



# **AGENDA**

REGULAR SESSION

MONDAY, OCTOBER 24, 2016 7: 00 PM

PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON

CHAIRPERSON OF THE EVENING: THE HONORABLE SHERI FRICKE

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **MINUTES**

## **UNFINISHED BUSINESS**

1. WPD Response, Inspector Zalewski - 13<sup>th</sup> Street/School Congestion – D. Paciorka (10/10/16)

## **COMMUNICATIONS MISCELLANEOUS**

2. Wyandotte Fire Fighters – Local 356, Downriver Mutual Aid Level of Service

## **PERSONS IN THE AUDIENCE**

## **NEW BUSINESS (ELECTED OFFICIALS)**

## **COMMUNICATION FROM CITY AND OTHER OFFICIALS**

3. Hiring – Human Resource Specialist
4. TIFA – FY2017 Budget Amendment – Phase II Bishop Park Lighting
5. Baseball Infield Tarp Purchase
6. 2016 Holiday Lighting Contracts
  - a. Special Events Office
  - b. DDA Director

## **REPORTS & MINUTES**

|                                    |                                       |
|------------------------------------|---------------------------------------|
| City Council                       | October 17, 2016                      |
| Brownfield Redevelopment Authority | September 20, 2016 & October 18, 2016 |
| Cultural & Historical Commission   | June 9, 2016 & September 8, 2016      |
| Daily Cash Receipts                | October 13, 2016                      |
| Museums Finance Report             | September 2016                        |
| Retirement Commission              | October 20, 2016                      |
| Tax Increment Finance Authority    | September 20, 2016 & October 18, 2016 |
| Zoning Board of Appeals            | October 5, 2016                       |

## **BILLS & ACCOUNTS**

## **CITIZENS PARTICIPATION**

## **RECESS & RECONVENE**

## **FINAL READING OF ORDINANCES**

- #1435: Chapter 29, Art. II, Sec. 29-23, Section P-114.2 – Fee Schedule; Sewer Tap New

## **RESOLUTIONS**

## **ADJOURNMENT**

**CITY OF WYANDOTTE, MICHIGAN  
CERTIFIED RESOLUTION  
2016-502**

REGULAR MEETING OF THE MAYOR AND COUNCIL OF THE CITY OF WYANDOTTE,  
WAYNE COUNTY, MICHIGAN, HELD IN THE COUNCIL CHAMBERS, OF THE MUNICIPAL  
BUILDING.

UNDER THE DATE OF: October 10, 2016

MOVED BY: Councilperson Schultz

SUPPORTED BY: Councilperson VanBoxell

BE IT RESOLVED that the letter received from Ms. Dorothy Paciorka, 1294 13<sup>th</sup> Street, regarding the congestion of city streets in the Wilson Middle School/Jefferson Elementary School area during peak student drop-off and pick-up times is hereby referred to the Wyandotte Police Department Traffic Bureau to evaluate the issues as described by Ms. Paciorka and report back to Council in 2 weeks (10/24/31).

Motion unanimously carried.

**I, LAWRENCE S. STEC, duly authorized City Clerk of Wyandotte, do hereby certify that the foregoing is a true and complete copy of the resolution adopted by the City Council on October 10, 2016 said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meeting Act, being Act 267, Public Acts of Michigan, 1976.**

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

**OFFICIALS**

Lawrence Stec  
CITY CLERK

Todd M. Browning  
CITY TREASURER

Thomas Woodruff  
CITY ASSESSOR



**MAYOR**  
Joseph Peterson

**CITY COUNCIL**  
Donald Schultz  
Sheri Sutherby Fricke  
Kevin Vanboxell  
Daniel Galeski  
Leonard Sabuda  
Theodore Micuira

**Daniel Grant**  
Chief of Police

**Department of Police  
Administration**

October 13, 2016

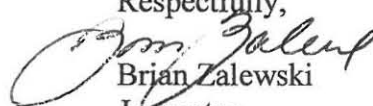
To: Daniel Grant- Chief of Police  
From: Brian Zalewski- Inspector  
Subject: City Council Resolution 2016-502, Traffic Congestion in the Wilson Middle School/Jefferson Elementary School area.

Chief Grant,

The traffic congestion around Wilson Middle School and Jefferson Elementary has been an issue at the start of each school year. With new students coming to each school, students transferring to the Wyandotte School District and parents getting acclimated to the routine of dropping off and picking their children, traffic congestion increases in September of each new year. As the year progresses the traffic issue does get better.

This year the Police Department met with School Superintendent Catherine Cost and Transportation Supervisor Bernie Bowers for ideas to prevent excessive traffic congestion. It was decided that in order to improve the movement of vehicles around the schools some traffic control measures needed to be implemented. The parking lot at Wilson School was changed to One Way entrance from 15<sup>th</sup> to exit on to 13<sup>th</sup>, this helps the forward movement of traffic through the parking lot. Also, No Parking Signs (School Days) were placed on the east side of 15<sup>th</sup> from the Wilson School parking lot north to Goddard. This will allow (2) way traffic to flow north and south on 15<sup>th</sup> to ease traffic back-ups. The Police Department has stepped up traffic enforcement in School Zones, this includes ticketing illegally parked cars as well as drivers who stop in the middle of the street to drop off or pick up students.

I personally spoke with Dorothy Paciorka about this issue and her letter to Mayor and Council, I informed her of measures put in place we hope will help with the traffic congestion problem.

Respectfully,  
  
Brian Zalewski  
Inspector

\\192.168.90.233\\Users\\BZalewski\\Inspector\\Inspector Files\\City Council Resolution 2016-502.doc

## **RESOLUTION**

DATE: October 24, 2016

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

BE IT RESOLVED that the response from Inspector Zalewski regarding the letter submitted by Ms. Paciorka and read at the October 10, 2016 City Council meeting is hereby received and placed on file.

I Move the adoption of the foregoing resolution.

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

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

### **YEAS**

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### **COUNCIL**

**Fricke**  
**Galeski**  
**Miciura**  
**Sabuda**  
**Schultz**  
**VanBoxell**

### **NAYS**

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# Wyandotte Fire Fighters - Local 356

1093 Ford Avenue • Wyandotte, Michigan 48192

Honorable Mayor and Council,

The purpose of this letter is to voice concern about the level of service we as a department are able to provide to the residents of Wyandotte.

Since 1967 the Fire Dept. has been a participating member of the Downriver Mutual Aid Agreement. The purpose of this cooperative organization is to allow for the ability to quickly amass a large number of firefighters to assist communities facing emergency situations that require manpower needs that exceed their local capacity. The Downriver Mutual Aid is the oldest shared service agreement in the State of Michigan and we as members of the DMA continue to support it's mission.

We feel it is our obligation to inform this body and the citizens of Wyandotte when there is a change or impedance to the level of service that we are providing. There has been an increasing trend of Wyandotte manpower being utilized by our neighboring communities for ambulance service which we believe is not in the spirit of the DMA agreement. Most of these mutual aid responses are taking place in the City of Southgate and Lincoln Park which are not licensed to transport patients thereby they are not able to provide the same level of service. This issue has been raised in the recent past to the Wyandotte Police and Fire commission.

All nearby communities have seen an increase in the volume of emergency medical calls. The rate at which we are called to assist our neighboring communities under the DMA agreement has also dramatically increased. When this happens it is leaving the citizens of Wyandotte, at times, to rely on other neighboring cities for an ambulance. All of Wyandotte's neighboring cities utilize privatized ambulance companies that quite commonly do not have a unit to respond and when they do, have lengthy response times. Often times that responding unit is not an advanced life support unit, meaning it does not have paramedics on board but basic EMT's which possess neither the training nor equipment to aggressively intervene in life and death situations.

In the past when the city of Wyandotte was in need of mutual aid our first call has always been to the Riverview Fire Dept. who up until recent weeks has always had a four man minimum of firefighters on duty. They no longer are able to maintain this level of staffing which makes them yet another drain on the services and resources provided by the citizens of Wyandotte.

We have been made aware cities that provide a comparable level of service through their fire departments have begun to deny requests for mutual aid medical calls to other cities that utilize private EMS services. This is due to the greatly increased frequency of these requests. We have voiced our concerns to the fire chief over the past couple of years while watching the trends of mutual aid ambulance calls continue to increase yearly. Perhaps the time has come to look at the possibility of denying our surrounding communities who use privatized EMS and in



# Wyandotte Fire Fighters - Local 356

1093 Ford Avenue • Wyandotte, Michigan 48192

turn are unable to provide a comparable level of services for our citizens. We look forward to working with the fire chief and the city to find solutions. The citizens of Wyandotte deserve to know where the services and resources that they pay for are allocated.

Thank you,

Wyandotte Firefighters Local 356

RECEIVED

OCT 18 2016

CITY CLERK  
CITY OF WYANDOTTE

## **RESOLUTION**

DATE: October 24, 2016

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

BE IT RESOLVED that the Council receives the communication from the Wyandotte Fire Fighters Local 356 regarding the Downriver Mutual Aid Agreement & Level of Service and places it on file.

I Move the adoption of the foregoing resolution.

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

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

### **YEAS**

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### **COUNCIL**

**Fricke**  
**Galeski**  
**Miciura**  
**Sabuda**  
**Schultz**  
**VanBoxell**

### **NAYS**


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

MEETING DATE: October 24, 2016

AGENDA ITEM # **3**

**ITEM:** Hiring – Human Resource Specialist

**PRESENTER:** Todd A. Drysdale, City Administrator 

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** On May 16, 2016, the City Council authorized the hiring of a Human Resource Specialist to replace a Clerk Typist who retired from the City. The City followed our normal hiring procedures and solicited for applications for the position internally as well as externally using the local newspaper, various industry-specific websites and journals, and our own communication avenues (website and cable television). A hiring committee comprised of the City Administrator, the Assistant General Manager of DMS, and the Mayor conducted the preliminary selection and interviews of candidates. This committee has recommended the hiring of Anne M. Goudy to the newly created position of Human Resource Specialist.

Based on a review of the City's current resources, organizational structure, and staffing expectations, the filling of this position appears necessary to provide effective services to the citizens of the City of Wyandotte. As such, the concurrence of the recommendation to hire Ms. Goudy is recommended.

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

**ACTION REQUESTED:** The undersigned recommends approval of the hiring.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Employee cost is within the adopted budget for the 2017FY.

**IMPLEMENTATION PLAN:** The City's Administrative Office will coordinate the hiring.

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** Concur

**LEGAL COUNSEL'S RECOMMENDATION:** N/A

**MAYOR'S RECOMMENDATION:** Concur



**LIST OF ATTACHMENTS:**

1. Employment Application & Resume– Anne M. Goudy
2. Employment Offer
3. Human Resource Specialist Job Description

**MODEL RESOLUTION:**

RESOLVED BY THE CITY COUNCIL that Council acknowledges receipt of the communication from the City Administrator regarding the Human Resource Specialist and

CONCURS with the recommendation therein and hereby declares said position vacant and authorizes the filling of such vacancy and

FURTHER, RESOLVED BY THE CITY COUNCIL that the Council concurs with the recommendation and approve the hiring of Anne M. Goudy as Human Resource Specialist at salary level 39D contingent on the successful completion of a physical and drug screen examination



-6/28 1 p.m.



## City of Wyandotte, Michigan 48192

### APPLICATION FOR EMPLOYMENT

(Please Print Clearly)

The Civil Rights Act of 1964 prohibits discrimination in employment practice because of race, color, religion, sex or national origin. The Age Discrimination in Employment Act prohibits discrimination on the basis of age with respect to individuals who are at least 40 years of age. The laws of Michigan also prohibit all of the above types of discrimination, as well as discrimination based on height, weight, marital status or disability.

#### EMPLOYMENT DESIRED

Position applied for Human Resource Specialist

Have you read the description of this job? ☒ Yes ☐ No Are you qualified to perform these duties? ☒ Yes ☐ No

Other position you would consider \_\_\_\_\_

Type of employment desired: ☒ Full-Time ☐ Part-Time ☐ Temporary

Date you can start July 11<sup>th</sup>, 2016 Wage expected \$ negotiable

#### PERSONAL INFORMATION

Name Goudy Anne Marie  
Last First Middle

Address 10750 Waldron Jerome MI 49249  
Street City State Zip

Phone Number \_\_\_\_\_ Email [REDACTED]

Other last names used while working, if any Rafferty

Are you a U.S. Citizen? ☒ Yes ☐ No

If no, specify type of entry document and work authorization \_\_\_\_\_

Have you even been convicted of a crime? ☐ Yes ☒ No

If yes, please give specifics \_\_\_\_\_

Are there any felony charges pending against you? NO

If yes, please give specifics \_\_\_\_\_

# EDUCATION

Identify any special skills, training or licenses you have which are related to the position you are applying for:

PHR Certified (Professional in Human Resource) - Valid through 5.31.2010  
HRCI (HR Certification Institute)

|             | Name of School              | City/State    | Degree            | Major      |
|-------------|-----------------------------|---------------|-------------------|------------|
| High School | Gabriel Richard             | Riverview, MI | Diploma           |            |
| College     | Eastern Michigan University | Ypsilanti, MI | Bachelors Science | Psychology |
| Other       |                             |               |                   |            |

# EMPLOYMENT HISTORY

(Begin with most recent and use additional sheet, if necessary)

Company Name Chainworks, Incorporated Employed from 12/1/2008 to Current  
 Address 3255 Hart Rd. Jackson MI 49201  
 Street City State Zip  
 Type of Business Global Supply Chain Mgmt Name of Supervisor Ron Willey, CEO/CFO  
 Phone Number \_\_\_\_\_ Starting Salary 25.00/hr. Final Salary 25.75/hour  
 Position HR Administrator/Business Development Reason for leaving \_\_\_\_\_  
 Duties Performed Reporting directly to the Chief Financial Officer, am responsible for  
Administering benefit enrollments, processing required documents, ensuring accurate  
 If presently employed, may we contact your supervisor? ☐ Yes ☒ No record keeping, Assist in organizational  
training, development efforts, Assist w/accounting wire transfers, ect, and provide support  
to Business Development Team.  
 Company Name JP Morgan Chase Employed from 10/1992 to 7/2008  
 Address Woodward Detroit MI 48226  
 Street City State Zip  
 Type of Business Banking/Finance Name of Supervisor Fred Landsiedel  
 Phone Number \_\_\_\_\_ Starting Salary \_\_\_\_\_ Final Salary 55,000. - annualized  
 Position Recruiter/Staffing Coordinator Reason for leaving Corporate Staff Reduction  
 Duties Performed Partnered with District Managers and Branch Managers  
to successfully source, screen, and select qualified candidates  
 Have you ever been suspended or discharged from employment? ☐ Yes ☒ No for banking centers within  
Southeast Michigan.  
 If yes, please explain \_\_\_\_\_



Equal Housing Opportunity/Equal Opportunity Employer





Have you ever served in the U.S. Military? ☐ Yes ☒ No If yes, indicate branch \_\_\_\_\_

Dates of duty: From \_\_\_\_\_ To \_\_\_\_\_ Type of Discharge \_\_\_\_\_  
Month Date Year Month Date Year

Do you have a reliable means of transportation to enable you to get to work in a timely manner? ☒ Yes ☐ No

If you are applying for a position requiring the use of an automobile or other motor vehicle, do you have a driver's license and a motor vehicle available for your use? ☒ Yes ☐ No

Are you licensed to drive a motor vehicle other than an automobile? ☐ Yes ☒ No

If yes, what type of license do you hold? \_\_\_\_\_

Have you ever been employed by the City of Wyandotte? ☐ Yes ☒ No If yes, when? \_\_\_\_\_

Have any of your relatives ever been, or currently are, employed by the City of Wyandotte (including elected officials)?

☐ Yes ☒ No If yes, indicate names and dates: \_\_\_\_\_

Are you a smoker? ☐ Yes ☒ No If yes, will you abide by the City's smoking policy? ☐ Yes ☐ No

Have you used, possessed or sold any illegal drugs in the past five years? ☐ Yes ☒ No

If yes, state which drugs and explain if you used, possessed or sold them  
\_\_\_\_\_

Have you ever been bonded on a job? ☒ Yes ☐ No If yes, when? 10/1992

**IN CASE OF AN ACCIDENT OR EMERGENCY, PLEASE NOTIFY:**

Name Barry Goudy Phone Number \_\_\_\_\_  
Address 10750 Waldron Jerome MI 49249  
Street City State Zip

**PERSONAL REFERENCES**

(Not former employers or relatives)

| Name and Occupation                               | Address  | Phone Number |
|---|--|--------------|
| Mike Quint - Quint Plumbing                       | 4144 6th St.<br>Wyandotte, MI 48192                                    | cell:        |
| Barb Gamber - Economic Development Coordinator    | City of Livonia<br>33000 Civic Center Dr. Livonia, MI 48154            | cell:        |
| Amy Jurecki - General Manager<br>House Properties | Southland Center/Birchwood, MI 48154<br>23000 Eureka, Taylor, MI 48180 | cell:        |



Equal Housing Opportunity/Equal Opportunity Employer



The facts set forth are true and complete. I hereby authorize investigation of all statements contained in this application and full disclosure of my present and prior work record. I grant permission to the City of Wyandotte ("City") to obtain information concerning my general reputation, character, conduct and work quality and authorize any person or organization contacted to furnish information and opinions concerning my qualifications for employment, whether same is a matter of record or not, including personal evaluation of my honesty, reliability, carefulness and ability to take orders from my supervisor. I understand that this may include a record of disciplinary action assessed by previous employers. I hereby release any such person or organization from any and all liability which may result in furnishing such information or opinion. I hereby release the City and any person, organization or prior employer from any obligation to provide me with written notification of such disclosure. I hereby authorize the City of Wyandotte to perform a background investigation which may include address verification, criminal history, employment history, driving record and credit history. I understand employment is contingent upon this investigation and, if employed, false statements in this application shall be considered sufficient cause for dismissal. I understand and agree if, in the opinion of the City, the results of the investigation are unsatisfactory, an offer of employment that has been made may be withdrawn or my employment with the City may be terminated. I understand that the City requires residency within twenty (20) miles of a City boundary for all employees and that if I do not satisfy this requirement at the time of hire that I will have six (6) months to establish and maintain compliance.

I further understand the City may require a medical examination by a City-designated physician (1) after I have received an offer of employment and prior to my commencement of employment duties; and, (2) during the course of my employment as required by business necessity or for job-related purposes. I hereby consent to such examination and recognize that employment is contingent upon receipt of satisfactory medical evaluation. I further understand and agree that prior to commencing employment or after I am employed, I may be requested to submit to tests to determine the presence of alcohol or illegal drugs, and agree to the release of such test results to appropriate personnel, and agree that if I refuse such tests before commencing employment, my offer of employment will be revoked, or if I refuse such test after being employed, my employment will be terminated.

#### APPLICANTS FOR UNION POSITIONS

I recognize that if I am employed by the City in the position for which I have applied, I will be subject to the provisions of a labor agreement between the City and Union. I further recognize that I have no contract for employment other than the above referenced labor agreement and that no documents, statement, or other communication in any way constitutes an agreement between the City and me and that the Labor agreement will be the only agreement between me and the City and I must abide by that agreement and all City published rules and regulations.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE STATEMENT AND CONDITIONS OF EMPLOYMENT

Dated: 6-6-16

Signature: Annem Goudy

#### APPLICANTS FOR NON-UNION POSITIONS

I agree this application is not an offer of employment. I agree that if I am employed by the City (1) my employment is at will and may be terminated at any time, with or without cause, at the option of either the City or myself; (2) I will receive wages and be subject to the rules and regulations of the Personnel Policy Handbook and such wages, benefits, rules and regulations are subject to change by the City at any time; (3) that my assigned work hours may be modified by the City, and if requested, I will be required to work overtime; (4) and that this constitutes the entire agreement between the City and myself and all prior agreements are null and void, and nothing in any documents published by the City either before or after this agreement, shall in any way modify the above terms; (5) this agreement cannot be modified by any oral or written representation made by anyone employed by the City, either before or after this agreement, except by a written document directed exclusively by me and signed by the Mayor and City Clerk.

I HAVE READ AND FULLY UNDERSTAND THE ABOVE STATEMENT AND CONDITIONS OF EMPLOYMENT

Dated: 6-6-16

Signature: Annem Goudy



Equal Housing Opportunity/Equal Opportunity Employer &

# Anne M. Goudy, PHR

10750 Waldron ♦ Jerome, MI 49249 ♦

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## HUMAN RESOURCES GENERALIST

- ♦ **Certified Professional in Human Resources (PHR)** offering a 16-year HR career distinguished by commended performance and proven results.
- ♦ **Extensive background in HR generalist affairs**, including experience in employee recruitment and retention, staff development, benefits and compensation, HR records management, HR policies development and legal compliance.
- ♦ **Demonstrated success in negotiating win-win compromises**, developing teambuilding programs, writing corporate policies, job descriptions and performance evaluations.

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## HR SKILLS

- |                            |                                 |                              |
|----------------------------|---------------------------------|------------------------------|
| ♦ Employment Law           | ♦ Staff Recruitment & Retention | ♦ Training & Development     |
| ♦ Benefits Administration  | ♦ Employee Relations            | ♦ Performance Management     |
| ♦ HR Policies & Procedures | ♦ FMLA/ADA/EEEO/WC              | ♦ Organizational Development |
|                            | ♦ HRIS Technologies             |                              |

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## PROFESSIONAL EXPERIENCE

### CHAINWORKS INCORPORATED— Jackson, MI

*Full Service Global Supply Chain Management Company, ISO-9001:2008 certified.*

#### HR Administrator/Business Development, 2008 to Present

Reporting directly to the Chief Financial Officer, responsibilities include a broad range of HR functions, including recruiting and retention, administering benefits, overseeing disciplinary action and managing HR records. Assisting in organizational training and development efforts including annual performance evaluations is key. Maintaining Human Resource Information System (Staff Files) records and continued compliance with federal and state regulations concerning employment. In addition, supporting the Finance team with weekly check/wire/ach processing. Also providing assistance to the Business Development team with online quoting responsibilities for potential new products.

#### **Key Results:**

- ♦ Played a key role in revising the employee Vacation Policy in 2012. Maintained a cost savings to the company while ensuring a work-life balance for employees.
- ♦ Streamlined company's formal performance review program, creating a flexible and well-received tool that was later partnered with a newly created profit sharing bonus.
- ♦ Devised creative and cost-effective incentive and morale-boosting programs (including special events and a tiered award structure) that increased employee satisfaction and productivity.

## **JP MORGAN CHASE — DETROIT, MI**

*Leading global financial services firm.*

**Recruiter**, 2004 to 2008

**Staffing Coordinator**, 2000 to 2004

Provided Staffing support to 68 Retail Branches throughout the Southeast Michigan Market. Sourced, screened, and selected candidates as well as initiated background checks and completed new hire paperwork. Generated decline letters accordingly and in a timely manner. Re-established relationships between six (6) District Managers and HR. Trained hiring managers on the Applicant Tracking system and provided empowerment and education in the selection process of “best candidates”. Coordinated community outreach efforts (Job fairs, Personal Banker Open House events, College Recruiting). Communicated effectively with candidates, recruiters, managers, direct manager and staff.

### ***Key Results:***

- ◆ Negotiated nearly 250 accepted employment offers in one year for exempt and nonexempt level positions with the Southeast Michigan Market. Exceeded 2006 hiring goal.
- ◆ Received 3 HR Star Awards for providing excellent customer service.

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## **EDUCATION & CERTIFICATIONS**

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**EASTERN MICHIGAN UNIVERSITY — Ypsilanti, MI**

**Bachelor of Science (BA) in Psychology with General Business Minor, 2000**

**Activities:** Worked concurrently during college as a part-time Teller at Chase Bank formerly NBD.

### **HR Designation:**

- ◆ PHR (Professional in Human Resources), 2010 - current through 5.31.2019

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## **OF NOTE**

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### **Affiliations:**

- ◆ Society for Human Resource Management (SHRM) – National Member
- ◆ South Central Human Resource Management Association (SCHRMA) – Local Chapter

### **Computer Skills:**

- ◆ HRIS applications (Staff Files, PeopleSoft, Quickbooks)
- ◆ MS Office (Word, Excel, PowerPoint, Outlook)

**Anne M. Goudy**  
**Employment Offer \***

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|   |   |
|---|---|
| <b><u>Status:</u></b>                         | Hired as a permanent, full-time, at-will employee of the City of Wyandotte  |
| <b><u>Salary Classification:</u></b>          | Class Code 39D of the City of Wyandotte Non-Union Classification System<br>Salary Range: \$50,024 - \$60,840.00<br>Starting Salary: \$58,156.80<br><i>Employee will be eligible for any general increases granted to non-union administrative employees.</i>  |
| <b><u>Retirement Benefits:</u></b>            | Defined Contribution Plan (401A) through ICMA Retirement Corporation<br>- Employer contribution – 10%<br>- Employee contribution – 5%   |
| <b><u>Health Insurance:</u></b>               | Two Options (Includes Dental & Vision Coverage)<br>1. BC/BS Community Blue PPO Plan III (\$15/\$30 drug rider)<br>2. Blue Care Network HMO (\$15/\$30 drug rider)<br><i>Employee 20% co-payment of premiums required. Payment-in-lieu of health insurance coverage of \$400/month (reduced by actual cost of dental/vision if selected).</i>          |
| <b><u>Retiree Health Insurance:</u></b>       | Health Savings Plan<br>- Employer contribution - \$50/per pay period<br>- Employee contribution - \$50/per pay period   |
| <b><u>Long-Term Disability Insurance:</u></b> | Benefit level of 50% of salary covered by the City  |
| <b><u>Life Insurance:</u></b>                 | \$40,000 coverage (premiums paid by City)   |
| <b><u>Sick Time Earned:</u></b>               | One (1) sick day per month worked   |
| <b><u>Vacation Time Earned:</u></b>           | 0 through 5 years of service - 12 days<br>6 through 10 years of service - 15 days<br>11 through 15 years of service - 18 days<br>16 through 20 years of service - 21 days<br>21 through 25 years of service - 24 days<br>26 years + years of service - 24 days plus an additional 1/2 day per year for each year of continuous service over 25 years. |
| <b><u>Personal Leave Days:</u></b>            | Three (3) days per year   |
| <b><u>Eligible immediately for:</u></b>       | Section 457 deferred compensation program<br>Section 125 Cafeteria Plan   |

\* Contingent upon the approval of the Mayor and City Council and successful background check and physical and drug screen examinations



## HUMAN RESOURCE SPECIALIST

General Statement of Duties: Responsible for the implementation, execution, and continuous improvement and monitoring of the City's personnel activities imposed by the City's employment policies and procedures. Also does related work as required.

Distinguishing Features of the Class: This is responsible administrative work in planning, organizing, directing and coordinating the personnel activities of the City. The work involves the development of a broad program of personnel planning, reporting, control and service. The employee in this class formulates operating policy and procedures for the personnel administration of the City and recommends personnel policies to the City Administrator. The work is performed under the general direction of the City Administrator. However, the employee must use initiative, discretion, and specialized knowledge in the attainment of desired objectives. The employee assists with the overall supervision of the human resource function for the City.

### Examples of Work: (Illustrative Only)

- Assists with collecting and compiling data related to employee compensation and benefits;
- Assists with recruitment, testing, and interviewing for City employment positions;
- Designs and administers training and development programs for new hires and promotions;
- Assists with the processing of claims, billing information, and maintenance of required reporting data for work-related injuries;
- Assists with the processing of billing information, enrollment, and maintenance of required reporting data for fringe benefit packages;
- Assists with the implementation of City programs to comply with the Americans with Disabilities Act, Worker's Compensation, State Unemployment Insurance, affirmative action, EEOC, COBRA, FMLA, ACA, MIOSHA, 457 Plan, 401a Plan, RHS Plan, etc.;
- Assists in the monitoring of the Employee Tuition Reimbursement Program;
- Assists in case management for employee work related and non-work related injuries and illnesses;
- Coordinates a wide variety of Human Resource activities, programs, and the completion of required reports;
- Conducts studies, assesses long term cost and recommends insurance benefit vendors for employee health care, dental, optical, disability, and life insurance coverage;
- Drafts, recommends, and enforces Human Resource policies, rules, and regulations;
- Assists with employee relations programs, including wellness activities, recognition events, and employee gatherings;
- Assists with the administration and enforcement of the provisions of policies and union contracts;
- Meet with employees relative to City personnel activities;
- Prepares and administers examinations when deemed desirable and practicable;

- Initiates the development of personnel system forms, procedures and methods of record-keeping;
- Maintains personnel records by all departments;
- Maintains a roster of all persons in the City service;
- Performs other personnel work including employee training, counseling, safety activities and group insurance programs;
- Works with other departments in developing training and safety programs for both employee development and compliance issues;
- Collects, records, and maintains data relative to staff training and safety programs;
- Responsible for training and area set-up and staffing;
- Recommends and assists with developing budgets for projected training and safety programs;
- Reviews and researches employee grievances;
- Prepares advertisements for newspapers;
- Attends City Council or commission meetings as required.
- Perform other duties as assigned.

Required Knowledge, Skills and Abilities: Thorough knowledge of business methods; good knowledge of the principles and practices of public personnel administration including examination, classification, compensation, fringe benefits, in-service training and safety techniques; good knowledge of the qualifications and characteristics of major occupational groups; good knowledge of local government organization and procedures; ability to develop long-term plans and programs and to evaluate work accomplishments; ability to establish and maintain effective relationships with other City officials and employees and with the general public; ability to effectively present facts and recommendations in oral and written form; ability to analyze facts and exercise sound judgment in arriving at conclusions; ability to plan, supervise and review the work of technical and clerical subordinates; ability to formulate and administer personnel policies and procedures; previous work experience coordinating employee training and development programs; skilled in the operation of a personal computer including Microsoft Office suite; experience with BS&A software preferred; tact and courtesy; good judgment; thoroughness and dependability; good physical condition; current, valid Michigan Driver's License with a driving history that does not create liability concerns which include, but is not limited to, convictions for reckless driving, careless driving, suspended license, or convictions involving drinking and impaired driving.

Acceptable Experience and Training: considerable business experience, some of which shall have been in professional personnel administration, and a minimum of an associate's degree from an accredited college or university in business management, human resources, public administration, or a related field or any equivalent combination of experience and training which provides the required knowledge, abilities, and skills;



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

MEETING DATE: October 24, 2016

AGENDA ITEM # **4**

**ITEM:** TIFA – Fiscal 2017 Budget Amendment – Phase II Bishop Park Lighting

**PRESENTER:** Todd Drysdale – City Administrator

**INDIVIDUALS CONSULTED:** Valerie Hall – DMS Energy Program Manager

**BACKGROUND:** Valerie Hall, Department of Municipal Services Energy Program Manager presented to the TIFA Board the recent approval by the US Department of Energy of additional lighting projects in and around Bishop Park under the WIRES II Grant. The approval constitutes Phase II of the project and would address the Pier area and the stretch of the park fronting Van Alstyne Street with replacement LED lighting, poles and fixtures. Phase I, which is completed, addressed the interior of Bishop Park with new poles, fixtures and LED lights. This portion of the grant requires a 58% match partner and therefore \$ 92,929.07 was requested from TIFA for the 58% matching portion of the grant. The project is located within the TIFA district.

**STRATEGIC PLAN/GOALS:** Infrastructure improvements

**ACTION REQUESTED:** Approval of a FY2017 TIFA budget amendment, totaling \$92,930.00, to fund the required WIRES II Grant match for Phase II of the Bishop Park Lighting Project, as recommended by the TIFA Board.

**BUDGET IMPLICATIONS:** The approved FY2017 TIFA budget included excess revenue of approximately \$ 84,000 with sufficient fund balance available to absorb the additional \$8,930 requested.

**IMPLEMENTATION PLAN:** Subsequent to Council approval, make the appropriate budget amendments in BS&A and schedule the project.

**MAYOR'S RECOMMENDATION:**



**CITY ADMINISTRATOR'S RECOMMENDATION:**



**LEGAL COUNSEL'S RECOMMENDATION:** N/A

**LIST OF ATTACHMENTS**

- Diagram of project layout
- Phase I completed pictures

**RESOLUTION:**

WHEREAS, the City of Wyandotte Tax Increment Finance Authority (TIFA) recommends approval of a FY2017 budget amendment for WIRES II Grant matching funds for the Bishop Park Lighting Project – Phase II for the fiscal year totaling \$ 92,930.00, and

WHEREAS, the proposed amendment for FY2017 would be made from excess revenue and an appropriation of fund balance for which sufficient funds are available; now

THEREFORE, BE IT RESOLVED by the City of Wyandotte City Council approving a FY2017 TIFA budget amendment, totaling \$92,930.00, to fund the required WIRES II Grant match for Phase II of the Bishop Park Lighting Project.

I move the adoption of the foregoing resolution.

MOTION by

Councilperson: \_\_\_\_\_

Supported by Councilperson: \_\_\_\_\_

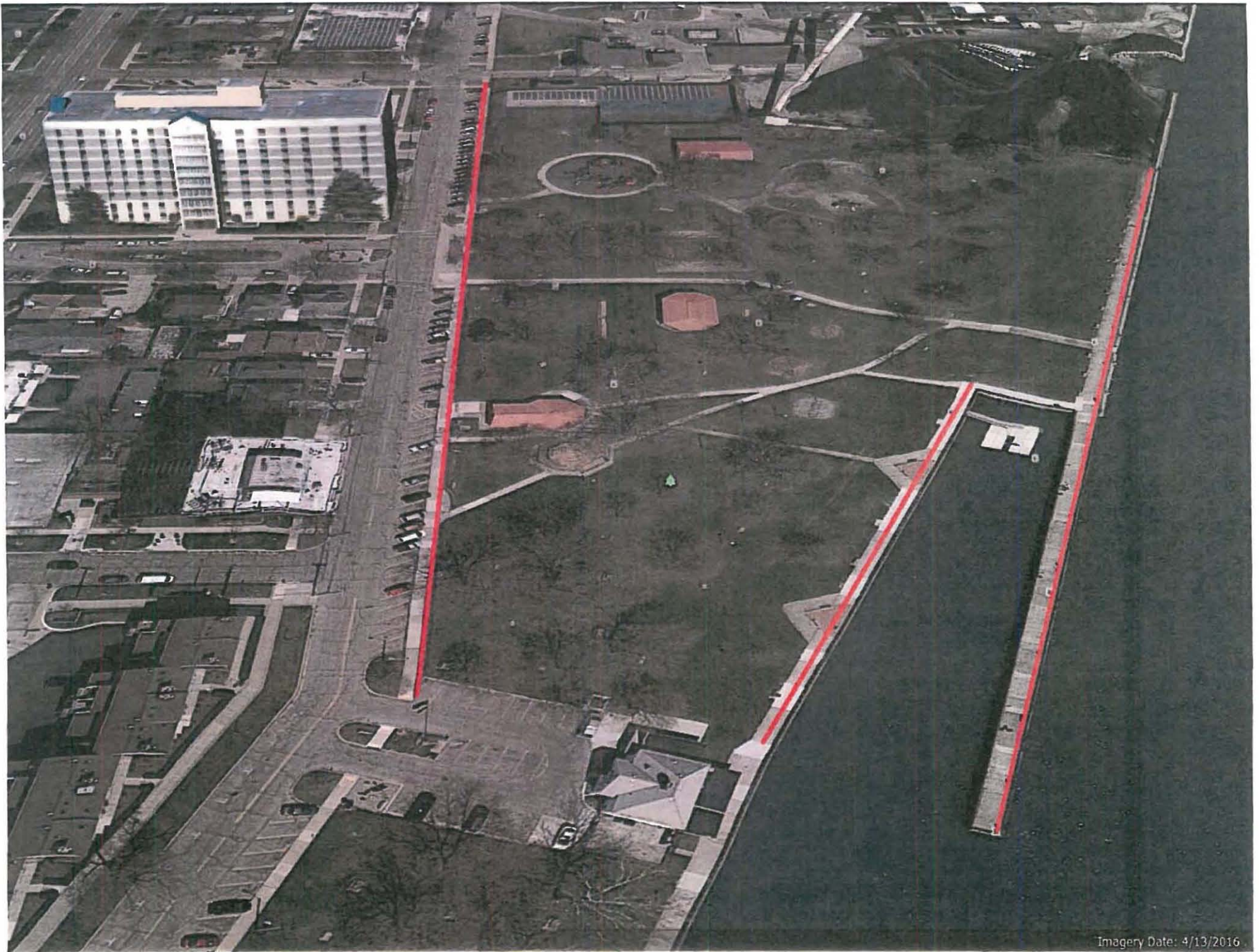
YEAS

COUNCIL

NAYS

Sabuda  
Sutherby-Fricke  
Galeski  
Schultz  
Miciura Jr.  
VanBoxell



























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

**MEETING DATE:** October 24<sup>th</sup>, 2016

**AGENDA ITEM #** **5**

**ITEM:** Baseball Infield Tarp Purchase

**PRESENTER:** Justin N. Lanagan, Superintendent of Recreation

**INDIVIDUALS IN ATTENDANCE:**

**BACKGROUND:** Memorial Park has three ballfields, two that are used for baseball and one that is used for softball. Of the three fields, the field that gets the most use is Memorial Baseball Lights (the field furthest south and closest to Pennsylvania Road). This field is used by the baseball teams of Roosevelt High School, the Wyandotte Braves Baseball Association, the American Legion of Wyandotte, and is also available to rent for tournaments. Unfortunately, this field retains water significantly more than the other two fields. The wet spring season and heavy rains often lead to many games being canceled or extra man hours to prepare the field for games.

To alleviate this problem, we plan on purchasing 160ft x 160ft infield tarp (much like you see used during major league baseball rain delays) to cover the field during the winter and early spring which will prevent water from snow and rain soaking into the ground. I have spoken with the head greenskeeper of Wyandotte Shores, Scott Ford, and he said once the frost arrives and the grass has gone dormant, tarping the grass will do no damage to the grass.

No bids were received after placing ads in the News Herald and on the MITN. After shopping around online, I have found the best price to be from On Deck Sports in the amount of \$6,620, this includes the tarp, rolling tube, and storage cover for the tarp when not in use.

**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 resolution agreeing to purchase the field tarp from On Deck Sports.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The amount of \$6,620 will be paid out of the Memorial Park Improvement Account #101-750-850-560.

**IMPLEMENTATION PLAN:**

**COMMISSION RECOMMENDATION:** Concurs

**CITY ADMINISTRATOR'S RECOMMENDATION:** *Shrysdale*

**LEGAL COUNSEL'S RECOMMENDATION:** Approved by Bill Look

**MAYOR'S RECOMMENDATION:** *ALP*

**LIST OF ATTACHMENTS:** 1) Copies of three price quotes for 160ft x 160ft field tarp

**RESOLUTION:**

Wyandotte, Michigan  
Date: October 24th, 2016

RESOLUTION by Councilman \_\_\_\_\_

**RESOLVED** by the City Council that Council **CONCURS** with the recommendation of the Superintendent of Recreation and hereby **APPROVES** the purchase of a field tarp from On Deck Sports in the amount of \$6,620.00.

I move the adoption of the foregoing resolution.

MOTION by

Councilmen \_\_\_\_\_

Supported by Councilman \_\_\_\_\_

YEAS

COUNCIL

NAYS

Fricke  
Galeski  
Miciura Jr.  
Sabuda  
Schultz  
Van Boxwell



# Estimate

88 Spark St  
Brockton, MA 02302  
Phn: 800.365.6171  
Fax: 508.580.0211  
www.OnDeckSports.com  
800.365.6171

| Date      | Estimate # |
|-----------|------------|
| 10/3/2016 | QT509285   |

| Bill To                              |
|--------------------------------------|
| Justin Lanagan<br>Wyandotte MI 48192 |

| Ship To                              |
|--------------------------------------|
| Justin Lanagan<br>Wyandotte MI 48192 |

| Expires    |          | Sales Rep   |   | Memo | Shipping Met...               | phone numb... |            |          |
|------------|----------|-------------|---|------|-------------------------------|---------------|------------|----------|
| 11/30/2016 |          | Matt Hurley |   |      | Freight Other                 |               |            |          |
| Item       | Quantity | Units       | Description   |      |                               | Options       | Rate       | Amount   |
| W-FC9007   | 1        |             | Full Field Covers 160'x160 6oz w/ Sandbags and w/ 6oz Silver/White Storage Cover for 40' Roller FREE *** Roller Sold Separate *** |      |                               |               | 4,700.00   | 4,700.00 |
| FC7146     | 1        | EA          | Field Cover Roller- 40' Length Roller   |      |                               |               | 1,305.00   | 1,305.00 |
|            |          |             |   |      | Subtotal                      |               | 6,005.00   |          |
|            |          |             |   |      | Shipping Cost (Freight Other) |               | 615.00     |          |
|            |          |             |   |      | Total                         |               | \$6,620.00 |          |

We look forward to doing business with you.

Customer returns will require an On Deck Sports, Inc. return authorization number. In addition, such returns will be subject to a freight charge to return the product to On Deck Sports, Inc. and a restocking fee.

On Deck Sports, Inc. does not accept returns on used turf and certain custom products. For further details related to On Deck Sports, Inc. return policies refer to our website at [www.ondecksports.com/returns](http://www.ondecksports.com/returns).



Simple. Quick. **2-STEP** Checkout.



Call Toll-Free **(877) 811-3911**

Step 1:

Step 2:

DONE

## CART CONTENTS

| Item   | Unit Price | Qty.         | Cost       |
|--|------------|--------------|------------|
| <br>160' x 160'<br>Baseball/Softball<br>Athletic Field<br>Cover 6.3oz/ 12<br>mil PE<br><a href="#">[remove]</a> | \$4,685.71 | <div>1</div> | \$4,685.71 |
| <br>40' Heavy-Duty<br>Field Cover<br>Roller<br><a href="#">[remove]</a>                                       | \$1,305.00 | <div>1</div> | \$1,305.00 |

UPDATE

|           |                   |
|-----------|-------------------|
| Subtotal: | \$5,990.71        |
| Shipping: | \$775.00          |
| Tax:      | \$0.00            |
| Total:    | <b>\$6,765.71</b> |

< Keep Shopping

## Order Details



Full Infield Tarps  
Weight: **6oz Lightweight**  
Field: **Baseball**  
Size: **160' x 160'**

1

\$4,550



Tarp Tube Covers  
Weight: **Lightweight 6oz**  
Size: **40'L**  
Color: **Silver/White**

1

\$209



Tarp Tube Storage Rollers  
Size: **40'L**

1

\$1,295

## ORDER REVIEW

|                 |                   |
|-----------------|-------------------|
| <b>Subtotal</b> | <b>\$6,054</b>    |
| <b>Shipping</b> | <b>\$726.48</b>   |
| <b>Total</b>    | <b>\$6,780.48</b> |

**Customer Service Center** open M-F 7am-4:30pm (Central)  
**800-747-5985** | fax 608-836-0724

*Proud Recipient of the 2013 Dane County Small Business Award*



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

MEETING DATE: October 24<sup>th</sup> 2016

AGENDA ITEM # **6a**

**ITEM:** Holiday Lighting Contract – Christmas Tree

**PRESENTER:** Heather A. Thiede, Special Events Coordinator

**INDIVIDUALS IN ATTENDANCE:** Heather A. Thiede, Special Events Coordinator

**BACKGROUND:** Herewith, please find the Holiday Lighting Contract assembled and recommended by my office for the 2016 Christmas Parade. We seek to contract with Grosse Ile Lawn Sprinkler, Inc to lease holiday lights for the Christmas Tree (see attached document)

A 50% deposit is due on October 31<sup>st</sup> 2016 and 40% is due upon completion of the installation and the remaining 10% is due upon completion of take down. All material is provided by the company and company will replace or repair any damaged or stolen material.

We are confident Grosse Ile Lawn and Sprinkler will exceed our expectations and are looking forward to working with them once again.

**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:** Adopt a resolution to concur with the above recommendation and authorize Mayor Peterson and Lawrence Stec, City Clerk to sign the attached contract.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

Special Events Misc Expense Account - \$1,400.00

**IMPLEMENTATION PLAN:** Contracts to be signed by Mayor Joseph R. Peterson and Lawrence Stec, City Clerk to be returned to Heather A. Thiede for implementation.

**COMMISSION RECOMMENDATION:**

**CITY ADMINISTRATOR'S RECOMMENDATION:** *Shuydal*

**LEGAL COUNSEL'S RECOMMENDATION:** Concurs with recommendation, signature on file.

**MAYOR'S RECOMMENDATION:** *J.R.P.*

**LIST OF ATTACHMENTS:**

Agreement

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan  
Date: October 24<sup>th</sup> 2016



RESOLUTION by Councilman \_\_\_\_\_

BE IT RESOLVED by the City Council that Council Concurs with the Special Event Coordinator in the following resolution:

A resolution to APPROVE the contract for Grosse Ile Lawn and Sprinkler for the 2016 Christmas event season as outlined in the provided communication dated October 24<sup>th</sup> 2016, funds to be paid from the Special Events Misc. Expense Account. BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilmen \_\_\_\_\_

Supported by Councilman \_\_\_\_\_

YEAS

COUNCIL

NAYS

Fricke  
Galeski  
Miciura  
Sabuda  
Schultz  
VanBoxell

# PROPOSAL

<http://www.gilawnsprinkler.com>

**Grosse Ile Lawn Sprinkler, Inc.**

(734)285-4470

FAX: (734)418-7882

10/07/16

1980

service address

City of Wyandotte

3200 Biddle Ave

Wyandotte MI 48192

Total Amount **\$1,400.00**

Res. (734)324-7298

Cell (734)818-9438 - Joe

| Description   | Quantity | Unit Price | Amount   |
|---|----------|------------|----------|
| <b>Estimate</b>   |          |            |          |
| Holiday Lighting  | 1 Each   | 1400.00    | 1,400.00 |
| <i>Cost to light evergreen/Christmas tree in front of City building.</i>                                    |          |            |          |
| <i>Cost includes lights, decorations. (ornaments, tree topper, ground decor, etc.), hardware and labor.</i> |          |            |          |
| <i>Tree will be decorated in a Candy Cane style.</i>  |          |            |          |

**Grosse Ile Lawn Sprinkler, Inc.**  
348 West Jefferson Avenue  
Trenton, MI 48183



City of Wyandotte  
3200 Biddle Ave  
Wyandotte MI 48192

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183

<http://www.gilawnsprinkler.com>

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified.

Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Job # 13205

Customer # 1980



TOTAL AMOUNT

**\$1,400.00**

Printed 10/07/16

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. This document is signed in the corporate capacity of Grosse Ile Lawn Sprinkler, Inc. Grosse Ile Lawn Sprinkler, Inc. and its employees are fully insured.

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

MEETING DATE:      October 24, 2016

AGENDA ITEM # **6b**

**ITEM:**    Holiday Lighting Contract

**PRESENTER:** Joe Gruber, DDA Director



**INDIVIDUALS IN ATTENDANCE:** Heather A. Thiede, Special Events Coordinator

**BACKGROUND:** Herewith, please find the Holiday Lighting Contract assembled and recommended by the DDA for the 2016 Holiday Season. We seek to contract with Grosse Ile Lawn Sprinkler, Inc. to lease holiday lights for the Downtown Area including the Clock Tower, Arbor, fountain area and all trees along Biddle Avenue from Chestnut to Eureka Road (see attached document) as well as the Eureka Road Viaduct.

Start date for the project will be October 17<sup>th</sup> 2016 (weather permitting) and completion of the installation will be on or before November 11<sup>th</sup> 2016 (weather permitting). Take down of lights will be completed by January 20<sup>th</sup> 2017 (weather permitting).

A 50% deposit is due on October 17<sup>th</sup> 2015, 40% is due upon completion of the installation and the remaining 10% is due upon completion of take down. All material is provided by the company and company will replace or repair any damaged or stolen material. Please note Contract item number 4: "the parties upon mutual written agreement may extend their contract for up to an additional two (2) years for the same price and terms."

We are confident Grosse Ile Lawn and Sprinkler will exceed our expectations and are looking forward to working with them.

**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:** Adopt a resolution to concur with the above recommendation and authorize Mayor Peterson and Lawrence Stec, City Clerk to sign the attached contract.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

DDA Expense Account - \$40,000

**IMPLEMENTATION PLAN:** Contracts to be signed by Mayor Joseph R. Peterson and Lawrence Stec, City Clerk to be returned to Joe Gruber for implementation.

**COMMISSION RECOMMENDATION:** DDA Board Concurs with recommendation

**CITY ADMINISTRATOR'S RECOMMENDATION:** 

**LEGAL COUNSEL'S RECOMMENDATION:** Concurs with recommendation, signature on file.

**MAYOR'S RECOMMENDATION:**



**LIST OF ATTACHMENTS:** Agreement and Wyandotte Holiday Lighting Schedule

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan  
Date: October 24, 2016

RESOLUTION by Councilman\_\_\_\_\_

BE IT RESOLVED by the City Council that Council Concurs with the Special Event Coordinator in the following resolution:

A resolution to APPROVE the contract for Grosse Ile Lawn and Sprinkler for the 2016 Christmas event season, funds to be paid from the DDA Expense Account. BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilmen\_\_\_\_\_

Supported by Councilman\_\_\_\_\_

YEAS

COUNCIL

NAYS

Fricke  
Galeski  
Miciura  
Sabuda  
Schultz  
VanBoxell

## Agreement

This agreement entered into on the \_\_\_\_\_ day of \_\_\_\_\_, 2016 between the City of Wyandotte Downtown Development Authority (“DDA”) and Grosse Ile Lawn Sprinkler, Inc. (“Contractor”) of 348 West Jefferson Ave., Trenton, MI 48183.

- 1) The DDA hires Contractor to provide holiday lighting in the City of Wyandotte as follows:
  - a. Contractor shall provide 68 strands of green M5 mini lights, 68 strands of red M5 mini lights and 408 strands of cool white 5MM mini lights will be used to light the Biddle trees from Chestnut to Eureka.
  - b. Contractor shall provide 77 strands of green M5 mini lights, 77 strands of red M5 mini lights and 326 strands of cool white 5MM mini lights will be used to light the trees at First St. from Maple to Oak, Oak St., Maple St., Elm St., and Sycamore St.
  - c. Contractor shall provide 40 strands of green M5 mini lights, 40 strands of red M5 mini lights and 134 strands of cool white 5MM mini lights will be used to light large and small trees and small shrubs at the fountain area.
  - d. Contractor shall provide spheres used to light the pines behind the fountain.
  - e. Multiple colors of 5MM and M5 mini lights will be used to light large and small trees and small shrubs at the fountain area.
  - f. G40 with C7 sockets will be used to light pine trees in the fountain area in a multi-color pattern.
  - g. 5MM cool white LED mini lights, green M5 LED mini lights and red M5 LED mini lights used to decorate arbor and clock tower.
  - h. A “Lights to Music” feature will be added in the fountain area and clock tower area.
  - i. West viaduct at Eureka Road will be decorated with a lit Merry Christmas display, pre-lit snowflakes, and M5 LED mini lights.
  - j. Small trees at the South and North sides of the Eureka Road viaducts will be lit in a similar pattern as Biddle. The trees that will be lit are to the East and to the West of the viaducts.
  - k. Trees to the East of Biddle on Oak, Elm, Maple, and Sycamore will be lit in the same pattern as Biddle. (Note: this is dependent on available electricity).
  - l. Materials are provided by Contractor and are not being sold to DDA.
- 2) Contractor will be responsible to remove lights on or before January 20, 2017 (weather permitting).
- 3) Contractor is responsible to timely replace or repair any damaged, stolen, or non-functioning material and lights as requested by the DDA at no additional costs in a timely manner.
- 4) The initial terms of this contract will be the holiday season commencing October 17, 2016 (weather permitting). Installation is to be completed on or before November 14, 2016 (weather permitting) and removal is to occur on or before January 20, 2017 (weather permitting). The parties upon mutual written agreement may extend their contract for up to an additional two (2) years for the same price and terms.
- 5) The total price (which includes all costs) for contractor’s service shall be \$40,000.00. The DDA shall pay 50% upon execution of this agreement by both parties and 40% once the installation of the lights have been installed in a satisfactory manner. The remaining 10% shall be paid over once all of the lights have been removed in a satisfactory manner.



- 6) Contractor is an independent contractor of the DDA.
- 7) In the event Contractor shall fail to comply with any of the terms of their agreement, DDA may terminate this agreement upon providing Five (5) days written notice to Contractor and Contractor shall be responsible to remove all lights immediately. In the event Contractor fails to install or remove the lights when required by this agreement, the DDA may employ another party to do so and Contractor shall be responsible to reimburse DDA for those costs.
- 8) Contractor agrees to assume all risk and liability relating to the aforementioned services and agrees to hold harmless and indemnify the DDA and the City of Wyandotte and all city officials, employees, volunteers and agents from all liability or responsibility whatever for injury (including death) to persons, or for any damages to any DDA and City of Wyandotte property, or to the property of others arising out of or resulting from the aforementioned services set forth above and agrees to name the DDA and City of Wyandotte as additional insured parties or their liability insurance  
The Contractor further does hereby remise, release and forever discharge said DDA, City of Wyandotte, its officers, agents and employees from any and all claims, demands, actions, causes of action, damages and liabilities resulting or arising out of either directly or indirectly, from the aforementioned services.
- 9) Any amendments to this agreement must be in writing and this agreement supersedes any prior contracts or understandings between the parties.

City of Wyandotte  
Downtown Development Authority

\_\_\_\_\_  
By

\_\_\_\_\_  
By

Grosse Ile Lawn Sprinkler, Inc.

\_\_\_\_\_  
By

Its:\_\_\_\_\_

# PROPOSAL

<http://www.gilawnsprinkler.com>

**Grosse Ile Lawn Sprinkler, Inc.**

(734)285-4470

FAX: (734)418-7882

09/26/16

1980

service address

City of Wyandotte

3200 Biddle Ave

Wyandotte MI 48192

Total Amount **\$40,000.00**

Res. (734)324-7298

Cell (734)818-9438 - Joe

Description

Quantity

Unit Price

Amount

## Holiday Lighting

Holiday Lighting

1 Each

40000.00

40,000.00

*Holiday Lighting Installation and Removal project for the City of Wyandotte, Downtown.*

Holiday Lighting

1 Each

0.00

0.00

*Green M5 mini lights, red M5 mini lights and cool white 5MM mini lights will be used to light the Biddle trees from Chestnut to Eureka.*

Holiday Lighting

1 Each

0.00

0.00

*Green M5 mini lights, red M5 mini lights and cool white 5MM mini lights will be used to light the trees at First St. from Maple to Oak, Oak St., Maple St., Elm St. and Sycamore St.*

Holiday Lighting

1 Each

0.00

0.00

*Multiple colors of 5mm and M5 mini lights will be used to light large and small trees and small shrubs at the fountain area.*

*(Colors include: cool white, red, green, blue, purple, orange and yellow)*

Holiday Lighting

1 Each

0.00

0.00

*G40 with C7 sockets will be used to light pine trees in the fountain area in a multi-color pattern*

Holiday Lighting

1 Each

0.00

0.00

*5mm cool white LED mini lights, green M5 LED mini lights and red M5 LED mini lights used to decorate arbor and clock tower.*

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183



City of Wyandotte  
3200 Biddle Ave  
Wyandotte MI 48192

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183

<http://www.gilawnsprinkler.com>

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified.

Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Job # 13106

Customer # 1980



TOTAL AMOUNT **\$40,000.00**

Printed 09/26/16

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. This document is signed in the corporate capacity of Grosse Ile Lawn Sprinkler, Inc. Grosse Ile Lawn Sprinkler, Inc. and its employees are fully insured.



# PROPOSAL

<http://www.gilawnsprinkler.com>

**Grosse Ile Lawn Sprinkler, Inc.**

(734)285-4470

FAX: (734)418-7882

09/26/16

1980

service address

City of Wyandotte

3200 Biddle Ave

Wyandotte MI 48192

Total Amount **\$40,000.00**

Res. (734)324-7298

Cell (734)818-9438 - Joe

Description

Quantity

Unit Price

Amount

**Notes:**

- Start date will be 10-17-2016, (weather permitting), completion of installation will be on or before 11-4-16, (weather permitting).
- Take down will be completed by 1-20-2017, (weather permitting)
- A 50% deposit is due on or before 10-17-2016 (project start date), 40% is due upon completion of the installation and the remaining 10% is due upon completion of take down.
- Material is provided by Grosse Ile Lawn Sprinkler and Fertilizing, not sold. GILS&F will not hold the City of Wyandotte responsible for damaged or stolen material. GILS&F will replace or repair any damaged or stolen material.

**Holiday Lighting**

New for 2016/2017 season:

1. West viaduct at Eureka Rd will be decorated with a lit Merry Christmas display, pre-lit snowflakes and M5 LED mini lights.
2. Small trees at the South and North sides of the Eureka Rd. viaducts will be lit in a similar pattern as Biddle. The trees that will be lit are to the East and to the West of the viaducts.
3. Trees to the East of Biddle on Oak, Elm, Maple and Sycamore will be lit in the same pattern as Biddle. (Note: this is dependent on available electricity).

1 Each

0.00

0.00

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183



City of Wyandotte  
3200 Biddle Ave  
Wyandotte MI 48192

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183

<http://www.gilawnsprinkler.com>

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined above. Date of Acceptance: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Job # 13106

Customer # 1980



TOTAL AMOUNT **\$40,000.00**

Printed 09/26/16

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. This document is signed in the corporate capacity of Grosse Ile Lawn Sprinkler, Inc. Grosse Ile Lawn Sprinkler, Inc. and its employees are fully insured.

# PROPOSAL

<http://www.gilawnsprinkler.com>

**Grosse Ile Lawn Sprinkler, Inc.**

(734)285-4470

FAX: (734)418-7882

09/26/16

service address

City of Wyandotte

3200 Biddle Ave

Wyandotte MI 48192

1980

Total Amount **\$40,000.00**

Res. (734)324-7298

Cell (734)818-9438 - Joe

Description

Quantity

Unit Price

Amount

4. A "Lights to Music" feature will be added in the fountain area and clock tower area.

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183



City of Wyandotte  
3200 Biddle Ave  
Wyandotte MI 48192

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue  
Trenton, MI 48183

<http://www.gilawnsprinkler.com>

## ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are satisfactory and are hereby accepted.

You are authorized to do the work as specified.

Payment will be made as outlined above.

Date of Acceptance: \_\_\_\_\_

Printed Name: \_\_\_\_\_

Signature: \_\_\_\_\_

Job # 13106

Customer # 1980



TOTAL AMOUNT **\$40,000.00**

Printed 09/26/16

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders, and will become an extra charge over and above the estimate. This document is signed in the corporate capacity of Grosse Ile Lawn Sprinkler, Inc. Grosse Ile Lawn Sprinkler, Inc. and its employees are fully insured.



# INVOICE

Printed 09/26/16

Customer # 1980

Invoice # 8762

**Grosse Ile Lawn Sprinkler, Inc.**

(734)285-4470

Service Address

City of Wyandotte

3200 Biddle Ave

Wyandotte, MI 48192

Res

Bus

Description

Quantity

Unit Price

Amount

October 2016 Charge

10/17/16

20,000.00

20,000.00

50% downpayment for the 2016/2017 holiday lighting program.

40% of the remaining balance will be due upon completion of installation and the remaining 10% will be due after take down.

Please pay within 10 days. Net 30 days 1.5% thereafter. Please call with any questions about your lawn.

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue

Trenton, MI 48183



PLEASE INDICATE PAYMENT AMOUNT & CHECK NUMBER

| AMOUNT | CHECK NO. |
|--------|-----------|
|        |           |

Charge my: ☐ ☐ ☐ ☐ Exp: \_\_\_\_/\_\_\_\_

Card #: \_\_\_\_\_

Signature: \_\_\_\_\_

Bill To Address

City of Wyandotte

3200 Biddle Ave

Wyandotte, MI 48192

Invoice #

8762



Cust. #

1980

**Grosse Ile Lawn Sprinkler, Inc.**

348 West Jefferson Avenue

Trenton, MI 48183

Please Remit

**\$20,000.00**

Printed

09/26/16



### Wyandotte Lighting Schedule:

Side streets – Oak, Maple, Elm, Sycamore and First Street – Oct. 17<sup>th</sup> through Oct. 21<sup>st</sup>

Biddle installation:

West side:

Chestnut – Oak – Oct. 24<sup>th</sup> and 25<sup>th</sup>

Oak – Elm – Oct. 25<sup>th</sup> and 26<sup>th</sup>

Elm – Maple – Oct. 26<sup>th</sup> and 27<sup>th</sup>

Maple – Sycamore – Oct. 27<sup>th</sup> and 28<sup>th</sup>

Sycamore – Eureka – Oct. 28<sup>th</sup> and 31<sup>st</sup>

East Side:

Eureka – Sycamore – Nov. 1<sup>st</sup> and 2<sup>nd</sup>

Sycamore – Maple – Nov. 2<sup>nd</sup> and 3<sup>rd</sup>

Maple – Elm – Nov. 3<sup>rd</sup> and 4<sup>th</sup>

Elm – Oak – Nov. 4<sup>th</sup> and 5<sup>th</sup>

Oak – Chestnut – Nov. 5<sup>th</sup> and 6<sup>th</sup>

The Fountain area, the overpass at Eureka, the clock tower and arbor will be installed during the Biddle installation and into the week of Nov. 7<sup>th</sup>. These areas can be installed without blocking lanes of traffic.

The entire project is set to be complete by Nov. 11, 2016.

# **Guide Sheet**

## **FINAL READING OF AN ORDINANCE**

#1435

AN ORDINANCE ENTITLED  
AN ORDINANCE TO AMEND CHAPTER 29 PLUMBING AND GAS,  
ARTICLE II. PLUMBING CODE, SEC. 29-23 AMENDMENTS  
SECTION P-114.2 FEE SCHEDULE – SEWER TAP NEW  
OF THE CITY OF WYANDOTTE  
CODE OF ORDINANCES

AN ORDINANCE ENTITLED  
AN ORDINANCE TO AMEND CHAPTER 29 PLUMBING AND GAS  
ARTICLE II. PLUMBING CODE, SEC. 29-23 AMENDMENTS  
SECTION P-114.2 FEE SCHEDULE – SEWER TAP NEW  
OF THE CITY OF WYANDOTTE  
CODE OF ORDINANCES

CITY OF WYANDOTTE ORDAINS:

Section 1.

Chapter 29, Article II. Plumbing Code, Section 29-23 Amendments, Section P-114.2 Fee Schedule is hereby amending the fee for sewer replacement to the main to read as follows:

Section P-114.2 Fee Schedule. The permit fees for sewer tap new shall be as indicated in the following schedule all other fees shall remain unchanged:

Sewer pipe new city sewer being tapped.....\$500.00

Section 2.

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. 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 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.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council and shall be published in within ten (10) days after adoption.

On the question, “SHALL THIS ORDINANCE NOW PASS?” the following vote was recorded:

| <u>YEAS</u> |           | <u>NAYS</u> |
|-------------|-----------|-------------|
| _____       | Fricke    | _____       |
| _____       | Galeski   | _____       |
| _____       | Miciura   | _____       |
| _____       | Sabuda    | _____       |
| _____       | Schultz   | _____       |
| _____       | VanBoxell | _____       |

ABSENT \_\_\_\_\_

I hereby approve the adoption of the foregoing Ordinance this **24th** day of **October**, 20**16**.

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, **24th** day of **October**, 20**16**.

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

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

# Reports & Minutes

1

October 17, 2016

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

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, October 17, 2016, 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 Sheri Fricke, Leonard Sabuda, Donald Schultz, and Kevin VanBoxell

Absent: Councilpersons Daniel Galeski and Ted Miciura, City Assessor Thomas Woodruff

Also Present: Todd Browning, City Treasurer; William Look, City Attorney; Mark Kowalewski, City Engineer; and Lawrence Stec, City Clerk

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### **PRESENTATIONS**

None

### **UNFINISHED BUSINESS**

None

### **COMMUNICATIONS MISCELLANEOUS**

Discussion regarding Resolution #2016-516 & #2016-517

### **PERSONS IN THE AUDIENCE**

- Ann Rudisil, 2418 23<sup>rd</sup>, regarding free veterans event on 10/21/16 from 9a-5p at Victory Gym in Brownstown and Thanksgiving Dinner for Downriver Veterans and Families in Need on 10/24/16 at 4pm at VFW Post 1136, 639 Ford Avenue.
- Rick Custer, 539 Plum St, regarding mental health system issues/concerns.
- Brandi Cuzno Duvall, South Lyon, regarding medical marijuana facilities.

### **NEW BUSINESS (ELECTED OFFICIALS)**

None

### **COMMUNICATIONS FROM CITY AND OTHER OFFICIALS**

Discussion regarding Resolution #2016-518 - #2016-524

### **PRESENTATION OF PETITIONS**

None

### **REPORTS & MINUTES**

|                           |                    |
|---------------------------|--------------------|
| City Council              | October 10, 2016   |
| Beautification Commission | September 14, 2016 |
| Daily Cash Receipts       | October 12, 2016   |
| Design Review Committee   | October 11, 2016   |
| Fire Commission           | August 23, 2016    |
| Police Commission         | October 11, 2016   |

### **CITIZENS PARTICIPATION**

- Rochelle Lucas, 1026 Hazel, regarding traffic issues on Goddard Rd.

**RECESS**

**RECONVENE**

Present: Councilpersons Fricke, Sabuda, Schultz, VanBoxell, and Mayor Joseph R. Peterson

Absent: Councilpersons Galeski and Miciura, City Assessor Thomas Woodruff

Also Present: Todd Browning, City Treasurer; William Look, City Attorney; Mark Kowalewski, City Engineer; and Lawrence Stec, City Clerk

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**HEARINGS**

None

**FIRST READING OF AN ORDINANCE**

- #1435: Chapter 29, Art. II, Sec. 29-23, Section P-114.2 – Fee Schedule; Sewer Tap New

**FINAL READING OF AN ORDINANCE**

None

**RESOLUTIONS****2016-515 MINUTES**

By Councilperson VanBoxell, supported by Councilperson Schultz

RESOLVED that the minutes of the meeting held under the date of October 10, 2016, be approved as recorded.

Motion unanimously carried.

**2016-516 PULASKI PARK LOT ACQUISITION REQUEST**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council hereby receives the communication from Mr. Joseph Lenard, 1108 Mulberry St., relative to the request for the city to purchase the vacant property at the corner of Mollno and 12<sup>th</sup> Street for the creation of additional parking for Pulaski Park patrons.

BE IT FURTHER RESOLVED that the consideration of the purchase of aforementioned property is hereby referred to the Engineering and Recreation Departments for further review.

Motion unanimously carried.

**2016-517 MEDICAL MARIJUANA FACILITIES – ORDINANCE STATUS**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council receives the communication from Mr. William Grindel, 3131 Hiawatha Street, Monroe, MI, 48161, relative to the request for placement of a Zoning Ordinance Amendment pertaining to the permitting of Medical Marijuana Facilities.

BE IT FURTHER RESOLVED that the communication is hereby referred to the Department of Legal Affairs and the Department of Engineering and Building for follow-up with Mr. Grindel.

Motion unanimously carried.

**2016-518 PROMOTION TO DETECTIVE – J. CARR**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED BY THE CITY COUNCIL that the Council Concurs with the determination that the promotion of Joe Carr to fill the vacant Detective's position will assist with the staffing in the Detective Bureau, will fill a vacant position, and the City Council authorizes the filling of such position and:

FURTHER RESOLVED BY THE CITY COUNCIL that subsequent to a written examination, interview panel, and performance evaluation, the Detective promotion shall be awarded to Officer Joe Carr, authorization is granted to make said promotions effective October 31, 2016.

Motion unanimously carried.



**2016-519 2016 HALLOWEEN HOURS**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that the Council concurs with the Chief of Police in recommending the 2016 Halloween "Trick or Treat" hours be established between 5:30 p.m. and 7:30 p.m. on Monday, October 31, 2016; AND

BE IT FURTHER RESOLVED that the Trick or Treat Safety Tips be forwarded to Cable for airing upon approval.

Motion unanimously carried.

**2016-520 TRAFFIC CONTROL ORDER 2016-04**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council concurs with the recommendation of Inspector Zalewski as set forth in Traffic Control Order 2016-04 for the installation of "Handicap Parking" signs at 2289 9<sup>th</sup> Street, Wyandotte, MI, 48192; AND

BE IT FURTHER RESOLVED that the Department of Public Service be directed to install same.

Motion unanimously carried.

**2016-521 TRAFFIC CONTROL ORDER 2016-05**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council concurs with the recommendation of Inspector Zalewski as set forth in Traffic Control Order 2016-05 for the installation of "No Parking Between Driveways" sign at 580 Poplar Street, Wyandotte, MI, 48192; AND

BE IT FURTHER RESOLVED that the Department of Public Service be directed to install same.

Motion unanimously carried.

**2016-522 TRAFFIC CONTROL ORDER 2016-06**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council concurs with the recommendation of Inspector Zalewski as set forth in Traffic Control Order 2016-06 for the installation of "No Left Turn" sign and the painting of traffic and parking lines at the northeast corner of Oak and Fort Street.

BE IT FURTHER RESOLVED that the Department of Public Service be directed to install said sign.

Motion unanimously carried.

**2016-523 TRAFFIC CONTROL ORDER 2016-07**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council concurs with the recommendation of Inspector Zalewski as set forth in Traffic Control Order 2016-07 for the installation of "No Parking from 7am-4pm on School Days" sign on the east side of 15<sup>th</sup> between Wilson Junior High School parking lot north to Goddard Rd., Wyandotte, MI, 48192.

BE IT FURTHER RESOLVED that the Department of Public Service be directed to install same.

Motion unanimously carried.

**2016-524 TRAFFIC CONTROL ORDER 2016-08**

By Councilperson VanBoxell, supported by Councilperson Schultz

BE IT RESOLVED that Council concurs with the recommendation of Inspector Zalewski as set forth in Traffic Control Order 2016-08 for the installation of "One Way" and "Do Not Enter" signs in the alleyway east of Biddle between Oak and Elm Street, Wyandotte, MI, 48192.

BE IT FURTHER RESOLVED that the Department of Public Service be directed to install same.

Motion unanimously carried.

**2016-525 BILLS & ACCOUNTS**

By Councilperson VanBoxell, supported by Councilperson Schultz

RESOLVED that the total bills and accounts of \$1,840,642.51 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

Motion unanimously carried.

**2016-526 ADJOURNMENT**

By Councilperson VanBoxell, supported by Councilperson Schultz

RESOLVED that this regular meeting of the Wyandotte City Council be adjourned at 7:33 p.m.

Motion unanimously carried.

A handwritten signature in dark ink, appearing to read 'Lawrence S. Stec', is written over a horizontal line.

Lawrence S. Stec, City Clerk

*Approved as of 10/18/2016*

**CITY OF WYANDOTTE**

**MINUTES OF THE BROWNFIELD REDEVELOPMENT AUTHORITY (BRDA)**

The meeting of the Board of Directors of the BRDA was called to order by Chairman Charles Mix on Tuesday, September 20, 2016 at 8:41 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Melissa Armatis, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix, and Stephanie Badalamenti

BOARD MEMBERS ABSENT: Michael Sadowski (Excused), Larry Garmo (Excused), Al Sliwinski (Excused)

OTHERS PRESENT: None

**Minutes of Previous Meeting (August 18, 2016)**

The minutes of the meeting of August 18, 2016, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Armatis. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

Communication from Todd Drysdale, City Administrator/Finance Director, regarding a proposed FY2016 budget amendment to adjust revenue and expense to account for differences in taxable value and principal repayment as compared to the proposed budget for Brownfield #7.

**Resolutions**

**Resolution by the Wyandotte Brownfield Redevelopment Authority (BRDA) recommending approval by the Wyandotte City Council of a FY2016 budget amendment to adjust revenue and expense Account #'s 231-107-926-120, 231-200-925-335 and 231-000-655-040 to account for differences in taxable value and principal repayment due to higher than anticipated property valuation than in the original budget. Proposed amendment results in additional \$ 5,848 net revenue for Brownfield #7.**

**Dated: September 20, 2016**

WHEREAS, the City of Wyandotte Brownfield Redevelopment Authority (BRDA) has received a recommendation for a FY2016 budget amendment to adjust revenue and expenses to account for differences in taxable value and principal repayment due to higher than anticipated property valuation than in the original budget, and

WHEREAS, the proposed amendment results in \$ 5,848 increase in net revenues on the overall FY2016 budget; now

THEREFORE, BE IT RESOLVED by the City of Wyandotte Tax Increment Finance Authority recommending approval by the Wyandotte City Council of the budget amendment to increase Interest Expense reimbursement for \$ \$ 5,050 and Project Development Services for \$ 23,057 and Miscellaneous Revenues for \$ 33,955 for FY2016.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER: Armatis

SUPPORTED BY MEMBER: Maher

| <u>YEAS</u>   | <u>MEMBER</u> | <u>NAYS</u>   |
|---------------|---------------|---------------|
| <u>  X  </u>  | Armatis       | <u>      </u> |
| <u>  X  </u>  | Badalamenti   | <u>      </u> |
| <u>  X  </u>  | Drysdale      | <u>      </u> |
| <u>      </u> | Garmo         | <u>      </u> |
| <u>  X  </u>  | LaManes       | <u>      </u> |
| <u>  X  </u>  | Maher         | <u>      </u> |
| <u>  X  </u>  | Mix           | <u>      </u> |
| <u>      </u> | Sadowski      | <u>      </u> |
| <u>      </u> | Sliwinski     | <u>      </u> |

ABSTAIN: None

ABSENT: Sadowski (Excused), Garmo (Excused) and  
Sliwinski (Excused)

  6   Yeas;   0   Nays;   0   Abstention(s).

Motion   X   passes;        fails.

**Other/Old Business** – Chairman Mix noted that for FY2017 that both the TIFA and BRDA were able to fund all budget requests made. Also, in response to a question from Chairman Mix, Member Drysdale noted that due to the structure of Brownfield agreements, the FY2017 BRDA budget is not developed until May 2017 when specific facts are known regarding property values and taxes captured relative to the actual Brownfield agreement.

**Late Items** - None

#### **Next Meeting**

The next meeting of the BRDA Board will be held Tuesday, October 18, 2016 at 8:30 AM.

#### **Adjournment**

The BRDA meeting was adjourned at 8:47 AM through a motion by Member Badalamenti, supported by Member Armatis. Motion passed with no objections.

*Paul L. LaManes, Secretary*

*Unapproved as of 10/18/2016*

**CITY OF WYANDOTTE**

**MINUTES OF THE BROWNFIELD REDEVELOPMENT AUTHORITY (BRDA)**

The meeting of the Board of Directors of the BRDA was called to order by Chairman Charles Mix on Tuesday, October 18, 2016 at 8:43 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Melissa Armatis, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix, Stephanie Badalamenti, Larry Garmo and Al Sliwinski

BOARD MEMBERS ABSENT: Michael Sadowski (Excused)

OTHERS PRESENT: None

**Minutes of Previous Meeting (September 20, 2016)**

The minutes of the meeting of September 20, 2016, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Sliwinski. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

None

**Resolutions**

None

**Other/Old Business**

None

**Late Items**

None

**Next Meeting**

The next meeting of the BRDA Board will be held Tuesday, November 15, 2016 at 8:30 AM.

**Adjournment**

The BRDA meeting was adjourned at 8:44 AM through a motion by Member Badalamenti, supported by Member Sliwinski. Motion passed with no objections.

*Paul L. LaManes, Secretary*



**Wyandotte Cultural and Historical Commission  
Minutes of the June 9, 2016 Meeting  
Marx Home**

**Present:** Jesse Rose  
Eula Grooms  
Wally Hayden  
Ken Munson  
Ken Navarre

Sue Pilon  
Anne Ronco  
Nancy Bozzo  
Vernon Elmore

**Excused:** Marshall Wymore

**Staff:** Interim Director: Sarah Jordan  
Museum Assistant: Allison Savoy

**Guest:** Kenneth Sheppard, interviewee

President Wally Hayden called the meeting to order at 6:15 pm.

**MOTION:** By Sue Pilon, supported by Ken Navarre, to approve minutes of May 12<sup>th</sup> 2016. **Motion carried, 8-0.**

**President's report:**

President Hayden stated he did not have much for the month. Pointed out there was a half page feature of the lower floor exhibit in the Michigan History Magazine. Allison will email a copy of the page to the Commissioners.

**Director's report:**

1. Finance Report: The City Wide Garage Sale was included in the Finance Report. Interim Director, Sarah Jordan, mentioned that it was about \$4,000 in revenue and about the same as past years. **MOTION:** by Anne Ronco, supported by Eula Grooms, to approve the Finance Report. **Motion carried, 9-0.** (Vernon Elmore arrived during the Director's report.)
2. Expenses and Revenue worksheets: Needs approval because it needs to be submitted next week. Ken Navarre pointed out that the itemized sheet and the summary sheet do not match. Sarah Jordan will correct formula in the spreadsheet. **MOTION:** By Anne Ronco, supported by Jesse Rose, to approve the Expenses and Revenue worksheets. **Motion carried 9-0.**
3. Capital Improvement Plans: Bids for the Marx Home back porch will start and last until June 20<sup>th</sup>, 2016. Pre-bid meeting occurred Wednesday, June 8<sup>th</sup> 2016. The document is just for review right now but does not need to be approved at this meeting. Discussion on the different projects listed in the plan. Including the Marx Home wheel chair lift, wood replacement, exterior signage, and salvage updates. President Hayden offered to put it on the next month's agenda if further discussion is wanted.

**Wyandotte Historical Society**

The Society voted to move their office to Bacon Memorial District Library instead of into the old gift shop in the museum. Sarah Jordan said the DDA showed interest in taking over the office in the Burns Home, but nothing was final. Ken Navarre wanted to clear things up: the room in the museum isn't the most convenient, not handicap accessible, cold in winter, hot in summer. They would be more comfortable at the library. Lighting is better. The Society would revisit staying in Burns Home if the DDA doesn't move. General Discussion that the Commission was under the impression that they wanted to have their office next to the gift shop to have it open during tours. Gift shop was supposed to be finished in April. It currently is not open and not finished.

### **July Meeting**

July meeting falls during the art fair. **MOTION:** by Anne Ronco, Supported by Sue Pilon, to cancel the July meeting. **Motion carried, 9-0.**

**Committee reports** Anne is learning how to use Past Perfect

**Friends of Oakwood Cemetery** The Cemetery group requests that a commissioner become a member of their board. Eula expressed interest but no final decision was made.

### **Presentations of Director Candidates**

1. Sarah Jordan, Director Candidate.

Sarah Jordan departed at 7:34 pm.

2. Kenneth Sheppard, Director Candidate arrived at 7:48

Ken Sheppard departed at 9:15.

President Hayden called everyone back together and asked if everyone would like to vote out loud or privately. Consensus was to privately vote on paper. Allison Savoy was asked to leave for the vote.

Votes were tallied. Commission recommends Sarah Jordan as Museum Director, motion carries: 5-4.

Motion to adjourn by Sue Pilon, supported by Jesse Rose. Passed.

Meeting adjourned at 9:30.

Respectfully Submitted,

A handwritten signature in cursive script, appearing to read "Allison Savoy".

Allison Savoy

Museum Assistant

Wyandotte Cultural and Historical Commission  
Minutes of the September 08, 2016 Meeting  
Marx Home

|                             |             |                            |                              |
|-----------------------------|-------------|----------------------------|------------------------------|
| <b>Present:</b> Nancy Bozzo | Ken Munson  | <b>Excused:</b> Anne Ronco | <b>Absent:</b> Dan Carvantes |
| Wally Hayden                | Eula Grooms | Sue Pilon                  |                              |
| Marshall Wymore             |             | Jesse Rose                 |                              |
| Vern Elmore                 |             | Ken Navarre                |                              |

**Staff:** Museum Director: Sarah Jordan  
Museum Assistant: Allison Savoy

President Hayden called the meeting to order at 6:15 pm.

**Motion:** By M. Wymore, supported by K. Munson, to approve the minutes from the August 11 2016 meeting. **Motion Carried, 6-0.**

**President's Report**

President Hayden has nothing that won't be covered later in the meeting.

**Director's Report**

1. Finance report: The Cemetery Walk is 75% sold out, tickets went on sale September 1<sup>st</sup>. The City Wide Garage sale is on par with last few years. **Motion:** by E. Grooms, supported by N. Bozzo, to approve the Finance Report, **Motion Carried, 6-0.**
2. Marx Back Porch: A bid was accepted 2 weeks ago by Olson Cement and Construction Company, however, still waiting on official start date. Within next week or two, work will commence. Need to use front door during that time. Gave keys to the tenants, will issue one to President Hayden and Society President George Purdu. Other meetings that occur during construction will need to borrow key from museum office. Hopefully will be done before cemetery walk.
3. BASF Historical Markers: DDA wanted to do art instillation using Riggs paintings to do a Wyandotte specific exhibit like Inside Out from DIA. After speaking with DDA Director, the plan was altered to other paintings from the collection. DDA wants to assistance with projects to pick paintings from collection to talk about history. Potentially move to BASF Park after instillation to replace old signs from sesquicentennial. Maybe 5 paintings will be selected to be reproduced for project. Could money be used from education budget? Is Education subcommittee? M. Wymore suggested looking at NEA grant potential.

**Friends of the Museum:**

Tentative meeting scheduled September 22, 2016

**Wyandotte Historical Society:**

Office move: neither S. Jordan nor W. Hayden has heard anything from DDA about move. The DDA's next meeting is next week. Society meets next week as well. The Society sent President Hayden and Mayor Peterson a letter requesting formally letter of clarification. They would like it before their next



meeting in October. S. Jordan said that a third party like the lawyers would need council decision. If it's internal it might be different. City owned property; city council may want to make a decision. Gift Shop hours have been sporadic. The joint meeting is happening Thursday, September 29 2016, at 7 pm.

**Committee Projects Report:**

Nothing to currently report. Buildings and grounds meets on Tuesday, Long term planning meeting before joint meeting. HVAC system at museum was looked at by Gee & Missler. Gave a little coolant to last for the next two or three weeks that will be using AC will fix in spring and get estimate. Suggestion was made to make a chart of when big repairs were made to track. V. Elmore gave his professional opinion about fixing the air conditioner.

**Old Business:**

None

**New Business:**

Video record meetings: E. Grooms suggested recording meetings like other city meetings are televised within city. Discussion was had over if the Marx Home would be suitable to record or if city hall would be more suitable. Could go into closed session, for personnel issues etc. At city hall meetings are on tape. Recorded and broadcast later potentially. Veteran commissioners mentioned that they met for 6 months at City Hall in the past because Marx wasn't handicap accessible.

Mary Wasko requested the use of the Marx home for tea on September 11<sup>th</sup> noon to 3 pm. Discussion that commission would like to give her a discount for all the hours she puts in to volunteering for the museum. Several commissioners wondered if it would cause a problem. Discussion was to create a structured system for recognizing volunteerism with discount or a case by case situation. **Motion:** V. Elmore, supported by E. Grooms, to give Mary Washko the rental at cost and issue a refund for what she paid over it. **Motion Carried: 6-0.**

Children's room update: will need to talk about it at Buildings and Grounds Committee Meeting. The Carpet needs to be removed. Suggestion was made during open houses having the door open and rope up so people can progress. Plan to have it open for tours in Spring 2017. The giant mirror may need to be moved.

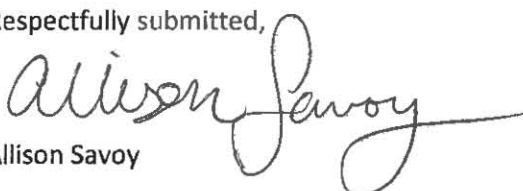
**Announcements:**

None

**Motion to adjourn:** by E. Grooms, supported by N. Bozzo. **Motion carried, 6-0**

Meeting adjourned 7:14 pm.

Respectfully submitted,

  
Allison Savoy

10/13/2016 04:59 PM

User: ktrudell

DB: Wyandotte

RECEIPT REGISTER FOR CITY OF WYANDOTTE

Page: 1/2

Post Date from 10/14/2016 - 10/14/2016 Open Receipts

| Receipt #  | Date       | Cashier                     | Wkstn | Received Of<br>Distribution  | Amount                    |
|--|------------|-----------------------------|-------|--|---------------------------|
| O 463826<br>XV   | 10/14/2016 | ktrudell<br>101-000-001-000 | F2    | ARBOR PROFESSIONAL SOLUTIONS<br>101-000-041-024 A/R ANN ARBOR COL-RESCUE | 29.44 CITY CHECK 19466    |
| SEPT 2016 RESCUE COLLECTIONS<br>REC# 897894                          |            |                             |       |  |                           |
| O 463828<br>7R   | 10/14/2016 | ktrudell<br>732-000-001-000 | F2    | MUNICIPAL SERVICE<br>732-000-670-010 RETIREMENT FUND REIMBURSE           | 1,096.20 CITY CHECK 90119 |
| MEDICARE PART B QUARTERLY RETIREE<br>HEALTH INS REIMB<br>REC# 897893 |            |                             |       |  |                           |
| Total of 2 Receipts  |            |                             |       |  | 1,125.64                  |

10/13/2016 04:59 PM

User: ktrudell

DB: Wyandotte

Receipt #

Description

Date

Cashier

Wkstn

## RECEIPT REGISTER FOR CITY OF WYANDOTTE

Post Date from 10/14/2016 - 10/14/2016 Open Receipts

Page: 2/2

Received Of  
Distribution

Amount

## \*\*\* TOTAL OF CREDIT ACCOUNTS \*\*\*

101-000-041-024 A/R ANN ARBOR COL-RESCUE  
732-000-670-010 RETIREMENT FUND REIMBURSE

29.44  
1,096.20  
TOTAL - ALL CREDIT ACCOUNT 1,125.64

## \*\*\* TOTAL OF DEBIT ACCOUNTS \*\*\*

101-000-001-000 Cash  
732-000-001-000 Cash

29.44  
1,096.20  
TOTAL - ALL DEBIT ACCOUNTS 1,125.64

## \*\*\* TOTAL BY FUND \*\*\*

101 General Fund  
732 Retiree Health Care Fund

29.44  
1,096.20  
TOTAL - ALL FUNDS: 1,125.64

## \*\*\* TOTAL BY BANK \*\*\*

GEN GENERAL OPERATING FUND

Tender Code/Desc.  
(CCK) CITY CHECK 29.44  
TOTAL: 29.44

RETIR WYANDOTTE EMPLOYEES RETIREMENT SYSTEM

(CCK) CITY CHECK 1,096.20  
TOTAL: 1,096.20  
TOTAL - ALL BANKS: 1,125.64

## \*\*\* TOTAL OF ITEMS TENDERED \*\*\*

Tender Code/Desc.  
(CCK) CITY CHECK 1,125.64  
TOTAL: 1,125.64

## \*\*\* TOTAL BY RECEIPT ITEMS \*\*\*

(1) 7R: RETIREMENT FUND REIMBURSE  
(1) XV: A/R ANN ARBOR COL-RESCUE

1,096.20  
29.44  
TOTAL - ALL RECEIPT ITEMS: 1,125.64



# Finance Report - Wyandotte Museum

Summary for the month of: **September 2016**

|                        | Revenue     | Expenses    |
|------------------------|-------------|-------------|
| Deposits               | \$ 4,342.00 |             |
| Utilities              |             | \$ 1,243.59 |
| Miscellaneous Expenses |             | \$ 2,778.06 |

*Current Budget Balances as of: September 30, 2016*

## Expense Accounts

| Account                         | Balance Available | 2016 Budgeted Amount |
|---------------------------------|-------------------|----------------------|
| Automobile                      | \$ 121.12         | \$ 160.00            |
| Building Maintenance & Supplies | \$ 1,622.62       | \$ 8,279.00          |
| Computer Services DMS           | \$ -              | \$ 150.00            |
| Education                       | \$ -              | \$ 240.00            |
| Electric                        | \$ 1,644.61       | \$ 6,700.00          |
| Gas                             | \$ 5,237.12       | \$ 10,200.00         |
| HES Expense                     | \$ 640.55         | \$ 7,000.00          |
| Office Supplies                 | \$ -              | \$ 1,505.00          |
| Phone                           | \$ 761.63         | \$ 2,200.00          |
| Postage                         | \$ 48.60          | \$ 80.00             |
| Printing                        | \$ -              | \$ 800.00            |
| Water                           | \$ 436.85         | \$ 1,675.00          |

## Revenue Accounts

| Account                   | Collected Revenue | 2016 Target |
|---------------------------|-------------------|-------------|
| HES Revenue               | \$ 9,228.50       | \$ 7,000.00 |
| Marx Home Rent            | \$ 6,514.21       | \$ 6,500.00 |
| Reserve                   | \$ 118,957.98     | \$ -        |
| Vintage Base Ball Reserve | \$ 3,025.53       | \$ -        |

## Deposits

| Event                 | Amount      | Deposited In      | Cash/Check                  | Description   |
|-----------------------|-------------|-------------------|-----------------------------|---|
| Admissions            | \$ 111.00   | Reserve           | Cash                        |   |
| Log Cabin rentals     | \$ 755.00   | Reserve           | Cash: \$65, Check: \$690    |   |
| Heritage Event Series | \$ 2,740.00 | Reserve           | Cash: \$2,329, Check: \$411 | Fall Citywide Garage Sale registrations: \$505, Fall Citywide Garage Sale map sales: \$165, Cemetery Walk ticket sales: \$2,070 |
| Salvage Sales         | \$ 87.00    | Reserve           | Cash                        | Fall Citywide Garage Sale   |
| Wyandotte Stars       | \$ 24.00    | Base Ball Reserve | Check                       | Merchandise sale  |
| Marx Rent             | \$ 625.00   | Marx Rent         | Check                       | 8/13 - 10/13 (property taxes paid in lieu of September rent)  |

**Total Revenue           \$   4,342.00**

## Utilities

| Heat/Gas    | Amount  | Account | Description |
|-------------|---------|---------|-------------|
| Campus wide | \$ 8.25 | Gas     |             |

| Water                      | Amount    | Account | Description |
|----------------------------|-----------|---------|-------------|
| Ford-MacNichol Home        | \$ 120.38 | Water   |             |
| Burns Home                 | \$ 16.52  | Water   |             |
| Marx Home                  | \$ 129.83 | Water   |             |
| Log Cabin                  | \$ 11.80  | Water   |             |
| <i>Subtotal: \$ 278.53</i> |           |         |             |

| Electricity                | Amount    | Account  | Description |
|----------------------------|-----------|----------|-------------|
| Ford-MacNichol Home        | \$ 506.85 | Electric |             |
| Burns Home                 | \$ 105.46 | Electric |             |
| Marx Home                  | \$ 274.89 | Electric |             |
| <i>Subtotal: \$ 887.20</i> |           |          |             |

| Phone/Internet | Amount   | Account | Description |
|----------------|----------|---------|-------------|
| Burns Home     | \$ 69.61 | Phone   |             |

**Total Utilites                    \$    1,243.59**



## Miscellaneous Expenses

| Vendor                               | Amount    | Account                       | Description   |
|--------------------------------------|-----------|-------------------------------|---|
| Gerry Haynes                         | \$ 124.88 | Base Ball Reserve             | <i>Game meals: 9/3/16 &amp; 9/18/16</i>                       |
| Konica Minolta                       | \$ 10.32  | Office Supplies               | <i>Color printing on Special Events Konica</i>                |
| 21st Century Media                   | \$ 166.70 | HES Expense                   | <i>Ad for Fall Citywide Garage Sale</i>                       |
| Staples Advantage                    | \$ 31.96  | HES Expense                   | <i>Binders for events</i>                                     |
| Cobo Parking Garage (via S. Jordan)  | \$ 20.00  | Automobile                    | <i>Parking for AASLH Conference</i>                           |
| Wild West Mercantile (via S. Jordan) | \$ 150.14 | HES Expense                   | <i>Period clothing for Cemetery Walk (shipment 1 of 2)</i>    |
| Staples Advantage                    | \$ 234.21 | HES Expense                   | <i>Toner and folders</i>                                      |
| Staples Advantage                    | \$ 90.90  | HES Expense & Office Supplies | <i>Pens and binders</i>                                       |
| Hood's                               | \$ 9.96   | Building Maintenance          | <i>Keys for Marx front door</i>                               |
| Gee & Missler                        | \$ 629.60 | Building Maintenance          | <i>Service for 2610 air conditioner</i>                       |
| Allegra Marketing                    | \$ 309.95 | HES Expense                   | <i>Fall Citywide Garage Sale maps and inserts (400 count)</i> |
| Back to Nature - Downriver           | \$ 45.00  | Building Maintenance          | <i>Late summer slow release fertilizer</i>                    |
| Dollar Depot                         | \$ 10.60  | HES Expense                   | <i>Tablecloths and serving trays for Annual Home Classic</i>  |
| Sam's Club (via S. Jordan)           | \$ 130.78 | HES Expense                   | <i>Concessions for Annual Home Classic</i>                    |
| Chicken Coop                         | \$ 140.00 | HES Expense                   | <i>Post game meal for Annual Home Classic</i>                 |
| Trinity Transportation               | \$ 350.00 | HES Expense                   | <i>Trolley rental for Cemetery Walk</i>                       |
| Konica Minolta                       | \$ 52.76  | HES Expense                   | <i>Color printing on Special Events Konica</i>                |
| Wyandotte Alarm Company              | \$ 195.30 | Building Maintenance          | <i>Alarm monitoring for 2624 Biddle</i>                       |
| Wyandotte Alarm Company              | \$ 75.00  | Buidling Maintenance          | <i>Fire monitoring for 2610, 2624, and 2630 Biddle</i>        |

**Total Misc. Expenses        \$ 2,778.06**

**RETIREMENT COMMISSION MEETING MINUTES**  
**THURSDAY, October 20, 2016**

Meeting called to order at 9:08 a.m. by Chairman Browning

**ROLL CALL:**

PRESENT: Commissioners Brohl, Browning, LaManes, Lyon and Yoscovits

ABSENT: Commissioners Roberts and Schultz

**ALSO PRESENT:** Frank Deeter—Oppenheimer & Co.

Todd Drysdale—City Administrator

Larry Stec – City Clerk

MOTION by Commissioner Lyon, SUPPORTED by Commissioner Yoscovits

RESOLVED that the minutes held under the date of September 15, 2016 be approved as recorded without objection.

MOTION UNANIMOUSLY CARRIED

**PRESENTATIONS:**

Mr. Frank Deeter of Oppenheimer & Co. reported on September, 2016 financial results:

- Overall up .34%
- Cash balances low for distributions
- Deposit forthcoming
- Not shown on report

MOTION by Commissioner LaManes, SUPPORTED by Commissioner Yoscovits

RESOLVED by the Wyandotte Employees Retirement Commission that the report from Mr. Deeter of Oppenheimer & Co., Inc. regarding September 2016 market segment fluctuations be received and placed on file.

MOTION UNANIMOUSLY CARRIED

COMMUNICATIONS MISCELLANEOUS:

MOTION by Commissioner Brohl, SUPPORTED by Commissioner Lyon

Concur in the recommendation of the City Administrator regarding the rate of \$32.00 per year of credited service as set forth in the communication dated October 14, 2016, and further

Implements the special supplemental retirement benefit allowance to retirees and/or beneficiaries in accordance with Section 2-238 and 2-245 of the Wyandotte Retirement System Ordinance and further

Recommend to the Mayor and City that they concur in said recommendation and declare the above provisions in effect for the fiscal year.


MOTION UNANIMOUSLY CARRIED

ADJOURNMENT

MOTION by Commissioner LaManes, SUPPORTED by Commissioner Yoscovits

RESOLVED, that the meeting be adjourned at 10:05 a.m.

MOTION UNANIMOUSLY CARRIED



---

Lawrence S. Stec, Secretary  
Wyandotte Employee's Retirement Commission  
October 20, 2016

**CITY OF WYANDOTTE**

**MINUTES OF THE TAX INCREMENT FINANCE AUTHORITY (TIFA)**

The meeting of the Board of Directors of the TIFA was called to order by Chairman Charles Mix on Tuesday, September 20, 2016 at 8:33 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Melissa Armatis, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix, and Stephanie Badalamenti

BOARD MEMBERS ABSENT: Michael Sadowski (Excused), Larry Garmo (Excused), Al Sliwinski (Excused)

OTHERS PRESENT: None

**Minutes of Previous Meeting (August 18, 2016)**

The minutes of the meeting of August 18, 2016, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Maher. Chairman Mix requested that the detailed budget for FY2017 be attached to the minutes. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

None

**Communications**

Communication from Mark Kowalewski, City Engineer, regarding a proposed FY2016 budget amendment for property maintenance in the TIFA district made necessary due greater than anticipated lawn cutting and tree trimming issues.

**Resolutions:**

**Resolution by the Wyandotte Tax Increment Finance Authority (TIFA) recommending approval by the Wyandotte City Council of a zero-dollar FY2016 budget amendment for additional property maintenance made necessary in the TIFA district in the amount of \$ 3,000.00 for Account # 492-200-855-520. Funding for budget amendment requested from the previously approved budget for land purchases, Account # 492-200-850-519.**

**Dated: September 20, 2016**

WHEREAS, the City of Wyandotte Tax Increment Finance Authority (TIFA) has received a recommendation for a FY2016 budget amendment for unanticipated property maintenance in the TIFA district made necessary by greater than anticipated activity during the fiscal year totaling \$3,000.00, and

WHEREAS, the proposed amendment has a zero-dollar impact on the overall FY2016 budget through a reduction in monies previously approved to fund land purchases; now

THEREFORE, BE IT RESOLVED by the City of Wyandotte Tax Increment Finance Authority recommending approval by the Wyandotte City Council of the budget amendment, totaling \$3,000.00 to address property maintenance.



I move the adoption of the foregoing Resolution:

MOTION BY MEMBER: Drysdale

SUPPORTED BY MEMBER: Badalamenti

| <u>YEAS</u>   | <u>MEMBER</u> | <u>NAYS</u>   |
|---------------|---------------|---------------|
| <u>  X  </u>  | Armatis       | <u>      </u> |
| <u>  X  </u>  | Badalamenti   | <u>      </u> |
| <u>  X  </u>  | Drysdale      | <u>      </u> |
| <u>      </u> | Garmo         | <u>      </u> |
| <u>  X  </u>  | LaManes       | <u>      </u> |
| <u>  X  </u>  | Maher         | <u>      </u> |
| <u>  X  </u>  | Mix           | <u>      </u> |
| <u>      </u> | Sadowski      | <u>      </u> |
| <u>      </u> | Sliwinski     | <u>      </u> |

ABSTAIN: None

ABSENT: Sadowski (Excused), Garmo (Excused) and  
Sliwinski (Excused)

  6   Yeas;   0   Nays;   0   Abstention(s).

Motion   X   passes;        fails.

**Other/Old Business**

None

**Late Items**

None

**Next Meeting**

The next meeting of the TIFA Board will be held Tuesday, October 18, 2016 at 8:30 AM.

**Adjournment**

The TIFA meeting was adjourned at 8:40 AM by unanimous motion, no objections.

*Paul L. LaManes, Secretary*

**CITY OF WYANDOTTE**

**MINUTES OF THE TAX INCREMENT FINANCE AUTHORITY (TIFA)**

The meeting of the Board of Directors of the TIFA was called to order by Chairman Charles Mix on Tuesday, October 18, 2016 at 8:30 AM in the City of Wyandotte Council Chambers, 3200 Biddle Avenue, Wyandotte, Michigan. Roll call produced the following:

BOARD MEMBERS PRESENT: Melissa Armatis, Todd Drysdale, Paul LaManes, Joe Maher, Charles Mix, Stephanie Badalamenti, Larry Garmo and Al Sliwinski

BOARD MEMBERS ABSENT: Michael Sadowski (Excused)

OTHERS PRESENT: Valerie Hall – WMS Energy Program Manager

**Minutes of Previous Meeting (September 20, 2016)**

The minutes of the meeting of September 20, 2016, were reviewed by the Board and approved to be received and placed on file through a motion by Member Badalamenti, supported by Member Sliwinski. The motion passed unanimously with no objections.

**Presentations/Persons in Attendance**

Valerie Hall, Department of Municipal Services Energy Program Manager discussed additional funds made available by the US Department of Energy for the WIRES II Grant allowing for additional lighting projects in and around Bishop Park. Ms. Hall noted that the proposed additional lighting for Bishop Park constitutes Phase II of the project and would address the Pier area and the stretch of the park fronting Van Alstyne Street; all replacement lighting would be LED. Phase I, which is completed, addressed the interior of Bishop Park. Also noted was that this portion of the grant requires a 58% match partner and therefore Ms. Hall requested \$ 92,929.07 from TIFA on behalf of Municipal Services for the 58% matching portion of the grant. The project is located within the TIFA district.

**Communications**

Communication from Todd Drysdale, City Administrator/Finance Director recommending concurrence with the request from Valerie Hall, Energy Program Manager WDMS relative to matching funds for Phase II of the Bishop Park Lighting Project as outlined in her correspondence dated September 19, 2016.

**Resolutions:**

**Resolution by the Wyandotte Tax Increment Finance Authority (TIFA) recommending approval by the Wyandotte City Council of a FY2017 budget amendment for WIRES II Grant matching funds for Phase II of the Bishop Park Lighting Project in the amount of \$ 92,930.00 with appropriation of funding made from Fund Balance.**

**Dated: October 18, 2016**

WHEREAS, the City of Wyandotte Tax Increment Finance Authority (TIFA) has received a recommendation for a FY2017 budget amendment for WIRES II Grant matching funds for the Bishop Park Lighting Project – Phase II for the fiscal year totaling \$ 92,930.00, and

WHEREAS, the proposed amendment or FY2017 would be made from excess revenues and an appropriation of fund balance for which sufficient funds are available; now

THEREFORE, BE IT RESOLVED by the City of Wyandotte Tax Increment Finance Authority recommending approval by the Wyandotte City Council of a FY2017 budget amendment, totaling \$92,930.00 to fund the required WIRES II Grant match for Phase II of the Bishop Park Lighting Project.

I move the adoption of the foregoing Resolution:

MOTION BY MEMBER: Badalamenti

SUPPORTED BY MEMBER: Maher

| <u>YEAS</u>   | <u>MEMBER</u> | <u>NAYS</u>   |
|---------------|---------------|---------------|
| <u>  X  </u>  | Armatis       | <u>      </u> |
| <u>  X  </u>  | Badalamenti   | <u>      </u> |
| <u>  X  </u>  | Drysdale      | <u>      </u> |
| <u>  X  </u>  | Garmo         | <u>      </u> |
| <u>      </u> | LaManes       | <u>      </u> |
| <u>  X  </u>  | Maher         | <u>      </u> |
| <u>  X  </u>  | Mix           | <u>      </u> |
| <u>      </u> | Sadowski      | <u>      </u> |
| <u>  X  </u>  | Sliwinski     | <u>      </u> |

ABSTAIN: LaManes

ABSENT: Sadowski (Excused)

  7   Yeas;   0   Nays;   1   Abstention(s).

Motion   X   passes;        fails.

#### **Other/Old Business**

None

#### **Late Items**

None

#### **Next Meeting**

The next meeting of the TIFA Board will be held Tuesday, October 18, 2016 at 8:30 AM.

#### **Adjournment**

The TIFA meeting was adjourned at 8:42 AM by unanimous motion, no objections.

*Paul L. LaManes, Secretary*

**MINUTES AS RECORDED**

**MINUTES OF THE MEETING OF October 5, 2016  
ZONING BOARD OF APPEALS AND ADJUSTMENT**

A meeting of the Zoning Board of Appeals and Adjustment of the City of Wyandotte was **called to order** by Chairperson Duran **at 6:30 p.m.**, in the Council Chambers of the City Hall, 3200 Biddle Avenue, Wyandotte.

**MEMBERS PRESENT:** DiSanto  
Duran  
Flachsmann  
Gillon  
Olsen  
Nevin  
Szymczuk  
Trupiano

**MEMBERS ABSENT:** Wienclaw

**ALSO PRESENT:** Peggy Green, Secretary

---

A motion was made by Member Olsen, supported by Member Szymczuk to approve the minutes of the September 7, 2016, meeting as recorded.

Yes: DiSanto, Duran, Flachsmann, Gillon, Nevin, Olsen, Szymczuk, Trupiano

No: none

Abstain: none

Absent: Wienclaw

Motion passed.

---

**APPEAL #3229 - GRANTED**

Richard/Alice Gering, 4460 – 17<sup>th</sup> Street, Wyandotte (owner & appellant)

for a variance **to obtain a building permit for a garage addition and covered patio at 4460 – 17<sup>th</sup> Street** (Lot 31, Wesley A. Richards Sub.) in a RA zoning district, where the proposed conflicts with Section 2100 of the Wyandotte Zoning Ordinance.

**Section 2100:**

A maximum of 35% of yard coverage is allowed in a RA zoning district. Proposed garage addition and covered patio will result in the allowable lot coverage being exceeded by 114.64 sq. ft.



NOTE: Section 2706 allows a zoning appeal to be valid for 1 year. This appeal was granted on 11-15-14, which is greater than 1 year without work commencing.

**Proposed garage addition and covered patio will not be detrimental to adjacent land or buildings, will not impede flow of pedestrian or vehicular traffic, and will not impair the intent of the ordinance.**

A motion was made by Member Szymczuk supported by Member Trupiano to grant this appeal.

Yes: DiSanto, Duran, Flachsmann, Gillon, Nevin, Olsen, Szymczuk, Trupiano

No: none

Abstain: none

Absent: Wienclaw

Motion passed.

#### **CLARIFICATION OF PREVIOUS APPEAL: 4264 – 17<sup>th</sup> Street**

Original Appeal #3225 was granted w/stipulation to obtain a building permit for a porch at 4264 – 17<sup>th</sup> Street. Stipulation: There must be at least 6' from the sidewalk to the porch.

Owner has now applied for a permit to install a gable roof over the porch. The owner is requesting a second consideration of the Zoning Board of Appeals Variance in that the Board approve the open front porch with a roof over it to encroach into the required front yard. The original zoning variance which was given for an open porch with no roof over it.

A review by the Engineering Department has found no other issues in approving this new permit request.

The Board discussed the matter and agreed that the intent of the original appeal did not include a roof over the porch, and that applicant must conform to original variance.

---

#### **COMMUNICATIONS:**

A motion was made by Member Olsen, supported by Member Szymczuk to place all communications on file. Motion carried.

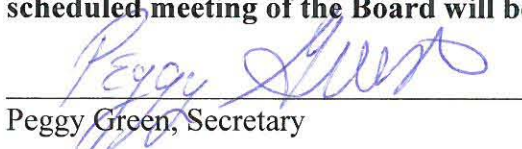
#### **OTHER BUSINESS:**

William Grindel, 3131 Hiawatha, Monroe, present.

Mr. Grindel stated that that was a caregiver and was inquiring about the medical marijuana ordinance.

Chairperson Duran informed Mr. Grindel that this had been discussed at the Planning Commission Meeting and has been referred to the City Council, and he should go to that meeting to see if it has been approved. Chairperson Duran instructed Mr. Grindel to check with the City Clerk's Office for the Agenda for the City Council meetings.

There being no further business to discuss, the meeting adjourned at 7:05 p.m. **The next scheduled meeting of the Board will be held on November 2, 2016.**

  
Peggy Green, Secretary

**Appeal #3229**

Chairperson Duran read the appeal and asked that it be explained  
Alice Gering, owner, present.

Ms. Gering explained that they wanted to add an addition to the garage, and that that her husband could not be at the meeting because he was in the hospital.

Chairperson Duran commented that this was a previous appeal, however the work was not done.

Ms. Gering explained that due to hardship times, money, health issues, is the reason it was not done, now they have the money and want to do the work.

Member Szymczuk asked if there were any changes from the original appeal. Ms. Gering replied that they are asking for a little less. Member Szymczuk asked if it was in lot coverage. Member Gillon commented that they are asking for a little less than before in lot coverage.

One communication was received from DTE.

DTE Energy Gas Co.  
Data Integrity and Technology  
One Energy Plaza, 838-GO  
City of Detroit, MI 48226

PAGE 4 of 4

ZB  
10-5-16

September 28, 2016

Peggy Green, Zoning Board Secretary  
Zoning Board of Appeals and Adjustment  
3200 Biddle Avenue, Suite 200  
Wyandotte, Michigan 48192

**RE: Appeal #3229: For a Variance to obtain a building permit for a garage addition and covered patio at 4460 17<sup>th</sup> Street (Lots 31, Wesley A. Richards Sub.) in a RA zoning district where the proposed conflicts with Sections 2100 of the Wyandotte Zoning Ordinance.**

- ☒ Not involved. See Remarks
- ☐ Involved: but asking you to hold action on this petition until further notice.
- ☐ Involved but have no objection to the property change - - provided that an easement of the full width of the public right-of-way (street, alley or other public place) is reserved.
- ☐ Involved: the nature of our services, and the estimated costs of removing, rerouting or abandonment of such all gas mains and/or services

**REMARKS:**

DTE Energy Gas Company has no involvement, nor objection to the Appeal #3229 as mentioned above. See enclosed strip print and attached notice of public hearing, for your use and information.

Please abide by Public Act 174, three (3) working days before you dig, dial toll free MISS DIG at: 1 - 800 - 482 - 7171.

DTE Energy Gas Leak Emergency Phone Number: 1- 800 - 947 - 5000.

Sincerely,

*/s/ Russell E Thornton*  
Drafter  
Data Integrity and Technology

RET/  
Enclosure