

AGENDA FOR THE COMMITTEE OF THE WHOLE AND REGULAR SESSION  
MONDAY, JANUARY 26th, 2015 7: 00 PM  
PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON  
CHAIRPERSON OF THE EVENING: THE HONORABLE DONALD SCHULTZ

ROLL CALL: FRICKE, GALESKI, MICIURA, SABUDA, SCHULTZ, STEC

PRESENTATION:

PRESENTATION BY PLAV POST 74  
LADIES AUXILIARY REGARDING  
MATS FOR HOMELESS  
VETERANS

PERSONS IN THE AUDIENCE:

NEW BUSINESS (ELECTED OFFICIALS):

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

1. Communication from Mayor Peterson submitting a resignation letter from a Commissioner and appointing a new Downtown Development Authority Commissioner.
2. Communication from the Chief of Police regarding hiring a new Police Officer.

3. Communication from the Superintendent of Recreation submitting an amendment to the current Boat Ramp Contract.

4. Communication from the Special Event Coordinator submitting Wyandotte Street Art Fair Food Vendor and Non Profit applications.

5. Communication from the City Engineer submitting ByLaws-Alliance of Downriver Watersheds (ADW).

CITIZENS PARTICIPATION:

REPORTS AND MINUTES:

Finance Daily Cash Receipts	January 15, 2015
Retirement Commission Meeting	January 15, 2015
Beautification Commission	November 12, 2014
Beautification Commission	January 14, 2015
Downtown Development Authority	December 9, 2014
Wyandotte Recreation Commission	January 13, 2015



Warren C. Evans  
County Executive

**FYI**

January 14, 2015

**RE: Wayne County Sponsored Household Hazardous Waste Collections**

Dear Community Leader:

Wayne County Department of Public Service's Land Resource Management Division (LRMD) is pleased to announce the scheduled countywide Household Hazardous Waste (HHW) collections for 2015.

The HHW collections run from 8:00 a.m. to 2:00 p.m. and are scheduled for:

- **Saturday, April 4, 2015** at Romulus Civic Center located at 11111 Wayne Road, Romulus
- **Saturday, May 2, 2015** at Flat Rock Community Fields, off of Gibraltar Road by Flat Rock High School, located at 25600 Seneca Street, Flat Rock
- **Saturday, June 20, 2015** at Henry Ford College located at 5101 Evergreen Road, Dearborn
- **Saturday, August 15, 2015** at Westland Shopping Center located on Warren Road and Nankin Blvd. in Westland
- **Saturday, October 10, 2015** at Wayne County Community College located at 21000 Northline Road, Taylor

These collections are open to Wayne County residents only. Please help us, as always, to make them successful by spreading the word within your community. Feel free to make copies of the enclosed flyers for distribution. Please contact me at 734-326-5708 if you have any questions. Thank you!

Sincerely,

*Baby J Valikodath*

Baby "Sushy" Valikodath  
Resource Recovery Coordinator  
Land Resource Management Division

Enc: HHW flyers

cc: Mr. Patrick Cullen, LRMD Director  
Ms. Mary Vangieson, LRMD Department Administrator

DEPARTMENT OF PUBLIC SERVICES  
LAND RESOURCE MANAGEMENT DIVISION/ WATER QUALITY MANAGEMENT DIVISION  
3600 COMMERCE COURT, BUILDING E, WAYNE, MICHIGAN 48184  
(734) 326-3936 • FAX (734) 326-4421



Warren C. Evans  
County Executive



# Household Hazardous Waste Collection

Sponsored by:

Wayne County Department of Public Services

(734) 326-3936

Saturday, April 4, 2015 — 8 a.m. to 2 p.m.

Romulus Civic Center

11111 Wayne Road

(At Goddard, just south of I-94 Wayne Road exit)



### Examples of Acceptable Items

- Household paints, stains, dyes
- Floor wax, floor care products, carpet cleaner
- Furniture polish, bathroom cleaners, stain removers, solvents
- Pharmaceutical Waste (**NON-CONTROLLED SUBSTANCES ONLY**)
- Nail polish, glue
- Fertilizer, lawn and garden chemicals, pesticides
- Antifreeze, motor oil, gasoline, propane tanks
- Automotive batteries and dry cell batteries, fluorescent bulbs (all types)
- Fire extinguishers, smoke detectors
- Mercury thermometers, thermostats and elemental mercury



### Electronics Recycling

- Computer CPU's, monitors, printers, scanners, keyboards, mice
- Cell phones, fax machines, copiers, and televisions



\*\*\*\*\*  
 ★ **Only household generated products from Wayne County** ★  
 ★ **residents will be accepted.** ★  
 ★

★ **Items that will not be accepted include:** Commercial waste, Industrial waste, radioactive material, explosives, ammunition, 55 gallon drums, shock sensitive materials, household trash, refrigerators, microwaves or other appliances, tires, yard waste, roofing shingles, & concrete. For information on how to dispose of these items, please contact the Wayne County Resource Recovery Coordinator at 734-326-3936.  
 ★

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Warren C. Evans  
County Executive



# Household Hazardous Waste Collection

Sponsored by:

Wayne County Department of Public Services

(734) 326-3936

Saturday, May 2, 2015 — 8 a.m. to 2 p.m.

Flat Rock Community Fields

Off of Gibraltar Road by Flat Rock HS

(Flat Rock HS, 25600 Seneca Street)



### Examples of Acceptable Items

- Household paints, stains, dyes
- Floor wax, floor care products, carpet cleaner
- Furniture polish, bathroom cleaners, stain removers, solvents
- Pharmaceutical Waste (**NON-CONTROLLED SUBSTANCES ONLY**)
- Nail polish, glue
- Fertilizer, lawn and garden chemicals, pesticides
- Antifreeze, motor oil, gasoline, propane tanks
- Automotive batteries and dry cell batteries, fluorescent bulbs (all types)
- Fire extinguishers, smoke detectors
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 ★ trash, refrigerators, microwaves or other appliances, tires, yard waste, roofing shingles, &  
 ★ concrete. For information on how to dispose of these items, please contact the  
 ★ Wayne County Resource Recovery Coordinator at 734-326-3936.  
 ★

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Warren C. Evans  
County Executive



# Household Hazardous Waste Collection

Sponsored by:

Wayne County Department of Public Services  
(734) 326-3936

Saturday, June 20, 2015 — 8 a.m. to 2 p.m.

Henry Ford College

5101 Evergreen Rd., Dearborn

(Just south of Ford Road)



### Examples of Acceptable Items

- Household paints, stains, dyes
- Floor wax, floor care products, carpet cleaner
- Furniture polish, bathroom cleaners, stain removers, solvents
- Pharmaceutical Waste (**NON-CONTROLLED SUBSTANCES ONLY**)
- Nail polish, glue
- Fertilizer, lawn and garden chemicals, pesticides
- Antifreeze, motor oil, gasoline, propane tanks
- Automotive batteries and dry cell batteries, fluorescent bulbs (all types)
- Fire extinguishers, smoke detectors
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- Computer CPU's, monitors, printers, scanners, keyboards, mice
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 ★ Wayne County Resource Recovery Coordinator at 734-326-3936.  
 ★

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Warren C. Evans  
County Executive



# Household Hazardous Waste Collection

Sponsored by:

Wayne County Department of Public Services  
(734) 326-3936

Saturday, August 15, 2015 — 8 a.m. to 2 p.m.

Westland Shopping Center

Enter off Nankin Blvd. from Central City Pkwy.  
(Lot behind JCP Store)



### Examples of Acceptable Items

- Household paints, stains, dyes
- Floor wax, floor care products, carpet cleaner
- Furniture polish, bathroom cleaners, stain removers, solvents
- Pharmaceutical Waste (**NON-CONTROLLED SUBSTANCES ONLY**)
- Nail polish, glue
- Fertilizer, lawn and garden chemicals, pesticides
- Antifreeze, motor oil, gasoline
- Automotive batteries and dry cell batteries, fluorescent bulbs (all types)
- Fire extinguishers, smoke detectors
- Mercury thermometers, thermostats and elemental mercury



### Electronics Recycling

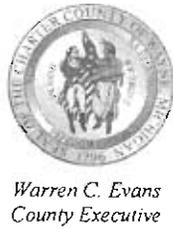
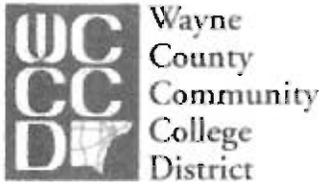
- Computer CPU's, monitors, printers, scanners, keyboards, mice
- Cell phones, fax machines, copiers, and televisions



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 ★ residents will be accepted. ★  
 ★

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 ★ Wayne County Resource Recovery Coordinator at 734-326-3936.  
 ★

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# Household Hazardous Waste Collection

Sponsored by:

Wayne County Department of Public Services  
(734) 326-3936



Saturday, October 10, 2015 — 8 a.m. to 2 p.m.  
Wayne County Community College District  
Downriver Campus  
21000 Northline Road, Taylor

### Examples of Acceptable Items

- Household paints, stains, dyes
- Floor wax, floor care products, carpet cleaner
- Furniture polish, bathroom cleaners, stain removers, solvents
- Pharmaceutical Waste (**NON-CONTROLLED SUBSTANCES ONLY**)
- Nail polish, glue
- Fertilizer, lawn and garden chemicals, pesticides
- Antifreeze, motor oil, gasoline, propane tanks
- Automotive batteries and dry cell batteries, fluorescent bulbs (all types)
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**Only household generated products from Wayne County residents will be accepted.**

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# PRESENTATION

## OFFICIALS

Thomas Woodruff  
CITY ASSESSOR

William R. Griggs  
CITY CLERK

Todd M. Browning  
TREASURER



JOSEPH R. PETERSON  
MAYOR

## COUNCIL

Sheri M. Sutherby-Fricke  
Daniel E. Galeski  
Tadeusz Miciura Jr.  
Leonard T. Sabuda  
Donald Schultz Jr.  
Lawrence S. Stec

TO: William R. Griggs  
City Clerk

FROM: Julie Sadlowski  
Office of the Mayor & City Council

DATE: January 20, 2015

SUBJECT: Presentation at 1/26/15 Council Meeting

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**Monday, January 26, 2015**

## **Presentation by PLAV Post 74 Ladies Auxiliary - Mats for Homeless Veterans**

Please place this item at beginning of the agenda as you have so kindly done in the past. Feel free to contact me at Ext. 4544 if you have any questions.

Thank you.

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

①

MEETING DATE: January 26, 2015

AGENDA ITEM # \_\_\_\_\_

**ITEM:** Downtown Development Authority Resignation & Appointment

**PRESENTER:** Mayor Joseph R. Peterson



**INDIVIDUALS IN ATTENDANCE:** Mayor Joseph R. Peterson

**BACKGROUND:** Due to the resignation of Peter Rose, I am requesting that the City appoint Rick DeSana to fill the unexpired term. Term to expire June 2016.

**STRATEGIC PLAN/GOALS:** n/a

**ACTION REQUESTED:** Accept the resignation letter of Peter Rose and appoint Rick DeSana.

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

**IMPLEMENTATION PLAN:** n/a

**COMMISSION RECOMMENDATION:** n/a

**CITY ADMINISTRATOR'S RECOMMENDATION:**

**LEGAL COUNSEL'S RECOMMENDATION:** n/a

**MAYOR'S RECOMMENDATION:**

**LIST OF ATTACHMENTS:** Resignation letter from Peter Rose and recommendation letter for Rick DeSana

# CHELSEA

*The Chelsea Group, L.L.C. Chelsea • Willow Tree*

www.chelseamenswear.com • www.willowtreefashions.com  
2944 BIDDLE AVE., WYANDOTTE, MICHIGAN 48192  
734.285.7020 • 734.285.0895 (FAX)

January 14, 2015

**RECEIVED**

JAN 16 2015

CITY OF WYANDOTTE  
MAYOR'S OFFICE

Mayor Joe Peterson

City of Wyandotte

3200 Biddle Ave.

Wyandotte, MI 48192

Dear Mayor Peterson:

After much consideration, I have determined that the best interests of my company are diminished by the time and mental space necessary to be an effective and engaged Downtown Development Commissioner. Diverted attention from Chelsea and Willow Tree results in reduced attention for matters that I am more equipped to navigate.

Effective with your reading of this letter is my resignation from the DDA.

I have tried to be clear, focused and balanced, and dedicated to the betterment of the City of Wyandotte, and I am appreciative for the experience.

Good luck in future endeavors.

Sincerely,



Peter Rose

The Chelsea Group, L.L.C.

**OFFICIALS**

Thomas Woodruff  
CITY ASSESSOR

William R. Griggs  
CITY CLERK

Todd M. Browning  
TREASURER



**JOSEPH R. PETERSON  
MAYOR**

**COUNCIL**

Sheri M. Sutherby-Fricke  
Daniel E. Galeski  
Tadeusz Miciura Jr.  
Leonard T. Sabuda  
Donald Schultz Jr.  
Lawrence S. Stec

January 26, 2015

The Honorable City Council  
City of Wyandotte  
3200 Biddle Avenue – Ste. 300  
Wyandotte MI 48192

RE: Appointment of DDA Board Member

Gentlemen and Madam:

Due to resignation of Downtown Development Authority Board Member Peter Rose, I am recommending that Rick DeSana be appointed to fill Mr. Rose's unexpired term.

Mr. DeSana owns and operates two businesses in the DDA District; the Stone Pub and Captain's. I believe Mr. DeSana would make an excellent addition to the DDA Board.

Your support is greatly appreciated.

Sincerely,

A handwritten signature in cursive script that reads "Joseph R. Peterson".

Joseph R. Peterson  
Mayor

**MODEL RESOLUTION:**

RESOLUTION

Wyandotte, Michigan  
Date: January 26, 2015

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

RESOLVED by the City Council that Council hereby ACCEPTS the resignation of Peter Rose from the Downtown Development Authority and thanks Mr. Rose for his service; and

BE IT FURTHER RESOLVED the City Council that Council hereby CONCURS with the recommendation of Mayor Peterson to appoint Rick DeSana to the Downtown Development Authority. Term to expire June 2016.

I move the adoption of the foregoing resolution.

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

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

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	Fricke	_____
_____	Galeski	_____
_____	Miciura	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	Stec	_____

CITY OF WYANDOTTE  
REQUEST FOR COUNCIL ACTION

2.

**MEETING DATE:** January 26, 2015

**AGENDA ITEM #** \_\_\_\_\_

**ITEM:** Hiring – Police Officer Johnathon L. Theisen

**PRESENTER:** Daniel J. Grant, Chief of Police



**INDIVIDUALS IN ATTENDANCE:** Dan Grant

**BACKGROUND:** The City of Wyandotte accepted applications for the position of Police Officer until November 7, 2014 and the applicants had until November 30<sup>th</sup> to take the entry level written examination as administered by EMPCO Inc. Those applicants who were successful in passing the examination were then required to take a physical agility test which was administered at Wyandotte Roosevelt High School with the passing candidates being invited for a formal interview. The candidates were ranked according to their scores throughout the process and the highest scoring candidates had a background investigation conducted on them. After completion of this extensive process, we are requesting City Council approval to hire candidate Johnathon Theisen who has done a great job in our selection process.

John, who is a Taylor resident, has recently completed his Associates degree at Schoolcraft College along with graduation from the Wayne County Regional Police Academy in Livonia. I have spoken with John and he is very excited about this opportunity to work with the Wyandotte Police Department. If John is approved for hire by the city Council, a conditional job offer will be presented to him with his hiring being contingent upon passing physical and psychological examinations

**STRATEGIC PLAN/GOALS:** To hire candidate Johnathon Theisen and have him enter our 12-week Field Training Program and upon successful completion he will begin solo patrols on a probationary status for 18-months.

**ACTION REQUESTED:** Concur with the Police Department to hire John Theisen as a probationary Police Officer.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Funds for this position's salary/benefits are budgeted in the Police Department budget in the salary account 101-301-725-110.

**IMPLEMENTATION PLAN:** The City Administrator's Office will coordinate the hiring and implementation of benefits for the position.

**COMMISSION RECOMMENDATION:** The Police Commission is aware of this matter before the City Council and is expected to concur with the hiring at their next meeting on January 27, 2015.

**CITY ADMINISTRATOR'S RECOMMENDATION:** Based on a review of the City's current resources, organizational structure, and staffing expectations, the filling of this position appears necessary to provide effective services to the residents of the City of Wyandotte. Concur with recommendation.

  
\_\_\_\_\_  
(Todd Drysdale, City Administrator)

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

**MAYOR'S RECOMMENDATION:** Concur with recommendation.

  
\_\_\_\_\_  
(Joseph Peterson, Mayor)

**LIST OF ATTACHMENTS:**

1. Letter of Conditional Job Offer
2. Employment application

**MODEL RESOLUTION:**

RESOLUTION

Wyandotte, Michigan  
Date: January 26, 2015

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

BE IT RESOLVED BY THE CITY COUNCIL that Council Concurs with the determination that a vacancy exists for the position of Police Officer and the Council authorizes the filling of such vacancy and

FURTHER RESOLVED BY THE CITY COUNCIL that subsequent to a written examination, physical agility test, interview panel, and background investigation conducted by the Police Department, candidate Johnathon Theisen is being offered employment as a probationary Police Officer contingent upon his successful completion of physical, drug screen, and psychological examinations.

I move the adoption of the foregoing resolution.

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

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

YEAS

COUNCIL

NAYS

Browning  
DeSana  
Fricke  
Galeski  
Sabuda  
Stec

**MAYOR**  
Joseph R. Peterson

**CITY CLERK**  
William R. Griggs

**TREASURER**  
Todd M. Browning

**CITY ASSESSOR**  
Thomas R. Woodruff



**CITY COUNCIL**

Sheri Sutherby Fricke

Daniel E. Galeski

Ted Miciura, Jr.

Leonard T. Sabuda

Donald C. Schultz

Lawrence S. Stec

January 14, 2015

Johnathon L. Theisen

Taylor, Mich. 48180

Dear Johnathon,

Congratulations, you have successfully completed the initial selection process for the position of Police Officer with the Wyandotte Police Department. I am authorized to extend to you a conditional offer of employment, subject to your ability to successfully complete a comprehensive medical/psychological examination and drug screening. Upon acceptance of this offer you will be scheduled for these examinations to be conducted. Please give careful consideration to your acceptance as the City of Wyandotte incurs considerable expense for this testing. A final offer of employment will be rendered to those applicants successfully completing the entire process with employment beginning soon thereafter.

Please return this letter within 24 hours to my attention after filling in your appropriate response below. We are looking forward to a successful employment relationship.

Sincerely,

Daniel J. Grant  
Chief of Police

\_\_\_\_\_ I accept this conditional offer of employment, understanding that I must successfully complete additional testing to receive a final offer.

\_\_\_\_\_ I decline this offer.

SIGNED \_\_\_\_\_ DATE \_\_\_\_\_

CITY OF WYANDOTTE, MICHIGAN 48192

# APPLICATION FOR EMPLOYMENT

(PLEASE PRINT PLAINLY)

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

### EMPLOYMENT DESIRED

Position applied for police officer

Have you read the description of this job?  Yes  No

Are you qualified to perform these duties?  Yes  No

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

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

Date you can start 04/25/2014 Wage expected \$ BASE WAGE FOR POSITION AVAILABLE

### PERSONAL INFORMATION

Social Security Number \_\_\_\_\_

Name Thelsen Johnathon Lee  
Last First Middle

Address Taylor Michigan 48180  
Street City State Zip Code

Telephone (including area code) \_\_\_\_\_

Other last names used while working, if any \_\_\_\_\_

Are you a U.S. Citizen?  Yes  No

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

Have you ever been convicted of a crime?  Yes  No

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

Are there any felony charges pending against you?  Yes  No

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

Have you ever served in the U.S. Military?

Yes  No

If yes, indicate branch of military? \_\_\_\_\_

Dates of duty: From \_\_\_\_\_ To \_\_\_\_\_ Type of discharge \_\_\_\_\_  
Month Day Year Month Day Year

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

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

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

If yes, what type of license do you hold? motorcycle

Have you ever employed by the City of Wyandotte?  Yes  No

If so, when? \_\_\_\_\_

Have any of your relatives ever been employed by the City of Wyandotte?  Yes  No

If yes, indicate names and dates employed \_\_\_\_\_

Are you a smoker?  Yes  No

If yes, will you abide by the City's smoking policy?  Yes  No

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

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

Have you ever been bonded on a job?  Yes  No

If so, where and when? \_\_\_\_\_

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

Name Christine Czewski Telephone (including area code) \_\_\_\_\_

Address \_\_\_\_\_ Taylor Michigan 48180  
Street City State Zip Code

**PERSONAL REFERENCES (Not former employers or relatives)**

Name and Occupation	Address	Phone Number
William Kish, sergeant for Lincoln Park police	48167	
Jerry Snider, Laboratory Specialist at Alfair E ENGINEERING		
David Nester, Chiropractor	1	

**EDUCATION**

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

CPR/FIRST AID CERTIFIED, STANDARDIZED FIELD SOBRIETY TRAINING, CRIME SCENE TRAINING

	NAME	CITY/STATE	DEGREE	MAJOR
High School	John F. Kennedy	Taylor, MI	High School Diploma	
College	Schoolcraft	Livonia, MI	Associates Degree, Criminal Justice	
Other	Wayne County Regional Police Academy	Livonia, MI	Certificate	

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

F.P Painting and Maintenance

1. Firm name \_\_\_\_\_

Employed from 01 2013 to 05 2013  
month year month year

Type of business House painting and maintenance

Address \_\_\_\_\_ Grosse Ile MI 48138  
Street City State Zip Code

Telephone Number \_\_\_\_\_ Name of supervisor \_\_\_\_\_

Positions Assistant Starting salary \$ 15.00 Final salary \$ 15.00

Duties performed painting, plumbing, landscaping, wall repair

Reason for leaving to start the police academy

If presently employed, may we contact your supervisor?  Yes  No If yes, telephone \_\_\_\_\_

CMA Heavy Haul INC

2. Firm name \_\_\_\_\_

Employed from 04 2004 to 06 2010  
month year month year

Type of business Truck company

Address \_\_\_\_\_ MI 48168  
Street City State Zip Code

Telephone Number \_\_\_\_\_ Name of supervisor \_\_\_\_\_

Positions Dispatcher Starting salary \$ 10.00 Final salary \$ 13.50

Duties performed Dispatch, schedule trucks, answer phones, order permits, drive pilot car

Reason for leaving Fired

Have you ever been suspended or discharged from employment?  Yes  No

If yes, please explain was fired without a clear explanation. FROM CMA HEAVY HAUL INC.

**EDUCATION**

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

	NAME	CITY/STATE	DEGREE	MAJOR
High School				
College				
Other				

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

3-1 Firm name Bright Powersports

Employed from 09 2000 to 04 2004  
month year month year

Type of business motorcycle shop

Address 4181 Dix Hwy Lincoln Park MI 48146  
Street City State Zip Code

Telephone Number \_\_\_\_\_ Name of supervisor \_\_\_\_\_

Positions parts counter Starting salary \$ approx. 8.50 Final salary \$ approx. 9.50

Duties performed answer phones, order parts, stock shelves

Reason for leaving let go after new owner took over

If presently employed, may we contact your supervisor?  Yes  No If yes, telephone \_\_\_\_\_

4-2 Firm name West Side Beer Distributor

Employed from 06 2000 to 09 2000  
month year month year

Type of business beer distributor

Address 28100 Gorsuch Romulus MI 48174  
Street City State Zip Code

Telephone Number 734-946-6200 Name of supervisor \_\_\_\_\_

Positions hi-lo driver Starting salary \$ approx 8.25 Final salary \$ approx 8.75

Duties performed hi-lo driver in the bottle recycling department

Reason for leaving quit to work at Bright Powersports

Have you ever been suspended or discharged from employment?  Yes  No

If yes, please explain \_\_\_\_\_

**EDUCATION**

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

	NAME	CITY/STATE	DEGREE	MAJOR
High School				
College				
Other				

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

5 **1. Firm name** Country Skillet

Employed from approx. 02 1997 to 06 2000  
month year month year

Type of business restaurant

Address 21000 Ecorse Taylor MI 48180  
Street City State Zip Code

Telephone Number \_\_\_\_\_ Name of supervisor \_\_\_\_\_

Positions Dishwasher, Cook, Prepcook Starting salary \$ 4.25 Final salary \$ approx. 7.50

Duties performed wash dishes, prepare food, line cook

Reason for leaving quit to work at West Side Beer Distributor

If presently employed, may we contact your supervisor?  Yes  No If yes, telephone \_\_\_\_\_

**2. Firm name** \_\_\_\_\_

Employed from \_\_\_\_\_ to \_\_\_\_\_  
month year month year

Type of business \_\_\_\_\_

Address \_\_\_\_\_  
Street City State Zip Code

Telephone Number \_\_\_\_\_ Name of supervisor \_\_\_\_\_

Positions \_\_\_\_\_ Starting salary \$ \_\_\_\_\_ Final salary \$ \_\_\_\_\_

Duties performed \_\_\_\_\_

Reason for leaving \_\_\_\_\_

Have you ever been suspended or discharged from employment?  Yes  No

If yes, please explain \_\_\_\_\_

CITY OF WYANDOTTE  
REQUEST FOR COUNCIL ACTION



MEETING DATE: January 26<sup>th</sup>, 2015

**ITEM:** Amendment to the current Boat Ramp Contract

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

**INDIVIDUALS IN ATTENDANCE:** N/A

**BACKGROUND:** In December 2013, the City of Wyandotte entered into a two year lease renewal for operations of the city owned Boat Ramp with George Campbell. In this contract, the pricing structure for launching boats is divided with residents paying one fee and non-residents paying a slightly higher fee. This contract is set to expire on December 31<sup>st</sup> of 2015.

On December 8<sup>th</sup>, the City received a letter from the Department of Natural Resources regarding the fee structure at our Boat Ramp. The DNR stated the current pricing structure is a violation of the Waterways Fund Grant-In-Aid agreement. This violation currently deems the City ineligible for grants from the DNR, including the grant designated for the possible Marina project.

In order to become compliant and be reinstated to the eligible list for grants, we must amend the current Boat Ramp contract with the new pricing guidelines. The new pricing structure means residents and non-residents will both pay the same price for daily launching and season passes.

**STRATEGIC PLAN/GOALS:** To continue to provide the finest services and quality of life while advocating economic development and wise use of our waterfront.

**ACTION REQUESTED:** Adopt a resolution concurring with the Superintendent of Recreation's recommendation to have the Mayor and City Clerk sign amended Boat Ramp Contract.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** Remaining lease payments will continue to be deposited into Account #101-000-651-060

**IMPLEMENTATION PLAN:**

**COMMISSION RECOMMENDATION:** At the regular scheduled Commission meeting on January 13<sup>th</sup>, 2015 the Recreation Commission discussed and agreed to set the new launching rates for the Boat Ramp facility.

**CITY ADMINISTRATOR'S RECOMMENDATION:**

*J. Dunsdale*

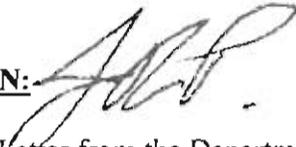
LEGAL COUNSEL'S RECOMMENDATION: Contract was forwarded to Bill Look's Office  
*W. Look (reviewed contract)*

MAYOR'S RECOMMENDATION:

- LIST OF ATTACHMENTS:
- 1) Letter from the Department of Natural Resources
  - 2) Boat Ramp Lease Extension through 2015 signed in December of 2013
  - 3) Amended Boat Ramp Lease Agreement to be signed
  - 4) Copy of George Campbell's current insurance

**LEGAL COUNSEL'S RECOMMENDATION:** Contract was forwarded to Bill Look's Office

**MAYOR'S RECOMMENDATION:**



**LIST OF ATTACHMENTS:**

- 1) Letter from the Department of Natural Resources
- 2) Boat Ramp Lease Extension through 2015 signed in December of 2013
- 3) Amended Boat Ramp Lease Agreement to be signed
- 4) Copy of George Campbell's current insurance

**RESOLUTION:**

Wyandotte, Michigan  
Date: January 26<sup>th</sup>, 2015

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

**Resolved by the City Council that Council hereby authorizes the Mayor and City Clerk to sign the amended Boat Ramp Lease Agreement as submitted by the Superintendent of Recreation.**

I move the adoption of the foregoing resolution.

MOTION by

Councilmen \_\_\_\_\_

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

YEAS

COUNCIL

NAYS

Fricke  
Galeski  
Miciura  
Sabuda  
Schultz  
Stec



RICK SNYDER  
GOVERNOR

STATE OF MICHIGAN  
DEPARTMENT OF NATURAL RESOURCES  
LANSING



KEITH CREAGH  
DIRECTOR

December 8, 2014

Mayor Joseph Peterson  
City of Wyandotte  
3200 Biddle Avenue, Suite 300  
Wyandotte, Michigan 48192

Dear Mayor Peterson,

In 2009, an audit of your boat launch operations cited a violation of your agreement with the Michigan State Waterways Commission (MSWC). The specific violation is the practice of charging non-residents boaters a different fee than residents. After receiving a complaint and investigating your website, we found the practice continues today for the non-resident boaters visiting the Wyandotte Municipal Launch Facility.

The violation puts the City of Wyandotte (City) on the ineligible list for grants from the State of Michigan, Department of Natural Resources. This includes the federal Sport Fish Restoration, BIG P Tier 2 Grant, recently awarded to the City of Wyandotte for \$1,170,500.

To comply with the terms of the Waterways Fund Grant-In-Aid agreement, the City must make the launch fees equal for all users. We encourage you to make the necessary changes as soon as possible to become compliant and reinstate your grant eligibility status. The Michigan State Waterways Commission meets every other month throughout the state and the next meeting will be in February. To put an item on the commission's agenda, please contact Darlene Moore, MSWC Administrative Assistant, at 517-284-6138. Ms. Moore can provide details on the process, time and specific location of that meeting.

Please contact at (517) 284-6086, if you have any questions.

Sincerely,

Bill Boik  
Programs and Grants Manager

Attachment

cc: Ronald A. Olson, Chief  
Vicki Anthes, Planning Chief  
Ken Ray

AGREEMENT BETWEEN THE CITY OF WYANDOTTE  
&

George Campbell, 845 Riverbank, Wyandotte, MI 48192

FOR THE OPERATION OF THE  
WYANDOTTE MUNICIPAL BOAT RAMP

AGREEMENT made and entered into this \_\_\_\_ day of December, A.D., **2013**, by and between the CITY OF WYANDOTTE, a Municipal Corporation in the County of Wayne, State of Michigan, hereinafter designated FIRST PARTY, and George Campbell, hereinafter designated SECOND PARTY;

WITNESSETH:

WHEREAS, First Party owns and maintains a public municipal Boat Ramp at the foot of St. Johns Street; and

WHEREAS, First Party is desirous of permitting a Boat Ramp and Concession to be operated by Second Party, and has previously advertised for sealed bids for the operation of the Boat Ramp and Concession, and agrees to lease for one year.

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

1. First Party shall dispose of all rubbish when placed in the proper containers by the Second Party. Second Party will be responsible for paying all utilities, including, but not limited to, telephone, electricity, water and gas for the lease period, and furnishing a dumpster box.
2. First Party agrees to permit Second Party to maintain, occupy, and operate the Boat Ramp and Concession within and upon said premises from 6 am to 11 pm, during the year for the **2014 and 2015 Boating Season** for the launching of shallow-craft recreational vessels and sale

therein of bait, candy, gum, soft drinks, ice cream, ice products, souvenirs, and packaged food products. Second Party may sell cooked foods prepared on the premises and must comply with the health and sanitation regulations set forth by the City of Wyandotte and the Wayne County Health Department and the State of Michigan. Alcoholic beverages shall be prohibited from sale.

3. Second Party will furnish, at his own expense, all necessary and required City and County licenses and will comply with all ordinances.

4. Second Party is responsible to call the Wyandotte Police Department to ticket unauthorized vehicles using the Wyandotte Municipal Boat Ramp Parking Lot.

5. The following Fee Schedule will be strictly adhered to and may only be changed with the approval of the Wyandotte Recreation Commission:

**LAUNCHING FEE SCHEDULE**

<b><u>Launching</u></b>	<b><u>Resident</u></b>	<b><u>Non-Resident</u></b>
Daily	\$ 5.00	\$ 7.00
Season Passes	\$100.00	\$140.00
Wyandotte Senior Citizens (65 & Over)	\$30.00 Season Pass (unlimited launching)	

**PARKING FEE**  
\$5 per vehicle

The Fee Schedule will be posted in a conspicuous place accessible to all users of the facilities. No other fees shall be charged for the use of the facilities. If this is issue is violated, refer to Section 15 of this agreement.

6. The term of the lease shall be for two boating seasons commencing **January 6, 2014** and ending December 31, **2015**.

7. Second Party promises to pay to the First Party the total of **\$32,400**. **\$16,200** for the **2014** season and **\$16,200** for the **2015**

season for lease of the described facility. Six equal payments of **\$2,700** each to be made payable by April 30, May 30, June 30, July 31, August 29, & September 26, **2014** for the 2014 season. Six equal payments of **\$2,700** each to be made payable by April 30, May 29, June 30, July 31, August 28, & September 25, **2015** for the 2015 season.

8. Second Party hereby agrees to maintain the Boat Ramp and Concession in a sanitary condition in accordance with the regulations of the Wyandotte Recreation Department, Department of Public Service and the Wayne County Health Department at all times.

9. Second Party shall not assign, transfer or sublet the above Boat Ramp and Concession and shall personally operate said Boat Ramp and Concession under their supervision and control, and shall be personally held responsible for the performance of all the covenants and conditions as herein set forth. An adult, 18 years or older, shall be on duty at all times when the Ramp is open for business.

10. It is the duty of the Second Party to supervise and inspect the leased premises to insure that no dangerous or hazardous conditions exist on the leased premises. During the operation of the Boat Ramp facility, if Second Party discovers any dangerous or hazardous condition, Second Party shall immediately notify the Superintendent of Recreation in writing at the offices of the Wyandotte Recreation Department, Wyandotte, Michigan of said condition so that repairs can be made by First Party. Second Party prior to any required repairs shall take precautions to warn the public of the dangerous or hazardous condition and/or take steps to keep the public away from said dangerous or hazardous condition. Second Party is responsible to maintain and repair inside of the building on the leased premises.

11. Second Party further agrees that any beverages sold in bottles outside or away from the concession shall be emptied into paper cups.

12. Second Party agrees that he shall forthwith procure, at his 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 certification of the aforesaid insurance coverage to the First Party prior to opening. The City of Wyandotte shall be named additional insured on all such policies.

13. Second Party agrees that it shall indemnify and save harmless the First Party and its officers, elected officials, commissions, agents or representatives for and from all claims, demands, payments, suits, actions, recoveries, and judgments, or every type of 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.

14. The parties hereto mutually agree that this Agreement may be terminated by either party, without cause, by first giving 30 days written notice to the other party of the terminating party's intent to terminate this Agreement. Second Party shall be responsible to pay any unpaid rent including rent up to the termination date within said thirty day notice period. Upon termination, the premises shall be returned in the original condition and second party is responsible and liable to the first party for any damages or cost of cleanup.

15. The parties mutually agree that the First Party may terminate this Agreement on three days notice if the Second Party is in default of any provision of this Agreement for more than five days. Second Party is responsible to pay all court costs and attorney fees incurred by First Party in enforcing the terms of the agreement.

16. The City of Wyandotte may in its sole discretion decide to renew the contract for future years.

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

CITY OF WYANDOTTE  
Authorized by

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

*William R. Griggs*  
\_\_\_\_\_  
William R. Griggs, City Clerk  
FIRST PARTY

*George Campbell*  
\_\_\_\_\_  
George Campbell  
SECOND PARTY

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

Name William K. Joth

Date 11-26-13

# AGREEMENT BETWEEN THE CITY OF WYANDOTTE &

George Campbell, 845 Riverbank, Wyandotte, MI 48192

## FOR THE OPERATION OF THE WYANDOTTE MUNICIPAL BOAT RAMP

AGREEMENT made and entered into this \_\_\_\_ day of January, A.D., **2015**, by and between the CITY OF WYANDOTTE, a Municipal Corporation in the County of Wayne, State of Michigan, hereinafter designated FIRST PARTY, and George Campbell, hereinafter designated SECOND PARTY;

WITNESSETH:

WHEREAS, First Party owns and maintains a public municipal Boat Ramp at the foot of St. Johns Street; and

WHEREAS, First Party is desirous of permitting a Boat Ramp and Concession to be operated by Second Party, and has previously advertised for sealed bids for the operation of the Boat Ramp and Concession, and agrees to lease for one year.

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

1. First Party shall dispose of all rubbish when placed in the proper containers by the Second Party. Second Party will be responsible for paying all utilities, including, but not limited to, telephone, electricity, water and gas for the lease period, and furnishing a dumpster box.
2. First Party agrees to permit Second Party to maintain, occupy, and operate the Boat Ramp and Concession within and upon said premises from 6 am to 11 pm, during the year for the **2014 and 2015** Boating Season for the launching of shallow-craft recreational vessels and sale

therein of bait, candy, gum, soft drinks, ice cream, ice products, souvenirs, and packaged food products. Second Party may sell cooked foods prepared on the premises and must comply with the health and sanitation regulations set forth by the City of Wyandotte and the Wayne County Health Department and the State of Michigan. Alcoholic beverages shall be prohibited from sale.

3. Second Party will furnish, at his own expense, all necessary and required City and County licenses and will comply with all ordinances.

4. Second Party is responsible to call the Wyandotte Police Department to ticket unauthorized vehicles using the Wyandotte Municipal Boat Ramp Parking Lot.

5. The following Fee Schedule will be strictly adhered to and may only be changed with the approval of the Wyandotte Recreation Commission:

**LAUNCHING FEE SCHEDULE**

**Launching**

Daily \$ 7.00

Season Passes \$120.00

Wyandotte Senior Citizens (65 & Over) \$30.00 Season Pass (unlimited launching)

**PARKING FEE**

\$5 per vehicle

The Fee Schedule will be posted in a conspicuous place accessible to all users of the facilities. No other fees shall be charged for the use of the facilities. If this issue is violated, refer to Section 15 of this agreement.

6. The term of the lease shall be for two boating seasons commencing **January 6, 2014** and ending December 31, **2015**.

7. Second Party promises to pay to the First Party the total of \$32,400. \$16,200 for the **2014 season and \$16,200 for the 2015**

season for lease of the described facility. Six equal payments of **\$2,700** each to be made payable by April 30, May 30, June 30, July 31, August 29, & September 26, **2014** for the 2014 season. Six equal payments of **\$2,700** each to be made payable by April 30, May 29, June 30, July 31, August 28, & September 25, **2015** for the 2015 season.

8. Second Party hereby agrees to maintain the Boat Ramp and Concession in a sanitary condition in accordance with the regulations of the Wyandotte Recreation Department, Department of Public Service and the Wayne County Health Department at all times.

9. Second Party shall not assign, transfer or sublet the above Boat Ramp and Concession and shall personally operate said Boat Ramp and Concession under their supervision and control, and shall be personally held responsible for the performance of all the covenants and conditions as herein set forth. An adult, 18 years or older, shall be on duty at all times when the Ramp is open for business.

10. It is the duty of the Second Party to supervise and inspect the leased premises to insure that no dangerous or hazardous conditions exist on the leased premises. During the operation of the Boat Ramp facility, if Second Party discovers any dangerous or hazardous condition, Second Party shall immediately notify the Superintendent of Recreation in writing at the offices of the Wyandotte Recreation Department, Wyandotte, Michigan of said condition so that repairs can be made by First Party. Second Party prior to any required repairs shall take precautions to warn the public of the dangerous or hazardous condition and/or take steps to keep the public away from said dangerous or hazardous condition. Second Party is responsible to maintain and repair inside of the building on the leased premises.

11. Second Party further agrees that any beverages sold in bottles outside or away from the concession shall be emptied into paper cups.

12. Second Party agrees that he shall forthwith procure, at his 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 certification of the aforesaid insurance coverage to the First Party prior to opening. The City of Wyandotte shall be named additional insured on all such policies.

13. Second Party agrees that it shall indemnify and save harmless the First Party and its officers, elected officials, commissions, agents or representatives for and from all claims, demands, payments, suits, actions, recoveries, and judgments, or every type of 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.

14. The parties hereto mutually agree that this Agreement may be terminated by either party, without cause, by first giving 30 days written notice to the other party of the terminating party's intent to terminate this Agreement. Second Party shall be responsible to pay any unpaid rent including rent up to the termination date within said thirty day notice period. Upon termination, the premises shall be returned in the original condition and second party is responsible and liable to the first party for any damages or cost of cleanup.

15. The parties mutually agree that the First Party may terminate this Agreement on three days notice if the Second Party is in default of any provision of this Agreement for more than five days. Second Party is responsible to pay all court costs and attorney fees incurred by First Party in enforcing the terms of the agreement.

16. The City of Wyandotte may in its sole discretion decide to renew the contract for future years.

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

CITY OF WYANDOTTE  
Authorized by

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

\_\_\_\_\_  
William R. Griggs, City Clerk  
FIRST PARTY

\_\_\_\_\_  
George Campbell  
SECOND PARTY

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

Name \_\_\_\_\_

Date \_\_\_\_\_



# CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)  
1/27/2014

THIS CERTIFICATE IS ISSUED AS A MATTER OF INFORMATION ONLY AND CONFERS NO RIGHTS UPON THE CERTIFICATE HOLDER. THIS CERTIFICATE DOES NOT AFFIRMATIVELY OR NEGATIVELY AMEND, EXTEND OR ALTER THE COVERAGE AFFORDED BY THE POLICIES BELOW. THIS CERTIFICATE OF INSURANCE DOES NOT CONSTITUTE A CONTRACT BETWEEN THE ISSUING INSURER(S), AUTHORIZED REPRESENTATIVE OR PRODUCER, AND THE CERTIFICATE HOLDER.

**IMPORTANT:** If the certificate holder is an ADDITIONAL INSURED, the policy(ies) must be endorsed. If SUBROGATION IS WAIVED, subject to the terms and conditions of the policy, certain policies may require an endorsement. A statement on this certificate does not confer rights to the certificate holder in lieu of such endorsement(s).

<b>PRODUCER</b> E.W. Smith Insurance Agency 1717 Fort Street Wyandotte MI 48192-3544		<b>CONTACT NAME:</b> Rob Desana <b>PHONE (A/C No. Ext):</b> (734) 284-4141 <b>FAX (A/C. No):</b> (734) 284-9847 <b>E-MAIL ADDRESS:</b> rdesana@ewsmith.com	
		<b>INSURER(S) AFFORDING COVERAGE</b>	<b>NAIC #</b>
		<b>INSURER A:</b> Auto-Owners Insurance Company	18988
<b>INSURED</b> Wyandotte Boat Ramp George Campbell DBA 845 Riverbank Street Wyandotte MI 48192-2673		<b>INSURER B:</b>	
		<b>INSURER C:</b>	
		<b>INSURER D:</b>	
		<b>INSURER E:</b>	
		<b>INSURER F:</b>	

**COVERAGES**      **CERTIFICATE NUMBER:** 29WY0009      **2014/2015**      **REVISION NUMBER:**

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.

INSR LTR	TYPE OF INSURANCE	ADDL INSR	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	GENERAL LIABILITY			064611 04707145	3/1/2014	3/1/2015	EACH OCCURRENCE \$ 1,000,000
	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY						DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 50,000
	<input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR	X					MED EXP (Any one person) \$ 5,000
	GEN'L AGGREGATE LIMIT APPLIES PER:						PERSONAL & ADV INJURY \$ 1,000,000
	<input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC						GENERAL AGGREGATE \$ 1,000,000
							PRODUCTS - COMP/OP AGG \$ 1,000,000
	AUTOMOBILE LIABILITY						COMBINED SINGLE LIMIT (Ea accident) \$
	<input type="checkbox"/> ANY AUTO						BODILY INJURY (Per person) \$
	<input type="checkbox"/> ALL OWNED AUTOS	<input type="checkbox"/> SCHEDULED AUTOS					BODILY INJURY (Per accident) \$
	<input type="checkbox"/> HIRED AUTOS	<input type="checkbox"/> NON-OWNED AUTOS					PROPERTY DAMAGE (Per accident) \$
							\$
	UMBRELLA LIAB						EACH OCCURRENCE \$
	EXCESS LIAB						AGGREGATE \$
	DED						\$
	RETENTION \$						
	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY						WC STATUTORY LIMITS <input type="checkbox"/> OTHER <input type="checkbox"/>
	ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH)						E.L. EACH ACCIDENT \$
	If yes, describe under DESCRIPTION OF OPERATIONS below						E.L. DISEASE - EA EMPLOYEE \$
							E.L. DISEASE - POLICY LIMIT \$

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (Attach ACORD 101, Additional Remarks Schedule, if more space is required)

*X*  
Certificate Holder named below is named as Additional Insured for General Liability only as their interest may appear:

<b>CERTIFICATE HOLDER</b>  City of Wyandotte 3200 Biddle Ave. Wyandotte, MI 48192	<b>CANCELLATION</b>  SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.  AUTHORIZED REPRESENTATIVE  Doug Ochmanek/LAURAB <b>Douglas G. Ochmanek</b>
---	---

**CITY OF WYANDOTTE  
REQUEST FOR COUNCIL ACTION**

4

**MEETING DATE:** January 26<sup>th</sup> 2015

**AGENDA ITEM #** \_\_\_\_\_

**ITEM: Wyandotte Street Art Fair Food Vendor and Non Profit Applications**

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

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

**BACKGROUND:** In an effort to maintain a high level of quality and public confidence the Special Event Coordinator would like to make a few changes to the WSAF Food and Non-Profit Applications. The below are the changes to the WSAF applications starting this year.

Food Booth Rates Increase

Rules and Regulations Updated to include State of Michigan Laws and City of Wyandotte laws/ordinances

With the increase in popularity over the years, the Fair is able to fund the multiple quality of life events that take place throughout the year here in the City of Wyandotte. We encourage vendors and organizations to join us and help continue the special events in our beautiful city.

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

**ACTION REQUESTED:** Adopt a resolution concurring with the recommendation of the Special Event Coordinator.

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

We estimate with these application changes an estimated revenue increase.

**IMPLEMENTATION PLAN:** The resolutions and all necessary documents will be forwarded to the Special Event Coordinator.

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:** *D. Dunsdale*

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

**MAYOR'S RECOMMENDATION:** *[Signature]*

**LIST OF ATTACHMENTS:** 2015 WSAF Food and Non-Profit Applications

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan  
Date: January 26<sup>th</sup> 2015

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

BE IT RESOLVED by the City Council that Council Concurs with the recommendation of the Special Event Coordinator to approve the 2015 Wyandotte Street Art Fair Food and Non-Profit Applications. I move the adoption of the foregoing resolution.

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

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

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
	Fricke	
	Galeski	
	Miciura	
	Sabuda	
	Schultz	
	Stec	



# Wyandotte Street Art Fair: Non-Profit Application

Special Events Office, City of Wyandotte  
2624 Biddle Avenue Wyandotte, Michigan 48192  
P: 734-324-4502 F: 734-324-7283

events@wyan.org www.wyandottestreetartfair.org



Please fill out the Application below for participation in the non-profit section of the July 8-11, 2015 Wyandotte Street Art Fair and carefully review the additional document available on the web at [www.wyandottestreetartfair.org](http://www.wyandottestreetartfair.org) describing Policies, Rules and Regulations for participants.

We will only be taking the first 30 applications , so please try and get it in as soon as possible. Deadline is March 23rd 2015.

We will send notice of entries on May 11 2015, and we will maintain a waiting list to provide opportunities for last-minute participation. Booths are filled on a first-come, first-serve basis of application receipt. Applications may share a booth space or days of display. However, shared booths must contain only qualifying and approved applicants and each participant must file a separate application.

The booth fee for each 10 x 10 booth is \$40.00.

Each group must designate an accountable person who shall be responsible for knowing all rules and regulations; distributing necessary information to (own group) members; ensuring that all assigned duties are adequately carried out; and staffing booths. Applications must be complete and all fees (booth and participation) paid to be considered for space in our fair. To ensure your place in the fair, please submit only complete applications, i.e. make sure to provide accurate and reliable phone number (s) and address (s) of applicant contact person and include a brief mission statement.

Organization: \_\_\_\_\_

\*Non-Profit Number: \_\_\_\_\_

Mailing Address: \_\_\_\_\_

City/State/Zip: \_\_\_\_\_

Accountable Contact: Name \_\_\_\_\_ Phone: \_\_\_\_\_

Email: \_\_\_\_\_

Organization Website: \_\_\_\_\_

\*Non-Profits may either be filed under 501(c)(3), 501(c)(4), or 527 sections of the US IRS code, or be of a non-profit nature with annual revenues less than required to submit tax forms to the IRS. If your organization falls under the latter provision, please submit material outlining your mission as a non-profit organization and confirming that you have revenues less than required for IRS status.

Please mail this application with booth check, payable to The City of Wyandotte to Wyandotte Street Art Fair Non-Profits, 2624 Biddle Avenue Wyandotte, MI, 48192. Call (734)324-4502 if you would like to talk to our staff. Application, fee, a mission statement, and stamped, self-addressed envelope should be mailed to the above address. You will be notified late May of the receipt of your application and your booth assignment status. I have read and understand the Policies, Rules and Regulations for non-profit organization participants in the 2015 Wyandotte Street Art Fair. I agree to abide by each of the regulations on this application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance.

In consideration of the City of Wyandotte granting permission to the undersigned Business/Non-Profit to utilize the City of Wyandotte s sidewalks/parking lot/streets to display their merchandise/information during the special event occurring in the City between July 6, 2014 and July 13, 2015 the undersigned hereby assumes all risk and liability relating to the utilization of said city sidewalks and agrees to hold harmless and indemnify the City of Wyandotte and City Officials 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 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 of Wyandotte sidewalks in the City of Wyandotte during the above dates.

Signed: \_\_\_\_\_ Date: \_\_\_\_\_  
*Accountable representative of the organization*

## Policies, Rules and Regulations 2015 Wyandotte Street Art Fair

1. Non-Profit organizations only. You must provide your (or your national or state organization s) Federal IRS non-profit 501 (c)(3), 501(c)(4), or 527 identification number or have annual revenues less than the non-profit reporting provisions of the IRS. No commercial or arts and crafts exhibitors in the Non-Profit Area.
2. Donations for your organization only may be solicited and accepted. Items (buttons, posters, etc.) may be distributed or sold provided they directly promote the non-profit organization of its cause, it they include the organizations name or logo or relate to the organizations mission statement, and are predominantly non-commercial in nature and content.
3. Raffles or drawings are permitted, but they must conform to any government regulations. Each member will assume responsibility for obtaining and conforming to these regulations, and for organizing and conducting its raffle or drawing. **NO FOOD OR DRINK** (except professionally bottled spring water and factory wrapped candy) can be sold or given away at member booths. Loud speakers, amplification systems or music systems are allowed provided they do not disturb neighboring booths. Alcohol or other drugs are not allowed.
4. All groups are assigned a standard space of ten feet by ten feet. (Unless your group has paid for additional space) You may set up tables in this space. Displays and literature distribution must not extend beyond your designated 10 x 10 area. The extensions (the space between sidewalk and designated booth area) must be kept clear of materials and bodies. This Fire Marshal requirement will be strictly enforced, so be sure to notify all staff in the booth. Spaces will be clearly marked on the pavement so you will know your boundaries.
5. All materials used in the construction of, or in the connection of the physical booth or table must be provided by the participant. All booths need to be constructed of fire retardant materials as specified by NFPA 701. If you have further questions about fire retarding materials, please contact your local Fire Marshal (734) 324-4402.
6. Booths and tables must be completely constructed by 9:00 am on Wednesday, July 8<sup>th</sup> (the first day of the fair). It is preferred, however that booths be constructed on Tuesday evening, from 12 pm to 12 am. Booths, tables, merchandise and literature may be left on site at the risk of the participant. The booth/table materials must be completely removed by 9:00 pm on Saturday, July 11<sup>th</sup> (the last day of the fair).
7. Except under rare circumstances, booths must be attended during all hours throughout the Wyandotte Street Art Fair. Booths found unattended will be assessed a penalty or disallowed from continued participation, or both, depending on the duration or frequency of absenteeism. This provision shall be strictly enforced (and booth staffing shall be closely monitored).
8. Each group must designate an accountable person who shall be responsible for: knowing all rules and regulations; distributing necessary information to (own group) members; ensuring that all assigned duties are adequately performed; staffing booths.
9. Booths may be shared, pending joint application approval, and space availability. This may include the sharing of space and time. All applicants must clearly state a request for joint usage (including days) if applicable. All joint usage must be applied for during the regular application process.
10. Each organization must provide their own insurance for their items (if desired).
11. Have your tax exempt number on hand at all times during the fair.
12. Your group must: You clean up your booth space at the close of the Art Fair. You staff your booth for all hours throughout the Art Fair.
13. No one may sublet or assign space to any other organization, artist or merchant.
14. The City of Wyandotte, The Wyandotte Street Art Fair, Wyandotte Street Art Fair Committee, and the Wyandotte City Council disclaim any responsibility or liability for any damages or thefts to or from the physical booths, contents, and/ or the booth participants. The Wyandotte Street Art Fair has hired security for the fair days as well as nights.
15. Violations of any of the Policies, Rules and Regulations will result in immediate forfeiture of the booth and participant fees, as well as the right to participate in the non-profit section of the Wyandotte Street Art Fair in succeeding years.

Please return application to:  
Wyandotte Street Art Fair  
2624 Biddle Avenue, Wyandotte, Michigan 48192



# Wyandotte Street Art Fair

## Food Vendor Application

Special Events Office, City of Wyandotte  
2624 Biddle Avenue Wyandotte, Michigan 48192  
P: 734-324-4502 F: 734-324-7283



Wednesday, Thursday, Friday and Saturday, July 8-11th 2015; hours: 10 AM to 9 PM daily.

### FEES:

- A \$20 food application review fee is required with your completed application form and returned to the office no later than Feb. 23rd 2015. Check to be made payable to the City of Wyandotte.
- Booth Fee is \$1,850. When notified of acceptance each approved vendor will need to submit a money order or cashiers check in the amount of \$1,850 payable to Wyandotte Street Art Fair by **March 16, 2015**.
- You will pay for your electrical hook up fee separate from your booth fee. Please pay special attention to the electrical hook up sheet (enclosed) There will be no refunds of food concession fees if you cancel after April 13, 2015.

### HOLD HARMLESS/LIABILITY INSURANCE:

- You must file a Hold Harmless agreement (attached) with the City of Wyandotte.
- The concessionaire shall procure and maintain (copy to be submitted to the Art Fair Committee by June 1, 2015) 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.

### MENU:

- A complete menu and price list must be submitted with your application.
- You may sell carbonated beverages but you will not be able to sell lemonade.
- The Wyandotte Art Fair Committee reserves the right to make deletions in your menu selection to prevent duplication of products. This rule **WILL BE STRICTLY ENFORCED!!!!**

### TRAILER DESIGN:

- Submit a sketch or photo including dimensions (maximum 12 x 20 area) of your booth.
- If additional space is needed, you will be charged \$5 per square foot.

### WAYNE COUNTY HEALTH DEPARTMENT LICENSE:

- You will be responsible for all license fees applicable in Wayne County. If you need to apply to the Wayne County Health Department for a license, tell them you want to make application for a four-day food vending special license. The Wayne County Health Department will inspect your area in the morning, first day of the show.

### SUBCONTRACTING OF BOOTH:

- Privately owned Wyandotte Business establishments may not subcontract all or any part of the booth. Non-profit organizations may submit an application form indicating that they will be subcontracting all or a portion of the booth. The City of Wyandotte will not be held liable in any way for disputes between food concession-applicant and those that may be subcontractors of applicant.
- Liability insurance shall be provided by your subcontractor (if applicable) in the same amount and form as provided by the applicant naming the City of Wyandotte and Wyandotte Street Art Fair Committee as additional insured on the policy.

### ELECTRICITY:

- Electricity is available at the rates listed on enclosed form.
- Applicants in need of electrical service must confirm their request by submitting the enclosed electrical application form. Application is subject to approval.
- You must pay for electrical hook up after your acceptance into the fair. This payment must be separate from your booth fee. Please make payable to the City of Wyandotte.

**CLEAN UP:**

- Food Vendors will be responsible for the periodic removal of their own trash during the event as well as the cleaning of their space at the close of the Art Fair each day/night.
- Vendors who do not meet cleanliness requirements will not be allowed to participate in any future event.
- All materials must be removed at the end of the event.
- All materials, storage and operations, including prep and clean up, must remain within the booth space. If you exceed the booth space, you must pay per square foot for the additional space needed.
- Please remove grease containers from site after each day of the event. **DO NOT POUR GREASE DOWN THE SEWER DRAINS!**
- Vendors are responsible for providing electrical cord and water hose covers. (Rugs will not be accepted and will be checked throughout the fair.)

**HOLD HARMLESS:**

- You must sign this hold harmless agreement to be juried for food vendor space in the Wyandotte Street Art Fair.

**REFUNDS AND CANCELLATION:**

- Any violation of these rules and regulations or other applicable city/state/county ordinances will result in immediate dismissal from the fair.
- If you should have any questions, please contact the Special Event Office at [events@wyan.org](mailto:events@wyan.org).

**CALENDAR:**

FEBRUARY 23rd: APPLICATION DEADLINE

March 2nd : NOTIFICATION OF ACCEPTANCE

Please return:  
Completed Hold Harmless Agreement  
Application  
Photo of booth  
Jury fee check

Special Events Office, City of Wyandotte  
2624 Biddle Avenue Wyandotte, Michigan 48192  
P: 734-324-4502 F: 734-324-7283  
[events@wyan.org](mailto:events@wyan.org)     [www.wyandottestreetartfair.org](http://www.wyandottestreetartfair.org)

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 6 - 13, 2015. 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:

\_\_\_\_\_

Business Name:

\_\_\_\_\_

Signature:

\_\_\_\_\_

**Wyandotte Street Art Fair**  
**July 8—11th 2015**  
**Food Vendor Application**

1. Name of Business/Organization: \_\_\_\_\_

2. Main contact person: \_\_\_\_\_

3. Address: \_\_\_\_\_

4. Phone: \_\_\_\_\_

5. Cell Phone: \_\_\_\_\_

6. Email: \_\_\_\_\_ Website: \_\_\_\_\_

7. List one other person who is responsible for the food concession:

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

Address: \_\_\_\_\_

Phone: \_\_\_\_\_

Item	Price
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____
_____	_____

9. Booth Size (if other than 12 x 20 there will be an additional charge of \$5 per square foot): \_\_\_\_\_

10. Will you be subcontracting all or a portion of your concession? Please explain -  
\_\_\_\_\_

Enclosed is check, application, photo/sketch of concession and signed hold harmless agreement. I understand that completing this form does not constitute acceptance in the Wyandotte Street Art Fair. I have read the rules and regulations for the 2015 Wyandotte Street Art Fair and I agree to abide by them if accepted. I understand that violation of said rules will cause immediate dismissal without reimbursement of paid fee. I agree to abide by each of the regulations on this application, the Laws of the State of Michigan and the laws and ordinances of the City of Wyandotte and will be responsible for our organizations/business/individual compliance.

Signature - \_\_\_\_\_ Date - \_\_\_\_\_

CITY OF WYANDOTTE  
REQUEST FOR COUNCIL ACTION

5

MEETING DATE: January 26, 2015

AGENDA ITEM #

**ITEM: BYLAWS – ALLIANCE OF DOWNRIVER WATERSHEDS (ADW)**

**PRESENTER:** Mark A. Kowalewski, City Engineer

*Mark Kowalewski*

**INDIVIDUALS IN ATTENDANCE:** Mark A. Kowalewski, City Engineer

**BACKGROUND:** The City belongs to the Alliance of Downriver Watersheds (ADW) along with the following cities: Allen Park, Belleville, Brownstown Township, Dearborn Heights, Ecorse, Flat Rock, Gibraltar, Grosse Ile Township, Huron township, Inkster, Lincoln Park, Melvindale, Riverview, Rockwood, Romulus, Southgate, Sumpter Township Taylor, Van Buren township, Wayne County, Westland, Woodhaven, Woodhaven-Brownstown School District. This organization manages the rivers, lakes, and streams within the watersheds and provides assistance in meeting state permit requirements. The attached amendments to the ADW Bylaws will provide updates for an efficient operation by the Membership.

Therefore, attached please find a Resolution for adoption concurring with the changes to the Bylaws

**STRATEGIC PLAN/GOALS:** . The City is committed to protect and manage our natural resources vigorously by: Assessing riverfront development using standards emphasizing public access to the riverfront and sensitivity to the visual and environmental impacts of proposed developments; Improving our water distribution facilities to ensure that they continue to meet or exceed all state and federal regulatory and legal requirements; Improving our power generation and distribution facilities, both current and future, to ensure they continue to meet or exceed all state and federal regulatory and legal requirements; Managing our natural resources, river and creeks, wildlife, and parks wisely. They are precious to us and by careful stewardship they may be enjoyed by future generations

**ACTION REQUESTED:** Adopt the attached Resolution

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** No Change. Currently budget in Sewer Fund Account #590-200-926-310

**IMPLEMENTATION PLAN:** Forward adopted Resolution to the ADW.

**COMMISSION RECOMMENDATION:** N/A

**CITY ADMINISTRATOR'S RECOMMENDATION:**

*Shirley Dale*

**LEGAL COUNSEL'S RECOMMENDATION:**

*Approved by B. Look@*

**MAYOR'S RECOMMENDATION:**

*Joseph R Peterson*

**LIST OF ATTACHMENTS:** Summary of Proposed ADW Bylaw Changes  
ADW Bylaws  
Benefits of ADW

## BENEFITS OF ADW Membership

- Collaborative approach to stormwater management – working together with surrounding local governments to determine the best plan to improve storm water quality.
- Help meet NPDES permit requirements for Illicit Discharge Elimination Plan-Public Education Plan – Public Participation Program and TMDL Implementation Plan through collaborative watershed approach – reduces individual permittee costs.
- Permittee assistance for training, progress reports, and audit preparation.
- Watershed in-stream monitoring for identifying grant-eligible capital improvements and evaluating effectiveness.
- Demonstrates collaborative effort with other local governments.
- Regular meetings with ADW members and Michigan Department of Environmental quality (MDEQ) representatives. Keep up with the latest permit news and discuss problems/solutions with surrounding local government representatives.
- Strength in Numbers – local governments come together as a single voice and have the ability to influence higher decision-making.
- Grant Funding – Since formation of the ADW the team has secured nearly \$1.5 million in Federal and State grants to implement nearly \$2.3 million in water quality improvement projects in the downriver watersheds

## SUMMARY OF PROPOSED ADW BYLAW CHANGES

### Purpose of Bylaw Amendments

The current ADW Bylaws have remained unchanged since their original adoption in 2006. Since then, the ADW has, through custom and practice, both streamlined and modified the manner in which it conducts business. These proposed amendments to the ADW Bylaws simply seek to codify that custom and practice. The following is a summary of the proposed amendments:

### Officers and Duties

- Eliminate the Secretary position, as secretary duties have been performed by the Facilitator.
- Allow the Vice-Chair position to be held by any ADW designated representative or alternate (still require the Chair and Treasurer positions to be limited to an elected or appointed official or employee of an ADW member).
- Include a description of the officers' duties (Chair, vice-chair, and treasurer)
- Include a description of the Facilitator's duties

### Committees

- Eliminate the Finance Committee and move its duties to the Executive Committee.
- Update Executive Committee to include the three (3) officers, the fiduciary, and the facilitator. All ADW members are welcome at executive committee meetings.
- Provide a description of duties for each standing committee (executive committee, technical committee, public involvement and education committee).

### Meetings

- Change language to state that the ADW shall endeavor to meet quarterly each calendar year but no less than twice. Current bylaws state that the ADW shall meet at least twice each calendar year.
- Change language to state that ADW agenda will be distributed 1 week in advance of all meetings (currently states 2 weeks).
- When a quorum is not present, allow voting electronically on less significant topics. Electronic voting shall not be allowed on issues related to amending bylaws, to approving or amending the ADW budget, or modifications to members' assessments.
- Add language stating that if the Members' representative or designated alternate has a reasonable belief that the issue to be voted on presents an actual or perceived conflict of interest, he or she must disclose it prior to the vote to the other Member representatives of the ADW and a decision shall be made by simple majority vote on whether to allow that particular Member representative to

vote on the issue. The conflict of interest issue may also be raised by any other Member representative or designated alternate.

#### Membership and Assessments

- Reference that members may have up to 2 alternates.
- Add language to state that the assessment to members will be adjusted based upon the results of each new decennial census. The ADW may, in addition to the preparation of the annual budget, also develop two years or more strategic planning projections.
- Add language stating that in the event a Member terminates its membership in the ADW, the assessments to remaining Members shall not be adjusted in that fiscal year although the budget may be amended to reflect adjustments due to the terminated Member's termination. Member assessments shall then be reviewed and possibly adjusted in the following fiscal year.
- Revise language to state that members joining after the adoption of the fiscal year budget shall be assessed on a proportional pro rata basis beginning in the next quarter of the year of their Membership using the same formula as if they were members for the entire fiscal year.
- Add language to state that in the event a Member terminates its membership in the ADW, the assessments to remaining Members shall not be adjusted in that fiscal year although the budget may be amended to reflect adjustments due to the terminated Member's termination. Member assessments shall then be reviewed and possibly be adjusted in that fiscal year. Similarly, if a new Member is added in a fiscal year, current Members assessments will remain unchanged for that fiscal year, but may be reviewed and adjusted in the following fiscal year. Members are responsible for the payment of annual dues until a termination of membership is stated in writing. Members terminating membership after the start of the fiscal year budget and after paying their assessments shall not be given a refund of dues.
- State that a written notice to the Chair must be provided to terminate membership.

#### Future Bylaw Amendment

- Revise the process for making amendments to the bylaws. Amendments to the bylaws can be made at any meeting provided they are approved by at least two-thirds of all Members at which a quorum is present. A quorum shall consist of one more than fifty (50%) percent of all Members, eligible to vote. If an amendment affects the way assessments to members are determined (Articles II.E.1 and III of the Bylaws), then in addition to the 2/3 majority vote by ADW members an additional step of obtaining approval of at least 50% of all members' governing bodies will also be required before those changes can take effect.

#### Miscellaneous Revisions

- Remove the Preamble, which contained a description of the watersheds and the Phase II program. Provide this information instead on the ADW website. Reference the website in the bylaws.
- Remove references to the Ecorse Creek, Combined Downriver, and Lower Huron Watershed Advisory Groups, as those groups were technically disbanded after approval of the watershed management plans.
- Revise Appendix B to provide a member breakdown of assessment percentages, based on the member area and 2010 census population. Currently Appendix B provides a dollar amount breakdown based on the member area and 2000 census population.
- Remove the Appendix providing a Model Resolution for acceptance of ADW membership. It is recommended that the model resolution instead be a stand-alone document.

May, 2014

**BYLAWS**  
**ALLIANCE OF DOWNRIVER WATERSHEDS**

*Adopted pursuant to  
Part 312, Watershed Alliances,  
Michigan Natural Resources and Environmental Protection Act  
as amended by Public Act 517 of 2004*

Adopted by the ADW on December 2, 2014

**ARTICLE I. PURPOSE**

It is the purpose of these Bylaws to set forth the composition, duties, and responsibilities of the Alliance of Downriver Watersheds (hereinafter ADW) formed under the provisions of Part 312 Watershed Alliances, Natural Resources and Environmental Protection Act as amended by Public Act 517, 2004. Local public agencies and communities within the Ecorse Creek, Combined Downriver, and Lower Huron River watersheds believe there are substantial benefits that can be derived under this Watershed Alliance through cooperative management of the rivers, lakes, and streams within the watersheds and in providing mutual assistance in meeting state water discharge permit requirements of the members. A preamble tracing the transitional history of the watershed intermunicipality committees to the Alliance of Downriver Watersheds (ADW) can be found on the ADW's website ([www.allianceofdownriverwatersheds.com](http://www.allianceofdownriverwatersheds.com)). The Appendices attached and referred to in these Bylaws are provided for informational purposes only and are not a part of the Bylaws. The Appendices will be periodically updated as necessary to reflect the actual boundaries of the ADW based upon number of eligible public entities who formally accept membership, as well as the annual budget, and allocation of assessments in subsequent years.

**ARTICLE II. Description, Structure, Decision Making and Operations of ADW**

**A. Geographic Boundaries**

The geographic boundary encompasses the land area within the Ecorse Creek, Combined Downriver, and Lower Huron River watersheds located in portions of Wayne and Monroe counties in southeastern Michigan shown in the informational map attached as Appendix A to these Bylaws. Under state law the boundaries of the ADW are limited to the jurisdictional boundaries of its members. Appendix A will be updated periodically as necessary to show the jurisdictional boundaries of those cities, townships, villages, counties (or county agencies), public school districts, public colleges or universities, or any other local or regional public agencies that have adopted the Bylaws and formally accepted membership. In the event that some eligible watershed communities (cities, townships, or villages) do not become members, the county member may: 1) include all of their county political boundary within the Ecorse Creek,

Combined Downriver, and/or Lower Huron River watersheds where they intend to exercise their independent water management responsibilities; or 2) include only that portion of the county within the Ecorse Creek, Combined Downriver, and/or Lower Huron River watersheds where communities have accepted membership in the ADW.

## **B. Membership of the ADW**

### *1. Membership*

The Members of the ADW shall consist of a representative, or up to two designated alternate(s) of each township, city, village, county (or county agency), public school district, public college or university, or any other local or regional public agency that:

- has been issued a state permit for a water discharge into waterways within the watersheds of Ecorse Creek, Combined Downriver and Lower Huron River,
- whose legal jurisdiction incorporates areas wholly or partially within geographic boundaries identified in Appendix A, AND
- whose governing body by resolution, voluntarily adopts these Bylaws.

A current listing of eligible public agencies is presented in Appendix B, which may be revised from time to time as necessary.

### *2. Cooperating Partners*

The ADW encourages the involvement of non-profit organizations, other public agencies or entities, businesses, and residents who share a common interest in protection and restoration of the waterways in the Downriver area. Those who provide their time, services, expertise or other resources toward the common goal of protection and restoration of the river will be recognized as non-voting, *Cooperating Partners*.

## **C. Structure of the ADW**

### *1. Election of Officers*

The ADW shall elect for a two-year term, from among its Members, a Chair, Vice-Chair, and Treasurer. The Chair and Treasurer offices shall be limited to an elected or appointed official, or employee of a Member of the ADW. The office of Vice Chair may be filled by any other representative or designated alternate of a Member community who need not be an elected or appointed official, or employee of a Member community. Officers shall be elected to two year terms at a regularly scheduled ADW meeting through a formal action as described under Article II.D of these Bylaws. The Chair, Vice Chair, and Treasurer of the ADW shall serve until replaced by a majority vote of the Members. The elected Vice Chair, or the elected Treasurer in the event the Vice Chair is unavailable, shall assume the duties of the Chair if the Chair is unavailable. Newly elected officers will assume their duties at the conclusion of business of the meeting at which those officers were elected. Officer's duties are as follows:

Chair. The Chair:

- sets the vision for the ADW
- reviews meeting agendas
- approves expenditure requests recommended by the Treasurer and/or the Fiduciary
- presides over meetings of the ADW and Executive Committee
- executes agreements and other documents on behalf of and as approved by the ADW
- appoints Committee chairs
- serves in the absence of the Treasurer

Vice Chair. The Vice Chair:

- reviews meeting agendas
- serves in the absence of the Chair
- assists the Chair, as requested, with the general operation of the ADW

Treasurer: The Treasurer:

- oversees and approves (along with the Chair) expenditures
- coordinates all financial matters with the Fiduciary
- responsible for all financial operations of the ADW including review of the annual budget

2. *Facilitator*

The ADW may contract with a Facilitator and/or other contract services to assist in the technical, administrative, operational and other duties and functions as determined by the ADW. The Facilitator, with the prior approval of the ADW, may subcontract with other entities to perform the said duties and functions. The Facilitator duties and functions include:

- provide staff and administrative support for facilitation of meetings, preparation of meeting materials including agendas, meeting minutes and general correspondence
- provide assistance in regards to permit compliance
- maintain the ADW website
- prepare grant applications, as directed by the ADW
- prepare an annual summary of ADW activities
- provide public education and technical assistance, as directed by the ADW

### 3. *Meetings*

The ADW shall endeavor to meet quarterly each calendar year, but no less than twice at a designated time and location established by the officers. Agendas for ADW meetings will be distributed and circulated to all Members and Cooperating Partners by the Facilitator or his/her designee at least one week in advance of all meetings. All official actions of the ADW including the election of officers, adoption of budgets, assessment of costs to Members, and all other matters not otherwise specifically delegated to the elected officers or committees shall be by the full ADW at a regular meeting consistent with the voting procedures in Article II.D of these Bylaws. All meetings of the ADW, standing committees or special committees established under the ADW shall operate under the Robert's Rules of Order unless modified by a majority vote of the ADW Members. The meetings of the ADW may be rotated to locations throughout the watersheds allowing any Member to host a meeting.

### **D. ADW Decision Making**

The ADW shall take all formal actions, by a simple majority vote of all eligible *Members* at a meeting at which a quorum is present. A quorum shall consist of one more than fifty percent (50%) of all Members, eligible to vote and present. Voting shall be limited to Members or their designated alternates who are physically present at an ADW meeting, provided however, that in the event a quorum is not present related to an issue requiring a vote of the Members, the Chair may direct that the issue be presented to the entire ADW Membership and be voted upon electronically pursuant to an electronic voting procedure to be determined by the Chair. Electronic voting shall not be allowed on issues related to amending bylaws, to approving or amending the ADW budget or modifications to Members' assessments. Eligible Members are those appointed by an appropriate governing authority that has adopted these Bylaws by resolution and that has paid its assessment. The elected officers may not vote on any issue before the ADW unless they are also serving as the designated ADW representative of their respective public agency.

Each Member shall have one vote on each matter voted upon by the ADW, provided however, that Members shall use their best efforts to arrive at a consensus on all matters submitted to the ADW.

If the Members' representative or designated alternate has a reasonable belief that the issue to be voted on presents an actual or perceived conflict of interest, he or she must disclose it prior to the vote to the other Member representatives of the ADW and a decision shall be made by simple majority vote on whether to allow that particular Member representative to vote on the issue. The conflict of interest issue may also be raised by any other Member representative or designated alternate.

Cooperating Partners shall not have voting privileges, but shall be invited to participate in meetings of all standing committees and special committees, and shall be noticed of all meetings of the ADW.

## **E. ADW Duties**

### *1. Budget and Assessments*

The ADW shall adopt an annual, fiscal year budget for the period from January 1 through December 31 on or before December 15, of each year for the following calendar year. The current assessment to Members is set forth in Appendix B to these Bylaws. The assessment will be adjusted based upon the results of each new decennial census. The ADW may, in addition to the preparation of an annual budget, also develop two years or more strategic planning projections. Assessments for Members will be set at the time each budget is adopted. Modifications to the budget may be adopted at any regularly scheduled ADW meeting, provided however, that assessments, once established for any Member, shall not be increased during the calendar year for which they were established. Notwithstanding this provision restricting mid-year changes in assessments, Members may voluntarily agree to increase their payments for special services provided by the ADW.

### *2. Standing Committees*

The ADW shall establish and outline a purpose and duties for standing committees as follows, which duties may be modified and revised by majority vote of the ADW Members:

(a) Executive Committee. The ADW Executive Committee shall consist of the three (3) elected ADW officers, a representative of the Facilitator and the Fiduciary. A representative from other ADW committees or consultants may be invited to attend in a non-voting capacity. The Executive Committee shall meet as necessary to carry out its duties. The Executive Committee meetings shall be chaired by the ADW Chair, or in his or her absence, the ADW Treasurer. Two (2) members of the Executive Committee shall constitute a quorum. The Executive Committee will seek consensus on all issues brought before it. Each Executive Committee Member shall have one (1) vote. The Facilitator and Fiduciary shall not have a vote. In the absence of consensus, the Executive Committee will refer the issue to the entire ADW Membership. The Executive Committee shall have the following duties with the advice of the standing committees:

1. Provide oversight of the expenditure of ADW monies consistent with the approved annual budget by reviewing financial status reports;
2. Provide a forum for discussion and , if appropriate, make recommendations to the ADW to resolve issues related to the

management of the ADW brought to its attention by any member of the ADW;

3. Assist the standing committees and any other special committees of the ADW in meeting their respective responsibilities;
  4. Maintain a written record of each Executive Committee meeting including, as a minimum, attendance, list of issues, and a record of decisions and recommendations;
  5. Propose nominations for ADW officer positions;
  6. Consider changes to the ADW Bylaws;
  7. Develop and review policies and procedures;
  8. Consider Membership requests and make recommendations to the ADW;
  9. Take other actions that are consistent with the provisions of these Bylaws and as may be directed by the ADW.
  10. Reviews and monitor, for consistency with ADW approved budget, collection of assessments from participating local agencies, and expenditure of funds; and, prepare status reports to the ADW for presentation at each of their meetings.
  11. Review Treasurer submitted written annual report each year, as prepared by the Fiduciary, on revenue and projected expenditures to end of calendar year for presentation to and review by the full ADW at its annual budget meeting.
  12. Recommend to the ADW an appropriate approach for year-end accounting (audit) of all funds collected through assessment of members and expenditures made through fiduciary on behalf of ADW.
  13. Prepare draft recommendations for the next year's ADW annual budget in consultation with standing committee chairs, and proposes corresponding community assessments for consideration by the ADW.
  14. Assist Treasurer as primary ADW contact with Fiduciary to resolve questions concerning management of assessments collected from ADW members and expenditure of funds.
- (b) Technical Committee      The Technical Committee is chaired by the Facilitator or his/her designee. The Technical Committee is comprised of

representatives of several ADW communities and other interested parties. The Technical Committee shall have the following duties:

1. Review and recommend monitoring/sampling plans and/or changes
2. Review and recommend collaborative ADW illicit discharge elimination activities.
3. Oversee and review permit requirements (e.g., applications, annual reports, SWPPIs, etc.). Recommend ADW responses regarding permit requirements to the Executive Committee.
4. Recommend and review ADW grant opportunities and applications.
5. Identify and recommend BMPs for storm water improvements within the ADW watershed.

(c) Public Involvement and Education (PIE) Committee The Public Involvement and Education Committee is chaired by the Facilitator or his/her designee. The PIE Committee is comprised of representatives of several ADW communities and other interested parties. The PIE Committee shall have the following duties:

1. Review and recommend collaborative ADW public education activities.
2. Recommend and review ADW grant opportunities and applications.
3. Develop and/or distribute public education materials, including materials/information for the ADW website.
4. Recommend and/or coordinate public education surveys.

Any Member, designated alternate or other representative of a Member may serve on any standing committee. Cooperating partners, or other members of the public may be invited to participate in a standing committee, but all official actions of a standing committee shall be limited to participation by those on the committee representing ADW members.

The ADW may establish other standing committees at any time as appropriate.

### 3. *Special Committees*

From time to time, the ADW may choose to establish special committees to consider specific issues or questions. The Chair or Co-Chairs of any special committee established shall be appointed by the ADW, or, by delegation of

the ADW, by the Chair. The special committee Chair(s) and Co-Chair(s) appointed shall be representatives of Members of the ADW.

#### *4. Other ADW Duties*

The ADW shall:

- Take actions required, including delegation of responsibilities to the elected Officers and/or the Executive Committee , to carry out the purposes and conduct the business of the ADW including, but not limited to:
  - directing the activities of any committees established under the Bylaws.
  - assisting the standing committees and any other special committees of the ADW in meeting their respective responsibilities.
  - With the advice of the standing and applicable special committees, provide oversight of the expenditure of ADW monies consistent with the approved annual budget by reviewing quarterly financial status reports.
  - Make provisions for support services consistent with the annual budget.
- Encourage and promote public involvement in actions and activities of the ADW and of committees established by the ADW, and assure compliance with Open Meetings and Freedom of Information state statutory requirements.
- Provide a forum for discussion and, if appropriate, make recommendations to resolve issues related to the management of the ADW brought to its attention by any Member of the ADW.
- Prepare an annual report on the goals and accomplishments of the ADW together with a comprehensive audit report on the expenditures and revenues.
- Develop policies and procedures related to official actions of the ADW, including but not limited to contracting for services, disbursement of funds, and related fiduciary responsibilities.
- Maintain official written record of meetings that includes attendance, issues discussed, and official actions taken.
- Recommend to Members any subsequent changes needed to these Bylaws.
- Coordinate compliance with regulatory requirements and pursue grants and other funding services to achieve compliance therewith.
- Take any other actions as may be permitted or required by Public Act 517 of the Public Laws of 2004.

## **ARTICLE III. ASSESSMENT OF COSTS TO MEMBERS**

### **A. Members**

#### *1. City, Village and Township Members*

The assessments to cities, villages and townships will be determined by subtracting the amount of dollar contributions from the approved budget to be provided by counties and other Members, and from grants, money gifts, and other income including any balances from prior year ADW budgets. The amount remaining after subtracting these other sources of revenue will be prorated and assessed to each city, village and township Members based upon equal weight to the population of the unit of government within the watershed according to the most recent United States census, and the land area within the watershed as shown as a part of Appendix B.

#### *2. County Members*

Based upon the in-kind contributions currently provided by Wayne County (including fiduciary services described in Article VI), Wayne County will not be assessed to support the budget of the ADW for fiscal year 2006. Before December 1 of each year, the ADW will determine whether or not assessments will be made to Wayne County taking into consideration the level of contribution of in-kind services for ADW related activities it will provide during the next fiscal year.

#### *3. Other Members*

The ADW shall assess Members other than cities, villages, townships, and counties at the time they become a Member based upon a dollar amount approved by the ADW and agreed upon by the Member. The assessment shall reflect the ADW membership benefits provided each Member, and any other contributions made to the ADW. The annual assessment to Members other than cities, villages, townships, and counties shall not be less than the lowest amount assessed any other Member nor more than the highest amount assessed any other Member.

4. A Member may receive a credit toward its required contribution to the ADW based upon its providing services of personnel, use of equipment and office space, and other services. The amount of the credit shall be subject to approval of the Members.

### **B. Adjustment of Assessments**

Once adopted as part of a given fiscal year budget, the annual assessments to Members shall not be lowered based upon the addition of new Members or any other additions to income not considered as part of the approved annual budget for that year. Members joining after the adoption of the fiscal year budget shall be assessed on a proportional pro rata basis beginning in the next quarter of the year of their Membership using the same formula as was applied to other Members. In the event a Member terminates its membership in the ADW, the

assessments to remaining Members shall not be adjusted in that fiscal year although the budget may be amended to reflect adjustments due to the terminated Member's termination. Member assessments shall then be reviewed and possibly adjusted in the following fiscal year. Similarly, if a new Member is added in a fiscal year, current Members assessments will remain unchanged for that fiscal year, but may be reviewed and adjusted in the following fiscal year. Members are responsible for the payment of annual dues until a termination of membership is stated in writing. Members terminating membership after the start of the fiscal year budget and after paying their assessments shall not be given a refund of dues.

#### **ARTICLE IV. RESOLUTION**

The eligible Members adopting these Bylaws shall do so by the passage of a formal resolution, and exercise of existing authority that includes the ability to commit to the annual payment of assessments for support of ADW as identified in the annual ADW budget. Once a resolution is passed and a certified copy forwarded to the ADW, the public entity will remain a Member so long as its assessments are paid in a timely manner. A Member may terminate its membership at any time by providing written notice to the Chair of the ADW, provided, however, there shall be no refund of any assessment already paid to the ADW by that Member. Services provided through the ADW shall be, to the extent practical, limited to Members that have adopted the Bylaws and met their respective assessed financial obligations established consistent with the Bylaws.

#### **ARTICLE V. INDEMNIFICATION**

To the extent permitted by law, the ADW may hold any officer, committee chair, agent, representative, or employee and their respective designees harmless from personal liability for claims made or civil actions commenced against the officer, committee chair, agent, representative, employee or designee; when acting in good faith within the scope of his/her authority; while discharging his/her official duties on behalf of the ADW; for acts in or not opposed to the best interest of the ADW; or on account of liability of the ADW; only if their actions do not amount to gross negligence and are not contrary to the law. The ADW, pursuant to bylaw or resolution of its Members, may obligate itself in advance to defend and hold harmless persons.

The ADW may purchase and maintain insurance on behalf of any officer, committee chair, agent, representative, or employee and their designees against any liability asserted against the person and incurred by the person in any capacity or arising out of the status of the person as an officer, committee chair, agent, representative, or employee or designee of the ADW.

The amount of fees and costs which the ADW shall pay for on behalf of the any officer, committee chair, agent, representative, employee or designee's defense shall be limited

to and shall not exceed insurance limits of the policy, if any, covering the claim or action.

The decision to defend and represent any individual, officer, committee chair, agent, employee or designee will be made in the sole discretion of the ADW; acting on advice from its legal counsel as to whether said individual, officer, committee chair, agent, employee or designee was acting while in the scope of his/her authority, was discharging his/her official duties on behalf of the ADW and if the acts were in or not opposed to the best interest of the ADW.

## **ARTICLE VI. FIDUCIARY SERVICES**

The Treasurer and Executive Committee oversee fiduciary matters for the ADW.

### **A. Interim Fiduciary Agreement**

The Wayne County Department of Public Service (hereinafter WCDPS) has agreed to provide fiduciary services for the collection and expenditure of Member assessments. Under the Fiduciary Agreement with Wayne County, the Member assessments paid shall be used only for the services identified in the annual ADW Budget.

### **B. Expenditure Controls and Auditing**

WCDPS has agreed to provide the ADW full and complete access to records concerning the use of the funds collected from the Members so that all expenditures of monies collected through assessments to Members can be audited through a process determined to be appropriate by the Executive Committee. WCDPS has further agreed to timely provide a financial accounting of all funds collected and expended to the Executive Committee. The Executive Committee will provide oversight of all expenditures of Member assessments and report the status of income and expenditures at each meeting of the ADW.

### **C. Long Term Fiduciary Services**

Before December 1 of each year, the ADW will determine how fiduciary responsibilities will be managed beginning on January 1 of the following year.

## **ARTICLE VII. DISSOLUTION OF THE ADW**

In the event that its Members dissolve the ADW, any unused balances of membership assessments at the time of dissolution not needed to meet ADW obligations shall be redistributed back to the ADW Members prorated on the basis of the total ADW assessment paid by each Member during the immediately preceding fiscal year. Similarly, uncommitted balances from other sources of revenue (e.g. grants, gifts, contributions, etc.) remaining at the time of dissolution of the ADW shall be returned to the original provider or, if directed by the provider, transferred to a 501c3 organization or public agency that is willing and able to expend the funds for the originally intended purposes.

## **ARTICLE VIII. AMENDMENTS TO BYLAWS**

- A. Except as provided in Section VIII.B for select amendments to Articles II. E.1 and III of these Bylaws, any amendments proposed to these Bylaws shall be first reviewed by the Executive Committee who shall, after consideration of proposed amendments, make recommendations to the ADW. Any amendment(s) to the Bylaws shall be: (1) formally noticed to all Members at least thirty (30) days prior to the ADW meeting at which they are to be voted upon; and, (2) approved by at least two-thirds (2/3) of all Members at a meeting at which a quorum is present. A quorum shall consist of one more than fifty (50%) percent of all Members, eligible to vote and present.
  
- B. Proposed amendments to Articles II.E.1 and III of these Bylaws, which will change the way that assessments to Members are determined, shall be approved by the ADW as provided in Section VIII.A. In addition, after approval by the ADW of proposed amendments to Article II.E.1 and III, the proposed amendments to Articles II.E.1 and III shall also be sent to all Members for review and approval by the Member's respective governing bodies. The Members' governing bodies shall have five (5) months following the date of the ADW action formally recommending amendments to these Articles to approve the amendment(s). The amended Bylaws shall become effective when at least half of the governing bodies of Members approve the amended Bylaws within the specified time limit.

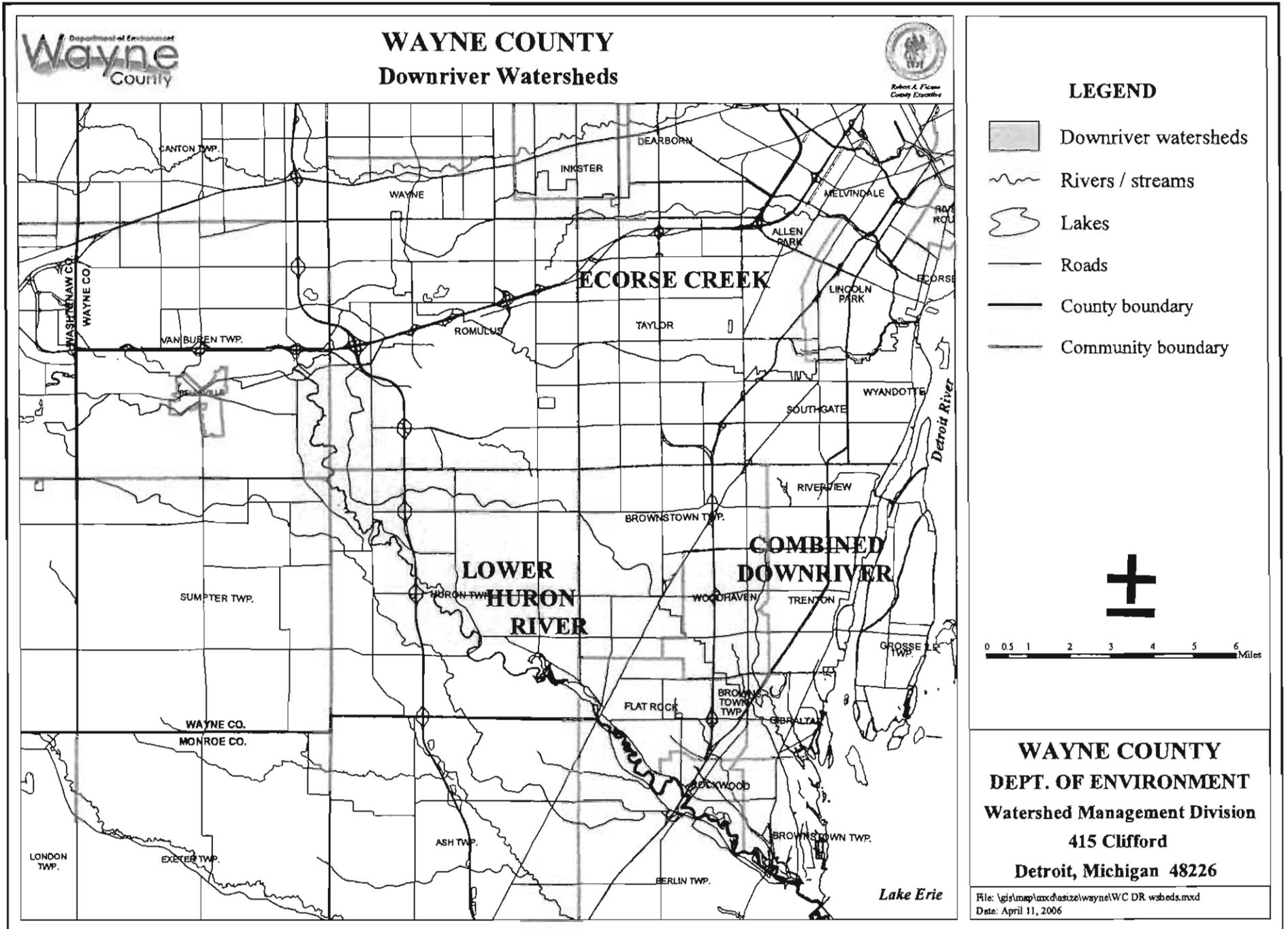
## **INFORMATIONAL APPENDICES TO THE BYLAWS**

**Appendix A Geographic Boundaries of the Watersheds Included in the Alliance of Downriver Watersheds** including the identification of the political boundaries of eligible Members

**Appendix B Allocation of Costs** that includes: a list of eligible Members, their respective land area and 2010-census population within the watersheds, their proportional allocation of costs for support of the ADW budget based upon equal weight given to land area and population within the watershed for community members or an agreed upon allocation for non-community members.

**APPENDIX A**  
**Geographic Boundaries of the**  
**Watersheds Included in the Alliance of**  
**Downriver Watersheds**

# Appendix A: Geographic Boundaries for Alliance of Downriver Watersheds



## **APPENDIX B**

### **Allocation of Costs**

Appendix includes:

- List of current Members
- The respective land area and 2010-census population of each current member within the watersheds
- The proportional allocation of costs for support of the ADW budget based upon:
  - Community Members: population-weighted area according to the most recent US census.
  - Other Members: negotiated amount.

**ALLIANCE OF DOWNRIVER WATERSHEDS  
ALLOCATION BY COMMUNITY  
FINAL: 12 April 13**

Agency Name	Total Area (acres) in all 3 Watersheds	Total Population in all 3 Watersheds	% of TOTAL
Allen Park	3,596	28,207	6.1%
Belleville	421	2,965	0.9%
Brownstown Twp	12,899	30,627	11.8%
Dearborn Heights	2,151	19,633	4.0%
Ecorse	670	6,353	1.3%
Flat Rock	4,216	9,864	4.0%
Gibraltar	2,334	4,656	1.9%
Grosse Ile Twp	5,665	10,371	4.4%
Huron Twp	14,334	12,781	8.5%
Inkster	265	2,894	0.6%
Lincoln Park	3,758	38,171	7.5%
Melvindale	123	1,252	0.2%
Riverview	2,796	12,486	3.6%
Rockwood	1,698	3,296	1.4%
Romulus	13,677	19,973	10.9%
Southgate	1,783	12,487	3.0%
South Rockwood	0	0	Not in ADW
Sumpter Twp	2,468	2,280	1.5%
Taylor	15,001	63,131	18.0%
Van Buren Twp	6,654	8,942	4.6%
Westland	671	3,587	0.9%
Woodhaven	4,034	12,455	4.1%
Wyandotte	219	3,381	0.6%
W-B School District	227	NA	0.2%
Wayne County	2,525	NA	InKind
Wayne County Airport Authority	6,700	NA	Not in ADW
<b>TOTAL</b>	<b>108,885</b>	<b>309,792</b>	<b>100.0%</b>

RESOLUTION

RESOLVED BY THE CITY COUNCIL,

WHEREAS, that Alliance of Downriver Wastershed ("ADW") was formed in January 2007 pursuant to Public Act 517 of the Public Laws of 2004; AND

WHEREAS, the ADW consists of 24 public agencies (Allen Park, Belleville, Brownstown Township, Dearborn Heights, Ecorse, Flat Rock, Gibraltar, Grosse Ile Township, Huron township, Inkster, Lincoln Park, Melvindale, Riverview, Rockwood, Romulus, Southgate, Sumpter Township Taylor, Van Buren township, Wayne County, Westland, Woodhaven, Woodhaven-Brownstown School District and Wyandotte) in the Ecorse Creek, Combined Downriver and Lower Huron River Watersheds in southeast Michigan. The agencies and communities that comprise the ADW have and continue to achieve substantial benefits by their joining together and cooperatively managing the rivers, lakes, and streams within the watersheds and in providing mutual assistance in meeting state water discharge permit requirements of the Members; AND

WHEREAS, the ADW Members approved and adopted Bylaws to set forth its composition, duties and responsibilities; AND

WHEREAS, the ADW Members now desire to amend the Bylaws to conform to the customs and practices developed over the years, by the ADW.

THEREFORE, BE IT RESOLVED that the City of Wyandotte formally adopts the amended bylaws for the Alliance of Downriver Watersheds.

FURTHER BE IT RESOLVED that consistent with the terms of the Alliance of Downriver Watershed Bylaws, the Wyandotte City Council of the City of Wyandotte formally authorizes Mayor Peterson, to designate a representative and an alternate represent to the Alliance of Downriver Watersheds, and additional persons to represent the City of Wyandotte, if needed, as an additional alternate to assure voting representation.

FINALLY, BE IT RESOLVED that the City of Wyandotte continuing membership will be evidenced by payment of its voluntary assessment on an annual basis to the Alliance of Downriver Watersheds.

I move the adoption of the foregoing resolution.

MOTION BY COUNCILPERSON \_\_\_\_\_

SUPPORTED BY COUNCILPERSON \_\_\_\_\_

<u>YEAS</u>	<u>COUNCIL</u>	<u>NAYS</u>
_____	FRICKE	_____
_____	GALESKI	_____
_____	MICIURA	_____
_____	SABUDA	_____
_____	SCHULTZ	_____
_____	STEC	_____
	Members Absent _____	

I HEREBY CERTIFY that the foregoing is a true and correct copy of a resolution adopted by the City Council or the City of Wyandotte, County of Wayne, Michigan on \_\_\_\_\_.

William R. Griggs, City Clerk \_\_\_\_\_

Reports

+

minutes

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Wyandotte, Michigan January 12, 2015

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

ROLL CALL

Present: Councilpersons Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

Absent: None

PERSONS IN THE AUDIENCE

None

COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

January 6, 2015

Mayor Joseph R. Peterson & City Councilmembers 3200 Biddle Avenue  
Wyandotte, Michigan 48192

Dear Mayor and City Councilmembers:

The undersigned hereby requests a budget amendment for the City Clerk's Office in the amount of \$3,000 to provide additional compensation for Election Workers for the two (2) scheduled upcoming elections on February 24, 2015 (reimbursable from the School Board) and May 5, 2015.

Currently Election Workers are being compensated at the rate of \$150.00 for Chairpersons and \$125.00 for Election Workers; I am recommending their compensation be increased to \$200.00 for Chairpersons and \$150.00 for Election Workers.

Sincerely yours,  
William R. Griggs City Clerk

CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION  
MEETING DATE: January 12, 2015 AGENDA ITEM #2

ITEM: Purchase of ID Networks Livescan fingerprint scanner

PRESENTER: Daniel J. Grant, Chief of Police

INDIVIDUALS IN ATTENDANCE: Dan Grant

BACKGROUND: The Police Department along with all the other Wayne County Police Departments has been using the ID Networks fingerprint scanner for processing arrestees and criminal suspects for the past 10-years. Our current system is obsolete and is no longer supported by the company and is out of warranty. The new system will have many more options and will allow us to do computerized fingerprints on applicants for guns, citizenship, liquor licenses, etc. The proposed ID Networks system is in use throughout the State of Michigan and connects to the central fingerprint system in Lansing. It is a single source product and we are purchasing directly from the manufacturer therefore we will not be accepting bids from other vendors.

STRATEGIC PLAN/GOALS: Maintaining our automated fingerprint system and prisoner booking process enables our Police to effectively identify arrested persons and return to patrols in the City of Wyandotte and effectively respond to calls for service from our residents which is consistent with the City of Wyandotte's strategic plan.

ACTION REQUESTED: City Council approval for the purchase of one ID Networks Live-Scan system with maintenance agreement in the amount of \$9,335.00.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: The funds for the purchase of the ID Networks fingerprint scanner has been approved in the current budget.

IMPLEMENTATION PLAN: If approved by the City Council, the order will be placed with ID Networks Identification Technologies and when the system is delivered the necessary training will be completed with the Officers and it will be placed into use immediately.

COMMISSION RECOMMENDATION: The Police Commission has received this proposal and approved the purchase at their regular meeting.

CITY ADMINISTRATOR'S RECOMMENDATION: Concur with recommendation.  
(Todd Drysdale, City Administrator)

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION: Concur with recommendation. (Joseph Peterson, Mayor)

LIST OF ATTACHMENTS: 1. Price Quote from ID Networks ID Technologies.

CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION  
MEETING DATE: December 22, 2014 AGENDA ITEM #3

ITEM: Special Event Application – Walk MS Wyandotte

PRESENTER: Heather A, Thiede, Special Events Coordinator

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

BACKGROUND: Attached please find the Special Event Application from the National Multiple Sclerosis Michigan Chapter for their Walk MS Wyandotte to be held Saturday, May 16th 2015. The route of this walk is approximately 3 miles throughout the city and will finish at the Yack Arena. The Chief of Police, Recreation Superintendent and Fire Chief have reviewed this application/event and approved with the recommendation the organization signs a hold harmless agreement as well as add the City of Wyandotte as additional insured. (Please see the attached application)

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

ACTION REQUESTED: It is requested the City Council concur with the support of the Chief of Police, Fire Chief, and Recreation Superintendent and support the use of City sidewalks, the use of the Yack Arena and parking lots for their event on May 16th 2015.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Chief of Police, Department of Public Service, Recreation, Fire Department and Special Event Coordinator. It is requested the City Council concur with the support of the Chief of Police, Fire Chief, and Recreation Superintendent and support the use of City sidewalks, the use of the Yack Arena and parking lots for their event on May 16th 2015.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: TDrysdale

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

MAYOR'S RECOMMENDATION: JRP

LIST OF ATTACHMENTS Special Event Application – Walk MS

CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION  
MEETING DATE: January 12, 2015 AGENDA ITEM #4

ITEM: Special Event Application – WSAF Entertainment Contract

PRESENTER: Heather A. Thiede, Special Events Coordinator

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

BACKGROUND: Herewith, please find the entertainment contract assembled and recommended by my office for the 2015 Wyandotte Street Art Fair. For details please see the below listing.

Mega 80's - \$ 4,250

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

ACTION REQUESTED: Adopt a resolution to concur with the above recommendation and authorize Mayor Peterson or William Griggs, City Cleric to sign the attached contracts.

BUDGET IMPLICATIONS & ACCOUNT NUMBER

285.225.925.730.860 - \$4,250

IMPLEMENTATION PLAN: Contract to be signed by Mayor Joseph R. Peterson and William Griggs, City Clerk to be returned to Heather A. Thiede for implementation.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR’S RECOMMENDATION: TDrysdale

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

MAYOR’S RECOMMENDATION: JRP

LIST OF ATTACHMENTS

Tangerine Moon Productions Contract

CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION  
MEETING DATE: January 12, 2015 AGENDA ITEM #5

ITEM: Special Event Applications – Belicoso Cafe

PRESENTER: Heather A. Thiede, Special Events Coordinator

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

BACKGROUND: Attached please find the Special Event Applications from Belicoso Café for their special events that are scheduled to take place on August 21st and September 18th 2015. These events have been reviewed and approved by the Police Chief, Fire Chief, Department of Public Service and Recreation Superintendent provided a live safety inspection will take place prior to the events beginning to review event and tent set up by the Fire Chief as well as, Belicoso follows the rules set forth by City Council in 2013, see below details. We require the business add the City of Wyandotte as additional insured to their insurance policy and have a signed hold harmless on file. Belicoso Café is required to pay for any fees associated with the use of city material and man power for both events.

Any event (other than the Wyandotte Street Art Fair) that takes place on a Friday on First Street will be set up no earlier than 3 pm and torn down Friday night.

Any event (other than the Wyandotte Street Art Fair) that takes place on a Saturday on First Street will be set up and torn down that Saturday.

Any event (other than the Wyandotte Street Art Fair) that takes place on a Sunday on First Street will be set up and torn down that Sunday.

There will be a minimum of 20 foot of space going south left between the end of Dolores Boutique Shop/Treasure Alley Mini Mall building and the start of any fencing.

The remaining parking spaces in front of Treasure Alley Mini Mall, The Quilted Heart and Madelyn's will remain open for the public to park in.

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

ACTION REQUESTED: is requested the City Council concur with the recommendation of the Special Event Coordinator and support the use of city streets, sidewalks and property for their events held August 21st 2015 and September 18th 2015.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: The resolutions and all necessary documents will be forwarded to the Chief of Police, Department of Public Service, Recreation, Fire Department and Special Event Coordinator.

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: TDRYSDALE

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

MAYOR'S RECOMMENDATION: JRP

#### LIST OF ATTACHMENTS

Special Event Applications – Belicoso Café

#### CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION MEETING DATE: January 12, 2015 AGENDA ITEM #6

ITEM: Purchase Additional 96 Gallon Toters

PRESENTER: Mark A. Kowalewski, City Engineer

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski, City Engineer

BACKGROUND: The City offers residents to rent 96 gallon toters for \$48 for a two (2) year term. On February 1, 2014, the City's new ordinance regarding the use of a metal, durable plastic, or an approved container of equal material to be used for the collection of solid waste was effective. Therefore, the demand for leasing toters has increased. The Department of Public Service (DPS) desires to purchase an additional 144 toters from Cascade Engineering of Grand Rapids, Michigan to meet this demand. Cascade Engineering has supplied the previous carts to the City. The cost of \$6,730.56 (144 x \$46.74) to purchase these toters will be funded from the Solid Waste Fund. These carts will be black with the City of Wyandotte logo stamped on the container.

STRATEGIC PLAN/GOALS: The City is committed to creating fiscal stability, streamlining government operations; make government more accountable and transparent to its citizens and making openness, ethics and customer service the cornerstones of our City government.

ACTION REQUESTED: Approve the DPS to purchase 144- ninety-six gallon carts at a cost of \$6,730.56 from Cascade Engineering.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: 290-448-850-770-540

IMPLEMENTATION PLAN: Place order with Cascade Engineering of Grand Rapids, Michigan

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: TDrysdale

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION: Joseph R. Peterson

LIST OF ATTACHMENTS: None

CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION

MEETING DATE: January 12, 2015 AGENDA ITEM #7

ITEM: Annual Permit for Michigan Department of Transportation for Miscellaneous Operations and other Permits within Free Access State Truckline Right of Way

PRESENTER: Mark A. Kowalewski, City Engineer

INDIVIDUALS IN ATTENDANCE: Mark A. Kowalewski

BACKGROUND: The City is required to apply annually for a permit from Michigan Department of Transportation (MDOT) for activities in the State Right-of-Way. Also, the Council is required to designate positions that are authorized to sign said permit. The resolution will authorize the City Engineer, General Manager of Municipal Service and the Police Chief as authorized to apply to the State for necessary permits to work within the State Highway Right-of-Way.

STRATEGIC PLAN/GOALS: N/A

ACTION REQUESTED: Approve submission of annual permit and authorize the City Engineer, General Manager of Municipal Service and the Police Chief as the positions authorized to apply for MDOT Permits.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: Forward adopted Resolution to MDOT

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: TDrysdale

LEGAL COUNSEL'S RECOMMENDATION:

MAYOR'S RECOMMENDATION: Joseph R. Peterson

LIST OF ATTACHMENTS: Resolution

CITY OF WYANDOTTE REQUEST FOR COUNCIL ACTION  
MEETING DATE: January 12, 2015 AGENDA ITEM #8

ITEM: Quarterly Investment Reports – 2013 2nd – 4th Quarters and 2014 1st – 3rd Quarters

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

INDIVIDUALS IN ATTENDANCE: n/a

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

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

ACTION REQUESTED: Adopt the resolution to receive and place on file the 2013 2nd – 4th and 2014 1st – 3rd quarter Quarterly Investment Reports.

BUDGET IMPLICATIONS & ACCOUNT NUMBER: N/A

IMPLEMENTATION PLAN: N/A

COMMISSION RECOMMENDATION: N/A

CITY ADMINISTRATOR'S RECOMMENDATION: Concur with recommendation.

LEGAL COUNSEL'S RECOMMENDATION: N/A

MAYOR'S RECOMMENDATION: Concur with recommendation.

LIST OF ATTACHMENTS: 1. Report on CD's (attachment A)  
2. Report on other accounts (attachment B)

LATE ITEM

January 12, 2015

Mr. William Griggs City Clerk  
City of Wyandotte  
Eureka Road  
Wyandotte, MI. 48192

Dear Mr. Griggs:

Enclosed you will find a Local Governing Body Resolution for Charitable Gaming Licenses form. Wyandotte Yacht Club needs this form from the City of Wyandotte to obtain a Millionaire Party License. P/C John Dalessandro called and left you a message asking you to help us in getting this task done.

P/C John Dalessandro has asked me deliver this letter and this form to you as we need this completed as soon as possible.

If you have any questions, please call P/C John Dalessandro at 734-673-3087.

Awaiting your reply. I remain.

Yours truly,  
Vivian M. Gebstadt, Rear Commodore, Wyandotte Yacht Club  
313-682-4113  
762 Moran Ave., Lincoln Park, MI 48146

REPORTS AND MINUTES

Finance Daily Cash Receipts	January 2, 2015
Retirement Commission Meeting	December 18, 2014
Downtown Development Authority	December 9, 2014
Wyandotte Recreation Commission	December 9, 2014
Police Commission Meeting	December 16, 2014
Design Review Committee	January 6, 2015

CITIZENS PARTICIPATION

None

RECESS

RECONVENTING

ROLL CALL

Present: Councilpersons Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
Absent: None

HEARING

HEARING RELATIVE TO COMMENTS AND SUGGESTIONS ON THE  
PROPOSED PROJECTS AS RECOMMENDED BY THE CITY ENGINEER FOR THE 2015  
COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM (CDGB)

Nothing in writing.  
No one present.

RESOLUTIONS

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

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 Leonard T. Sabuda  
Supported by Councilperson Donald Schultz  
ROLL ATTACHED

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council CONCURS in the recommendation as set  
forth by the City Clerk in his communication dated January 6, 2015 and hereby APPROVES the  
budget amendment in the amount of \$3,000 to cover the cost of the increased compensation for  
City of Wyandotte Election workers; effective immediately from \$150.00 to \$200.00 (Chairman)  
and from \$125.00 to \$150.00 for (Election workers) said cost to be derived from account # 101-  
840-725-110. AND BE IT FURTHER RESOLVED that said communication be forwarded to  
the Finance Department.

I move the adoption of the foregoing resolution.  
MOTION by Councilperson Leonard T. Sabuda  
Supported by Councilperson Donald Schultz  
YEAS: Councilpersons Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council CONCURS with the Chief of Police to purchase one automated fingerprint scanner from ID Networks Identification Technologies; which is the sole source vendor for this system used throughout Wayne County and the State of Michigan in the amount of \$9,335.00; including a maintenance agreement for one year. AND BE IT FURTHER RESOLVED that said expenditure will be paid from the Police Departments Computer Maintenance Account # 101-301-825-371.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council CONCURS with the recommendation of the Special Event Coordinator, Fire Chief, Police Chief and Recreation Superintendent to APPROVE the use of city sidewalks, the use of the Yack Arena and parking lots for the Walk MS event to be held on May 16, 2015.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council hereby APPROVES the entertainment contract for the Mega 80's band for services rendered on Thursday, July 9, 2015 for the Wyandotte Street Art Fair in the amount of \$4,250; funds to be derived from account # 285-225-925-730-860. AND BE IT FURTHER RESOLVED that the Mayor and City Clerk are hereby directed to execute said contract on behalf of the City of Wyandotte.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council hereby CONCURS in the recommendation of the Special Event Coordinator as set forth in the communication dated January 12, 2015 and hereby APPROVES the use of city sidewalks and property for the events to be held on August 21st and September 18th, 2015 as sponsored by Belicoso Café. AND BE IT FURTHER RESOLVED that Hold Harmless agreements; insurance; LCC and City requirements be adhered to as outlined in said communication for both events. AND FURTHER that all city departments named in the communication be notified of same.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council CONCURS with the recommendation of the City Engineer to purchase 144-Ninety-Six Gallon Carts from Cascade Engineering of Grand Rapids, Michigan in the amount of \$6,730.56 from account # 290-448-850-770-540; each cart to be black with the City of Wyandotte's logo, imprinted serial numbers and include a standard ten (10) year warranty.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

This Performance Resolution is required by the Michigan Department of Transportation for purposes of issuing to a municipal utility an "Individual Permit for Use of State Highway Right of Way" (form 2205), or an "Annual Application and Permit for Miscellaneous Operations Within State Highway Right of Way" (form 2205B).

RESOLVED WHEREAS, the City of Wyandotte hereinafter referred to as the "GOVERNMENTAL AGENCY" periodically applies to the Michigan Department of Transportation, hereinafter referred to as the "DEPARTMENT," for permits, referred to as "PERMIT," to construct, operate, use and/or maintain utility or other facilities, or to conduct other activities, on, over, and under State Highway right of way at various locations within and adjacent to its corporate limits;

NOW THEREFORE, in consideration of the DEPARTMENT granting such PERMIT, the GOVERNMENTAL AGENCY agrees that:

1. Each party to this Agreement shall remain responsible for any claims arising out of their own acts and/or omissions during the performance of this Agreement, as provided by law. This Agreement is not intended to increase either party's liability for, or immunity from, tort claims, nor shall it be interpreted, as giving either party hereto a right of indemnification, either by Agreement or at law, for claims arising out-of-the performance of this Agreement.
2. Any work performed for the GOVERNMENTAL AGENCY by a contractor or subcontractor will be solely as a contractor for the GOVERNMENTAL AGENCY and not as a contractor or agent of the DEPARTMENT. The DEPARTMENT shall not be subject to any obligations or liabilities by vendors and contractors of the GOVERNMENTAL AGENCY, or their subcontractors or any other person not a party to the PERMIT without its specific prior written consent and notwithstanding the issuance of the PERMIT. Any claims by any contractor or subcontractor will be the sole responsibility of the GOVERNMENTAL AGENCY.
3. The GOVERNMENTAL AGENCY shall take no unlawful action or conduct, which arises either directly or indirectly out of its obligations, responsibilities, and duties under the PERMIT which results in claims being asserted against or judgment being imposed against the State of Michigan, the Michigan Transportation Commission, the DEPARTMENT, and all officers, agents and employees thereof and those contracting governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract. In the event that the same occurs, for the purposes of the PERMIT, it will be considered as a breach of the PERMIT thereby giving the State of Michigan, the DEPARTMENT, and/or the Michigan Transportation Commission a right to seek and obtain any necessary relief or remedy, including, but not by way of limitation, a judgment for money damages.

4. The GOVERNMENTAL AGENCY It will, by its own volition and/or request by the DEPARTMENT, promptly restore and/or correct physical or operating damages to any State Highway Right of Way resulting from the installation construction, operation and/or maintenance of the GOVERNMENTAL AGENCY'S facilities according to a PERMIT issued by the DEPARTMENT.
5. With respect to any activities authorized by PERMIT, when the GOVERNMENTAL AGENCY requires insurance on its own or its contractor's behalf it shall also require that such policy include as named insured the State of Michigan, the Transportation Commission, the DEPARTMENT, and all officers, agents, and employees thereof and those governmental bodies performing permit activities for the DEPARTMENT and all officers, agents, and employees thereof, pursuant to a maintenance contract.
6. The incorporation by the DEPARTMENT of this resolution as part of a PERMIT does not prevent he DEPARTMENT from requiring additional performance security or insurance before issuance of a PERMIT.
7. This resolution shall continue in force from this date until cancelled by the GOVERNMENTAL AGENCY or the DEPARTMENT with no less than thirty (30) days prior written notice to the other party. It will not be cancelled or otherwise terminated by the GOVERNMENTAL AGENCY with regard to any PERMIT which has already been issued or activity which has already been undertaken.

BE IT FURTHER RESOLVED, that the following position(s) are authorized to apply to the DEPARTMENT for the necessary permit to work within State Highway Right of Way on behalf of the GOVERNMENTAL AGENCY.

Name	and/or	Title
Mark A. Kowalewski		City Engineer
Rod Lesko		General Manager Municipal Service
Daniel Grant		Chief of Police – City of Wyandotte

I hereby certify that the foregoing is a true copy of a resolution adopted by the City Council of the City of Wyandotte of Wayne at a regular meeting held on the 12th day of January A.D. 2015.

Signed: William R. Griggs, City Clerk

I move the adoption of the foregoing resolution.  
 MOTION by Councilperson Leonard T. Sabuda  
 Supported by Councilperson Donald Schultz  
 YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
 NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council hereby receives and places on file the 2013 2nd-4th and 2014 1st-3rd quarters Quarterly Investment Reports as outlined in this communication dated January 12, 2015 from the Deputy Treasurer/Assistant Finance Director.

I move the adoption of the foregoing resolution.  
 MOTION by Councilperson Leonard T. Sabuda  
 Supported by Councilperson Donald Schultz  
 YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
 NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that the communication from the Wyandotte Yacht Club is hereby received and placed on file. AND BE IT FURTHER RESOLVED that Mayor and Council recognizes the Wyandotte Yacht Club as a 501-3c nonprofit organization operating in the City of Wyandotte; AND FURTHER recommends APPROVAL of the charitable gaming license.

I move the adoption of the foregoing resolution.  
MOTION by Councilperson Leonard T. Sabuda  
Supported by Councilperson Donald Schultz  
YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that Council held the public hearing on January 12, 2015, to hear comments and suggestions on the proposed projects as recommended by the City Engineer for the 2015 Community Development block Grant Program (CDBG); AND WHEREAS the City received NO comments; AND NOW, THEREFORE BE IT RESOLVED that Council hereby APPROVES the projects for the 2015 Community Development Block Grant Program (CDBG) as recommended by the City Engineer; AND BE IT RESOLVED that the final hearing for the 2015 Community Development Block Grant Program (CDBG) be held on February 2, 2015.

I move the adoption of the foregoing resolution.  
MOTION by Councilperson Leonard T. Sabuda  
Supported by Councilperson Donald Schultz  
YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that the City Council Meeting of January 19, 2015 is hereby CANCELLED due to the Martin Luther King Day remembrance.

I move the adoption of the foregoing resolution.  
MOTION by Councilperson Leonard T. Sabuda  
Supported by Councilperson Donald Schultz  
YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that the total bills and accounts in the amount of \$1,504,243.74 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

I move the adoption of the foregoing resolution.  
MOTION by Councilperson Leonard T. Sabuda  
Supported by Councilperson Donald Schultz  
YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec  
NAYS: None

Wyandotte, Michigan January 12, 2015

RESOLUTION by Councilperson Leonard T. Sabuda

RESOLVED by the City Council that the Agenda procedure for the Committee of the Whole and Regular Session shall be modified to allow Elected Officials to ask questions or raise New Business immediately following Persons in the Audience and prior to Communications from City and Other Officials.

I move the adoption of the foregoing resolution.

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

YEAS: Councilmembers Fricke, Galeski, Miciura, Sabuda, Schultz, Stec

NAYS: None

ADJOURNMENT

MOTION by Councilperson Leonard T. Sabuda

Supported by Councilperson Donald Schultz

That we adjourn.

Carried unanimously

Adjourned at 8:09 PM

January 12, 2015

  
\_\_\_\_\_  
William R. Griggs, City Clerk

User: ktrudell

Post Date from 01/15/2015 - 01/15/2015 Open Receipts

DB: Wyandotte

Receipt #

Date

Cashier

Wkstn

Received Of  
Distribution

Amount

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

731-000-392-040 PD EMPLOYEE PENSION CONTR 1,575.69  
 732-000-670-010 RETIREMENT FUND REIMBURSE 944.10

TOTAL - ALL CREDIT ACCOUNT 2,519.79

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

731-000-001-000 Cash 1,575.69  
 732-000-001-000 Cash 944.10

TOTAL - ALL DEBIT ACCOUNTS 2,519.79

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

731 Retirement System Fund 1,575.69  
 732 Retiree Health Care Fund 944.10

TOTAL - ALL FUNDS: 2,519.79

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

RETIR WYANDOTTE EMPLOYEES RETIREMENT SYSTEM

Tender Code/Desc.  
 (CCK) CITY CHECK 2,519.79

TOTAL: 2,519.79

TOTAL - ALL BANKS: 2,519.79

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

Tender Code/Desc.  
 (CCK) CITY CHECK 2,519.79  
 TOTAL: 2,519.79

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

(1) 7R: RETIREMENT FUND REIMBURSE 944.10  
 (1) EP: PD EMPLOYEE PENSION CONTR 1,575.69

TOTAL - ALL RECEIPT ITEMS: 2,519.79

User: ktrudell

Post Date from 01/15/2015 - 01/15/2015 Open Receipts

DB: Wyandotte

Receipt #

Date

Cashier

Wkstn

Received Of  
Distribution

Amount

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

731-000-392-040 PD EMPLOYEE PENSION CONTR  
732-000-670-010 RETIREMENT FUND REIMBURSE1,575.69  
944.10TOTAL - ALL CREDIT ACCOUNT 2,519.79

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

731-000-001-000 Cash  
732-000-001-000 Cash1,575.69  
944.10TOTAL - ALL DEBIT ACCOUNTS 2,519.79

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

731 Retirement System Fund  
732 Retiree Health Care Fund1,575.69  
944.10TOTAL - ALL FUNDS: 2,519.79

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

RETIR WYANDOTTE EMPLOYEES RETIREMENT SYSTEM

Tender Code/Desc.  
(CCK) CITY CHECK 2,519.79TOTAL: 2,519.79TOTAL - ALL BANKS: 2,519.79

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

Tender Code/Desc.  
(CCK) CITY CHECK 2,519.79TOTAL: 2,519.79

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

(1) 7R: RETIREMENT FUND REIMBURSE  
(1) EP: PD EMPLOYEE PENSION CONTR944.10  
1,575.69TOTAL - ALL RECEIPT ITEMS: 2,519.79

MINUTES FOR THE RETIREMENT COMMISSION MEETING  
THURSDAY, JANUARY 15, 2015, 9 AM

ROLL CALL

Present: Commissioners Brohl, Browning, LaManes, Mayhew

Absent: Commissioners Lyon, Schultz, Yoscovits

ALSO PRESENT:

Sam Galanis, Oppenheimer  
William Look, Department of Legal Affairs

RESOLUTION ON THE MINUTES

MOTION by Commissioner Mayhew, supported by Commissioner Brohl, that the reading of the minutes of the November 20, 2014 meeting be dispensed with and the same stand approved as recorded. UNANIMOUSLY CARRIED

SPECIAL ORDER

Sam Galanis discussed the December 2014 Investment Portfolio Report. Heavy losses with most managers. Fifty-seven percent in stocks. We increased almost two million dollars in 2014 in our portfolio. Market field is still being watched and a recommendation will be provided at the next meeting.

ADJOURNMENT

MOTION by Commissioner Brohl, supported by Commissioner Mayhew, that we adjourn at 9:24 AM. UNANIMOUSLY CARRIED



William R. Griggs, Secretary  
Wyandotte Employees' Retirement Commission  
January 21, 2015

CITY OF WYANDOTTE  
BEAUTIFICATION COMMISSION MEETING MINUTES, APPROVED  
NOVEMBER 12, 2014

Members Present: John Darin, Chairman, Kenneth Bearden, Michael Bozymowski, Andrea Fuller, Noel Galeski, Lisa Lesage, Linda Orta

Members Excused: Stephanie Pizzo, Bill Summerell, Alice Ugljesa

Guests: None

1. Call to Order: The meeting was called to order by John at 6:05 pm.
2. Reading and Approval of Previous Minutes:
  - a. October 8, 2014 Regular Meeting: After review of the minutes, motion was made by Noel, seconded by Linda, to approve the draft minutes of the October 8, 2014 regular meeting of the Beautification Commission as written. The motion was approved.
3. Approval of Agenda: Motion was made by Noel, seconded by Andrea, to approve this meeting's agenda as submitted. The agenda was approved unanimously.

4. Chairperson's Report:

- a. Documents: John distributed an updated Attendance Log for review.
- b. Annual Report: John reported on the Beautification Commission's successful activities and projects in 2014, namely:
  - Inaugural Spring Clean-Up in the DDA
  - Beautifully-decorated summer and winter hanging baskets and planter pots
  - Successful Spring and Fall Dig-Ins in the DDA
  - Vietnam Veteran's Memorial Landscape project initiated and completed on schedule and on budget, with the addition of an underground sprinkler system
  - Successful hosting of the Fall Quarterly meeting of the Beautification Council of Southeastern Michigan at the Wyandotte Boat Club

In addition, John reviewed the following proposed special projects for Commission action in 2015, in addition to the Commission's regular special events, namely:

- Collaborate on the design and planting of a butterfly garden at the Bacon Memorial Library or other suitable site (if approved and separately-funded)
- Adopt-A-Spot Program rollout
- Refresh and re-plant all city Welcome Signs
- Work with DPS to set-up an appropriate grounds maintenance schedule for the Community Garden, and to replenish mulch as necessary in the Commission plantings in the DDA and elsewhere
- Facilitate the Vietnam Veteran's Memorial landscape service ribbon re-planting by the Vietnam Veteran's Committee, in conjunction with the Spring Dig-In

5. Treasurer's Report:

- a. FY 2014-2015 Expense Report: Mike distributed the current fiscal year Expense Report. Expenses total \$19.95 to date, with an account balance of \$5,980.05. John confirmed with Natalie Rankine that the DDA has approved a Beautification Commission FY 2014-2015 operating budget of \$6000.00.

6. Public and Media Communications: Andrea reported that she has posted notice to community gardeners to clear their garden beds for the winter. There were no other significant communications to report.

7. Community Garden Update:

- a. Ken noted that the community garden has been official closed for the season. There are still gardeners remaining who need to be reminded to clear their garden beds or risk having their applications for 2015 dis-approved. Arrangements have been made with the District Court Work Force to clear all remaining beds on December 6<sup>th</sup>. Ken will also contact WMS to turn off the community garden water supply. It was noted by John that the water supply shut-off valve is located in the basement of an adjacent business, Teezer's.

8. Vietnam Veterans Memorial Landscape Project: Linda reported that the bulbs have been planted at the Vietnam Veteran's Memorial. This project has been officially completed. Congratulations and thanks were extended to all Commissioners for their efforts!

9. Winter Hanging Baskets and Planter Pots Update:

- a. Hanging Baskets: Alice reported by email that the hanging baskets will be installed by Eckert's Greenhouses by November 21<sup>st</sup>. It was noted that the 2 baskets closest to the clock tower appear to be poorly-watered, and there may be an issue with the irrigation system there. Alice noted by previous email that Natalie has authorized the order of one free-standing hanging basket set-up.
- b. Planter Pots: Andrea will contact Alice and Natalie to have the 5 pots with soil by old city hall stored by DPS. Noel and Andrea will purchase winter decorations and greenery for the pot at Nanna's Kitchen, the pot at the Teardrop planting, and for the 6 planter cubes at the old city hall. It was also noted that Natalie has arranged for DPS to install large (3') Christmas bulbs in the large terra cotta pots at the new city hall until it is time to store the pots.

10. Review for Approval of Proposed 2015 Commission Regular Meeting Dates and Special Event Dates:

- a. 2015 Regular Meeting Dates: John distributed proposed 2015 Commission Regular Meeting dates for Commission review and approval. All meetings will be held on the second Wednesday of the month, except for the July meeting, which will be held on the third Wednesday of July to avoid Art Fair traffic. There will be no meeting in December. After discussion, there was a motion by Mike, seconded by Linda, to approve the schedule of Regular Meetings. The motion was approved unanimously. The 2015 regular meeting dates are as follows. All meetings will be held at City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue, at 6:00 – 8:00 pm on the second Wednesday of each month, except as noted below (\*)

January 14, 2015  
 February 11, 2015  
 March 11, 2015  
 April 8, 2015  
 May 13, 2015  
 June 10, 2015  
 July 15, 2015 \*  
 August 12, 2015  
 September 9, 2015  
 October 14, 2015  
 November 11, 2015  
 December, 2015 - No Meeting

- b. 2015 Special Event Dates: John distributed proposed 2015 Commission Special Event Dates for Commission review and approval. The timing of the events was patterned after 2014 events. Commissioners were reminded that all dates are flexible, depending upon weather and other circumstances. After discussion, there was a motion by Linda, seconded by Andrea, to approve the schedule of Special Events. The motion was approved unanimously. The 2015 special event dates are as follows.

EVENT	SCHEDULED DATE	RAIN DATE
City-Wide Landscape Clean-Up	April 11, 2015	TBD
Community Garden Opening	April 18, 2015	TBD
Community Garden Work Day	May 9, 2015	TBD
Spring Dig-In	May 16, 2015	TBD
Community Garden Work Day	June 20, 2015	TBD
Community Garden Work Day	July 18, 2015	TBD
Community Garden Work Day	August 15, 2015	TBD
Community Garden Work Day	September 12, 2015	TBD
Fall Dig-In	September 19, 2015	TBD
Community Garden Work Day	October 17, 2015	TBD
Community Garden Closing	November 14, 2015	TBD

11. Election of 2015 Commission Officers and Coordinators:

- a. Election Results: After discussion, it was the consensus of the Commission that the monthly Community Garden Coordinator roles be abandoned for 2015. Various commissioners volunteered to assume responsibility for vacant roles. There was a motion by Mike, seconded by Linda, to approve the final slate of 2015 Officers and Coordinators. The motion was approved unanimously. The 2015 Commission Officers and Coordinators are:

Chairperson:	John Darin
Corresponding Secretary:	Andrea Fuller
Recording Secretary:	John Darin
Treasurer:	Michael Bozymowski
Beautification Awards Coordinator:	Alice Ugljesa
Community Garden & District Court Work Force Coordinator:	Ken Bearden
Dig-In Coordinator, Spring:	Noel Galeski
Dig-In Coordinator, Fall:	Lisa Lesage
Hanging Basket Coordinator:	Alice Ugljesa
Landscape Planting Coordinator:	Linda Orta
Public Relations & Social Media Coordinator:	Andrea Fuller
Spring Clean-Up Coordinator:	Noel Galeski
Volunteer Coordinator:	Lisa Lesage

12. Old Business: There was no Old Business.

13. New Business:

- a. Winterizing Boxwoods in the DDA: John reported that he contacted Natalie to inquire as to the level of interest in winterizing the boxwoods in the DDA, due to the high kill rate last winter. Natalie will check with DPS, and will advise.

14. Round-Table Reports and Announcements:

- a. Beautification Council of Southeastern Michigan, Winter Quarterly Meeting, Thursday, December 2, 2014, DeCarlo's Banquet Center, Warren, MI. John distributed invitations to all.

15. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, January 14, 2015 at 6:00 pm – 8:00 pm in City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.

16. Adjournment: The meeting was adjourned at 7:55 pm.

Respectfully Submitted,

John Darin  
Chairman,  
Wyandotte Beautification Commission

CITY OF WYANDOTTE  
 BEAUTIFICATION COMMISSION MEETING MINUTES, DRAFT  
 JANUARY 14, 2015

Members Present: John Darin, Chairman, Kenneth Bearden, Michael Bozymowski, Andrea Fuller, Noel Galeski, Lisa Lesage, Alice Ugljesa

Members Excused: Linda Orta, Stephanie Pizzo, Bill Summerell

Guests: None

1. Call to Order: The meeting was called to order by John at 6:03 pm.
2. Reading and Approval of Previous Minutes:
  - a. November 12, 2014 Regular Meeting: After review of the minutes, motion was made by Noel, seconded by Andrea, to approve the draft minutes of the November 12, 2014 regular meeting of the Beautification Commission as written. The motion was approved.
3. Approval of Agenda: Motion was made by Alice, seconded by Noel, to approve this meeting's agenda as submitted. The agenda was approved unanimously.
4. Chairperson's Report:
  - a. Documents: John distributed an updated Attendance Log, Contact List, and 2015 Leadership & Event Dates Summary for review.
  - b. BCSEM Report: John reported that he was nominated and elected to the 2015 BCSEM Board of Directors. He is excited about this new role, and will report regularly on BCSEM activities as well as communicate Beautification Commission input on a regular basis. This should be a mutually-beneficial process for both organizations. The first meeting of the BCSEM BOD is January 15, 2015.
  - c. Nominees for Vacant Commissioner Position: The commissioners were reminded of the Mayor's interest in having the Beautification Commission review and recommend nominees to fill vacant commissioner positions. The commissioners were encouraged to contact their interested parties to complete the application process for Commission review at an upcoming meeting. To date, Alice identified a Ms. Nancy Alms, and Andrea identified a Ms. Denise Montgomery as potential interested individuals.
5. Treasurer's Report:
  - a. FY 2014-2015 Expense Report: Mike distributed the current fiscal year Expense Report. Submitted expenses total \$34.95 to date, with an account balance of \$5,965.05. An additional \$554.60 in winter pot plantings was identified by Andrea, who will submit expenses to Mike for posting. Resolved accounting issues regarding Eckert's Greenhouses and the BCSEM reserve account were reviewed.
  - b. FY 2014-2015 Budget Plan Development: After considerable discussion, an initial budget plan was developed for this fiscal year, and will be reviewed on a regular basis.

Expense Category	Budget	Comments
Membership Dues, Program Fees	250.00	BCSEM, KMB, FDR memberships, mtg. reg. fees
Community Garden	500.00	
Spring Clean-Up **	50.00	
Spring Dig-In	1,500.00	
Fall Dig-In	500.00	
Planter Pots & Um Plantings **	600.00	
Spring Hanging Baskets	615.00	7 hanging baskets + 6 baskets for 2 poles (105x2)
Winter/Holiday Hanging Baskets	725.00	7 hanging baskets + 6 baskets for poles (25x6)
Beautification Awards	TBD	
Planters, Equipment	0.00	No new purchases planned at this time, defer additional free-standing poles.
<i>Contingency Fund</i>	1,260.00	
<b>Total:</b>	<b>6,000.00</b>	

6. Public and Media Communications: Andrea reported that there were no significant communications to report. It was noted that the Spring Dig-In was listed in the DDA's 2015 Event Schedule.
7. Community Garden Update: Ken reported that the Work Force cleared out the community garden in December. The District Court Work Force was thanked for their continual service and hard work. Ken also reported that 15 garden plots have been reserved to date.
8. Spring Clean-Up Planning: Noel had no report. There is now a modest budget for 2015 Clean-Up event expenses.
9. Spring Dig-In Planning: Noel expressed her need to gather ideas for plantings from the commissioners.
10. Hanging Baskets and Planter/Urns Update:
  - a. Hanging Baskets: Alice requested of Natalie that DPS remove the bows from the Arbor hanging baskets, and keep the greens in for the winter.
  - b. Free-Standing Baskets: The Commission has ordered two (2) free-standing basket assemblies, each of which can hold 3 flower baskets. They have not been delivered yet. It is not known at this time where they will be installed.
  - c. Planter Pots: Natalie has been in contact with DPS to have them remove and store the 4 terra cotta pots at city hall and 5 round pots at the former city hall. Linda had previously requested that soil remain in the pots during winter storage. In addition, Natalie made a request of DPS to unwrap the urns at the PHMG and empty them of soil to prevent repeat cracking.
11. Adopt-A-Spot Program Roll-Out in 2015: John reported that the Adopt-A-Spot Program will roll out in 2015. Various educational items were distributed. John will review this program with Engineering (per their Adopt-A-Lot Program Hold Harmless Agreement), and will develop a draft Action Plan for Commission review at an upcoming meeting.
12. Old Business:
  - a. Status of Winterizing Boxwoods in the DDA: It was noted that the boxwoods at the Vietnam Veterans Memorial were protected by burlap. It was not known if other boxwoods in the DDA were also protected from the elements. Many boxwoods were lost last year due to the harsh winter.
13. New Business: There was no New Business.
14. Round-Table Reports and Announcements: There were no reports or announcements.
15. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, February 11, 2015 at 6:00 pm – 8:00 pm in City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.
16. Adjournment: The meeting was adjourned at 7:58 pm.

Respectfully Submitted,

John Darin  
Chairman,  
Wyandotte Beautification Commission

**OFFICIALS**

Thomas Woodruff  
CITY ASSESSOR

William R. Griggs  
CITY CLERK

Todd M. Browning  
TREASURER



**COUNCIL**

Sheri M. Sutherby-Fricke  
Daniel E. Galeski  
Tadacz Miciura Jr.  
Leonard T. Sabuda  
Donald Schultz Jr.  
Lawrence S. Stec

**DOWNTOWN DEVELOPMENT AUTHORITY**

**Meeting Minutes**

**Tuesday, December 9th, 2014**

**Council Chambers, 3200 Biddle Avenue, Suite 300, Wyandotte, MI 48192**

**MEMBERS PRESENT:** John Jarjosa, Gerry Lucas, Anne Madjlinger, Peter Rose, Patt Slack, Leo Stevenson, Norm Walker.

**MEMBERS EXCUSED:** Mayor Joseph Peterson, Greg Gilbert

**OTHER PRESENT:** Dan Cataldo, Wyandotte Business Association (WBA) & Nick Bader, Lademann Insurance & President of the Wyandotte Business Association (WBA).

**PUBLIC COMMENT:** Dan Cataldo and Nick Bader of the WBA approached the DDA to present information regarding WBA events. N. Bader presented a 'Year in Review' of the WBA expenditures for the 2013-14 year. N. Bader indicated that this would be followed up by a report from their accounting firm, Bovitz.

N. Bader presented information about the WRIF Event: "Dave & Chuck the Freak .5K Run" which was held downtown after the Christmas Parade on November 22<sup>nd</sup>. N. Bader indicated that the organizers were happy to work with the city and that despite the weather, the event drew a crowd of more than 1,000 people to Downtown Wyandotte after the parade. N. Bader indicated that it was not known if the event would come back for 2015, but that it was possible.

N. Rankine indicated that if the event was held next year that both organizations should make an effort to distribute promotional material for adjacent businesses or provide maps to race participants. P. Slack indicated that this could be handled in the design & promotions committee.

N. Bader approached the DDA with two additional requests for funding for the current fiscal year. The first was regarding a full page ad and article in the amount of \$2,000.00 for Scuttlebutt Magazine which would run in the January 2015 issue and promote Third Fridays and Wyandotte. The WBA is requesting that the DDA pay 50% of the cost of the ad. L. Stevenson asked if there was money in the budget for this. N. Rankine indicated that there was no money earmarked in the budget for extra ads. P. Slack asked if money could be taken from the Miscellaneous account for this. N. Rankine indicated that there is enough money in the Miscellaneous account for this expenditure. N. Rankine expressed the concern that there wasn't currently a place to dock boats adjacent to downtown. L. Stevenson noted that there were docks at Southshore, just north of downtown. G. Lucas indicated that if we are to have a marina that it would be a good idea to start publicizing Wyandotte now.

**Motion by P. Rose supported by G. Lucas to approve the expenditure of \$1,000.00 to be taken from the Miscellaneous account number 499-200-926-790 for a full-page ad in Scuttlebutt Magazine. Roll call. All in favor, motion carried.**

N. Rankine requested that the ad and article include marketing for the Street Fair, Waterside Concerts and Farmers Market. D. Cataldo indicated that they would work with City to create the ad.

The second request from the WBA was in regards to the upcoming May Event: The Annual Mayor's Ribs Throwdown. N. Bader indicated that the event was traditionally held on Friday night, but that they were working with the Kansas City Barbeque Society (KCBS) to make the sanctioned two-day KCBS event and attract people to Wyandotte from all over the country. In order to do this, the budget for the event will be increased and the KCBS requires that a \$5,000.00 purse be offered for the winners. The WBA is requesting that the DDA contribute more to this event. N. Bader is requesting an increase of \$2,500.00. N. Rankine indicated that money has not been earmarked for this, as was the case with the first request. She indicated that if it were taken from the Miscellaneous account that it may affect the additional number of trash cans that the DDA orders. She has not yet received pricing from the supplier for the 10 cans. There was general discussion by the board about the possibility of the event being over the course of 2 days and being endorsed by the KCBS as a positive thing for downtown.

**Motion by L. Stevenson supported by P. Slack to approve the expenditure of \$2,500.00 to be taken from the Miscellaneous account number 499-200-926-790 for the KCBS BBO Event. Roll call. All in favor, motion carried.**

#### APPROVAL OF MINUTES AND AGENDA:

**Motion by G. Lucas supported by P. Slack to approve of the agenda for the December meeting. All in favor, motion carried.**

**Motion by P. Slack supported by A. Madjlinger to approve of the minutes from the October meeting. All in favor, motion carried.**

#### INFORMATION TO RECEIVE AND PLACE ON FILE:

- a. Wyandotte Beautification Commission Minutes
- b. DDA Finance Subcommittee Minutes

N. Rankine thanked the Beautification Commission volunteers for the addition of the greens decorations to Downtown Wyandotte at the arbor and pots around downtown.

**Motion by P. Slack supported by P. Slack to receive the Beautification Commission Minutes and the DDA Finance Subcommittee Minutes and place on file. All in favor, motion carried.**

#### MONTHLY REVENUE/EXPENDITURE REPORT:

N. Rankine presented the monthly revenue and expenditure report and a current fund balance report.

**Motion by P. Slack, supported by L. Stevenson to approve of the monthly revenue and expenditure report and DDA fund balance report. Roll Call, all in favor, motion carried.**

## ONGOING PROJECTS AND BUSINESS:

- a. WBA & Special Events: N. Rankine spoke about the tree lighting and touched on the last Third Friday event. N. Rankine stated that the WBA's annual report was due on November 30<sup>th</sup> and had not been received. She indicated that she would send an email reminder to the board. P. Slack spoke about WBA representation on the Design & Promotions Committee. N. Bader indicated that D. Cataldo of the WBA could represent the WBA.
- b. Oak Street Parking Lot: N. Rankine indicated that the finance committee is scheduled to meet at the conclusion of the DDA meeting regarding how to finance the reconstruction of the Oak Street parking lot and which scheme to recommend to Mayor and City Council.
- c. Farmers Market: N. Rankine spoke about the success of the Farmers Market in 2014. The market is now closed for the season, but that First United Methodist Church has graciously offered to be a pick-up location for the off-season for some of our vendors: Stotz (eggs), Verace (pasta) and Chapman (lamb). If patrons are interested, information is available on our website at [www.wyandottefarmersmarket.com](http://www.wyandottefarmersmarket.com).
- d. Hotel Feasibility Study: N. Rankine indicated that the hotel feasibility study was accepted by Mayor and Council and that she was setting up a meeting with the representatives of Cobblestone in the next few weeks.

### Vacant property updates:

3061 & 3063 Biddle (former Sears Building): Mr. Daly has submitted a construction timeline which indicates that the project is scheduled to be complete in January of 2016. N. Rankine indicated that the MEDC has recommended an award of \$798,000.00 of Michigan Community Revitalization Program (MCRP) funding toward this project. Final approval from the MEDC is forthcoming.

2929 Biddle Avenue: N. Rankine indicated that the former Lions Tigers and Beers site is currently under construction a completion date is not known.

3131 Biddle Avenue: N. Rankine indicated that MJC has applied for MEDC funding for the mixed-use project.

- e. Marina Committee: L. Stevenson updated the DDA about the marina sub-committee meetings. L. Stevenson indicated that the drawings prepared by the consultant hired were not accurate and that there is now an approximate \$500,000.00 shortfall in the amount for construction of the marina. L. Stevenson indicated that the subcommittee was currently investigating ways to save money on the project and that he would bring another update to the committee as more information was discovered.

## NEW BUSINESS

- a. Christmas Decoration Plan: P. Slack spoke about the Design & Promotions subcommittee's plan for Christmas decorations for 2014 and beyond. N. Rankine indicated that one of the decorations that was ordered was damaged in transit and would not be displayed this year. P. Slack spoke about the giant bulbs and how the committee had planned to order more of these in the upcoming years so that eventually there were bulbs all throughout Downtown Wyandotte.
- b. Small Business Saturday: N. Rankine and P. Slack spoke about Small Business Saturday in Downtown Wyandotte on Saturday November 29<sup>th</sup>. The WBA and DDA are working together to promote this event. There will be visits with Santa, horse and buggy and trolley rides, complementary gift wrap and giveaways all day long. P. Slack spoke about shopping small and local businesses all season long.
- c. Futuring committee: N. Rankine presented a bid from John Harwood for business procurement. She also indicated that Randy Thomas was unable to provide a bid due to his schedule. L. Stevenson indicated that the DDA had received pricing form a national company a few years back and that he would get the information and bring it to the finance sub-committee for consideration. The finance subcommittee will meet to discuss the next course of action.
- d. Wine Event: L. Stevenson and P. Rose spoke about the Shores of Erie Wine Festival that is held each summer in Amherstburg, Ontario. There was general discussion about the event and P. Slack suggested that the Design & Promotions subcommittee meet with the WBA in the next month to discuss the feasibility of Wyandotte hosting a similar event.

## NEXT REGULAR MEETING:

January 13th, 2014

## ADJOURNMENT

**Motion by P. Slack supported by A. Madjlinger to adjourn the meeting, all in favor, motion carried.**

Respectfully submitted,



Natalie Rankine

## WYANDOTTE RECREATION COMMISSION

A meeting of the Wyandotte Recreation Commission was called to order on Tuesday, January 13, 2015 at 7:30 pm in the Harold Popp Warming Room at the Benjamin F. Yack Center.

### Members Present:

Vice President Margaret Loya  
Secretary Wally Merritt  
Commissioner Lori Shields  
Commissioner Ed Ronco

### Also Present:

Sup't of Recreation Justin N. Lanagan  
Recreation Secretary Aimee Garbin

### Members Excused:

President Ken Prygoski

### Persons in the Audience:

None

Superintendent Lanagan stated during roll call that President Ken Prygoski was excused.

A motion was made by Commissioner Ronco and supported by Commissioner Shields to approve the minutes of the previous meeting as submitted via e-mail.

### CORRESPONDENCE:

Commission check from Downriver Gymnastics in the amount of \$54.00 for session 11/11/14 to 12/23/14.

### INTERDEPARTMENTAL:

None

### COUNCIL RESOLUTIONS:

November 18, 2014 Council agenda item approving the Lions Club Flea Market on April 11 & 12, 2015, North American Model Engineering Expo on April 17, 18 & 19, 2015, Walk for MS on May 16, 2015, Southgate Anderson Graduation on June 3, 2015, Woodhaven Graduation on June 9, 2015, Roosevelt High School Graduation on June 11, 2015, Circus Pages on June 13, 2015 & Downriver Health Fair on July 25, 2015.

December 9, 2014 Council agenda item approving the 2015 Bishop Park Docking Agreement with Blount Small Ship Adventures.

December 16, 2014 Council agenda item approving the purchase of a John Deere 1200A Bunker and Field Rake from JW Turf.

### REPORTS AND MINUTES:

Arena Report December 2014

Account Breakdown Pay Period 12/1/2014 to 12/14/2014

Senior Van Report November & December 2014

Telecare Report December 2014

Open Skating Report December 1, 2014 to January 2, 2015.....\$1,480.00

Senior Friendship Club Treasurer's Report October 2014...Checking \$2969.96....Savings \$359.41

### SPECIAL ORDER

Superintendent Lanagan addressed the following with the Commission:

- Superintendent Lanagan presented Commission with a schedule of dates received from the North American Model Engineering Society tentatively reserving the Yack Arena for their annual show from 2015 through 2020.
- Superintendent Lanagan informed Commission that the DNR sent City Administrator Todd Drysdale a letter stating that the boat ramp is in violation of DNR rules. The letter stated that because the boat ramp was partially built with grant money, one flat rate must be charged for all customers. Under the current contract, different rates are set for resident and non-resident daily boat launches and season passes. Superintendent Lanagan spoke with George Campbell and researched neighboring community boat launching rates and concluded that \$7 for daily launch, \$120 for a season pass, and \$30 for a senior citizen pass were fair amounts to charge. A motion was made by Vice President Loya to approve the rate changes; Secretary Merritt seconded; motion passed.
- Superintendent Lanagan discussed the current condition of PACC Park. Dr. Maki will not be able to use the baseball diamond unless he properly erects a backstop. Commissioner Ronco asked how much a backstop would cost and Superintendent Lanagan stated \$6500.00. It was asked if there was money budgeted for that and Superintendent Lanagan replied no. Commissioner Ronco asked Superintendent Lanagan what his recommendations for the field would be if the backstop wasn't built. Superintendent Lanagan stated he would have a small fence erected so that t-ball teams from the Wyandotte Braves could have a practice field.

There being no further business to discuss, a motion was made by Commissioner Ronco and supported by Secretary Merritt to adjourn the meeting at 8:15 pm.

Minutes Prepared by

Authorized by

Aimee Garbin  
Recreation Secretary

Justin Lanagan  
Superintendent of Recreation

Maria Schmidt  
Recreation Clerk

Wyandotte Recreation Commission Meetings – 2<sup>nd</sup> Tuesday @ 7:30 pm @ Yack Arena

February 19 (Changed)  
March (No Meeting)  
April 14  
May 12  
June 16

July 14  
August 11  
September 8  
October 13  
November 10  
December 8