

COUNCIL ADMINISTRATIVE MEMO
September 28, 2021

OFFICE OF THE CITY ADMINISTRATOR

Subject: **Recommendations for Council Meeting of October 4, 2021**

Item 4 **RECOGNITION OF COMMISSION MEMBERS**

Item 5 **ACCEPTANCE OF THE AGENDA** Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 6 **PRESENTATIONS**

Item 6A **2021 FLOOD RECOGNITION AWARDS** The Director of Public Services will present 2021 Flood Recognition Certificates to DPW Crew Chiefs Edwin Hall and Matt Crook for their courage and initiative demonstrated during the June 25, 2021, flooding while manning and ensuring all pumps at the Torrey Road Pump Station remained operational.

Item 6B **DONNIE COOK DAY** Prerogative of the Mayor to issue the Proclamation presented under Item 11B, and will read and present said Proclamation to Donnie Cook declaring Wednesday, October 20, 2021, as Donnie Cook Day in the City of Grosse Pointe Woods.

Item 7 **APPOINTMENTS**

Item 7A **SENIOR CITIZENS COMMISSION (MAYORAL)** Prerogative of the Mayor to appoint the following individuals to the Senior Citizens Commission:

1. Catherine J. Dumke with a term to expire December 31, 2022;
2. Karen Everham with a term to expire December 31, 2021.

Item 7B **SOUTHEASTERN MICHIGAN COUNCIL OF GOVERNMENTS/SEMCOG (COUNCIL)** Prerogative of the City Council to appoint an interested City Council Member to serve as a Delegate on SEMCOG, and to appoint a City Council Member, staff person, or individual to serve as an Alternate on SEMCOG.

Item 8 **MINUTES** Prerogative of the City Council to approve as submitted or make any corrections to the City Council minutes dated September 20, 2021, and to consider recommendations to the City Council as may be contained in the various minutes.

Item 9 **COMMUNICATIONS**

Item 9A **GROSSE POINTE CHAMBER OF COMMERCE SANTA PARADE – A FROSTY MAGICAL CHRISTMAS** The Grosse Pointe Chamber of Commerce is asking the Grosse Pointe communities to participate in the Grosse Pointe Santa Claus Parade by making a contribution to the event.

I recommend approving participation in the parade as a Blizzard Sponsor in the amount of \$1,000.00 as in past years. For this sponsorship the City will receive recognition with the City's name and logo printed on all parade promotional marketing materials, a banner in the parade, the City's name listed on the Chamber's Parade website and on the parade video, and a snowman kit to decorate City Hall. This is a budgeted item in the City Council Community Relations Account No. 101-101-880.000.

Prerogative of the City Council to authorize an expenditure in the amount of \$1,000.00 to participate in the Grosse Pointe Santa Claus Parade as a Blizzard Sponsor, funds to be taken from Council Community Relations Account No. 101-101-880.000.

Item 10 BIDS/PROPOSALS/CONTRACTS

Item 10A CONTRACT: REPAIRS TO ANITA AND LOCHMOOR PARKING LOT BRICK WALLS The Assistant Director of Public Services, in his memo dated September 23, 2021, states that the brick walls located at Anita and Lochmoor parking lots are in need of repair and need to be rebuilt. The lowest quote received was from DSA Contractors in the amount of \$11,420.00. He recommends DSA perform the repair work based on prior satisfactory work having been completed in the City.

I concur with his recommendation and do not believe any benefit will accrue to the City by seeking bids. Although not specifically budgeted, funds are available in the parking maintenance account.

Prerogative of the City Council to approve the contract with DSA Contractors to repair the brick walls at the Anita and Lochmoor parking lots at a cost of \$11,420.00, to include a contingency in an amount not to exceed \$3,000.00 for a total project cost not to exceed \$14,420.00, and authorize the City Administrator to sign the contract with funds to be taken from Parking Contractual Services Account No. 585-561-818.000.

Item 11 PROCLAMATIONS

Item 11A NATIONAL BREAST CANCER AWARENESS MONTH Prerogative of the Mayor to issue the Proclamation proclaiming October 2021 as National Breast Cancer Awareness Month in the City of Grosse Pointe Woods.

Item 11B DONNIE COOK DAY Prerogative of the Mayor to issue said Proclamation and address under Presentations, Item No. 6B.

Item 12 ORDINANCE

Item 12A SECOND READING: AN ORDINANCE TO AMEND CHAPTER 8-BUILDING AND BUILDING REGULATIONS, TO ADD A NEW ARTICLE XVII, FLOODPLAIN MANAGEMENT, TO AFFIRM AN ENFORCING AGENCY TO DISCHARGE THE RESPONSIBILITY OF THE CITY OF GROSSE POINTE WOODS, LOCATED IN WAYNE COUNTY, AND TO DESIGNATE FLOOD HAZARD AREAS UNDER THE PROVISIONS OF THE STATE CONSTRUCTION CODE ACT, BEING ACT 230 OF THE PUBLIC ACTS OF 1972, AS AMENDED

Prerogative of the City Council to approve this proposed ordinance as presented and make it effective 10 days after its enactment.

Item 13 CLAIMS AND ACCOUNTS Prerogative of the City Council to approve payment of the following:

A. AT&T Cell Tower Renewal
1. Kitch Drutchas Wagner Valitutti & Sherbrook Invoice No. 510432
09/16/21 - \$60.00; Account No. 101-210-812.000.

Item 14 NEW BUSINESS/PUBLIC COMMENT

Respectfully submitted,



Bruce J. Smith
City Administrator