

AGENDA FOR THE COMMITTEE OF THE WHOLE AND REGULAR SESSION
MONDAY, MARCH 12, 2012 7:00 PM
PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON
CHAIRPERSON OF THE EVENING: THE HONORABLE SHERI M. FRICKE

ROLL CALL: BROWNING, DESANA, FRICKE, GALESKI, SABUDA, STEC

PRESENTATION:

PRESENTATION BY THE GOODFELLOWS
TO CHARLES GILLENWATER
REPRESENTATIVE OF WYANDOTTE
POLICE RESERVES

COMMUNICATIONS MISCELLANEOUS:

1. Communication from Mark Srour, Belicoso Café requesting the closure of first street for a special event to take place on August 17, 2012.

2. Communication from Rebecca Vogel-McGowan relative to various issues within the City of Wyandotte.

PERSONS IN THE AUDIENCE

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS:

3. Communication from Mayor Peterson submitting the appointment Councilman Lawrence S. Stec as Chairperson of the 2012 Michigan Week Program.

4. Communication from the City Clerk relative to a transfer of a liquor license.

5. Communication from the Interim Superintendent of Recreation and City Administrator awarding the Bid for File # 4571-Bishop Park Concession.

6. Communication from the Interim Superintendent of Recreation submitting a contract for the Circus America (AKA Piccadilly Circus) at Benjamin F. Yack Recreation Center on April 26 & 27, 2012.

7. Communication from the Special Events Coordinator relative to the RUN FOR ART, on July 14, 2012 at 8:00 a.m. .

8. Communication from the Special Events Coordinator and Director of Museums and Cultural Affairs regarding a GREEN FAIR to be held at this years Wyandotte Street Art Fair, located in the parking lots between Jimmy Johns and City Hall.

9. Communication from the Special Events Coordinator submitting a Contract with Bass Note Productions for various events in the City of Wyandotte.

10. Communication from the Special Events Coordinator submitting Street Art Fair Lemonade Agreements for Lori's Festive Catering for the Street Art Fair.

11. Communication from the Special Events Coordinator regarding the Apostolic Lighthouse Church Gospel Festival to be held August 24, 25 and 26, 2012 in Bishop Park.

12. Communication from the Special Events Coordinator relative to the 'LIGHT THE NIGHT' event sponsored by the Leukemia and Lymphoma Society in Bishop Park on October 12, 2012.

13. Communication from the Special Events Coordinator regarding the Wyandotte Family Church Event to be held on August 4th and 5th, 2012 in Bishop Park.

14. Communication from the City Engineer and City Administrator relative to the purchase of additional 96 gallon totes for solid waste collection.

15. Communication from the City Engineer regarding the proposed demolition of 115 Walnut and 2834-3rd Street.

16. Communication from the City Engineer and City Administrator relative to the proposed Transient Marina at Bishop park.

CITIZENS PARTICIPATION:

FINAL READING OF ORDINANCES:

AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND THE CODE OF
ORDINANCES OF THE CITY OF WYANDOTTE
BY AMENDING SEC. 38-1-1 ENTITLED
"SEWER USE ORDINANCE ADOPTED"

AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND THE
CODE OF ORDINANCES BY AMENDING SEC. 22-14-(7)
OF THE MASSAGE ESTABLISHMENT ORDINANCE

REPORTS AND MINUTES:

Financial Services Daily Cash Receipts
Wyandotte Cultural & Historical Commission

March 6, 2012
February 9, 2012

PRESENTATION

By The

Good fellows

to

Charles Gillenwater

Police Reserves

Re: Request to block street behind Belicoso Café on August 17th, 2012

1

March 5TH, 2012

Dear City Council,

I would like to request that I be allowed to use First Street directly behind my business to hold a special event.

I will block off 100 ft of space from my back door and also 50 ft of space extending North and 50 ft. extending south. This will be an event hosted by Belicoso. I will pay for all fencing, tenting and electrical needs. No other business entrances will be blocked as the parking lot is directly behind me and the two side businesses have no entrances on First. I have coordinated the date and space details with the Wyandotte Business Association and there are no conflicts.

Sincerely yours, AND I ALSO WILL APPLY TO LANSING FOR ANY and ALL LIQUOR REQUIREMENTS needed for this special event.

Mark Srour



2012 MAR - 8 P 3 24
WYANDOTTE CITY CLERK

2

Rebecca Vogel-McGowan
1880 18th Street Wyandotte MI 48192
rsvogel@gmail.com
734-934-6300

I'm writing you about a few proposals that I'm interesting having considered passed or more clarification whether it's allowed in the City of Wyandotte. The animal control representative told me that backyard chickens and honeybees are not illegal in Wyandotte but to talk to the city about getting a written approval

To: The Honorable Mayor and Council

1.) Space to open a dog park

A.) Benefits

- 1.) A place for dogs to socialize and burn off extra energy
- 2.) A great place for elderly to take their dog(s) and won't have to worry about out sidewalk conditions
- 3.) A place for people to come together and meet others in the the community that share the same passion for their pets

B.) Events that can help raise money to maintain the park and animal shelter

- 1.) have dog training classes
- 2.) single night
 - a.) single members of the dog park will have a night where they can meet other singles in the community while the dogs play
- 3.) Adopted a pet day

C.) Links that show how beneficial dog parks have been to other Communities

http://www.youtube.com/watch?v=Hffq9rG_oGw

<http://www.youtube.com/watch?v=PisFQbleR1Q&feature=related>

<http://www.youtube.com/watch?v=VrI0AyHPzcE&feature=related>

D.) local dogs park forms and rules

<http://www.grosseile.com/PDF%20Files/government/treasurer/DogPark%20ApplicationPDF.pdf>

2.) Backyard and in the community garden Chicken keeping

A.) Benefits

- 1.) Quality of Life and sustainability
- 2.) Affection
- 3.) Educational Value
- 4.) Aesthetic Value
- 5.) Fun and Humor

6.)Garden Helpers

B.)Links that show how beneficial backyard chicken keeping can be

<http://www.youtube.com/watch?v=Sr2uQT090bs>

<http://www.youtube.com/watch?v=PscVYfI0s50>

<http://www.youtube.com/watch?v=75xrlDvoB2Y>

<http://www.youtube.com/watch?v=gLVXWyMRLes>

<http://www.youtube.com/watch?v=6uqxodBStaQ>

<http://www.youtube.com/watch?v=ZVwVbmtTyME>

<http://www.youtube.com/watch?v=92vdG616IGU&feature=related>

<http://www.youtube.com/watch?v=AGTh-WUWwak&feature=related>

3.)Rooftop Honey Bees

A.)benefits

1.)helps pollinate flowers and backyard gardens

2.)save the honey bees extinction from colony collapse disorder (CCD)

B.)links that show how beneficial roof top honey bees can be

<http://www.youtube.com/watch?v=6KSTYtS6c3E>

<http://www.youtube.com/watch?v=26OQgMb7GNs>

<http://www.youtube.com/watch?v=UqPR6Fu4WT8>

<http://www.youtube.com/watch?v=Vic5DyFDKZ0&feature=related>

http://www.youtube.com/watch?v=KZD_D6HmEPk&feature=related

C.)Places in Wyandotte that are interest in rooftop honey bees

1. Wyandotte library (the community will be able to observe the hive from a window in the library)

2. Oak Hall

William Griggs

From: David Fuller [dfuller@wyan.org]
Sent: Tuesday, March 06, 2012 6:10 PM
To: 'William Griggs'
Cc: 'Maria Johnson'
Subject: Dog Park Information
Attachments: Wyandotte City Counsel Meeting Proposal PPT.pps; Wyandotte City Counsel Meeting Proposal.doc

Mr. Griggs,

I've attached a presentation and a document that was on the disc Zach picked up. I'd assume she'd want the document submitted and plans to present the slide show.

Let me know if there is anything I can do to help further.

Regards,

David Fuller
Director of Information Technology
City of Wyandotte
3200 Biddle Ave, Ste 200
Wyandotte, MI 48192
734.324.7106

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

JOSEPH R. PETERSON
MAYOR

March 6, 2012

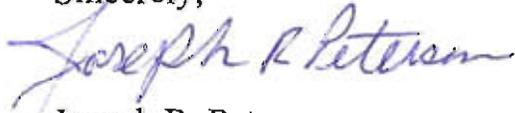
The Honorable City Council
City of Wyandotte
3131 Biddle Avenue
Wyandotte MI 48192

Gentlemen and Madam:

This letter is sent to seek your concurrence in the appointment of Councilman Lawrence Stec as Chairperson of the 2012 Michigan Week Program.

Thanking you in advance for your support of this appointment, I remain

Sincerely,


Joseph R. Peterson
Mayor

OFFICIALS

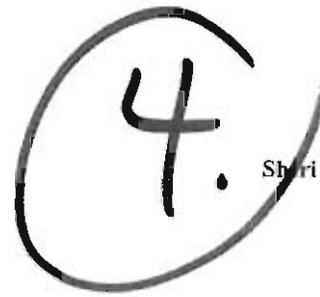
William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR



COUNCIL

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Lawrence S. Stec

March 8, 2012

Mayor Joseph Peterson and City Councilmembers
3131 Biddle Avenue
Wyandotte, Michigan 48192

Re: 2439 Biddle Avenue; Wyandotte (K of C) transferring
location to 3530 Biddle Avenue (former Jackalopes)

Dear Mayor Peterson and Councilmembers:

The following request was received from the Michigan Liquor Control:
Transfer location of a Dance Permit to be held in conjunction with 2011 Club licensed business from
2430 Biddle Avenue, Wyandotte, Michigan 48192 Wayne County to 3530 Biddle Avenue,
Wyandotte, Michigan 48192, Wayne County.

Said request has been forwarded to Engineering, Municipal Service, Fire, Police, Treasurer and
Legal Departments.

In view of the above, said application is being forwarded to you for your consideration.

Sincerely yours,

William R. Griggs
City Clerk

CC: Attachments

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



JOSEPH R. PETERSON
MAYOR

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Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

February 24, 2012

Mark Kowalewski, City Engineer
Robert J. Szczechowski, Assistant Finance Director/Deputy City Treasurer
Melanie McCoy, General Manager Municipal Service
William R. Look, Department of Legal Affairs
Chief Daniel J. Grant, Police Chief
Chief Jeffrey Carley, Fire Chief

Re: 2439 Biddle Avenue, Wyandotte (K of C) transferring location to 3530 Biddle Avenue (former Jackalopes)

The Clerk's Office has received a request from the Michigan Liquor Control Commission to transfer location of a Dance Permit to be held in conjunction with 2011 Club licensed business from 2430 Biddle Avenue, Wyandotte, Michigan 48192 Wayne County to 3530 Biddle Avenue, Wyandotte, Michigan 48192, Wayne County.

Please review said request as it pertains to your department..


Maria Johnson
Deputy City Clerk



Department of Licensing and Regulatory Affairs
MICHIGAN LIQUOR CONTROL COMMISSION (MLCC)
 7150 Harris Drive, P.O. Box 30005
 Lansing, Michigan 48909-7505

FOR MLCC USE ONLY

Request ID # 632599

Business ID # 8153

LOCAL APPROVAL NOTICE

[Authorized by MCL 436.1501]

February 22, 2012

TO: Wyandotte City Council
 Attention Clerk
 3131 Biddle Street
 Wyandotte, MI 48192-5935

APPLICANT: Wyandotte K.C. Corporation

Home Address and Telephone No. or Contact Address and Telephone No.:

Contact: Ferd L. Keller, Grand Knight ((734)307-8407

2012 FEB 24 A 9:53

WYANDOTTE CITY CLERK

The MLCC cannot consider the approval of an application for a new or transfer of an on-premises license without the approval of the local legislative body pursuant to the provisions of MCL 436.1501 of the Liquor Control Code of 1998. For your information, local legislative body approval is also required for DANCE, ENTERTAINMENT, DANCE-ENTERTAINMENT AND TOPLESS ACTIVITY PERMITS AND FOR OFFICIAL PERMITS FOR EXTENDED HOURS FOR DANCE AND/OR ENTERTAINMENT pursuant to the provisions of MCL 436.1916 of the Liquor Control Code of 1998.

For your convenience a resolution form is enclosed that includes a description of the licensing application requiring consideration of the local legislative body. The clerk should complete the resolution certifying that your decision of approval or disapproval of the application was made at an official meeting. **Please return the completed resolution to the MLCC as soon as possible.**

If you have any questions, please contact Unit 3 of the Retail Licensing Division at (517) 636-0204.

**PLEASE COMPLETE ENCLOSED RESOLUTION AND RETURN
 TO THE LIQUOR CONTROL COMMISSION AT ABOVE ADDRESS**

RESOLUTION

At a _____ meeting of the _____
(Regular or Special) (Township Board, City or Village Council)

called to order by _____ on _____ at _____ P.M.

The following resolution was offered:

Moved by _____ and supported by _____

That the request from Wyandotte K.C. Corporation to transfer location of a Dance Permit to be held in conjunction with 2011 Club licensed business from 2430 Biddle, Wyandotte, MI 48192, Wayne County to 3530 Biddle, Wyandotte, MI 48192, Wayne County.

be considered for _____
(Approval or Disapproval)

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

It is the consensus of this legislative body that the application be:

_____ for issuance
(Recommended or Not Recommended)

State of Michigan _____)

County of _____)

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the _____ at a _____
(Township Board, City or Village Council) (Regular or Special)

meeting held on _____
(Date)

(Signed) _____
(Township, City or Village Clerk)

SEAL

(Mailing address of Township, City or Village)

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

March 5, 2012

Mr. William R. Griggs
City Clerk
City Hall
Wyandotte, Michigan

RE: 3530 Biddle
Wyandotte, Michigan

Dear Mr. Griggs:

In response to the Michigan Liquor Control Commission relative to a request from Wyandotte K.C. Corporation (K of C) requesting to transfer Dance Permit to be held in conjunction with 2011 Club Licensed Business from 2430 Biddle Avenue to 3530 Biddle Avenue the following applies. The Owner has placed \$2,090.00 in escrow to insure the repairs as indicated on the attached communications are completed.

Therefore, the undersigned recommends said transfers for 3530 Biddle, Wyandotte be approved.

Very truly yours,

A handwritten signature in blue ink that reads "Mark A. Kowalewski".

Mark A. Kowalewski
City Engineer

Attachment

MAK:kr

Commercial Code Inspection for 3530-3540 Biddle Avenue & 231 Pine, performed on 11/18/11:

Building Inspection (G. Mayhew):

1. Exterior walls require repair/tuck-point/paint, at East, N/E and N/W entrances.
2. Brick walls require tuck-point and repair/seal off vent opening on west wall.
3. Doors require paint at west side entrance.
4. Note: No roof access; could not be inspected.
5. Repair or replace parking space, remove trip hazards, level surface, repair alligatored and crumbled loose asphalt areas. Secure wheel stop.
6. RE: 3530 Biddle Interior: Replace stained/broken ceiling tiles. Repair/replace hardware on men's and women's room stall doors. Finish door frame at private/audio control room. Paint N/E door and trim.
7. RE: 231 Pine: Repair/seal/paint west door to exterior. Grind flush to floor surface pipe stubs on kitchen floor. Repair base cove east storage room. Repair door/frame/hinge to east storage room. Repair kick plate on men's room door. Repair/replace hardware in women's room stall doors.
8. RE: 3540 Biddle: Finish drywall/paint east wall storage room.
9. RE: 3530-3540 Biddle: Area between units, finish storage area walls.

Electrical Inspection (Wally):

1. Cover any areas in panels.
2. Repair general interior lighting.
3. Repair general exterior lighting.
4. GFCI outlet hall bar.
5. All outlets, switches and lights shall be in working order and have cover plates.
6. Remove all unused wiring and devices.
7. GFCI all outlets in kitchens and 6' of sinks.
8. Ceiling installed no assumption as to condition above.

Plumbing Inspection (Bob):

1. All toilet ballcocks to be approved type with a 1" minimum air gap.
2. All hose bibb outlets require vacuum breakers.

Mechanical Inspection (Bob):

1. All roof top furnaces are required to have a heat exchanger test and provide a copy of the report to the Department of Building & Engineering.

Fire Inspection (Mike):

1. RE: 3530 Biddle: New owner must submit plans (Hood, Fire Suppression system etc.) to the fire department for approval if it is their intention to install a commercial kitchen.
2. RE: 3540 Biddle: no fire code violations noted.
3. RE: 231 Pine: Repair/replace exit light over front door.

Escrow \$2,090.00 11/22/11

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR

Joseph R. Peterson

COUNCIL

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Daniel E. Galeski

Leonard T. Sabuda

Lawrence S. Stec

February 29, 2012

William R. Griggs, City Clerk
3131 Biddle Avenue
Wyandotte, Michigan 48192

RE: 2430, 2439 and 3530 Biddle Avenue

Dear Mr. Griggs,

The Treasurer's Department has reviewed the tax files for the properties located at 2430, 2439 and 3530 Biddle Avenue. According to the files, there are no delinquent personal property taxes due to the City of Wyandotte.

Should you have any questions, or require any additional information, please do not hesitate to contact me.

Sincerely,

A handwritten signature in blue ink, appearing to read "R. J. Szczechowski".

Robert J. Szczechowski
Deputy Treasurer/Assistant Finance Director

OFFICIALS

~~WILLIAM R. GRIGGS~~
CITY CLERK

ANDREW A. SWIECKI
CITY TREASURER

COLLEEN A. KEEHN
CITY ASSESSOR



MAYOR
JAMES R. DESANA

CITY COUNCIL
TODD M. BROWNING
SHERI M. SUTHERBY-FRICKE
JOHNNY A. KOLAKOWSKI
JOSEPH R. PETERSON
JASON M. PTAK
PATRICK J. SUTKA

**CETIFICATE OF OCCUPANCY
INSPECTION REPORT**

Date: November 18, 2011

Address: 3530 Biddle

Business: (A-2) Bar

(First Inspection)

No Fire Code violations noted.

New owner must submit plans (Hood, Fire Suppression system etc.) to the fire department for approval if it is their intention to install a commercial kitchen.

Since no kitchen exists at this time, APPROVAL to open

Michael MacDonald, Fire Chief

Municipal Service Commission
Gerald P. Cole
Frederick C. DeLisle
James S. Figurski
Leslie G. Lupo
Michael Sadowski



Electric, Steam, Water
Cable Television and High Speed Internet
Service since 1889

Melanie L. McCoy
General Manager and Secretary
3005 Biddle Avenue, P.O. Box 658
Wyandotte, MI. 48192-0658
Telephone: (734) 324-7100
Fax: (734) 324-7119

March 8, 2012

Mr. William R. Griggs
City Clerk
City of Wyandotte
3131 Biddle Avenue
Wyandotte, Michigan 48192

Re: 2439 Biddle Ave (K of C) transferring to 3530 Biddle.

Dear Mr Griggs,

In response to your office's inquiry, the above referenced account is current in their utility accounts.

If you require further information, do not hesitate to contact the undersigned.

Yours truly,

City of Wyandotte
DEPARTMENT OF MUNICIPAL SERVICE

A handwritten signature in blue ink, appearing to read "Melanie L. McCoy".

Melanie L. McCoy

General Manager

LOOK, MAKOWSKI AND LOOK
PROFESSIONAL CORPORATION

ATTORNEYS AND COUNSELORS AT LAW

2241 OAK STREET
WYANDOTTE, MICHIGAN 48192

(734) 285-6500
Fax (734) 285-4160

WILLIAM R. LOOK
STEVEN R. MAKOWSKI

RICHARD W. LOOK
(1921 - 1993)

February 27, 2012

To: Honorable Mayor and City Council
From: Department of Legal Affairs
Re: 2439 Biddle Avenue, Wyandotte K of C

Dear Mayor and City Council:

I am in receipt of the communication from the City Clerk concerning the transfer of ownership of a 2011 Club Licensed Business from 2430 Biddle Avenue, Wyandotte, Michigan, Wayne County Michigan to 3530 Biddle Avenue, Wyandotte, Michigan 48192, Wayne County.

My department is not aware of any legal issues that would prohibit said request.

Respectfully submitted,
Department of Legal Affairs
LOOK, MAKOWSKI and LOOK
Professional Corporation



William R. Look

WRL:mag

MAYOR
Joseph R. Peterson

CITY CLERK
William R. Griggs

CITY ASSESSOR
Colleen A. Keehn



CITY COUNCIL
Todd M. Browning
James R. DeSana
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Leonard T. Sabuda
Lawrence S. Stec

DANIEL J. GRANT
CHIEF OF POLICE

February 24, 2012

William R. Griggs, City Clerk
City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI 48192

Dear Mr. Griggs:

SUBJECT: LCC REQUEST – Wyandotte K.C. Corporation, 2430 Biddle

The Police Department has reviewed the request from Wyandotte K.C. Corporation to transfer location of 2011 Club licensed business with Dance Permit from 2430 Biddle, Wyandotte, MI 48192, Wayne County to 3530 Biddle, Wyandotte, MI 48192, Wayne County. Concluding a review of the proposed request, the police portion of the request is recommended for approval.

The Police Department's final recommendation to the Liquor Control Commission is subject to the applicant meeting all laws and ordinances as required by the Fire and Engineering Departments, and approval of the Mayor and City Council through Resolution. If the City Council resolution is approved, the "Law Enforcement Recommendation" will be forwarded to the Liquor Control Commission.

If there are any additional questions, please feel free to contact my office.

Sincerely,

A handwritten signature in blue ink that reads "Daniel J. Grant". The signature is written in a cursive, flowing style.

Daniel J. Grant
Chief of Police



Michigan Department of Licensing and Regulatory Affairs
Liquor Control Commission (MLCC)
7150 Harris Drive, P.O. Box 30005 - Lansing, Michigan 48909-7505
(517) 322-1400 - toll free (866) 813-0011 - www.michigan.gov/lcc

FOR MLCC USE ONLY

Business ID: 8153

Request ID: 632599:sfs

Police Investigation Report
[Authorized by MCL 436.1217 and R 436.1105; MAC]

Date: Feb 22, 2012

Wyandotte Police Department
Chief
2015 Biddle Avenue
Wyandotte, MI 48192

Please conduct your investigation as soon as possible. Complete all sections of this report and return it, along with the finger print cards (if requested) to the Michigan Liquor Control Commission at the address listed above.

Applicant Information

Name of applicant: Wyandotte K.C. Corporation

Business address: 3530 Biddle, Wyandotte, MI 48192, Wayne County

Contact: Contact: Ferd L. Keller, Grand Knight ((734)307-8407

Request:

Request to transfer location of 2011 Club licensed business with Dance Permit from 2430 Biddle, Wyandotte, MI 48192, Wayne County.

Section 1. Investigation of business and address to be licensed

Provide recommendation(s) for the specific permits checked below:

Dance Recommended Not Recommended

Entertainment Recommended Not Recommended

Topless Activity Recommended Not Recommended

Outdoor Service Recommended Not Recommended

of areas: _____

Participation permit Recommended Not Recommended

with (insert name): _____

Additional bars Recommended Not Recommended

of bars: _____

Living Quarters Recommended Not Recommended

Direct Connection Recommended Not Recommended

of areas: _____

Specific purpose permit for extended hours of operation requested for (indicate permit type): _____

Weekdays: _____ A.M. to _____ A.M.

Sundays: _____ A.M. to _____ A.M./P.M.

Recommended Not Recommended

***Note: If the applicant is requesting two separate extended hour permits and the permits are for different hours, you must complete the extra box provided. If additional space is needed, please attach additional pages.**

Specific purpose permit for extended hours of operation requested for (indicate permit type): _____

Weekdays: _____ A.M. to _____ A.M.

Sundays: _____ A.M. to _____ A.M./P.M.

Recommended Not Recommended

Are motor vehicle fuel pumps at, or directly adjacent to, the establishment? No Yes

If yes, explain the relationship below:

Section 2.

Applicant Investigation

Note: If this section is blank, please continue to Section 3.

***Attach the fingerprint card and \$30.00 fee payable to the State of Michigan (for each card), if requested by the MLCC, and mail to the Michigan Liquor Control Commission with this report.

Name: _____

Position: _____ Date of birth: _____ Date fingerprinted: _____

Is the applicant a U.S. Citizen? No Yes

If no, does the applicant have permanent Resident Alien Status? No Yes

Does the applicant have a Visa? No Yes If yes, enter date of expiration: _____

If other, enter status here: _____

Has the applicant ever been arrested? No Yes If yes, attach record history

Name: _____

Position: _____ Date of birth: _____ Date fingerprinted: _____

Is the applicant a U.S. Citizen? No Yes

If no, does the applicant have permanent Resident Alien Status? No Yes

Does the applicant have a Visa? No Yes If yes, enter date of expiration: _____

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Does the applicant have a Visa? No Yes If yes, enter date of expiration: _____

If other, enter status here: _____

Has the applicant ever been arrested? No Yes If yes, attach record history

Section 3.

Recommendation

Is the request by the applicant recommended by your department at this time? No Yes

If you answered no, please provide an explanation as to why your department does not recommend this application. (List your reasons on the reverse side of this form, or attach a separate sheet if more space is needed.)

Authorized signature (Sheriff or Chief of Police)

Date

OFFICIALS

William R. Griggs
CITY CLERK

Andrew Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
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James R. DeSana
Sheri M. Sutherby-Fricke
Daniel Galeski
Leonard T. Sabuda
Lawrence Stec

JAMES R. KNOPP
INTERIM SUPERINTENDENT OF RECREATION

March 6, 2012

Honorable Mayor Joseph Peterson
and City Council
City of Wyandotte
Michigan

Dear Mayor Peterson and Council Members:

On February 6, 2012, proposals for File #4571 were opened and read aloud. A tabulation of the proposals is as follows:

<u>Bidders</u>	<u>Bid Amounts</u>
Dan O'Neill, 2891 Biddle, Wyandotte	\$2,500
Portofino, Inc., 3455 Biddle, Wyandotte	\$2,000

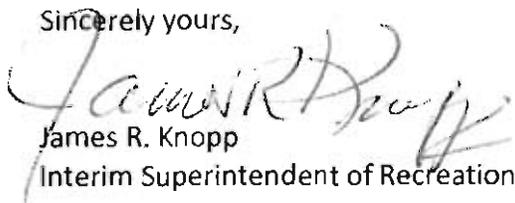
These bids were discussed at the Recreation Commission meeting of February 13, 2012. Attached are a recommendation from Interim Superintendent of Recreation, James R. Knopp, and additional information and prospective menu presented by Jerry Beasley of Portofino, Inc., at the Commission meeting. Also present at the meeting was Tiffany Vanderhey of Riverside Kayak Connection.

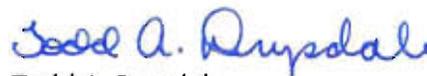
After additional discussion, the Commission unanimously voted to accept the bid of Portofino, Inc.

Therefore, the undersigned recommends acceptance of the bid of Portofino, Inc., in the amount of \$2,000 to be in the best interest of the City of Wyandotte.

Your approval of this contract would be greatly appreciated.

Sincerely yours,


James R. Knopp
Interim Superintendent of Recreation


Todd A. Drysdale
City Administrator

JRK:TAD:tj
Attachments

PROPOSED RESOLUTION *recreation Commission*

RESOLVED BY MAYOR AND COUNCIL that Council hereby concurs in the recommendation of the Interim Superintendent of Recreation and City Administrator regarding File #4571, received on February 6, 2012 - Bishop Park Concession/Restroom 2012 Lease Agreement - to accept the bid of Portofino, Inc, 3455 Biddle Avenue, of Wyandotte, Michigan, in the amount of \$2,000 as the best bid received.

) to be
paid
in 5 *year*
equal
payments
of 400.00

*and further that the insurance
policy stipulations as set forth
in said contract shall be
placed on file in the City Clerk's office.*

BID PROPOSAL FORM

File #4571 – Bishop Park Concession/Restroom 2012 Lease Agreement

We offer to furnish the City of Wyandotte, Wyandotte, MI 48192, the monthly lease payment listed below and more fully described in the specifications for **File #4571 – Bishop Park Concession/Restroom 2012 Lease Agreement**

Bids to be submitted not later than 2 pm on Monday, February 6, 2012.

Only minimum bids of \$2,000 (five payments \$400) or more will be accepted.

Bid Amount \$ 2,000
Five Payments of \$ 400.00

2012 Payment Dates:

May 15, June 15, July 16, August 15, and September 17, 2012

NAME Pastorino Inc / Jeremy Dunstan
ADDRESS 3455 Biddle Ave
CITY/ZIP Wyandotte, MI 48192
PHONE 754-281-6700 → call 754-732-2648
CELL PHONE _____

The City of Wyandotte reserves the right at its sole discretion to offer to the successful bidder an opportunity to continue to act as the operator of the Bishop Park Concession – Restroom Facility after the expiration of the ONE year agreement without the necessity of going out for new bids on terms that are satisfactory and agreeable to the City. This reservation of right is sole for the benefit of the City and is not intended to give any additional rights to the successful bidder.

AUTHORIZED
SIGNATURE: _____



Special Order - Bishop Park Concession Bids

Two bids were received:

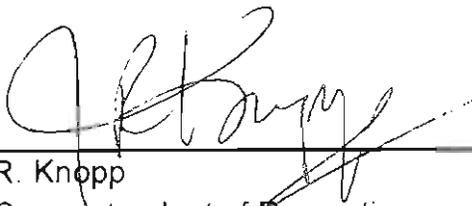
Daniel O'Neil = \$2,500 Total

Portofino Inc = \$2,000 Total

I recommend acceptance of the bid of \$2,000 from Portofino Inc. for the following reasons:

- This bid is a joint venture between Portofino and Riverside Kayak Connection – two well respected Wyandotte businesses. They have the financial resources to operate this facility, obtain the necessary equipment and make their monthly payments.
- I have met with the individuals who formulated this bid, discussed their plans for the facility and also toured the concession. The other bidder has had no contact.
- Portofino has a maintenance crew that will clean the bathroom facilities each morning before they start cleaning the restaurant.
- Portofino's has a professional background in food service, display and delivery of food products. They also have an unlimited staff available to work.
- Kayak rentals will be available for individuals as part of this bid. Just another amenity that can be provided for users of Bishop Park. This can only increase use of the Kayak Launch and the number of people using Bishop Park.

Therefore, as previously stated, I recommend acceptance of the bid of Portofino, Inc. for File #4571 Bishop Park Concession/Restroom in the amount of \$2,000 as being the bid in the best interests of the City of Wyandotte.



James R. Knopp
Interim Superintendent of Recreation
2-13-12



3455 Biddle Avenue. Wyandotte, Michigan 48192

Phone 734-281-6700

Email Portofino9@earthlink.net

www.Portofinoontheriver.com

GPS 92 degrees 11' 52, 14" by 83 degrees 8' 57, 92"

To whom it may concern,

February 13, 2012

File #4571 – Bishop Park Concession/ Restroom 2012 Lease

Portofino intends to operate a quality, limited food service operation with Pepsi products, bottled water, frozen non-alcoholic drinks, assorted chips, candy, prepackaged selections of ice cream, hot dogs and daily selections presented on a weekly specials menu. For instance:

Bishop Park Concessions	
May 14-20 Specials	
Monday	Blackened Salmon Salad with raspberry vinaigrette
Tuesday	Italian Meat and Cheese Wrap with chips
Wednesday	3 cheese pizza slices with salad
Thursday	Chicken Caesar Salad with Italian garlic bread
Friday	Cobb Salad with Ranch Dressing or Balsamic Vinaigrette
Saturday	Turkey and Swiss Cheese Wrap with chips
Sunday	Italian Wrap or Turkey Wrap with chips

Please Call 24 hours in advance for group orders
All weekly menus are posted one week in advance

In addition to our food service operation, we intend to partner with Riverside Kayak Connection to offer kayak rental services, lessons and group water tours of the surrounding water front areas.

As a full service, on going business in the downriver community for 30 years we have the manpower and expertise to achieve the City of Wyandotte's concession objectives and offer Bishop Park a quality concession venue that will promote the water front of down town Wyandotte. Additional important considerations:

Portofino will dedicate 2012 to regaining Bishop Park Concession business
Concession location is not a Kitchen- Portofino can by-pass this issue

Proximity, diversity in menu items, consistency

Portofino manpower infrastructure is experienced and Serve Safe Certified

Portofino has an internal janitorial staff for am and pm cleaning

Portofino has a nine-man management team to manage concessions

Portofino has the necessary equipment for proper food holding temperatures

Jerry Beasley- Managing Partner

Portofino Inc. office 734-281-6700, cell 734-732-2648, email jbeas49@msn.com

**AGREEMENT BETWEEN THE
CITY OF WYANDOTTE & Pontifino**

**FOR THE 2012 OPERATION OF THE BISHOP PARK
CONCESSION-RESTROOM FACILITY**

AGREEMENT made and entered into this ____ day of ____, 2012, by and between the City of WYANDOTTE, a Municipal Corporation in the County of Wayne, State of Michigan, hereinafter designated FIRST PARTY, and Pontifino, hereinafter designated SECOND PARTY.

WITNESSETH:

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

WHEREAS, First Party is desirous of permitting a refreshment concession and restrooms to be operated by Second Party at said Bishop Park for the period of March 30, 2012, through October 7, 2012. Said period may be altered by the mutual agreement of both parties.

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

1. First Party agrees to permit Second Party to operate a refreshment concession and maintain the restrooms by cleaning and monitoring said within the building provided by the City of Wyandotte in Bishop Park at such reasonable hours of business as are fixed by the Department of Recreation of the City of Wyandotte, and must comply with the health and sanitation regulations of the City of Wyandotte and/or Wayne County Health Department.

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

3. Second Party agrees to furnish labor only for the cleaning of the restrooms and concession.

4. Second Party will furnish at his/her own expense all necessary and required City and County Licenses and will comply with all health ordinances.

5. First Party will be responsible for paying all utilities (including electricity, water, & gas) and will supply all cleaning materials as needed for the lease period.

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

7. The term of the lease shall be March 15, 2012, to October 15, 2012. The concession/restrooms will be operated March 30 through October 7, 2012, weather permitting, and dates to be confirmed and set by the Superintendent of Recreation.

8. Second Party promises to pay to the First Party the total sum of **(MINIMUM BID \$2,000 = Five \$400 payments)** \$400.⁰⁰ per month, due on the following dates: May 15, June 15, July 16, August 15, and September 17, 2012.

9. Second Party hereby agrees to maintain the concession stand and restrooms in a sanitary condition in accordance with the regulations of the Departments of Public Service and Recreation at all times. Restrooms to be opened and operating by 10 am each day weather permitting and closed by 9 pm each day, except during special events.

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

11. Second Party further agrees that any beverages sold in glass bottles shall be emptied into paper cups. No glass bottles may be used for drinking purposes. Alcoholic beverages shall be prohibited from sale.

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

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

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

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

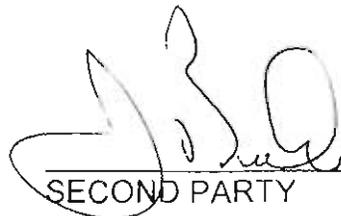
16. The parties mutually agree that the First Party may terminate this Agreement on three days notice if the Second Party is in default of any provision of this Agreement for more than five days.

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

CITY OF WYANDOTTE
Authorized by

Joseph Peterson, Mayor

William R. Griggs, City Clerk
FIRST PARTY



SECOND PARTY

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

Name _____

Date _____

OFFICIALS

William R. Griggs
CITY CLERK

Andrew Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel Galeski
Leonard T. Sabuda
Lawrence Stec

**JAMES R. KNOPP, INTERIM SUPERINTENDENT OF RECREATION
RECREATION, LEISURE & CULTURE DEPARTMENT
jknopp@wyan.org**

March 7, 2012

Honorable Mayor Joseph Peterson
And City Council
City of Wyandotte

Dear Mayor Peterson and Council Members:

Please find attached contracts and insurance certificate for the Circus America (aka Piccadilly Circus) to be held on Thursday and Friday, April 26 & 27, 2012, at the Benjamin F. Yack Recreation Center. This is a new event for the Arena and we are looking forward to this two day event.

Your approval is appreciated.

Sincerely yours,

James R. Knopp
Interim Superintendent of Recreation

FP:tj
Enclosures

Proposed Resolution

Resolved by the City Council that Council hereby approves the contract for the Circus America (aka Piccadilly Circus) to be held on Thursday and Friday, April 26 & 27, 2012, at the Benjamin F. Yack Recreation Center as submitted by the Interim Superintendent of Recreation and authorizes the Mayor and City Clerk to sign said Contract:

BENJAMIN F. YACK RECREATION CENTER RENTAL CONTRACT
City of Wyandotte, Michigan

This permit, granted this 7TH day of MARCH 2012, by the City of Wyandotte, a municipal corporation of the State of Michigan, herein called the "Owner", to Circus America, Inc. - April 26-27, 2012, hereinafter called the "**Permittee.**"

Witnesseth:

In consideration of the fees and covenants hereinafter expressed, the Owner has agreed to grant and hereby does grant a Permit to the Permittee and Permittee has agreed to accept and hereby does accept the Permit for the use of the Benjamin F. Yack Recreation Center, hereinafter called the "Building", located 3131 Third Street in the City of Wyandotte, Michigan on the following terms and conditions:

(1) This permit shall prevail in accordance with the following schedule:

Building Rental is \$1,250.00 per day, plus all associated rental costs as per enclosed rental rate form. Rate is based on a "four wall" policy and includes air – conditioning, normal janitorial service, heat, lighting, water and restroom facilities.

All groups using the facility must supply:

- A Certificate of Insurance in accordance with Item #1 of **General Conditions** (attached).
- A copy of the Liability Insurance naming the CITY OF WYANDOTTE as ADDITIONAL INSURED must be on file in the City Clerk's Office one month prior to event. (This is not a means to relieve the City of liability based upon the sole negligent acts of its agents or employees, but to make the City whole from any liability arising from the use of the City facility by an outside organization.)
- All state, county or local licenses or permits necessary to hold the event, such as: Liquor, food, etc., are the responsibility of the group and must be obtained and displayed as required by law.
- Security people are to be agreeable with the Events Manager.
- One day to be allowed for moving in and one day for moving out, from 8 AM to 5 PM, any additional time needed will be charged at hourly rate for on-duty supervisor.
- \$250 Security Deposit is non-refundable in case of cancellation by Permittee. **Security Deposit to accompany this Contract.**

- **Special Arrangements:** Any additional arrangements must be made in advance with the Building Management. These additional arrangements may be subject to an additional fee.

(2) Upon the signing of this Contract, the Permittee agrees to pay the sum of \$1,250.00 per day plus all associated rental costs payable in full upon completion of the event.

(3) The Building shall be used by the Permittee for the following sole and exclusive purpose and for no other purpose whatsoever, viz Circus America, Inc. - April 26-27, 2012.

(4) In further consideration of the fees and covenants herein expressed, the Owner agrees to furnish the following without additional charge to Permittee:

- A. General room lighting, heat and ventilation appropriate to the season, toilet facilities and other sanitary accommodations with the necessary equipment, material, supplies, labor and supervision for same.
- B. Janitorial service in aisles and open spaces including one daily sweeping.
- C. Use of installed public address equipment is included, but operator for same is not.
- D. Use of lobbies, vestibules, hallways, box-office, lounges and other public rooms and facilities appropriate to the exclusive use of that part of the Building above described, during the hours and on the dates listed in Paragraph (1) above.
- E. Office space for use by show management.

(5) The General Conditions and Rules and Regulations attached hereto are made a part of hereof and shall apply in every respect.

In Witness Whereof, the parties hereto have caused these presents to be signed by their duly authorized officers, the day and year first above written.

IN PRESENCE OF:

CITY OF WYANDOTTE, a municipal corporation of the State of Michigan

Witness

By _____
Mayor Joseph Peterson

Witness

By _____
City Clerk William R. Griggs

CIRCUS AMERICA INC.
Permittee

Witness

By _____
Signature

NILES GARZA PRES.
(Print Name and Title)

SEE ADDENDUM A

YACK ARENA HOLD HARMLESS AGREEMENT

In consideration of the City of Wyandotte granting permission to: Circus America Inc. for the use of the Yack Arena on the following date/dates: April 26-27, 2012, the undersigned hereby assumes all risk and liability relating to the use of the Yack Arena, and agrees to hold harmless and indemnify the City of Wyandotte, its officers, agents, and employees from any and all damages, claims, liability and responsibility whatever for injury (including death) to persons and for any damage to any City of Wyandotte property or to property of others arising out of the said use of the Yack Arena, except that the undersigned shall not be liable for any damages, claims for liability that are solely due to the negligence of the City of Wyandotte, its agents and employees or from the existence of a dangerous or defective condition of the Yack Arena.

Except as set forth above, the undersigned further does hereby indemnify, remise, release and forever discharge the City of Wyandotte, its officers, agents and employees from any and all claims, demand, actions, causes of action, damages and liabilities resulting or arising out of, either directly or indirectly, from Permittee's use of the Yack Arena. Furthermore, Permittee will abide by the **NO SMOKING POLICY** during the rental of the Yack Arena.

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

Agreed to this 7TH day of MARCH, 20 12.
Name of Organization CIRCUS AMERICA INC
By [Signature]
(Signature)
Its PRES.

EVENT INFORMATION

Contact Person Niles Garden
Address 650 Central Ave Suite 1
City, State, Zip Sarasota, FL 34236
Home Phone # _____
Cell Phone # 941-552-9952
Alternate Phones _____

ACORD CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YY)
2/28/12

PRODUCER
203-931-7095
Specialty Insurance, LTD-Tom Plouffe
P.O. Box 16901
West Haven, CT 06516

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW.

COMPANIES AFFORDING COVERAGE

COMPANY A RIVERPORT INSURANCE COMPANY
COMPANY B JAMES RIVER INSURANCE COMPANY
COMPANY C
COMPANY D

INSURED
Circus America, Inc. dba Piccadilly Circus & Ice Capades
650 Central Avenue, Suite 1
Sarasota, FL 34236

COVERAGES

THIS IS TO CERTIFY THAT THE POLICIES OF INSURANCE LISTED BELOW HAVE BEEN ISSUED TO THE INSURED NAMED ABOVE FOR THE POLICY PERIOD INDICATED, NOTWITHSTANDING ANY REQUIREMENT, TERM OR CONDITION OF ANY CONTRACT OR OTHER DOCUMENT WITH RESPECT TO WHICH THIS CERTIFICATE MAY BE ISSUED OR MAY PERTAIN, THE INSURANCE AFFORDED BY THE POLICIES DESCRIBED HEREIN IS SUBJECT TO ALL THE TERMS, EXCLUSIONS AND CONDITIONS OF SUCH POLICIES. LIMITS SHOWN MAY HAVE BEEN REDUCED BY PAID CLAIMS.

CO LTR	TYPE OF INSURANCE	POLICY NUMBER	POLICY EFFECTIVE DATE (MM/DD/YY)	POLICY EXPIRATION DATE (MM/DD/YY)	LIMITS
A	GENERAL LIABILITY <input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS MADE <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> OWNERS & CONTRACTOR'S PROT	S0125501-00	7/27/11	7/27/12	GENERAL AGGREGATE \$ 2,000,000
	PRODUCTS - COMP/OP AGG \$ 2,000,000				
	PERSONAL & ADV INJURY \$ 1,000,000				
	EACH OCCURRENCE \$ 1,000,000				
	FIRE DAMAGE (Any one fire) \$ 300,000				
	MED EXP (Any one person) \$ 5,000				
	AUTOMOBILE LIABILITY <input type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> HIREO AUTOS <input type="checkbox"/> NON-OWNED AUTOS				
				BODILY INJURY (Per person) \$	
				BODILY INJURY (Per accident) \$	
				PROPERTY DAMAGE \$	
	GARAGE LIABILITY <input type="checkbox"/> ANY AUTO				AUTO ONLY - EA ACCIDENT \$
					OTHER THAN AUTO ONLY:
					EACH ACCIDENT \$
					AGGREGATE \$
B	EXCESS LIABILITY <input type="checkbox"/> UMBRELLA FORM <input checked="" type="checkbox"/> OTHER THAN UMBRELLA FORM	00049324-0	7/27/11	7/27/12	EACH OCCURRENCE \$ 4,000,000
	AGGREGATE \$ 4,000,000				
	\$				
	WORKERS COMPENSATION AND EMPLOYERS LIABILITY THE PROPRIETOR/PARTNERS/EXECUTIVE OFFICERS ARE <input type="checkbox"/> INCL <input type="checkbox"/> EXCL				WC STATUTORY LIMITS OTHER
					EL EACH ACCIDENT \$
					EL DISEASE - POLICY LIMIT \$
					EL DISEASE - EA EMPLOYEE \$
	OTHER Interest: Sponsor				Event Dates: April 26, 2012

DESCRIPTION OF OPERATIONS/LOCATIONS/VEHICLES/SPECIAL ITEMS

Additional Insured: Yack Arena and their respective members, directors, officers, employees and agents; and the City of Wyandotte and County of Wayne.

CERTIFICATE HOLDER

Yack Arena
3131 3rd St
Wyandotte, MI 48192

CANCELLATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, THE ISSUING COMPANY WILL ENDEAVOR TO MAIL 10 DAYS WRITTEN NOTICE TO THE CERTIFICATE HOLDER NAMED TO THE LEFT, BUT FAILURE TO MAIL SUCH NOTICE SHALL IMPOSE NO OBLIGATION OR LIABILITY OF ANY KIND UPON THE COMPANY, ITS AGENTS OR REPRESENTATIVES.

AUTHORIZED REPRESENTATIVE

Thomas A. Plouffe

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

March 6th 2012

Honorable Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Honorable Mayor Peterson and City Council Members:

Attached, please find the Special Event Application from Everal Race Management to hold the Run for Art on July 14th 2012 at 8 am.

This event has been reviewed and approved by the Wyandotte Street Art Fair Committee and Superintendent of Recreation. Please review this event for its impact and see the attached event application.

Thank you very much.

Sincerely,

Heather A. Thiede
Special Event Coordinator

Attached: Event Application



CITY OF WYANDOTTE
APPLICATION FOR SPECIAL EVENT

A. NAME OF APPLICANT: Everal Race Management
PHONE: 734-507-1789 EMAIL: greg@everalracemgt.com
HOME ADDRESS: 22658 Goddard - Taylor, MI 48180
AGENT (IF DIFFERENT FROM ABOVE) SAME
PHONE: _____ EMAIL: _____
MAILING ADDRESS: _____

If the person making the application is a partnership, corporation or other association, you must provide the above information for all partners, officers, directors or members. If the applicant is a corporation, a copy of the articles of incorporation or other pertinent data may be required.

B. DESCRIPTION OF THE PROPOSED EVENT: Running race through the streets before the Wyandotte Fair

C. SITE OF PROPOSED EVENT: Start + Finish at Portofino's
Same course as last year (2011)

D. TIME OF PROPOSED EVENT: 8:00 AM - July 14, 2012

E. ESTIMATED MAXIMUM NUMBER OF PERSONS EXPECTED AT THE EVENT FOR EACH DAY: 300

F. IS ALCOHOL GOING TO BE SERVED OR PROVIDED AT THIS EVENT? NO
DO YOU HAVE A LICENSE? N/A

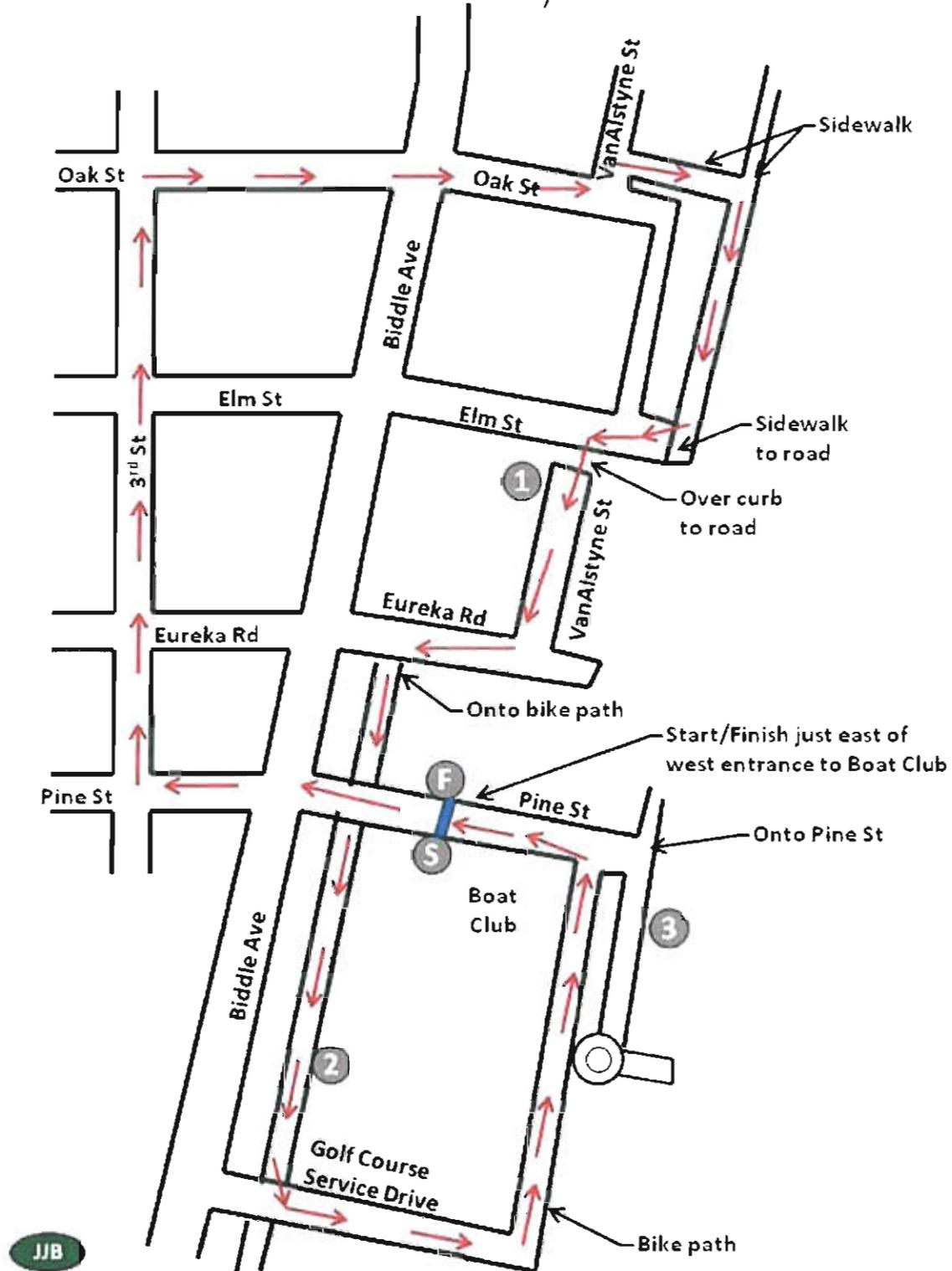
G. SUBMIT A DETAILED EXPLANATION, INCLUDING DRAWINGS AND DIAGRAMS WHERE APPLICABLE, OF YOUR PLANS TO PROVIDE FOR THE FOLLOWING—

1. POLICE/SECURITY AND FIRE PROTECTIONS
2. FOOD, WATER AND ELECTRICAL SUPPLY
3. HEALTH AND SANITATION FACILITIES
4. MEDICAL FACILITIES AND SERVICES, INCLUDING EMERGENCY VEHICLES AND EQUIPMENT
5. VEHICLE ACCESS AND PARKING FACILITIES
6. CAMPING AND TRAILER FACILITIES, IF OVERNIGHT STAYS ARE ANTICIPATED
7. ILLUMINATION
8. COMMUNICATION
9. FACILITIES FOR CLEAN UP AND WASTE DISPOSAL
10. NOISE CONTROL AND ABATEMENT
11. INSURANCE AND BONDING ARRANGEMENTS
12. CLEAN-UP PROCEDURE

Date: 1-14-12 Signature: Jennifer Everal

PORTOFINO 5K COURSE MAP

JULY 14, 2012

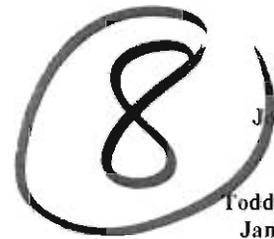


OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leouard T. Sabuda
Lawrence S. Stec

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

March 6, 2012

Honorable Mayor Peterson and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Honorable Mayor Peterson and City Council Members:

As you know, we are currently working with Mark Loeb from Integrity Shows to provide the 2012 Wyandotte Street Art Fair with sponsorship support. Mr. Loeb and his staff have proposed to produce a Green Fair at this year's street fair. This Green Fair would take place in the parking lots between Jimmy Johns and City Hall and would be solely run by Mark and his staff. All details for the event would be reviewed and approved by Wyandotte Street Art Fair Staff and the Wyandotte Street Art Fair Committee.

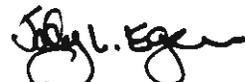
Integrity Shows will give the Wyandotte Street Art Fair \$5,000 plus 70% of any sponsorship monies brought in from that area. This contract has been approved by the Wyandotte Street Art Fair Committee and our Department of Legal Affairs.

The Green Fair will give us the opportunity to promote our own green initiatives and gather more exposure and revenue for the festival. Integrity Shows knowledge and experience will benefit, not only the 2012 fair, but all special events for years to come. Please consider further endorsement of this contract by Mayor Peterson and the City Clerk, Mr. Griggs.

We appreciate your continued support of special event programming in the City of Wyandotte.

Thank you very much!


Heather A. Thiede
Special Event Coordinator


Jody Egen
Director of Museums and Cultural Affairs



LIVE GREEN FAIR

This agreement is between Integrity Shows, PO Box 1070, Ann Arbor, MI 48106 (contractor) and the City of Wyandotte, 3131 Biddle, Wyandotte, MI 48192 (city) and concerns producing the 51st annual Wyandotte Street Art Fair (fair) July 11-14, 2012.

- 1) Contractor agree to produce the "Live Green Fair" in Wyandotte in the double parking lot adjacent to city hall during the 2012 fair.
- 2) This event consists of a small stage featuring live music, booths showcasing earth friendly products and services, one beer tent and food concessions featuring vegetarian / healthy foods.
- 3) Contractor retains responsibility for and ownership of the Live Green Fair.
- 4) Contractor will pay the city a rental fee for the double parking lot as follows:
 - a. A rental fee of \$5000.
 - b. Sponsorship revenue as shown in section nine.
 - c. One 10' by 20' space for cities use in promoting green initiatives in the city.
 - d. One 10x20 space for a beer and beverage tent for the cities exclusive use.
- 5) Cities obligation is to provide:
 - a. Exclusive use of the double lot adjacent to City Hall (Aproximately 145' by 117') from July 10, 2012 through July 14, 2012.
 - b. Use of the sidewalk directly between the double lot and Biddle as permitted by city, state and federal regulations.
 - c. Use of any existing city owned lighting and electrical outlets within the parking lot.
 - d. Clear frontage- no booths placed against the curb in front of the double lot (artists booths remain in the center of Biddle).
- 6) Contractor is responsible for all expenses in producing the event including, but not limited to: tents; tables; signage; stage; talent; generator; advertising; web site.
- 7) Contractor is to provide city with a certificate of insurance showing the city as additionally insured for the amount of \$1 million.
- 8) Contractor will retain all rental revenues for booths in this section.

- 9) Due to possible conflict with sponsorship sales for the fair, the following limitations will be in place for sponsorships of the Live Green Fair:
 - a. Live Green Fair may solicit non-revenue sponsors for this event. This includes trade for marketing, advertising or services. No fee or commission will be due to the city for non-revenue generating sponsorships.
 - b. Event may solicit a stage sponsor. Revenue from the stage sponsor will be used toward presenting music. No fee or commission will be due to the city for a stage sponsor.
 - c. All other sponsors will be considered fair sponsors, with the city entitled to 70% of the contracted revenue less any expenses in fulfilling the sponsorship obligations.
- 10) Contractor and city agree to indemnify and hold each other harmless from any and all liability, claims, demands or requirements imposed by federal or state law arising from this Agreement.
- 11) Contractor will make no representation, warranties or commitments binding the fair beyond the scale of this agreement, without the city's prior consent.
- 12) Both parties covenant, warrant and represent that they will keep confidential, both during the term of this Agreement and forever after its termination, all information obtained from the each other with respect to all trade secrets, proprietary matters, business procedures, customer lists, needs of customers, compilation processes and all matters which are competitive and confidential in nature, and will not disclose this information to any person, firm, corporation or other entity for any purpose or reason whatsoever, unless required by law.
- 13) Service of any and all documents and papers may be made by First Class Mail, addressed to either party at the addresses listed in the Agreement.
- 14) The Agreement is being made by each of the parties after each party has had an opportunity to fully review, analyze, and obtain legal counsel with respect to this Agreement and all of its terms.
- 15) This Agreement forms the entire understanding between the parties. It cancels and supersedes all prior agreements and understandings.
- 16) There shall be no change, amendment or modification of any of the terms of this Agreement unless it is reduced to writing and signed by both parties.
- 17) If any provision of the Agreement is held by a court of competent jurisdiction or arbitration to be unenforceable, the remainder of the Agreement shall remain in full force and effect and shall in no way be impaired.
- 18) It is understood that the contractor is not soliciting for charitable donations. Funds are solicited for promotional value, presense at the event and other marketing functions.
- 19) This Agreement shall be governed by the laws of the State of Michigan.

Consented and Agreed to for Integrity Shows by Mark Loeb

DATE _____ SIGNATURE _____

Consented and Agreed to for City of Wyandotte by _____

DATE _____ SIGNATURE _____

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Kehn
CITY ASSESSOR



9

MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

**HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE**

February 8th 2012

Honorable Mayor Peterson and City Council Members
3131 Biddle Avenue
Wyandotte, MI. 48192

Dear Mayor Peterson and City Council Members -

As you know the Recreation, Leisure and Culture Department staff is in the process of planning our special events for 2012. In light of this, attached, please review a contract for Bass Note Productions to provide sound for the Wyandotte Kids Expo, Independence Day Parade, Wyandotte Tree Lighting and the Wyandotte Christmas Parade. These events will be paid from the related Special Events Accounts. The service agreement also includes the Vintage Baseball Game which will be paid from the Heritage Event Series Account.

We feel that Mr. Zang will once again provide excellent service. If approved please authorize myself to sign the attached contract.

We appreciate your consideration and support of special event programming in the City of Wyandotte.

Thank you very much!

Heather A. Thiede
Special Event Coordinator

Attached: Contract

bass note productions

February 6th 2012

Service Agreement

Bass Note Productions will provide sound services for the various events. Services will include set up, operation, and removal of sound equipment.

Size/ venue appropriate public address system and appropriate microphones and mixer as required.

- | | | | |
|----------------------------------|--------------------------------|---------------|-------|
| • June 2 nd 2012 | Wy. Kids Expo | Noon to 3 pm | \$300 |
| • July 4 th 2012 | 4 th of July Parade | 9 am to 12 pm | \$300 |
| • September 1 st 2012 | Vintage Baseball Game | 1 pm to 5 pm | \$150 |
| • November 16 th 2012 | Tree Lighting | 5 pm to 8 pm | \$150 |
| • November 17 th 2012 | Christmas Parade | 9 am to 12 pm | \$300 |

Date: As Listed
Start: Various
Finish: Various
Location: Wyandotte - Various
Fee: As listed above
Point of Contact: Heather Theide 324-4502
Special Events Coordinator

Verified By: _____

If a need should arise for any additional DJ or other sound services please contact me, I'll do my best to accommodate your wishes.

P.O. Box 131
Wyandotte, MI. 48192
734-626-1069

Mayor Peterson

City Clerk



734-626-1069

**P.O. Box 131
Wyandotte, MI 48192**

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



10

MAYOR
Joseph Peterson

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Lawrence S. Stec

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

February, 2012

Honorable Mayor Peterson and City Council Members
3131 Biddle Avenue
Wyandotte MI. 48192

Dear Honorable Mayor Peterson & City Council Members:

Please find the attached Wyandotte Street Art Fair Lemonade Agreements for Lori's Festive Catering to provide & supply five lemonade stands at the Wyandotte Street Art Fair - July 11 through July 14, 2012.

The Contract has been approved by the Department of Legal Affairs and their insurance will be submitted by June 4, 2012, pending approval of this contract.

We feel that this vendor will once again provide excellent service and will help make our downtown Wyandotte Street Art Fair a destination of choice for residents of not only Southeast Michigan but to the numerous visitors from various States.

We appreciate your consideration and support of special event programming in the City of Wyandotte.

Thank you very much!

Heather A. Thiede
Special Event Coordinator

Attached: 2012 Wyandotte Street Art Fair Lemonade Agreement (2 copies)

Resolved by the City Council that Council hereby approves the contracts for Lori's Festive Catering to provide and supply five lemonade stands at the Wyandotte Street Art Fair -July 11 through July 14, 2012, as submitted by the Special Event Coordinator, and authorize the Mayor and City Clerk to sign said contract.

2012 Art Fair Lemonade Agreement

The following are the terms entered this ___ day _____ of 2012 for an agreement between the City of Wyandotte and Lori Oberlin, doing business as Lori's Festive Catering. Lori's Festive Catering agrees to maintain the shared Street Art Fair / Non profit lemonade drink stands at the 2012 Wyandotte Street Art Fair, July 11th - 14th, as follows.

RESPONSIBILITIES OF LORI'S FESTIVE CATERING:

- Procure all necessary supplies - Lemons, sugar, cups, straws, ice and latex gloves
- Five Lemonade Stands - Tent set-ups, with hand-washing facilities and approved by the Wayne County Health Department
- Filing of all Wayne County Health Department licenses (Phone 734-727-7400) and stands will be ready for inspection prior to the Art Fair opening
- Insurance of \$1,000,000.00 Liability Policy (See below)
- Training of workers and leaders utilized by non-profit organizations in June at a location provided by the City
- Supply all location leaders
- All lemonade signage including those announcing the participating non profits
- Lori's Festive catering shall supply T-shirts (uniforms) and hats for volunteers up to 100 shirts.
- All areas area must be cleaned daily to eliminate trash, and trash related problems.

RESPONSIBILITIES OF CITY OF WYANDOTTE:

- Supply of workers for the Lemonade Stands each day from one hour before to one hour after each daily event
- Building, for housing of supplies with an area of approximately 10 by 20 feet (if requested)
- Five Great Lemonade locations - 15' by 15' areas for tent, customer and room for display
- Hook-Ups for potable water, 110 electricity for five booths - two outlets each

TERMS OF THE AGREEMENT:

- Lori's Festive Catering agrees to pay all costs of supplies out of total revenue.
- Lori's Festive Catering agrees to pay 42% of remaining revenue to City of Wyandotte.
- City of Wyandotte to contribute necessary funds out of their 42% to all participating Non-Profit organizations
- Lori's Festive Catering agrees to receive all remaining revenue 58%.
- All supply costs will have written receipts and revenue can be verified by cup count - All accounting or Audit will be provided to the Wyandotte Street Art Fair Committee within 90 days after the event to be reviewed by the City of Wyandotte.

FUTURE STREET ART FAIRS: If the City of Wyandotte is satisfied in its sole discretion with the performance of Lori's Festival Catering under the terms of this agreement, the city agrees to explore with Lori's Festival Catering whether both parties in their sole discretion wish to continue to negotiate to use Lori's Festival Catering in future street art fairs.

SET UP: The Art Fair will provide a map of the areas for set up to Lori's Festive Catering by June 11, 2012. Lemonade and Food Vendors for the Art Fair generally load in their secured booths along the Biddle Avenue prior to the Art Fair on Tuesday after 2 pm or prior to the Fair opening on Wednesday morning before 9:00 a.m. Biddle, the main road is closed on Monday, so positions on the roadway will be marked for the lemonade tents. You will receive a map of your locations and the Art Fair staff and Lori's Festive Catering will meet for more specific information about location of ice and as we approach the event.

LIABILITY INSURANCE: The concessionaire shall procure and maintain (copy to be submitted to the Art Fair Committee by June 4, 2012) for the duration of the fair bodily injury and property damage liability insurance in the amount of not less than \$1,000,000 combined single limit. Coverage shall include products liability. The City of Wyandotte and Wyandotte Art Fair Committee must be named as additional insured on the insurance policy.

HOLD HARMLESS AGREEMENT: Lori's Festival Catering agrees to sign a hold harmless agreement for the City of Wyandotte. (Please see the attached document)

Lori Oberlin,
d/b/a Lori's Catering
PO Box 370
Union Lake, MI 48387

Date

Mayor of the City of Wyandotte

Date

City Clerk's Office

Date

HOLD HARMLESS AGREEMENT

In consideration of the City of Wyandotte granting permission to the undersigned to utilize the City of Wyandotte's sidewalks/streets to sell their product during the special event occurring July 8 - 16, 2012. The undersigned hereby assumes all risks and liability relating to the utilization of said sidewalks/streets and agrees to hold harmless and indemnify the City of Wyandotte, City Officials, City Employees, Wyandotte Street Art Fair, Wyandotte Street Art Fair Directors and Committee Members, from all liability and responsibility whatever for injury (including death) to persons and for any damage to any City of Wyandotte property or property of others arising out of or resulting directly or indirectly from the utilization of said City sidewalks/streets in the City of Wyandotte during the above dates.

The undersigned further does hereby remise, release, and forever discharge the 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 utilization of said City sidewalks/streets in the City of Wyandotte during the above dates.

Agreed to this _____ day of _____, 20_____.

Name - _____
(Printed)

Address- _____

Phone - _____

Email— _____

Signature - _____

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri M. Sutherby-Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

February 25, 2012

Honorable Mayor Peterson and City Council
City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI. 48192

Dear Mayor Peterson and Members of City Council,

Attached, please find the Special Event application from the Apostolic Lighthouse Church Gospel Festival to be held August 24th, 25th and 26th 2012. This will be the fourth year for the festival, and will be held in Bishop Park.

This event has been reviewed and approved by the Police Chief, Fire Chief and Superintendent of the Department of Public Service. Please review this event for its impact and see the attached event application.

Thank you very much

Sincerely,

Heather A. Thiede
Special Event Coordinator

Attached: Application



CITY OF WYANDOTTE
APPLICATION FOR SPECIAL EVENT

A. NAME OF APPLICANT: Wayne Parent (Southgate Sanctuary of Praise)

PHONE: 313-218-5815 EMAIL: bishopwdparent@.com

HOME ADDRESS: 15200 Brist Road, Southgate, Mich 48194

AGENT (IF DIFFERENT FROM ABOVE) _____

PHONE: _____ EMAIL: _____

MAILING ADDRESS: _____

If the person making the application is a partnership, corporation or other association, you must provide the above information for all partners, officers, directors or members. If the applicant is a corporation, a copy of the articles of incorporation or other pertinent data may be required.

B. DESCRIPTION OF THE PROPOSED EVENT: To have Chorus Bands come together

For Worship

C. SITE OF PROPOSED EVENT: Bishop Park

D. TIME OF PROPOSED EVENT: Aug 24, 25, 26 2012

E. ESTIMATED MAXIMUM NUMBER OF PERSONS EXPECTED AT THE EVENT FOR EACH DAY: 200

F. IS ALCOHOL GOING TO BE SERVED OR PROVIDED AT THIS EVENT? No
DO YOU HAVE A LICENSE? _____

G. SUBMIT A DETAILED EXPLANATION, INCLUDING DRAWINGS AND DIAGRAMS WHERE APPLICABLE, OF YOUR PLANS TO PROVIDE FOR THE FOLLOWING—

- 1. POLICE/SECURITY AND FIRE PROTECTIONS
- 2. FOOD, WATER AND ELECTRICAL SUPPLY
- 3. HEALTH AND SANITATION FACILITIES
- 4. MEDICAL FACILITIES AND SERVICES, INCLUDING EMERGENCY VEHICLES AND EQUIPMENT
- 5. VEHICLE ACCESS AND PARKING FACILITIES
- 6. CAMPING AND TRAILER FACILITIES, IF OVERNIGHT STAYS ARE ANTICIPATED
- 7. ILLUMINATION
- 8. COMMUNICATION
- 9. FACILITIES FOR CLEAN UP AND WASTE DISPOSAL
- 10. NOISE CONTROL AND ABATEMENT
- 11. INSURANCE AND BONDING ARRANGEMENTS
- 12. CLEAN-UP PROCEDURE

Date: 1/25/12 Signature: Wayne Parent

PL 106 #2497

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

COUNCIL
Todd M. Browning
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Lawrence S. Stec

HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE

February 25, 2012

Honorable Mayor and City Council
3131 Biddle Avenue
Wyandotte, MI. 48192

Honorable Mayor and City Council Members,

The Leukemia and Lymphoma Society hosts an awareness event each fall season in the Downriver Community called "Light the Night". With the increased prevalence of blood cancers in the downriver area, this event is well attended each year (rain or shine). Considered a family evening event, it is free to the public-while they ask participants to raise money for our cause, since it is an awareness event there is no set donation requirement. The food, entertainment, etc. are all donated by local sponsors. The Downriver Light the Night Walk typically hosts between 600 people, with clowns, face painting, a tribute to our survivors and a short (1-3 mile) walk.

This year, the event will be held at Bishop Park on October 12th 2012. They are requesting the use of the bathroom in the park for their staff and participants. This event has been reviewed and approved by the Chief of Police, Superintendent of Recreation and The Department of Public Service.

We respectfully request that you approve of this event. Please feel free to contact me if you have any questions.

Thank you very much,

Heather A. Thiede
Special Event Coordinator

Attached: Special Event Application

Facsimile Transmittal



**LEUKEMIA &
LYMPHOMA
SOCIETY®**

fighting blood cancers

1471 E. 12 Mile Rd.
Madison Heights, MI 48071
Phone: (248) 581-3900
Toll-free: (800) 456-5413
Fax: (248) 581-3901

4065 Saladin Dr. SE
Grand Rapids, MI 49546
Phone: (616) 957-1840
Toll-free: (800) 306-4139
Fax: (616) 957-1877

Date: 1-26-12

Attention: Heather Theide

Fax Number: (734) 324-7296

From: Stephanie

Number of Pages: 8
(including this cover sheet)

Comments: Heather, I submitted a check request today for the total of all 3 deposits/appl. fees. It will come to your attention in a few weeks. One insurance will be avail the first week in April. Holler with questions. Thanks,
Stephanie

**Our Mission: Cure leukemia, lymphoma, Hodgkin's disease and myeloma,
and improve the quality of life of patients and their families.**



CITY OF WYANDOTTE
APPLICATION FOR SPECIAL EVENT

A. NAME OF APPLICANT: The Leukemia & Lymphoma Society

PHONE: 248-581-3898 EMAIL: stephanie.holland@lls.org

HOME ADDRESS: 1471 E. 12 Mile Rd., Madison Heights, MI 48071

AGENT (IF DIFFERENT FROM ABOVE) _____

PHONE: _____ EMAIL: _____

MAILING ADDRESS: _____

If the person making the application is a partnership, corporation or other association, you must provide the above information for all partners, officers, directors or members. If the applicant is a corporation, a copy of the articles of incorporation or other pertinent data may be required.

B. DESCRIPTION OF THE PROPOSED EVENT:

The Leukemia & Lymphoma Society would like to host our annual Light The Night Walk in downtown Wyandotte. The event kicks off with a festival-like atmosphere with music and entertainment for families/companies involved. All participants fundraise prior to the event and turn in funds at the evening's festivities. The kickoff is followed by a one mile, leisurely stroll through the downtown area.

C. SITE OF PROPOSED EVENT:

Bishop Park

D. TIME OF PROPOSED EVENT: 6 PM - 9 PM, Set up beginning at 10 AM

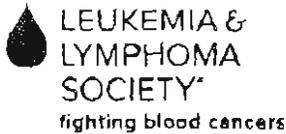
E. ESTIMATED MAXIMUM NUMBER OF PERSONS EXPECTED AT THE EVENT FOR EACH DAY: 600

F. IS ALCOHOL GOING TO BE SERVED OR PROVIDED AT THIS EVENT? NO
DO YOU HAVE A LICENSE? N/A

G. SUBMIT A DETAILED EXPLANATION, INCLUDING DRAWINGS AND DIAGRAMS WHERE APPLICABLE, OF YOUR PLANS TO PROVIDE FOR THE FOLLOWING—

1. POLICE/SECURITY AND FIRE PROTECTIONS
2. FOOD, WATER AND ELECTRICAL SUPPLY
3. HEALTH AND SANITATION FACILITIES
4. MEDICAL FACILITIES AND SERVICES, INCLUDING EMERGENCY VEHICLES AND EQUIPMENT
5. VEHICLE ACCESS AND PARKING FACILITIES
6. CAMPING AND TRAILER FACILITIES, IF OVERNIGHT STAYS ARE ANTICIPATED
7. ILLUMINATION
8. COMMUNICATION
9. FACILITIES FOR CLEAN UP AND WASTE DISPOSAL
10. NOISE CONTROL AND ABATEMENT
11. INSURANCE AND BONDING ARRANGEMENTS
12. CLEAN-UP PROCEDURE

Date: 1.23.12 Signature: S. Holland



www.LLS.org

January 20, 2012

1. **Police/Security and Fire Protection:** Provided by The Leukemia & Lymphoma Society's staff members and trusted volunteers who will be present throughout the event. We may also request to hire two police officers to guard the registration tent where donations will be turned in. We'll work directly with the police department to hire the officers for a couple of hours.
2. **Food, water, and electrical supply facilities:** Various licensed vendors will set up on premises to provide complimentary food and beverages to participants. LLS does request use of the electrical outlets installed throughout the park.
3. **Health and sanitation facilities:** We would like the use of the bathroom facilities in the park.
4. **Medical facilities and services:** In the event of an emergency, 911 will be used. Other medical issues that require immediate attention will be directed to the Wyandotte hospital.
5. **Vehicle access and parking facilities:** Participants will use the public parking areas around the event location.
6. **Camping and trailer facilities:** N/A
7. **Illumination facilities:** We will use the available lighting on the streets and in the park.
8. **Communication facilities:** N/A
9. **Facilities for clean up and waste disposal:** Staff and volunteers will provide clean up of the walk route, as well as the event area, beginning at approximately 9:00 p.m. Disposable trash containers will be distributed throughout the event area.
10. **Noise control and abatement:** N/A
11. **Insurance and bonding arrangements:** A certificate of insurance will be forwarded in April.
12. **Clean-up procedure:** Please see #9.

If more information is required, please contact Stephanie Holland, Campaign Director, at (248) 581-3898 or stephanie.holland@lls.org.

Michigan Chapter

1471 E. 12 Mile Rd., Madison Heights, MI 48071 | tel. 248.581.3900 | fax 248.581.3901 | toll free 800.456.5413

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



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**HEATHER A. THIEDE
SPECIAL EVENT COORDINATOR
DEPARTMENT OF RECREATION, LEISURE AND CULTURE**

February 25, 2012

Honorable Mayor Peterson and City Council
City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI. 48192

Dear Mayor Peterson and Members of City Council,

Attached, please find the Special Event application from the Wyandotte Family Church Event to be held August 4th and 5th 2012.

This event has been reviewed and approved by the Chief of Police, Superintendent of Recreation and Superintendent of the Department of Public Service. Please review this event for its impact and see the attached event application.

Thank you very much,

Heather A. Thiede
Special Event Coordinator

Attached: Special Event Application



CITY OF WYANDOTTE APPLICATION FOR SPECIAL EVENT

A. NAME OF APPLICANT: Wyandotte Family Church

PHONE: 734-288-8039 EMAIL: Jeremy@wyandottefamily.com

HOME ADDRESS: PO Box 306 Wyandotte

AGENT (IF DIFFERENT FROM ABOVE) Jeremy Gyorke

PHONE: 734-536-5709 EMAIL: Jeremy@wyandottefamily.com

MAILING ADDRESS: 3544 11th St.

If the person making the application is a partnership, corporation or other association, you must provide the above information for all partners, officers, directors or members. If the applicant is a corporation, a copy of the articles of incorporation or other pertinent data may be required.

B. DESCRIPTION OF THE PROPOSED EVENT:

3rd Annual Week in Wyandotte at Bishop Park. Proposed to pass out free bags of groceries for those in need, free hot dogs, chips & pop at the pavilion, free live entertainment (band, drama etc.), inflatable's & face painting, free haircuts and free family portraits. This would be proposed to be on 8/4/2012 from Noon to 4pm. Since we will have the 100 teens and 40 adults from all over the east coast we will be to large to meet at Out of the Box for church the next day. We would also like to use the pavilion & showmobile and log cabin on 8/5/2012 from 8am-2pm.

C. SITE OF PROPOSED EVENT:

Bishop Park in the pavilion, picnic table area and the log cabin for Saturady, Augsut 4th for 3rd annual week in Wyandotte and on August 5th, 2012 for Wyandotte Family Church service.

D. TIME OF PROPOSED EVENT: Noon to 4pm with set up starting at 9am on 8/4/12 & 8am-2pm on 8/5/2012

E. ESTIMATED MAXIMUM NUMBER OF PERSONS EXPECTED AT THE EVENT FOR EACH DAY: 750 on 8/4 & 300 on 8/5

F. IS ALCOHOL GOING TO BE SERVED OR PROVIDED AT THIS EVENT? NO
DO YOU HAVE A LICENSE? N/A

G. SUBMIT A DETAILED EXPLANATION, INCLUDING DRAWINGS AND DIAGRAMS WHERE APPLICABLE, OF YOUR PLANS TO PROVIDE FOR THE FOLLOWING—

1. POLICE/SECURITY AND FIRE PROTECTIONS
2. FOOD, WATER AND ELECTRICAL SUPPLY
3. HEALTH AND SANTIATION FACILITILES
4. MEDICAL FACILITIES AND SERVICES, INCLUDING EMERGENCY VEHICLES AND EQUIPMENT
5. VEHICLE ACCESS AND PARKING FACILITIES
6. CAMPING AND TRAILER FACILITIES, IF OVERNIGHT STAYS ARE ANTICIPATED
7. ILLUMINATION
8. COMMUNICATION
9. FACILITIES FOR CLEAN UP AND WASTE DISPOSAL
10. NOISE CONTROL AND ABATEMENT
11. INSURANCE AND BONDING ARRANGEMENTS
12. CLEAN- UP PROCEDURE

Date: 8-10-11 Signature: [Handwritten Signature]



P.O. Box 306/Wyandotte/MI/48192-0306/734.288.8039/www.wyandottefamily.com

Heather & Department Leaders,

We are so excited for July 31—August 4th as we host the 3rd **Annual “Week in Wyandotte.”** As we plan and prepare we are anticipating the largest Week in Wyandotte ever. We are currently anticipating 100 teenagers and 40-50 adults to come from all over the east coast to Wyandotte to simply serve.

Since we are anticipating more people than ever coming to Wyandotte, we are expanding our service projects and partnering with more people. We also would like to expand our grand finale event on Saturday, August 4th at Bishop Park. We would like to pass out free groceries, have free food at the event, provide free haircuts, family portraits, and children activities and live entertainment.

The past two years we have rented the showmobile from the City of Wyandotte and it has proved to be a great help and resource. As we look to expand Week in Wyandotte, we would like to ask if the city could rent the showmobile to us at a discount price. This would allow us to pour more money into the people.

Since we will have 150 people with us the next morning, we will be too large to fit at “Out of the Box Theater.” With our congregation we will have at least 300 people total in attendance on August 5, 2012. We would also like to use the showmobile on 8/5/2012 for an outside church service at Bishop Park. I have submitted a special event and showmobile application with this letter.

Thank you so much for considering this letter and for all you guys do for the city. I am truly thankful to be a pastor in such a great community!

Have a great day,
Sincerely,

A handwritten signature in black ink, appearing to read "Jeremy Gyorke".

Jeremy Gyorke

Lead Pastor

Wyandotte Family Church

Jeremy@Wyandottefamily.com

www.wyandottefamily.org

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

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Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

March 5, 2012

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members:

The Department of Public Service (DPS) is in need of purchasing additional 96 gallon toters for solid waste collection. To date 635 toters have been purchased and 590 have been leased. These toters are leased for \$48.00 for two (2) years. The DPS desires to maintain a minimum of fifty (50) toters in inventory.

Cascade Engineering of Grand Rapids, Michigan has supplied the previous carts. Cascade Engineering requires a minimum order of 144 carts at the price is \$45.42 per cart for a total of \$6,540.48. (No increase in price from supplier.) Funding is from the Solid Waste Fund. These carts will be black with the City of Wyandotte logo stamped on the container.

The undersigned recommends the acceptance of the proposal from Cascade Engineering of Grand Rapids, Michigan.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

cc: Brian L. Miller, Cascade Engineering
Gary Ellison, Superintendent of Department of Public Service
David Rothermal, Sanitation Supervisor

Approved by Todd A. Drysdale, City Administrator

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that Council concurs with the recommendation of the City Engineer dated March 5, 2012, to purchase 144 – 96 gallon carts from Cascade Engineering of Grand Rapids, Michigan in the amount of \$6,540.48 from account no. 290-448-850-540; each cart to be black with the City of Wyandotte’s logo, imprinted serial numbers and include a standard ten (10) year warranty.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

March 7, 2012

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The State Historical Preservation Office (SHPO) has notified our partner with the Neighborhood Stabilization Program 2 (NSP2), the State of Michigan Land Bank Fast Track Authority (LB), that the proposed demolitions of 115 Walnut and 2834 3rd Street would have an Adverse Effect on the community. SHPO has recommended that the City conduct a public hearing if the City and LB intend to appeal SHPO's decision. The hearing will provide input from the community as to whether or not the locations should be preserved for historical qualities or the neighborhood desires the locations demolished. If demolished, a new NSP2 home would be constructed at 115 Walnut and the vacant land at 2834 3rd Street would be sold to the adjoining property owners.

Also, attached is a letter from the Jody Egen, Director of Museums and Cultural Affairs, indicating no historical documentation and a communication from the Building Inspector regarding the zoning non-conformities at the two (2) locations.

I recommend a public hearing be scheduled for April 16, 2012 to hear public comments.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

Attachments

cc: Adrienne Zeigler, Michigan Land Bank
Lindsay Hager, Capital Access
Jauron Leefer, MSHDA
Emanuel Odom, MSHDA
Susan Shepard, Michigan State Historic Preservation Office

OFFICIALS

William R. Griggs
CITY CLERK

Andrew Swiecki
TREASURER

Colleen A. Keehn
CITY ASSESSOR



MAYOR
Joseph Peterson

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Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

JODY L. EGEN
DIRECTOR OF MUSEUMS AND CULTURAL AFFAIRS

City of Wyandotte
Engineering Department
c/o Kelly Roberts
3131 Biddle Ave.
Wyandotte, MI 48192

Kelly –

We were unable to find any compelling historical documentation in our archival collection for the following addresses:

- 2834 Third, estimated date of construction: 1920
- 115 Walnut, estimated date of construction: 1897

Thank you,

Jody

Jody Egen

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



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MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

March 7, 2012

To Whom It May Concern:

Per the Zoning Ordinance the following are the non-conformities to the following properties.

115 Walnut, Wyandotte, Michigan:

Rear Yard Setback: The house is seven (7) feet and the garage is eighteen (18) inches from the rear property line. The Ordinance requires a twenty-five (25) foot setback.

Side Yard Setback: The garage is one (1) foot of the west property line and the house is eleven (11) feet of the east property line. The Ordinance requires a minimum of eight (8) feet with a total of twelve (12) feet.

Front Yard Setback: The house sits ninety (90) feet off the front property line. The Ordinance requires twenty (20) foot setback or the average of the block.

Should the property be damaged and the cost exceed 50% of the current value and the code official deem the property to be demolished, the home would not be allowed to be rebuilt in the same locations. This is in accordance with the City's Property Maintenance Code Section PM110.5.

2834 3rd Street, Wyandotte, Michigan:

Rear Yard Setback: The house is three (3) feet from the rear property line. The Ordinance requires a twenty five (25) foot setback.

Side Yard Setback: The house has a zero (0) foot side yard at the north side and a fifteen (15) foot at the south side the minimum side yard width is four (4) feet.

Front Yard Setback: The house is five (5) feet from the front property line. The Ordinance requires a twenty (20) foot setback or the average of the block.

Should the property be damaged and the cost exceed 50% of the current value and the code official deem the property to be demolished, the home would not be allowed to be rebuilt in the same locations. This is in accordance with the City's Property Maintenance Code Section PM110.5

Very truly yours,

A handwritten signature in blue ink that reads "Claude Marcoux".

Claude Marcoux
Building Inspector

CITY OF WYANDOTTE
PUBLIC NOTICE

NOTICE IS HEREBY GIVEN that the Wyandotte City Council will hold a public hearing on Monday, April 16, 2012, at 7:00 p.m., Local time, at the Wyandotte City Hall, 3131 Biddle Avenue, Wyandotte, in the City Council Chambers, for the purpose of hearing comments on the demolition of the properties at 115 Walnut and 2834 3rd Street, Wyandotte, Michigan.

The State of Michigan Land Bank Fast Track Authority a partner with the City of Wyandotte's Neighborhood Stabilization Program 2 (NSP2), is proposing to demolish the properties. The properties are located in a designated historical district in accordance with Michigan State Historic Preservation Office.

This notice is for the purpose of giving any interested party the opportunity to appear or to have their attitude expressed at this hearing in support of or in opposition to this request. You may come in person or you may express your views in writing, but the letter must be received prior to the date of the public hearing.

Posted: 03/12/12

PROPOSED RESOLUTION

RESOLVED BY THE MAYOR AND CITY COUNCIL that the communication from the City Engineer regarding the demolition of the NSP2 homes at 115 Walnut and 2834 3rd Street is hereby received and placed on file; AND

BE IT FURTHER RESOVLED that Council will hold a public hearing to hear community input on the demolition of the homes at 115 Walnut and 2834 3rd Street at the regular meeting of the Council on April 16, 2012, at 7:00 p.m. in the Council Chambers; AND

BE IT FURTHER RESOLVED that the notice of the hearing be placed on the City's cable information channel, community board at City Hall, and City's website.

OFFICIALS

William R. Griggs
CITY CLERK

Andrew A. Swiecki
CITY TREASURER

Colleen A. Keehn
CITY ASSESSOR



16

MAYOR
Joseph R. Peterson

COUNCIL
Todd M. Browning
James R. DeSana
Sheri Sutherby Fricke
Daniel E. Galeski
Leonard T. Sabuda
Lawrence S. Stec

March 7, 2012

MARK A. KOWALEWSKI, P.E.
CITY ENGINEER

The Honorable Mayor Joseph R. Peterson
And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The City has applied to the Waterways Grant Program for a Transient Marina at Bishop Park the last two (2) years. Our application was not considered for funding because we had not secured a permit from the Michigan Department of Environmental Quality (MDEQ) Water Resources Division. This permit was issued February 10, 2012.

The preparation of plans and specifications for dredging of contaminated sediments from the Detroit River offshore from Bishop Park is underway. The cost of which is being paid for by a Sub-Grant Agreement with Downriver Community Conference (DCC); Downriver Brownfield Consortium (DABC). Work should begin June 1, 2012.

Therefore, I am requesting your authorization to submit two (2) grant applications to the Waterways Planning Unit of the DNRE. The first application will be for the complete project in the amount of \$2,341,000 with matching funds of \$1,170,500. The second application will be for the Day Use Floating Docks for \$252,000 with matching funds of \$126,000.00. The matching funds will be from TIFA.

The Tax Increment Finance Authority (TIFA) has supported the project by annually budgeting funds in a reserve account for the project to assure the City will have the necessary matching funds. To date, there is a \$740,000.00 in this account and \$215,250 will be budgeted for 2013 and 2014. The Downtown Development Authority (DDA) has also supported the project.

This project is consistent with the Goals and Objectives identified in the City of Wyandotte's Strategic Plan 2010-2015 that identifies a commitment to our heritage, economic development and the wise use of our riverfront.

I have prepared a Resolution for your consideration which is attached.

Very truly yours,

Mark A. Kowalewski
City Engineer

MAK:kr

Reviewed by Todd A. Drysdale, City Administrator

Enclosure

cc: DDA
TIFA
Paul Petersen, Harbor Program Manager
Dan Cassidy, SME
Paul Roberts, SME
Bernie Fekete, JJR
Melanie McCoy, Municipal Service
Jim Knopp, Interim Superintendent of Recreation



1

WATERWAYS GRANT PROGRAM APPLICATION

This information is required by Authority of 1947 PA 210.

GRANT APPLICATIONS MUST BE RECEIVED BY PROGRAM MANAGER BY 5 PM EST, APRIL 1

Applicant Name (Local Government) City of Wyandotte	Name of Contact Person/Title Mark A. Kowalewski, City Engineer
Address 3131 Biddle Avenue	Address 3131 Biddle Avenue
City, State, ZIP Wyandotte, Michigan 48192	City, State, ZIP Wyandotte, Michigan 48192
Federal Employer Identification Number (FEIN) (REQUIRED) ██████████	E-mail Address mkowalewski@wyan.org

NOTE: FEIN Number of municipality identified as Applicant Name (Local Government) above **MUST** be provided to receive grant funds.

Applicant Telephone (734) 324 - 4554	Applicant FAX (734) 324 - 4535	Contact Person Telephone (734) 324 - 4554	Contact Person FAX (734) 324 - 4535
PROJECT LOCATION <input type="checkbox"/> County <input type="checkbox"/> Township <input checked="" type="checkbox"/> City <input type="checkbox"/> Village		County Wayne	State Senate District 8
		State House of Representative District 13	

TYPE OF PROJECT <input checked="" type="checkbox"/> Harbor <input type="checkbox"/> Boating Access Site (must contain or propose a ramp, maneuver area, and parking to be grant eligible)	TYPE OF GRANT - NOTE: DNRE to be involved in review of design consultant(s) <input type="checkbox"/> Preliminary Engineering Study <input checked="" type="checkbox"/> Infrastructure Improvements* (i.e., construction projects) *Preliminary engineering has been completed by a licensed design professional
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PROJECT TITLE
Transient Marina at Bishop Park

DESCRIPTION OF PROJECT
Attach a description of the overall project (including scope items, estimated costs, estimated construction schedule, and digital site photos) and a needs assessment.

BUDGET SUMMARY	A. Estimated Project Cost (B + C):	\$ 2341000.00
	B. Requested Grant Amount	\$ 1170500.00
	C. Applicant's Matching Funds:	\$ 1170500.00
	D. DNR/DTMB Project Management: (.015 x A):	\$ 35115.00 (Required for Infrastructure Improvement Grants Only)
	E. Final Reimbursement Amount (B - D):	\$ 1135385.00

As Designated Representative of above-named Applicant, I hereby agree to implement this project according to the materials provided with this application and to abide by the provisions of the Waterways Grant program, including compliance with all applicable Federal and State laws and regulations.

MARK A-KOWALEWSKI, CITY ENGINEER

Printed Name and Title of Applicant's Designated Representative _____ Signature _____ Date _____

APPLICATION WITH ATTACHED PROJECT DESCRIPTION MUST BE RECEIVED BY PROGRAM MANAGER BY 5 PM EST, APRIL 1.

Applications should be mailed to: PAUL PETERSEN PARKS AND RECREATION DIVISION MICHIGAN DEPARTMENT OF NATURAL RESOURCES PO BOX 30257 LANSING MI 48909	Overnight or Express Mail Address: PAUL PETERSEN PARKS AND RECREATION DIVISION MICHIGAN DEPARTMENT OF NATURAL RESOURCES 530 WEST ALLEGAN LANSING MI 48933
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FOR DNR USE ONLY

Facility No.: _____ Compliance Review _____

Comments _____

Program Manager (please print) _____ Signature _____ Date _____

INFORMATION ON THE CITY OF WYANDOTTE

Incorporated in 1867, the City of Wyandotte is often described as the “Heart of Downriver.” The site where Wyandotte sits today was, in the 1700’s, a village for the Native American Tribe known as the Wyandot, a part of the Huron Nation. A waterfront community, Wyandotte is rich in history and is known for its distinctive architecture, charming Downtown District and variety of cultural offerings. The City has been awarded the designation as a Preserve America Community by the Federal Government.

DESCRIPTION OF PROJECT

The Project is to construct a transient marina at Bishop Park along the Detroit River in Wyandotte as proposed in the Transient Marina Study at Bishop Park as prepared by JJR, LLC dated February 4, 2009. The City will utilize Concept B1 of this Study. Portions of the Preliminary Engineering Study are attached to this application as well as a complete study submitted separately for your review. The City has determined that the area to be dredged has contamination and has procured a grant in the amount of \$598,574.57 to provide for the environmental dredging. The dredging will be completed in 2012.

ESTIMATED COSTS

*Fixed Cost for Plan B-1	\$1,817,000.00
*Day Use Floating Dock	\$ 219,000.00
**Inflation Adjustment	<u>\$ 305,000.00</u>
TOTAL	\$2,341,000.00
WATERWAYS GRANT REQUESTED (50%)	\$1,170,500.00
MATCHING FUNDS	\$1,170,500.00 - Matching Money
	<u>\$ 598,574.57</u> - City’s cost for dredging
TOTAL MATCHING FUNDS	\$1,769,074.57

* Cost of dredging not included.

**Inflation adjustment included as budget was prepared in 2009 and construction may not occur for a number of years.

The City has applied for and received a permit from the Department of Army Corps of Engineer and the Michigan Department of Environmental (MDEQ) for the transient marina project.

ESTIMATED CONSTRUCTION SCHEDULE

Upon award of the grant, the City will have JJR, LLC complete the design documents for bidding which will take approximately six (6) months. The bidding and award of proposals will be two (2) months. The construction project itself is very dependent on time of year, especially the weather. The maximum construction period would be twelve (12) months.

NEEDS ASSESSMENT

In Summary, Bishop Park is located adjacent to Wyandotte's Central Business District (CBD). Although the CBD is attractive with many special events such as 3rd Friday happenings, Annual Street Art Fair and other special events it struggles to fill empty buildings. When National Chain Restaurants or Stores consider locating in Wyandotte their first concern is always that Wyandotte does not have 360° attraction because of the Detroit River. A transient marina is needed to avoid this perception and attract visitors to Wyandotte. The conveniently located restaurants and stores are one block from Bishop Park and will welcome visitors using the transient marina. The transient marina is needed to keep Wyandotte's CBD economically viable. The marina will also serve as a safe haven for boaters during stormy weather.

The City of Wyandotte has as a Strategic Plan, which in its Vision Statement for the Riverfront Development states:

“Wyandotte's riverfront is its most attractive natural feature of the City. Substantial development along this riverfront has enhanced it as a dining, recreational and entertainment destination. A downtown riverfront marina provides access to the downtown area as a destination.”

AMENITIES OF THE DOWNTOWN AREA

Downtown Wyandotte's Downtown Development Authority (DDA) District is comprised of more than a dozen blocks along Biddle Avenue, and extends 5 blocks along First and Second Streets and 7 blocks to the west along the Eureka corridor. The map on the following page illustrates the various downtown amenities, which are directly adjacent to the river: Wyandotte Shores Golf Course, Kayak Launch, Bacon Memorial Library, Henry Ford Wyandotte Hospital, United States Post Office, Wyandotte Arts Center, Wyandotte Museum, Yack Ice Arena, BASF Park, Bishop Park, Smart Bus Stops, Smart Bus Park & Ride, Wyandotte Farmers Market, free parking, bike racks and downtown shopping and dining.

Downtown Shopping, Dining and Services:

Downtown Wyandotte currently has 38 restaurants, bars and sweet shops that range from fast food and casual to fine dining. Restaurants also offer ample seasonal outdoor café seating. Downtown retail shopping offers an array of men's, women's and children's apparel, home furnishings, accessories, jewelry and two art galleries. In addition to fine dining and retail shops, the downtown offers laundry service, two fitness centers, seven salons and a variety of service-based industries: dental, medical, law, finance and banking. Downtown Wyandotte has one local Bed and Breakfast: Bishop-Brighton Bed and Breakfast located just west of Bishop Park.

Cultural Institutions, Attractions & Galleries:

The District houses two popular cultural institutions: The Wyandotte Museums Campus and the Downriver Council for the Arts. There are also two art galleries.

The Wyandotte Museums Campus, include the MacNichol Home, Marx Home, and Stahl Home all located on Biddle Avenue just west of Vinewood. The museums include the archives for the City of Wyandotte. The house-museums and gallery dedicated to the history of The City of Wyandotte. The Museum hosts the very successful Heritage Event Series each year. The Heritage Event Series engages the community and raises awareness about the history of the City of Wyandotte: The Victorian Mad Hatter Tea Party, Historic Cemetery Walk, Historical Film Fest, World War II Victory Rally, Pie & Ice Cream Social & Christmas Open House.

The Downriver Council for the Arts (DCA) is housed in the Wyandotte Arts Center located at 81 Chestnut. The Wyandotte Arts Center is owned by The City of Wyandotte and the Downtown Development Authority provides grant funding to assist the DCA to operate. The DCA hosts art exhibits, classes, lectures, live music, performing arts, summer youth art camps and theatrical productions.

River's Edge and The Biddle Gallery galleries located on Biddle Avenue in downtown Wyandotte feature local and regional art and host new openings on a monthly basis. The galleries work together with the DDA and other downtown businesses to plan events and programming for Downtown Wyandotte. Programming from these two cultural institutions and galleries draws visitors to Wyandotte from all over southeast Michigan and further.

Downtown Wyandotte also houses several significant public sculptures and the Purple Heart Memorial Garden. The Purple Heart Statue was originally dedicated by Michigan Governor Harry Kelly in 1943 during the Second World War, the statue was designed and sculpted by Isadore DeBiasi of River Rouge. Wyandotte has the distinguished honor of being the first city in the country to which the National Military Order of the Purple Heart commissioned and donated a monument of this type.

Events and Attractions:

Downtown Wyandotte hosts over 80 events each year and a seasonal weekly Farmers Market. Some of the highlights include:

The Wyandotte Farmers Market operates in downtown each Thursday from 12:00 noon to 7:00 pm and supplies the community with fresh produce, baked goods, herbs, plants and dairy products. The market also hosts live music and community events: Zucchini 500 races, extreme pumpkin carving, cooking demonstrations and the yearly Wyandotte Farmers Market Farmers Fair.

Downtown Wyandotte hosts monthly Third Friday and Friday After 5 events that bring thousands of visitors to the downtown each month for wine crawls, shopping, and cook-offs. Shops and restaurants remain open late on these evenings and the Wyandotte Business Association hosts live music, trolley service and a horse drawn carriage service. In addition, we host an outdoor movie series, a kid's expo and fishing derby and two yearly parades.

The Wyandotte Street Art fair is a four-day event every July that brings tens of thousands of visitors to Downtown Wyandotte. The fair, in its 51st year, has developed as one of the nation's best art fairs and is one of the largest in the state of Michigan. 250 jury selected fine artists representing 30 states, and Canada. The downtown streets are closed and artists display their works in special booths throughout Downtown Wyandotte for six blocks. The fair offers a variety of fine art, music, food and activities for all ages.

Wyandotte Shores Golf Course is a 9-hole regulation course and features all the hallmarks of Michigan golf. The links style course, designed by Matthews & Associates, is situated along the beautiful Detroit River. The course offers a pro shop and extensive concession stand. Two parks are located near the downtown and directly adjacent to the Detroit River: Bishop Park and BASF Park. Bishop parks amenities include picnic facilities, kayak launches, restrooms and access to the river via a barrier-free fishing pier.

The private boat company, Diamond Jack River Tours, provides boat tours twice daily from this park on Thursdays, Fridays, Saturdays, and Sundays. BASF Park is a 20 acre riverfront park that features a river promenade, picnic facilities, rowing launch, public sculpture and sand volleyball. This park hosts two major rowing regattas and several concerts each year.

Looking Ahead:

The DDA is working to aggressively market the Downtown area through our newly published Downtown Wyandotte Annual Guidebook and marketing campaign. In addition, the DDA is planning a community branding and wayfinding project in the upcoming years. This project includes the design and installation of a pedestrian and vehicular wayfinding system which will direct visitors to Downtown Wyandotte and the City's cultural and recreational facilities from major transportation arteries, as well as help them navigate through the Downtown area. The wayfinding project shall also assess the current location of the City's welcome and gateway signage and implement the proposed approved signage design. This will include signage on many levels: Vehicular signs which direct people to downtown, parking and to signage (kiosks) that direct pedestrians to shops, restaurants and businesses throughout the downtown area. The resulting wayfinding system will also include a comprehensive array of signage with consistent branding that will emulate the proposed welcome signage, new downtown banners and website design and can be extended into future marketing materials for the City. Lastly, the DDA is working to link the Downtown, BASF Park and the Riverfront through additional pedestrian walkways, seating areas and landscaping.

ATTACHMENTS

- A. Transient Marina Study at Bishop Park, prepared by JJR, LLC is a Market Feasibility Evaluation
- B. Pictures of the current conditions
- C. Communication from James R. Knopp, Interim Superintendent of Recreation
- D. Map of the Downtown Area
- E. Permit from the Department of Army Corps of Engineer
- F. Permit from the Michigan Department of Environmental (MDEQ)
- G. City Council Resolution

*- Not included if
you want to review see
Kelly*



#2

WATERWAYS GRANT PROGRAM APPLICATION

This information is required by Authority, of 1947 PA 320.

GRANT APPLICATIONS MUST BE RECEIVED BY PROGRAM MANAGER BY 5 PM EST, APRIL 1

Applicant Name (Local Government) City of Wyandotte	Name of Contact Person/Title Mark A. Kowalewski, City Engineer
Address 3131 Biddle Avenue	Address 3131 Biddle Avenue
City, State, ZIP Wyandotte, Michigan 48192	City, State, ZIP Wyandotte, Michigan 48192
Federal Employer Identification Number (FEIN) (REQUIRED) [REDACTED]	E-mail Address mkowalewski@wyan.org

NOTE: FEIN Number of municipality identified as Applicant Name (Local Government) above **MUST** be provided to receive grant funds.

Applicant Telephone (734) 324 - 4554	Applicant FAX (734) 324 - 4535	Contact Person Telephone (734) 324 - 4554	Contact Person FAX (734) 324 - 4535
PROJECT LOCATION <input type="checkbox"/> County <input type="checkbox"/> Township <input checked="" type="checkbox"/> City <input type="checkbox"/> Village		County Wayne	State Senate District 8 State House of Representative District 13

TYPE OF PROJECT <input checked="" type="checkbox"/> Harbor <input type="checkbox"/> Boating Access Site (must contain or propose a ramp, maneuver area, and parking to be grant eligible)	TYPE OF GRANT - NOTE: DNRE to be involved in review of design consultant(s) <input type="checkbox"/> Preliminary Engineering Study <input checked="" type="checkbox"/> Infrastructure Improvements* (i.e., construction projects) *Preliminary engineering has been completed by a licensed design professional
--	---

PROJECT TITLE
Transient Marina at Bishop Park - Day Use Floating Docks Only

DESCRIPTION OF PROJECT
Attach a description of the overall project (including scope items, estimated costs, estimated construction schedule, and digital site photos) and a needs assessment.

BUDGET SUMMARY

A. Estimated Project Cost (B + C):	\$ 252000.00
B. Requested Grant Amount	\$ 126000.00
C. Applicant's Matching Funds:	\$ 126000.00
D. DNR/DTMB Project Management: (.015 x A):	\$ 3780.00 (Required for Infrastructure Improvement Grants Only)
E. Final Reimbursement Amount (B - D):	\$ 122220.00

As Designated Representative of above-named Applicant, I hereby agree to implement this project according to the materials provided with this application and to abide by the provisions of the Waterways Grant program, including compliance with all applicable Federal and State laws and regulations.

Mark A. Kowalewski, City Engineer

Printed Name and Title of Applicant's Designated Representative

Signature

Date

APPLICATION WITH ATTACHED PROJECT DESCRIPTION MUST BE RECEIVED BY PROGRAM MANAGER BY 5 PM EST, APRIL 1.

Applications should be mailed to:

PAUL PETERSEN
PARKS AND RECREATION DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
PO BOX 30257
LANSING MI 48909

Overnight or Express Mail Address:

PAUL PETERSEN
PARKS AND RECREATION DIVISION
MICHIGAN DEPARTMENT OF NATURAL RESOURCES
530 WEST ALLEGAN
LANSING MI 48933

FOR DNR USE ONLY

Facility No.: Compliance Review

Comments

Program Manager (please print)

Signature

Date

INFORMATION ON THE CITY OF WYANDOTTE

Incorporated in 1867, the City of Wyandotte is often described as the "Heart of Downriver." The site where Wyandotte sits today was, in the 1700's, a village for the Native American Tribe known as the Wyandot, a part of the Huron Nation. A waterfront community, Wyandotte is rich in history and is known for its distinctive architecture, charming Downtown District and variety of cultural offerings. The City has been awarded the designation as a Preserve America Community by the Federal Government.

DESCRIPTION OF PROJECT

The Project is to construct a portion of the transient marina at Bishop Park along the Detroit River in Wyandotte as proposed in the Transient Marina Study at Bishop Park as prepared by JJR, LLC dated February 4, 2009. The City will utilize Concept B1 of this Study. This request is to be the project by installing the Day Use Floating Dock. Portions of the Preliminary Engineering Study are attached to this application as well as a complete study submitted separately for your review. The City has determined that the area to be dredged has contamination and has procured a grant in the amount of \$598,574.57 to provide for the environmental dredging. The dredging will be completed in 2012.

ESTIMATED COSTS

*Day Use Floating Dock	\$219,000.00
**Inflation Adjustment	<u>\$ 33,000.00</u>
TOTAL	\$252,000.00
WATERWAYS GRANT REQUESTED (50%)	\$126,000.00
MATCHING FUNDS	\$126,000.00 - Matching Money
	<u>\$598,574.57</u> - City's cost for dredging
TOTAL MATCHING FUNDS	\$722,574.57

* Cost of dredging not included

** Inflation adjustment included as budget was prepared in 2009

The City has applied for and received a permit from the Department of Army Corps of Engineer in 2009 and the Michigan Department of Environmental (MDEQ) for the transient marina project.

ESTIMATED CONSTRUCTION SCHEDULE

Upon award of the grant, the City will have JJR, LLC complete the design documents for bidding which will take approximately two (2) months. The bidding and award of proposals will be one (1) month. The construction project itself is very dependent on time of year, especially the weather. The maximum construction period would be three (3) months.

NEEDS ASSESSMENT

In Summary, Bishop Park is located adjacent to Wyandotte's Central Business District (CBD). Although the CBD is attractive with many special events such as 3rd Friday happenings, Annual Street Art Fair and other special events it struggles to fill empty buildings. When National Chain Restaurants or Stores consider locating in Wyandotte their first concern is always that Wyandotte does not have 360° attraction because of the Detroit River. A transient marina is needed to avoid this perception and attract visitors to Wyandotte. The conveniently located restaurants and stores are one block from Bishop Park and will welcome visitors using the transient marina. The transient marina is needed to keep Wyandotte's CBD economically viable. The marina will also serve as a safe haven for boaters during stormy weather.

The City of Wyandotte has as a Strategic Plan, which in its Vision Statement for the Riverfront Development states:

“Wyandotte's riverfront is its most attractive natural feature of the City. Substantial development along this riverfront has enhanced it as a dining, recreational and entertainment destination. A downtown riverfront marina provides access to the downtown area as a destination.”

AMENITIES OF THE DOWNTOWN AREA

Downtown Wyandotte's Downtown Development Authority (DDA) District is comprised of more than a dozen blocks along Biddle Avenue, and extends 5 blocks along First and Second Streets and 7 blocks to the west along the Eureka corridor. The map on the following page illustrates the various downtown amenities, which are directly adjacent to the river: Wyandotte Shores Golf Course, Kayak Launch, Bacon Memorial Library, Henry Ford Wyandotte Hospital, United States Post Office, Wyandotte Arts Center, Wyandotte Museum, Yack Ice Arena, BASF Park, Bishop Park, Smart Bus Stops, Smart Bus Park & Ride, Wyandotte Farmers Market, free parking, bike racks and downtown shopping and dining.

Downtown Shopping, Dining and Services:

Downtown Wyandotte currently has 38 restaurants, bars and sweet shops that range from fast food and casual to fine dining. Restaurants also offer ample seasonal outdoor café seating. Downtown retail shopping offers an array of men's, women's and children's apparel, home furnishings, accessories, jewelry and two art galleries. In addition to fine dining and retail shops, the downtown offers laundry service, two fitness centers, seven salons and a variety of service-based industries: dental, medical, law, finance and banking. Downtown Wyandotte has one local Bed and Breakfast: Bishop-Brighton Bed and Breakfast located just west of Bishop Park.

Cultural Institutions, Attractions & Galleries:

The District houses two popular cultural institutions: The Wyandotte Museums Campus and the Downriver Council for the Arts. There are also two art galleries.

The Wyandotte Museums Campus, include the MacNichol Home, Marx Home, and Stahl Home all located on Biddle Avenue just west of Vinewood. The museums include the archives for the City of Wyandotte. The house-museums and gallery dedicated to the history of The City of Wyandotte. The Museum hosts the very successful Heritage Event Series each year. The Heritage Event Series engages the community and raises awareness about the history of the City of Wyandotte: The Victorian Mad Hatter Tea Party, Historic Cemetery Walk, Historical Film Fest, World War II Victory Rally, Pie & Ice Cream Social & Christmas Open House.

The Downriver Council for the Arts (DCA) is housed in the Wyandotte Arts Center located at 81 Chestnut. The Wyandotte Arts Center is owned by The City of Wyandotte and the Downtown Development Authority provides grant funding to assist the DCA to operate. The DCA hosts art exhibits, classes, lectures, live music, performing arts, summer youth art camps and theatrical productions.

River's Edge and The Biddle Gallery galleries located on Biddle Avenue in downtown Wyandotte feature local and regional art and host new openings on a monthly basis. The galleries work together with the DDA and other downtown businesses to plan events and programming for Downtown Wyandotte. Programming from these two cultural institutions and galleries draws visitors to Wyandotte from all over southeast Michigan and further.

Downtown Wyandotte also houses several significant public sculptures and the Purple Heart Memorial Garden. The Purple Heart Statue was originally dedicated by Michigan Governor Harry Kelly in 1943 during the Second World War, the statue was designed and sculpted by Isadore DeBiasi of River Rouge. Wyandotte has the distinguished honor of being the first city in the country to which the National Military Order of the Purple Heart commissioned and donated a monument of this type.

Events and Attractions:

Downtown Wyandotte hosts over 80 events each year and a seasonal weekly Farmers Market. Some of the highlights include:

The Wyandotte Farmers Market operates in downtown each Thursday from 12:00 noon to 7:00 pm and supplies the community with fresh produce, baked goods, herbs, plants and dairy products. The market also hosts live music and community events: Zucchini 500 races, extreme pumpkin carving, cooking demonstrations and the yearly Wyandotte Farmers Market Farmers Fair.

Downtown Wyandotte hosts monthly Third Friday and Friday After 5 events that bring thousands of visitors to the downtown each month for wine crawls, shopping, and cook-offs. Shops and restaurants remain open late on these evenings and the Wyandotte Business Association hosts live music, trolley service and a horse drawn carriage service. In addition, we host an outdoor movie series, a kid's expo and fishing derby and two yearly parades.

The Wyandotte Street Art fair is a four-day event every July that brings tens of thousands of visitors to Downtown Wyandotte. The fair, in its 51st year, has developed as one of the nation's best art fairs and is one of the largest in the state of Michigan. 250 jury selected fine artists representing 30 states, and Canada. The downtown streets are closed and artists display their works in special booths throughout Downtown Wyandotte for six blocks. The fair offers a variety of fine art, music, food and activities for all ages.

Wyandotte Shores Golf Course is a 9-hole regulation course and features all the hallmarks of Michigan golf. The links style course, designed by Matthews & Associates, is situated along the beautiful Detroit River. The course offers a pro shop and extensive concession stand. Two parks are located near the downtown and directly adjacent to the Detroit River: Bishop Park and BASF Park. Bishop parks amenities include picnic facilities, kayak launches, restrooms and access to the river via a barrier-free fishing pier.

The private boat company, Diamond Jack River Tours, provides boat tours twice daily from this park on Thursdays, Fridays, Saturdays, and Sundays. BASF Park is a 20 acre riverfront park that features a river promenade, picnic facilities, rowing launch, public sculpture and sand volleyball. This park hosts two major rowing regattas and several concerts each year.

Looking Ahead:

The DDA is working to aggressively market the Downtown area through our newly published Downtown Wyandotte Annual Guidebook and marketing campaign. In addition, the DDA is planning a community branding and wayfinding project in the upcoming years. This project includes the design and installation of a pedestrian and vehicular wayfinding system which will direct visitors to Downtown Wyandotte and the City's cultural and recreational facilities from major transportation arteries, as well as help them navigate through the Downtown area. The wayfinding project shall also assess the current location of the City's welcome and gateway signage and implement the proposed approved signage design. This will include signage on many levels: Vehicular signs which direct people to downtown, parking and to signage (kiosks) that direct pedestrians to shops, restaurants and businesses throughout the downtown area. The resulting wayfinding system will also include a comprehensive array of signage with consistent branding that will emulate the proposed welcome signage, new downtown banners and website design and can be extended into future marketing materials for the City. Lastly, the DDA is working to link the Downtown, BASF Park and the Riverfront through additional pedestrian walkways, seating areas and landscaping.

ATTACHMENTS *— not included if you want to review see Kelly*

- A. Transient Marina Study at Bishop Park, prepared by JJR, LLC is a Market Feasibility Evaluation
- B. Pictures of the current conditions
- C. Communication from James R. Knopp, Interim Superintendent of Recreation
- D. Map of the Downtown Area
- E. Permit from the Department of Army Corps of Engineer
- F. Permit from the Michigan Department of Environmental (MDEQ)
- G. City Council Resolution

PROPOSED RESOLUTION

RESOLVED BY THE CITY COUNCIL, that the communication from the City Engineer regarding applying for a grant for the a Transient Marina at Bishop Park from the Michigan Department of Natural Resources – Parks and Recreation Waterways Grant Program is hereby received and placed on file; AND

WHEREAS, the City Council had conducted a public hearing on March 22, 2010, to receive comments on the proposed Transient Marina Study by JJR, LLC and has reviewed the grant application submitted by the City Engineer requesting grant funding from the Michigan Department of Natural Resources – Parks and Recreation Waterways Grant Program; AND

WHEREAS, after said hearing the City Council concluded that the Transient Marina Project in Bishop Park is in accordance with the City of Wyandotte’s Strategic Plan 2010-2015 Goals and Objectives which supports said project; AND

WHEREAS the City has now received all permits to be considered for grant funds; AND

WHEREAS, the City Council authorizes the City Engineer to submit said grant applications; AND

WHEREAS, the City Council commits to the matching funds for Application #1 in the amount of \$1,170,500 or 50% of the project cost and the matching funds for Application #2 for the Day Use Floating Docks in the amount of \$126,000 or 50% of the project cost.

Final Reading

**AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND THE CODE OF
ORDINANCES OF THE CITY OF WYANDOTTE
BY AMENDING SEC. 38.1-1 ENTITLED
“SEWER USE ORDINANCE ADOPTED”**

THE CITY OF WYANDOTTE ORDAINS:

Sec. 1. Amendment of Sec. 38.1-1 “Sewer Use Ordinance Adopted”

Sec 38.1-1. Sewer Use Ordinance Adopted

The City of Wyandotte hereby adopts, incorporates herein and makes a part of this code, the following articles and sections of the Wayne County Sewer Use Ordinance as amended (Wayne County Enrolled Ordinance No. 2010-682) enacted and published herewith.

Article I	Definitions
Article II	Permit Requirements
Article III	Design and Construction Requirements for Wastewater Transmission Facilities
Article IV	Design and Construction Requirements for Stormwater Facilities
Article V	Discharge of Wastewater into Public Sewers
Article VI	Authority and Duties of Inspectors and Protection of Owners
Article VII	Appeal Procedures
Article VIII	Separability and Repealer Clause and Effective Date
Appendix A	Local Discharge Limitations – Wyandotte Wastewater Treatment Plant

Sec. 2. Savings Clause for Sec. 38.1-2 entitled “Amendments to Sewer Use Ordinance”

In the event there is any conflict in the terms between the amendment as set forth in Section 1 and the current provisions of Sec. 38.1-2, then the terms of Sec. 38.1-2 shall prevail and remain in full force and effect.

Sec. 3. Severability.

All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Sec. 4. Effective Date.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council, and the ordinance or a summary of said Ordinance shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption. A copy of said Adopted Wayne County Sewer Use Ordinance is maintained at the Clerk’s Office

for the City of Wyandotte at 3131 Biddle Avenue, Wyandotte, Michigan and is available to the Public for inspection.

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

YEAS	COUNCILMEN	NAYS
_____	Browning	_____
_____	DeSana	_____
_____	Fricke	_____
_____	Galeski	_____
_____	Sabuda	_____
_____	Stec	_____

Absent: _____

I hereby approve the adoption of the foregoing ordinance this _____ day of March, 2012.

CERTIFICATE

We, the undersigned, JOSEPH R. PETERSON and WILLIAM R. GRIGGS, respectively the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the Council of the City of Wyandotte, at a regular session thereof on Monday, the _____ day of March, 2012.

Dated: March _____, 2012

JOSEPH R. PETERSON, Mayor

WILLIAM R. GRIGGS, City Clerk

Final Reading

**AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND THE
CODE OF ORDINANCES BY AMENDING SEC. 22-14(7)
OF THE MASSAGE ESTABLISHMENT ORDINANCE**

THE CITY OF WYANDOTTE ORDAINS:

Sec.1 Amendment of Sec. 22-14(7) of the Massage Establishment and Out-call Massage Service Ordinance.

Sec. 22-14. Facilities Necessary.

(7) Adequate dressing, locker, and toilet facilities shall be provided for patrons. One (1) dressing room and, if clothing and personal property is not kept with the patron, a separate locker for each patron to be served, which shall be capable of being locked as well as a minimum of one (1) toilet and one (1) wash basin shall be provided. However, if male and female patrons are to be served simultaneously at the establishment, separate massage rooms and separate dressing and toilet facilities shall be provided for male and female patrons.

Sec. 2. Severability.

All ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this ordinance full force and effect.

Sec. 3. Effective Date.

This Ordinance shall take effect fifteen (15) days from the date of its passage by the Wyandotte City Council, and the ordinance or a summary of said Ordinance shall be published in a newspaper generally circulated in the City of Wyandotte within ten (10) days after adoption. The summary shall designate the location in the City where a true copy of the Ordinance can be inspected or obtained.

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

YEAS	COUNCILMEN	NAYS
_____	Browning	_____
_____	DeSana	_____
_____	Fricke	_____
_____	Galeski	_____
_____	Sabuda	_____
_____	Stec	_____

Absent: _____

I hereby approve the adoption of the foregoing ordinance this day of February, 2012.

CERTIFICATE

We, the undersigned, JOSEPH R. PETERSON and WILLIAM R. GRIGGS, respectively the Mayor and City Clerk of the City of Wyandotte, do hereby certify that the foregoing Ordinance was duly passed by the Council of the City of Wyandotte, at a regular session thereof on Monday, the day of February, 2012.

Dated: February , 2012

JOSEPH R. PETERSON, Mayor

WILLIAM R. GRIGGS, City Clerk

Reports

+

minutes

Wyandotte, Michigan March 5, 2012

Regular session of the City Council of the City of Wyandotte, the Honorable Mayor Joseph Peterson presiding.

ROLL CALL

Present: Councilpersons DeSana, Fricke, Galeski, Sabuda, Stec

Absent: Councilperson Browning

COMMUNICATIONS MISCELLANEOUS

March 1, 2012

City of Wyandotte
3131 Biddle Ave.
Wyandotte, MI 48192

Attn: City Council Members

Re: Real Estate Sign - 1 St. John St.

Dear Honorable Council Members:

As you are aware, we have had a vacant restaurant building at 1 St. John St. for over a year.

We are desperately trying to lease this building to a quality restaurateur who would be an asset to your community. We have listed the business for lease with a broker. Since we have no visible road frontage and are requesting that we be able to put up a 6 x 4 real estate sign on the property owned by you on Biddle in front of our restaurant (east of the Speedboat). Upon approval, we would apply for the necessary sign permit.

Thanking you in advance,

Sincerely,
LTW INVESTMENTS LLC, Leonard P. Nadolski, 5000 E. Grand River, Howell, MI 48843

PERSONS IN THE AUDIENCE

Richard Miller, 1202 - 2nd, March 24th Spaghetti Dinner for Vietnam Memorial at Superior & Biddle, \$10.00, at Copeland Center.

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

March 1, 2012

The Honorable City Council, City of Wyandotte

Dear Colleagues:

I am writing to request your concurrence in the appointment of David S. Adameczyk, 3301 Biddle Avenue #7B, Wyandotte MI 48192, to the Planning and Rehabilitation Commission. Mr. Adameczyk will fill the vacancy created by the untimely passing of William Rockershausen. His term will expire April 2014.

Thanking you in advance for your support of this appointment, I remain

Sincerely, Joseph R. Peterson, Mayor

2012 MAR -7 A 10:12
WYANDOTTE CITY CLERK

March 1, 2012

The Honorable Joseph R. Peterson, Mayor and City Council Members
3131 Biddle Avenue
Wyandotte, Michigan 48192

Dear Mayor Peterson and City Council Members,

Attached you will find correspondence from the Police & Fire Commission and Fire Chief recommending the following promotions in the Fire Department as a result of the retirement of Michael MacDonald:

Fire Lieutenant Gregory Garrison to Fire Captain
Fire Sergeant David Bartnicki to Fire Lieutenant

The undersigned requests concurrence in this recommendation.

Sincerely,
Todd A. Drysdale, City Administrator

February 29, 2012

The Honorable Mayor & Council City of Wyandotte
3131 Biddle Avenue
Wyandotte, MI 48192

Honorable Mayor and City Council,

Enclosed herewith is a copy of a resolution passed by the Municipal Service Commission at its regular meeting of February 21, 2012. Resolution as follows:

1. Authorization for the General Manager to execute a contract with L&M Royal Air, Inc. in the amount of \$84,900.00, to supply the horizontal connections, internal HVAC ductwork, and geothermal energy system for the NSP2 Bid Pack 5 homes.

Very truly yours,
City of Wyandotte
WYANDOTTE MUNICIPAL SERVICES
Melanie L. McCoy, General Manager

February 28, 2012

The Honorable Mayor Joseph R. Peterson And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

On February 27, 2012, the City held the 2nd Lottery Drawing for the Sale of the Neighborhood Stabilization 2 (NSP2) Homes at 247 Walnut, 257 Walnut and Building #1 of the Vinewood Village Condominiums (641-647 Vinewood). The City received two (2) proposals see attached summary sheet.

Therefore, attached please find the following Purchase Agreement:

1. Agreement to sell 257 Walnut to Robert and Tiffini Toboy, 2404 12th Street, Wyandotte, in the amount of \$115,000.00. They will be receiving a homebuyer subsidy of approximately \$66,000.00. They have completed the required eight (8) hours of housing counseling.
2. Agreement to sell 641 Vinewood to Dayna Demyanovich, 15676 Golfview Ct., Riverview in the amount of \$74,000.00. She will be receiving a homebuyer subsidy of approximately \$14,000.00. Ms. Demyanovich has completed the required eight (8) hours of housing counseling.

If Council concurs with these sales, the attached Resolution will authorize the Mayor, City Clerk and Department of Legal Affairs to execute the necessary documents.

Also, since additional proposals were not received for 247 Walnut or 643-647 Vinewood the City's Realtor, Jerry Miller, will advertise these properties in accordance with the City's Sales Policy with no required minimum credit score.

Very truly yours,
Mark A. Kowalewski, City Engineer

February 22, 2012

The Honorable Mayor Joseph R. Peterson And City Council
City Hall, Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

The contract with Waste Management (WM) provides the City an option to provide subscription yard waste collection rather than having WM provide the service. This is an annual election of the City.

Attached is a summary of the proposal for the Department of Public Service (DPS) to perform the subscription service at \$54.25 per season rather than \$74.16 per season with WM. The fees to provide this service will be provided from the subscribers of the service.

I recommend the city provide this service. The service will be reevaluated next year.

Very truly yours,
Mark A. Kowalewski, City Engineer

February 22, 2012

The Honorable Mayor Joseph R. Peterson And City Council
City Hall
Wyandotte, Michigan

Dear Mayor Peterson and City Council Members

The Riverview Land Preserve has opened a free Electronics Collection Center at their location 20863 Grange, Riverview, Michigan for all Wayne County residents, schools and small businesses (10 employees or less). The hours for delivery are Monday thru Friday from 7:00 a.m. to 4:00 p.m., Saturday from 7:00 a.m. to 11:30 a.m. and closed Sundays and Holidays. For questions or further information you can call 734-281-4263 or visit www.riverviewlandpreserve.com. Please see the attached flyer.

Very truly yours,
Mark A. Kowalewski, City Engineer

February 22, 2012

The Honorable Mayor Joseph R. Peterson And City Council
City Hall, Wyandotte, Michigan

Dear Mayor Peterson and City Council Members:

In response to the Public Hearing for CDBG 2012-2013, held on February 13, 2012, the undersigned recommend the projects be approved as presented. For clarification, Census Tract 5806 Block Group 2 has the boundaries of Eureka to Oak Street and 9th Street to 15th Street; also Oak Street to Poplar Street and 9th Street to 10th Street. The streets being repaired within this census tract are as follow:

Electric from Oak to Pope John Paul II
Elm Street from 12th to 15th Street
9th Street from Oak to Eureka

The streets mentioned during the public hearing, 4th Street – St. Johns to Emmons and 4th Street – Goddard to Bondie, are not located in an income qualified area. The application was due to Wayne County on February 28, 2012, and submitted by the undersigned.

Very truly yours,
Mark A. Kowalewski, City Engineer

February 27, 2012

The Honorable Mayor Joseph R. Peterson And City Council
City Hall
Wyandotte, Michigan

RE: Phase II Final Site Plan for the Proposed Development
Located at 2070 Biddle Avenue, between Ford Avenue and Spruce

Dear Mayor Peterson and City Council Members:

Attached is the Resolution duly adopted by the Planning Commission at a regular meeting held on February 16, 2012, with regards to the Phase II Final Site Plan Approval for project known at 2070 Biddle Avenue between Ford Avenue and Spruce. In the Resolution, the Commission approved the plan provided additional plants are added to the hedge along Biddle Avenue. The Developer has revised the landscape plan to include this and Mr. Leman has reviewed and approved same.

Should you have any questions, please do not hesitate to contact the undersigned.

Very truly yours,
Elizabeth A. Krimmel, Chairperson, PLANNING COMMISSION

March 1, 2012

To: Honorable Mayor and City Council
From: Department of Legal Affairs
Re: Proposed Sewer Use Ordinance

Dear Mayor and City Council:

Enclosed is a proposed ordinance for first reading which updates the city's Sewer Use Ordinance to be consistent with the newly amended Wayne County Ordinance.

Respectfully submitted,
Department of Legal Affairs
LOOK, MAKOWSKI and LOOK, P.C.
William R. Look

CITIZEN PARTICIPATION

None

REPORTS AND MINUTES:

Financial Services Daily Cash Receipts	February 9-February 12, 2012
Beautification Commission	February 8, 2012
Building Code Board of Appeals	February 13, 2012
Wyandotte Historical Commission	January 12, 2012
Fire Fighter's Civil Service Commission	January 3, 2012
Municipal Service Commission	February 7, 2012
Retirement Commission	February 15, 2012
Wyandotte Recreation Commission	February 13, 2012
Zoning Board of Appeals	February 1, 2012
Design Review Committee	February 27, 2012
Planning Commission	February 16, 2012
Municipal Service Commission	February 21, 2012
Fire Commission Meeting	February 28, 2012
Fire Commission Meeting	January 24, 2012
Police Commission Meeting	January 24, 2012
Police Commission Meeting	February 28, 2012

RECESSRECONVENINGROLL CALL

Present: Councilpersons DeSana, Fricke, Galeski, Sabuda, Stec

Absent: Councilperson Browning

HEARING

SHOW CAUSE HEARING WHY THE BUILDING AT 302 GODDARD
WYANDOTTE SHOULD NOT BE DEMOLISHED, REMOVED OR OTHERWISE
MADE SAFE

Minutes from show cause hearings and inspection reports were received and made a part of the file.

FIRST READING OF ORDINANCES

AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF
WYANDOTTE BY AMENDING SEC. 38-1-1 ENTITLED
"SEWER USE ORDINANCE ADOPTED"

AN ORDINANCE ENTITLED
AN ORDINANCE TO AMEND THE CODE OF ORDINANCES BY AMENDING
SEC. 22-14-(7) OF THE MASSAGE ESTABLISHMENT ORDINANCE

RESOLUTIONS

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the reading of the minutes of the previous meeting be dispensed with and the same stand APPROVED as recorded without objection.

I move the adoption of the foregoing resolution.
MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
ROLL ATTACHED

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from Leonard P. Nadołski ; LTW Investments, LLC, 5000 E. Grand River , Howell, MI 48843 relative to a placement of a sign is hereby received and placed on file. AND BE IT FURTHER RESOLVED that Council GRANTS permission for the placement of a 6 x 4 real estate sign on city-owned property on Biddle Avenue in front of the vacant restaurant building at 1 St. John Street provided a Hold Harmless Agreement is executed as prepared by the Department of Legal Affairs and all necessary sign permits and fees are applied for in the Engineering Department and necessary insurance documents are placed on file in the City Clerk's Office.

I move the adoption of the foregoing resolution.
MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence Stec
YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that Council CONCURS in the recommendation as set forth in the communication of Mayor Peterson dated March 1, 2012 to appoint David S. Adamczyk, 3301 Biddle Avenue # 7B, Wyandotte, Michigan 48192 to the Planning Commission; term to expire April 2014. Mr. Adamczyk will fill the vacancy created by the untimely passing of the dedicated commissioner; William Roekershausen.

I move the adoption of the foregoing resolution.
 MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence Stec
 YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
 NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that Council CONCURS in the recommendation as set forth by the Fire Chief, Police and Fire Commission and City Administrator to promote Lieutenant Gregory Garrison to Fire Captain and Sergeant David Bartnicki to Fire Lieutenant with an effective date of March 6, 2012.

I move the adoption of the foregoing resolution.
 MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence Stec
 YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
 NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that Council hereby AUTHORIZES the General Manager to execute a contract with L & M Royal Air, Inc., in the amount of \$84,000.00 to supply horizontal connections, internal HVAC ductwork and geothermal energy systems for the NSP2 Bid Pack 5 homes, subject to the proper insurance and review by the Department of Legal Affairs.

I move the adoption of the foregoing resolution.
 MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence Stec
 YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
 NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the City Engineer regarding Lottery Drawing-NSP2 Homes File # 4572 is hereby received and placed on file; AND BE IT FURTHER RESOLVED that Council accepts the offer from Robert Toboy, 2402-12th Street, Wyandotte for the purchase of the city-owned property at 257 Walnut in the amount of \$115,000.00 including a homebuyer subsidy of approximately \$66,000.00 for a final mortgage of \$49,000.00; AND BE IT RESOLVED that Council accepts the offer from Dayna Demyanovich, 15676 Golfview Ct., Riverview, for the purchase of the city-owned property at 641 Vinewood in the amount of \$74,000.00 including a homebuyer subsidy of approximately \$14,000.00 for a final mortgage of 60,000.00; AND BE IT FURTHER RESOLVED that the Department of Legal Affairs, William R. Look, is hereby directed to prepare and sign the necessary sales documents and the Mayor and City Clerk be authorized to execute the purchase agreements and deeds; AND FURTHER that Council APPROVES the advertisement of 247 Walnut, 643 Vinewood, 645 Vinewood and 647 Vinewood with no required minimum credit score in accordance with the adopted Sales Policy for the NSP2 Homes.

I move the adoption of the foregoing resolution.
 MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence Stec
 YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
 NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the City Engineer dated February 22, 2012, regarding the Subscription Curbside Yard Waste is hereby received and placed on file; AND BE IT FURTHER RESOLVED that Council hereby APPROVES the Department of Public Service to provide Subscription Yard Waste Collection for the 2012 Season at a cost of \$54.25; AND BE IT FURTHER RESOLVED that the Engineering Department will place a notice on cable and the city web-site of the open enrollment.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana

Supported by Councilperson Lawrence S. Stec

YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the City Engineer regarding the Riverview Land Preserve Electronics Collection Center is hereby received and placed on file; AND BE IT FURTHER RESOLVED that a notice be placed on the City's Website relative to said program.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana

Supported by Councilperson Lawrence S. Stec

ROLL ATTACHED

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the City Engineer regarding the 2012-2013 CDBG program is hereby received and placed on file; AND BE IT FURTHER RESOLVED that the City Engineer is authorized to sign the CBDG Application on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana

Supported by Councilperson Lawrence S. Stec

YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec

NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that WHEREAS, the Final Site Plan consists of 2 sheets as prepared by Land Development Consulting Services, Inc.; AND

WHEREAS on February 16, 2012, at a Regular Meeting of Planning Commission, the Commission determined that the Final Site Plan reflects and adheres to those use patterns as approved in the Preliminary Plan and that the Final Site Plan complies with the requirements set forth in the City of Wyandotte's Zoning Ordinance, Section 2000 and that said Plan is subject to the terms and conditions set forth therein; AND

WHEREAS on February 16, 2012, at a Regular Meeting of Planning Commission the Commission resolved to recommend to the City Council that the Final Site Plan be accepted and approved subject to certain conditions and minor revision be made; AND

WHEREAS the following conditions still remain:

Parking requirements per the Zoning Ordinance for professional offices of doctors, dentist, veterinaries or similar professions, out-patient clinics require one (1) parking space for each fifty (50) square feet of usable floor area in waiting rooms and one (1) parking spaces for each examining room, dentist chair or similar use area and one (1) parking space for each two (2) employees. (Approval by the City Engineer.)

NOW THEREFORE BE IT RESOLVED BY THE CITY COUNCIL OF THE CITY OF WYANDOTTE that the City Council has previously approved the Preliminary site plan and now concurs with the resolution of the Planning Commission determining that the Final Site Plan is in compliance with the requirements set forth in the Zoning Ordinance Section 2000 and that said Plan are subject to the terms and conditions set forth therein

BE IT FURTHER RESOLVED that the Final Site Plan is accepted and approved subject to the conditions therein.

I move the adoption of the foregoing preamble and resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the communication from the Department of Legal Affairs relative to the first reading of an ordinance updating the City's Sewer Use Ordinance to be consistent with the newly amended Wayne County Ordinance is hereby received and placed on file.

I move the adoption of the foregoing resolution.

MOTION by Councilperson James R. DeSana
Supported by Councilperson Lawrence S. Stec
ROLL ATTACHED

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that a hearing was held on the 5th day of March 2012, where all parties were given an opportunity to show cause, if any they had, why the building at 302 Goddard, Wyandotte should not be demolished, removed or otherwise made safe, and BE IT FURTHER RESOLVED that the Council considered all reports and recommendations of the Hearing Officer and the City Engineer's Office and all other facts and considerations were brought to their attention at said hearing and made part of the hearing file; AND BE IT RESOLVED that the City Council hereby directs that said buildings located at 302 Goddard, Wyandotte should be DEMOLISHED and that the cost be assessed against the property in question as a lien. BE IT FURTHER RESOLVED that the parties of interest shall be forwarded a copy of this resolution forthwith so that they may appeal this decision to the Circuit Court within twenty-one (21) days of the date of this resolution if they so desire.

I move the adoption of the foregoing resolution.
 MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence Stec
 YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
 NAYS: None

Wyandotte, Michigan March 5, 2012

RESOLUTION by Councilperson James R. DeSana

RESOLVED by the City Council that the total bills and accounts in the amount of \$4,629,334.18 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

I move the adoption of the foregoing resolution.
 MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence Stec
 YEAS: Councilmembers DeSana, Fricke, Galeski, Sabuda, Stec
 NAYS: None

ADJOURNMENT

MOTION by Councilperson James R. DeSana
 Supported by Councilperson Lawrence S. Stec
 That we adjourn.
 Carried unanimously
 Adjourned at 7:55 PM
 March 5, 2012



William R. Griggs, City Clerk

FINANCIAL SERVICES DAILY CASH RECEIPTS

DATE 3-6-12

BEGINNING DATE 3-6-12 AND ENDING DATE 3-6-12

SALES RECEIPT # 226792 THRU 226796

RECEIPT # 226776 Dated 2-13-12 omitted from last deposit

DESCRIPTION	ACCOUNT NUMBER	KEY CODE	AMOUNT
ACCTS. RECEIVABLE - RESCUE	101-000-041-020	XL	
MIDWESTERN AUDIT A/R - RESCUE	101-000-041-021	XT	
MISCELLANEOUS RECEIPTS - STAPLES REFUND	101-000-655-040	RE	87.43
LIQUOR LICENSE	101-000-600-030	S2	
FINES DIST COURT WYANDOTTE	101-000-650-010	M1	
DIST COURT RIVERVIEW CASES	101-000-650-012	M3	
WORK FORCE WYANDOTTE	101-000-650-011	M2	
WORK FORCE RIVERVIEW	101-000-650-017	M6	
COURT TECHNOLOGY WYANDOTTE	101-000-650-018	M7	
COURT DRUG TESTING FEES	101-000-650-020	M9	
COURT SCREENING ASSESSMENTS	101-000-650-021	AS	
CHEMICAL AWARENESS	101-000-650-024	AW	
STATE DRUNK DRIV/DRUG CASE MGT	101-000-650-013	M4	
PRISONER BILLING	101-000-650-015	M5	
LAND CONTRACT REC. - UDAG	284-000-041-050	AR	
PARKING LOT LOANS	284-000-060-030	AR	
CINGULAR WIRELESS CELLSITE RENT	492-000-655-020	BB	
LAND CONTRACT/TIFA CONSOL.	492-000-041-050	AR	
LAND CONTRACT - TIFA DOWNTOWN	499-000-041-050	AR	
MUNICIPAL SERVICE SEWAGE	590-000-068-010	5A	
SELF INSURANCE REIMBURSEMENT	677-000-670-010	7A	
HEALTH INS. REIMB. - RETIREE	731-000-231-020	3R	
QUARTERLY HEALTH M.S. RETIREE	731-000-670-010	7R	
PD EMPLOYEE PENSION CONTRIB	731-000-392-040	EP	2,748.80
DESANA TRUST	701-000-391-034	DT	90.72
BACON LIBRARY REFUND-- 2010 TAX	101-000-227-000	MZ	14,428.86
AVIS - HEALTH INS	101-000-231-020	MZ	1,451.60
STATE OF MICH - PRINCIPAL RESIDENCE	101-000-411-050	MZ	360.81
TOTAL MONIES RECEIVED			<u>19,168.22</u>

TODD A. DRYSDALE
DIRECTOR OF FINANCIAL SERVICES

**WYANDOTTE CULTURAL AND HISTORICAL COMMISSION
MINUTES OF THE FEBRUARY 9, 2011 MEETING
MARX HOME**

PRESENT: Jody Egen, Sue Pilon, Dave Kostelnik, Tom Woodruff, Nancy Chascsa, Becca Bearden, Anne Ronco, Ken Munson, Stan Rutkowski, Michelle Blankenship, Eula Grooms

EXCUSED: Don Schultz

President Michelle Blankenship called the meeting to order at 6:33 p.m.

MINUTES: MOTION by Nancy Chascsa, supported by Stan Rutkowski, to approve the minutes of the January 12, 2012 meeting. **MOTION CARRIED (10-0).**

PRESIDENT'S REPORT:

Michelle said Anne had worked on the Commission roster but needed to finalize it, so Anne distributed a copy so everyone could review it and make any needed changes. Anne will send out the revised, and hopefully final, version soon after the meeting.

Michelle said that Shirley Prygoski has been selected as an honoree of the Women of Wyandotte group. There are a series of events scheduled for this, but the main one is February 18 at the Arts Center. Tickets are \$30. More info is available at 734-284-2937 or at www.womenofwyandotte.org.

Michelle addressed Commission Goals and Participation. She said that many components are in place and running smoothly, but she is also looking for consensus on exactly what the Commission should be doing. To that end, she will be meeting with city administrator Todd Drysdale soon.

BY MARCH 1, she requested that all Commissioners provide to her (via email or phone) the following:

- Why are you involved in the Commission: what are your personal goals/interests relating to the work?
- What do you, as an individual want to do to achieve those goals (if anything)?
- What do you perceive the Commission and Commissioner's duties to be?
- What should the Commission be doing that we are not doing currently?

She wants to make serving on the Commission a rewarding experience for all.

She said she will try to get meeting agendas out by Monday of meeting week. So if anyone has agenda items, they need to contact her before then, and RSVP their attendance at that time so we will hopefully always know if we will have a quorum.

The idea of moving the regular meeting time from 6:30 p.m. to 6:00 p.m. was raised, but tabled because it was thought that might be a problem for Don and he was not in attendance.

Michelle said she believes in open communication and she will share any interesting info she finds, such as the article she sent prior to the meeting. She encourages other to pass along items of

interest. She also wants all Commissioners to approach her if they are having an issue with her or their work on the Commission.

There was also some discussion about having an event or pot luck meeting so the Commissioners would have an opportunity to socialize. She wants to know if there is interest in that.

DIRECTOR'S REPORT:

The Finance Report for January was distributed and discussed.

MOTION by Eula Grooms, supported by Anne Ronco, to approve the finance report for January 2012 as presented, pending audit. MOTION CARRIED (10 – 0).

Jody and Sue presented on the work being done by the Wedding Committee. Sue has adopted this as a project in the same way Eula has the salvage project. The objectives are to increase the wedding business, as a revenue-enhancer, and bring more people into the museum that will hopefully come back for other events and perhaps even get involved/volunteer. Sue complimented Jody and Sarah for their hard work on this so far and said that the Commission will be updated on the progress periodically. A budget for some wedding related items was presented, as part of the overall plan to improve the wedding service. There were also some suggestions about advertising the museums to photographers for graduation photos, family portraits, Christmas card photos, etc. Sue said the committee would follow up on these suggestions. Anne also asked Sue to send her something from the committee for the next newsletter.

MOTION by Anne Ronco, supported by Stan Rutkowski, to authorize an expenditure of up to \$600 for the items listed in the Wedding Committee budget as presented. MOTION CARRIED (10 – 0).

In building updates, Jody said she is working with the city engineering department to obtain bids for roof and chimney repair for the Marx Home. Brick and mortar matching is an issue. There was also discussion about the roof: cedar shake vs. asphalt shingles. Dave brought samples of shingles and said he recommends the asphalt. The warranty is better and is consistent with the other two buildings. Nancy asked about the Marx porches and Jody said that Tommy will take care of those repairs.

MOTION by Nancy Chascsa, supported by Eula Grooms, to approve going out for bid for repair of the Marx Home roof including the roofs on the front and back porches, using asphalt shingles, with separate bids for both standard and lifetime warranty type of shingles. MOTION CARRIED (10 – 0).

Jody said the draft proposal for the basement exhibit project has been submitted to the Michigan Humanities Council.

FINANCE REPORT – WYANDOTTE MUSEUMS MONTH OF JANUARY 2012

From the desk of Jody Chansuolme

MONEY DEPOSITED WITH THE CITY OF WYANDOTTE TREASURY – AS OF FEBRUARY 09, 2012

Log Cabin Rental	\$ 00 – Cash \$ 0 - Checks \$ 0 – Total	Reserve 101-000-257-250-071
Admissions/ Donations	\$ 00 – Cash admissions \$ 0 - Check \$ 0 – Total	Reserve 101-000-257-250-071
Weddings	\$ 0 – Check \$ 0 - Cash \$ 0 – Total	Reserve 101-000-257-250-071
Marx Rent Deposited 1/12/12	\$ 625.00 – Check \$ 0 – Cash \$ 625.00 – Total	Marx Rental Account 101.000.655.655.021

Total of all deposits: **\$ 625.00**

EXPENSES

HEAT/ GAS		
MacNichol	\$ 616.30	City
Marx	\$ 347.57	City
Log Cabin	\$ 29.80	City
Burns	\$ 272.64	City
<i>Subtotal</i>	\$ 1,266.31	
WATER		
MacNichol	\$ 45.15	City
Marx	\$ 11.40	City
Log Cabin	\$ 0	City
Burns	\$ 15.24	City
<i>Subtotal</i>	\$ 71.79	
ELECTRIC		
MacNichol	\$ 211.48	City
Marx - includes \$53.37 outside 400W	\$ 133.98	City
Burns	\$ 54.09	City
<i>Subtotal</i>	\$ 399.55	
PHONE		
MacNichol	\$ 21.55	City
Marx	\$ 21.61	City
Burns	\$ 132.11	City
<i>Subtotal</i>	\$ 175.27	
Subtotal All Utilities:		\$ 1,912.92

MISCELLANEOUS		
Tuttle Supply Inc. – Restroom and cleaning supplies	\$ 209.80	City
Meijer – Cleaning supplies	\$ 45.64	City

Whipple Printing – 100 HES posters, 500 HES postcards	\$ 338.00	City – Printing
Wyandotte Alarm – Alarm monitoring 2630 Biddle Ave.	\$ 186.00	City – B&G
Wyandotte Alarm – Alarm monitoring 2610 Biddle Ave.	\$ 186.00	City – B&G
Hoods – Plumbing Supplies for toilet repair	\$ 6.10	City – B&G
Staples – General office supplies, new paper trimmer	\$ 211.75	City – Office Supply

Subtotal All Miscellaneous: \$ 1,183.29

CURRENT BUDGET BALANCES – AS OF FEBRUARY 9, 2012

SUPPLY LINE	BALANCE YEAR TO DATE	2011 BUDGET
Office Supplies	\$ 747.56	\$ 1,050.00
Postage	\$ 80.00	\$ 80.00
Building Maintenance & Supplies	\$ 1,591.98	\$ 8,279.00
Printing	\$ 654.65	\$ 800.00
Electric	\$ 5,647.47	\$ 6,700.00
Water	\$ 1,241.18	\$ 1,675.00
Heat	\$ 8,212.24	\$ 10,200.00
Education	\$ 240.00	\$ 240.00
Automobile	\$ 160.00	\$ 160.00
Reserve	\$ 69,184.42	n/a

2012 MAR - 9 P 3:53

WYANDOTTE CITY CLERK

Jody distributed the 2011 Heritage Event Series Annual Report. She reviewed the format and said that she will be seeking approval of the document at next month's meeting, then it will be presented to City Council for their approval.

Ken suggested that extra HES posters be ordered and sold through the gift shop.

FRIENDS: Ken said that he presented the idea of supporting the basement exhibit project to the Friends Board but the issue was not decided at this time. Sue's term was up at the end of 2011. She said she was willing to continue to serve, but in light of the conversation about everyone choosing an area of interest in which to serve, and her participation on the Wedding Committee, she said she would defer if someone else wanted to serve. Sue was reappointed, but there may be future discussion based on the interest of other Commissioners in this area.

HISTORICAL SOCIETY:

Anne and Michelle will meet soon with Wally Hayden and Brian Baird of the Wyandotte Historical Society Board. We are starting to share minutes of meetings and a joint meeting will be proposed to open the lines of communication.

The Society's March 9 meeting will feature Gerry Wykes speaking on the War of 1812.

OLD BUSINESS:

Dave reported on the status of the plaques/signs at BASF Park. Two of the signs/posts are in need of repair, one requires some cleaning, and one is missing. The idea of adding a new sign, commemorating the 200th anniversary of the War of 1812, was discussed. Jody will look up the records for the original signs and bring them to the next meeting so the discussion can continue.

NEW BUSINESS:

Jody distributed HES posters and postcards.

She also informed the commission of a website/iphone app – www.whatwasthere.com. There's link to it on the museum's website.

ANNOUNCEMENTS/COMMUNICATION:

Michelle referred everyone to www.hsmichigan.org for info on a conference that may be of interest.

ATTENTION TO AUDIENCE: None.

MOTION by Anne Ronco, supported by Nancy Chascsa, to adjourn the meeting at 8:15 p.m.
MOTION CARRIED (10 – 0).

Next Meeting: March 8, 2012
Respectfully Submitted; Sue Pilon