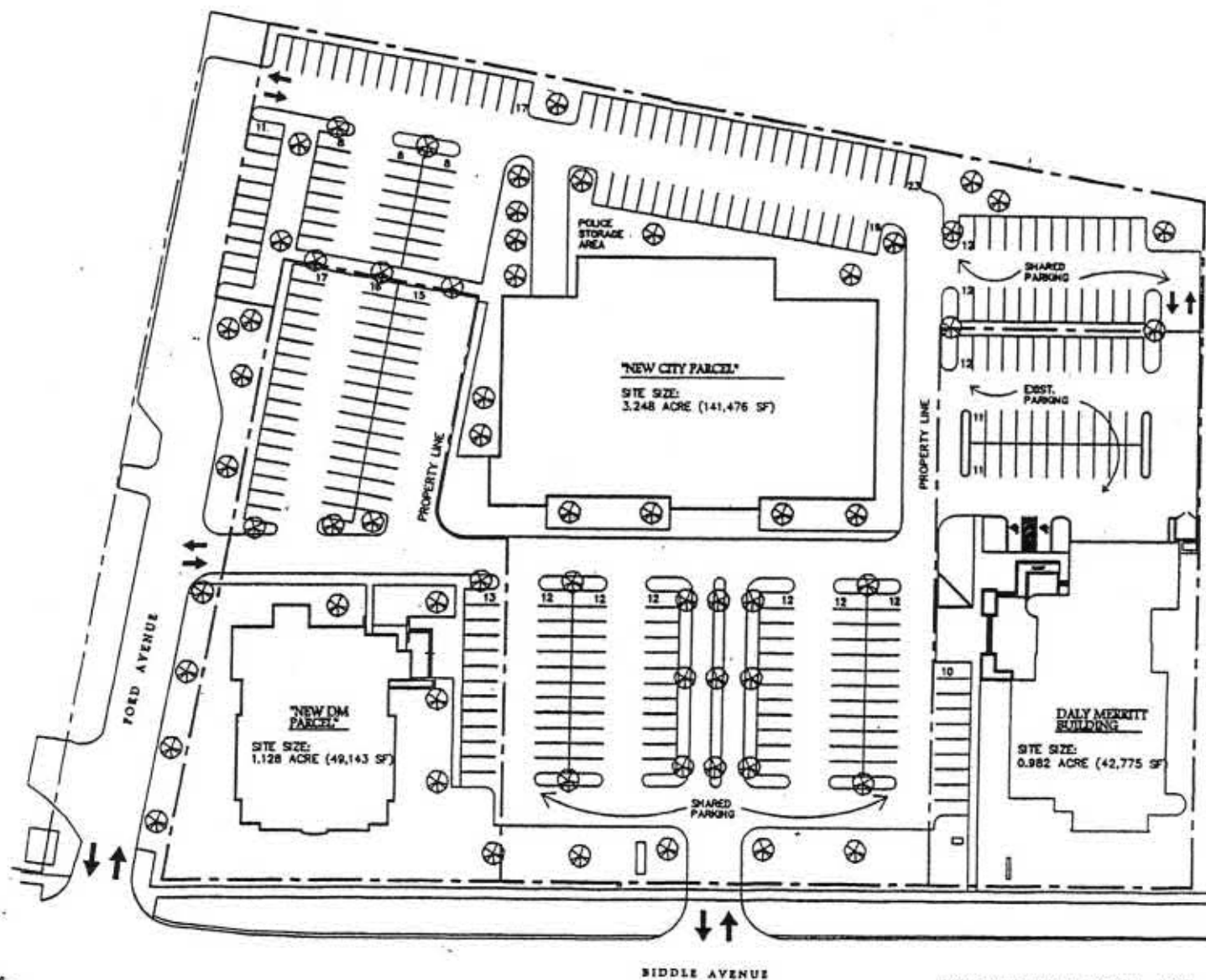
  
By: Joseph S. Daly  
Its: Manager

Exhibit A

Addendum A



**PARCEL SIZE INFORMATION:**

NEW CITY PARCEL	3.248 ACRE (141,476 SF)
DALY MERRITT BUILDING	0.982 ACRE (42,775 SF)
NEW DM PARCEL FUTURE BUILDING	1.128 ACRE (49,143 SF)

SITE PARKING:	REQ'D.	PROVIDED
NEW CITY PARCEL TOTAL	151	190
DALY MERRITT BUILDING TOTAL	46	46
NEW DM PARCEL FUTURE BUILDING TOTAL	60	61



SCALE: 1"=60'-0"

**SITE ANALYSIS 'C'**

Sarnacki & Associates Architects

Wilson Estes Police Architects  
JOHN VENTURA

WYANDOTTE POLICE STATION / 27th DISTRICT COURT

2K4-001

MAY 28, 2004

EXHIBIT B

PROPERTY KNOWN AS 2121 BIDDLE AVENUE, LOCATED IN THE CITY OF  
WYANDOTTE, COUNTY OF WAYNE MORE PARTICULARLY DESCRIBED AS:

16258.11 PT DESC AS BEG S 11D  
17M 55S E 217.14FT FROM THE IN  
T OF THE E LINE OF BIDDLE 120  
FT WIDE AND THE S LINE OF FORD  
66 FT WIDE TH N 78D 25M 15S E  
130. TH S 11D 34M 45S E 20. FT  
TH N 86D 01M 09S E 310. FT TH  
S 01D 08M 00S E 301.19 F TH S  
78D 42M 05S W385.06 FT TH N 11

D 17M 55S W 355.40 FT POB  
WCR T3S R11E

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 16**

**ITEM: Bid File #4719: Waste Management Contract Amendment**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** Waste Management has submitted a request to convert rear load dumpsters to front load dumpsters wherever possible. This is a safety related request in an effort to reduce injuries to employees.

The proposed Waste Management Contract Amendment covers the addition of front load style dumpsters to the Contract and a clarification of bulk item pickup responsibilities.

I recommend approval of the attached contract amendment.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte's Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City services.

**ACTION REQUESTED:** Approve the Contract Amendment to Waste Management's Contract for File #4719 Solid Waste Collection Program.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** No budget implications.

**IMPLEMENTATION PLAN:** If approved by Council, authorize Mayor and Clerk to execute the contract amendment.

**LIST OF ATTACHMENTS:**

1. WM Contract Amendment 032020
2. WM Container Conversion Request

**RESOLUTION**

Item Number: #16  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

Resolved by City Council that Council concurs with the recommendation of the City Engineer and approves the contract amendment to Waste Management's Contract for File #4719 Solid Waste Collection Program, and further, authorizes the Mayor and City Clerk to sign said contract amendment.

I move the adoption of the foregoing resolution.

MOTION by Councilperson \_\_\_\_\_

SUPPORTED by Councilperson \_\_\_\_\_

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**AMENDMENT TO CONTRACT**  
**File #4719 SOLID WASTE COLLECTION PROGRAM**

ARTICLES OF AGREEMENT AMENDING the Contract made and entered into on February 8, 2018 by and between the CITY OF WYANDOTTE, party of the first part, and Waste Management of Michigan, Inc. (Waste Management), of 48797 Alpha Drive, Suite 100, Wixom, County of Oakland, State of Michigan, party of the second part, to-wit:

1. This contract shall be amended as follows:

The first paragraph of Sec. III. Service Description, Subparagraph A. Solid Waste Collection and Disposal Program: shall be amended to read as follows:

Once a week collection and transportation of all solid waste placed at curbside for all residential units up to five (5) units, commercial non dumpster users, and industrial non dumpster users. Collected solid waste shall be transported to the Riverview Landfill for disposal. City will pay tipping fee at landfill. This includes all properties in the City unless they contract separately for collection service. Contractor is responsible for bulk item collection; however, this does not include the removal of mass disposal of bulk refuse, domestic rubbish, garbage, solid waste and special refuse generated from site evictions, foreclosures, move-outs or construction/renovations, which shall be the responsibility of the property owner. Currently, there are 10,237 units. Yard waste and recyclables shall be collected separately based on the bid item.

The following paragraph shall be added to Sec. III. Service Description, Subparagraph A. Solid Waste Collection and Disposal Program: Bulk Item or Special Refuse Collection:

This does not include the removal of mass disposal of bulk refuse, domestic rubbish, garbage, solid waste and special refuse generated from site evictions, foreclosures, move-outs or construction/renovations.

The first paragraph of Sec. III. Service Description, Subparagraph B. Dumpsters: shall be amended to read as follows:

The Contractor will provide pickup service for **REAR LOAD AND FRONT LOAD DUMPSTERS**. Any new customers are limited to 1, 2, 3, or 4 cubic yard dumpster size. There are 471.75 dumpster pickups per week (see Exhibit F). The Contractor will dump rear load and front load dumpsters on designated business days Monday thru Friday and transport the contents to the Riverview Landfill. The Contractor may co-mingle regular collections with dumpster collections. The rear load dumpsters are all supplied by the business owners. The City of Wyandotte invoices for this service and the Contractor is not involved in the billing process. The Contractor must warrant to the City that if business owners contact the Contractor regarding dumpster service, the Contractor must refer business owners to the City of Wyandotte Department of Public Service for dumpster service. It is not the intent of this Agreement for the Contractor or its subsidiaries to compete for business with the City. Contractor has requested that all applicable rear load dumpsters be converted to front load style dumpsters in

every possible service situation. The front load dumpsters shall be furnished by Contractor and shall be owned, serviced, maintained and replaced as needed by Contractor at no cost to the City or the customer. Contractor will coordinate and perform, with the City’s input and approval, the removal of the rear load dumpsters and replacement with front load dumpsters, and shall dispose of the rear load dumpsters as directed by the City.

The first paragraph of Sec. IV. Disposal Sites:, Paragraph A. Solid Waste: shall be amended to read as follows:

Collected solid waste from residential, commercial and rear load or front load dumpsters will be transported to the City of Riverview Land Preserve. The City of Wyandotte will pay the City of Riverview monthly based on material delivered.

- 2. The unit prices and contract conditions will remain the same as in the original contract.
- 3. Except as otherwise stated above, all of the terms of the original contract remain in full force and effect.

IN WITNESS THEREOF, said parties have hereunto set their hands and seals, in duplicate, the day and year as written below.

PARTY OF THE FIRST PART

CITY OF WYADOTTE

\_\_\_\_\_  
Joseph R. Peterson, Mayor

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

PARTY OF THE SECOND PART

Waste Management of Michigan, Inc

DATE: \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_  
WITNESS

\_\_\_\_\_





WASTE MANAGEMENT  
DETROIT WEST  
5980 Inkster Road  
Romulus, MI 48174  
(248) 640-8754  
(248) 473-7603 Fax

February 19, 2020

Mr. Gregory J. Mayhew, PE, City Engineer  
City of Wyandotte  
3200 Biddle Ave, Suite 200  
Wyandotte, MI 48192

Dear Mr. Mayhew,

Thank you for the opportunities to meet with you and staff to discuss the request by Waste Management to convert all applicable rear load trash dumpsters to the front load style dumpsters. The specific reason for our request is safety related and the policy set by WM to eliminate rear load dumpster in every possible service situation. Over time, WM employees have been injured while servicing the rear load style dumpsters in communities throughout North America and two specific hand injuries in the city of Wyandotte.

WM operations team has surveyed the city on at least two occasions identifying all rear load dumpsters that can be converted to front load dumpsters, in addition to identifying the rear load containers that simply cannot be converted due to front load access/lifting restrictions. The operations team has reduced the number of rear load dumpsters significantly and with approval from the city to move forward with this conversion project, will report the same to our Area and Corporate leadership on our safety policy compliance.

WM will right size the front load containers to provide the same level of service currently provided to each converted customer and manage the destination of the replaced rear load container in concurrence with your staff. We are prepared to move forward with this project expeditiously upon approval by the City.

We are available for any further questions and to attend any meeting as necessary,

Sincerely,

A handwritten signature in black ink, appearing to read 'Brian J. Conaway'.

Brian J. Conaway, Public Sector Solutions III

Cc: K. Pine, Sr. District Manager  
C. Clarks, Route Manager  
D. Rothermal, Sanitation Supervisor

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 17**

**ITEM: Bid File #4707: Contract Extension - Asphalt Resurfacing Program**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** The Department of Engineering and Building has met with Al's Asphalt Paving Co. of Taylor, Michigan, regarding extension of their contract for the 2020 Asphalt Resurfacing Program. Al's Asphalt has agreed to perform this year's resurfacing project at the unit rates set forth in the contract with the City for File #4707.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City infrastructure.

**ACTION REQUESTED:** Approve award of contract extension to Al's Asphalt.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The 2020 Asphalt Resurfacing Program would be funded through the following accounts totaling \$2,200,000.

Major Street Fund	202-440-825-460	\$542,000
Local Street Fund	203-440-825-460	\$842,000
TIFA Street Fund	492-200-825-460	\$816,000

**IMPLEMENTATION PLAN:** If approved by Council, authorize Mayor and Clerk to execute the contract extension.

**LIST OF ATTACHMENTS:**

1. Signed Contract Extension
2. 2020 Street Program

**RESOLUTION**

Item Number: #17  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

Resolved by City Council that Council agrees with the recommendation of the City Engineer and approves the contract extension of Bid File #4707 for Al's Asphalt Paving Co. in the amount of \$2,200,000 paid from the following accounts: \$542,000 from account #202-440-825-460, \$842,000 paid from account #203-440-825-460, \$816,000 paid from account #492-200-825-460.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

**AMENDMENT TO CONTRACT**  
**2017 Asphalt Resurfacing Program**  
**File #4707**

ARTICLES OF AGREEMENT AMENDING the Contract made and entered into on **April 24, 2017** by and between the CITY OF WYANDOTTE, party of the first part, **and Al's Asphalt Paving Co. of 25500 Brest Road, Taylor, Michigan 48180**, County of Wayne, State of Michigan, party of the second part, to-wit:

1. To this contract shall be added the resurfacing of the following streets:
  - North (Drive (4<sup>th</sup> – Alfred)
  - Alfred (Emmons – North Drive)
  - 2<sup>nd</sup> Street (Riverbank – Emmons)
  - 23<sup>rd</sup> Street (Ford Avenue – Goddard)
  - 20<sup>th</sup> Street (Vinewood – Ford Avenue)
  - 21<sup>st</sup> Street (Eureka – Oak)
  - Pine (19<sup>th</sup> – 17<sup>th</sup>)
  - Sycamore (15<sup>th</sup> – 12<sup>th</sup>)
  - Elm (7<sup>th</sup> – 6<sup>th</sup>)
  - 2<sup>nd</sup> Street (Maple – Oak)
2. The unit prices and contract conditions will remain the same as in the original contract.
3. This contract shall be amended by the estimated amount of \$2,200,000 to cover the cost for the work to be performed as described in Paragraph 1 above.
4. Insurance policies, certificates, and bonds will be submitted by the party of the second to cover the extended period of time.
5. Except as otherwise stated above, all of the terms of the original contract remain in full force and effect.

IN WITNESS THEREOF, said parties have hereunto set their hands and seals, in duplicate, the day and year as written below.

PARTY OF THE FIRST PART

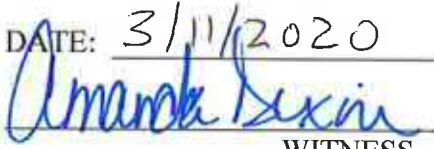
CITY OF WYADOTTE

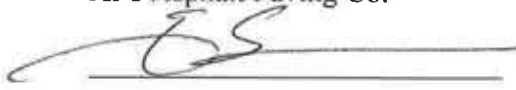
\_\_\_\_\_  
Joseph R. Peterson, Mayor

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

PARTY OF THE SECOND PART

Al's Asphalt Paving Co.

DATE: 3/11/2020  
  
WITNESS

  
\_\_\_\_\_  
\_\_\_\_\_

## 2020 Street Repairs

(Asphalt Resurfacing, Joint & Crack Sealing, Concrete Reconstruction, & Concrete Patching)

	Major Street Fund 202-440-825-460	Local Street Fund 203-440-825-460	TIFA - Major 492-200-825-460	TIFA - Local 492-200-825-460	CDBG 283-200-875-684
<b><u>Resurfacing:</u></b>					
Pennsylvania (Quarry - Railroad)	\$30,000				
Pine (17th - 19th)		\$111,000			
20th (Vinewood - Ford Ave)	\$382,000				
North Drive (4th - Alfred)				\$160,000	
Alfred (North Dr. - Emmons)				\$36,000	
21st (Eureka - Oak)		\$211,000			
23rd (Goddard - Ford Ave.)		\$520,000			
2nd (Emmons - Riverbank)				\$270,000	
2nd (Oak - Maple)	\$160,000				
Sycamore (12th - 15th)				\$218,000	
Elm (6th - 7th)				\$132,000	
<b><u>Joint &amp; Crack Sealing:</u></b>					
Asphalt Streets East of Tracks	\$261,000			\$269,000	
<b><u>Concrete Reconstruction:</u></b>					
<b><u>Concrete Patches:</u></b>					
Antoine (10th Intersection)	\$40,000				
<b><u>Railroad Approaches:</u></b>					
St Johns (via Con Rail grant)	\$14,000				
Emmons (via Con Rail grant)	\$19,000				
<b><u>Expenditures:</u></b>					
2020 Subtotal Expenditures	\$906,000	\$842,000	\$1,085,000		
<b><u>Revenue:</u></b>					
2020 Available Revenue Budgeted	\$992,212	\$923,696	\$951,830		
MDOT Additional Revenue					
Total Revenue	\$992,212	\$923,696	\$951,830		
Needed from Fund Balance	None	None	\$133,170		
Fund Balance	\$86,212	\$81,696	-		

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 18**

**ITEM: Bid File #4757: Contract Extension - Bituminous Street Joint & Crack Sealing Program**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** The Department of Engineering and Building has met with Michigan Joint Sealing, Inc. of Farmington Hills, Michigan, regarding extension of their contract for the 2020 Bituminous Street Joint & Crack Seal Program. Michigan Joint Sealing has agreed to perform this year's project at the unit rates set forth in the contract with the City for File #4757.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City infrastructure.

**ACTION REQUESTED:** Approve award of contract extension to Michigan Joint Sealing.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The 2020 Bituminous Street Joint & Crack Sealing Program would be funded through the following accounts totaling \$530,000.

Major Street Fund	202-440-825-460	\$261,000
TIFA Street Fund	492-200-825-460	\$269,000

**IMPLEMENTATION PLAN:** If approved by Council, authorize Mayor and Clerk to execute the contract extension.

**LIST OF ATTACHMENTS:**

1. Joint Seal Contract Extension

**RESOLUTION**

Item Number: #18  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

Resolved by City Council that Council agrees with the recommendation of the City Engineer and approves the contract extension of Bid File #4757 for Michigan Joint Sealing in the amount of \$530,000 which shall be paid from the following accounts: \$261,000 from account #202-440-825-460 and \$269,000 paid from account #492-200-825-460.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

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**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

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**AMENDMENT TO CONTRACT**  
**File #4757**  
**2019 Bituminous Street Joint & Crack Sealing Program**

ARTICLES OF AGREEMENT AMENDING the Contract made and entered into on **March 11, 2019** by and between the CITY OF WYANDOTTE, party of the first part, and **Michigan Joint Sealing, Inc. of Farmington Hills, Michigan 48336**, County of Oakland, State of Michigan, party of the second part, to-wit:

1. To this contract shall be added
  - The joint sealing of asphalt streets east of the railroad tracks.
2. The unit prices and contract conditions will remain the same as in the original contract.
3. This contract shall be amended by the estimated amount of \$530,000 to cover the cost for the work to be performed as described in Paragraph 1 above.
4. Insurance policies, certificates, and bonds will be submitted by the party of the second to cover the extended period of time.
5. Except as otherwise stated above, all of the terms of the original contract remain in full force and effect.

IN WITNESS THEREOF, said parties have hereunto set their hands and seals, in duplicate, the day and year first written below:

PARTY OF THE FIRST PART

CITY OF WYANDOTTE

\_\_\_\_\_  
Joseph R. Peterson, Mayor

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

PARTY OF THE SECOND PART

Michigan Joint Sealing, Inc.

DATE: 3/11/20

Heather M Wyman  
WITNESS

Kennedy Smith  
P.O.A.



**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 19**

**ITEM: Bid File #4726: Contract Extension - Grass Cutting Services**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** The Department of Engineering and Building has met with U.S. Lawns of Livonia regarding extension of their contract for the 2020 Grass Cutting Services. U.S. Lawns of Livonia has agreed to perform this year's services at the unit rates set forth in the contract with the City for File #4726.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City owned lots and parks..

**ACTION REQUESTED:** Approve award of contract extension to U.S. Lawns of Livonia.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The 2020 Grass Cutting Services would be funded through the following accounts totaling \$70,944.

TIFA Property Maintenance Account	492-200-850-520	\$60,192
Memorial Park Grass Cutting	101-448-825-480	\$10,752

**IMPLEMENTATION PLAN:** If approved by Council, authorize Mayor and Clerk to execute the contract extension.

**LIST OF ATTACHMENTS:**

1. us lawns contract extension

**RESOLUTION**

Item Number: #19  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

Resolved by City Council that Council agrees with the recommendation of the City Engineer and APPROVES the contract extension of Bid File #4726 for U.S. Lawns of Livonia in the amount of \$70,944 paid from the following accounts: \$60,192 from account #492-200-850-520 and \$10,752 paid from account #101-448-825-480.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

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**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

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**AMENDMENT TO CONTRACT**  
**2020 Lawn Cutting Services**  
**File #4726**

ARTICLES OF AGREEMENT AMENDING the Contract made and entered into on **February 11, 2019** by and between the CITY OF WYANDOTTE, party of the first part, and **R.F.C. Inc., doing business as U.S. Lawns of Livonia**, County of Wayne, State of Michigan, party of the second part, to-wit:

1. To this contract shall be added:
  - Extension of the current contract until November 29, 2020.
2. The unit prices and contract conditions will remain the same as in the original contract.
3. This contract shall be amended by the estimated amount of \$70,944 to cover the cost for the work to be performed as described in Paragraph 1 above.
4. Insurance policies, certificates, and bonds will be submitted by the party of the second to cover the extended period of time.
5. Except as otherwise stated above, all of the terms of the original contract remain in full force and effect.

IN WITNESS THEREOF, said parties have hereunto set their hands and seals, in duplicate, the day and year first written below.

PARTY OF THE FIRST PART

CITY OF WYADOTTE

\_\_\_\_\_  
Joseph R. Peterson, Mayor

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

PARTY OF THE SECOND PART

R.F.C. Inc., dba U.S. Lawns of Livonia

DATE: 3-11-2020  
Carl L Howe  
WITNESS

Robert Howe  
3-11-2020

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 20**

**ITEM: Bid File #4778: Demolition of Various Structures**

**PRESENTER:** Gregory Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** The Engineering and Building Department solicited bids from the approved list of demolition contractors (Pro Excavation, Homrich, and 21st Century) for the demolition of the structures listed below:

351 HUDSON STREET  
2303 3RD STREET  
569 ORANGE STREET  
616 ORANGE STREET  
405 CHERRY STREET  
321 SYCAMORE STREET  
425-429 ST. JOHNS STREET  
2557 BIDDLE AVENUE  
2533 BIDDLE AVENUE  
863 8TH STREET

Only one bid was received, submitted by Pro Excavation, Inc., which was opened by the City Clerk at 2:00 PM on February 24, 2020 (Bid File #4778). The bid was in the amount of \$246,000.00. The Engineering Department recommends that City Council accept and approve the bid submitted by Pro Excavation, Inc., Wyandotte, Michigan, to demolish these listed structures.

The Engineering Department contacted 21st Century and Homrich and inquired as to why they did not submit a bid. Both indicated they were not able to submit a bid at this time, but will continue to watch for future projects.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in continuing to provide citizens with a community free of hazardous and unsightly structures.

**ACTION REQUESTED:** Approve awarded the Demolition of Various Structures to Pro Excavation, Inc. in the amount of \$246,000.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Demolition of Various Structures will be funded from Account 492-200-850-519 Land Purchases, in the amount of \$ 264,000.00

**IMPLEMENTATION PLAN:** If approved by City Council, authorize the Mayor and City Clerk to sign the contract.

**LIST OF ATTACHMENTS:**

1. #4778 BID TAB
2. #4778 PRO EXCAVATION

**RESOLUTION**

Item Number: #20  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED that Council concurs with the recommendation of the City Engineer and approves the award for Bid File #4778 to Pro Excavation of Wyandotte, MI, for the Demolition of Various Structures in the amount of \$264,000, and authorizes the Mayor and City Clerk to proceed with the execution of this contract, and,

FURTHER RESOLVED the project will be funded from account 492-200-850-519 in the amount of \$264,000 for the demolition of structures at:

351 HUDSON STREET  
2303 3RD STREET  
569 ORANGE STREET  
616 ORANGE STREET  
405 CHERRY STREET  
321 SYCAMORE STREET  
425-429 ST. JOHNS STREET  
2557 BIDDLE AVENUE  
2533 BIDDLE AVENUE  
863 8TH STREET

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<b><u>YEAS</u></b>	<b><u>COUNCIL</u></b>	<b><u>NAYS</u></b>
_____	<b>Alderman</b>	_____
_____	<b>Calvin</b>	_____
_____	<b>DeSana</b>	_____
_____	<b>Maiani</b>	_____
_____	<b>Sabuda</b>	_____
_____	<b>Schultz</b>	_____

**CITY OF WYANDOTTE  
BID DEPOSIT LOG SHEET**

**Bid #:**

4778

**Bid Description:**

Demolition of Various Structures

**Bid Date:**

Feb. 24, 2020

	Bidder/ Business Name	Address (City, State)	Amount	Check #/ Bid Bond (Y/N)	Check Return Date	Signature
1	Pro Excavation Inc	4036 Biddle Ave. Wyandotte MI 48192	264,000.00	N.		
2						
3						
4						
5						
6						
7						
8						
9						
10						



# PROPOSAL FOR DEMOLITION OF VARIOUS STRUCTURES

FEB. 24, 2020

The Honorable Mayor and City Council  
City Hall  
Wyandotte, Michigan

Dear Mayor and City Council:

The undersigned has made himself familiar with the locations of the proposed project and the conditions under which it is to be performed by examination of the locations, plans, details, specifications, bonds and contract, all of which he understands and accepts as being sufficient for the purpose. The undersigned proposes to contract with the City of Wyandotte for the furnishing of all labor, material, and equipment as specified and will accept in payment thereof the following sums, it being further understood that the quantities are approximate, the totals will be used for comparison of bids only, and the payments will be based on unit prices given in the proposal.

If this proposal is accepted, the undersigned further agrees to furnish the bonds and evidence of insurance and enter into contract with the City of Wyandotte within twenty (20) days after said acceptance, and shall perform all demolition complete per specifications by **June 1, 2020**, unless shortage of material or other causes beyond the Contractor's control prohibit him from doing so.

## BASE BID

Item 1: Demolition of the 351 HUDSON STREET Facility Complete As Per Specifications

@ SIXTEEN THOUSAND Dollars (\$ 16,000 )/LS \$ 16,000.00

Item 2: Demolition of the 2303 3<sup>RD</sup> STREET Facility Complete As Per Specifications

@ TWENTY FOUR THOUSAND Dollars (\$ 24,000 )/LS \$ 24,000.00

Item 3: Demolition of the 569 ORANGE STREET Facility Complete As Per Specifications

@ THIRTY THOUSAND Dollars (\$ 30,000 )/LS \$ 30,000.00

Item 4: Demolition of the 321 SYCAMORE STREET Facility Complete As Per Specifications

@ TWENTY EIGHT THOUSAND Dollars (\$ 28,000 )/LS \$ 28,000.00

Item 5: Demolition of the 516 ORANGE STREET Facility Complete As Per Specifications

@ TWENTY FOUR THOUSAND Dollars (\$ 24,000 )/LS \$ 24,000.00

Item 6: Demolition of the 405 CHERRY STREET Facility Complete As Per Specifications

@ TWENTY SEVEN THOUSAND Dollars (\$ 27,000 )/LS \$ 27,000.00

Item 7: Demolition of the 2533 BIDDLE AVENUE Facility Complete As Per Specifications

@ THIRTY THOUSAND Dollars (\$ 30,000 )/LS \$ 30,000.00

Item 8: Demolition of the 2557 BIDDLE AVENUE Facility Complete As Per Specifications

@ THIRTY TWO THOUSAND Dollars (\$ 32,000 )/LS \$ 32,000.00

Item 9: Demolition of the 425-429 ST. JOHNS STREET Facility Complete As Per Specifications

@ TWENTY FIVE THOUSAND Dollars (\$ 25,000 )/LS \$ 25,000.00

Item 10: Demolition of the 863 8TH STREET Facility Complete As Per Specifications

@ TWENTY EIGHT Dollars (\$ 28,000 )/LS \$ 28,000.00

TOTAL - 264,000.00

## ADDITIONAL UNIT PRICE

Item 9: Remove and Replace Concrete Sidewalks

@ 25.00 Dollars (\$ 25.00 )/SF \$ 25.00

## PROPOSAL FOR DEMOLITION OF VARIOUS STRUCTURES

### Addenda

If any addenda are issued for this job, bidder shall note receipt in column below and include each addendum with the proposal.

<u>Addendum No.</u>	<u>Date Received</u>	<u>Received By</u>
_____	_____	_____
_____	_____	_____

SIGNED: \_\_\_\_\_

BY: \_\_\_\_\_

COMPANY: \_\_\_\_\_

ADDRESS: \_\_\_\_\_

PHONE NO.: \_\_\_\_\_

EMAIL: \_\_\_\_\_

Jason Azagalian

JASON AZAGALIAN

Pro Excavation Inc.

4036 BIDDLE AVE. WYANDOTTE, MI 48192

313-304-2449

proexcavation@yahoo.com

CONTRACT

ARTICLES OF AGREEMENT, made and entered into this \_\_\_\_\_ day of \_\_\_\_\_  
20\_\_\_\_, by and between the CITY OF WYANDOTTE, party of the first part, and

\_\_\_\_\_ of the City of \_\_\_\_\_ County of \_\_\_\_\_  
and State of \_\_\_\_\_, party of the second part, to-wit:

1. That all proposals, specifications, plans, bonds, etc., hereto attached or herein referred to, shall be and are hereby made a part of this agreement and contract.
2. That the party of the second part, under penalty of bond attached, shall furnish all labor, materials and appliances necessary, and do all the work as set forth in the proposal for the

\_\_\_\_\_ according to the specifications, plans, etc., which have been made a part of this contract, in a manner, time and place, all and singular, as therein set forth.

IN CONSIDERATION WHEREOF, said party of the first part, for it and its successors, promises and agrees to pay to said party of the second part, the sum provided in the attached proposal,

\_\_\_\_\_ according to the specifications, etc., all in the time and manner therein provided.

For the faithful performance of all and singular of the stipulations, terms and conditions of this agreement, said parties respectfully bind themselves, their successors, heirs, executors, administrators and assigns.

IN WITNESS WHEREOF, said parties have hereunto set their hands and seals, in duplicate, the day and year first above written.

CITY OF WYANDOTTE,  
Party of the first part

BY \_\_\_\_\_  
Mayor

\_\_\_\_\_  
City Clerk

WITNESS:

\_\_\_\_\_  
Party of the second part

BY \_\_\_\_\_

\_\_\_\_\_

\_\_\_\_\_

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 21**

**ITEM: Composting Agreement**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** Attached for your consideration is a Composting Agreement between the City of Wyandotte and Regulated Resource Recovery, Inc. (RRR) to provide processing of compost materials such as leaves, grass, clippings, brush and organic yard waste from the City's Recycling Center to RRR's facility. The City has has a contract with RRR for several years at the same unit rate of \$8.75 per cubic yard..

**STRATEGIC PLAN/GOALS:** This is consistent with the 2010-2015 Goals and Objectives of the City of Wyandotte Strategic Plan in the commitment to creating fiscal stability, streamlining government operations, make government more accountable and transparent to its citizens and making openness, ethics and customer service the cornerstone of our City government.

**ACTION REQUESTED:** Approve the Composting Agreement and authorize the Mayor to sign said agreement .

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Composting processing tipping fees would be paid out of Account 290-448-825-491 Compost Tipping Fee.

**IMPLEMENTATION PLAN:** Execute Composting Agreement and deliver compost materials to RRR.

**LIST OF ATTACHMENTS:**

1. RRR Compost Agreement April 2020

**RESOLUTION**

Item Number: #21  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

RESOLVED by the City Council that Council approves the Composting Agreement with Regulated Resource Recovery, Inc. to provide processing of compost materials for the City at the unit rate of \$8.75 per cubic yard, and

FURTHER RESOLVED that the Mayor is authorized to execute said Composting Agreement.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

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**COUNCIL**

**Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz**

**NAYS**

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## **COMPOSTING AGREEMENT**

This Composting Agreement ("Agreement") is made and entered into this 7th day of April 2020, by and between Regulated Resource Recovery, Inc. ("RRR") and City of Wyandotte.

### **1. Scope**

RRR shall provide processing for compost materials delivered to RRR's 200 Matlin Road Carleton, MI facility by City of Wyandotte. Compost materials shall mean leaves, grass clippings, brush and organic yard waste. RRR shall be considered the owner of any compost materials after the compost materials have been delivered and accepted by RRR.

### **2. Right of Rejection**

RRR retains the right to reject any loads of compost materials that are delivered to RRR's 200 Matlin Road facility by City of Wyandotte which are contained in plastic bags. Additionally, RRR retains the right to reject any loads of compost materials that are comingled with non-compost materials.

### **3. Terms**

This Composting Agreement shall remain in effect for one year with an expiration date of April 7th, 2021.

### **4. Rate**

A rate of \$8.75/cu. yd. shall be paid by City of Wyandotte to RRR for each cu. yd. of compost materials delivered to and accepted by RRR at RRR's 200 Matlin Road Facility. A 20 cu. yd. minimum per load applies. RRR will provide City of Wyandotte with an invoice for compost processing monthly with payment terms of Net 30.

### **5. Hours of Operation**

The compost processing facility shall operate from 7:00 a.m. to 5:00 p.m. Monday through Friday.

### **6. Cancellation**

RRR or City of Wyandotte may cancel this agreement at any time.





**REGULATED**  
RESOURCE RECOVERY, INC.  
REGULATED RESOURCE RECOVERY, INC.

---

200 Matlin Road  
Carleton, MI 48117

  
\_\_\_\_\_  
ANTHONY ABELA

DATE: 3/4/20

City of Wyandotte  
4201 13<sup>th</sup> St.  
Wyandotte, MI 48192

\_\_\_\_\_  
Print: \_\_\_\_\_

DATE: \_\_\_\_\_



**RESOLUTION**

Item Number: #22

Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

AN ORDINANCE ENTITLED AN ORDINANCE TO AMEND

SECTIONS 2-206(1), 2-206(2) DEFINITION OF "FINAL AVERAGE COMPENSATION" 2-206  
DEFINITION OF "POLICEMAN OR FIREMAN MEMBER", 2-206 DEFINITION OF "VOLUNTARY  
RETIREMENT AGE", 2-207(c),(1),(4) "MEMBERSHIP", 2-214 "POLICEMAN AND FIREMAN MEMBER  
RETIREMENT ALLOWANCE", 2-221(b) "RETIREMENT ALLOWANCE OPTIONS", AND 2-245(b)  
"SPECIAL SUPPLEMENTAL RETIREMENT BENEFIT ALLOWANCE" OF THE CODE OF  
ORDINANCES OF THE CITY OF WYANDOTTE.

The City of Wyandotte Ordains:

Section 1. Amendment of Sec. 2-206. "Definitions" by amending the definition of "Final Average Compensation"

Sec. 2-206. Definitions

Final Average Compensation means:

1. For general members, the average of any three (3) consecutive years of a member's credited service producing the highest total amount of said member's base wage plus the average longevity payments made to the member during the last three (3) years of his employment, effective October 6, 1980. If a member has less than three (3) years of credited service, his final average compensation received by him during his total period of credited service. Notwithstanding anything herein to the contrary, effective October 5, 1987, for members of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, and for members of the Police Officers Association of Michigan (P.O.A.M.), final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) shall also include a member's accrued vacation and sick leave paid on retirement, provided however, that said accrued vacation and sick leave amounts shall in no event increase a member's final average compensation more than ten (10) per cent. Notwithstanding anything herein to the contrary, effective February 1, 1990, for nonunion general members, for members of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, and members of the F.O.P. police/fire dispatcher/clerical, final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) shall also include a member's accrued vacation and sick leave paid on retirement, provided however, that said accrued vacation and sick leave amounts shall in no event increase a member's final average compensation more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective February 1, 2000, for nonunion general members and for members of the American Federation of State, County, and Municipal Employees

(A.F.S.C.M.E.) Local 894, final average compensation means the average of the highest three (3) consecutive years of compensation, and includes all base wages, overtime, and longevity. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include accrued sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective February 1, 2013, for nonunion general members, and June 30, 2013, for members of the American Federation of State, County, and Municipal Employees (A.F.S.C.M.E.) Local 894, final average compensation means the average of the highest three (3) consecutive years of compensation, and includes all base wages, and longevity. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include accrued sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent. Notwithstanding anything to the contrary, effective January 1, 1999, for members of the American Federation of State, County, and Municipal Employees (A.F.S.C.M.E.) Local 894, final average compensation means the average of the highest three (3) consecutive years of compensation, and includes all base wages, overtime, and longevity. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include accrued sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent.

2. For police members, the best twelve (12) months of compensation plus holiday pay for the three hundred sixty-five-day period preceding the effective date of retirement plus longevity contained in the last year of credited service, effective October 6, 1980. Notwithstanding anything herein to the contrary, effective February 1, 1987, for members of the patrol officers bargaining unit only, final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) shall also include a member's accrued vacation and sick leave paid on retirement, provided however, that said accrued vacation and sick amounts shall in no event increase a member's final average compensation more than ten (10) per cent. Notwithstanding anything herein to the contrary, for police members and police department command officers, final average compensation means the best twelve (12) consecutive months of compensation, plus longevity contained in the last year of credited service, and shall also include holiday pay for the three hundred sixty-five-day period preceding the effective date of retirement, effective October 5, 1981. Notwithstanding anything herein to the contrary, effective February 1, 1990, for police members and police department command officers, final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) shall also include a member's accrued vacation and sick leave paid on retirement, provided however, that said accrued vacation and sick leave amounts shall in no event increase a member's final average compensation more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective February 1, 1999, for police patrol members and February 1, 2000, for police command members, final average compensation means the average of the highest three (3) out of the last ten (10) years of compensation, and includes all base wages, shift differential, eligible overtime as defined in the collective bargaining agreement, annual payments of accrued compensatory time, longevity pay, and holiday pay. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective January 1, 2020, for police patrol and command officers hired after February 1, 1999, final average compensation means the average of the highest sixty (60) consecutive months of base wages out of the last ten (10) consecutive years. For fire members "final average compensation" means the best twelve (12) months of compensation plus longevity contained in the last year of

credited service, effective October 4, 1976, and "final average compensation" shall also include holiday pay for the three hundred sixty-five-day period preceding the effective date of retirement, effective October 5, 1981. Notwithstanding anything herein to the contrary, effective February 1, 1987, for fire members, final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) shall also include a member's accrued vacation and sick leave paid on retirement, provided however, that said accrued vacation and sick leave amounts shall in no event increase a member's final average compensation by more than ten (10) per cent. Notwithstanding anything herein to the contrary, effective February 1, 1990, for fire members, final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) shall also include a member's accrued vacation and sick leave paid on retirement, provided however, that said accrued vacation and sick leave amounts shall in no event increase a member's final average compensation more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective February 1, 2000, for fire members, final average compensation means the average of the highest three (3) out of the last ten (10) consecutive years of compensation, and includes all base wages, ALS premium pay, overtime, longevity, food allowance and holiday pay. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include accrued sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective February 1, 2012, for fire members final average compensation means the average of the highest three (3) consecutive years out of the last ten (10) years of compensation, and includes all base wages, ALS premium pay, food allowance and holiday pay for this time period. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include accrued sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent. Notwithstanding anything herein to the contrary, effective January 1, 2016, for fire members, final average compensation means the average of the highest three (3) out of the last ten (10) consecutive years of compensation, and includes all base wages, ALS premium pay, eligible overtime as defined in the collective bargaining agreement, longevity, food allowance and holiday pay. Final average compensation (except in the case of a deferred retirement, a member's resignation or a member's discharge) will also include accrued sick and vacation time paid on retirement. The accrued sick and vacation amounts shall not increase a member's final average compensation by more than twenty-five (25) per cent.

Section 2. Amendment of Sec. 2-206. "Definitions" by amending the definition of "Policeman or Fireman Member" in Subparagraph (1)

#### Sec. 2-206. Definitions

Member means any person who is included in the membership of the retirement system as set forth below:

1. Policeman or fireman member means any member who is employed in the police or fire departments of the city holding the rank of patrolman or pipeman, including probationary patrolman or pipeman, or higher rank. The term "policeman or fireman member" shall not include (i) any person who is privately employed as a policeman or a fireman, (ii) any person who is temporarily employed as a policeman or fireman for any emergency, (iii) any civilian employee in the police or fire departments, , (iii) any civilian employee in the police or fire departments, (iv) any police patrol member hired between after February 1, 1999, and December 31, 2019, who did not elect to join the system as of January 1, 2020, (v) any police command member hired between after February 1, 1999 and December 31, 2019, who did not elect to join the system as of January 1,

2020, and (vi) any fireman member hired after October 1, 2000.

2. Hospital member means any member who is employed in the Wyandotte General Hospital.

3. Municipal service member means any member who is employed in the municipal service department of the city.

4. General member means any member, including nonunion administrative, technical, and clerical employees and members of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, and members of the Police Officers Association of Michigan (P.O.A.M.), except (i) a policeman or fireman member, (ii) a hospital member, (iii) a municipal service member, (iv) nonunion administrative, technical, or clerical employees of the city hired after October 1, 1999, (v) members of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, hired after March 31, 2000, (vi) nonunion administrative, technical, or clerical employees of the city hired before October 1, 1999, who voluntarily elected to leave membership of the retirement system on March 31, 2001, pursuant to the rules in effect at that time, (vii) members of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, hired before March 31, 2000, who voluntarily elected to leave membership of the retirement system on March 31, 2001, pursuant to the rules in effect at that time, (viii) members of the Police Officers Association of Michigan (P.O.A.M.)—Dispatchers/clerical bargaining unit hired after July 1, 2001, (ix) members of the Police Officers Association of Michigan (P.O.A.M.)—Dispatchers/clerical bargaining unit hired before July 1, 2001, who voluntarily elected to leave membership of the retirement system on June 30, 2002, pursuant to the rules in effect at that time, and (x) members of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, hired before March 31, 2000, who voluntarily elected to leave membership of the retirement system on March 31, 2013, pursuant to the rules in effect at that time.

Section 3. Amendment of Sec. 2-206. "Definitions" by amending the definition of "Voluntary Retirement Age"

#### Sec. 2-206. Definitions

Voluntary Retirement Age means the applicable age set forth below:

1. For a police member hired prior to February 1, 1999, the first to occur, (i) fifty-five (55) years of age, or (ii) twenty-five (25) years of credited service and at least age fifty (50), effective October 4, 1976. For a police member hired after February 1, 1999, the first to occur, (i) fifty-five (55) years of age and twenty-five (25) years of credited service or (ii) sixty (60) years of age with ten (10) years of credited service.

2. For a fire member, the first to occur of (i) fifty-five (55) years of age, or (ii) fifty (50) years of age and thirty (30) years of credited service, effective October 3, 1977. Notwithstanding anything herein to the contrary, effective February 1, 1990, for a fire member, twenty-five (25) years of credited service without regard to age, or age fifty-five (55) with ten (10) or more years of credited service.

3. Age sixty (60) years for a hospital member.

4. For an hourly municipal service member, age sixty (60) years, or (ii) the age at which he acquires thirty (30) years of credited service. Effective January 1, 1988, for an exempt or nonexempt salaried municipal service member only, the first to occur of (i) age sixty (60) years, or (ii) the age at which he acquires twenty-five (25)

years of credited service.

5. For a general member, the first to occur of (i) age fifty-five (55) years, or (ii) the age at which he acquires twenty-five (25) years of credited service, effective October 4, 1976. Notwithstanding anything herein to the contrary, effective February 1, 1990, for a general member, twenty-five (25) years of credited service without regard to age, or age fifty-five (55) with ten (10) or more years of credited service

Section 4. Amendment of Subparagraphs (c)(1) and (4) of Sec. 2-207. "Membership"

Sec. 2-207. Membership

(a) The membership of the retirement system shall include all persons who are, and who become, officers or employees of the city, except as provided in subsection (b) of this section.

(b) The membership of the retirement system, effective April 1992, shall not include:

- 1) Elective and appointive officials who are not in full time employment with the city;
- 2) Any person whose services are compensated on a fee or contractual basis;
- 3) Any person in a position normally working less than eighty (80) hours per month;
- 4) Any person hired on a temporary part-time seasonal, co-op, internship or emergency or volunteer basis, including crossing guards and park rangers;
- 5) The medical director and actuary;
- 6) Any person who cannot complete the minimum credited service requirements, other than those eligible under section 2-262 dealing with the Reciprocal Retirement Act;
- 7) Any person in receipt of retirement allowance from the City of Wyandotte Employee's Retirement System.

(c) In addition to the exclusions identified in (b) above, membership of the retirement system shall not include:

- 1) Any police patrol member hired between after February 1, 1999, and December 31, 2019, who did not elect to join the system effective January 1, 2020.
- 2) Any nonunion administrative technical or clerical employees of the city hired after October 1, 1999;
- 3) Any member of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, hired after March 31, 2000;
- 4) Any police command member hired between after February 1, 1999, and December 31, 2019, who did not elect to join the system effective January 1, 2020
- 5) Any fireman member hired after October 1, 2000;
- 6) Any nonunion administrative, technical, or clerical employee of the city hired before October 1, 1999, who voluntarily elected to leave membership of the retirement system on March 31, 2001, pursuant to the rules in

effect at that time;

7) Any member of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, hired before March 31, 2000, who voluntarily elected to leave membership of the retirement system on March 31, 2001, pursuant to the rules in effect at that time;

8) Any member of the dispatch/clerical bargaining unit hired after July 2, 2001;

9) Any member of the dispatch/clerical bargaining unit hired before July 1, 2002, who voluntarily elected to leave membership of the retirement system on June 30, 2002, pursuant to the rules in effect at that time;

10) Any municipal service employee hired after September 30, 2006;

11) Any municipal service employee hired before October 1, 2006, who voluntarily elected to leave membership of the retirement system.

12) Any member of the American Federation of State, County and Municipal Employees (A.F.S.C.M.E.) Local 894, hired before March 31, 2000, who voluntarily elected to leave membership of the retirement system on March 31, 2013, pursuant to the rules in effect at that time.

(d) In all cases of doubt, the commission shall decide who is a member of the system within the meaning of this article.

Section 5. Amendment of Sec. 2-214. "Policeman and Fireman Member Retirement Allowance" by adding a provision guaranteeing a minimum straight life pension taking effect January 1, 2020 for police members

#### Sec. 2-214. Policeman and Fireman Member Retirement Allowance

Effective February 1, 1999 for patrol police members and February 1, 2000 for command police members, hired after October 1, 1982, retroactive to date of hire, shall receive a straight life retirement allowance and shall have the right to elect a retirement allowance under an option provided in section 2-221 in lieu of a straight life retirement allowance. The straight life retirement allowance shall equal the sum of:

(1) An annuity which shall be the actuarial equivalent of his accumulated contributions standing to his credit in the annuity savings fund at the time of his retirement; and

(2) A pension which when added to his annuity will provide a retirement allowance equal to the number of years and months of credited service, not to exceed twenty-five (25) years, multiplied by two and one-half (2½) per cent, times the final average compensation plus the number of years and months of credited service in excess of twenty-five (25) years, if any, multiplied by one (1) per cent times the final average compensation.

Maximum benefit is seventy-five (75) per cent of final average compensation. Members will make pretax contributions of five (5) per cent from all income included in the final average compensation.

Effective February 1, 2000, a fireman member, retroactive to date of hire, shall be guaranteed a minimum straight life pension equal to:

(1) An amount equal to the sum of (i) the number of years, and fraction of a year, of his credited service not to exceed twenty-five (25) years, multiplied by two and one-half (2½) per cent of his final average compensation, plus (ii) the number of years, and fraction of a year, of his credited service in excess of twenty-five (25) years, if any, multiplied by one (1) per cent of his final average compensation, but not to exceed seventy-five (75) per cent of final average compensation; less

(2) An amount equal to the actuarial equivalent of his hypothetical accumulated contributions standing to his credit at the time of his retirement, such actuarial equivalent amount to be computed on the basis of the 1971 group annuity mortality table, with a five-year setback for females, and interest at the rate of six (6) per cent per year, compounded annually. Effective February 1, 2000, interest will be applied at five (5) per cent per year, compounded annually.

Effective September 16, 2005, a fireman member who is an active member on October 1, 1982 who retires within sixty (60) days after the attainment of twenty-five (25) years of credited service as a fire member (provided said retirement occurs subsequent to September 16, 2005), or who retires subsequent to September 16, 2005 and no later than November 15, 2005, shall be eligible for a minimum straight life pension equal to:

(1) An amount equal to the sum of (i) the number of years, and fraction of a year, of his credited service not to exceed twenty-five (25) years, multiplied by two and four-fifths (2.80) per cent of his final average compensation, plus (ii) the number of years, and fraction of a year, of his credited service in excess of twenty-five (25) years, if any, multiplied by one (1) per cent of his final average compensation, but not to exceed seventy-five (75) per cent of final average compensation; less

(2) An amount equal to the actuarial equivalent of his hypothetical accumulated contributions standing to his credit at the time of his retirement, such actuarial equivalent amount to be computed on the basis of the 1971 group annuity mortality table, with a five-year setback for females, and interest at the rate of six (6) per cent per year, compounded annually.

A command police member who is an active member on October 1982 shall be guaranteed a minimum straight life pension equal to:

(1) An amount equal to the sum of (i) the number of years, and fraction of a year, of his credited service not to exceed twenty-five (25) years, multiplied by two and one-half (2½) per cent of his final average compensation, plus (ii) the number of years, and fraction of a year, of his credited service in excess of twenty-five (25) years, if any, multiplied by one (1) per cent of his final average compensation, but not to exceed seventy-five (75) per cent of final average compensation; less

(2) An amount equal to the actuarial equivalent of his hypothetical accumulated contributions standing to his credit at the time of retirement, such actuarial equivalent amount to be computed on the basis of the 1971 group annuity mortality table, with a five-year setback for females, and interest at the rate of six (6) per cent per year, compounded annually.

Effective October 16, 2001, a command police member who is an active member on October 1, 1982 who retires within thirty (30) days after the attainment of twenty-five (25) years of credited service as a police member provided said retirement occurs subsequent to October 16, 2001 (but in no case have cumulative



credited service in excess of thirty (30) years) will be eligible for a minimum straight life pension equal to:

- (1) An amount equal to the sum of (i) the number of years, and fraction of a year, of his credited service not to exceed twenty-five (25) years, multiplied by two and four-fifths (2.80) per cent of his final average compensation, plus (ii) the number of years, and fraction of a year, of his credited service in excess of twenty-five (25) years, if any, multiplied by one (1) per cent of his final average compensation, but not to exceed seventy-five (75) per cent of final average compensation; less
- (2) An amount equal to the actuarial equivalent of his hypothetical accumulated contributions standing to his credit at the time of his retirement, such actuarial equivalent amount to be computed on the basis of the 1971 group annuity mortality table, with a five-year setback for females, and interest at the rate of six (6) per cent per year, compounded annually.

Effective January 1, 2020, for police members hired after February 1, 1999, shall be guaranteed a minimum straight life pension equal to:

- (1) An amount equal to the sum of (i) the number of years, and fraction of a year, of his credited service, multiplied by two (2) per cent of his final average compensation, but not to exceed seventy (70) per cent of final average compensation.

Notwithstanding anything elsewhere in this section to the contrary, effective February 1, 1990, as it relates to police or fire members and police department command officers, the city expressly reserves the right to waive, maintain or alter the provisions of this section, provided however, in no event shall any pension benefits set forth in this article be lessened or reduced as a result of waiving, maintaining, or altering any provisions thereof.

#### Section 6. Amendment of Subparagraph (b) of Sec. 2-221. "Retirement Allowance Options"

##### Sec. 2-221. Retirement Allowance Options

(a) Subject to the provisions of subsection (b) hereinafter set forth, prior to the effective date of his retirement, but not thereafter, a member may elect to receive his retirement allowance as a straight life retirement allowance payable throughout his life, or he may elect to receive the actuarial equivalent, computed as of the effective date of his retirement, of his straight life retirement allowance in a reduced retirement allowance payable throughout his life, and nominate a beneficiary in accordance with the provisions of option 1, 2 or 3 set forth below. If a member does not elect an option prior to the effective date of his retirement, his retirement allowance shall be paid him as a straight life retirement allowance.

(1) Option 1—Cash refund annuity. Under option 1 a retirant shall receive a reduced retirement allowance payable throughout his life with the provisions that if he dies before he has received in payment of the annuity portion of his reduced retirement allowance an aggregate amount equal to his accumulated contributions standing to his credit in the annuity savings fund at the time of his retirement, the difference between his said accumulated contributions and the said aggregate amount of annuity payments received by him shall be paid to such person or persons as he shall have nominated by written designation duly executed and filed with the commission. If there be no such designated person surviving the retirant, such difference, if any, shall be paid to the retirant's legal representative.

(2) Option 2—Joint and survivor allowance. Under option 2 a retirant shall receive a reduced retirement

allowance payable throughout his life with the provisions that upon his death his reduced retirement allowance shall be continued throughout the life of and paid to such person, having an insurable interest in his life, as he shall have nominated by written designation duly executed and filed with the commission prior to the effective date of his retirement.

(3) Option 3—Modified joint and survivor allowance. Under option 3 a retirant shall receive a reduced retirement allowance payable throughout his life with the provision that upon his death one-half his reduced retirement allowance shall be continued throughout the life of and paid to such person, having an insurable interest in his life, as he shall have nominated by written designation duly executed and filed with the commission prior to the effective date of his retirement.

(b) Notwithstanding anything elsewhere in this section to the contrary, effective February 1, 1990, as it relates to police members hired before February 1, 1999, police department command officers hired before February 1, 1999, members of the F.O.P. police/fire dispatcher/clerical bargaining unit, fire members and general members, and effective October 1, 1995 for hourly municipal members, and effective June 6, 1990 for salaried municipal service members, if said member has elected either an option 2 or option 3 prior to the effective date of his retirement and the retirant and the nominated beneficiary become legally divorced or the beneficiary nominated in accordance with either option dies prior to said retirant, then in either case the retirant's retirement allowance shall be paid to him as a straight life retirement allowance as of the date of the entry of the judgment of divorce or the date of death of said nominated beneficiary, as the case may be.

(c) Effective September 16, 1996, all general city, police and fire employees who retired on or before January 31, 1990 and received a monthly pension payroll paycheck on September 15, 1996 with said retiree selecting either an option 2 or option 3 survivorship retirement benefit prior to the effective date of his retirement and the beneficiary nominated in accordance with either option having died prior to said retirement, then the retirant's retirement allowance shall be paid as a straight life retirement allowance to the retirant as of the date of the beneficiaries death or September 18, 1996 whichever date occurs later.

Effective September 16, 2004, all municipal service salary and hourly employees who retired on or before and received a monthly pension payroll paycheck on September 15, 2004 with said retiree selecting either an option 2 or option 3 survivorship retirement benefit prior to the effective date of his retirement and the beneficiary nominated in accordance with either option having died prior to September 16, 2004, then the retirant's retirement allowance shall be paid as a straight life retirement allowance to the retirant as of the beneficiaries death or September 16, 2004 whichever date occurs later.

(d) A retroactive benefit shall be paid to all general city, police and fire retirees who have met all of the requirements of subsection (c) above from September 16, 1996 to date of the resolution passage by the city council. This benefit shall be paid in the month following city council passage of this Ordinance No. 1028, passed Jan. 6, 1997. In no instance shall any retroactive straight life benefit be paid for any retirement time prior to September 16, 1996 or to a deceased retiree's estate if the retiree died prior to September 16, 1996.

A retroactive benefit shall be paid to all municipal service salary and hourly retirees who have met all of the requirements of subsection (c) above that pertains to municipal service as of September 16, 2004. This benefit shall be paid in the month following city council passage of Ordinance No. 1204 . In no instance shall any retroactive straight life benefit be paid for any retirement time prior to September 16, 2004 or to a deceased retiree's estate if the retiree died prior to September 16, 2004.

Section 7. Amendment of Subparagraph (b) of Sec. 2-245. "Special Supplemental Retirement Benefit Allowance"

Sec. 2-245. Special Supplemental Retirement Benefit Allowance

(a) The provisions of this section shall be effective December 15, 1980, and shall be operative during a fiscal year if the (i) retirement commission adopts a resolution as of September thirtieth of each fiscal year to allocate monies to the special retirement reserve fund for the fiscal year under section 2-238, and (ii) the city council adopts a resolution declaring the provisions of this section in effect for the fiscal year.

(b) Subject to the preceding restrictions, to be eligible for a special supplemental retirement benefit allowance, the retirant or beneficiary must have been in receipt of a retirement allowance for one (1) full calendar year as of the September thirtieth prior to receiving a retirement allowance. Police members hired after February 1, 1999, are ineligible for any improvement or supplemental payments of retirement allowances payable to retirants of the retirement system.

(c) The amount of the special supplemental retirement allowance to be paid each eligible retirant or beneficiary shall be equal to one-half of the total monies credited to the special retirement reserve fund as of September thirtieth of each fiscal year under section 2-238 divided by the total number of years of credited service for all eligible retirants and beneficiaries of the system multiplied by each retirant's or beneficiary's respective years of credited service in the system.

(d) Payment of the special supplemental retirement benefit allowance set forth herein shall be paid to each eligible retirant or beneficiary on December fifteenth of each year.

(e) A request form shall be submitted to each eligible retirant or beneficiary, and shall be returned within thirty (30) days of mailing. Failure to return the form will eliminate the benefit payment to the retirant or beneficiary for that fiscal period.

(f) In the case of a beneficiary, the effective date of the special supplemental retirement benefit allowance shall be the date of death of the member of the system or the date of retirement of the member of the system, as the case may be.

(g) The commission shall evaluate the requirements of this section and the possibility of increasing benefits under this section each fiscal year.

(h) Notwithstanding anything in this section to the contrary, no special supplemental retirement benefit allowance shall be made to any retirant or beneficiary in any fiscal year unless sufficient monies are available in the special retirement reserve fund to make the benefit payments provided in subsection (c).

Section 8. Severability.

All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Section 9. Effective Date.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council and the Ordinance or its summary shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption. A copy of this Ordinance may be inspected or obtained at the City of Wyandotte Clerk’s Office, 3200 Biddle Avenue, Wyandotte, Michigan.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	<b>Alderman</b>	
	<b>Calvin</b>	
	<b>DeSana</b>	
	<b>Maiani</b>	
	<b>Sabuda</b>	
	<b>Schultz</b>	

**CITY OF WYANDOTTE**  
**REQUEST FOR COUNCIL ACTION**

**MEETING DATE: 4/20/2020**

**AGENDA ITEM # 23**

**ITEM: First Reading #1486: Ordinance Amendment to Chapter 14 - Garbage, Trash and Weeds**

**PRESENTER:** Gregory J. Mayhew, City Engineer

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** City of Wyandotte Code of Ordinance Chapter 14 Garbage, Trash and Weeds, addresses the type of trash receptacles and dumpsters to be used in trash collection, trash collection locations and time, and special refuse/bulk item pick up.

In light of the Waste Management Contract Amendment, which adds front load dumpsters and clarifies bulk item pickup, Chapter 14 should be amended to conform with these issues.

The proposed Chapter 14 Amendments, attached for your review, cover the addition of front load style dumpsters and includes clarification of bulk item pickup responsibilities and enforcement actions.

I recommend approval of the attached ordinance amendment language.

**STRATEGIC PLAN/GOALS:** This recommendation is consistent with the Goals and Objectives of the City of Wyandotte's Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of City services.

**ACTION REQUESTED:** Concur with the proposed amendment to Chapter 14 Garbage, Trash and Weeds and schedule the first hearing for April 20, 2020.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** No budget implication.

**IMPLEMENTATION PLAN:** If Council concurs with the proposed amendment to Chapter 14 Garbage, Trash and Weeds, schedule the first hearing for April 20, 2020.

**LIST OF ATTACHMENTS:**

1. Proposed Amendment to Chapter 14 040320

**RESOLUTION**

Item Number: #23  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

BE IT RESOLVED that Council concurs with the proposed amendments to Chapter 14 Garbage, Trash and Weeds, and further, that the first reading of the Ordinance Amendment #1486 regarding the aforementioned section of the Code of Ordinances was held on April 20, 2020.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

**YEAS**

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**COUNCIL**

**Alderman**  
**Calvin**  
**DeSana**  
**Maiani**  
**Sabuda**  
**Schultz**

**NAYS**

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AN ORDINANCE ENTITLED

AN ORDINANCE TO AMEND CHAPTER 14 GARBAGE, TRASH AND WEEDS  
ARTICLE I IN GENERAL  
OF THE WYANDOTTE CODE OF ORDINANCE

THE CITY OF WYANDOTTE ORDAINS:

Section 1. Amend Article I. In General to read as follows:

Sec. 14.2. Receptacles-Generally.

- (d) Notwithstanding sections [14-4](#) and [14-5](#), upon written notice from the city, multiple residential, commercial and industrial premises must place all solid waste in a non-portable rear load or front load receptacles. All apartment buildings with six (6) or more residential units are required to have a non-portable rear load or front load receptacles.

Sec. 14.4. Same-Rubbish generally.

Rubbish may also be placed in non-portable rear load or front load receptacles approved by the city engineer which can be mechanically handled by collection equipment of the city contractors. Should a non-portable rear load or front load receptacle be utilized, the charges will be determined by resolution of the city council.

Sec. 14.5. Same-Commercial rubbish.

Commercial rubbish may be placed in nonportable rear load or front load receptacles of substantial metal construction of two (2) to eight (8) cubic yards capacity and shall meet all specifications established by the city engineer on the basis of the requirements of the solid waste equipment being used by the city contractor.

Corrugated cardboard may be placed in non-portable corrugated cardboard receptacles of substantial metal construction of six-cubic-yard capacity as supplied by the city contractors.

Receptacles that are badly broken or otherwise fail to meet the requirements of this section may be classified as rubbish and, after due notice to the owner, may be collected as rubbish by the department.

Receptacles which are furnished by the city contractor shall be owned, serviced, maintained and replaced as needed by the city contractor.

Should a non-portable rear load receptacle or non-portable corrugated cardboard receptacle be utilized, the charges will be determined by resolution of the city council.



## Sec. 14-7. Same-Location for collection.

(b) Said receptacles, containers and bundles shall not be placed between the sidewalk and curb, or in the alley, as the case may be, before 6:00 p.m. of the day preceding the day scheduled for collection, and all empty receptacles and containers shall be removed back onto private property no later than 8:00 p.m. of the day following collection.

If said receptacles, containers and bundles are placed between the sidewalk and curb, or in the alley, prior to or after the permitted times, and the City deems that this condition would pose a health hazard, subject adjacent property occupants to an unreasonably offensive odor, or be a public nuisance, the City, with no notification to the property owner or tenant, shall pick up the items prior to the next regularly scheduled pick up day. The property owner shall be responsible to pay the City costs as billed by the City to the property owner within thirty (30) days of the City's mailing of the costs owed. If the property owner fails to do so, the property owner is in violation of this ordinance and will be responsible for a municipal civil infraction.

It shall be the responsibility of the property owner to ensure its tenants are in compliance with this provision.

## Sec. 14.8. Same-Collection frequency, supervision, etc.

The collection of rubbish from non-portable rear load or front load receptacles approved by the city engineer shall be up to three (3) times each week. The collection of rubbish from all other locations shall be once a week. The collection of garbage, rubbish and ashes shall be under the direction of the department of engineering and shall be performed by the person designated by the city council to collect same.

### Sec. 14.8.1. Same-Collection requirements.

(9) *Non-portable rear load or front load receptacles (dumpsters):* Solid waste shall be contained in receptacle as defined in sections [14-4](#), [14-5](#) and [14-8](#). A service fee approved by city council will apply.

(13) *Special refuse/bulk refuse:* Shall be separated and clearly marked with a special refuse sticker. Refrigerators and freezers shall have the doors removed and be placed on their side. Bulk refuse shall be neatly placed out for collection. All fabric materials such as, but not limited to, sofas, mattresses and box springs that are soiled or infested with bed bugs shall be completely wrapped in plastic and securely taped, otherwise the items will not be picked up.

(b) Removal of mass disposal of bulk refuse, domestic rubbish, garbage, solid waste and special refuse generated from site evictions, foreclosures, move-outs or construction/renovations, shall be the responsibility of the property owner. The property owner shall contract for the disposal of such materials with a private contractor and pay all costs associated with the mass disposal of the materials from the property on the day of the site eviction, move-out or construction/renovation activity.

In cases where the Court is involved and has issued a writ for possession, the Court Officer with the writ may hire a private contractor for disposal of such materials.

Dumpsters may be available from the City of Wyandotte DPS at certain times of the year for a fee.

If said bulk refuse, domestic rubbish, garbage, solid waste and special refuse generated from site evictions, foreclosures, move-outs or construction/renovations are placed between the sidewalk and curb, or in the alley, prior to or after the permitted times, and the City deems that this condition would pose a health hazard, subject adjacent property occupants to an unreasonably offensive odor, or be a public nuisance, the City, with no notification to the property owner or tenant, shall pick up the items prior to the next regularly scheduled pick up day. The property owner shall be responsible to pay the City costs as billed by the City to the property owner within thirty (30) days of the City's mailing of the costs owed. If the property owner fails to do so, the property owner is in violation of this ordinance and will be responsible for a municipal civil infraction.

## Section 2. Interpretation.

Nothing in this Ordinance or in the Code hereby adopted shall be construed to affect any suit or proceeding in any court, or any rights acquired, or liability incurred, or any cause or causes of action acquired or existing, under any act or ordinance hereby repealed; nor shall any just or legal right or remedy or any character be lost, impaired or affected by this Ordinance.

## Section 3. Severability.

Severability. Should any word, sentence, phrase or any portion of this Ordinance be held in a manner invalid by any court of competent jurisdiction or by any state agency having authority to do so for any reason whatsoever, such holdings shall be construed and limited to such word, sentence, phrase or any portion of the Ordinance held to be so invalid and shall not be construed as affecting the validity of any of the remaining words, sentences, phrases or portions of this Ordinance.

#### Section 4. Conflicting Ordinance.

Conflicting Ordinances. All prior existing ordinances adopted by the City of Wyandotte inconsistent or in conflict with the provisions of this Ordinance are, to the extent of such conflict or inconsistency, hereby expressly repealed.

#### Section 5. Effective Date.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council and a copy of the Ordinance or a summary of said Ordinance shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption. A copy of this ordinance may be inspected or obtained at the City of Wyandotte Clerk's Office, 3200 Biddle Avenue, Wyandotte, Michigan.

On the question, "SHALL THIS ORDINANCE NOW PASS?" the following vote was recorded.

#### YEAS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

Alderman  
Calvin  
DeSana  
Maiani  
Sabuda  
Schultz

#### NAYS

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

ABSENT \_\_\_\_\_

I hereby approve the adoption of the foregoing Ordinance this \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

#### CERTIFICATION

We, the undersigned, Joseph R. Peterson and Lawrence S. Stec, respectively, the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the City Council of the City of Wyandotte, at a regular session on Monday, \_\_\_\_\_ day of \_\_\_\_\_, 20\_\_.

\_\_\_\_\_  
Lawrence S. Stec, City Clerk

\_\_\_\_\_  
Joseph R. Peterson, Mayor

#### NOTICE OF ADOPTION

The City of Wyandotte Zoning Ordinance has been amended as follows:

The effective date of this Ordinance is \_\_\_\_\_. A copy of this Ordinance may be purchased or inspected at the City of Wyandotte Clerk's Office, 3200 Biddle Avenue, Wyandotte, Michigan, between the hours of 8:00 a.m. and 5:00 p.m., Monday

**RESOLUTION**

Item Number: #24  
Date: April 20, 2020

RESOLUTION by Councilperson \_\_\_\_\_

AN ORDINANCE ENTITLED  
AN ORDINANCE SETTING THE SALARY FOR THE  
DEPARTMENT OF LEGAL AFFAIRS

THE CITY OF WYANDOTTE ORDAINS:

Section 1. Salary for Department of Legal Affairs

The salary for the law firm of William R. Look, P.C. as the Department of Legal Affairs for the City of Wyandotte shall be at a yearly salary of Eighty Thousand and 00/100 (\$80,000.00) Dollars to cover the period from April 20, 2020 to April 19, 2022. In addition, the law firm shall be reimbursed for miscellaneous costs and expenses incurred when acting as legal counsel for the City of Wyandotte.

Section 2. Severability.

All Ordinances or parts of Ordinances in conflict herein are hereby repealed, only to the extent necessary to give this Ordinance full force and effect.

Section 3. Effective Date.

This ordinance shall take immediate effect. This ordinance is deemed necessary for the immediate preservation of the public peace, property, health, safety and for providing for the usual daily operation of the City. This ordinance shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption. The ordinance shall designate the location in the City where a true copy of the ordinance can be inspected or obtained.

I move the adoption of the foregoing resolution.

MOTION by Councilperson

SUPPORTED by Councilperson

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	<b>Alderman</b>	
	<b>Calvin</b>	
	<b>DeSana</b>	
	<b>Maiani</b>	
	<b>Sabuda</b>	
	<b>Schultz</b>	

# REPORTS & MINUTES

## CITY OF WYANDOTTE BEAUTIFICATION COMMISSION MEETING MINUTES, DRAFT MARCH, 2020

Members Present: John Darin, Chairman, Kelly Dodson, Barbara Freese, Andrea Fuller, Noel Galeski, Wendy Leach, Alice Ugljesa

Members Excused: Michael Bak, Patricia Iacopelli, Stephanie Pizzo

Guest(s): None

1. Call to Order: The meeting was called to order by John at 6:00 pm.
2. Approval of Agenda: Motion was made by Wendy, seconded by Andrea, to approve this meeting's agenda, with changes to move Hanging Baskets and Landscape Planning agenda items to the beginning of the agenda for this meeting. The motion was approved.
3. Reading and Approval of Previous Minutes:
  - a. February 12, 2020 Regular Meeting: After review of the minutes, Alice made a motion, seconded by Wendy, to approve the draft minutes of the February 12, 2020 regular meeting of the Beautification Commission, without change. The motion was approved.
4. Chairperson's Report:
  - a. Distribution of Documents: An updated Attendance Log and 2020 Meeting Dates with expanded primary agenda items list were distributed.
  - b. Completion of Remaining Required Annual Disclosure Statements: The City Clerk's Office provided copies of the 2020 Disclosure Form to be completed, signed, and dated by all commissioners. Forms will be mailed by the City Clerk's Office to commissioners Michael Bak, Patricia Iacopelli, and Stephanie Pizzo for their completion and return to the City Clerk's Office by the April 28, 2020 deadline.
5. Treasurer's Report:
  - a. FY 2019-2020 Beautification Commission Expense Report: The Treasurer's Report was distributed. There were no expenses incurred, leaving a current account balance of \$6,061.98. There were no expenses posted to the GFM Reserve account, leaving a current balance of \$249.78.
6. Spring Hanging Baskets: Alice reported that the hanging baskets will be delivered and installed before the Dig-In, on Friday, May 15th.
7. Spring Dig-In Planning:
  - a. Landscaping Purchases: Alice reported that anticipated expenses to date from Four Star Greenhouse for the Spring Dig-In plantings are currently at \$3,260.80. Quote/invoice to follow for posting on Treasurer's Report. Commissioners were cautioned to carefully monitor their spending commitments due to budgetary considerations. Current Spring Dig-In budget is \$3,230, which has been met. Alice is planning to purchase ferns from Kroger. There is also interest in purchasing 3 planter pots to replace existing pots which have become damaged and cracked over time. Current budget for Planters & Equipment is \$500.
  - b. Tree Planting Day: It was noted that DPS is sponsoring a Tree Planting Day at Beaver Park, Goddard and 11<sup>th</sup> Street on July 25<sup>th</sup>. The Beautification Commission will reach out to DPS regarding this event.
8. Public & Media Relations and Event Marketing Report: Andrea reported that she has developed the flyer for the Spring Clean-Up and will be working on the Spring Dig-In flyer. She has been working with Kelly to promote volunteer registrations through many channels.

9. "Adopt-A-Spot in Wyandotte" Program Update: Wendy reported that she will be contacting Pattie Christie at Hood's Hardware to request permission to post an Adopt-A-Spot flyer in her store. Andrea recommended that Wendy use the original flyer to promote the AAS Program. Also, it was reported that the Welcome Sign at Beaver Park has been approved by DPS to be adopted. John suggested that all existing AAS sites be surveyed in early Spring to assess them. John offered to assist Wendy in the site drive-by reviews.
10. Community Garden Update: Community Garden Opening is scheduled for Saturday, April 25, 2020.
  - a. Phase 2 Planning: John and Barbara met with Greg Mayhew and Brian Martin on February 24th to review the Community Garden Phase 2 plans. There was much very positive discussion regarding construction of accessible garden beds. It was decided to construct 4 U-shaped raised garden beds that would be accessible by wheelchair. In addition, two elevated raised beds would be constructed to be accessible by standing persons unable to bend or kneel to plant or tend to raised beds closer to grade level. The remainder of the Phase 2 space will be sodded for weed control and aesthetics. Engineering will provide a site drawing to scale for the Phase 2 development. This is a very exciting development for the evolution of the Community Garden.
  - b. Ribbon-Cutting Event Planning: John, Barbara, and Andrea met to plan a ribbon-cutting ceremony. It was decided that the date of the event will be Thursday, July 23<sup>rd</sup>, rain or shine. We will erect our canopy, have some tables and chairs set-up, and invite gardeners, media, local leaders, elected officials, business owners, and other community stakeholders. Joe Gruber has offered to assist the Commission in promoting this event.
  - c. Updated Copy for Wyandotte Today Magazine: It was brought to the Commission's attention that the copy regarding the Community Garden in the Wyandotte Today magazine was outdated. New copy was written, and submitted to Julie Sadlowski for forwarding to the appropriate party.
11. Spring Clean-Up Planning: Noel reported that all plans are on track. We will need to purchase additional lawn bags. John will confirm number and location of hedge trimmers that were purchased, and add those tools to the inventory list. John reported that the Spring Clean-Up activity has been donated 10 cases of Niagara bottled water for the event(s), courtesy of Keep America Beautiful! There was much discussion on engaging the DDA merchants and city government personnel in the Clean-Up efforts. Noel will initiate discussions through her channels regarding increasing business and municipal involvement in city enhancement and beautification activities and events.
12. Old Business: There was no Old Business.
13. New Business: There was no New Business.
14. Round-Table Reports and Announcements: John reported that the BCSEM & KMB "Celebrate Spring!" program scheduled for Wednesday, April 8, 2020 has been cancelled due to the coronavirus pandemic.
15. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, April 15, 2020 at 6:00 pm at City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.
16. Adjournment: The meeting was adjourned at 7:30 pm.



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John M. Darin  
Chairman, Wyandotte Beautification Commission

## OFFICIALS

Theodore H. Galeski  
CITY ASSESSOR

Lawrence S. Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER



MAYOR  
Joseph R. Peterson

COUNCIL  
Robert Alderman  
Chris Calvin  
Robert A. DeSana  
Megan Maiani  
Leonard T. Sabuda  
Donald Schultz Jr.

## CULTURAL & HISTORICAL COMMISSION

### Meeting Minutes Thursday, February 13, 2020 6:15pm, Marx Home

**Present:** Nancy Bozzo, Eula Grooms, Don Gutz, Wallace Hayden, Jakki Malnar, Ken Navarre, Anne Ronco

**Excused:** Ken Munson, Sue Pilon

**Staff:** Jesse Rose, Museum Director; Annika Taylor, Museum Assistant

**Call to Order:** The meeting was called to order at 6:15pm.

**MOTION** by Anne Ronco, **SUPPORTED** by Nancy Bozzo, to approve the January minutes, with the minor revision of the spelling of "accoutrements." **Motion carried 7-0.**

Guests: Ashley Fallon, whose master's degree is in historic preservation, observed the meeting.

President's Report: The commission presented a certificate of appreciation to Eula Grooms for her many volunteer hours with the salvage program.

Director's Report:

**MOTION** by Anne Ronco, **SUPPORTED** by Eula Grooms, to approve the January financial report as presented. **Motion carried 7-0.**

The museum's attic gallery will become a new rotational exhibit space, starting with an Ann Marston exhibit this spring. The architecture pieces on display in the corner will be removed.

Brian Martin from Wyandotte DPW, a certified arborist, is interested in grafting the museum's apple tree to create a new tree should this one die, as well as to sell trees as a museum fundraiser.

**MOTION** by Eula Grooms, **SUPPORTED** by Nancy Bozzo, to adjourn the meeting at 7:02pm. **Motion carried 7-0.**

Respectfully Submitted,  
Annika Taylor, Museum Assistant

2624 Biddle Avenue • Wyandotte, Michigan 48192 • 734.324.7284 • Fax 734.324.7283 • [museum@wyan.org](mailto:museum@wyan.org)

[www.wyandotte.net](http://www.wyandotte.net)

## ***CITY OF WYANDOTTE FIRE COMMISSION MEETING***

The Fire Commission meeting was held in the 2<sup>nd</sup> Floor Conference Room at Police Headquarters on Tuesday, February 25, 2020. Commissioner Harris called the meeting to order at 6:21 p.m.

### **ROLL CALL:**

Present:	Commissioner John Harris Commissioner Bobie Heck Commissioner Doug Melzer Assistant Chief Thomas Lyon
Recording Secretary:	Lynne Matt
Absent:	Chief Daniel Wright

### **READING OF JOURNAL**

Motioned by Commissioner Melzer, supported by Commissioner Heck to approve the minutes as recorded for the meeting held on January 28, 2020. Motion carried unanimously.

### **COMMUNICATIONS**

None

### **DEPARTMENTAL**

1. *One year evaluation of Fire Chief Daniel Wright*  
Commissioner Harris stated Chief Wright is doing an exceptional job.  
Commissioner Melzer motioned to submit approve increase as filled out by Commission; supported by Commissioner Heck. Motion carried.
2. *Wyandotte Fire Department Monthly Report "January 2020"*  
Mutual aid given to other cities was discussed. Commissioner Melzer stated it's not really that mutual aid was given it's the volume/unfairness that we're providing more than getting back. Commissioner Melzer motioned to receive report and place on file; supported by Commissioner Heck. Motion carried.



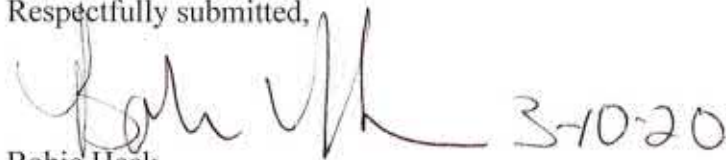
**DEPARTMENTAL (continued)**

3. *Department bills submitted January 29, 2020 in the amount of \$6,468.47*  
*Department bills submitted February 12, 2020 in the amount of \$5,560.58*  
*Department bills submitted February 21, 2020 in the amount of \$2,850.62*  
Commissioner Melzer motioned to pay bills and accounts submitted as stated above;  
supported by Commissioner Heck. Roll call; motion carried.

**ADJOURNMENT**

No further business comes before the Commission, upon motion duly made and supported; the meeting adjourned at 6:42 p.m.

Respectfully submitted,

A handwritten signature in cursive script, followed by the date "3-10-20" written in a simple, bold font.

Bobie Heck  
Secretary

MI/lm

# City of Wyandotte

## Police Commission Meeting

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Regular Commission Meeting  
March 10, 2020

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### **ROLL CALL**

Present: Commissioner John Harris  
Commissioner Doug Melzer  
Commissioner Bobie Heck  
Chief Brian Zalewski

Absent: NONE

Others Present: Deputy Chief Archie Hamilton

The regular meeting was called to order at the Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan by Chairperson, Commissioner Harris at 6:26 p.m.

The Minutes from the regular Police Commission meeting on February 25, 2020 were presented.

Melzer moved, Heck seconded,  
CARRIED, to approve the regular minutes of February 25, 2020, as presented.

### **UNFINISHED BUSINESS**

NONE

### **COMMUNICATIONS**

NONE

### **DEPARTMENTAL**

#### **1. Police Statistics – February 2020, Year-To-Date**

There is nothing out of the ordinary going on in the community.

Melzer moved, Heck seconded,  
CARRIED, to approve the police statistics for February 2020 and Year-To-Date and place on file.

#### **2. Purchase of Body Worn Cameras**

Chief Zalewski and Deputy Chief Hamilton have been researching body worn cameras for over a year, and a request for proposals was recently advertised to secure the equipment, software etc. The Department received 6 proposals.

After review of the proposals, the Department would like to go with Axon who is more equipped to meet all of our needs. Also, we currently use Axon Tasers.

A handful of downriver communities currently use Axon body worn cameras.

The Department will purchase 35 body worn cameras so each sworn officer will have their own camera with three spare cameras available if needed. The initial camera purchase is \$63,917; this includes implementation, downloading docks, training etc.

At the end of their shift, the officer will place their camera into the downloading dock where the data will be extracted and the camera fully charged.

The camera videos will be available through the website Evidence.com

Body worn cameras are more versatile and desirable than car cameras; car cameras only provide the front portion view whereas the body cameras will provide multiple views.

The Department can set its own retention schedule for the various types of videos that are recorded.

This particular Axon package provides 7 terabytes of data. We can adjust the amount we need based upon our actual usage.

Melzer moved, Heck seconded,  
CARRIED, to approve the purchase of Axon Body Worn Cameras as presented by Chief Zalewski.

### **3. Bills and Accounts – March 10, 2020, \$111,757.66**

Melzer moved, Heck seconded  
A Roll Call was held and the Motion  
CARRIED, to approve payment of the bills for March 10, 2020, \$111,757.66

## **NEW BUSINESS.**

- 1. Annual Awards Dinner** – The annual Awards Dinner will be held Friday, March 20, 2020, at 6:00 p.m. at the FOP. Silver Shores will cater the affair. No public funds will be used.

Twenty-one awards will be presented as of now.

*Members of the Audience*

## **ADJOURNMENT**

Since there was no further business to come before the Commission, there was a motion to adjourn the meeting at 6:40 p.m.

Melzer moved, Heck seconded,  
CARRIED, to adjourn meeting at 6:40 p.m.

Laura Allen  
Administrative Assistant  
Wyandotte Police Department

# City of Wyandotte

## Police Commission Meeting

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Regular Commission Meeting  
February 25, 2020

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### **ROLL CALL**

Present: Commissioner John Harris  
Commissioner Doug Melzer  
Commissioner Bobie Heck  
Chief Brian Zalewski

Absent: NONE

Others Present: NONE

The regular meeting was called to order at the Wyandotte Police Department, 2015 Biddle Avenue, Wyandotte, Michigan by Chairperson, Commissioner Harris at 6:00 p.m.

The Minutes from the regular Police Commission meeting on January 28, 2020 were presented.

Melzer moved, Heck seconded,  
CARRIED, to approve the regular minutes of January 28, 2020, as presented.

### **UNFINISHED BUSINESS**

NONE

### **COMMUNICATIONS**

NONE

### **DEPARTMENTAL**

#### **1. Police Statistics – January 2020**

There is nothing out of the ordinary to report.

Melzer moved, Heck seconded,  
CARRIED, to receive the January 2020 police statistics and place on file.

#### **2. Outside Employment Applications – Officer John Webb & Officer Aaron Worley**

Officer Webb is renewing his application to work for Luna Pier law enforcement.

Officer Worley is submitting his application for grass cutting and landscaping work.

Melzer moved, Heck seconded,  
CARRIED, to approve the Outside Employment Applications for both Officer Webb and Officer Worley and place on file.

### 3. Citizen Evaluation of Services

The Department received evaluation of services forms for both Officer Harris and Officer Sasu. In both instances, the respondents appreciated our officers' services.

Melzer moved, Heck seconded,  
CARRIED, to receive the Citizen Evaluation of Services responses and place on file.

### 4. Bills and Accounts – February 11, 2020, \$34,055.35, February 25, 2020, \$9,786.65

Melzer moved, Heck seconded  
A Roll Call was held and the Motion  
CARRIED, to approve payment of the bills for February 11, 2020, \$34,055.35, February 25, 2020, \$9,786.65

### NEW BUSINESS.

#### 1. SINC Software Platform – Chief Zalewski requested approval to pay the invoice from Trenton regarding the initial set up of the SINC Software Platform in the amount of \$22,197.70.

Commissioner Harris inquired if other cities received invoices as well, to which the Chief answered yes. All the other cities joining SINC received their invoices as well.

Chief Zalewski explained that if the Commission approved the invoice, it would be forwarded to the Mayor / Council for final approval.

Melzer moved, Heck seconded,  
CARRIED, to approve the payment of the invoice from Trenton regarding the initial setup of the SINC Software Platform as presented.

#### 2. Jail Area, Including Prisoner Receiving Garages – The Chief advised the Commission that the jail area, including the prisoner receiving garages have had epoxy put on the floors.

The Southgate Police Department graciously agreed to hold our prisoners for the week.

Wyandotte Police Department should be back in business by Thursday night when the floors have cured properly.

*Members of the Audience*

### ADJOURNMENT

Since there was no further business to come before the Commission, there was a motion to adjourn the meeting at 6:17 p.m.

Melzer moved, Heck seconded,  
CARRIED, to adjourn meeting at 6:17 p.m.

Laura Allen  
Administrative Assistant  
Wyandotte Police Department

Wyandotte Municipal Services Commission  
Regular Meeting Minutes

A regular session of the Municipal Services Commission of the City of Wyandotte, Michigan was held at the office of the Commission on Wednesday, February 26, 2020 at 5:00 PM.

Roll Call: Present: Commissioners Carolyn Harris  
Leslie Lupo  
Robert J. Thiede  
Paul Gouth  
Bryan Hughes

General Manager & Secretary Paul LaManes

Also, Present- Joel Adkins-CATV  
Justin Ptak  
Steve Timcoe  
Mike Pente  
Bill Brickey – Plante Moran  
Justin Kolbow – Plante Moran

**Approval of Minutes:**

MOTION by Commissioner Hughes and SECONDED by Commissioner Gouth to approve the February 12, 2020 regular meeting minutes of the Municipal Services Commission.

---

Commissioner Harris asked that the roll be attached, no objections were made.  
Minutes approved

**Hearing of Public Concerns:**

None

**Resolution #2-2020-04**

MOTION by Commissioner Hughes and SECONDED by Commissioner Gouth to authorize the General Manager to approve the purchase of a 2020 Ford F-350 XL 4x2 Dump Truck from Gorno Ford, utilizing the State of Michigan MiDeal bid, in the amount of \$ 43,815.00 as appropriated in the approved FY2020 Water capital budget and as recommended by WMS management.

Commissioner Harris asked that the roll be called.

YEAS: Commissioner Harris, Lupo, Thiede, Gouth and Hughes  
NAYS: None  
Motion Passes

**Reports and Communications:**

- FY2019 Financial Statement Audit- Presentation by Plante Moran

MOTION by Commissioner Hughes and SECONDED by Commissioner Gouth to receive and place on file the audited financial statements for the fiscal year ending 9/30/2019 for Wyandotte Municipal Services - Electric, Water and Cable Television Funds.

Commissioner Harris asked that the roll be called.

February 26, 2020

Wyandotte Municipal Services Commission  
Regular Meeting Minutes

YEAS: Commissioner Harris, Lupo, Thiede, Gouth and Hughes

NAYS: None

Motion passes

**Approval of Vouchers:**

MOTION by Commissioner Hughes and SECONDED by Commissioner Gouth that the vouchers be paid as submitted.

**#5394 \$1,137,593.80 and #5395 \$1,393,972.74**

Commissioner Harris asked that the roll be called.

YEAS: Commissioner Harris, Lupo, Thiede, Gouth and Hughes

NAYS: None

Motion passes

**Other/Late Items**

None

Motion by Commissioner Hughes and SECONDED by Commissioner Gouth to now adjourn at 5:20PM. Roll attached. Meeting adjourned.

**Next Regular Meeting – Wednesday, March 11, 2020 at 5 PM**

X 

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Paul LaManes  
General Manager/Secretary