



# **AGENDA**

REGULAR SESSION

MONDAY, JUNE 13, 2016 7: 00 PM

PRESIDING: THE HONORABLE MAYOR JOSEPH R. PETERSON

CHAIRPERSON OF THE EVENING: THE HONORABLE DANIEL E. GALESKI

## **CALL TO ORDER**

## **PLEDGE OF ALLEGIANCE**

## **ROLL CALL**

## **MINUTES**

## **PRESENTATIONS**

- Henry Ford Wyandotte Hospital 90th Anniversary Recognition – Mayor Joseph Peterson

## **PERSONS IN THE AUDIENCE**

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

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

1. Reappointment to Police & Fire Commission
2. Appointment to Civil Service Commission
3. WMS General Manager Salary Merit Adjustment
4. Outdoor Café Request – 2903 Biddle Avenue
5. City Hall Janitorial Cleaning Services Bid Approval
6. City Hall Elevator Maintenance Contract

## **REPORTS & MINUTES**

City Council	June 6, 2016
Daily Cash Receipts	June 8 & 9, 2016
Beautification Commission	May 11, 2016

## **BILLS & ACCOUNTS**

## **CITIZENS PARTICIPATION**

## **RECESS & RECONVENE**

## **RESOLUTIONS**

## **ADJOURNMENT**

# PRESENTATIONS

## Guide Sheet

- Henry Ford Wyandotte Hospital 90<sup>th</sup> Anniversary Recognition  
Mayor Peterson

**OFFICIALS**

**Thomas Woodruff**  
CITY ASSESSOR

**Lawrence S. Stec**  
CITY CLERK

**Todd M. Browning**  
TREASURER



**MAYOR**  
**Joseph R. Peterson**

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

**JOSEPH R. PETERSON**  
**MAYOR**

TO: Lawrence S. Stec  
City Clerk

FROM: Julie Sadlowski  
Office of the Mayor & City Council

DATE: March 18, 2016

SUBJECT: Presentation at 6/13/16 Council Meeting

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**Monday, June 13, 2016**

**Presentation by Mayor Peterson to Henry Ford Wyandotte Hospital  
in recognition of their 90th Anniversary.**

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**

MEETING DATE: June 13, 2016

AGENDA ITEM # 1

**ITEM:** Re-appointment to Police & Fire Commission

**PRESENTER:** Mayor Joseph R. Peterson

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** Douglas Melzer currently serves on the Police & Fire Commission. His term has expired and I am recommending that he be reappointed.

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

**ACTION REQUESTED:** Adopt a resolution to reappointment Douglas Melzer to the Police & Fire Commission.

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

**IMPLEMENTATION PLAN:** n/a

**COMMISSION RECOMMENDATION:** n/a

**CITY ADMINISTRATOR'S RECOMMENDATION:** n/a

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

**MAYOR'S RECOMMENDATION:**

**LIST OF ATTACHMENTS:** n/a

**MODEL RESOLUTION:**

RESOLUTION

Wyandotte, Michigan

Date: June 13, 2016

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

BE IT RESOLVED, that the City Council hereby CONCURS in Mayor Joseph Peterson's recommendation to re-appointment Douglas Melzer of 3032 Van Alstyne, Wyandotte, MI 48192 to the Police & Fire Commission. Term to expire April 2018.

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	_____
_____	VanBoxell	_____

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

MEETING DATE: June 13, 2016

AGENDA ITEM # 2

**ITEM:** Firefighter's Civil Service Commission Appointment

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

**INDIVIDUALS IN ATTENDANCE:** n/a

**BACKGROUND:** Rodney Baker currently serves on the Firefighter's Civil Service Commission. He has submitted a letter of resignation effective June 8, 2016.

Resident Theodore Copley has submitted a resume to serve on the commission and has a background in public safety and civil service.

I am recommending that Mr. Copley be appointed to the Firefighter's Civil Service Commission to fill the unexpired term of Rodney Baker.

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

**ACTION REQUESTED:** Accept the resignation letter of Rodney Baker and appoint Theodore Copley.

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

**IMPLEMENTATION PLAN:** n/a

**COMMISSION RECOMMENDATION:** n/a

**CITY ADMINISTRATOR'S RECOMMENDATION:** n/a

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

**MAYOR'S RECOMMENDATION:**

**LIST OF ATTACHMENTS:** Resignation letter from Rod Baker and resume from Theodore Copley.

**MODEL RESOLUTION:**

RESOLUTION

Wyandotte, Michigan

Date: June 13, 2016

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

RESOLVED by the City Council that Council hereby ACCEPTS the resignation of Rodney Baker from the Firefighter’s Civil Service Commission and thanks Mr. Baker for his service; and

BE IT FURTHER RESOLVED the City Council that Council hereby CONCURS with the recommendation of Mayor Peterson to appoint Theodore Copley of 1316 Oxford Ct., Wyandotte, MI to the Firefighter’s Civil Service Commission to fill the unexpired term of Rodney Baker. Term to expire April 2017.

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	_____
_____	VanBoxell	_____

RECEIVED

JUN 09 2016

CITY OF WYANDOTTE  
MAYOR'S OFFICE

6/8/2016

Mr. Mayor, City Council and Fellow Commissioners:

It has been my extreme pleasure to have served on the Fire Fighters Civil Service Commission. Due to my upcoming retirement and travel plans, I feel that I cannot continue to be a part of this commission. Please accept this letter as my resignation from the commission affective June 8, 2016.

Sincerely

A handwritten signature in black ink that reads "Rodney G. Baker". The signature is written in a cursive style with a long horizontal flourish extending to the right.

Rodney G. Baker

President

Wyandotte Firefighters Civil Service Commission



## THEODORE LOUIS COPLEY

**OBJECTIVE** To further serve the community in which I live. To ensure the highest standards of public service and safety expected by the fine residents of Wyandotte. To serve at the pleasure of the Mayor in order to fulfill these goals.

### PROFESSIONAL ACHIEVEMENTS

#### **PUBLIC SAFETY**

Decorated Detroit Firefighter  
Detroit Police / Fire Arson Investigator  
MCOLES Certified Detroit Police Officer

#### **BUSINESS**

Successful Business owner and Manager  
Lead a startup company to achieve over \$1,000,000 in sales by its sixth year  
Managed all accounting for 6 years

#### **COMMUNITY SERVICE**

Previously Volunteered Weekly at Children's Hospital of Michigan  
Fundraise for Multiple Charities

### SKILLS

Detroit Certified Fire Investigator  
Trained in mechanical repairs  
Computer savvy  
Organizational skills  
Professional Firefighter  
Haz-Mat A/O/T trained  
Trained in multiple Homeland Security Fields  
Trained EMTB (expired)

### WORK HISTORY

#### **LIEUTANANT / INVESTIGATOR, CITY OF DETROIT POLICE / FIRE ARSON UNIT**

2/20/2016 - Present

#### **FIREFIGHTER, CITY OF DETROIT, MI**

8/2/04-02/20/2016

#### **OWNER / VICE-PRESIDENT / GENERAL MANAGER, DBC AMERICA MARKETING**

11/2002-1/2012

#### **INDUSTRIAL REPAIR TECHNICIAN APPRENTICE, DETROIT DIESEL CORP., DETROIT, MI**

10/1998-8/2004

**SHIPPING DEPARTMENT LEADER, ALPHA STAMPING, LIVONIA**

5/1994-10-1998

**UAW UNION REPRESENTATIVE, ALPHA STAMPING, LIVONIA, MI**

1996-1998

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**EDUCATION**

**JOHN F. KENNEDY HIGH SCHOOL, TAYLOR, MI 1993**

Honors in, Electronics, Marketing and Social Sciences

**HENRY FORD CC, DEARBORN, MI 1993-2003**

Applied Sciences (Hydraulics, Electronics, Mechanics,,)

**DETROIT FIRE ACADEMY, DETROIT 2004**

**DETROIT POLICE ACADEMY, DETROIT 2015**

**CURRICULUM VITAE**

**ATTACHED**

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**REFERENCES**

**JOYCE STOLL**

Chief of the 7 Battalion, Detroit Fire Department  
[REDACTED]

**DOLPHIN MICHAEL**

Deputy Chief of Department (ret.), Detroit Fire Department  
[REDACTED]

## **CURRICULUM VITAE**

**Lieutenant/Fire Investigator Theodore L. Copley**

**Detroit Fire Department, Police/Fire Arson Investigation Unit**

### **CERTIFICATIONS:**

- **MFFTC Certified Firefighter 1 & 2 (Detroit Fire Department)**
- **MCOLES Certified Police Officer (Detroit Police Department)**
- **DETROIT Certified Fire Investigator**
  - *Minimum 300 hours tested training in NFPA 921, IFSTA Fire Investigators, NFPA 1033, IAAI CFI Training Modules, and Michigan Arson Laws. Minimum 10 Hours Evidence Collection Training, Minimum 10 Hours Training in Witness Interviews*

### **FIRE INVESTIGATION TRAINING HISTORY:**

#### **2015: International Association of Arson Investigators (IAAI) Tested Courses:**

- *Evidence Examination: What happens at the Lab*
- *Explosion Dynamics*
- *Fire dynamics Calculations*
- *Fire Investigator Scene Safety*
- *Fire Protection Systems*
- *Introduction to Evidence*
- *Managing complex fire scene investigations*
- *NFPA 1033 and Your Career*
- *Physical Evidence at the Fire Scene*
- *Search and Seizure*
- *The practical Application of the Relationship between NFPA 921 and NFPA 1033*
- *Ventilation focused approach to the impact of building structures and systems on fire*
- *An analysis of the Station Nightclub fire*
- *Arc Mapping basics*
- *The Charleston Sofa Super Store Fire*
- *Critical Thinking Solves cases*
- *Digital Photography and the Fire Investigator*
- *Effective Investigation and Testimony*
- *Documenting the Event*
- *DNA*
- *Fundamentals of Interviewing*
- *Electrical Safety*
- *Fundamentals of Residential Building Construction*
- *Insurance and the Fire Investigation*
- *Investigating Fatal Fires*
- *Post flashover Fires*
- *MagneTek: A case Study In the Daubert Challenge*
- *The Scientific Method And The Fire Investigator*
- *Investigating Motor Vehicles Fires*
- *Motive, Means and Opportunity: Determining Responsibility in an Arson case*

- *Ethics and the Fire Investigator*
- *Writing the Initial Origin and Cause Report*
- *Using resources to validate your Hypothesis*
- *How first Responders impact the Fire Investigator*
- *Basic Electricity*
- *Ethics & Social Media*
- *Introduction to Fire Dynamics and Modeling*
- *NFPA 921 and 1033 Editions: Important Revisions*
- *Preparation for the Marine Fire Scene*
- *Process of Elimination*
- *Residential Electrical Systems*
- *Depositions part 1 & 2*
- *The HAZWOPPER Standard*
- *The Potential Value of Electronic Evidence in Fire Investigation*
- *Understanding Fire Through the Candle Experiments*
- *Vacant and Abandoned Buildings: Hazards and Solutions*
- *Wildland Fires Investigation*
- *Residential Natural Gas Systems*

**2015: IFSTA Fire Investigator Course**

- *Organization, Responsibilities, and Authority*
- *Safety*
- *Fire Dynamics: Behavior, Chemistry, and Physics*
- *Explosion Dynamics*
- *Basics of Building Construction as it Relates to Fire Investigators*
- *Building Services*
- *Basic Electricity for the Fire Investigator*
- *Investigative Process*
- *Scene Security*
- *Evidence Collection and Preservation*
- *Interviews*
- *Fire and Explosion Scene Examination*
- *Area of Origin Determination*
- *Debris Examination, Removal, and Reconstruction*
- *Ignition Source, Ignition Sequence, and Cause Determination*
- *Presentation of Investigation Finding*

**2015: Eureka Educators**

- *Chemical Characteristics / Assessing Hazards*

**2011: National Transportation Safety Board**

- *Railroad Incident Training*

**2010: Macomb Community Collage**

- *Hybrid Electric Vehicle Systems, Emergency Response*

**2010: New Mexico Tech University**

- *Incident Response to Terrorist Bombing (IRTB)*
- *Understanding and Planning for School Bomb Incidents*

**2010: Texas A & M University**

- *Basic EMS Concepts for Weapons of Mass Destruction Incidents*

**2010: University of Nevada Las Vegas**

- *Weapons of Mass Destruction-Radiological / Nuclear Haz-Mat Technician Course*

**2004: MFFTC Certified Firefighter 1 & 2- Detroit Regional Training Center**

Includes (but not limited to) tested instruction on the following courses:

- *Fire Science*
- *Fire Behavior*
- *Preliminary Cause and Origin Determinations*
- *Fire Travel*
- *Fire Suppression*
- *Forensic Evidence*

**Experience**

- Has been In-Charge of or Assisted in approximately 100 investigations as a member of the Detroit Arson Section since February 2015.
- 2004-2015: 11 years of experience as a Detroit Fire-fighter responding to and extinguishing fires within the City of Detroit. Over 2,000 preliminary Cause and Origin Determinations. This includes field Training under Fire officers with over 20 years of experience making preliminary cause and origin determinations.

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

MEETING DATE: June 13, 2016

AGENDA ITEM # **3**

**ITEM: Resolution to concur with the Municipal Services Commission approval to provide a salary merit adjustment for the General Manager of Wyandotte Municipal Services**

**PRESENTER:** Leslie Lupo, Commission President



**INDIVIDUALS CONSULTED:** Gerald Cole, Commission Vice-President, Paul LaManes –  
Assistant General Manager

**BACKGROUND:** Rod Lesko was appointed to the permanent position of General Manager in July 2013. The Municipal Services Commission completes an annual review for Mr. Lesko and based on the positive results from the most recent performance review during June 2016, a salary merit adjustment was approved by the Municipal Services Commission at its regular meeting on June 8, 2016.

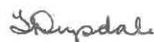
**STRATEGIC PLAN/GOALS:** None

**ACTION REQUESTED:** Concur with Municipal Service Commission Resolution # 06-2016-02 recommending and approving a \$ 5,000 annual salary adjustment effective 6/27/2016 for the General Manager for a total adjusted salary of \$ 117,625.

**BUDGET IMPLICATIONS:** Position was budgeted for a 2.0% adjustment effective October 1, 2015. Implementation of this adjustment on the noted date would result in actual wage and benefit expenditures less than what was budgeted for FY16.

**IMPLEMENTATION PLAN:** Subsequent to City Council concurrence, complete Notice of Change in Pay Rate form and forward to Human Resources/Payroll for system adjustment.

**MAYOR'S RECOMMENDATION –** 

**CITY ADMINISTRATOR'S RECOMMENDATION –** 

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

**LIST OF ATTACHMENTS –** None

**RESOLUTION**

**BE IT RESOLVED** by the City Council that Council concurs with the Wyandotte Municipal Services Commission approval and recommendation that the General Manager of the Department of Municipal Services be given a \$ 5,000 salary adjustment effective June 27, 2016 for a total adjusted salary of \$ 117,625.

**ADOPTED** this 13th of June, 2016

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

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

YEAS

COUNCIL

NAYS

Sabuda  
Sutherby-Fricke  
Galeski  
Schultz  
Miciura, Jr.  
VanBoxell

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

MEETING DATE: June 13, 2016

AGENDA ITEM # 4

**ITEM:** Request for Outdoor Café at 2903 Biddle Avenue

**PRESENTER:** Elizabeth A. Krimmel, Chairperson

**INDIVIDUALS IN ATTENDANCE:** Elizabeth A. Krimmel, Chairperson

**BACKGROUND:** The City received a request from Whiskeys on the Water, 2903 Biddle Avenue, to utilize the south parking lane of the Oak Street right-of-way and portions of the City owned property adjacent to their property for an outdoor café. The Planning Commission held the required public hearing on May 19, 2016, wherein the outdoor café layout was reviewed. The Planning Commission received comments from the Police Chief, Fire Chief, Municipal Service and City Engineer. The Planning Commission has approved this use contingent upon City Council approval for usage of the public property. Please see the attached adopted Resolution.

Further, since the outdoor café is on City owned property a Grant of License and Hold Harmless Agreement and Insurance would be required.

*This item was presented at the June 6, 2016 Council Meeting and was requested to be put back on the agenda with the revised resolution.*

**STRATEGIC PLAN/GOALS:** The City is committed to making the downtown a destination of choice for residents throughout Southeast Michigan by encouraging existing businesses to expand.

**ACTION REQUESTED:** Concur with recommendation provided a Grant of License, Hold Harmless and Insurance is received and approved by the City.

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

**IMPLEMENTATION PLAN:** Execute Grant of License and Hold Harmless and receive Insurance Certification

**COMMISSION RECOMMENDATION:** Approved by Planning Commission May 19, 2016

**CITY ADMINISTRATOR'S RECOMMENDATION:** 

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

**MAYOR'S RECOMMENDATION:** 

**LIST OF ATTACHMENTS:** Minutes, Site Plan and Resolution from the Planning Commission

**RESOLUTION**  
**REVISED 06-08-16**

Date: June 13, 2016

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

RESOLVED BY THE MAYOR AND CITY COUNCIL that Council concurs with the recommendation of the Planning Commission to grant the request of Whiskeys on the Water, 2903 Biddle Avenue for an outdoor café in conjunction with said business at 2903 Biddle Avenue with the following conditions:

1. The outdoor café is subject to all conditions applicable to an outdoor café in the Central Business District (CBD) Zoning District, Special Land Uses, Section 2202.S of the City of Wyandotte's Zoning Ordinance. The applicant is responsible for carefully reviewing, understanding and complying with the requirements of the ordinance.
2. Outdoor café to be constructed in accordance with the site plan and lane marking plan submitted by Owner indicated as drawings by Badrak Design Group, Inc., dated May 17, 2016, revisions, and elevations #1 thru #5 and may not encroach upon the City Street.
3. If alcoholic beverages are served, the current Michigan Liquor Control Commission rules and regulations shall apply, and the applicant shall obtain all necessary approvals.
4. Compliance with all Police, Fire and City Engineer requirements attached. Planter boxes to be approved by the City Engineer.
5. Use of the outdoor café shall be allowed from 7:00 a.m. to Midnight from March 15 through October 31, 2016.
6. The outdoor café shall comply with all applicable laws and regulations of the City, County, and the State.
7. Umbrellas to have name of establishment on the drip-tee only, no logo's for products.
8. Fence to be black decorative metal.
9. Table detail to be black metal or plastic with matching chairs.
10. Clearance to underside of trellis to be a minimum of seven (7) feet.
11. Building Permit shall be obtained for temporary construction of deck and trellis.
12. Applicant to pay all costs to the City of Wyandotte, Department of Public Services for providing and removing temporary reflective tape as indicated on lane marking plans.
13. Flowers to be utilized in planter boxes to receive prior written approval of Planning Consultant and Chairman of the Planning Commission.
14. No music after 10:30 p.m.
15. This approval expires October 31, 2016 and must be renewed annually.

AND BE IT FURTHER RESOLVED that a Grant of License and Hold Harmless Agreement approved by the Department of Legal Affairs is executed by the Property Owners of Whiskeys on the Water and liability insurance and property damage coverage naming the City as additional insured and in a form and amount that is approved by the City, shall be submitted to the City 20 days in advance of opening the café; AND

WHEREAS, the City of Wyandotte is in the process of amending its Outdoor Café Procedures with a public hearing scheduled with the Planning Commission; AND

WHEREAS, the City is currently in the process of reviewing pending Outdoor Café Applications; AND

WHEREAS, the Wyandotte Art Fair is schedule for July 13 – 16, 2016, and Whiskeys on the Water has requested that the City of Wyandotte act as soon as possible to provide them with the opportunity to have the outdoor café ready for the 2016 Art Fair, AND

WHEREAS Whiskeys on the Water has agreed to limit the approval for 2016 only and acknowledges it would

be required to renew this request annually with the City of Wyandotte.

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

**Public Hearing** - Request from Whiskeys on the Water, A & J Realty, owner and appellant, for a Certificate of Occupancy for an outdoor café at 2903 Biddle Avenue, Wyandotte, Michigan.

Vice Chairperson Pasko read the appeal and asked if there was anyone present who wished to speak regarding this hearing.

Josh Cade, 1243 Lindbergh, owner, present and Ed Sollars, partner, also present.

Commissioner Benson asked if the main entrance would open on the side. Mr. Cade replied yes, it would be staffed by a hostess when the outdoor café is open.

Commissioner Lupo asked Mr. Cade if he was aware of the letter from Municipal Service. Mr. Cade replied yes.

Letters from City Engineer dated May 17, 2016, Police Chief, First United Methodist Church and Municipal Service were read.

Commissioner Mayhew asked who will maintain the traffic lines. Mr. Cade replied that he will pay the Department of Public Service for providing and removing temporary reflective tape.

Commissioner Mayhew asked about the time frame for people to leave the café. Mr. Cade stated when they stop serving, and people are finished with their drinks, they start leaving. Commissioner Mayhew asked Mr. Cade if he would also be announcing that the customers have to leave by 12 midnight. Mr. Cade replied yes. Commissioner Mayhew asked if there would be music. Mr. Cade replied maybe occasionally. Commissioner Mayhew stated that he recommend no music due to the condominiums.

Commissioner Rutkowski stated that there is seating for 66, and asked what will happen in inclement weather. Mr. Cade replied that there will be shading over the café. Mr. Cade continued that there is a second level to the building, but it is not open yet. Plans have been submitted, and that could hold up to 200 people.

Commissioner Pasko asked if the elevator was working yet. Mr. Cade replied not yet. Commissioner Pasko asked if the only access to the second floor was stairs. Mr. Cade replied yes.

Commissioner Adamczyk asked if at the end of the year, would everything be removed. Mr. Cade replied yes, except for the lane markings.

Commissioner Lupo asked if the car would be moved at the end of the season. Mr. Cade replied yes.

Joe Tarris, 2864 VanAlstyne, present.

Mr. Tarris discussed the occupant load, and stated that he is opposed to putting people at risk on Oak Street. There needs to be a barrier, and he does not see anywhere where a 6' fence will be installed.

Mr. Tarris continued that he is opposed to exterior music, and the café should close at 10 p.m. and the vacated by 12 p.m.

Mr. Tarris also stated that in the past, people have been urinating in their parking lot.

Mr. Tarris stated that he would like to see the occupant load be 40 and a barrier put up because Oak Street is a busy street, and also a sign in the condo parking lot stated that vehicles will be towed if they park there.

Mark Madach, 2892 VanAlstyne, present.

Mr. Madach stated that he loves Wyandotte, but he is concerned about the noise from the café. He is an airplane pilot and required to be rested and his bedroom faces Oak Street. He needs to be alert for his job.

Bruce Yinger, 117 Chestnut, present.

Mr. Yinger stated that the Commission approves these café's, but the enforcement is not being done. Rules are important and need to be followed. Mr. Yinger continued that he is concerned about public safety and this is an issue.

There being no further discussion, the hearing was closed.

Communications were received regarding this request see attached.

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**OFFICIALS**

**Lawrence S. Stec**  
CITY CLERK

**Tedd M. Browning**  
CITY TREASURER

**Thomas R. Woodruff**  
CITY ASSESSOR



**MARK A. KOWALEWSKI, P.E.**  
CITY ENGINEER

**MAYOR**  
Joseph R. Peterson

**COUNCIL**  
Sheri Sutherby Fricke  
Daniel E. Galeski  
Ted Micura, Jr.  
Leonard T. Sabuda  
Donald C. Schultz  
Kevin VanBoxell

May 17, 2016

Elizabeth A. Krimmel, Chairperson  
Wyandotte Planning Commission  
City of Wyandotte

RE: Outdoor Cafes at 2903 Biddle Avenue  
Wyandotte, Michigan

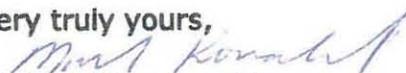
Dear Ms. Krimmel:

The undersigned has reviewed the revised plans submitted for the outdoor cafe at the above captioned property and the following applies:

1. Since the Applicant is proposing the outdoor café in the Oak Street Right-of-Way, approval by the Mayor and City Council will be required along with a Grant of License and Hold Harmless Agreement.
2. The revised plans now include planter boxes to provide additional separation between the traffic lane and outdoor café. The plan also includes pavement markings to further delineate the traffic lane from the outdoor café.

If you have any questions, feel free to contact the undersigned.

Very truly yours,

  
Mark A. Kowalewski  
City Engineer

MAK:kr

cc: Jeff Carley, Fire Chief  
Dan Grant, Police Chief  
Brian Zulewski, Inspector

**MAYOR**  
Joseph R. Peterson

**CITY CLERK**  
Lawrence S. Stec

**TREASURER**  
Todd M. Browning

**CITY ASSESSOR**  
Thomas R. Woodruff



**CITY COUNCIL**

Sheri Sutherby Fricke

Daniel E. Galeski

Ted Miciura, Jr.

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Donald C. Schultz

Kevin VanBoxell

**DANIEL J. GRANT**  
**CHIEF OF POLICE**

**TO:** Kelly Roberts, Development Coordinator

**DATE:** May 10, 2016

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

A handwritten signature in blue ink that reads "Daniel J. Grant".

**SUBJECT: NEW OUTDOOR SERVICE – 2903 BIDDLE AVENUE**

**CC:** Clerks Office

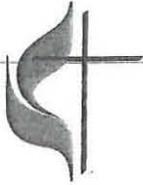
This correspondence is in response to your e-mail dated Tuesday May 3, 2016 relative to the Outdoor Service application at Whiskey's on the Water, 2903 Biddle Ave, Wyandotte, Michigan. In regards to the proposed service area on the north side of the building, there will be an elimination of 4 parking spots on Oak Street as the area as planned will expand onto the roadway. I have no objections if the proposal for the service area is approved as illustrated on the engineering drawings submitted by the applicant, however, my only caution is that similar proposals from other area businesses have been denied in the past and if this project is approved I am confident those requests will return. I also recommend that:

- The applicant meets all laws and ordinances as required by the Fire and Engineering Departments.
- Engineering approves Whiskey's on the Water for use of the intervening property at the north side of the building which is just over 64' long and 17' wide which is proposed for the north sidewalk area.
- Approval is received from the Liquor Control Commission for an Outdoor Café.

Further, the police department recommends that Whiskey's on the Water be reminded that an outdoor service permit allows the sale, service, and consumption of alcoholic beverages in a well-defined and clearly marked area outside of the licensed premises<sup>1</sup>. Compliance with this provision is the responsibility of the licensed establishment, and failure to comply can result in the issuance of a violation.

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<sup>1</sup> R 436.1419 - Outdoor Service



*First United Methodist Church of Wyandotte*  
72 Oak Street, Wyandotte, Michigan 48192  
Office: (734) 282-9222 Fax: (734) 282-3054

May 18, 2016

✓ RECEIVED  
5-18-16

Kelly Roberts,  
Wyandotte Planning Commission  
3131 Biddle Avenue  
Wyandotte, MI 48192

Dear Ms. Roberts:

**SUBJECT: NEW OUTDOOR CAFÉ – 2903 BIDDLE AVENUE**

This correspondence is in response to your Notice of Public Hearing dated May 3, 2016 relative to the Outdoor Café application at Whiskeys on the Water located at 2903 Biddle Avenue, Wyandotte, Michigan. The Leadership Team at Wyandotte First United Methodist Church has concerns regarding the request. The concerns are as follows:

- First and foremost the close proximity/distance to Wyandotte First UMC
- The added clean-up of our property that we would incur. Which is already an issue.

We are currently surrounded by restaurants/bars on all sides. We have maintained a good neighbor approach to all the changes happening in our city of Wyandotte. Although, we cannot say that our neighbors have extended the same courtesy. It is a rare occasion when we don't have to pick-up beer bottles, or half consumed drinks from our lawn, parking lot and steps of our church. Just the other night one of our church member had to swerve their car away from hitting a glass beer bottle that was placed in the middle of First Street. It appears that the lack of supervision with Outdoor Cafes is in need of review in terms of allowing customers to leave the premises with their drinks.

Please accept this letter as our formal concern/objection to adding another Outdoor Café so close to Wyandotte First UMC.

Sincerely,

Robin Rupert  
Christian Education Program Director  
Wyandotte First United Methodist Church

*Rev. Dianna Rees, Pastor*  
*David Waggoner, Contemporary/Traditional Worship*  
*Music Director*

*Vicki Dorland, Secretary*  
*Robin Rupert, Christian Education*  
*/Program Director*

Municipal Service Commission  
Leslie G. Lupo  
Gerald P. Cole  
Robert K. Alderman  
Bryan J. Hughes  
Michael Sadowski



Roderick J. Lesko  
General Manager and Secretary  
3200 Biddle Avenue, Suite 200  
Wyandotte, MI. 48192-0658  
Telephone: (734) 324-7100  
Fax: (734) 324-7119

May 18, 2016

Wyandotte Planning Commission  
Attn: Kelly Roberts, Secretary

Re: Notice of Public Hearing  
City of Wyandotte Planning Commission  
Special Approval #PC513

In regards to the proposal to construct the outdoor café along the Oak Street right of way at 2903 Biddle Avenue, Wyandotte Municipal Services Electric Department poses no opposition as long as the following conditions are met:

- Wyandotte Municipal Services has the right to remove this outdoor café should a need arise to repair/replace any electrical infrastructure, street lighting or planter box equipment.
- Nothing related to this outdoor café can impede the repair of any electrical infrastructure.
- The electrical plugs in the planter boxes will not be used to supply any electrical needs for this structure.
- If any part of this structure is proposed to be permanent, it is the responsibility of the owner to ensure Miss Dig has been called to verify the location of all underground facilities/equipment.
- If this area is to be locked, Wyandotte Municipal Services must be given a key in order to expedite electrical repairs.

If you have any questions regarding this response, please contact me a (734) 324-7158.

Sincerely,

Charlene Hudson  
Power Systems Supervising Engineer  
Wyandotte Municipal Services





#1



#2







RESOLUTION PLANNING COMMISSION

MAY 19, 2016

RESOLUTION BY COMMISSIONER LUPO

RESOLVED BY THE PLANNING COMMISSION OF THE CITY OF WYANDOTTE, that Special Approval #513 – request by Whiskeys on the Water (Owner and Appellant) for:

A Certificate of Occupancy for an Outdoor Café at 2903 Biddle Avenue, Wyandotte, Michigan

Be hereby approved contingent upon City Council approval on the basis of the following reasons:

The proposed outdoor café complies with all ordinance requirements or will comply with said requirements and the conditions below prior to use as an outdoor café. Further, during the public hearing for this application, there were objections to the proposed project.

Said approval is subject to the following conditions:

1. The outdoor café is subject to all conditions applicable to an outdoor café in the Central Business District (CBD) Zoning District, Special Land Uses, Section 2202.S of the City of Wyandotte's Zoning Ordinance. The applicant is responsible for carefully reviewing, understanding and complying with the requirements of the ordinance.
2. Outdoor café to be constructed in accordance with the site plan and lane marking plan submitted by Owner indicated as drawings by Badrak Design Group, Inc., dated May 17, 2016, revisions, and elevations #1 thru #5.
3. If alcoholic beverages are served, the current Michigan Liquor Control Commission rules and regulations shall apply, and the applicant shall obtain all necessary approvals.
4. Compliance with all Police, Fire and City Engineer requirements attached. Planter boxes to be approved by the City Engineer.
5. Use of the outdoor café shall be allowed from 7:00 a.m. to Midnight from March 15 through October 31.
6. The outdoor café shall comply with all applicable laws and regulations of the City, County, and the State.
7. Umbrellas to have name of establishment on the drip-tee only, no logo's for products.
8. Fence to be black decorative metal.
9. Table detail to be black metal or plastic with matching chairs.
10. Clearance to underside of trellis to be a minimum of seven (7) feet.
11. Building Permit shall be obtained for temporary construction of deck and trellis.
12. Applicant to pay all costs to the City of Wyandotte, Department of Public Services for providing and removing temporary reflective tape as indicated on lane marking plans.
13. Flowers to be utilized in planter boxes to receive prior written approval of Planning Consultant and Chairman of the Planning Commission.
14. No music after 10:30 p.m.

I move adoption of the foregoing Resolution.

YES: Adamczyk, Duran, Lupo, Mayhew, Parker, Pasko, Rutkowski

NO: Benson

ABSENT: Krimmel

MOTION PASSED

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

MEETING DATE: June 13, 2016

AGENDA ITEM # **5**

**ITEM:** Department of Engineering – City Hall Janitorial Cleaning Services

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



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

**BACKGROUND:** The janitorial cleaning services for City Hall were recently bid. The current cleaning company, Giant Janitorial, was again the low bidder. However, both City Hall departments and Chase Bank were unhappy with the services provided by Giant Janitorial. Therefore, the City Engineer recommends awarding the cleaning contract to the second-lowest bidder – Veteran’s Cleaning of Grosse Ile. Veteran’s Cleaning has been providing their services at the Wyandotte Police and Court for several years now. Based on the recommendation of both the Police Chief and Court Administrator, Veteran’s Cleaning contract for the Police Department and Court was extended on 04/25/16.

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

**ACTION REQUESTED:** Approve the bid for Veteran’s Cleaning, authorizing the Mayor and Clerk to sign contract for the coming year(s).

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:** The janitorial cleaning service would be funded by the City Hall Cleaning account, #530-444-825-215. The cost for the coming year is \$56,762.00, the current budget is \$45,000 and budget amendment will be necessary. The current contract is also over the budgeted amount.

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

**COMMISSION RECOMMENDATION:**

**CITY ADMINISTRATOR’S RECOMMENDATION:**



**LEGAL COUNSEL’S RECOMMENDATION:**

REVIEWED CONTRACT (w. Josh)

**MAYOR’S RECOMMENDATION:**



**LIST OF ATTACHMENTS:** City Council Model Resolution, Summary of Bids

**MODEL RESOLUTION:**

**RESOLUTION**

Wyandotte, Michigan

Date: June 13, 2016

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

RESOLVED by the City Council that Council hereby concurs in the recommendation of the City Engineer to enter into contractual agreement with Veteran's Cleaning and further, authorizes the Mayor and City Clerk to sign said amendment;

FURTHER, this recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of infrastructure; AND

BE IT FUTHER RESOLVED THAT the work will be funded from the City Hall maintenance budget, account #530-444-825-420; AND

BE IT RESOLVED that the Finance Director prepare the necessary budget amendment.

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, Jr.	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

# SUMMARY OF BIDS FOR CITY HALL CLEANING

Compiled 05/27/16

Cleaning Bid Item	Quantity	Unit	Giant Janitorial Detroit, MI		Veteran's Cleaning Grosse Ile, MI		Covenant Cleaning Saline, MI		Downriver Cleaning Wyandotte, MI		Dustie Janitorial Detroit, MI	
			Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total	Unit Cost	Total
1 First Floor - Wyandotte	252	Days	\$ 40.00	\$ 10,080.00	\$ 30.00	\$ 7,560.00	\$ 43.44	\$ 10,946.88	\$ 28.75	\$ 7,245.00	\$ 66.00	\$ 16,632.00
2 First Floor - Chase	252	Days	\$ 20.00	\$ 5,040.00	\$ 30.00	\$ 7,560.00	\$ 43.44	\$ 10,946.88	\$ 28.75	\$ 7,245.00	\$ 66.00	\$ 16,632.00
3 Second Floor	252	Days	\$ 30.00	\$ 7,560.00	\$ 55.00	\$ 13,860.00	\$ 43.44	\$ 10,946.88	\$ 57.50	\$ 14,490.00	\$ 66.00	\$ 16,632.00
4 Third Floor	252	Days	\$ 30.00	\$ 7,560.00	\$ 55.00	\$ 13,860.00	\$ 43.44	\$ 10,946.88	\$ 57.50	\$ 14,490.00	\$ 66.00	\$ 16,632.00
5 Common Areas	252	Days	\$ 18.00	\$ 4,536.00	\$ -	\$ -	\$ 27.96	\$ 7,045.92	\$ 57.50	\$ 14,490.00	\$ 66.00	\$ 16,632.00
6 Weekly Cleaning	52	Weeks	\$ 15.00	\$ 780.00	\$ -	\$ -	\$ 13.98	\$ 726.96	\$ 4.62	\$ 240.24	\$ 75.00	\$ 3,900.00
7 Quarterly Cleaning	4	Visits	\$ -	\$ -	\$ 250.00	\$ 1,000.00	\$ 325.00	\$ 1,300.00	\$ 200.00	\$ 800.00	\$ 230.00	\$ 920.00
8 Semi Annual Windows	2	Visits	\$ 3,000.00	\$ 6,000.00	\$ 1,850.00	\$ 3,700.00	\$ 750.00	\$ 1,500.00	\$ 2,300.00	\$ 4,600.00	\$ 1,500.00	\$ 3,000.00
9 Semi Annual Carpet	2	Visits	\$ 2,000.00	\$ 4,000.00	\$ 1,700.00	\$ 3,400.00	\$ 4,590.00	\$ 9,180.00	\$ 2,000.00	\$ 4,000.00	\$ 850.00	\$ 1,700.00
10 Annual Cleaning	1	Visits	\$ 1,200.00	\$ 1,200.00	\$ 250.00	\$ 250.00	\$ 1,000.00	\$ 1,000.00	\$ 350.00	\$ 350.00	\$ 900.00	\$ 900.00
Art Fair Restrooms	14	Visits	\$ 33.00	\$ 462.00	\$ 50.00	\$ 700.00	\$ 18.98	\$ 265.72	\$ 25.00	\$ 350.00	\$ 140.00	\$ 1,960.00
			Cleaning Cost =	\$ 47,218.00	Cleaning Cost =	\$ 51,890.00	Cleaning Cost =	\$ 64,806.12	Cleaning Cost =	\$ 68,300.24	Cleaning Cost =	\$ 95,540.00
Supplies Bid Item	Quantity	Unit	Giant Janitorial Detroit, MI		Veteran's Cleaning Grosse Ile, MI		Covenant Cleaning Saline, MI		Downriver Cleaning Wyandotte, MI		Dustie Janitorial Detroit, MI	
C Fold	12	Case	\$ 20.50	\$ 246.00	\$ 24.00	\$ 288.00	\$ 22.95	\$ 275.40	\$ 42.06	\$ 504.72	\$ 25.56	\$ 306.72
Brow Roll	12	Case	\$ 46.97	\$ 563.64	\$ 29.00	\$ 348.00	\$ 23.66	\$ 283.92	\$ 26.69	\$ 320.28	\$ 30.00	\$ 360.00
Kitchen Roll	12	Case	\$ 23.10	\$ 277.20	\$ 27.00	\$ 324.00	\$ 24.35	\$ 292.20	\$ 42.74	\$ 512.88	\$ 37.00	\$ 444.00
Standard Toilet Tissue	12	Case	\$ 45.00	\$ 540.00	\$ 48.00	\$ 576.00	\$ 36.95	\$ 443.40	\$ 46.40	\$ 556.80	\$ 45.78	\$ 549.36
JRT Jr Toilet Tissue	12	Case	\$ 24.00	\$ 288.00	\$ 34.00	\$ 408.00	\$ 19.98	\$ 239.76	\$ 52.15	\$ 625.80	\$ 62.44	\$ 749.28
Small Trash Can Liner	12	Case	\$ 21.00	\$ 252.00	\$ 38.00	\$ 456.00	\$ 32.95	\$ 395.40	\$ 36.59	\$ 439.08	\$ 36.38	\$ 436.56
Large Trash Can Liner	12	Case	\$ 31.00	\$ 372.00	\$ 42.00	\$ 504.00	\$ 32.95	\$ 395.40	\$ 37.41	\$ 448.92	\$ 37.22	\$ 446.64
Kleenex	12	Case	\$ 28.00	\$ 336.00	\$ 54.00	\$ 648.00	\$ 23.95	\$ 287.40	\$ 54.30	\$ 651.60	\$ 47.96	\$ 575.52
Toilet Seat Covers	12	Case	\$ 38.00	\$ 456.00	\$ 52.00	\$ 624.00	\$ 39.95	\$ 479.40	\$ 74.09	\$ 889.08	\$ 48.00	\$ 576.00
Lotion Hand Soap	12	Case	\$ 25.00	\$ 300.00	\$ 58.00	\$ 696.00	\$ 23.75	\$ 285.00	\$ 29.92	\$ 359.04	\$ 44.00	\$ 528.00
			Supply Cost =	\$ 3,630.84	Supply Cost =	\$ 4,872.00	Supply Cost =	\$ 3,377.28	Supply Cost =	\$ 5,308.20	Supply Cost =	\$ 4,972.08
			<b>Bid Total =</b>	<b>\$ 50,848.84</b>	<b>Bid Total =</b>	<b>\$ 56,762.00</b>	<b>Bid Total =</b>	<b>\$ 68,183.40</b>	<b>Bid Total =</b>	<b>\$ 73,608.44</b>	<b>Bid Total =</b>	<b>\$ 100,512.08</b>

Note: No bid bond submitted.

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

MEETING DATE: June 13, 2016

AGENDA ITEM # 6

**ITEM:** Department of Engineering – City Hall Elevator Maintenance

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



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

**BACKGROUND:** City Hall elevators are under contract with Otis Elevator for regularly scheduled preventative maintenance. The contract is paid annually as a lump sum and automatically renews yearly. The previous annual contract was through Daly Merritt and signed into effect in 2013. A new agreement with the City of Wyandotte was requested. Otis Elevator provided a single year maintenance agreement totaling \$5,400.

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

**ACTION REQUESTED:** Approve the Otis Elevator annual payment, authorizing Engineering to sign contract for the coming year(s).

**BUDGET IMPLICATIONS & ACCOUNT NUMBER:**

The elevator maintenance would be funded by the City Hall Maintenance account, #530-444-825-420. The cost for the coming year is \$5,400.00.

**IMPLEMENTATION PLAN:** If approved by Council, authorize City Engineer to sign contract.

**COMMISSION RECOMMENDATION:**

**CITY ADMINISTRATOR'S RECOMMENDATION:** 

**LEGAL COUNSEL'S RECOMMENDATION:** (Reviewed Agreement). The City is required to indemnify Otis for accident and injuries to persons or property except in those cases when Otis is solely negligent or it was caused by their willful misconduct. W. Look

**MAYOR'S RECOMMENDATION:**



**LIST OF ATTACHMENTS:** Otis Elevator invoice, City Council Model Resolution.

RESOLUTION

Wyandotte, Michigan  
Date: June 13, 2016

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

RESOLVED by the City Council that Council hereby concurs in the recommendation of the City Engineer to enter into contractual agreement with Otis Elevator, and further, authorizes the Mayor and City Clerk to sign said amendment;

FURTHER, this recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of infrastructure.

FURTHER RESOLVED THAT the work will be funded from the City Hall maintenance budget, account #530-444-825-420.

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, Jr.	_____
_____	Sabuda	_____
_____	Schultz	_____
_____	VanBoxell	_____

OTIS ELEVATOR  
AGREEMENT  
\$5,900.00 Annually



OTIS MAINTENANCE

DATE: 04/28/2016

TO:  
City of Wyandotte  
Attn: Jesus Plasencia  
3200 Biddle Avenue  
Wyandotte, MI 48192

FROM:  
Otis Elevator Company  
25365 Interchange Court  
Farmington Hills, MI 48335

EQUIPMENT LOCATION:  
City Hall  
3200 Biddle Ave  
Wyandotte, MI 48192

Evan Lenz  
Phone: (248) 826-0460  
Fax: (860) 660-6177

PROPOSAL NUMBER: AGS983

EQUIPMENT DESCRIPTION:

No Of Units	Type Of Units	Manufacturer	Customer Designation	Machine Number
2	HYDRAULIC	INDEPENDENT	SVC ELV , PASS ELV	D25 792, D25790

OTIS MAINTENANCE

We propose to furnish Otis Maintenance on the equipment ("Units") described above. Otis Maintenance is a full preventive maintenance service intended to protect your investment, extend equipment life, and provide a high level of performance and reliability.

OTIS MAINTENANCE MANAGEMENT SYSTEM<sup>SM</sup>

We will use the Otis Maintenance Management System preventive maintenance program to deliver service tailored to your specific building needs. Equipment type, component life, equipment usage, and building environment will be taken into account by the OMMS<sup>®</sup> scheduling system, which will be used to plan maintenance activities in advance. The Units will be provided with devices to monitor equipment usage. We will use OMMS standard work processes developed and continuously improved by Otis.

*Under this Contract, we will maintain the Units on the following terms and conditions:*

PERFORMANCE  
MAINTENANCE

We will maintain the Units using trained personnel directly employed and supervised by us. The maintenance will include inspection, lubrication, and adjustment of the following parts:

- Controller parts, selectors and dispatching equipment, relays, solid-state components, transducers, resistors, condensers, power amplifiers, transformers, contacts, leads, dashpots, timing devices, computer and microcomputer devices, steel selector tapes, mechanical and electrical driving equipment, signal lamps, and position indicating equipment.
- Door operators, car door hangers, car door contacts, door protective devices, load weighing equipment, car frames, car safety mechanisms, platforms, car and counterweight guide shoes including rollers and gibs, and emergency car lighting.
- Hoistway door interlocks and hangers, bottom door guides, and auxiliary door closing devices.
- Machines, worms, gears, thrust bearings, drive sheaves, drive sheave shaft bearings, brake pulleys, brake coils,

contacts, linings, and component parts.

- Motors, brushes, brush holders, and bearings.
- Governor components, governor sheaves and shaft assemblies, bearings, contacts, governor jaws, deflector or secondary sheaves, car and counterweight buffers, car and counterweight guide rails, car and counterweight sheave assemblies, top and bottom limit switches, governor tension sheave assemblies, and compensating sheave assemblies.
- Pumps, pump motors, operating valves, valve motors, leveling valves, plunger packings, exposed piping, above ground plungers and cylinders, and hydraulic fluid tanks.
- Escalator handrails, handrail drive chains, handrail brush guards, handrail guide rollers, alignment devices, steps, step treads, step wheels, step chains, step axle bushings, comb plates, floor plates, tracks, external gearing, and drive chains.
- Escalator upper drives, upper drive bearings, tension sprocket bearings, upper newel bearings and lower newel bearings, demarcation lights, and comb lights.

**RELIABILITY**

**PARTS COVERAGE**

If necessary, due to normal usage and wear, Otis will repair or replace any of the parts specified above at their sole discretion, unless specifically excluded elsewhere in the contract. Any parts under this Contract requiring replacement will be replaced with parts selected by Otis.

**PARTS INVENTORY**

We will during the term of this Contract maintain a supply of frequently used replacement parts and lubricants selected by Otis to meet the specific routine requirements of the Units. Any replacement parts stored in the machine room remain our property until installed in the Units. We further agree to maintain a supply of routine replacement parts available for express delivery in case of emergencies.

**QUALITY CONTROL**

We will periodically conduct field audits of our personnel and the Units to maintain quality standards. Otis field engineers will provide technical assistance, technical information, and Code consultation to support our maintenance organization.

**RESPONSIVENESS**

**24-HOUR DISPATCHING**

We will, at your request, provide you with access to eService and our OTISLINE 24-hour, year-round dispatching service. In the event a Unit malfunction occurs between regular examinations, you will be able to place a service call on eService or through an OTISLINE customer service representative, who will, at your request, dispatch an examiner to perform service. In the event Otis receives an emergency call from the phone in the elevator and a passenger indicates a need for assistance, Otis shall attempt to contact a building representative for an assessment of the situation and authorization to respond to the call. If Otis is unable to reach a building representative, Otis shall respond to the emergency call from the phone in the elevator. The visit will be treated as a Callback. It is your responsibility to: (a) have a representative available to receive and respond to OTISLINE calls; and (b) maintain working telephone equipment.

**COMMUNICATION**

**CUSTOMER REPRESENTATIVE**

As a service to you, and at your request an Otis representative will be available to discuss with you your elevator needs in the areas of modernization, traffic handling ability, recommendations and requirements of Code authorities, proper use and care of the Units, and the OMMS program. There is no additional charge for this consulting service, but by making this service available to you, Otis does not assume any duty to warn.

**REPORTS – eSERVICE**

We will use the OMMS program to record completion of maintenance procedures. We will, at your request, provide you access to eService. You will be able to access twelve (12) months of repair, completed maintenance procedure and service call history for the Unit(s). You will be responsible for obtaining Internet access to use eService.

## **SAFETY AND ENVIRONMENT**

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### **SAFETY TESTS – HYDRAULIC ELEVATORS**

We will conduct an annual no load test and annual pressure relief valve test.

### **FIREFIGHTERS' SERVICE TEST**

If the equipment has firefighters' service, you assume responsibility for performing and keeping a record of any Code required tests and for the maintenance, functioning and testing of the smoke and/or heat detectors. We will test the firefighters' service keyswitch on a monthly basis.

If during the initial firefighters' service test any elevator firefighters' service is found to be inoperable, the building will be responsible for all of the cost associated with the repairs necessary to bring the unit in compliance with the applicable Codes.

### **SAFETY TRAINING**

We will instruct our personnel to use appropriate personal protection equipment and follow safe work practices.

### **ENVIRONMENTAL PROTECTION**

Otis endeavors to reduce generation of waste materials, to minimize risks to the environment, customers, the general public and Otis employees, and to comply with all federal and state environmental laws and regulations. Material Safety Data Sheet (MSDS) Manuals are available for review at your request.

You assume responsibility for removal of wastes, including but not limited to hydraulic oil, spoils, asbestos, etc., as it is not part of this Contract.

### **MAINLINE DISCONNECTS**

You agree to engage a qualified electrician to service at least once annually the elevator mainline disconnects located in the elevator equipment room.

### **SHARED RESPONSIBILITY**

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located and to keep all machine rooms and pit areas free from water, stored materials, and debris. You agree to provide a safe work place for our personnel, and to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations.

If any Unit is malfunctioning or is in a dangerous condition, you agree to immediately notify us using the 24-hour OTISLINE service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In furtherance of OSHA's directive contained in 29 C.F.R. § 1910.147(f)(2)(i), which requires that a service provider (an "outside employer") and its customer (an "on-site employer") must inform each other of their respective lock out/tag out ("LOTO") procedures whenever outside servicing personnel are to be engaged in control of hazardous energy activities on the customer's site, Otis incorporates by reference its mechanical LOTO procedures and its electrical LOTO procedures. These procedures can be obtained at [www.otis.com](http://www.otis.com) by (1) clicking on "The Americas" tab on the left side of the website; (2) choosing "US/English" to take you to the "USA" web page; (3) clicking on the "Otis Safety" link on the left side of the page; and (4) downloading the "Lockout Tagout Policy Otis 6.0" and "Mechanical Energy Policy Otis 7.0," both of which are in .pdf format on the right side of the website page. Customer agrees that it will disseminate these procedures throughout its organization to the appropriate personnel who may interact with Otis personnel while Otis personnel are working on site at Customer's facility.

## **WORK SCHEDULE**

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### **NORMAL HOURS**

All maintenance procedures and repairs will be performed during our regular working hours of our regular working days for the examiners who perform the service. All lamp and signal replacements will be performed during regular examinations.

For purposes of this Contract, a Callback is a response by Otis to a request for service or assistance made (a) by the customer or customer representative, (b) by the building or building representative; (c) by emergency personnel; (d) through the ADA phone line, and/or (e) through REM® monitoring system, for service or assistance, on an as needed basis, excluding regularly scheduled maintenance.

Regular working hours: 8:00 AM – 4:30 PM.

Regular working days: Monday – Friday excluding holidays.

### **OVERTIME**

Callbacks outside of regular working hours will be billed at standard overtime rates.

## **OWNERSHIP AND LICENSES**

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### **WIRING DIAGRAMS**

You agree to provide us with current wiring diagrams reflecting all previously made changes for Units covered by this Contract to facilitate proper maintenance of the equipment. We shall maintain the wiring diagrams so that they properly reflect any changes made by Otis to the equipment. These diagrams will remain your property.

### **OTIS SERVICE EQUIPMENT**

Any counters, meters, tools, remote monitoring devices, or communication devices which we may use or install under this Contract remain our property, solely for the use of Otis employees. Such service equipment is not considered a part of the Units. You grant us the right to store or install such service equipment in your building and to electrically connect it to the Units. You will restrict access to the service equipment to authorized Otis personnel. You agree to keep the software resident in the service equipment in confidence as a trade secret for Otis. You will not permit others to use, access, examine, copy, disclose or disassemble the service equipment or the software resident in the service equipment for any purpose whatsoever. If the service is terminated for any reason, we will be given access to your premises to remove the service equipment, including the resident software, at our expense.

### **OTIS SOFTWARE**

Software owned by Otis may be embedded in parts or otherwise provided by Otis as part of this maintenance agreement. You have the right to use this software only for operation of the units for which the part was provided. You may also make a backup or archival copy of the software, provided you reproduce the copyright notice and any other legend of ownership on the copy. You may not otherwise copy, display, adapt, modify, distribute, reverse assemble, reverse compile, or otherwise translate the software. You will not transfer possession of the software except as part of a transfer of ownership of the Units and the assumption of the rights and obligations under this agreement by the transferee.

### **NON-OTIS SOFTWARE**

You retain your rights to any software not provided by Otis contained in the Units and agree to allow Otis to make one backup or archival copy for you.

### **SERVICE TOOLS**

You are responsible to secure our right to use any special service tools required to maintain your non- Otis equipment. These tools must be provided prior to us beginning maintenance on such equipment.

### **THE UNITS**

It is agreed that we do not assume possession or control of the Units, that such Units remain yours solely as owner and operator, lessee, or agent of the owner or lessee, and that you are solely responsible for all requirements imposed by any federal, state, or local law, Code, ordinance or regulation.

## **CLARIFICATIONS**

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This Contract does not cover car enclosures (including, but not limited to, wall panels, door panels, car gates, plenum chambers, hung ceilings, lighting, light diffusers, light tubes and bulbs, handrails, mirrors and floor coverings), rail alignment, hoistway enclosures, hoistway gates, hoistway inserts and brackets, mainline disconnect switches, doors, door frames, sills, swing door hinges and closing devices, below ground or unexposed hydraulic cylinders and plungers, buried or unexposed piping, escalator balustrades, escalator lighting or wedge guards. Without affecting our obligation to provide service under this Contract, you agree to permit us to train our personnel on the Units. This Contract does not cover computer and microcomputer devices, such as terminal keyboards and display units that are not exclusively dedicated to the elevator system. This Contract does not cover telephones installed by others, intercoms, heat sensors, smoke sensors, communications equipment, or safety signaling equipment, or instructions or warnings in connection with use by passengers.

We will not be required: (i) to make any tests other than that as specifically set forth herein; (ii) to make any replacements with parts of a different design or type; (iii) to make any changes in the existing design of the Units; (iv) to alter, update, modernize or install new attachments to any Units, whether recommended or directed by governmental authorities or by any third party; (v) to make repairs or replacements necessitated by failures detected during or due to testing of the Units or buried or unexposed hydraulic cylinders or piping and (vi) to replace or repair any component or system utilizing obsolete or discontinued parts, including parts for which the original design is no longer manufactured by the original equipment manufacturers, or parts where the original item has been replaced by an item of different design or is replaceable only by fabrication; (vii) to provide reconditioned or used parts; (viii) to make any replacements, renewals, or repairs necessitated by reason of any cause beyond our control including, but not limited to, fire, explosion, theft, floods, water, weather, earthquake, vandalism, misuse, abuse, mischief, or repairs by others.

You assume responsibility for the cost of correcting all Elevator Code violations existing on the date we enter into this Contract. If such Code violations or other outstanding safety violations are not corrected in accordance with this Contract, Otis may with respect to the equipment not meeting Code requirements cancel this Contract without penalty by providing thirty (30) days written notice.

Should you require us to interface with a third party work order, insurance or safety systems, Otis will add an appropriate fee to cover the additional cost associated with this service.

Neither party shall be liable for any loss, damage or delay due to any cause beyond our reasonable control including, but not limited to, acts of government, strikes, lockouts, other labor disputes, fire, explosion, theft, floods, water, weather, earthquake, riot, civil commotion, war, vandalism, misuse, abuse, mischief, or acts of God.

We agree that we shall be liable for accidents and injuries to person or property when adjudged to have been caused by the sole negligence or willful misconduct of Otis or our employees. In all other instances, Customer shall indemnify, defend and hold us harmless against all claims, damages, losses, costs, and expenses (including attorney's fees and other litigation costs) arising out of or connected with the use, repair, maintenance, operation or condition of the Equipment. We shall maintain worker's compensation and employers' liability insurance covering our liability for injury or death sustained by our employees, and comprehensive general liability insurance. You shall insure that all risk insurance upon the full value of the Work and material delivered to the job site is maintained at no cost to us. If either party so requires, in writing, the other party shall furnish certificates of insurance evidencing the above insurance coverages.

Notwithstanding any other agreement or provision to the contrary, under no circumstances will either party be liable for any indirect, special or consequential damages of any kind, including, but not limited to, fines or penalties, loss of profits, loss of rents, loss of good will, loss of business opportunity, additional financial costs, or loss of use of any equipment or property, whether in contract, tort, warranty or otherwise.

You agree to provide us unrestricted ready and safe access to all areas of the building in which any part of the Units are located, to keep all machine rooms and pit areas free from water, stored materials, and debris, to provide a safe work place for our personnel, to remove and remediate any waste or hazardous materials in accordance with applicable laws and regulations, and to provide a grounded, 3-prong electrical system and proper lighting in the machine rooms and pits. We shall not be obliged to perform until such unsafe condition has been remedied.

If any Unit is malfunctioning or is in a dangerous condition, you agree to notify us as soon as possible using the 24-hour OTISLINE® service. Until the problem is corrected, you agree to remove the Unit from service and take all necessary precautions to prevent access or use.

You will provide written notice within twenty-four hours after occurrence of any accident in or about the elevator (s) and/or escalator(s) to us and if required by law, to any local authorities. You further agree to preserve replaced parts.

Escalator Units are designed only for transporting passengers. For escalator Units, you agree to take all necessary measures to prevent other items from being conveyed, so that features designed to protect passengers and prevent property damage are not damaged. When stationary, escalators are to be properly barricaded and not to be used as steps.

You agree to properly post, maintain, and preserve any and all instructions or warnings to passengers in connection with the use of any Units.

In the event of an entrapment, Customer will call Otis and wait for a trained and licensed elevator mechanic to arrive, except for a medical emergency situation where it may be appropriate to summon a professional first responder such as police or firemen. Customer agrees that its agents, contractors, employees or representatives shall not attempt to extricate any passengers from an elevator that becomes stalled within the hoistway.

Otis will not be required to make renewals or repairs necessitated by fluctuations in the building AC power systems, adverse hoistway or machine room conditions (including temperature variations below 60 degrees and above 90 degrees Fahrenheit), excessive humidity, adverse environmental conditions, water damage, rust, fire, explosion, acts of God, misuse, or vandalism.

If this Agreement is terminated prematurely for any reason, other than our own default, you agree to pay as liquidated damages, and not as a penalty, one-half (50%) of the remaining amount due under this Agreement.

Should this Agreement be accepted by you in the form of a purchase order, the terms and conditions of this Agreement will take precedence over those of the purchase order.

We will not be liable for any claim, injury, delay, death or loss or property resulting from telephone equipment failure, false alarms, interruption of telephone service, or "no voice calls", i.e. calls from inside the equipment to Otisline where there is no verbal response to the Otisline operator.

**ALTERATIONS**

You will not allow others to make alterations, additions, adjustments, or repairs to the equipment.

**SPECIAL PROVISIONS**

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Notwithstanding any other provision herein to the contrary, the following provisions shall be applicable and govern in the event of conflict:

**Advanced Payment**

Beginning on the Effective Date, payments will be made Annually and an Advanced Payment Discount of 3.00 % will be applied to the net billing amount.

Payments are due on or before the last day of the month prior to the billing period. If full payment is not received by the due date, the Advanced Payment Discount will not be available and you will be obligated to pay us the full contract price.

When the anniversary date of the commencement of the service occurs within a billing period, the invoice for the next billing period will include billing in arrears for the price adjustment calculated in accordance with the terms of this contract.

**CONTRACT PRICE AND TERM**

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**CONTRACT PRICE**

*x 12 MONTHS = \$5,400.00*

**Four hundred fifty dollars (\$ 450.00 ) per month, payable Annually**

## PRICE ADJUSTMENT

The Contract Price will be adjusted on the effective date of any labor rate adjustment under Otis 's contract with the International Union of Elevator Constructors (IUEC Contract) to reflect increases or decreases in material and labor costs.

### A. Material

**Seventy-five dollars and ninety-six cents (\$ 75.96 )** of the original Contract Price will be increased or decreased by the percent increase or decrease shown by the index of "Producer Commodity Prices for Metals and Metal Products" published by the U. S. Department of Labor, Bureau of Statistics for the price adjustment month compared with the index on **02/01/2016** which was **188.100**.

### B. Labor

**Three hundred seventy-four dollars and four cents (\$ 374.04 )** of the original Contract Price will be increased or decreased by the percent increase or decrease in the straight time hourly labor cost under the IUEC contract on **01/01/2016** which was **84.646**. The phrase "straight time hourly labor cost" means the sum of the straight time hourly labor rate plus the hourly cost of fringe benefits paid to elevator examiners in the locality where the equipment is to be maintained.

## TERM

The Commencement Date will be 05/01/2016.

The Term of this Contract unless modified under the extended term below, will be for one (1) year beginning on the Commencement Date. The Contract will automatically be renewed on the first anniversary for an additional one (1) year unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the current one (1) year term. Thereafter, the Contract will automatically be renewed on each first anniversary for an additional one (1) year term unless terminated by either party by giving written notice to the other party at least ninety (90) days, but no more than 120 days prior to the end of the then current one (1) year term.

In the event that you sell the building or your interest is terminated prior to the expiration of the Contract, you agree to assign the Contract to the new owner or successor and to cause the new owner to assume your obligations under this agreement. If the new owner or successor fails to assume your obligations under the Contract, then you agree to pay to Otis all sums due for the unexpired Term.

## PAYMENTS

Beginning on the Effective Date, payments will be due and payable on or before the first day of the contract year in which services are rendered beginning on the Commencement Date.

The method of payment will be by check.

The work shall be performed for the agreed price plus any applicable sales, excise or similar taxes as required by law. In addition to the agreed price, you shall pay to us any future applicable tax imposed on us, our suppliers or you in connection with the performance of the work described.

You agree to pay a late charge from the date such sums become due of one and one-half percent (1.5%) per month, or the highest legally permitted rate, whichever is less, on any balance past due for more than thirty (30) days, together with all costs (including, but not limited to, attorneys' fees) incurred by us to collect overdue amounts.

Failure to pay any sum due by you within sixty (60) days will be a material breach. We may at our option declare all sums due or to become due for the unexpired term immediately due and payable as liquidated damages, and until the same are paid be discharged from further obligations under the contract.

## ACCEPTANCE

This proposal, when accepted by you below and approved by our authorized representative, will constitute the entire and exclusive contract between us for the services to be provided and your authorization to perform as outlined herein. All prior or contemporaneous oral or written representations or agreements not incorporated herein will be superseded. Any purchase order issued by you in connection with the services to be provided will be deemed to be issued for your administrative or billing identification purposes only, and the parties hereto intend that the terms and conditions contained herein will exclusively govern the services to be provided. We do not give up rights under any existing contract until this proposal is fully executed. This Contract may not be changed, modified, revised or amended unless in writing signed by you and an authorized representative of Otis. Further, any manual changes to this form will not be effective as to Otis unless initialed in the margin by an authorized representative of Otis.

**THIS QUOTATION** is valid for ninety (90) days from the proposal date.

Submitted by: Evan Lenz  
 Title: Account Representative  
 E-mail: evan.lenz@otis.com

Accepted in Duplicate

**CUSTOMER**

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: - \_\_\_\_\_  
 Title: - \_\_\_\_\_  
 E-mail: - \_\_\_\_\_  
 Name of Company - \_\_\_\_\_

**Otis Elevator Company**

Approved by Authorized Representative

Date: \_\_\_\_\_  
 Signed: \_\_\_\_\_  
 Print Name: Timothy Collins  
 Title: General Manager

Principal, Owner or Authorized Representative of Principal or Owner

Agent: \_\_\_\_\_  
 (Name of Principal or Owner)

**BILL TO INFORMATION**

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

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

Address 2: \_\_\_\_\_

City: \_\_\_\_\_

State: \_\_\_\_\_

Zip Code: \_\_\_\_\_

**ACCOUNTS PAYABLE CONTACT**

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

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

Fax Number: \_\_\_\_\_

E-mail: \_\_\_\_\_

**TAX STATUS**

Are you tax exempt?    Yes    No

If yes, please provide tax exempt certificate

Do you require a Purchase Order be listed on your invoices?    Yes    No

If yes, please provide contact info for PO renewal:

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

Fax: \_\_\_\_\_

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

E-Mail: \_\_\_\_\_

Would you like Otis to automatically debit your bank account for your maintenance invoices?    Yes    No

If yes, please provide blank check for bank routing and account information.

# Reports & Minutes

1

June 6, 2016

## CITY OF WYANDOTTE REGULAR CITY COUNCIL MEETING

A Regular Session of the Wyandotte City Council was held in Council Chambers, on Monday, June 6, 2016, and was called to order at 7:00pm with Honorable Mayor Joseph R. Peterson presiding.

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

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Present: Councilpersons Fricke, Galeski, Miciura, Sabuda, Schultz, and VanBoxell

Absent: Thomas Woodruff, City Assessor

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

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### PRESENTATIONS

None

### UNFINISHED BUSINESS

None

### COMMUNICATIONS MISCELLANEOUS

AGENDA ITEM #1 (2016-262)

Communication from Robert J. Benson, 404 Vinewood, regarding the McKinley School Project.

AGENDA ITEM #2 (2016-263)

Communication from J.P. Karas, 2614 12<sup>th</sup> Street, regarding his ad placement on Wyandotte Cable and comments made related to ad at subsequent City Council meeting on 5/23/2016.

### PERSONS IN THE AUDIENCE

- Tom Pillar, 2397 23<sup>rd</sup> St., regarding sewage plant and John Yurkovich's business property.
- Chris Luczak, 725 Orchard, regarding McKinley project.
- Rick Custer, 505 Pine, regarding McKinley project, A/V Ballots, straight party voting, the campaign of Jeff Chicoine, SS benefits, and Aberdeen veteran's information.
- Catherine Dallos, 705 Orchard, regarding McKinley project.
- Jennifer Jasinski, 735 Orchard, regarding McKinley project.
- Lucinda Reinas, 734 Orchard, regarding McKinley project.
- Anthony Cole, 2333 6<sup>th</sup> Street, regarding parking issues.

### NEW BUSINESS (ELECTED OFFICIALS)

Councilmember Galeski – Questions regarding email sent by Clerk relative to the Clerk's office and requests for information.

### COMMUNICATIONS FROM CITY AND OTHER OFFICIALS

AGENDA ITEM #3 (2016-2)

Communication from Mayor, Joseph R. Peterson, regarding the reappointment of several individuals to various boards and commissions.

AGENDA ITEM #4 (2016-2)

Communication from Mayor, Joseph R. Peterson, regarding the appointment of Mr. Bob Heck to the Police & Fire Commission.

**AGENDA ITEM #5 (2016-2)**

Communication from City Administrator, Todd Drysdale, regarding the rollover of unpaid special assessment installments to the property's 2016 Summer Tax Roll.

**AGENDA ITEM #6 (2016-2)**

Communication from City Clerk, Lawrence S. Stec, regarding the application for a New Small Distiller License from Lost Lake Distillery LLC, 142 Maple Street.

**AGENDA ITEM #7 (2016-2)**

Communication from City Clerk, Lawrence S. Stec, regarding the creation of a Co-Chairperson designation/pay rate class for election workers.

**AGENDA ITEM #8 (2016-2)**

Communication from Interim Museum Director, Sarah Jordan, regarding a contract for services with The Henry Ford for the Wyandotte Stars' participation in a vintage base ball match against the Henry Ford Lah-De-Dahs.

**AGENDA ITEM #9 (2016-2)**

Communication from Interim Museum Director, Sarah Jordan, regarding the execution of a Hold Harmless agreement with the Oakwood Cemetery Association for the 2016 Cemetery Walk.

**AGENDA ITEM #10A (2016-2)**

Communication from Special Events Coordinator, Heather A. Thiede, regarding approval of the contract with Community Publishing to place the 2016 Wyandotte Street Art Fair Guide Book in the July issue of Wyandotte Today.

**AGENDA ITEM #10B (2016-2)**

Communication from Special Events Coordinator, Heather A. Thiede, regarding the Special Event Application submitted by Seaway Boat Club for their annual dock party and resultant street closures.

**AGENDA ITEM #10C (2016-2)**

Communication from Special Events Coordinator, Heather A. Thiede, requesting approval of the contract with the Michigan Bureau of State Lottery for the advertising, promotion, and sale of Lottery products at the 2016 Wyandotte Street Art Fair.

**AGENDA ITEM #10D (2016-2)**

Communication from Special Events Coordinator, Heather A. Thiede, regarding approval of the contract with Airborne Bouncers for rides, concessions, and/or inflatables as part of the Children's Entertainment Area at the 2016 Wyandotte Street Art Fair.

**AGENDA ITEM #11 (2016-2)**

Communication from City Engineer, Mark A. Kowalewski, regarding the rezoning of the properties at 21 21 ½, and 23 Walnut.

**AGENDA ITEM #12 (2016-2)**

Communication from City Engineer, Mark A. Kowalewski, regarding the request for an outdoor café at 2903 Biddle Avenue (Whiskey on the Water).

**AGENDA ITEM #13 (2016-2)**

Communication from City Engineer, Mark A. Kowalewski, regarding the request from the owners at 4265 19<sup>th</sup> Street to install a concrete slab and shed in a vacated alley abutting property.

**AGENDA ITEM #14 (2016-2)**

Communication from City Engineer, Mark A. Kowalewski, regarding the sale of city-owned property at former vacant 3<sup>rd</sup> Street to adjacent property owners.

**AGENDA ITEM #15 (2016-2)**

Communication from City Engineer, Mark A. Kowalewski, regarding quote for repairs at 81 Chuestnut.

**PRESENTATION OF PETITIONS**

None

**REPORTS & MINUTES**

City Council	May 23, 2016
Daily Cash Receipts	May 25 & 26, 2016
Design Review Committee	May 17, 2016
Police Commission Meeting	May 10 & May 24, 2016
Recreation Commission	May 10, 2016
TIFA/BRDA	January 19 & May 17, 2016

**CITIZENS PARTICIPATION**

- Chris Calvin, 466 Sycamore, regarding item #12.
- Josh Cade, Whiskey on the Water, regarding item #12

**RECESS****RECONVENE**


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

Absent: Thomas Woodruff, City Assessor

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

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**HEARINGS**

- Show Cause Hearing, 517 Riverbank

***1 written objection:***

***Norman Bush, 527 Riverbank***

**RESOLUTIONS****2016-261 MINUTES**

By Councilperson Fricke, supported by Councilperson Miciura

RESOLVED that the minutes of the meetings held under the dates of May 23, 2016, be approved as recorded, without objection.

Motion unanimously carried.

**2016-262 CITIZEN COMMUNICATION – BENSON/MCKINLEY PROJECT**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that the communication from Robert Benson relative to the McKinley School Project is hereby received and placed on file.

Motion unanimously carried.

**2016-263 CITIZEN COMMUNICATION – KARAS**

By Councilperson Fricke, supported by Councilperson Miciura  
 BE IT RESOLVED that the communication received from J.P. Karas by the Clerk's office on  
 June 2, 2016 is hereby received and placed on file.  
 Motion unanimously carried.

**2016-264 COMMISSION REAPPOINTMENTS - VARIOUS**

By Councilperson Fricke, supported by Councilperson Miciura  
 RESOLVED the City Council that Council hereby CONCURS with the recommendation of  
 Mayor Peterson to reappoint the following:

**BUILDING CODE BOARD OF APPEALS – Term to Expire April 2020**

Francesco, Badalamenti, 451 Clinton, Wyandotte, MI 48192

William Butch, 1034 16<sup>th</sup>, Wyandotte, MI 48192

Daniel Johnson, 2416 20<sup>th</sup>, Wyandotte, MI 48192

Louis Parker, 518 Mulberry, Wyandotte, MI 48192

Dave Zanley, 255 Elm, Wyandotte, MI 48192

**CULTURAL AND HISTORICAL COMMISSION – Term to Expire December 2019**

Kenneth, Munson, 2755 22<sup>nd</sup>, Wyandotte, MI 48192

Suzanne Pilon, 2271 21st, Wyandotte, MI 48192

Anne Ronco, 336 Chestnut, Wyandotte, MI 48192

Marshall, Wymore, 2016 Oak, Wyandotte, MI 48192

**PLANNING & REHABILITATION COMMISSION – Term to Expire April 2019**

Barb Duran, 3326 12<sup>th</sup>, Wyandotte, MI 48192

Elizabeth Krimmel, 610 Highland, Wyandotte, MI 48192

Charles Lupo, 469 Cedar, Wyandotte, MI 48192

Raymond Parker, 1203 Superior, Wyandotte, MI 48192

Stanley Pasko, 1291 10<sup>th</sup>, Wyandotte, MI 48192

**BOARD OF EXAMINERS OF PLUMBERS – Term to Expire November 2020**

Larry Langdeau, 2230 19<sup>th</sup>, Wyandotte, MI 48192

Mike Quint, , 13169 Cherry, Southgate MI 48195

Natalie Rankine, 504 Emmons, Wyandotte, MI 48192

**BOARD OF EXAMINERS OF ELECTRICIANS – Term to Expire April 2017**

Lou Parker, 518 Mulberry, Wyandotte, MI 48192

Mark Ramirez, 2283 20<sup>th</sup>, Wyandotte, MI 48192

Stanley Rutkowski, 2508 19<sup>th</sup>, Wyandotte, MI 48192

Motion unanimously carried.

**2016-265 POLICE & FIRE COMMISSION APPOINTMENT - HECK**

By Councilperson Fricke, supported by Councilperson Miciura  
 BE IT RESOLVED that City Council hereby accepts the resignation of Dr. Michael Izzo from  
 the Police & Fire Commission and thanks him for his service; AND  
 BE IT FURTHER RESOLVED that Council hereby concurs with the recommendation of Mayor  
 Peterson to appoint Bob Heck of 1283 Cedar, Wyandotte, MI to the Police & Fire Commission.  
 Term to expire April 2019.  
 Motion unanimously carried.

**2016-266 UNPAID SPECIAL ASSESSMENT INSTALLMENTS**

By Councilperson Fricke, supported by Councilperson Miciura  
 BE IT RESOLVED that Council hereby concurs in the recommendation of the City  
 Administrator in his communication regarding the list of delinquent Special Assessments  
 Installments; AND

BE IT FURTHER RESOLVED that Council directs the City Assessor to spread said charges on the 2016 Summer Tax Roll.

Motion unanimously carried.

#### **2016-267 LIQUOR LICENSE REQUEST – 142 MAPLE**

By Councilperson Fricke, supported by Councilperson Miciura

WHEREAS Mr. Richard Bohl & Mr. Alex Bohl of Lost Lake Distillery LLC at 142 Maple St. has applied for a New Small Distiller License with Outdoor Service and Entertainment Permit with the Michigan Liquor Control Commission and the Commission is requiring the review and recommendation of the Mayor and Council of the City of Wyandotte.

WHEREAS, Mr. Alex Bohl indicated that the Outdoor Service and Entertainment Permit will be removed from this request.

BE IT RESOLVED that the Council recommends that the application from Mr. Richard Bohl & Mr. Alex Bohl of Lost Lake Distillery LLC at 142 Maple St. for a New Small Distiller License be considered for approval by the City Council with resulting recommendation to be forwarded to the Michigan Liquor Control Commission

BE IT FURTHER RESOLVED that, under administrative rule R 436.1003, the licensee shall comply with all state and local building, plumbing, zoning, sanitation, and health laws, rules, and ordinances as determined by the state and local law enforcements officials who have jurisdiction over the licensee. The licensee must obtain all other required state and local licenses, permits, and approvals before using this license for the sale of alcoholic liquor.

Motion unanimously carried.

#### **2016-268 CO-CHAIRPERSON DESIGNATION**

By Councilperson Fricke, supported by Councilperson Miciura

WHEREAS the City Clerk's office is recommending that a Co-Chairperson position be added to the election worker pay scale and this position would entail additional and shared responsibilities with each Chairperson that would constitute a new pay rate of \$175 per Co-Chairperson.

BE IT RESOLVED that the Council concurs with the recommendation of the City Clerk and approves the implementation of a Co-Chairperson at a pay rate of \$175 per election.

Motion unanimously carried.

#### **2016-269 WYANDOTTE STARS CONTRACT**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council Concurs with the Interim Museum Director to approve the request for the Wyandotte Stars to participate in a vintage baseball match against the Henry Ford Lah-De-Dahs on July 16, 2016, for which the Stars will receive \$75.00 in compensation.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute The Henry Ford's Contract for Services on behalf of the City of Wyandotte.

Motion unanimously carried.

#### **2016-270 OAKWOOD CEMETERY HOLD HARMLESS**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council concurs with the Interim Museum Director to approve the request from the Interim Museum Director to utilize Oakwood Cemetery for the annual Historic Cemetery Walk.

BE IT FURTHER RESOLVED that the Mayor and City Clerk are authorized to execute the Hold Harmless Agreement on behalf of the City of Wyandotte.

Motion unanimously carried.

**2016-271 2016 WSAF GUIDE BOOK-COMMUNITY PUBLISHING CONTRACT**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council concurs with the recommendation of the Special Event Coordinator to approve the contract between the City of Wyandotte and Community Publishing for the 2016 WSAF Guide Book to be inserted in their July publication.

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

Motion unanimously carried.

**2016-272 SEAWAY BOAT CLUB ANNUAL DOCK PARTY**

By Councilperson Fricke, supported by Councilperson Miciura

RESOLVED that Council hereby approves the Special Event Application as submitted by the Special Event Coordinator and grants permission to the Seaway Boat Club of 6 Perry Place to close approximately 100 feet of Perry Place from August 18<sup>th</sup> – 22<sup>nd</sup> to facilitate the annual dock party to be held on August 19<sup>th</sup> and 20<sup>th</sup>; AND

BE IT FURTHER RESOLVED that there will be no drilling or anchoring tents to the concrete roadway and provisions are provided for emergency vehicles to obtain entrance if need be; AND

BE IT FURTHER RESOLVED that Seaway Boat Club must execute a Hold Harmless Agreement as prepared by the Department of Legal Affairs and adhere to special permits obtained from the LCC.

Motion unanimously carried.

**2016-273 2016 WSAF MICHIGAN LOTTERY SPONSORSHIP**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council approves the agreement provided by the State of Michigan Lottery for the advertising, promotion, and sale of Lottery products in connection with the 2016 Wyandotte Street Art Fair to be held Wednesday, July 13<sup>th</sup> – Saturday, July 16<sup>th</sup>; 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.

Motion unanimously carried.

**2016-274 2016 WSAF AIRTIME BOUNCERS CONTRACT**

By Councilperson Fricke, supported by Councilperson Miciura

RESOLVED that the request from the Special Event Coordinator to enter into a contract with Airborne Bouncers Bouncers to provide amusement rides and/or concessions and/or inflatables for the 2016 Wyandotte Street Art Fair in the Theater Lot, with set up on July 12<sup>th</sup> at 10:00am and tear down on July 17<sup>th</sup> at 1:00am is hereby approved; AND

BE IT FURTHER RESOLVED that a Hold Harmless Agreement shall be executed as prepared by the Department of Legal Affairs.

Motion unanimously carried.

**2016-275 REZONING – 21, 21 ½, 23 WALNUT**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that the communication from the Planning Commission regarding the rezoning of the properties known as 21, 21½ and 23 Walnut, Wyandotte is hereby received and placed on file; AND

NOW THEREFORE, BE IT RESOLVED that Council concurs with the recommendation of the Planning Commission and hereby approves the requested rezoning application for the property known as 21, 21½ and 23 Walnut, Wyandotte, Michigan to Single Family Residential District (RA); AND

BE IT FURTHER RESOLVED that said rezoning be referred to Department of Legal Affairs to prepare the proper ordinance change.

Motion unanimously carried.

**2016-276 OUTDOOR CAFÉ REQUEST – 2903 BIDDLE**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that the request of Whiskey on the Water be held in abeyance until after June 23, 2016 (which is the date of the scheduled public hearing before the Planning Commission on possible amendments to the outdoor café ordinance), AND

BE IT FURTHER RESOLVED that after the aforementioned public hearing, a recommendation from the Planning Commission, together with any reports or recommendations from the City Engineer and City Attorney, to address the issues raised in the Council resolution from November 9, 2015, be presented to the City Council before taking action on the above request, along with any concerns expressed by members of the Council.

Motion carried.

NAYS: Councilpersons Schultz, VanBoxell

**2016-277 GRANT OF LICENSE – 4265 19<sup>TH</sup> STREET**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council hereby concurs in the recommendation of the City Administrator and City Engineer to permit Michael and Julie Falk to construct a concrete slab and shed in the vacated alley behind their home located at 4265 19<sup>th</sup> Street; AND

BE IT FURTHER RESOLVED, this recommendation is consistent with the Goals and Objectives of the City of Wyandotte Strategic Plan in the continuing effort to enhance the quality of life for residents and the maintenance of infrastructure; AND

BE IT FURTHER RESOLVED that Mayor and City Clerk are authorized to sign the Grant of License and Hold Harmless Agreement.

Motion unanimously carried.

**2016-278 SALE OF CITY OWNED PROPERTY AT FORMER VACANT 3<sup>RD</sup> ST.**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council approves the Purchase Agreement to sell the former vacant 3<sup>rd</sup> Street to the adjacent property owners at 3704 3<sup>rd</sup> Street for the amount of \$1,250.00; AND

BE IT FURTHER RESOLVED that the Department of Legal Affairs is hereby directed to prepare the necessary sale documents and the Mayor and Clerk are hereby authorized to sign.

Motion unanimously carried.

**2016-279 GUTTER REPAIR QUOTES – 81 CHESTNUT**

By Councilperson Fricke, supported by Councilperson Miciura

BE IT RESOLVED that Council concurs with the recommendation of the City Engineer, regarding the rain gutter repairs along the south side of the building at 81 Chestnut, to award a contract to the J.S. Vig Company in a base amount of \$ 4,275.00 dollars from account #101-448-750-270.

Motion unanimously carried.

**2016-280 SHOW CAUSE HEARING – 517 RIVERBANK**

By Councilperson Fricke, supported by Councilperson Miciura

RESOLVED BY THE CITY COUNCIL that a hearing was held on 6<sup>th</sup> day of June, 2016, where all parties were given an opportunity to show cause, if any they had, why the dwelling at 517 Riverbank, Wyandotte should not be demolished, removed or otherwise made safe, AND

BE IT FURTHER RESOLVED that the Council considered all reports dated October 27, 2014, June 24, 2015, August 20, 2015, and September 24, 2015, Show Cause Hearing minutes dated December 10, 2015, and recommendations received by the City Council from the City

Engineering's Office and the Hearing Officer and all other facts and considerations were brought to their attention at said hearing; AND

BE IT RESOLVED that the City Council hereby directs that said dwelling located at 517 Riverbank, Wyandotte should be DEMOLISHED and that the cost be assessed against the property in question as a lien. Be it further resolved that the parties of interest shall be forwarded a copy of this resolution forthwith so that they may appeal this decision to the Circuit Court within twenty-one (21) days of the date of this resolution if they so desire.

BE IT FURTHER RESOLVED that this hearing shall be held in abeyance for 90 days (September 5, 2016) to allow time for investigation.

Motion unanimously carried.

#### **2016-281 BILLS & ACCOUNTS**

By Councilperson Fricke, supported by Councilperson Miciura

RESOLVED that the total bills and accounts of \$652,756.61 as presented by the Mayor and City Clerk are hereby APPROVED for payment.

Motion unanimously carried.

#### **2016-282 CLOSED SESSION REQUEST**

By Councilperson Fricke, supported by Councilperson Miciura

WHEREAS the City Administrator has expressed the desire to meet in closed session to discuss the purchase or lease of real property. This is in accordance with Section 15.268d of PA 267 of 1976.

THEREFORE, BE IT RESOLVED that this Body will meet in closed session immediately following the regularly scheduled Council meeting for the above-stated purpose only.

Motion unanimously carried.

#### **2016-283 ADJOURNMENT**

By Councilperson Fricke, supported by Councilperson Miciura

RESOLVED, that this regular meeting of the Wyandotte City Council be adjourned at 9:13 p.m.

Motion unanimously carried.

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Lawrence S. Stec, City Clerk

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount		
O AC AC	417039 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	MANESIN, JOAN 101-000-257-078 101-000-257-078	Reserve-Animal Care Reserve-Animal Care	95.00 5.00 <u>100.00</u>	CITY CASH
ADOPT DOG ANIMAL CARE DONATION REC# 3997							
O SH AC	417040 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	DAVIS, LISA 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care	30.00 10.00 <u>40.00</u>	CITY CASH
SURRENDER FEE VACCINE FEE							
O SH	417042 06/08/2016	ktrudell 101-000-001-000	F2	VELASCO, JEHIDY 101-303-925-998	DCACA SHELTER REVENUE	58.00	CITY CASH
RETURN TO OWNER REC# 4026							
O SH	417043 06/08/2016	ktrudell 101-000-001-000	F2	BAKATSELOS, NICOLE 101-303-925-998	DCACA SHELTER REVENUE	30.00	CITY CASH
RETURN TO OWNER REC# 4028							
O SH	417044 06/08/2016	ktrudell 101-000-001-000	F2	BONDS, CASEY 101-303-925-998	DCACA SHELTER REVENUE	120.00	CITY CASH
RETURN TO OWNER/BITE HOLD REC# 4029							
O SH AC	417045 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	ZAMMIT, SARAH 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care	30.00 10.00 <u>40.00</u>	CITY CASH
RETURN TO OWNER VACCINE FEE REC# 4030							
O SH	417046 06/08/2016	ktrudell 101-000-001-000	F2	WASZTUL, TED 101-303-925-998	DCACA SHELTER REVENUE	80.00	CITY CASH
SURRENDER 2 CATS REC# 4031							
O SH	417051 06/08/2016	ktrudell 101-000-001-000	F2	KOZLOWSKI, SUSAN 101-303-925-998	DCACA SHELTER REVENUE	30.00	CITY CASH
SURRENDER FEE REC# 4032							
O SH	417053 06/08/2016	ktrudell 101-000-001-000	F2	ELLERY, LENORE 101-303-925-998	DCACA SHELTER REVENUE	20.00	CITY CASH
RETURN TO OWNER REC# 4033							

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
O SH 417054	06/08/2016	ktrudell	F2	KROLL, BRIAN 101-303-925-998	30.00 CITY CASH
RETURN TO OWNER REC# 4034					
O SH AC 417056	06/08/2016	ktrudell	F2	RINEY, LAUREN/NOVAK, JUSTIN 101-303-925-998 101-000-257-078	30.00 10.00 <hr/> 40.00 CITY CASH
SURRENDER FEE VACCINE FEE REC# 4035					
O SH 417059	06/08/2016	ktrudell	F2	JONES, SHANNAH 101-000-001-000	30.00 CITY CASH
RETURN TO OWNER REC# 4037					
O SH 417061	06/08/2016	ktrudell	F2	MCCANDLESS, MOLLY 101-303-925-998	40.00 CITY CASH
RETURN TO OWNER REC# 4038					
O SH 417062	06/08/2016	ktrudell	F2	POTTER, GARY 101-000-001-000	50.00 CITY CASH
EUTHANASIA REC# 4039					
O SH 417063	06/08/2016	ktrudell	F2	PITTS, SEAN 101-303-925-998	30.00 CITY CASH
RETURN TO OWNER REC# 4040					
O SH 417065	06/08/2016	ktrudell	F2	JENNINGS, DANIEL 101-303-925-998	30.00 CITY CASH
RETURN TO OWNER REC# 4041					
O SH 417066	06/08/2016	ktrudell	F2	RATHS, PAT 101-303-925-998	50.00 CITY CASH
EUTHANASIA REC# 4042					
O SH 417068	06/08/2016	ktrudell	F2	FREENY, ANTOINE 101-303-925-998	30.00 CITY CASH
RETURN TO OWNER REC# 4043					
O SH 417070	06/08/2016	ktrudell	F2	HILL, JORDAN 101-000-001-000	60.00 CITY CASH
SURRENDER 2 CATS REC# 4044					

RECEIPT REGISTER FOR CITY OF WYANDOTTE

06/08/2016 01:21 PM

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
O SH 417075	06/08/2016	ktrudell	F2	MILLS, JOHN R 101-303-925-998	50.00 CITY CASH
EUTHANASIA REC# 4045					
O SH 417077	06/08/2016	ktrudell	F2	THOMAS, KRISTY 101-303-925-998	20.00 CITY CASH
RETURN TO OWNER REC# 4046					
O SH 417079	06/08/2016	ktrudell	F2	SAKEN, SCOTT 101-303-925-998	30.00 CITY CASH
SURRENDER FEE REC# 4047					
O SH 417080	06/08/2016	ktrudell	F2	WORLEN, NANCY 101-303-925-998	20.00 CITY CASH
SURRENDER FEE REC# 4048					
O SH 417081	06/08/2016	ktrudell	F2	RODRIGEZ, JOSE 101-303-925-998	65.00 CITY CASH
RETURN TO OWNER REC# 4049					
O SH 417082	06/08/2016	ktrudell	F2	HOAGLAND, WENDY 101-303-925-998	60.00 CITY CASH
SURRENDER 2 CATS REC# 4050					
O SH 417083	06/08/2016	ktrudell	F2	COOPER, JULIE 101-303-925-998	30.00 CITY CASH
SURRENDER FEE REC# 4051					
O SH AC 417084	06/08/2016	ktrudell	F2	POLLINGTON, GEORGE 101-303-925-998 101-000-257-078	30.00 10.00 <hr/> 40.00 CITY CASH
SURRENDER FEE VACCINE FEE REC# 4052					
O SH AC 417086	06/08/2016	ktrudell	F2	DIERLESS, CHRIS 101-303-925-998 101-000-257-078	30.00 10.00 <hr/> 40.00 CITY CASH
SURRENDER FEE VACCINE FEE REC# 4053					
O SH 417087	06/08/2016	ktrudell	F2	CALHOUN, SHAWN 101-303-925-998	60.00 CITY CASH

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
RETURN TO OWNER 2 DOGS REC# 4054					
O SH	417090 06/08/2016	ktrudell 101-000-001-000	F2	SMITH, RICHARD 101-303-925-998	DCACA SHELTER REVENUE 20.00 CITY CASH
RETURN TO OWNER REC# 4055					
O SH	417093 06/08/2016	ktrudell 101-000-001-000	F2	GOSLINE, LINDA 101-303-925-998	DCACA SHELTER REVENUE 20.00 CITY CASH
RETURN TO OWNER REC# 4056					
O AC	417095 06/08/2016	ktrudell 101-000-001-000	F2	O'DELL, LLOYD 101-000-257-078	Reserve-Animal Care 5.00 CITY CASH
TRAP RENTAL REC# 4057					
O SH	417097 06/08/2016	ktrudell 101-000-001-000	F2	DAVIS, LISA 101-303-925-998	DCACA SHELTER REVENUE 40.00 CITY CASH
SURRENDER FEE REC# 4058					
O SH	417099 06/08/2016	ktrudell 101-000-001-000	F2	ORTIZ, GILBERTO 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
RETURN TO OWNER REC# 4059					
O SH	417100 06/08/2016	ktrudell 101-000-001-000	F2	WADE, GERALD 101-303-925-998	DCACA SHELTER REVENUE 60.00 CITY CASH
RETURN TO OWNER 2 DOGS REC# 4060					
O SH AC	417101 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	BECK, AMANDA 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care 30.00 10.00 <hr/> 40.00 CITY CASH
SURRENDER FEE VACCINE FEE REC# 4061					
O SH AC	417111 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	JURASEK, PAT 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care 30.00 10.00 <hr/> 40.00 CITY CASH
SURRENDER FEE VACCINE FEE REC# 4062					
O SH	417112 06/08/2016	ktrudell 101-000-001-000	F2	FLORES, GLORIA 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
RETURN TO OWNER REC# 4063					

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount	
O 417115	06/08/2016	ktrudell	F2	TRIPLETT, JEROME		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	30.00
AC		101-000-001-000		101-000-257-078	Reserve-Animal Care	10.00
						<u>40.00</u> CITY CASH
RETURN TO OWNER VACCINE FEE REC# 4064						
O 417124	06/08/2016	ktrudell	F2	RAMUSSEN, JEAN		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	30.00
AC		101-000-001-000		101-000-257-078	Reserve-Animal Care	10.00
						<u>40.00</u> CITY CASH
SURRENDER FEE VACCINE FEE						
O 417125	06/08/2016	ktrudell	F2	LEADER, STEVEN		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	60.00 CITY CASH
SURRENDER 2 CATS REC# 4066						
O 417126	06/08/2016	ktrudell	F2	PEARSALL, JOSHUA		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	30.00 CITY CASH
RETURN TO OWNER REC# 4068						
O 417127	06/08/2016	ktrudell	F2	COX, CAROLYN		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	50.00 CITY CASH
EUTHANASIA REC# 4069						
O 417128	06/08/2016	ktrudell	F2	OBOURN, KRISTY		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	30.00 CITY CASH
RETURN TO OWNER REC# 4070						
O 417130	06/08/2016	ktrudell	F2	TRIPLETT, JEROME		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	64.00 CITY CASH
RETURN TO OWNER REC# 4071						
O 417132	06/08/2016	ktrudell	F2	COLLINS, JUANITA		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	65.00 CITY CASH
RETURN TO OWNER REC# 4072						
O 417134	06/08/2016	ktrudell	F2	COLLINS, JUANITA		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	80.00 CITY CASH
RETURN TO OWNER 2 DOGS REC# 4073						
O 417135	06/08/2016	ktrudell	F2	BANKS-HERNDON, CATHY		
SH		101-000-001-000		101-303-925-998	DCACA SHELTER REVENUE	30.00 CITY CASH

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt # Description	Date	Cashier	Wkstn	Received Of Distribution	Amount
SURRENDER FEE REC# 4074					
O 417137	06/08/2016	ktrudell	F2	MOUNTAIN, EVAN	
SH				101-000-001-000	101-303-925-998
AC				101-000-001-000	101-000-257-078
				DCACA SHELTER REVENUE	30.00
				Reserve-Animal Care	10.00
					<u>40.00</u> CITY CASH
SURRENDER FEE VACCINE FEE REC# 4075					
O 417139	06/08/2016	ktrudell	F2	SCHLAUFMAN, CHERYL	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	51.00 CITY CASH
RETURN TO OWNER REC# 4076					
O 417140	06/08/2016	ktrudell	F2	HALL, CRISTINE	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	50.00 CITY CASH
EUTHANASIA REC# 4077					
O 417141	06/08/2016	ktrudell	F2	EFAW, BRUCE	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	50.00 CITY CASH
EUTHANASIA REC# 4078					
O 417142	06/08/2016	ktrudell	F2	CRIST, JIM & JANICE	
SH				101-000-001-000	101-303-925-998
AC				101-000-001-000	101-000-257-078
				DCACA SHELTER REVENUE	50.00
				Reserve-Animal Care	10.00
					<u>60.00</u> CITY CASH
EUTHANASIA DONATION FOR ANIMAL CARE REC# 4079					
O 417143	06/08/2016	ktrudell	F2	DERFINY, BRIANNA	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	30.00 CITY CHECK 3683
RETURN TO OWNER REC# 4080					
O 417145	06/08/2016	ktrudell	F2	SERO, TRACY	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	30.00 CITY CASH
RETURN TO OWNER REC# 4081					
O 417146	06/08/2016	ktrudell	F2	KATKE, MARVIN	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	30.00 CITY CASH
RETURN TO OWNER REC# 4082					
O 417147	06/08/2016	ktrudell	F2	RODRIGUEZ, JUAN	
SH				101-000-001-000	101-303-925-998
				DCACA SHELTER REVENUE	30.00 CITY CASH
RETURN TO OWNER REC# 4083					

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
O SH	417149 06/08/2016	ktrudell 101-000-001-000	F2	FAULKNER, DONALD 101-303-925-998	DCACA SHELTER REVENUE 60.00 CITY CASH
RETURN TO OWNER 1 DOG & 1 CAT REC# 4084					
O SH SH	417150 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	MAHONY, SEAN 101-303-925-998 101-303-925-998	DCACA SHELTER REVENUE DCACA SHELTER REVENUE 120.00 30.00 <hr/> 150.00 CITY CASH
BITE HOLD RETURN TO OWNER REC# 4085					
O SH	417153 06/08/2016	ktrudell 101-000-001-000	F2	DANKOVCIK, CHRISTY 101-303-925-998	DCACA SHELTER REVENUE 50.00 CITY CASH
EUTHANASIA REC# 4086					
O SH AC	417154 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	WATSON, THOMAS 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care 50.00 10.00 <hr/> 60.00 CITY CASH
EUTHANASIA DONATION FOR ANIMAL CARE REC# 4087					
O SH AC	417155 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	CREECH, DEAN 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care 30.00 10.00 <hr/> 40.00 CITY CASH
SURRENDER FEE VACCINE FEE REC# 4088					
O SH AC	417156 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	HOLCOMB, KIM 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care 37.00 10.00 <hr/> 47.00 CITY CASH
RETURN TO OWNER VACCINE FEE REC# 4089					
O SH AC	417159 06/08/2016	ktrudell 101-000-001-000 101-000-001-000	F2	HERNANDEZ, CHELSEY 101-303-925-998 101-000-257-078	DCACA SHELTER REVENUE Reserve-Animal Care 51.00 10.00 <hr/> 61.00 CITY CASH
RETURN TO OWNER VACCINE FEE REC# 4090					
O SH	417160 06/08/2016	ktrudell 101-000-001-000	F2	RATKEWICZ, SEAN 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
RETURN TO OWNER REC# 4091					

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
O SH 417162	06/08/2016	ktrudell 101-000-001-000	F2	RODGERS, KYLE 101-303-925-998	DCACA SHELTER REVENUE 65.00 CITY CASH
RETURN TO OWNER REC# 4092					
O SH 417163	06/08/2016	ktrudell 101-000-001-000	F2	GRIMES, DEBORAH 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
RETURN TO OWNER REC# 4093					
O SH 417164	06/08/2016	ktrudell 101-000-001-000	F2	BINGHAM, JORDEN 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
RETURN TO OWNER REC# 4094					
O SH 417166	06/08/2016	ktrudell 101-000-001-000	F2	SCHICK, LESLIE 101-303-925-998	DCACA SHELTER REVENUE 100.00 CITY CASH
EUTHANASIA REC# 4096					
O SH 417167	06/08/2016	ktrudell 101-000-001-000	F2	RUELLE, AUDRA 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
RETURN TO OWNER REC# 4097					
O SH 417169	06/08/2016	ktrudell 101-000-001-000	F2	JOHNSON, JARED 101-303-925-998	DCACA SHELTER REVENUE 30.00 CITY CASH
SURRENDER FEE REC# 4098					
O SH 417170	06/08/2016	ktrudell 101-000-001-000	F2	FRANTSESKOS, MERRY 101-303-925-998	DCACA SHELTER REVENUE 51.00 CITY CASH
RETURN TO OWNER REC# 4099					
Total of 72 Receipts					3,302.00

User: ktrudell

Post Date from 06/08/2016 - 06/08/2016 Open Receipts

DB: Wyandotte

Receipt #	Date	Cashier	Wkstn	Received Of Distribution	Amount
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\*\*\* TOTAL OF CREDIT ACCOUNTS \*\*\*

101-000-257-078 Reserve-Animal Care					255.00
101-303-925-998 DCACA SHELTER REVENUE					3,047.00
					<u>3,302.00</u>
TOTAL - ALL CREDIT ACCOUNT					3,302.00

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

101-000-001-000 Cash					3,302.00
					<u>3,302.00</u>
TOTAL - ALL DEBIT ACCOUNTS					3,302.00

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

101 General Fund					3,302.00
					<u>3,302.00</u>
TOTAL - ALL FUNDS:					3,302.00

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

		<u>Tender Code/Desc.</u>		
GEN	GENERAL OPERATING FUND	(CCA)	CITY CASH	3,272.00
		(CCK)	CITY CHECK	30.00
TOTAL:				<u>3,302.00</u>
TOTAL - ALL BANKS:				3,302.00

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

		<u>Tender Code/Desc.</u>		
		(CCA)	CITY CASH	3,272.00
		(CCK)	CITY CHECK	30.00
TOTAL:				<u>3,302.00</u>

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

(18)	AC: RESERVE-ANIMAL CARE/POUND				255.00
(71)	SH: DCACA SHELTER REVENUE				3,047.00
					<u>3,302.00</u>
TOTAL - ALL RECEIPT ITEMS:					3,302.00

User: ktrudell

Post Date from 06/09/2016 - 06/09/2016 Open Receipts

DB: Wyandotte

Receipt #  
Description

Date

Cashier

Wkstn

Received Of  
Distribution

Amount

Receipt # Description	Date	Cashier	Wkstn	Received Of Distribution	Amount	
O M1 M3 M2 M6 M7 M9 AS AW	417526 06/09/2016	ktrudell	F2	27TH DIST COURT 101-000-001-000 101-000-650-010 101-000-650-012 101-000-650-011 101-000-650-017 101-000-650-018 101-000-650-020 101-000-650-021 101-000-650-024	49,678.41 26,420.00 9,230.00 4,554.00 1,485.00 2,862.00 4,780.00 3,420.00	
						102,429.41 CITY CHECK 1019
MAY 2016 TRANSMITTAL REC# 897820						
O RE	417527 06/09/2016	ktrudell	F2	AXIOM REQUISITION 101-000-001-000 101-000-655-040	10.00	CITY CHECK 126265
COPY OF RECORDS FROM FIRE DEPT REC# 897821						
O RE	417530 06/09/2016	ktrudell	F2	LEXIS NEXIS 101-000-001-000 101-000-655-040	10.00	CITY CHECK 584885842
FIRE REPORT # 16-252 REC# 897822						
O RE	417532 06/09/2016	ktrudell	F2	METLIFE 101-000-001-000 101-000-655-040	4.00	CITY CHECK 0035418700
TRUST INTERESTS-DIVIDEND DISTRIBUTION REC# 897823						
O TS	417534 06/09/2016	ktrudell	F2	WAYNE COUNTY TREAS 101-000-001-000 101-000-411-085	35,054.52	CITY CHECK 2387890
DELINQUENT TAX SETTLEMENT MAY 2016 REC# 897824						
O M4	417536 06/09/2016	ktrudell	F2	STATE OF MICHIGAN 101-000-001-000 101-000-650-013	15,808.52	CITY CHECK 253084582
DRUNK DRIVING CASE FLOW 2015 REC# 897825						
O M4	417537 06/09/2016	ktrudell	F2	STATE OF MICHIGAN 101-000-001-000 101-000-650-013	915.05	CITY CHECK 253077682
DRUG CASEFLOW 2015 REC# 897826						
O AT	417538 06/09/2016	ktrudell	F2	TRIFECTA ATM NETWORKS 101-000-001-000 101-000-650-022	14.50	CITY CHECK 9308
COURT ATM COMMISSION REC# 897827						
O EP	417541 06/09/2016	ktrudell	F2	CITY OF WYANDOTTE 731-000-001-000 731-000-392-040	679.47	CITY CHECK 122946
POLICE DEFINED BENEFIT PENSION CONTRIB REC# 897828						

RECEIPT REGISTER FOR CITY OF WYANDOTTE

Post Date from 06/09/2016 - 06/09/2016 Open Receipts

Date	Cashier	Wkstn	Received Of Distribution	Amount
Total of 9 Receipts				154,925.47

User: ktrudell

Post Date from 06/09/2016 - 06/09/2016 Open Receipts

DB: Wyandotte Receipt # Description	Date	Cashier	Wkstn	Received Of Distribution	Amount
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## \*\*\* TOTAL OF CREDIT ACCOUNTS \*\*\*

101-000-411-085	COUNTY DEL TAX SETTLEMENT				35,054.52
101-000-650-010	FINES DIST COURT WYAN				49,678.41
101-000-650-011	WORK FORCE-WYANDOTTE				9,230.00
101-000-650-012	DIST CT RIVERVIEW CASES				26,420.00
101-000-650-013	DRUNK DRIVING/DRUG CASE				16,723.57
101-000-650-017	WORK FORCE-RIVERVIEW				4,554.00
101-000-650-018	COURT TECHNOLOGY WYANDOTT				1,485.00
101-000-650-020	COURT DRUG TESTING FEES				2,862.00
101-000-650-021	COURT SCREENING ASSESSMEN				4,780.00
101-000-650-022	COURT ATM COMMISSION				14.50
101-000-650-024	CHEMICAL AWARENESS				3,420.00
101-000-655-040	RECEIPTS-MISCELLANEOUS				24.00
731-000-392-040	Res. Police & Fire Employee Contrib				679.47
TOTAL - ALL CREDIT ACCOUNT					154,925.47

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

101-000-001-000	Cash				154,246.00
731-000-001-000	Cash				679.47
TOTAL - ALL DEBIT ACCOUNTS					154,925.47

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

101	General Fund				154,246.00
731	Retirement System Fund				679.47
TOTAL - ALL FUNDS:					154,925.47

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

		<u>Tender Code/Desc.</u>	
GEN	GENERAL OPERATING FUND	(CCK) CITY CHECK	154,246.00
TOTAL:			154,246.00
RETIR WYANDOTTE EMPLOYEES RETIREMENT SYSTEM			(CCK) CITY CHECK 679.47
TOTAL:			679.47
TOTAL - ALL BANKS:			154,925.47

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

		<u>Tender Code/Desc.</u>	
		(CCK) CITY CHECK	154,925.47
TOTAL:			154,925.47

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

(1)	AS: COURT SCREENING ASSESSMEN			4,780.00	
(1)	AT: COURT ATM COMMISSION			14.50	
(1)	AW: CHEMICAL AWARENESS			3,420.00	
(1)	EP: PD EMPLOYEE PENSION CONTR			679.47	
(1)	M1: FINES DIST COURT WYAN			49,678.41	
(1)	M2: WORK FORCE-WYANDOTTE			9,230.00	
(1)	M3: DIST CT RIVERVIEW CASES			26,420.00	
(2)	M4: DRUNK DRIVING/DRUG CASE			16,723.57	
(1)	M6: WORK FORCE-RIVERVIEW			4,554.00	
(1)	M7: COURT TECHNOLOGY WYANDOTT			1,485.00	
(1)	M9: COURT DRUG TESTING FEES			2,862.00	
(3)	RE: RECEIPTS-MISCELLANEOUS			24.00	
(1)	TS: COUNTY DEL TAX SETTLEMENT			35,054.52	
TOTAL - ALL RECEIPT ITEMS:					154,925.47

CITY OF WYANDOTTE  
BEAUTIFICATION COMMISSION MEETING MINUTES, APPROVED  
MAY 11, 2016

Members Present: John Darin, Chairman, Kelly Dodson, Andrea Fuller, Stephanie Pizzo, Bill Summerell, Alice Ugljesa

Members Excused: Noel Galeski, Linda Orta

Guest(s): Michael Bak, Beautification Commissioner Applicant

1. Call to Order: The meeting was called to order by John at 6:01 pm.
2. Reading and Approval of Previous Minutes:
  - a. April 13, 2016 Regular Meeting: After review of the minutes, Andrea made a motion, seconded by Alice, to approve the draft minutes of the April 13, 2016 regular meeting of the Beautification Commission without change. The motion was approved.
3. Approval of Agenda: Motion was made by Alice, seconded by Andrea, to approve this meeting's agenda without change. The motion was approved.
4. Chairperson's Report:
  - a. Documents: An updated 2016 Attendance Report and Contact List were distributed.
  - b. Commissioner Re-Appointment, Alice Ugljesa: John reported that Alice has been re-appointed to the Commission, effective May 2, 2016, with her term expiring April, 2019. She was congratulated by all.
  - c. Commissioner Appointment, Kelly Dodson: John reported that Ms. Kelly Dodson has been appointed to the Beautification Commission to fill the unexpired term of Lisa Lesage, term to expire April, 2018. She was congratulated by all.
  - d. Commission Vacancies and Recruitment: Applications are being received and are under active consideration, including one from this evening's guest, Mr. Michael Bak. John introduced Mr. Bak, who discussed his background and interests in the vacant Commissioner position with all.
  - e. DDA Update: It was reported that Noel, Alice, Andrea, and Linda comprise the Beautification Commission's Sub-Committee for the Eureka Road Viaduct Re-Planting Project. John reported that he emailed Joe Gruber, on request, a copy of the DDA Master Planting Plan with Sprinkler Zone Map, and Updated 2015-2016 Budget Plan, and provided contact information for our landscape supplies vendor, Panetta's Landscape Supplies, Inc.
5. Treasurer's Report:
  - a. FY 2015-2016 YTD Expense Report: John reported new approved expenses in the current FY 2015-2016 budget, namely 34 yards of topsoil at wholesale price (\$25.00/yard) in the amount of \$1025.00, with delivery, and various supplies for the Spring Clean-Up totaling \$64.06, leaving a current balance of \$3,271.57.
  - b. Approved FY 2015-2016 Budget Plan, As Revised 4/13/16: The revised Budget Plan, as approved at the 4/13/16 Commission meeting, was distributed. It reflects the topsoil purchase and the one-time funding grant to cover that purchase.
  - c. Accounting Policy – New Vendor Information Request Form & Electronic Payment: John distributed and reviewed this new Accounting Policy which requires all vendors and suppliers who invoice the Beautification Commission to complete an Authorization Agreement to receive electronic payment for their services and products. Each commissioner needs to ensure that this Agreement is completed one-time for all vendors with whom they do business on the Commission's behalf. This policy is effective immediately.
  - d. Accounting Policy – Request for Travel & Education Approval Form: John distributed and reviewed this new Accounting Policy which requires that all expenditures for education and travel over \$25.00 must be approved by the City council's Education Committee prior to reimbursement of a Commissioner's educational (registration fee) expenses. Each commissioner needs to ensure that this Request Form is completed and submitted to the Mayor's Office prior to registration for the event. This policy is effective immediately.

6. Communications and Event Marketing Report:
  - a. Thank You Notes: Andrea reported that she has sent Thank You notes to our 70+ volunteers who assisted with the Spring Clean-Up.
  - b. Hotline: There have been numerous Hotline messages concerning community garden plot availability. These were forwarded to John for response.
  
7. "Adopt-A-Spot in Wyandotte" Program Update:
  - a. Additions of BASF Park and Bishop Park Sites: John reported that the following Bishop Park and BASF Park sites have been approved by Mark Kowalewski for inclusion in the Adopt-A-Spot in Wyandotte Program. It will be required that volunteers working the BASF Park sites must obtain approval for their specific work days through the Recreation Department to avoid conflict with specials events held at BASF Park. John will revise the Program Rules to incorporate these sites and the BASF Park approval requirement.
    - o WWI Memorial, Superior Boulevard East of Biddle
    - o WWII Memorial and Plaza, Bishop Park
    - o Log Cabin, Bishop Park
    - o BASF Park Landmark Sign, Biddle Avenue
    - o Gazebo Container Pots and Grounds, BASF Park
    - o Settler's Statue and Memorial, BASF Park
    - o Wyandot Indian Statue and Memorial, BASF Park
  - b. Welcome Signs Being Removed for Refurbishing: John reported that various city welcome Signs are being temporarily removed by DPS for refurbishment. Gary Ellison will contact John in advance so that the Adopt-A-Spot volunteers can be notified appropriately.
  
8. Community Garden Update: The 34 yards of topsoil mix has been delivered from Panetta's Landscape Supply, and the 34 beds have been back-filled by the District Court Work Force, who did a wonderful job. A number of beds in the first three rows were found to be low on soil, so an additional 5 yards of topsoil will needed to be ordered to complete the bed prep. It is expected that the community garden will officially open for planting on Saturday, May 14<sup>th</sup>.
  
9. City-Wide Spring Clean-Up: The Spring Clean-Up went very well, with over 70 volunteers registering for the event. Andrea reported that Harmony Bedikian participated in and won the Trash Scavenger Hunt during the Wyandotte Beautification Spring Clean-Up Event. She was awarded a custom-made Beautification Commission Volunteer tee shirt, and recognition of her achievement was posted on the Commission's Facebook page.
  
10. Spring Dig-In: This event will occur Saturday, May 21<sup>st</sup>.
  - a. DDA Planting: Noel's Spring Dig-In punch list of commissioner responsibilities was distributed and reviewed again. Linda's plant orders for the Dig-In, and for Purple Heart Memorial Garden and the Vietnam Veteran's Memorial were reviewed. Alice reported that 7 yards of mulch have been spread in the tree boxes and planted areas in the DDA that will not be planted at the Dig-In.
  - b. Vietnam Veteran's Memorial: The service ribbon will be re-planted again with annuals.
  - c. Purple Heart Memorial Garden: Linda and Alice will plant new roses and a variety of other plants.
  
11. Volunteers Update: The consensus of the Commission was that we will need about 50 volunteers. They will go through a brief orientation and training, and will be supervised by commissioners during the event. Bill will ensure all equipment is delivered. John will bring signs and hand tools.
  
12. Downtown Plantings Update:
  - a. Hanging Baskets: Alice reported that the Spring Baskets have been ordered and are scheduled for delivery during the Dig-In on May 21<sup>st</sup>. They will be delivered at 9:30 am, and will be installed by Eckert's Greenhouse staff.
  - b. Planter Pots: Alice noted that she will purchase 6 Dwarf Spruce for \$16.99 each from Block's Nursery for the 6 cubes at former city hall.

13. Old Business: There was no Old Business.
14. New Business: There was no New Business.
15. Round-Table Reports and Announcements: There were no Round-Table Reports or Announcements.
16. Next Meeting: The next regular meeting of the Beautification Commission is scheduled for Wednesday, June 8, 2016 at 6:00 pm – 8:00 pm in City Hall, Mayor's Conference Room, Third Floor, 3200 Biddle Avenue.
17. Adjournment: The meeting was adjourned at 8:05 pm.

A handwritten signature in black ink, appearing to read "John M. Darin", with a long horizontal flourish extending to the right.

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John M. Darin  
Chairman,  
Wyandotte Beautification Commission