

Agenda
Regular Meeting of the City Commission
Tuesday, August 17, 2021
7:30 p.m.
City Hall – In Person Meeting

CALL TO ORDER

PLEDGE OF ALLEGIANCE

ROLL CALL

APPROVAL OF AGENDA

APPROVAL OF CONSENT AGENDA

All items listed under the Consent Agenda are considered routine by the City Commission and will be enacted in one motion. There will be no separate discussion on these items unless a Commission member so requests, in which event the item(s) will be removed from the Consent Agenda and added to the Regular Agenda at the end of the items of business.

1. Regular Meeting Minutes of July 6, 2021
2. Special Meeting Minutes of July 6, 2021
3. Special Meeting Minutes of July 13, 2021
4. Approval of Warrant 379
5. Reports and Minutes
 - a. Historic District Commission – June 2, 2021
 - b. Parks and Recreation Advisory Board – June 22, 2021
 - c. Treasurer's Report June 2021.

COMMUNICATIONS

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

PROCLAMATIONS

1. Matter proclaiming the week of September 11th-17th as Patriot Week and September 11, 2021 Patriot Day.

PUBLIC PARTICIPATION

ITEMS OF BUSINESS

1. Resolution R- -2021: Matter of consideration of a resolution of the Huntington Woods City Commission adopting a policy relative to the review and granting of poverty exemptions by the City of Huntington Woods Board of Review.
2. Resolution R- -2021: Matter of consideration to enter into a contract with Applied Imaging of Southfield, MI in the amount of \$20,250 for the purchase of a Ricoh ICM8000 and a Ricoh ICM3000 copy machine utilizing MITN cooperative bid pricing.
3. Resolution R- -2021: Matter of consideration of a resolution to approve the OAKSTEM 2021 Street Tree Enhancement Matching Grant Pilot Program Cost Participation Agreement.
4. Resolution R- -2021: Matter of consideration to enter into a contract with Michigan Recreation Construction of Brighton, MI for Reynolds Park Outdoor Fitness area in the amount of \$73,110.00.
5. Resolution R- -2021: Matter of consideration to enter into a contract with Snider Recreation of Royalton, OH for the purchase of Greenfield Exercise Equipment in the amount of \$33,629.80.
6. Resolution R- -2021: Matter of consideration to enter into an agreement with Allied for the replacement of the City Hall condensing cooling unit in the amount not to exceed \$13,700 and authorize the appropriate staff to sign the agreement.

7. Closed Session:

1. Matter of recessing into Closed Session pursuant to MCL 15.268 immediately following the Regular Meeting to discuss union negotiations.
2. Consideration of a Closed Session to discuss an Attorney-Client Privileged Communication in accordance with the Open Meetings Act, MCL 15.268(h); Consideration of a Closed Session to review and consider the contents of an application for employment where the candidate has requested that the application remain confidential in accordance with the Open Meetings Act, MCL 15.268(f).

CITY MANAGER'S REPORT

ADJOURNMENT OF REGULAR CITY COMMISSION MEETING

are usually attended by the media and cablecast live, in addition to being re-cablecast following the meeting. The City of Huntington Woods will provide necessary reasonable auxiliary aids and services, such as signers for the hearing impaired and audiotapes of printed material being considered at the meeting, to individuals with disabilities attending the meeting upon three working days' notice to the City. Individuals with disabilities requiring auxiliary aids or services should contact the City by writing or calling: Tim Rowland, ADA Coordinator, Huntington Woods City Hall, 26815 Scotia, Huntington Woods, MI 48070, (248 581-2640). Deaf-Tel (1-248-541-1180).

CONSENT AGENDA #1

CITY OF HUNTINGTON WOODS
REGULAR MEETING OF THE CITY COMMISSION
MINUTES

Tuesday, July 6, 2021

7:30 p.m.

Remote Meeting – Not at City Hall

DRAFT

Mayor Paul called the Meeting to order at 7:30 p.m.

PRESENT: Mayor Paul, present in Huntington Woods, Mayor Pro Tem Olsman, present in South Haven, Commissioner Elder, present in Huntington Woods, Commissioner Rozell, present in Huntington Woods, Commissioner Jenks, present in Huntington Woods.

ABSENT: None

City Staff Present: Interim City Manager Wollenweber, Finance/Treasurer Director Rowland, City Clerk Barckholtz and City Attorney Matthew Zalewski.

APPROVAL OF AGENDA

Moved by Commissioner Rozell and seconded by Mayor Pro-Tem Olsman to approve the July 6, 2021 agenda as presented.

Ayes: Paul, Olsman, Rozell, Jenks, Elder

Nays: None

Absent: None

The Motion Carried.

APPROVAL OF CONSENT AGENDA

Moved by Commissioner Elder and seconded by Mayor Pro-Tem Olsman to approve the July 6, 2021 Consent Agenda as presented.

Ayes: Paul, Olsman, Elder, Rozell, Jenks

Nays: None

Absent:

The Motion Carried.

COMMUNICATIONS

None

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

None

PUBLIC PARTICIPATION:

None

RESOLUTION R -201-2021:

Matter of consideration of Temporary Modification to the City Meeting Policies and Procedures.

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Olsman to rescind the Local State of Emergency Resolution and the Temporary Open Meetings Act Procedures Resolution with the effective date of August 1, 2021.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R -202-2021:

Matter of consideration to enter into an agreement for the purchase of two (2) 2021 Chevrolet Tahoe 4WD Police Package vehicles with Berger Chevrolet of Grand Rapids, MI using state of Michigan MIDEAL Cooperative bid pricing at a total cost of \$99,478.00.

Moved by Mayor Pro-Tem Olsman and seconded by Commissioner Jenks to enter into an agreement for the purchase of two (2) 2021 Chevrolet Tahoe 4WD Police Package vehicles with Berger Chevrolet of Grand Rapids, MI using state of Michigan MIDEAL Cooperative bid pricing at a total cost of \$99,478.00.

Public Comment:

Narayanan Kidambi – 26024 Dundee Rd: Noted his concern with the procurement of the two Chevrolet Tahoe 4WD Police package vehicles and questioned if consideration was given for alternate vehicles that address climate commitment and safety for vulnerable road users.

Commissioner Comment:

Rozell: Provided clarification for Mr. Kidambi that the Public Safety Department purchases larger vehicles because they are both police and fire and carry and utilize a large amount of equipment when responding to emergency calls.

Olsman: Noted that although Mr. Kidambi's comments were valid, the purchase of the vehicles was well thought out by the Chief Pazuchowski in regard to efficiency, safety and cost.

Jenks: Noted his support of the purchase of the two Public Safety vehicles being purchased.

Ayes: Paul, Olsman, Elder, Jenks, Rozell

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R-203-2021:

Matter of consideration to enter into a contract with VHM Enterprises Inc. of Southfield, MI for janitorial services for a three-year term ending July 2024, at an annual cost of \$41,460

Moved by Mayor Pro-Tem Olsman and seconded by Commissioner Elder to enter into a contract with VHM Enterprises Inc. of Southfield, MI for janitorial services for a three-year term ending July 2024, at an annual cost of \$41,460.

Commissioner Comment:

Elder: Noted she is happy to see this is a women owned business and looks forward to working with the new manager, Anti-Racism Committee and Tim Rowland in incorporating the diversity, equity and inclusion goals into the procurement process going forward.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

The Motion Carried.

RESOLUTION R -204-2021:

Matter of consideration to enter into an agreement for the year #3 (2021) Multi-Year Cure in Place Pipe Lining (CIPP) Project with Lanzo Construction Company of 28135 Grosebeck Highway, Roseville, MI 48066 in the amount of \$211,682.

Moved by Commission Jenks and seconded by Mayor Pro-Tem Olsman to enter into an agreement for the year #3 (2021) Multi-Year Cure in Place Pipe Lining (CIPP) Project with Lanzo Construction Company of 28135 Grosebeck Highway, Roseville, MI 48066 in the amount of \$211,682.

Ayes: Paul, Olsman, Rozell, Elder

Nays: None

Absent: Jenks
The Motion Carried

RESOLUTION R -205-2021:

Matter of consideration to enter into an agreement for the reconstruction of the City Hall parking lot with Diponio Contracting of Shelby Township, MI in the amount of \$173,175.50. Further, to approve the appropriations and amendments to the 2021-2022 budget as follows:

257-000-699-395 Draw from Fund Balance	\$157,175.50
257-172-965-402 Transfer to CIP Fund	\$157,175.50
402-000-676-257 Transfer Rom Budget Stabilization	\$157,175.50
402-400-970-171 City Hall Capital Improvements	\$157,175.50

Moved by Mayor Pro-Tem Olsman and seconded by Commissioner Elder to enter into an agreement for the reconstruction of the City Hall parking lot with Diponio Contracting of Shelby Township, MI in the amount of \$173,175.50. Further, to approve the appropriations and amendments to the 2021-2022 budget as follows:

257-000-699-395 Draw from Fund Balance	\$157,175.50
257-172-965-402 Transfer to CIP Fund	\$157,175.50
402-000-676-257 Transfer Rom Budget Stabilization	\$157,175.50
402-400-970-171 City Hall Capital Improvements	\$157,175.50

Ayes: Paul, Olsman, Jenks, Elder, Rozell
Nays: None
Absent: None

The Motion Carried.

RESOLUTION R -206-2021:

Matter of appointment of Rocco Fortura as Representative and Kevin Wayne as alternate to the Southeast Oakland County Water Authority (SOCWA) Board for fiscal year beginning July 1, 2021.

Moved by Mayor Pro-Tem Olsman and seconded Commissioner Jenks to appointment Rocco Fortura as Representative and Kevin Wayne as Alternate to the Southeast Oakland County Water Authority (SOCWA) Board for fiscal year beginning July 1, 2021.

Ayes: Paul, Olsman, Jenks, Elder, Rozell
Nays: None
Absent: None

The Motion Carried.

RESOLUTION R -207-2021

Matter of appointment of Rocco Fortura as Representative and Kevin Wayne as Alternate to the Southeast Oakland County Resource Recovery Authority (SOCCRA) Board for fiscal year beginning July 1, 2021.

Moved by Commissioner Jenks and seconded by Mayor Pro-Tem Olsman to appointment of Rocco Fortura as Representative and Kevin Wayne as Alternate to the Southeast Oakland County Resource Recovery Authority (SOCCRA) Board for fiscal year beginning July 1, 2021.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

The Motion Carried.

CLOSED SESSION:

Matter of consideration to enter into a Closed Session pursuant to MCL.15.268 immediately following the Regular Meeting to discuss union negotiations.

Moved by Commissioner Rozell and seconded by Commissioner Jenks to move into a Closed Session pursuant to MCL.15.268 immediately following the Regular Meeting to discuss union negotiations.

Roll Call Vote

Ayes: Paul, Olsman, Jenks, Rozell, Elder

Nays: None

Absent: Jenks

The Motion Carried

Public Comment:

**Mayor Paul allowed for additional Public Participation due to technical difficulty earlier in the meeting.*

Steve Gold: Questioned why the City Commission has not provided a response to the report he submitted on Bias and Use of Force by the Department of Public Safety. He further applauded the Public Safety department on the positive response to a traffic stop several years prior. The report on this incident had come to his attention during the research he conducted for his Bias and Use of Force report.

CITY MANAGER'S REPORT

- Met with the DEI consultants.
- Tax Bills went out July 1, 2021
- The DPW had to take down six silver maples for road construction.

- Public Safety has put up the speed trailer due to speeding cut through complaints.
- The manager search is underway and City staff have started the process of posting the manager advertisement in multiple locations.

Moved from the regular meeting into closed session at 8:04 p.m.

Returned from closed session to the regular meeting at 8:21 p.m.

ADJOURNMENT:

Moved by Pro-Tem Olsman and seconded by Commissioner Rozell to adjourn the regular City Commission meeting.

Ayes: Paul, Olsman, Rozell, Elder, Jenks

Nays: None

Absent: None

The Motion Carried, meeting adjourned at 8:21 p.m.

Heidi Barckholtz, City Clerk

Robert F. Paul, III, Mayor

Consent Agenda #2

CITY OF HUNTINGTON WOODS
SPECIAL MEETING OF THE CITY COMMISSION
MINUTES

Tuesday, July 6, 2021

6:15 p.m.

Remote Meeting – Not at City Hall

Mayor Paul called the Meeting to order at 6:15 p.m.

PRESENT: Mayor Paul, present in Huntington Woods, Mayor Pro-Tem Olsman, present in South Haven, Commissioner Rozell, present in Huntington Woods, Commissioner Elder, present in Huntington Woods, and Commissioner Jenks, present in Huntington Woods.

ABSENT: None

INTERVIEW OF CANDIDATES FOR VACANCIES ON BOARDS AND COMMITTEES

The City Commission interviewed candidates for the vacancies on boards and commissions.

6:15 Brandon Mar

6:30 ~~Richard Feldman~~ – Unable to log into Zoom meeting.

6:45 ~~Mark Feiler~~ – Cancelled at 6:15 p.m.

7:00 Katie Beaulieu

DISCUSSION OF CANDIDATES AND VACANCIES

Commissioners discussed the candidates for the board and commission vacancies.

PUBLIC PARTICIPATION

None

Moved by Commissioner Jenks and seconded by Commissioner Rozell to adjourn the Special Meeting of the City Commission.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

The Motion carried, meeting adjourned at 7:13 p.m.

Heidi Barckholtz, City Clerk

Consent Agenda #3

CITY OF HUNTINGTON WOODS
SPECIAL MEETING OF THE CITY COMMISSION
MINUTES

Tuesday, July 13, 2021

5:30 p.m.

Remote Meeting – Not at City Hall

Mayor Paul called the Meeting to order at 5:30 p.m.

PRESENT: Mayor Paul, present in Huntington Woods, Commissioner Rozell, present in Huntington Woods, Commissioner Elder, present in Huntington Woods, and Commissioner Jenks, present in Huntington Woods.

ABSENT: Mayor Pro-Tem Olsman

INTERVIEW OF CANDIDATES FOR VACANCIES ON BOARDS AND COMMITTEES

The City Commission interviewed candidates for the vacancies on boards and commissions.

5:30 Betsy Zobl-Tar

**Mayor Pro-Tem Olsman entered the meeting at 5:40 p.m. – present in Huntington Woods*

6:00 Mark Feiler

6:15 Daniel Sebastian Dena

6:30 Jessicalyn Edwards

6:45 Maria Lalonde

7:00 Kia Essien

7:15 Cate Desjardins

DISCUSSION OF CANDIDATES AND VACANCIES

Commissioners discussed the candidates for the board and commission vacancies.

PUBLIC PARTICIPATION

None

Moved by Commissioner Elder and seconded by Mayor Pro-Tem Olsman to adjourn the Special Meeting of the City Commission.

Ayes: Paul, Olsman, Jenks, Elder, Rozell

Nays: None

Absent: None

The Motion carried, meeting adjourned at 7:25 p.m.

Heidi Barekholtz, City Clerk

Consent Agenda #4

AGENDA ITEM WARRANT #379

RESOLUTION

Moved by Commissioner _____ Supported by Commissioner _____ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by August 13, 2021 and paid between July 2, 2021 and August 12, 2021 on pages 1 through 13 in the amount of \$1,416,649.24 be approved and paid, subject to full audit.

Check Date	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK - AP ACCT					
07/02/2021	41227	09143	TREE OF LIFE CULTURAL ARTS STUDIO	PARADE ENTERTAINMENT	550.00
07/06/2021	41228	09977	JOSEPH ALOUNY	UNIFORM ALLOWANCE	900.00
07/06/2021	41229	04552	MARK BELL	UNIFORM ALLOWANCE	900.00
07/06/2021	41230	05802	CLARENCE BENNETT	UNIFORM ALLOWANCE	900.00
07/06/2021	41231	09978	JASON BROCKDORFF	UNIFORM ALLOWANCE	900.00
07/06/2021	41232	06182	WILLIAM CUDNEY	UNIFORM ALLOWANCE	900.00
07/06/2021	41233	10172	JOHN DIJANNI	UNIFORM ALLOWANCE	900.00
07/06/2021	41234	05223	JASON JORDAN	UNIFORM ALLOWANCE	900.00
07/06/2021	41235	10171	JON LENCES	UNIFORM ALLOWANCE	900.00
07/06/2021	41236	11119	BRIAN LUTHER	UNIFORM ALLOWANCE	900.00
07/06/2021	41237	05522	MICHAEL NIELSEN	UNIFORM ALLOWANCE	900.00
07/06/2021	41238	10038	JACLYN SIEKIERKA	UNIFORM ALLOWANCE	900.00
07/06/2021	41239	04087	BILLY SPENCER	UNIFORM ALLOWANCE	900.00
07/06/2021	41240	03910	STEEBY, DANIEL	UNIFORM ALLOWANCE	900.00
07/06/2021	41241	11209	THOMAS ZBERKOT JR	UNIFORM ALLOWANCE	900.00
07/06/2021	41242	07343	BENJAMIN ZAWACKI	UNIFORM ALLOWANCE	900.00
07/08/2021	41243	07860	21ST CENTURY NEWSPAPERS	ADVERTISEMENTS	160.84
07/08/2021	41244	10833	ABSOPURE WATER COMPANY	PUBLIC SAFETY WATER	52.75
07/08/2021	41245	10951	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS	49.44
				LIBRARY BOOKS	23.99
				RECEIPT PRINTER	272.49
					345.92
07/08/2021	41246	08683	AQUATIC SOURCE	POOL REPAIRS	522.03
07/08/2021	41247	MISC	ASTER DISBROW	CPR & FIRST AID REIMB.	93.00
07/08/2021	41248	10924	AXON ENTERPRISES, INC	TASER & BODY CAMS	5,986.90
07/08/2021	41249	00564	B-DRY SYSTEMS	BOND REFUND 13309 BORGMAN	75.00
07/08/2021	41250	00410	CITY OF BERKLEY	APRIL-JUNE DISPATCH	19,250.00
07/08/2021	41251	11284	BLACKSTONE PUBLISHING	AUDIO BOOKS	396.00
07/08/2021	41252	09650	BLUE BIRD LANDSCAPING LLC	LAWN CUTTING	185.00
				LAWN CUTTING	175.00
					360.00
07/08/2021	41253	09035	CELTIC COMPANY LLC	PUBLIC SAFETY WIREING	1,185.00
07/08/2021	41254	11185	DDP BIKE SHARE CORPORATION	MGO ANNUAL COST	514.00
07/08/2021	41255	00047	DTE ENERGY-STREETLIGHTING	STREETLIGHTING JUNE	5,831.26
07/08/2021	41256	00536	ECOTEC PEST CONTROL	PEST CONTROL	200.00
07/08/2021	41257	MISC	EVANS PLUMBING	BOND REFUND 10754 TALBOT	200.00
07/08/2021	41258	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
07/08/2021	41259	05194	GORDON FOOD SERVICE	TEEN COUNCIL PENNY CANDY	146.84
07/08/2021	41260	09374	HELPMET	EAP JULY-SEPT	382.05
07/08/2021	41261	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
07/08/2021	41262	MISC	JAMIE BARTLEY	HURRICANES REFUND	276.00
07/08/2021	41263	05223	JASON JORDAN	TUITION REIMBURSEMENT	2,034.40
07/08/2021	41264	11076	KANOPY INC	VIDEO CREDITS	197.00
07/08/2021	41265	10764	LEXISNEXIS RISK SOLUTIONS	MONTHLY SUBSCRIPTION FEE JUNE	50.00
07/08/2021	41266	00110	LIGHTING SUPPLY CO	LIBRARY LIGHTS	45.75
				EMERGENCY EXIT LIGHT	183.00
					228.75
07/08/2021	41267	09077	MAD SCIENCE OF DETROIT INC.	CAMP TRIP	317.00
07/08/2021	41268	MISC	MAIN STREET DESIGN BUILD	BOND REFUND 25131 E. ROYCOURT	679.00
07/08/2021	41269	11241	MERGE LIVE	COMMISSION MEETING	235.00
07/08/2021	41270	11140	METRO WIRELESS	INTERNET AUGUST	288.33

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS
CHECK DATE FROM 07/02/2021 - 08/12/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
07/08/2021	41271	07404	MFN NETWORKS INC	QUARTERLY SUPPORT	7,524.00
07/08/2021	41272	06373	MIDWEST TAPE	HOOPLA MEDIA MEDIA MEDIA	1,417.46 52.47 68.21 108.68
07/08/2021	41273	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS	1,646.82
07/08/2021	41274	00586	OFFICE DEPOT	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	389.00 16.58 12.49 34.99 61.50 46.72
07/08/2021	41275	05018	PREMIER BUSINESS PRODUCTS INC.	DPW COPIER	172.28
07/08/2021	41276	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 6.30.21	181.93
07/08/2021	41277	04616	RADIANT ASPHALT, INC.	ASPHALT HEAT REPAIR	1,038.00
07/08/2021	41278	11066	RED GUARD FIRE & SECURITY	JULY-SEPT FIRE ALARM	35,145.12
07/08/2021	41279	09718	REVIZE LLC	WEBSITE ANNUAL	309.00
07/08/2021	41280	00108	RKA PETROLEUM COMPANIES, INC.	REGULAR FUEL	2,575.00
07/08/2021	41281	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	1,608.95
07/08/2021	41282	00210	SOC WATER AUTHORITY	WATER PURCHASES JUNE	1,097.00
07/08/2021	41283	MISC	VINSETTA GARDENS	PERMIT REFUND 26116 WYOMING	41,764.42
07/08/2021	41284	07255	WOW INTERNET AND CABLE	CABLE JULY	221.00
07/08/2021	41285	11286	WTP SERVICES	CITY LOGO TRADEMARK	232.98
07/15/2021	41286	05643	AIR MASTER HEATING & AIR CONDITION	SERVICE CALL CITY HALL	1,420.00 108.00
07/15/2021	41287	10951	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS GYM EQUIP	117.56 37.98 155.54
07/15/2021	41288	09447	APPLIED IMAGING	PRINT CONTRACT COPIER METER	567.28 9.13
07/15/2021	41289	09219	ARC DOCUMENT SOLUTIONS	BLUEPRINTS 26344 DUNDEE	576.41
07/15/2021	41290	00564	B-DRY SYSTEMS	DEPOSIT PUBLIC SAFETY BASEMENT	92.59 1,932.80
07/15/2021	41291	00017	BAKER & TAYLOR BOOKS	BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS BOOKS	916.25 725.30 495.16 49.16 891.13 2,576.42 1,497.84 336.25
07/15/2021	41292	11284	BLACKSTONE PUBLISHING	AUDIO BOOKS	7,487.51
07/15/2021	41293	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	102.19
07/15/2021	41294	07736	CINTAS CORPORATION #31	BUILDING SUPPLIES	640.00 34.16
07/15/2021	41295	00040	CONSUMERS ENERGY	NATURAL GAS CITY HALL NATURAL GAS DPW NATURAL GAS DPW	18.76 100.26 14.93

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS
CHECK DATE FROM 07/02/2021 - 08/12/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
07/15/2021	41296	07501	CRANDALL-WORTHINGTON INC	NATURAL GAS PUBLIC SAFETY	109.02
				NATURAL GAS LIBRARY	98.24
				NATURAL GAS POOL	1,420.74
				NATURAL GAS REC	197.89
					1,959.84
07/15/2021	41297	00045	DEMCO	RECREATION SUPPLIES	954.69
07/15/2021	41298	MISC	DON'S ELECTRICAL SERVICE	RECREATION SUPPLIES	42.08
07/15/2021	41299	MISC	DONNA BEDNARCZYK	RECREATION SUPPLIES	87.00
07/15/2021	41300	00048	DTE ENERGY	CIRC. MATERIALS	1,083.77
				REFUND CANCELLED PERMIT	124.28
				CLASS REFUND	135.00
					10.00
07/15/2021	41301	09879	EDGEMONT CREATIVE, INC	ELECTRIC LIBRARY	52.65
07/15/2021	41302	10120	EHIM	ELECTRIC LASALLE FOUNTAIN	25.95
				ELECTRIC ALLIGATOR PARK	15.44
				ELECTRIC TRIANGLE PARK	18.58
				ELECTRIC POOL	1,923.16
					2,035.78
07/15/2021	41303	07934	FEDEX KINKO'S	JULY 4TH SHIRTS	1,104.30
07/15/2021	41304	02358	FIRE DEFENSE EQUIPMENT CO	CLAIMS FUNDING JUNE	8,712.80
07/15/2021	41305	04280	GALE GROUP	WRAP FEE JUNE	572.00
07/15/2021	41306	05194	GORDON FOOD SERVICE	PRINTING	9,284.80
				FIRE SYSTEM INSPECTION & REPAIRS	45.90
				BOOKS	1,234.00
					60.78
07/15/2021	41307	MISC	HALE OAL	PANCAKE BREAKFAST ITEMS	250.20
07/15/2021	41308	00621	HUNTINGTON WOODS MEN'S CLUB	CAMP TREATS	95.86
07/15/2021	41309	00300	KRISTINE HYRE	PANCAKE BREAKFAST	63.12
07/15/2021	41310	MISC	IICMA	LIFEGUARD & CAMP BREAKFAST	79.44
07/15/2021	41311	05477	MARY ANN KASHEF		488.62
07/15/2021	41312	00478	KELLER THOMA	TROPICAL STORM INSTRUCTOR	264.80
07/15/2021	41313	00543	THE LIBRARY NETWORK	AUCTION AD	575.00
07/15/2021	41314	11003	LINGO COMMUNICATIONS	BI-ANNUAL HEALTH INSURANCE WAIVER	600.00
07/15/2021	41315	00049	MATHESON TRI-GAS INC	MANAGER AD	100.00
				TAI CHI INSTRUCTOR	440.00
				GENERAL MATTERS	525.00
				SUBSCRIPTIONS	503.09
				ALARM LINES	117.31
07/15/2021	41316	MISC	MICHIGAN ASSOCIATION OF COUNTIES	HAZARDOUS MATERIALS	2.94
07/15/2021	41317	MISC	MICHIGAN ECONOMIC DEVELOPERS ASSOCI	HAZARDOUS MATERIALS	198.70
07/15/2021	41318	05346	MICHIGAN GRAPHICS & AWARDS	MANAGER AD	201.64
07/15/2021	41319	00131	MICHIGAN MUNICIPAL RISK MANAGEMENT	MANAGER POSTING	75.00
				CIVIC AWARDS	350.00
				LIABILITY INSURANCE	264.00
				RETENTION CONTRIBUTION	84,626.50
					12,500.00

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS
CHECK DATE FROM 07/02/2021 - 08/12/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
07/15/2021	41320	MISC	MICHIGAN TOWNSHIP ASSOCIATION	MANAGER POSTING	97,126.50
07/15/2021	41321	06373	MIDWEST TAPE	MEDIA MEDIA MEDIA	300.00 102.70 82.45 98.95
07/15/2021	41322	11270	MKSK	MASTER PLAN	284.10
07/15/2021	41323	10808	MPARKS	MPARKS MEMBERSHIP	7,808.00
07/15/2021	41324	00325	MUNICIPAL CODE CORP.	ONLINE CODE HOSTING	770.00
07/15/2021	41325	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS	950.00 601.55
07/15/2021	41326	00331	NOWAK & FRAUS	KINGSTON- NEWPORT TO WYOMING KINGSTON COOLIDGE TO HENLEY SEWER LINING	10,458.00 14,553.20 7,200.92 32,212.12
07/15/2021	41327	00166	OAKLAND COUNTY	SEWAGE TREATMENT ANIMAL CONTROL	97,574.16 23.00
07/15/2021	41328	02997	OAKLAND COUNTY MEDICAL CONTROL AUTH	PUBLIC SAFETY MEDICAL WEBSITE SUPPORT	97,597.16
07/15/2021	41329	00429	RUTH OLSEN	HEALTH INSURANCE WAIVER	75.00
07/15/2021	41330	00181	POLICE OFFICERS ASS'N OF MICH	UNION DUES	600.00
07/15/2021	41331	10630	POLICE OFFICERS LABOR COUNCIL	UNION DUES	390.48
07/15/2021	41332	06488	POOLS & SPAS A GO GO, INC.	POOL CHEMICALS	402.00
07/15/2021	41333	09663	POSTMASTER	POSTAGE FOR POSTCARDS	299.85
07/15/2021	41334	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 7/9/21	435.24 1,038.00
07/15/2021	41335	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	RETAINER JUNE & TITLE SEARCHED PROSECUTION JUNE	11,004.10 1,150.00
07/15/2021	41336	00209	SOC RESOURCE RECOVERY AUTHORITY	JUNE SPECIALS	12,154.10
07/15/2021	41337	01983	ERICK STINER	HEALTH INSURANCE WAIVER	472.79 1,500.00
07/15/2021	41338	MISC	TAMARA PAPANIKOLAOU	LATCHKEY REFUND CLASS REFUND CAMP REFUND LATCHKEY REFUND LATCHKEY REFUND	68.00 235.00 600.00 286.50 147.50
07/15/2021	41339	01927	UNIVERSAL PLUMBING SUPPLY	DRAIN CLEANER	1,337.00
07/15/2021	41340	00428	SHIRLEY VETTRAINO	HEALTH INSURANCE WAIVER	9.00
07/15/2021	41341	MISC	WCMA	MANAGER POSTING	600.00 50.00
07/22/2021	41342	10833	ABSOPURE WATER COMPANY	PUBLIC SAFETY WATER WATER COOLER JULY	52.75 12.00
07/22/2021	41343	05643	AIR MASTER HEATING & AIR CONDITION	CITY HALL AC REPAIR	64.75 1,356.60
07/22/2021	41344	10951	AMAZON CAPITAL SERVICES INC	WEIGHTS FOR TENTS LIBRARY BOOKS LIBRARY BOOKS	42.47 5.99 40.73

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Check Date	Check	Vendor	Vendor Name	Description	Amount
07/22/2021	41345	MISC	AMROCK, INC- CHASE SIX	TAX OVERPAYMENT 10054 BORGMAN	89.19
07/22/2021	41346	02634	ARBOR OAKLAND GROUP	CURBSIDE COLLECTION POSTCARDS	668.17
07/22/2021	41347	08622	ASCENSION MICHIGAN AT WORK	PRE HIRE PHYSICAL	695.50
07/22/2021	41348	MISC	BACKER SERVICES	REFUND CANCELLED PERMIT 26323 HENDRIE	86.00
07/22/2021	41349	07754	BLUE CROSS BLUE SHIELD OF MICH	ACTIVE AUGUST	1,665.00
07/22/2021	41350			UNDER 65 AUGUST	44,097.66
07/22/2021	41351	04117	BOB'S SANITATION SERVICE	MEDICARE ADV AUGUST	10,696.96
07/22/2021	41352	11288	DALE CARLSON		1,985.74
07/22/2021	41353	07736	CINTAS CORPORATION #31	PORTA POTTY	56,780.36
				LIBRARY PROGRAM 8.25.21	90.00
				BUILDING SUPPLIES	200.00
				BUILDING SUPPLIES	18.30
				BUILDING SUPPLIES	9.90
				BUILDING SUPPLIES	12.05
				BUILDING SUPPLIES	57.12
				BUILDING SUPPLIES	12.05
				BUILDING SUPPLIES	57.12
				BUILDING SUPPLIES	18.30
				BUILDING SUPPLIES	9.90
				BUILDING SUPPLIES	12.05
				BUILDING SUPPLIES	57.12
				BUILDING SUPPLIES	18.30
				BUILDING SUPPLIES	12.05
				BUILDING SUPPLIES	12.05
				BUILDING SUPPLIES	9.90
				BUILDING SUPPLIES	52.72
				BUILDING SUPPLIES	9.90
				BUILDING SUPPLIES	12.05
				BUILDING SUPPLIES	57.12
				BUILDING SUPPLIES	18.30
				BUILDING SUPPLIES	482.45
07/22/2021	41353	09945	CONTI CORPORATION	POOL HEATER REPAIRS	5,014.38
				HOT WATER REPAIR	306.54
07/22/2021	41354	05042	CONTRACTOR'S CLOTHING CO.	DPW UNIFORMS	5,320.92
07/22/2021	41355	07501	CRANDALL-WORTHINGTON INC	RECREATION SUPPLIES	322.85
07/22/2021	41356	11191	D'ANGELO BROTHERS, INC	LEAD SERVICE LINES CONSTRUCTION	13.50
07/22/2021	41357	08653	DOMENICO BRICKPAVING	CITY HALL LANDSCAPE	7,344.00
07/22/2021	41358	00048	DTE ENERGY	ELECTRIC DPW	1,919.70
				ELECTRIC WALES SPRINKLER	448.77
				ELECTRIC MENS CLUB FIELD	14.95
				ELECTRIC CITY HALL	25.30
				ELECTRIC 11 MILE PARK	16.20
				ELECTRIC CITY HALL LOT	30.10
				BUILDING SUPPLIES	22.35
07/22/2021	41359	00056	DURST	BUILDING SUPPLIES	557.67
07/22/2021	41360	11134	EASTON TELECOM SERVICES, LLC	DISPATCH LINE	823.00
07/22/2021	41361	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	73.27
07/22/2021	41362	10754	GREAT LAKES WATER AUTHORITY	IWC CHARGES JUNE	1,000.00
					277.78

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07/22/2021	41384	09836	RAPID SHRED LLC	SHREDDING	45.00
07/22/2021	41385	00407	ROAD COMMISSION FOR OAKLAND COUNTY	SIGNAL MAINTENANCE JUNE	92.59
07/22/2021	41386	07311	TRACY SHANLEY	MEETING REIMBURSEMENT	27.00
07/22/2021	41387	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	17,067.00
07/22/2021	41388	04095	SONITROL TRI-COUNTY	REC CENTER ALARM	511.26
				PUBLIC SAFETY CAMERAS	146.62
					657.88
07/22/2021	41389	MISC	STEWART TITLE AGENCY	TAX OVERPAYMENT 12909 BORGMAN	2,640.44
07/22/2021	41390	11287	TRUE CUT TREE SERVICE	KINGSTON TREE REMOVALS CONSTRUCTION	15,600.00
07/22/2021	41391	05758	WILCOX BROS.	SPRINKLER REPAIR REC CENTER	230.00
07/22/2021	41392	07255	WOW INTERNET AND CABLE	CABLE PUBLIC SAFETY	59.33
07/22/2021	41393	10924	AXON ENTERPRISES, INC	TASERS & BODY CAMS	31,891.40
07/29/2021	41394	03659	AFLAC	PAYROLL DEDUCTION JULY	356.64
07/29/2021	41395	10951	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS	20.97
				SPEAKER FOR CLASSES	185.99
				POOL EMERGENCY AIRHORNS	41.97
				LUBRICANT	11.94
					260.87
07/29/2021	41396	11011	AMERICAN UNITED LIFE INSURANCE CO	LIFE INSURANCE AUGUST	443.42
07/29/2021	41397	MISC	ANTHONY BRANHAM	BOND REFUND 26039 ALLOR	75.00
07/29/2021	41398	00564	B-DRY SYSTEMS	BOND REFUND 13148 TALBOT	135.00
07/29/2021	41399	00017	BAKER & TAYLOR BOOKS	BOOKS	485.44
				BOOKS	1,650.53
					2,135.97
07/29/2021	41400	04962	BATTERIES PLUS	9V BATTERIES	25.80
07/29/2021	41401	00023	BIG D LOCK CITY	DPW KEYS	11.50
				DUPLICATE KEYS	12.75
					24.25
07/29/2021	41402	00024	BILLINGS LAWN EQUIPMENT	SAW PARTS	9.59
07/29/2021	41403	11284	BLACKSTONE PUBLISHING	AUDIO BOOKS	235.40
07/29/2021	41404	00027	BLUE CROSS/BLUE SHIELD OF MICH	MEDICARE OFFSET AUGUST	10,238.70
07/29/2021	41405	04117	BOB'S SANITATION SERVICE	PORTA POTTY	90.00
07/29/2021	41406	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	760.00
07/29/2021	41407	05173	BRUTTELL ROOFING	BOND REFUND 10724 NADINE	89.00
				BOND REFUND 25222 W ROYCOURT	126.00
					215.00
07/29/2021	41408	00036	CHET'S RENT-ALL	STUMP GRINDER	1,135.89
07/29/2021	41409	07736	CINTAS CORPORATION #31	BUILDING SUPPLIES	34.16
07/29/2021	41410	07501	CRANDALL-WORTHINGTON INC	WET WIPES	30.00
07/29/2021	41411	11291	CREATIVE CONCRETE RAISING, INC	DEPOSIT RAISE CONCRETE 10531 ELEVEN MILE	150.00
07/29/2021	41412	00041	DAVIS VISION INC	INSURANCE AUGUST	394.69
07/29/2021	41413	06403	EAGLE LANDSCAPING & SUPPLY CO.	MULCH FOR LIBRARY	60.00
07/29/2021	41414	01195	ROCHELLE GACH	BOND REFUND 10525 KINGSTON	75.00
07/29/2021	41415	11290	GOLDY'S LANDSCAPE	DEPOSIT WOODWARD CLEANUP	416.67
07/29/2021	41416	11079	GOOD YEAR AUTO SERVICE	TIRES	697.50
07/29/2021	41417	06044	GORDY OLIVA REMODELING	BOND REFUND 25416 WAREHAM	200.00
07/29/2021	41418	07602	GREAT LAKES LANDSCAPE DESIGN	BOND REFUND 10445 BORGMAN	100.00
07/29/2021	41419	06316	HUNTINGTON HOME, LLC	BOND REFUND 12879 SHERWOOD	350.00
07/29/2021	41420	11072	J.M. MOTSCHALL	PSYCH INTERVIEW	850.00

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07/29/2021	41421	04943	JOE'S AUTO PARTS	AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS AUTO PARTS (36.00)	145.16 17.13 38.12 46.08 32.39 51.39 282.00 (36.00)
07/29/2021	41422 41423	00543 00946	THE LIBRARY NETWORK LITTLE CREATURES CO	JUNE REFERENCE MATERIALS FISH TANK CLEANING	576.27 997.46 75.00
07/29/2021	41424	01805	MICHIGAN MUNICIPAL LEAGUE	BUILDING CLERK AD ACCOUNTING AD	39.24 112.68
07/29/2021	41425 41426	04331 11289	MICHIGAN MUNICIPAL LEAGUE MIDAS AUTO SERVICE EXPERTS	UNEMPLOYMENT JUNE 2021 MUFFLER REPAIR	151.92 63.90 248.91
07/29/2021	41427	06373	MIDWEST TAPE	MEDIA MEDIA MEDIA MEDIA MEDIA MEDIA	56.94 229.37 208.33 18.74 41.23 116.19
07/29/2021	41428	10709	MPELRA	MEMBERSHIP BARCKHOLTZ	670.80
07/29/2021	41429	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS POOL CHEMICALS	50.00 281.50 427.60
07/29/2021	41430	07200	NYE UNIFORM	COMMENDATION BARS	709.10
07/29/2021	41431	00166	OAKLAND COUNTY	CLEMIS JULY- SEPT FRMS DEPARTMENT FEE	94.00 3,108.00 1,104.50 4,212.50
07/29/2021	41432	00586	OFFICE DEPOT	OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES OFFICE SUPPLIES	70.18 14.99 22.17 15.98
07/29/2021	41433 41434	06443 00108	PERSPECTIVES CUSTOM CABINET RKA PETROLEUM COMPANIES, INC.	BOND REFUND 13304 VERNON REGULAR FUEL	123.32 220.00 1,708.43
07/29/2021	41435	00407	ROAD COMMISSION FOR OAKLAND COUNTY	COLD PATCH COLD PATCH	614.90 614.90
07/29/2021	41436 41437 41438	05034 11143 05054	SAS CONSTRUCTION SHARE CORPORATION SUPERFLEET MASTERCARD	BOND REFUND 26074 DUNDEE TOWELS & WIPES FUEL	1,229.80 75.00 311.18 28.40

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07/29/2021	41439	09614	TEAM EQUIPMENT COMPANY	GAS CANS AND HITCH PARTS	112.90
07/29/2021	41440	01927	UNIVERSAL PLUMBING SUPPLY	PLUMBING SUPPLIES	28.67
07/29/2021	41441	04781	VERIZON WIRELESS	CELL PHONES	763.98
07/29/2021	41442	04204	WALLSIDE, INC.	BOND REFUND 25816 PEMROKE	75.00
				BOND REFUND 13135 W. 11 MILE	75.00
07/29/2021	41443	00364	WEISKOPF INDUSTRIES	WIPERS	150.00
07/29/2021	41444	07069	ZEP SALES & SERVICE	PROTECT ALL CLEANER	147.42
08/03/2021	41445	09977	JOSEPH AJLOUNY	CLEANING ALLOWANCE	138.47
08/03/2021	41446	10660	RYAN BALLARD	UNIFORM ALLOWANCE	200.00
08/03/2021	41447	04552	MARK BELL	CLEANING ALLOWANCE	425.00
08/03/2021	41448	05802	CLARENCE BENNETT	CLEANING ALLOWANCE	200.00
08/03/2021	41449	09978	JASON BROCKDORFF	CLEANING ALLOWANCE	200.00
08/03/2021	41450	11293	DOUG CHMIEL	UNIFORM ALLOWANCE	375.00
08/03/2021	41451	06182	WILLIAM CUDNEY	CLEANING ALLOWANCE	200.00
				DETECTIVE UNIFORM	900.00
08/03/2021	41452	10172	JOHN DIJANNI	CLEANING ALLOWANCE	1,100.00
08/03/2021	41453	09584	ELAINE EGGELOSTON	UNIFORM ALLOWANCE	200.00
08/03/2021	41454	10968	ROCCO FORTURA	UNIFORM & JACKET ALLOWANCE	425.00
08/03/2021	41455	05223	JASON JORDAN	CLEANING ALLOWANCE	425.00
08/03/2021	41456	10171	JON LENCES	CLEANING ALLOWANCE	200.00
08/03/2021	41457	11119	BRIAN LUTHER	CLEANING ALLOWANCE	200.00
08/03/2021	41458	11292	ZACHARY MARTIN	CLEANING ALLOWANCE	200.00
08/03/2021	41459	04577	DANIEL MONACO	UNIFORM ALLOWANCE	325.00
08/03/2021	41460	05522	MICHAEL NIELSEN	UNIFORM ALLOWANCE	425.00
08/03/2021	41461	10038	JACLYN SIEKIERKA	CLEANING ALLOWANCE	200.00
08/03/2021	41462	04087	BILLY SPENCER	CLEANING ALLOWANCE	200.00
08/03/2021	41463	05759	DAN STEEBY	CLEANING ALLOWANCE	200.00
08/03/2021	41464	11209	THOMAS ZBERKOT JR	CLEANING ALLOWANCE	200.00
08/03/2021	41465	10887	DANIEL VITALI	CLEANING ALLOWANCE	200.00
08/03/2021	41466	06475	VOIGHT, BRIAN	UNIFORM ALLOWANCE	425.00
08/03/2021	41467	05585	STEVEN WASINSKI	UNIFORM ALLOWANCE	175.00
08/03/2021	41468	06168	KEVIN WAYNE	UNIFORM ALLOWANCE	425.00
08/03/2021	41469	01680	DOUG WOZNIAK	UNIFORM ALLOWANCE	425.00
08/03/2021	41470	07343	BENJAMIN ZAWACKI	UNIFORM ALLOWANCE	475.00
08/05/2021	41478	00536	ECOTEC PEST CONTROL	CLEANING ALLOWANCE	200.00
08/05/2021	41479	10950	DUAINE FRANKS LLC	PEST CONTROL	200.00
08/05/2021	41480	10744	TARA HAYES	BUILDING INSPECTIONS	1,000.00
08/05/2021	41481	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	LIBRARY PROGRAM 7/28/21	200.00
08/05/2021	41482	09586	ITEDIUM, INC.	ELECTRICAL INSPECTIONS	650.00
				COBRA	25.00
08/05/2021	41483	10788	JAY'S SEPTIC TANK SERVICE	PORTABLE UNIT	172.44
				PORTABLE UNIT	133.00
08/05/2021	41484	10171	JON LENCES	TRAINING REIMBURSEMENT	305.44
08/05/2021	41485	10764	LEXISNEXIS RISK SOLUTIONS	MONTHLY SUBSCRIPTION FEE JULY	13.50
08/05/2021	41486	09544	MING LOUIE	LIBRARY PROGRAM 7/21/21	50.00
08/05/2021	41487	11140	METRO WIRELESS	LIBRARY PROGRAM 7/21/21	300.00
				INTERNET AND PHONE	495.33
08/05/2021	41488	06373	MIDWEST TAPE	MEDIA	37.48
				HOOPLA	1,317.18
					1,354.66

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08/05/2021	41489	00166	OAKLAND COUNTY	SEWAGE JULY	98,984.32
08/05/2021	41490	09472	OAKLAND SCHOOLS	PRINTING TAX BILLS	1,266.12
08/05/2021	41491	09663	POSTMASTER	POSTAGE HOMETOWN HERALD	435.42
08/05/2021	41492	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 7/30/21	1,038.00
08/05/2021	41493	05161	RAY'S LOCK WORKS, INC.	REKEY CITY HALL	411.00
08/05/2021	41494	00108	RKA PETROLEUM COMPANIES, INC.	GAUGE REPLACEMENT REGULAR FUEL	35.00 1,901.34
08/05/2021	41495	MISC	ROBERT GUTMAN	REFUND DUPLICATE TAX PAYMENT	1,936.34
08/05/2021	41496	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	7,466.24
08/05/2021	41497	00210	SOC WATER AUTHORITY	WATER PURCHASES JULY	18,164.00
08/05/2021	41498	00357	AMY SULLIVAN	CONSULTING JULY	39,448.58
08/05/2021	41499	11287	TRUE CUT TREE SERVICE	LASALLE CONSTRUCTION TREE REMOVALS	1,500.00
08/05/2021	41500	05758	WILCOX BROS.	REC SPRINKLER REPAIR	18,900.00 2,689.00
08/05/2021	41501	10833	ABSOPURE WATER COMPANY	PUBLIC SAFETY WATER PUBLIC SAFETY WATER	60.00 38.25
08/05/2021	41502	10951	AMAZON CAPITAL SERVICES INC	LIBRARY BOOKS	98.25
08/05/2021	41503	08622	ASCENSION MICHIGAN AT WORK	PRE HIRE PHYSICAL PRIEST PRE HIRE PHYSICAL KAMINSKI	80.29 86.00 86.00
08/05/2021	41504	00017	BAKER & TAYLOR BOOKS	BOOKS BOOKS BOOKS BOOKS	172.00 264.08 783.74 1,126.94 1,551.59
08/05/2021	41505	00023	BIG D LOCK CITY	PUBLIC SAFETY KEY	3,726.35
08/05/2021	41506	04682	BOOKPAGE	BOOKPAGE SUBSCRIPTION	25.00 588.00
08/05/2021	41507	09129	DIPONIO CONTRACTING INC	LASALLE- HENLEY TO E. TERMINUS KINGSTON- NEWPORT TO WYOMING LASALLE- BERKLEY TO HENLEY	105,765.93 181,254.56 94,752.18
08/05/2021	41508	11098	MAGNATE MEDIA	ROOTS VIBRATION CONCERT 8.8.21	381,772.67
08/12/2021	41509	07860	21ST CENTURY NEWSPAPERS	ADVERTISEMENTS	500.00
08/12/2021	41510	10833	ABSOPURE WATER COMPANY	PUBLIC SAFETY WATER	242.64 12.00
08/12/2021	41511	01505	AERO FILTER INC	BUILDING SUPPLIES BUILDING SUPPLIES	305.31 138.76
08/12/2021	41512	MISC	AISHA QAZI	REFUND DUPLICATE TAX PAYMENT	444.07
08/12/2021	41513	MISC	ALYSSA LEVISOHN	POOL REFUND	10,958.84 60.00
08/12/2021	41514	10951	AMAZON CAPITAL SERVICES INC	WIPES FOR LIBRARY WIPES, MASKS, BOOKMARKS SHOES FOR ACADEMY LIBRARY SUPPLIES BASKETBALL BAGS	17.59 131.95 96.89 24.67 21.01

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08/12/2021	41515	09447	APPLIED IMAGING	COPIER METER COPIER METER COLOR PRINTER CITY MANAGER	292.11 544.43 9.77 863.56
08/12/2021	41516	08683	AQUATIC SOURCE	POOL CHEMICALS	1,417.76
08/12/2021	41517	08044	THE BANK OF NEW YORK MELLON	11 MILE ROAD BONDS	219.00
08/12/2021	41518	00024	BILLINGS LAWN EQUIPMENT	EQUIPMENT MAINTENANCE EQUIPMENT MAINTENANCE	118,325.00 48.36 16.00
08/12/2021	41519	09650	BLUE BIRD LANDSCAPING LLC	LAWN CUTTING	64.36
08/12/2021	41520	10560	KEN BORYCZ	MECHANICAL/PLBG INSPECTIONS	175.00
08/12/2021	41521	MISC	CHAMPINE SERVICES	BOND REFUND 25128 PARKWOOD	1,200.00
08/12/2021	41522	MISC	CHARLES TRAVIS	BOND REFUND 10724 ELGIN	75.00 194.00
08/12/2021	41523	07736	CINTAS CORPORATION #31	BUILDING SUPPLIES BUILDING SUPPLIES BUILDING SUPPLIES BUILDING SUPPLIES	181.90 12.05 57.12 34.16
08/12/2021	41524	10844	DEALER AUTO PARTS	PARTS AUTO PARTS AUTO PARTS CREDIT	285.23 582.80 376.18 297.73 (71.37)
08/12/2021	41525	00045	DEMCO	CIRC. MATERIALS	1,185.34
08/12/2021	41526	MISC	DIRK EDMUND DESIGNS	BOND REFUND 13101 BALFOUR	300.62
08/12/2021	41527	00047	DTE ENERGY-STREETLIGHTING	STREETLIGHTING	190.00
08/12/2021	41528	00056	DURST	BUILDING SUPPLIES	5,866.13 473.44
08/12/2021	41529	06403	EAGLE LANDSCAPING & SUPPLY CO.	RESTORATIONS RESTORATIONS	258.00 258.00 516.00
08/12/2021	41530	10120	EHIM	WRAP FEE JULY CLAIMS FUNDING JULY	572.00 4,817.01 5,389.01
08/12/2021	41531	00064	ELLIOTT SAW WORKS	SAW BLADES SHARPENED SAW BLADES	51.00 29.00 80.00
08/12/2021	41532	01866	ETNA SUPPLY CO	WATER METERS	2,240.00
08/12/2021	41533	05268	EVERDRY WATERPROOFING	BOND REFUND 13154 BORGMAN	207.00
08/12/2021	41534	03098	EZELL SUPPLY CORPORATION	GARBAGE BAGS GARBAGE BAGS	314.54 458.10 772.64

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08/12/2021	41535	06876	FATHER & SON CONSTRUCTION	BOND REFUND 10145 ELGIN	75.00
08/12/2021	41536	MISC	HARVARD HOMES LLC	BOND REFUND 10013 E. 11 MILE	75.00
08/12/2021	41537	MISC	HOMERUN CONSTRUCTION	BOND REFUND 25823 WYOMING	450.00
08/12/2021	41538	MISC	JESSICA TOUTANT	LIBRARY PROGRAM 8.12.21	175.00
08/12/2021	41539	11180	JIM KITCHEN	VIP DANCE DJ DEPOSIT	75.00
08/12/2021	41540	07747	JIM PETERSON PLUMBING	SHOWER VALVE REPAIRS	1,490.00
08/12/2021	41541	MISC	JOBECKS CUSTOM DESIGNS INC	BOND REFUND 13146 SHERWOOD	140.00
08/12/2021	41542	04943	JOE'S AUTO PARTS	AUTO PARTS	26.77
08/12/2021	41543	00478	KELLER THOMA	GENERAL MATTERS	393.75
08/12/2021	41544	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	44.10
				OFFICE SUPPLIES	167.49
				OFFICE SUPPLIES	69.78
				OFFICE SUPPLIES	37.24
08/12/2021	41545	11003	LINGO COMMUNICATIONS	ALARM LINES	318.61
08/12/2021	41546	00049	MATHESON TRI-GAS INC	HAZARDOUS MATERIALS	119.89
				HAZARDOUS MATERIALS	195.82
				HAZARDOUS MATERIALS	205.12
				HAZARDOUS MATERIALS	6.09
08/12/2021	41547	MISC	MHRAC INC	BOND REFUND 13151 TALBOT	407.03
08/12/2021	41548	10642	MICHIGAN PETROLEUM TECH	GARAGE SUPPLIES	185.00
08/12/2021	41549	06373	MIDWEST TAPE	MEDIA	146.67
				MEDIA	82.45
				MEDIA	164.92
				MEDIA	11.24
				MEDIA	31.48
				MEDIA	11.24
					301.33
08/12/2021	41550	MISC	MORGAN & ASSOCIATES INC.	8507 HENDRIE BOND REFUND	750.00
				BOND REFUND 8507 HENDRIE	1,500.00
08/12/2021	41551	00879	MURRAY BUILT CONSTRUCTION	BOND REFUND 12782 VERNON	2,250.00
08/12/2021	41552	10971	NATURAL COMMUNITY SERVICES	STATUE PARK JUNE	93.00
				SCOTIA PARK JUNE	100.00
					200.00
08/12/2021	41553	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS	300.00
08/12/2021	41554	00181	POLICE OFFICERS ASS'N OF MICH	UNION DUES AUGUST	558.80
08/12/2021	41555	10630	POLICE OFFICERS LABOR COUNCIL	UNION DUES AUGUST	390.48
08/12/2021	41556	06488	POOLS & SPAS A GO GO, INC.	POOL CHEMICALS	402.00
				POOL CHEMICALS	183.23
				POOL CHEMICALS	199.90
					383.13
08/12/2021	41557	05018	PREMIER BUSINESS PRODUCTS INC.	COPIER REPAIR	140.00
08/12/2021	41558	11006	PREMIER GROUP ASSOCIATES	HW WEEKLY CUT 7/23/21	1,038.00
				YORK ISLAND LANDSCAPE	4,975.00
				HW WEEKLY CUT 8/6/21	1,038.00
					7,051.00

CHECK REGISTER FOR CITY OF HUNTINGTON WOODS
CHECK DATE FROM 07/02/2021 - 08/12/2021

Check Date	Check	Vendor	Vendor Name	Description	Amount
08/12/2021	41559	MISC	PROTEAN LANDSCAPE INC	BOND REFUND 26367 HUMBER	130.00
08/12/2021	41560	MISC	RANCK ELECTRIC	BOND REFUND 8450 W 10 MILE BOND REFUND 8450 W. 10 MILE	400.00 400.00
08/12/2021	41561	06813	SUSAN RUTTENBERG	SENIOR REFUND SENIOR REFUND SENIOR REFUND	3.00 3.00 3.00
08/12/2021	41562	05887	SAVATREE, LLC	SOIL ENHANCER TREATMENT	9.00
08/12/2021	41563	00209	SOC RESOURCE RECOVERY AUTHORITY	JULY SPECIALS	1,030.00
08/12/2021	41564	04095	SONITROL TRI-COUNTY	SERVICE CALL PUBLIC SAFETY	325.05
08/12/2021	41565	06721	STEPHEN LORD BUILDING & DESIGN	BOND REFUND 10744 VERNON	215.00
08/12/2021	41566	MISC	TIM CASTANEDA	GOLF BANQUET	570.00
08/12/2021	41567	00780	TRESNAK CONSTRUCTION	BOND REFUND 26021 BERKLEY	340.86
08/12/2021	41568	09912	KRIS TRUZZI	SOUND 8.25.21 CONCERT	106.00
08/12/2021	41569	09076	ULINE	POOL AIR HORNS	350.00
08/12/2021	41570	MISC	VARTANIAN HOME IMPROVEMENT	BOND REFUND 10045 NADINE	65.74
08/12/2021	41571	11269	VIRTUAL ACADEMY	VIRTUAL ACADEMY TRAINING	100.00
08/12/2021	41572	05758	WILCOX BROS.	SCOTIA PARK SPRINKLER REPAIR	945.00
08/12/2021	41573	00594	WONSEY TREE SERVICE INC.	SWEEPINGS OUT	815.00
08/12/2021	41574	02249	WOODWARD AVENUE ACTION ASSOC	2021-2022 MEMBERSHIP	1,400.00
08/12/2021	41575	07255	WOW INTERNET AND CABLE	INTERNET	1,250.00
6 TOTALS:					232.98
Total of 342 Checks:					1,416,649.24
Less 0 Void Checks:					0.00
Total of 342 Disbursements:					1,416,649.24

Consent Agenda #5a

**City of Huntington Woods
Historic District Commission Minutes
Virtual Meeting
June 2, 2021**

Chairman Chris Vogelheim called the virtual meeting to order at 7:30 pm.

PRESENT:

Steven Behrmann
Mark Fink
Jim Malloure
Chris Vogelheim
Martha Shrode
Robert Lebow

ABSENT:

Louse Wibbelman

STAFF:

Hank Berry

Approval of minutes- May 5, 2021

Behrmann: Michael Ostrowski stated that the replacement windows at the Radner residence were identical in measurements and dimensions. Minutes did not reflect that. Malour states they are not the same, similar size but they are double panes while the current ones are single. They are not identical, technology is now different, just similar. Minutes needed more detail, correction to May 5, 2021 minutes.

Berry stated he will request more detail in minutes.

Chairman requested page numbers in minutes.

Chairman Vogelheim stated that at the bottom of page 2 Malloure stated the windows need to be compatible with the original as close as possible. M.Ostrowski states he is planning to match the windows that are failing with identical to existing, mutton styles, rails, 8 over 8. Behrmann says that satisfies him and would like a little more detail.

Motion to approve minutes of May 5, 2021 by Behrmann, Seconded by Maloure.

Roll call vote:

Lebow- Abstaining

Behrmann- yes

Fink- yes

Maloure- yes

Shrode- yes

Vogelheim- yes

Yays: 5

Nays: 0

Abstain: 1

Motion to approve minutes passed.

Applications:

A. Matter of an addition to the Zacharias residence at 26405 Hendrie

Mr. Zacharias gave introduction, update on siding, submitted paver proposal, 6 x 6 column wrapped in white trim boards that match the house. The first time he came he was lacking some information. Submitted pavers detail.

Berry: This application was missing details. Items that were missing, motion should include detail or questions that should be answered or include what you would like to see in the motion.

Lebow: specs on window and doors?

Zacharias: Yes, have them, same as the ones that we replaced previously. Same trim, window line, Marvin double hung windows. Match what was there before. Keeping the same product throughout the house so it is consistent.

Behrmann- Comment in packet from Berry on page 1, point #3.

Berry: The Building official has some level of comfort with the footings and foundations for this. The details will be gone over when they apply for their permit by him.

Behrmann: Proposal is oddly proportioned shaped, long and shed like. Would like clarification on the Unilock pavers where they are going, size and area they are covering. Footprint of where they are covering.

Homeowner- Pavers are going under where the patio is. Long term going along the back of the house. Proposal has a pool, not going to do that now. Patio would stop and be under the covered patio area only.

Behrmann: Looks like pavers are encroaching into the yard. Last meeting board wanted to know what you were using.

Berry: Pavers and pool if any are administrative approval. Can't cover more than 50% of the rear yard by structures. Motion should reflect that pavers are under the covered patio.

Fink: Concerned about scope and extent of pavers, not a problem with pavers going under the covered area. I would not object if the pavers do not extend beyond the boundaries of the paved

area and not extend beyond the walls of the structure and columns at the far end of the structure.

Maloure: Would the applicant have to come back if he puts in a larger area?

Berry: This is by administrative approval. May need to come back, or make it smaller. Do not have any dimensions to go on.

Maloure: Photos on back of house, roofline over covered patio, windows look much smaller on page 1, than the photos of the actual house. What is the slope of the roof? Rendering is not an actual portrayal of the house.

Homeowner: 4/12 pitch.

Berry: If there was a deviation of the roof, they would have to come back.

Shrode: Uniblock ? Is it a concrete form?

Homeowner: Sample on pg 3, Unilock.

Berry: Would have to come back if a pool affects the tree.

Vogelheim: Clarifies dimensions, 20' for addition, no enclosure at the west side gable, there is an open truss, is it going to be trimmed out and finished?

Page 2 and 3 of gable end.

Zacharias: It will be trimmed out to match. Will do the minimum size trim to match. Detailed trim around eaves and gable, and siding.

Vogelheim: On the elevations, I don't see corner boards, trim, sills around windows.

Behrmann: Mr Zacharias, are you doing work yourself?

Zacharias: (yes with some help.)

Behrmann: Hank, are these drawings satisfactory?

Berry: He will need clarification for the building official. You have to decide if there is enough information for you.

Behrmann: There is no documentation to make sure what is said will be done. Mr. Zacharias, will you be pulling the permits?

Zacharias: Yes I will be pulling the permits myself.

Chairman opens public participation, and seeing none closes public participation.

Motion:

Lebow: Motion to deny application due to insufficient detailed information, too many unanswered questions, Seconded by Shrode.

Discussion by commissioners:

Behrmann: if this fails this still needs a motion for approval? Berry: Yes, correct.

Vogelheim: 3D image is different from 2 dimensional elevation drawings. Posts, Facade looks like there is a wide trim board, pilaster, siding at end, some detail is different.

Berry: Motion has to call out the details.

Vogelheim: Roll call vote

Lebow: yay

Behrmann: no

Fink: no

Maloure: no

Shrode: yay

Vogelheim: no

Berry: motion did not pass, you need an alternative motion.

Fink: Motion to approve based on standard 3, with provision that pavers be confined to the area under the covered portion of the addition, move to include a certificate of appropriateness. Second by Maloure.

Maloure: Certificate of appropriateness would be endorsing the design to a level that we feel comfortable with. I have concerns that we don't have enough detail to fully understand the scope. This is on the rear, not visible from the front elevation. Roll into a motion what is in the 3D drawings, rather than the 2 dimensional drawings, a Notice to Proceed is a better avenue to take rather than the Certificate of Appropriateness. We don't have enough detail to make a decision. Notice to proceed is a better avenue to take than a certificate of appropriateness. I'll make it an amendment to Fink's motion.

Fink: approves the amendment.

Discussion by Commission:

Vogelheim: Wanted clarity in the motion

Shrode: Concerned trying to accommodate and move ahead without defining detail.

Chairman: Gable end drawing- doesn't show any gable siding, doesn't show trim board under eave overhang, does not define what is the OG trim, the rafter face. Should have lines to scale,

notes defining, posts have trim and need defining, pilasters need trim defined. No gutters, 3D drawings, building face board, pilaster on face looks like a 6" board, top of doorwall does not have trim on top of it. Commission looks at the details and will look at the finished product. Are fascia boards at the eaves vertical or slanted? 2D elevation shows something different.

Berry: Motion on the table, suggest detailed as possible when it comes in it will have to go back to Mr. Zacharias, approve not in concept. Details need to be referenced on plan.

Behrmann: Can we make a list of items?.

Berry: reads motion, Motion to issue a notice to proceed for this project as it generally meets standard #2 and encompass where the eaves line up, all the way around and that the trim boards replicate the boards on the front of the house for scale and size, the siding match gable ends and the additions, unlock pavers to be used only under the area under the roof and the addition.

Maloure: add to motion that the eave detail matches the 2019 addition and should be replicated around the eave ends.

Shrode: someone mentioned a base around the 6 x 6 posts.

Berry: posts are typically finished with trim. It is not shown in any of the details.

Roll call vote

Behrmann- yes

Fink- yes

Maloure-yes

Shrode- no

Lebow- no

Vogelheim- no

Motion fails

Vogelheim: Drawings lack detail. Overall 3D drawing to 2D, gable ends need a specific detail, soffit does not match the existing house, how do we get to a place where we can get this?

Lebow: Mr. Zacharias should hire a professional draftsman to put together his needs and wants and ideas are create a proper presentation for us to review and vote on.

Shrode: Motion to deny based on the inconsistencies from the 2D to the 3D drawings, the typos and the lack of clarification from one drawing to the next of what is to be built. Seconded by Lebow.

Discussion by the Commission

Shrode: Not going to approve anything that I'm not clear of what is going to happen, we are

representative of the city, there is improvement of this, but not to put my stamp on it 100%, that is why people hire professionals to do the drawings. We cannot help if we don't know what we are voting on.

Lebow: I support Shrodes comments.

Maloure: Amendment to Shrodes, I would also like to list out specific drawings that we would like to have included, to have the homeowner better prepared, window details, window specifications and samples, roof eaves details, flashing details, roofing materials specification. Trim details for proposed columns, trim details for corner boards, floor plan and reflective ceiling plan.

Vogelheim: Amendment to that, concerned about profiles, and alignment, the eaves and dimensions. Leave flashing details to the building department.
Chairman clarifies reflective ceiling plan and floor plans, dimensional controls, how far away from the existing building things are.

Mr. Zacharias, I was here 2-3 months ago with a proposal, it was ok but lack of detail, came back, now requesting more detail. Can I take the one page out?

Vogelheim: Professional drawings have been discussed, and architectural drawings.

Berry: there is a list of what you have to submit. Plans would not pass the building department. House is in the historic district.

Fink: it is the homeowners responsibility to know before submitting an application what the requirements are.

Homeowner: though there was an understanding last meeting as to what he needed. Now he is being told he needs more drawings.

Berry: Would the commission hold a special meeting so the Zacharias application could be heard again?

Berry reads previous minutes and items lacking, column details, trim details and measurements etc.

Shrode: explains her motions and the need for an architectural draftsman to implement items needed on plans.

Lebow: Time to move on. Motion needs to move on.

Roll call vote

Steven Behrmann-yes

Mark Fink- yes

Jim Malloure-yes

Chris Vogelheim- yes

Martha Shrode-yes

Robert Lebow-yes

Motion to deny passed due to lack of sufficient detail.

B. Matter of an Addition to the Peet residence at 26329 York

Homeowner Jason Peet gives an introduction. Lived in a historic district in Detroit previously. Proposing a small addition at the rear of the home. Shows photos of home, hip roof was previously cedar shake, which is still there underneath and we would like to restore it. Rear of the home roof is cedar shake underneath, I would like to restore or replace with red cedar shake. Rear had a railing, now missing and would like to be replaced. Shows floor plan of first floor. Home only has 1 full bath upstairs, small added on half bath by kitchen. Proposed addition is to extend rear wall 9' to the side and return it back doubling the size of the breakfast nook, then restore kitchen to original configuration. Still need a half bath on the first floor. Shown on plan by rear hallway from garage, keeping breakfast nook. Shows proposal plan to restore cedar shake. Brick up to soffit, trying to match original brick, cant find it, but will reclaim brick above 4' height and use it below as a 4' banding, and then cedar shake above, window in breakfast nook will be reclaimed and used in the bathroom exterior wall, Brooks lumber in Detroit, Savante restoration will replicate glass matching windows on the front on the house. Door will be a wood door. Pattern for door single panel door, 2 panels, stiles and rails similar, not detail on gutter, brought over around breakfast nook and wrapped around. Basement window will remain, 3 lite steel window.

Berry: Modest addition to porch area, lot size and house size not affected. Brick match is important, reclaiming brick makes sense, shakes differentiate old from new, details are replicating existing details on the house and reclaiming wavy glass. Meets standards for certificate of appropriateness. Drawings are detailed.

Board discussion

Lebow: great project and like exposing original materials, important to historic districts.

Maloure: Same as Lebow's comments. Second floor, original door and windows adjacent to the door look like sill level. Need to address if occupied due to glass in the window and level for the building department. Like the addition, volume should be differentiated, an idea for discussion. Is there cedar shake above other window dormers?

Peet- Yes there are. Is the intention to restore all cedar shakes on dormers? Homeowner- "yes on

all while the workers are there. Also needs proper flashing done at the same time. Windows perspective is off, 23" above, may need safety glass. Had the architect draw plans, but I did a lot of the drawings myself. Trying to make the old and new look like one.

Shrode: Likes proposal. Is roofing strong enough?

Peet: yes 2 x 6 construction. Will strengthen as needed.

Fink: The clarity of application is nice.

Behrmann: Appreciate the sensitivity of the project. Addition is not visible from front, fits your needs fantastic execution.

Vogelheim: likes the brick.

Chairman opens public participation. Seeing none, closes public participation.

**Motion to approve by Shrode with a certificate of appropriateness meets Standard #2.
Seconded by Maloure.**

Roll call vote:

Yays: all yes to approve

Nays: 0

Motion passes

Other Business:

None

Chairman Vogelheim then opened the meeting to public comment. Seeing none closes.

Motion to adjourn meeting by Shrode , Seconded by Maloure

Yay: All yes to adjourn

Nay: 0

The meeting adjourned at 9:34 p.m.

Respectfully Submitted,

Nikki Rallis

Recorder

CONSENT AGENDA #5b

HUNTINGTON WOODS PARKS AND RECREATION ADVISORY BOARD MINTUTES TUESDAY, JUNE 22, 2021 7:30 pm Remote Meeting

Members Present- F. Spencer, S. Potter, J. Steinhart, A. Philko, K. Tarnopol

Staff Present – T. Shanley, J. Jenks

Guests Present – B. Richardson, C. Galed, N. Gruber

Call to Order by Chair, Frank Spencer- 7:30 PM

Approval of Agenda for June 22, 2021- Motion- F. Spencer Second- S. Potter

Approval of Minutes from May 25, 2021- Motion- S. Potter Second- J. Steinhart

Correspondence- None

Men's Club- Introduced themselves as a grant making group to help fund projects going on in the city. Looking for projects or fleshed out pre projects for the next year. First idea included re surfacing at the pickle ball courts on 11 Mile. Second idea, Val Jones resurfacing of the skate park. Third, looking to help with irrigation to the Men's Club Field including SOCS and them possibility funding. Fourth, video cameras at the pool, parks, and Burton area. Finally, revamping the baseball field and Burton track.

Items of Business-

- a) **Parks Usage Discussion-** Conversation in comparison of the old and new documents and notations of the changes were made. T. Shanley took notes of the changes and will forward to the City for input. Parks are used on a first come, first serve basis unless a permit is issued. Issue of park permits allows for better communications that helps spell out regulations and protocols. Organizations going through the city and not specifically the P&R Department for park usage has been problematic. Deeper looked at specifically Burton Park and those operations. Permit would be issued after school is dismissed for the day in order to keep things better controlled. Discussion of whether standing reservations of permits will be allowed or accepted for certain groups. Suggestion to not be done until the fall, case by case handled by the department heads.

CONSENT AGENDA #5b

- b) Department Update- Hired a new programmer starting July 22nd. Tennis courts are done and resurfaced. Pool has a total of 2,010 members. Increase of 210 people from 2019. Camp is going well. Monday August 30th we will be back to business as “usual” with programs, trips, transportation, open gym and front desk business.

Public Participation- None

Plan of Action for Next Meeting- Park usage discussion and Men’s Club project ideas

Board Member Comments- Pool security brought up for public communication about if it is a good idea. Talk about safety for campers near the rec. Discussion of privacy and location of the cameras. Strong views against the cameras. Shade idea for above the playground at the side of the pool to help with heat control.

Adjournment- 9:04 PM



Consent Agenda #5c

Finance Department

To: Mayor and City Commission
From: Tim Rowland, Finance Director
Date: August 13, 2021
Subject: June 2021 Treasurer's Report

The preliminary June 2021 financial reports are enclosed for your review. We still have a few bills coming through and year end journal entries to complete. Our current projection is for revenue to exceed expenditures by \$525,750 in the General Fund and \$72,890 in the Recreation Fund. The surplus is primarily due to COVID grants and reduced expenditures in the library due to being closed.

We have completed our application for the American Rescue Plan Act (ARPA) funds. The plan is to use these funds for water and sewer infrastructure improvements. This will allow the City to have more bond money available to do additional road work.

We have hired a new Accounting Specialist who will be starting on August 30th. Micki Jenny is coming to Huntington Woods from Harper Woods and as many years of municipal experience. We are excited to have her on the team.

The annual audit will be starting in the end of September with onsite field work. This will last for one week and then the Comprehensive Annual Financial Report will be prepared for presentation at the December Commission meeting.

FINANCE REPORT - CASH POSITIONS

FUND	FUND #	CURRENT INVESTMENTS	CURRENT CASH	TOTAL AVAILABLE
GENERAL FUND	101	2,322,942	110,853	2,433,795
MAJOR STREET FUND	202	617,576	26,587	644,163
LOCAL STREET FUND	203	217,398	25,924	243,322
ACT 345 PENSION FUND	205	11,093	4,717	15,811
RECREATION FUND	208	723,911	(9,973)	713,937
GWK DRAIN FUND	225	298,934	937	299,871
RACKHAM DEFENSE FUND	250	34,167	285	34,452
BUDGET STABILIZATION FUND	257	1,208,607	5,372	1,213,979
ELEVEN MILE - DEBT FUND	303	27,685	9,792	37,477
2010 UTGO DEBT	304	256,841	459	257,300
2012 UTGO DEBT	305	94,460	942	95,402
2014 UTGO DEBT	306	237,835	371	238,205
2017 UTGO DEBT	307	87,024	671	87,695
2019 UTGO DEBT	308	112,274	648	112,922
2020 CAPITAL IMP. BONDS	309	404,905	33,515	438,420
CAPITAL PLANNING FUND	402	905,848	28,397	934,244
SEWER CONSTRUCTION FUND	492	5,746,558	(24,168)	5,722,390
ROAD & SEWER CONSTRUCTION FUND	493	8,863,031	(19,221)	8,843,810
ROAD MAINTENANCE FUND	494	200,412	166,625	367,037
SANITATION FUND	515	168,991	(41,257)	127,734
WATER FUND	592	1,909,541	(57,070)	1,852,472
EQUIPMENT FUND	661	420,147	22,919	443,065
TRUST & AGENCY FUND	701	175,800	23,981	199,781
POST RETIREMENT FUND	734	796,228	35,135	831,364
TOTAL ASSETS - INVESTMENTS/CASH		25,842,207	346,441	26,188,648

FIDUCIARY (TRUSTEE)	TYPE	AMOUNT INVESTED	PERCENT INVESTED	YIELD
MICHIGAN CLASS	Interlocal	209,277	0.81%	0.05%
OAKLAND COUNTY POOL- OPER	Pool	921,096	3.56%	0.76%
FIFTH THIRD SECURITIES / CD	Agency	457,820	1.77%	0.63%
COMMERICA - J FUND - 4438	Pool	68,651	0.27%	0.01%
COMERICA SECURITIES - 2362	Agency	4,239,868	16.41%	2.38%
HUNTINGTON BANK	Agency	1,282,242	4.96%	1.80%
MULTIBANK SECURITIES	Agency	3,365,137	13.02%	2.35%
FLAGSTAR INVESTMENT ACCOUNT	Savings	897,804	3.47%	0.25%
FLAGSTAR BOND ACCOUNT	Savings	2,783,579	10.77%	0.25%
OAKLAND COUNTY BOND ACCOUNT	Pool	11,616,732	44.95%	0.76%
TOTAL INVESTMENTS		25,842,207	55.05%	
WEIGHTED AVERAGE YIELD				0.86%
OPERATING CASH ACCOUNT				346,441
INVESTMENT ACCOUNT				25,842,207
TOTAL DOLLARS AVAILABLE				26,188,648

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

GENERAL FUND

FUND	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET COLLECTED 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
TAX COLLECTIONS									
101	GENERAL FUND	6,411,295	6,562,570	6,579,843	100.26%	100.00%	6,579,830	100.26%	17,260
		6,411,295	6,562,570	6,579,843	100.26%	100.00%	6,579,830	100.26%	
LICENSES & PERMITS									
101	GENERAL FUND	362,546	424,750	440,047	103.60%	100.00%	448,640	105.62%	23,890
		362,546	424,750	440,047	103.60%	100.00%	448,640	105.62%	
STATE SHARED REVENUE & GRANTS									
101	GENERAL FUND	654,331	1,033,890	972,255	94.04%	100.00%	1,061,360	102.66%	27,470
		654,331	1,033,890	972,255	94.04%	100.00%	1,061,360	102.66%	
STATE SHARED REVENUE									
USER FEES									
101	GENERAL FUND	659,593	519,100	500,912	96.50%	100.00%	500,900	96.49%	(18,200)
		659,593	519,100	500,912	96.50%	100.00%	500,900	96.49%	
APPROPRIATION FROM FUND BALANCE									
101	GENERAL FUND				0.00%	100.00%		0.00%	
					0.00%	100.00%		0.00%	
ESTIMATED REVENUES - FUND 101		8,087,765	8,540,310	8,493,057	99.45%	100.00%	8,590,730	100.59%	50,420

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

GENERAL FUND

ACCOUNT	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET COLLECTED 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
101-000-403.000	TAX COLL/CURRENT	6,314,422	6,469,520	6,516,715	100.73%	100.00%	6,516,710	100.73%	47,190
101-000-407.000	TAX COLL/DELINQUENT	70,733	72,500	42,594	58.75%	100.00%	42,590	58.74%	(29,910)
101-000-445.000	TAX COLL/PENALTIES	26,140	20,550	20,534	99.92%	100.00%	20,530	99.90%	(20)
101-000-452.000	PERMITS/AIR CONDITIONING	3,620	4,500	5,315	118.11%	100.00%	5,310	118.00%	810
101-000-453.000	PERMITS/BUILDING	138,990	175,000	197,452	112.83%	100.00%	197,450	112.83%	22,450
101-000-454.000	PERMITS/ELECTICAL	21,235	27,000	30,951	114.63%	100.00%	30,950	114.63%	3,950
101-000-455.000	PERMITS/HEATING	11,435	14,000	15,990	114.21%	100.00%	15,990	114.21%	1,990
101-000-456.000	PERMITS/PLUMBING	21,481	25,000	30,705	122.82%	100.00%	30,700	122.80%	5,700
101-000-457.000	BUSINESS REGISTRATION	8,264	12,750	12,287	96.37%	100.00%	12,290	96.39%	(460)
101-000-458.000	ROW PARKING	4,893	5,500	3,203	58.24%	100.00%	3,200	58.18%	(2,300)
101-000-470.000	CABLE TV FEES	144,443	150,000	130,381	86.92%	100.00%	139,000	92.67%	(11,000)
101-000-479.000	NONBUSINESS LIC AND PERM	2,045	2,500	3,003	120.12%	100.00%	3,000	120.00%	500
101-000-480.000	BUILDING INSPECTIONS	2,580	4,500	4,245	94.33%	100.00%	4,240	94.22%	(260)
101-000-481.000	ALARM FEES	3,560	4,000	6,515	162.88%	100.00%	6,510	162.75%	2,510
101-000-502.000	FEDERAL GRANTS- CARES ACT		374,240	374,243	0.00%	100.00%	374,240	100.00%	
101-000-529.000	GRANTS CDBG	2,639	3,000		0.00%	100.00%		0.00%	(3,000)
101-000-543.000	GRANTS PUBLIC SAFETY (302 FUNDS)	4,155	3,250	1,784	54.89%	100.00%	1,780	54.77%	(1,470)
101-000-566.000	GRANTS LIBRARY/STATE	7,025	6,800	3,538	52.03%	100.00%	3,540	52.06%	(3,260)
101-000-567.000	GRANTS STATE/OTHER	12,102		12,560	100.00%	100.00%	12,560	100.00%	12,560
101-000-567.001	DONATIONS- LIBRARY PROGRAMMING	15,900	7,000	10,175	145.36%	100.00%	10,170	100.00%	3,170
101-000-573.000	SSR/ LCSA PPT REIMBURSEMENT	5,976	4,750	5,554	0.00%	100.00%	5,550	100.00%	800
101-000-576.000	SSR/SALES TAX	605,008	633,350	562,881	88.87%	100.00%	652,000	102.94%	18,650
101-000-577.000	SSR/LIQUOR	1,526	1,500	1,520	101.33%	100.00%	1,520	101.33%	20
101-000-607.000	ADMINISTRATIVE FEES	93,125	94,500	95,014	100.54%	100.00%	95,010	100.54%	510
101-000-608.000	SERVICE FEES		700	560	80.00%	100.00%	560	80.00%	(140)
101-000-656.000	FINES/DISTRICT COURT	79,704	51,850	63,076	121.65%	100.00%	63,080	121.66%	11,230
101-000-657.000	FINES/PARKING VIOLATIONS	5,180	2,500	3,410	136.40%	100.00%	3,410	136.40%	910
101-000-658.000	FINES/LIBRARY FEES	4,602	2,500	260	10.40%	100.00%	260	10.40%	(2,240)
101-000-658.001	LIBRARY CONTRACT REVENUE	43,038	43,900	43,640	99.41%	100.00%	43,640	99.41%	(260)
101-000-659.000	FINES/LIBRARY PENAL	18,719	19,000	15,093	79.44%	100.00%	15,090	79.42%	(3,910)
101-000-664.000	INVESTMENT INCOME	122,108	50,000	23,930	47.86%	100.00%	23,930	47.86%	(26,070)
101-000-670.000	EQUIPMENT RENTAL		500	150	30.00%	100.00%	150	30.00%	(350)
101-000-673.000	FIXED ASSET SALE		250	164	65.60%	100.00%	160	64.00%	(90)
101-000-676.000	INSURANCE REIMBURSEMENT	50,139	40,000	32,992	82.48%	100.00%	32,990	82.48%	(7,010)
101-000-676.592	TRANSFER/WATER ADMIN	166,050	186,400	186,400	100.00%	100.00%	186,400	100.00%	
101-000-676.734	TRANSFER/POST RET ADMIN	2,000	2,000	2,000	100.00%	100.00%	2,000	100.00%	
101-000-695.000	UNCLASSIFIED	74,528	25,000	34,223	136.89%	100.00%	34,220	136.88%	9,220
101-000-699.395	DRAW FROM FUND BALANCE				0.00%	100.00%		0.00%	
		8,087,765	8,540,310	8,493,057	99.45%	100.00%	8,590,730	100.59%	50,420

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

GENERAL FUND

DEPARTMENT	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET EXPENDED 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/(UNDER) BUDGET
COMMISSION	13,963	25,920	14,248	54.97%	100.00%	14,260	55.02%	(11,660)
ADMINISTRATION	1,154,444	1,288,350	1,245,168	96.65%	100.00%	1,245,150	96.65%	(43,200)
PUBLIC SAFETY	3,482,635	2,758,030	2,683,568	97.30%	100.00%	2,683,560	97.30%	(74,470)
PUBLIC WORKS	424,513	440,320	419,285	95.22%	100.00%	421,490	95.72%	(18,830)
LIBRARY	551,011	612,740	426,689	69.64%	100.00%	426,680	69.63%	(186,060)
INSURANCE	184,970	189,580	199,894	105.44%	100.00%	187,390	98.84%	(2,190)
TRANSFERS	2,161,960	3,086,450	3,086,450	100.00%	100.00%	3,086,450	100.00%	0
	7,973,496	8,401,390	8,075,302	96.12%	100.00%	8,064,980	96.00%	(336,410)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

GENERAL FUND

ACCOUNT	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET EXPENDED 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/(UNDER) BUDGET
101-101-702.000	SALARIES		10		0.00%	100.00%	10	100.00%	-
101-101-802.000	PROFESSIONAL SERV	900	2,500	2,820	112.80%	100.00%	2,820	112.80%	320
101-101-860.000	CONFERENCES AND WORKSHOPS	132	9,000	40	0.44%	100.00%	40	0.44%	(8,960)
101-101-860.001	MEMBERSHIPS & DUES	12,257	13,410	10,338	77.09%	100.00%	10,340	77.11%	(3,070)
101-101-880.003	ANTI RACISM			1,050	0.00%	100.00%	1,050	0.00%	1,050
101-101-956.000	MISCELLANEOUS	674	1,000		0.00%	100.00%	0	0.00%	(1,000)
	COMMISSION	13,963	25,920	14,248	54.97%	100.00%	14,260	55.02%	(11,660)
101-172-702.000	SALARIES	257,734	286,330	283,576	99.04%	100.00%	283,580	99.04%	(2,750)
101-172-706.000	WAGES/HOURLY	84,661	68,620	94,064	137.08%	100.00%	94,060	137.07%	25,440
101-172-715.000	BENEFIT/SOCIAL SECURITY	25,816	27,150	28,635	105.47%	100.00%	28,630	105.45%	1,480
101-172-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	81,032	72,980	77,231	105.82%	100.00%	77,230	105.82%	4,250
101-172-718.000	BENEFIT/RETIREMENT	312,570	394,260	386,120	97.94%	100.00%	386,120	97.94%	(8,140)
101-172-719.000	BENEFIT/DENTAL	5,781	5,630	5,667	100.66%	100.00%	5,670	100.71%	40
101-172-724.000	BENEFITS	21,295	25,290	22,660	89.60%	100.00%	22,660	89.60%	(2,630)
101-172-727.000	SUPPLIES/OFFICE	9,879	10,500	8,879	84.56%	100.00%	8,880	84.57%	(1,620)
101-172-727.001	SUPPLIES/POSTAGE	13,598	19,500	11,383	58.37%	100.00%	11,380	58.36%	(8,120)
101-172-727.002	SUPPLIES/ELECTIONS	9,816	4,000	8,888	222.20%	100.00%	8,890	222.25%	4,890
101-172-802.000	PROFESSIONAL SERV	52,357	60,000	51,103	85.17%	100.00%	51,100	85.17%	(8,900)
101-172-802.008	PROFESSIONAL SERV/AUDIT	22,085	23,000	22,890	99.52%	100.00%	22,890	99.52%	(110)
101-172-802.009	PROFESSIONAL SERV/INSP	49,800	60,000	60,990	101.65%	100.00%	60,990	101.65%	990
101-172-802.010	PROFESSIONAL SERV/ATTORNEY	83,296	100,000	76,128	76.13%	100.00%	76,130	76.13%	(23,870)
101-172-802.012	PROFESSIONAL SERV/O C.	39,892	41,000	39,535	96.43%	100.00%	39,530	96.41%	(1,470)
101-172-853.000	COMMUNICATIONS/TELEPHONE	1,354	3,000	1,605	53.50%	100.00%	1,600	53.33%	(1,400)
101-172-860.000	CONFERENCES & WORKSHOPS	3,510	3,970	1,849	46.57%	100.00%	1,850	46.60%	(2,120)
101-172-860.001	MEMBERSHIPS & DUES	1,495	1,920	795	41.41%	100.00%	790	41.15%	(1,130)
101-172-880.000	PROMOTION/COMMUNITY	3,318	3,500	3,187	91.06%	100.00%	3,190	91.14%	(310)
101-172-880.001	COMMUNITY PROM/YOUTH ASSI	3,600	6,100	5,600	91.80%	100.00%	5,600	91.80%	(500)
101-172-880.002	COMMUNITY PROM/ CDBG		2,500		0.00%	100.00%		0.00%	(2,500)
101-172-900.000	PRINTING AND PUBLICATION	6,339	4,000	5,978	149.45%	100.00%	5,980	149.50%	1,980
101-172-900.001	PRINTING/PUB NEWSLETTER	17,176	18,500	6,813	36.83%	100.00%	6,810	36.81%	(11,690)
101-172-920.000	UTILITIES	14,325	16,000	15,298	95.61%	100.00%	15,300	95.63%	(700)
101-172-931.000	MAINTENANCE/BUILDING	11,522	7,000	7,911	113.01%	100.00%	7,910	113.00%	910
101-172-934.000	MAINTENANCE/OFFICE EQUIP	13,675	12,000	9,752	81.27%	100.00%	9,750	81.25%	(2,250)
101-172-942.000	VEHICLE REIMBURSEMENT	5,100	5,100	5,100	100.00%	100.00%	5,100	100.00%	-
101-172-956.000	MISCELLANEOUS	3,418	6,500	3,531	54.32%	100.00%	3,530	54.31%	(2,970)
	ADMINISTRATION	1,154,444	1,288,350	1,245,168	96.65%	100.00%	1,245,150	96.65%	(43,200)
101-301-702.000	SALARIES	1,435,158	1,491,970	1,499,352	100.49%	100.00%	1,499,350	100.49%	7,380
101-301-702.001	OVERTIME	255,890	230,000	228,209	99.22%	100.00%	228,210	99.22%	(1,790)
101-301-710.000	WAGES/CROSSING GUARDS	15,052	18,200	10,355	56.90%	100.00%	10,350	56.87%	(7,850)
101-301-712.000	WAGES/VOLUNTEER FIRE	2,500	5,000	1,890	37.80%	100.00%	1,890	37.80%	(3,110)
101-301-715.000	BENEFIT/SOCIAL SECURITY	36,264	36,200	36,196	99.99%	100.00%	36,200	100.00%	-
101-301-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	322,273	318,210	320,402	100.69%	100.00%	320,400	100.69%	2,190
101-301-718.000	BENEFIT/RETIREMENT	895,639	73,550	71,806	97.63%	100.00%	71,810	97.63%	(1,740)
101-301-719.000	BENEFIT/DENTAL	22,637	25,690	24,216	94.25%	100.00%	24,220	94.28%	(1,470)
101-301-724.000	BENEFITS	125,698	145,720	151,704	104.11%	100.00%	151,700	104.10%	5,980
101-301-727.000	SUPPLIES/OFFICE	2,081	4,500	764	16.98%	100.00%	760	16.89%	(3,740)
101-301-744.000	UNIFORM/PURCHASE	27,713	30,000	31,879	106.26%	100.00%	31,880	106.27%	1,880
101-301-751.000	SUPPLIES/GAS OIL	21,549	20,500	11,152	54.40%	100.00%	11,150	54.39%	(9,350)

101-301-756.000	SUPPLIES/OPERATING	25,424	24,000	21,308	88.78%	100.00%	21,310	88.79%	(2,690)
101-301-802.000	PROFESSIONAL SERV	106,308	160,000	105,696	66.06%	100.00%	105,700	66.06%	(54,300)
101-301-802.014	PROFESSIONAL SERVICES- INFORMANTS		500		0.00%	100.00%		0.00%	(500)
101-301-853.000	COMMUNICATIONS/TELEPHONE	27,516	28,020	26,924	96.09%	100.00%	26,920	96.07%	(1,100)
101-301-860.000	CONFERENCES & WORKSHOPS	280	1,000	706	70.60%	100.00%	710	71.00%	(290)
101-301-860.001	MEMBERSHIPS & DUES	7,735	4,060	7,950	195.81%	100.00%	7,950	195.81%	3,890
101-301-920.000	UTILITIES	11,812	13,500	12,218	90.50%	100.00%	12,220	90.52%	(1,280)
101-301-931.000	MAINTENANCE/BUILDING	36,354	12,500	10,871	86.97%	100.00%	10,870	86.96%	(1,630)
101-301-934.000	MAINTENANCE/OFFICE EQUIP	9,248	10,530	7,933	75.34%	100.00%	7,930	75.31%	(2,600)
101-301-940.000	RENTAL/EQUIPMENT	80,000	80,000	80,000	100.00%	100.00%	80,000	100.00%	-
101-301-942.000	VEHICLE REIMBURSEMENT	4,380	4,380	4,380	100.00%	100.00%	4,380	100.00%	-
101-301-956.000	MISCELLANEOUS	1612	2,000	604	30.20%	100.00%	600	30.00%	(1,400)
101-301-956.001	MISCELLANEOUS/TRAINING (302 FUNDS)	9,512	18,000	17,053	94.74%	100.00%	17,050	94.72%	(950)
	PUBLIC SAFETY	3,482,635	2,758,030	2,683,568	97.30%	100.00%	2,683,560	97.30%	(7,470)
101-441-706.000	WAGES/HOURLY	159,628	154,830	152,305	98.37%	100.00%	152,300	98.37%	(2,530)
101-441-715.000	BENEFIT/SOCIAL SECURITY	12,586	11,270	11,996	106.44%	100.00%	12,000	106.48%	730
101-441-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	42,882	39,770	38,640	97.16%	100.00%	38,640	97.16%	(1,130)
101-441-718.000	BENEFIT/RETIREMENT	58,253	62,790	62,043	98.81%	100.00%	62,040	98.81%	(750)
101-441-719.000	BENEFIT/DENTAL	2,873	2,720	2,641	97.10%	100.00%	2,640	97.06%	(80)
101-441-724.000	BENEFITS	18,154	18,210	20,908	114.82%	100.00%	20,910	114.83%	2,700
101-441-727.000	SUPPLIES/OFFICE	1,704	1,500	1,553	103.53%	100.00%	1,550	103.33%	50
101-441-744.000	UNIFORM/PURCHASE	5,784	4,600	6,452	140.26%	100.00%	6,450	140.22%	1,850
101-441-751.000	SUPPLIES/GAS OIL	9,256	16,330	8,789	53.82%	100.00%	11,000	67.36%	(5,330)
101-441-756.000	SUPPLIES/OPERATING	14,430	13,500	15,058	111.54%	100.00%	15,060	111.56%	1,560
101-441-776.000	SUPPLIES/BLDG.GROUNDS	3,698	3,000	607	20.23%	100.00%	610	20.33%	(2,390)
101-441-853.000	COMMUNICATIONS/TELEPHONE	749	1,900	445	23.42%	100.00%	440	23.16%	(1,460)
101-441-860.000	CONFERENCES & WORKSHOPS	2,091	2,300	970	42.17%	100.00%	970	42.17%	(1,330)
101-441-860.001	MEMBERSHIPS & DUES	425	450	460	102.22%	100.00%	460	102.22%	10
101-441-920.000	UTILITIES	3,210	5,000	3,387	67.74%	100.00%	3,390	67.80%	(1,610)
101-441-926.000	UTILITIES/STREET LIGHTING	71,328	77,000	71,798	93.24%	100.00%	71,800	93.25%	(5,200)
101-441-931.000	MAINTENANCE/BUILDING	7,746	15,000	16,491	109.94%	100.00%	16,490	109.93%	1,490
101-441-934.000	MAINTENANCE/OFFICE EQUIP	5,393	5,200	3,822	73.50%	100.00%	3,820	73.46%	(1,380)
101-441-940.000	RENTAL/EQUIPMENT	425	1,000	500	0.00%	100.00%	500	0.00%	(1,000)
101-441-942.000	VEHICLE REIMBURSEMENT	3,000	3,000	420	16.67%	100.00%	420	16.67%	(2,500)
101-441-956.000	MISCELLANEOUS	898	950	419,285	44.21%	100.00%	421,490	44.21%	(530)
	PUBLIC WORKS	424,513	440,320	419,285	95.22%	100.00%	421,490	95.72%	(18,830)
101-790-702.000	SALARIES	112,697	123,570	114,488	92.65%	100.00%	114,490	92.65%	(9,080)
101-790-706.000	WAGES/HOURLY	113,874	156,090	40,113	25.70%	100.00%	40,110	25.70%	(115,980)
101-790-715.000	BENEFIT/SOCIAL SECURITY	17,679	21,390	11,703	54.71%	100.00%	11,700	54.70%	(9,690)
101-790-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	25,380	27,550	21,405	77.70%	100.00%	21,400	77.68%	(6,150)
101-790-718.000	BENEFIT/RETIREMENT	71,795	56,980	55,566	97.52%	100.00%	55,570	97.53%	(1,410)
101-790-719.000	BENEFIT/DENTAL	2,063	2,060	2,063	100.15%	100.00%	2,060	100.00%	-
101-790-724.000	BENEFITS	10,848	11,420	11,506	100.75%	100.00%	11,510	100.79%	90
101-790-727.000	SUPPLIES/OFFICE	2,634	3,500	3,468	99.09%	100.00%	3,470	99.14%	(30)
101-790-756.000	SUPPLIES/OPERATING	7,472	7,500	3,608	48.11%	100.00%	3,610	48.13%	(3,890)
101-790-802.000	PROFESSIONAL SERV	45,186	50,000	46,834	93.67%	100.00%	46,830	93.66%	(3,170)
101-790-802.015	PROFESSIONAL SVCS- PROGRAMMING	15,852	20,000	7,160	0.00%	100.00%	7,160	0.00%	(12,840)
101-790-853.000	COMMUNICATIONS/TELEPHONE	1,906	2,900	1,342	46.28%	100.00%	1,340	46.21%	(1,560)
101-790-860.000	CONFERENCES & WORKSHOPS	172	850	10	1.18%	100.00%	10	1.18%	(840)
101-790-860.001	MEMBERSHIPS & DUES	295	230		0.00%	100.00%		0.00%	(230)
101-790-880.000	PROMOTION/COMMUNITY	413	1,500		0.00%	100.00%		0.00%	(1,500)
101-790-920.000	UTILITIES	17,413	18,600	16,402	88.18%	100.00%	16,400	88.17%	(2,200)
101-790-931.000	MAINTENANCE/BUILDING	36,418	35,000	27,201	77.72%	100.00%	27,200	77.71%	(7,800)
101-790-934.000	MAINTENANCE/OFFICE EQUIP	8,756	7,100	6,429	90.55%	100.00%	6,430	90.56%	(670)
101-790-956.000	MISCELLANEOUS	512	2,500	837	33.48%	100.00%	840	33.60%	(1,660)

101-790-978.000	BOOK PURCHASE	22,385	28,000	13,079	46.71%	100.00%	13,080	46.71%	(14,920)
101-790-978.002	PERIODICALS	12,098	15,000	11,550	77.00%	100.00%	11,550	77.00%	(3,450)
101-790-978.003	RECORDS, TAPES, DISKS	25,163	21,000	31,925	152.02%	100.00%	31,920	152.00%	10,920
	LIBRARY	581,011	612,740	426,589	69.64%	100.00%	426,680	69.63%	(186,060)
101-954-911.000	GENERAL LIABILITY COVERAG	177,425	188,580	199,894	106.00%	100.00%	187,390	99.37%	(1,190)
101-954-914.000	EXCESS OF DEDUCTABLE	7,545	1,000		0.00%	100.00%		0.00%	(1,000)
	LIABILITY INSURANCE	184,970	189,580	199,894	105.44%	100.00%	187,390	98.84%	(2,190)
101-958-965.001	TRANSFER/LOCAL STREET	75,000	50,000	50,000	100.00%	100.00%	50,000	100.00%	-
101-958-965.208	TRANSFER/RECREATION FUND	975,000	1,115,330	1,115,330	100.00%	100.00%	1,115,330	100.00%	-
101-958-965.257	TRANSFER - BUD STABILIZAT	50,000	50,000	50,000	100.00%	100.00%	50,000	100.00%	-
101-958-965.309	TRANSFER TO 2020 ROAD DEBT SERVICE		331,000	331,000	100.00%	100.00%	331,000	100.00%	-
101-958-965.494	TRANSFER TO ROAD IMPROVEMENT FUND		400,000	400,000	100.00%	100.00%	400,000	100.00%	-
101-958-965.661	TRANSFER - EQUIPMENT FUND	275,000	174,160	174,160	100.00%	100.00%	174,160	100.00%	-
101-958-965.734	TRANSFER/POST RETIREMENT	406,960	367,960	367,960	100.00%	100.00%	367,960	100.00%	-
101-958-965.735	TRANSFER HEALTH INS. POOL		250,000	250,000	100.00%	100.00%	250,000	100.00%	-
101-958-965.970	TRANSFER/CAPITAL PLANNING	380,000	348,000	348,000	100.00%	100.00%	348,000	100.00%	-
	TRANSFERS	2,161,960	3,086,450	3,086,450	100.00%	100.00%	3,086,450	100.00%	-
		7,973,496	8,401,390	8,075,302	96.12%	100.00%	8,064,980	96.00%	(336,410)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

RECREATION FUND

ACCOUNT	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET COLLECTED 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/(UNDER) BUDGET
208-000-403.000	TAX COLL/CURRENT	71,031	73,570	73,276	99.60%	100.00%	73,280	99.61%	(290)
208-000-407.000	TAX COLL/DELINQUENT	791		481	0.00%	100.00%	480	100.00%	480
208-000-567.000	GRANTS STATE/OTHER	2,676	5,000	3,713	74.26%	100.00%	3,710	100.00%	(1,290)
208-000-573.000	SSR/ LCSA PPT REIMBURSEMENT	67		62	0.00%	100.00%	60	100.00%	60
208-000-651.000	RECREATION/FEES/RENTALS	3,192	5,000	2,513	50.26%	100.00%	2,510	50.20%	(2,490)
208-000-652.000	RECREATION/SALES	1,109		1,400	100.00%	100.00%	1,400	0.00%	1,400
208-000-653.000	RECREATION/POOL	233,105	80,000	91,687	114.61%	100.00%	91,690	114.61%	11,690
208-000-654.001	RECREATION/LEAGUE FEES	32,850	15,000	17,467	116.45%	100.00%	17,470	116.47%	2,470
208-000-654.002	RECREATION/CLASSES/TRIPS	86,380	40,000	22,167	55.42%	100.00%	22,170	55.43%	(17,830)
208-000-654.003	RECREATION/SR PROGRAMS	3,747	2,500	671	26.84%	100.00%	670	26.80%	(1,830)
208-000-654.004	RECREATION/LATCH KEY	192,596	28,000	25,430	0.00%	100.00%	25,430	0.00%	(2,570)
208-000-654.005	RECREATION/CAMP FEES	227,635	112,200	62,291	55.52%	100.00%	62,290	55.52%	(49,910)
208-000-654.006	RECREATION/SPEC PROGRAMS	9,648	2,500	2,943	117.72%	100.00%	2,940	100.00%	440
208-000-654.007	RECREATION/DREAM CRUISE	5,956			0.00%	100.00%		0.00%	-
208-000-654.008	RECREATION/JULY 4TH	6,646	5,000	296	5.92%	100.00%	300	6.00%	(4,700)
208-000-654.009	RECREATION/ PRE K	84,726	71,000	70,299	99.01%	100.00%	70,300	100.00%	(700)
208-000-664.000	INVESTMENT INCOME	14,794	6,000	3,310	55.17%	100.00%	3,310	55.17%	(2,690)
208-000-669.000	BUS RENTAL FEES	22,985	12,000	340	2.83%	100.00%	4,000	33.33%	(8,000)
208-000-669.001	BUS CHARGES INTERNAL	9,024			0.00%	100.00%		0.00%	-
208-000-676.101	TRANSFER/GENERAL FUND	975,000	1,115,330	1,115,330	100.00%	100.00%	1,115,330	100.00%	-
208-000-695.000	UNCLASSIFIED	2,864	4,500	1,353	30.07%	100.00%	1,350	30.00%	(3,150)
208-000-699.395	FUND BALANCE APPROPRIATION				0.00%	100.00%		0.00%	-
		1,986,822	1,577,600	1,495,029	94.77%	100.00%	1,498,690	95.00%	(79,910)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS

Calculations as of 6/30/2021

RECREATION FUND

DEPARTMENT	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET EXPENDED 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
BUS	42,791	35,030	19,748	56.37%	100.00%	19,750	56.38%	(15,280)
RECREATION	685,659	670,470	617,097	92.04%	100.00%	617,090	92.04%	(53,380)
PROGRAMS	783,263	475,640	440,620	92.64%	100.00%	440,970	92.71%	(34,670)
PARKS	138,097	160,890	158,195	98.32%	100.00%	158,190	98.32%	(2,700)
POOL	241,168	201,570	189,804	94.16%	100.00%	189,800	94.16%	(11,770)
	1,890,978	1,543,600	1,425,464	92.35%	100.00%	1,425,800	92.37%	(117,800)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

RECREATION FUND

ACCOUNT	DESCRIPTION	ACTIVITY	AMENDED BUDGET	ACTIVITY THRU 6/30/21	PERCENT OF BUDGET EXPENDED 6/30/21	PERCENT OF YEAR COMPLETE	PROJECTED ACTIVITY	PROJECTED PERCENT OF BUDGET	OVER/ (UNDER) BUDGET
Dept 290 - BUS									
208-290-706.000	WAGES/HOURLY		11,520		0.00%	100.00%		0.00%	(11,520)
208-290-715.000	BENEFIT/SOCIAL SECURITY	1,490	2,030		0.00%	100.00%		0.00%	(2,030)
208-290-724.000	BENEFITS	1,045	1,080	748	69.26%	100.00%	750	69.44%	(330)
208-290-751.000	SUPPLIES/GAS,OIL	2,723	1,500	82	5.47%	100.00%	80	5.33%	(1,420)
208-290-802.000	PROFESSIONAL SERV	18,657			0.00%	100.00%		0.00%	-
208-290-853.000	COMMUNICATIONS/TELEPHONE	876	800	848	106.00%	100.00%	850	106.25%	50
208-290-940.000	RENTAL/EQUIPMENT	18,000	18,000	18,000	100.00%	100.00%	18,000	100.00%	-
208-290-956.000	MISCELLANEOUS		100	70	70.00%	100.00%	70	70.00%	(30)
Totals for dept 290 - BUS		42,791	35,030	19,748	56.37%	100.00%	19,750	56.38%	(15,280)
Dept 751 - RECREATION									
208-751-702.000	SALARIES	119,947	119,900	102,246	85.28%	100.00%	102,250	85.28%	(17,650)
208-751-706.000	WAGES/HOURLY	186,979	171,710	155,674	90.66%	100.00%	155,670	90.66%	(16,040)
208-751-715.000	BENEFIT/SOCIAL SECURITY	24,278	20,750	19,915	95.98%	100.00%	19,910	95.95%	(840)
208-751-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	82,521	81,860	76,647	93.63%	100.00%	76,650	93.64%	(5,210)
208-751-718.000	BENEFIT/RETIREMENT	108,501	112,740	111,866	99.22%	100.00%	111,870	99.23%	(870)
208-751-719.000	BENEFIT/DENTAL	5,584	5,690	4,833	84.94%	100.00%	4,830	84.89%	(860)
208-751-724.000	BENEFITS	34,399	37,840	35,250	93.16%	100.00%	35,250	93.16%	(2,590)
208-751-727.000	SUPPLIES/OFFICE	1,708	1,500	1,262	84.13%	100.00%	1,260	84.00%	(240)
208-751-744.000	UNIFORM/PURCHASE	2,723	2,750	2,450	89.09%	100.00%	2,450	89.09%	(300)
208-751-751.000	SUPPLIES/GAS,OIL	1,168	750	2,226	296.80%	100.00%	2,230	100.00%	1,480
208-751-756.000	SUPPLIES/OPERATING	12,744	6,000	10,941	182.35%	100.00%	10,940	182.33%	4,940
208-751-853.000	COMMUNICATIONS/TELEPHONE	7,913	6,580	5,863	89.10%	100.00%	5,860	89.06%	(720)
208-751-860.000	CONFERENCES & WORKSHOPS	1,157	2,050	1,073	52.34%	100.00%	1,070	52.20%	(980)
208-751-860.001	MEMBERSHIPS & DUES	720	750	745	99.33%	100.00%	740	98.67%	(10)
208-751-920.000	UTILITIES	47,984	48,000	41,560	86.58%	100.00%	41,560	86.58%	(6,440)
208-751-931.000	MAINTENANCE/BUILDING	23,173	27,000	24,340	90.15%	100.00%	24,340	90.15%	(2,660)
208-751-934.000	MAINTENANCE/OFFICE EQUIP	22,602	22,600	19,920	88.14%	100.00%	19,920	88.14%	(2,680)
208-751-956.000	MISCELLANEOUS	1,558	2,000	286	14.30%	100.00%	290	14.50%	(1,710)
Totals for dept 751 - RECREATION		685,659	670,470	617,097	92.04%	100.00%	617,090	92.04%	(53,380)
Dept 753 - PROGRAMS									
208-753-702.000	SALARIES	117,618	123,000	103,932	84.50%	100.00%	103,930	84.50%	(19,070)
208-753-714.001	WAGES/PROGRAM ATHLETIC LG	941	800	128	16.00%	100.00%	130	16.25%	(670)
208-753-714.003	WAGES/PROGRAM SENIOR CITI	41,630	46,090	42,215	91.59%	100.00%	42,210	91.58%	(3,880)
208-753-714.004	WAGES/PROGRAM LATCH KEY	164,912	43,960	64,425	146.55%	100.00%	64,420	146.54%	20,460
208-753-714.005	WAGES/PROGRAM CAMPS	72,906	38,380	30,619	79.78%	100.00%	30,620	79.78%	(7,760)
208-753-715.000	BENEFIT/SOCIAL SECURITY	32,130	14,670	17,586	119.88%	100.00%	17,590	119.90%	2,920
208-753-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	58,923	49,830	47,852	96.03%	100.00%	47,850	96.03%	(1,980)
208-753-718.000	BENEFIT/RETIREMENT	81,215	65,350	64,796	99.15%	100.00%	64,800	99.16%	(550)
208-753-719.000	BENEFIT/DENTAL	3,723	3,230	2,851	88.27%	100.00%	2,850	88.24%	(380)
208-753-724.000	BENEFITS	20,228	17,440	17,536	100.55%	100.00%	17,540	100.57%	100

208-753-787.001	SUPPLIES/ATHLETIC LEAGUE	2,554	1,500	1,327	88.47%	100.00%	1,330	88.67%	(170)
208-753-787.002	SUPPLIES/CLASS TRIPS	3,276	1,500	1,904	126.93%	100.00%	1,900	126.67%	400
208-753-787.003	SUPPLIES/SENIOR PROGRAM	1,232	1,000	630	63.00%	100.00%	630	63.00%	(370)
208-753-787.004	SUPPLIES/LATCH KEY	14,145	2,000	1,261	63.05%	100.00%	1,260	63.00%	(740)
208-753-787.005	SUPPLIES/CAMPS	3,696	7,000	1,243	17.76%	100.00%	1,240	17.71%	(5,760)
208-753-787.006	SUPPLIES/SPECIAL PROGRAM	2,771	1,500	3,598	239.87%	100.00%	3,600	240.00%	2,100
208-753-787.007	SUPPLIES/ PRE K	4,478	3,000	2,991	99.70%	100.00%	2,990	100.00%	(10)
208-753-803.001	CONTRACTS ATHLETIC LEAGUE	13,296	12,500	12,006	96.05%	100.00%	12,010	96.08%	(490)
208-753-803.002	CONTRACTS CLASS TRIPS	61,631	12,390	8,002	64.58%	100.00%	8,000	64.57%	(4,390)
208-753-803.003	CONTRACTS SENIOR TRIPS	2,080	2,000	200	10.00%	100.00%	200	10.00%	(1,800)
208-753-803.004	CONTRACTS LATCH KEY	5,216		67	0.00%	100.00%	70	0.00%	70
208-753-803.005	CONTRACTS CAMPS	29,062	16,500	935	5.67%	100.00%	930	5.64%	(15,570)
208-753-803.006	CONTRACTS SPECIAL PROGRAM	8,570	5,000	5,145	102.90%	100.00%	5,500	110.00%	500
208-753-803.008	CONTRACTS JULY 4th	26,918	5,500	1,428	25.96%	100.00%	1,430	26.00%	(4,070)
208-753-956.000	MISCELLANEOUS	10,112	1,500	7,943	529.53%	100.00%	7,940	529.33%	6,440
Totals for dept 753 - PROGRAMS		783,263	475,640	440,620	92.64%	100.00%	440,970	92.71%	(34,670)
Dept 754 - PARKS									
208-754-702.000	SALARIES	8,051	8,520	8,115	95.25%	100.00%	8,110	95.19%	(410)
208-754-706.000	WAGES/HOURLY	48,649	55,490	50,418	90.86%	100.00%	50,420	90.86%	(5,070)
208-754-715.000	BENEFIT/SOCIAL SECURITY	4,504	6,430	4,501	70.00%	100.00%	4,500	69.98%	(1,930)
208-754-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	15,890	16,400	16,329	99.57%	100.00%	16,330	99.57%	(70)
208-754-718.000	BENEFIT/RETIREMENT	33,858	42,290	42,290	98.58%	100.00%	42,290	98.58%	(610)
208-754-719.000	BENEFIT/DENTAL	956	460	830	180.43%	100.00%	830	180.43%	370
208-754-724.000	BENEFITS	6,262	7,390	6,642	89.88%	100.00%	6,640	89.85%	(750)
208-754-744.000	UNIFORM/PURCHASE	146	250		0.00%	100.00%		0.00%	(250)
208-754-776.000	SUPPLIES/BLDG.GROUNDS	12,015	13,500	17,312	128.24%	100.00%	17,310	128.22%	3,810
208-754-802.000	PROFESSIONAL SERV	7,766	9,300	11,758	126.43%	100.00%	11,760	126.45%	2,460
208-754-956.000	MISCELLANEOUS		250		0.00%	100.00%		0.00%	
Totals for dept 754 - PARKS		138,097	160,890	158,195	98.32%	100.00%	158,190	98.32%	(2,700)
Dept 756 - POOL									
208-756-702.000	SALARIES	24,659	27,250	19,884	72.97%	100.00%	19,880	72.95%	(7,370)
208-756-709.000	WAGES/PART TIME/SEASONAL	108,009	60,420	48,975	81.06%	100.00%	48,970	81.05%	(11,450)
208-756-715.000	BENEFIT/SOCIAL SECURITY	11,467	7,120	4,024	56.52%	100.00%	4,020	56.46%	(3,100)
208-756-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	10,917	11,400	9,960	87.37%	100.00%	9,960	87.37%	(1,440)
208-756-718.000	BENEFIT/RETIREMENT	4,776	2,880	2,946	102.29%	100.00%	2,950	102.43%	70
208-756-719.000	BENEFIT/DENTAL	721	810	687	84.81%	100.00%	690	85.19%	(120)
208-756-724.000	BENEFITS	5,217	5,740	4,590	79.97%	100.00%	4,590	79.97%	(1,150)
208-756-727.000	SUPPLIES/OFFICE		1,250	792	63.36%	100.00%	790	63.20%	(460)
208-756-744.000	UNIFORM/PURCHASE	511	700	2,140	305.71%	100.00%	2,140	305.71%	1,440
208-756-756.000	SUPPLIES/OPERATING	11,033	10,500	10,760	102.48%	100.00%	10,760	102.48%	260
208-756-756.001	CAFE SUPPLIES	6,168	4,500		0.00%	100.00%		100.00%	(4,500)
208-756-802.000	PROFESSIONAL SERV	466	2,500	4,140	165.60%	100.00%	4,140	165.60%	1,640
208-756-920.000	UTILITIES	51,534	52,000	60,498	116.34%	100.00%	60,500	116.35%	8,500
208-756-931.000	MAINTENANCE/BUILDING	5,690	14,000	20,408	145.77%	100.00%	20,410	145.79%	6,410
208-756-956.000	MISCELLANEOUS	0	500		0.00%	100.00%		0.00%	
Totals for dept 756 - POOL		241,168	201,570	189,804	94.16%	100.00%	189,800	94.16%	(11,770)
APPROPRIATIONS - FUND 208									
		1,890,978	1,543,600	1,425,464	92.35%	100.00%	1,425,800	92.37%	(117,800)

BUDGET REPORT FOR CITY OF HUNTINGTON WOODS
Calculations as of 6/30/2021

SANITATION FUND

GL NUMBER	DESCRIPTION	2019-20 ACTIVITY	2020-21 AMENDED BUDGET	2020-21 ACTIVITY THRU 6/30/21	2020-21 PERCENT OF BUDGET 6/30/21	PERCENT OF YEAR COMPLETE	2020-21 PROJECTED ACTIVITY	2020-21 PROJECTED PERCENT OF BUDGET	PROJECTED OVER/ (UNDER) BUDGET
Dept 000									
515-000-403.000	TAX COLL/CURRENT	585,339	599,760	601,341	100%	100.00%	601,340	100.26%	1,580
515-000-573.000	SSR/ LCSA PPT REIMBURSEMENT	646	450	603	0%	100.00%	600	100.00%	150
515-000-664.000	INVESTMENT INCOME	9,666	4,000	1,910	48%	100.00%	1,910	47.75%	(2,090)
515-000-695.000	UNCLASSIFIED	6,347	14,000	10,717	77%	100.00%	10,720	76.57%	(3,280)
515-000-699.395	FUND BALANCE APPROPRIATION				0%	100.00%		0.00%	
NET OF REVENUES/APPROPRIATIONS - 000 -		601,998	618,210	614,571	99%	100.00%	614,570	99.41%	(3,640)
Dept 500 - SANITATION									
515-500-702.000	SALARIES	10,695	16,140	13,826	85.66%	100.00%	13,830	85.69%	(2,310)
515-500-706.000	WAGES/HOURLY	34,498	42,950	42,702	99.42%	100.00%	42,700	99.42%	(250)
515-500-715.000	BENEFIT/SOCIAL SECURITY	3,489	4,520	4,398	97.30%	100.00%	4,400	97.85%	(120)
515-500-716.000	BENEFIT/HOSPITALIZATION/OPTICAL	11,868	14,650	15,561	106.22%	100.00%	15,560	106.21%	910
515-500-718.000	BENEFIT/RETIREMENT	14,125	15,930	15,906	99.85%	100.00%	15,910	99.87%	(20)
515-500-719.000	BENEFIT/DENTAL	774	1,150	1,059	92.09%	100.00%	1,060	92.17%	(90)
515-500-724.000	BENEFITS	4,753	6,600	6,296	95.39%	100.00%	6,300	95.45%	(300)
515-500-751.000	SUPPLIES/GAS OIL	3,571	4,400	2,447	55.61%	100.00%	3,500	79.55%	(900)
515-500-756.000	SUPPLIES/OPERATING	6,578	11,500	11,482	99.84%	100.00%	11,480	99.83%	(20)
515-500-802.000	PROFESSIONAL SERV	417,245	437,400	435,531	99.57%	100.00%	435,530	99.57%	(1,870)
515-500-853.000	COMMUNICATIONS/TELEPHONE	687	910	531	58.35%	100.00%	530	58.24%	(380)
515-500-860.000	CONFERENCES & WORKSHOPS		300		0.00%	100.00%		0.00%	(300)
515-500-860.001	MEMBERSHIPS & DUES	200	200	200	100.00%	100.00%	200	100.00%	-
515-500-880.000	PROMOTION/COMMUNITY	968	2,400	4,280	178.33%	100.00%	4,280	178.33%	1,880
515-500-920.000	UTILITIES	1,395	1,850	1,469	79.41%	100.00%	1,470	79.46%	(380)
515-500-931.000	MAINTENANCE/BUILDING	1,426	4,500	3,851	85.58%	100.00%	3,850	85.56%	(650)
515-500-934.000	MAINTENANCE/OFFICE EQUIP	1,670	2,110	1,482	70.24%	100.00%	1,480	70.14%	(630)
515-500-940.000	RENTAL/EQUIPMENT	50,000	50,000	57,663	115.33%	100.00%	57,660	115.32%	7,660
515-500-956.000	MISCELLANEOUS	100	700		0.00%	100.00%		0.00%	(700)
NET OF REVENUES/APPROPRIATIONS - 500 - SANITATION		564,042	618,210	618,684	100.08%	100.00%	619,740	100.25%	1,530

PROCLAMATION #1

**A Proclamation
of the City of Huntington Woods
Declaring September 11th -17th, 2021 as Patriot Week
and September 11th, 2021 as Patriot Day**

Whereas throughout our country's history, the people of our great state and nation have worked together to ensure the preservation of the American ideals of freedom and liberty we enjoy today; and

Whereas American patriotism has endured through times of turmoil and times of peace, carrying our nation through the darkest days of history and strengthening our commitment to the ideals upon which our country was founded; and

Whereas in great reverence to the victims of the attacks on September 11, 2001, and recognition of the signing of the Constitution on September 17, 1787, Patriot week is a time to celebrate the principles set forth by our Founding Fathers as well as the countless Patriots, vital documents, speeches, and flags that helped make America the great nation it is today.

Now therefore, the City Commission does hereby proclaim September 11th – 17th, 2021 as Patriot Week and September 11, 2021 as Patriot Day.

[Mayor's Signature]



Agenda #1

Finance Department Memo

To: Mayor and City Commission

From: Tim Rowland, Finance Director

Date: August 9, 2021

Subject: Property Tax Poverty Exemption Policy

At the June 1, 2021 meeting the City Commission passed a new Hardship Property Tax Exemption Policy due to changes made at the State level. The intent of these changes was to make poverty exemptions consistent throughout the State. The City passed a policy that met all the requirements needed to be in compliance with the new laws.

When the Board of Review met in July, we had our first two poverty exemption applications under the new policy. The two applicants were both senior citizens who live alone and have received a poverty exemption for many years. When implementing the new guidelines neither of the applicants were eligible under the new requirements.

The Board decided to table the two applicants until the December Board of Review and research what could be done. The Finance Department worked with Oakland County and found that we can allow up to two times the poverty limit for income, but it would require a resolution of the City Commission. Adjusting the policy to two times the poverty limit will allow both applicants to continue to receive the poverty exemption. Staff recommends passing the revised resolution increasing the income limit to two (2) times the poverty limit.

**2021 FEDERAL POVERTY GUIDELINES
US DEPARTMENT OF HEALTH & HUMAN SERVICES
STC BULLETIN 17 OF 2020**

Size of Family Unit	Poverty Guidelines	2x Poverty Guidelines
1	\$ 12,760	\$ 25,520
2	\$ 17,240	\$ 34,480
3	\$ 21,720	\$ 43,440
4	\$ 26,200	\$ 52,400
5	\$ 30,680	\$ 61,360
6	\$ 35,160	\$ 70,320
7	\$ 39,640	\$ 79,280
8	\$ 44,120	\$ 88,240
each additional Person	\$ 4,480	\$ 8,960

STATE OF MICHIGAN
COUNTY OF OAKLAND
CITY OF HUNTINGTON WOODS
RESOLUTION NO. _____

**A RESOLUTION OF THE HUNTINGTON WOODS CITY COUNCIL ADOPTING A
POLICY RELATIVE TO THE REVIEW AND GRANTING OF POVERTY
EXEMPTIONS BY THE CITY OF HUNTINGTON WOODS BOARD OF REVIEW.**

At the meeting of the City Commission of the City of Huntington Woods, Oakland County, Michigan, held on the ____ day of _____, 2021, at the City Hall, 26815 Scotia, Huntington Woods, Michigan 48070.

The following resolution was offered by Commissioner _____ and seconded by Commissioner _____:

WHEREAS, pursuant to Public Act 206 of 1893, as amended, specifically MCL 211.7u, the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges is eligible for exemption from taxation; and,

WHEREAS, P.A. 390 of 1994, which amended Section 7u of Act No. 206 of the Public Acts of 1893, as amended by Act No. 313 of the Public Acts of 1993, being sections 211.7u of the Michigan Compiled Laws, requires that the governing body of the local assessing unit determine and make available to the public the policy and guidelines used by the Board of Review in granting reductions in property assessments due to limited income and assets, referred to as "poverty exemptions."

WHEREAS, Public Act 253 of 2020, amends MCL 211.7u, regarding the requirements for exemption from property taxes to be granted by the board of review for qualified persons claiming the exemption; and,

THEREFORE, BE IT RESOLVED that to be eligible for a poverty exemption in the City of Huntington Woods,

An applicant must own and occupy as a principal residence the property for which the exemption is requested, have an ownership interest in the property for which the exemption is requested and must have physically occupied that property as the applicant's principal residence prior to the date of the application. An applicant who is receiving medical care outside the primary residence for an extended period of time can be granted an exemption as long as there is the intent and possibility that the applicant will return to the subject residence.

The subject property must be classified as an "improved single family residential" or "residential condominium" property with a valid Homeowner's Principal Residence Exemption (PRE) currently in effect.

The applicant or applicants must complete and timely file an application requesting a poverty exemption on a form prescribed by the State Tax Commission. The application with all supporting and required documentation must be filed after January 1 but not later than the day prior to the last day of the Board of Review.

The applicant must include with the application a copy of all of the previous year's income tax returns that the applicant was required to file (Federal Income Tax Return, Michigan Income Tax Return and the Michigan Property Tax Credit Form, etc.) Copies of the previous year's income tax returns must be supplied for all persons living in the subject residence. All new applicants and other applicants, when requested by the Board, must provide copies of all income tax filings for the three previous years.

The applicant must supply a copy of a current driver's license or other form of identification.

BE IT FURTHER RESOLVED that the applicant's total household income cannot exceed two (2) times the most current Federal Poverty Guidelines from the prior tax year poverty income figure, as reported by household size, in the "Federal Poverty Guidelines" updated annually in the Federal Register by the U.S. Department of Health and Human Services as established by the State Tax Commission-to be updated annually.

BE IT FURTHER RESOLVED that an ownership interest in any real estate other than the applicant's principal residence automatically disqualifies the applicant from consideration for a hardship exemption under normal circumstances.

BE IT FURTHER RESOLVED that a poverty exemption is granted for one year only and must be applied for and reviewed annually based on the applicant's current situation.

BE IT FURTHER RESOLVED that the total value of the assets of the applicant and each member of the applicant's household, combined, shall not exceed four (4) times the most current Federal Poverty Guidelines from the prior tax year poverty income figure, as reported by household size excluding the property for which the exemption is requested and the principal vehicle for each driver, BUT including all other property. Property shall include, but is not limited to: cash, savings, stocks, mutual funds, certificates of deposit, insurance commodities, coin collections, boats, jewelry, art, motor vehicles, recreational vehicles, second homes, cottages or any other saleable real property or other tangible items.

BE IT FURTHER RESOLVED that the applicant(s) and all those living in the applicant's household who are submitting tax returns and related financial documents

must sign a Waiver of Confidentiality prior to the Board discussing the request for a poverty exemption in which the applicant(s) and others consent to the examination and discussion of the applicant's application and all supporting documentation by the Board of Review members in a public meeting format.

BE IT FURTHER RESOLVED that meeting income level guidelines does not guarantee 100% exemption. At their discretion, the Board may grant a 100%, 50% or 25% reduction in taxable value for the tax year in which the exemption is granted and will endeavor to ensure that taxable value reduction will not result in property taxes which are less than 3 ½% of the applicant's total household income.

BE IT FURTHER RESOLVED that to conform with the provisions of P.A. 390 of 1994, this resolution is hereby given immediate effect and will stay in effect for subsequent years until amended or voided.

ROLL CALL

Ayes:

Nays:

Absent:



Agenda #2

Finance Department

To: Mayor and City Commission

From: Tim Rowland, Finance Director

Date: August 9, 2021

Subject: Copy Machine Replacements

The copy machines at City Hall and Public Safety were budgeted for replacement in the 2021-2022 budget due to the age and frequent breakdowns recently. The machine at City Hall is a heavy-duty machine that is used for agenda packets and other large print jobs. It is a critical piece of equipment, and it is very disruptive when it breaks down.

Applied Imaging currently has the service contract for all repairs and toner on City printers but not copy machines. They have provided excellent service and respond same day when repairs are needed. Applied Imaging holds the Michigan Intergovernmental Trade Network (MITN) Cooperative bid for Ricoh copy machines with the City of Farmington Hills acting as the lead agency on the competitive sealed bid. Staff reached out to Applied Imaging for pricing under the contract and they recommended a Ricoh IMC8000 machine for City Hall that does 80 pages per minute color and black and white at a price of \$14,604. They recommended a smaller IMC3000 page for Public Safety that prints 30 pages per minute at a price of \$5,646. These devices were chosen after a walkthrough with the departments and discussion of the needs required. The total purchase comes in \$2,250 under the budgeted amount of \$22,500.

Suggest Resolution: Moved by Commissioner _____ and supported by Commissioner _____ that the City of Huntington Woods enter into a contract with Applied Imaging of Southfield, MI in the amount of \$20,250 for the purchase of a Ricoh ICM8000 and a Ricoh ICM3000 copy machine utilizing MITN cooperative bid pricing.



New Equipment Proposal City of Huntington Woods

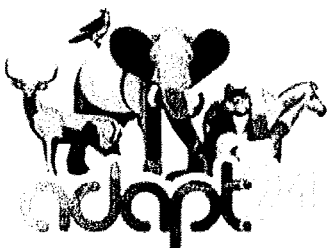
12755 W 11 Mile Rd

Huntington Woods, MI 48070

Prepared For: Tim Rowland

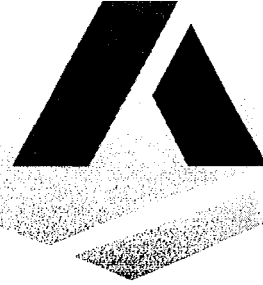
Prepared By: Michael Todd

7/28/2021



APPLIED
IMAGING

Accountability & Support



Local Support

Applied Imaging has local service dispatch and parts inventory. Our 27,000 square foot distribution facility is designed specifically to ensure quick response and resolution of any service or supply issue, there isn't an organization more focused on you! Applied Imaging has won several industry awards that illustrate our great customer support including:

- "Elite Dealer Award" Office Equipment Dealer
- "Top Office Furniture and Equipment Dealer" Business Direct Weekly
- Featured in "ImageSource" for excellent customer support with Tech Specialization.

Preventative Maintenance

Annual Full Service Maintenance Plan includes ALL parts, labor, service (both emergency and regularly scheduled calls), toner, developer, and photoreceptor drums. Excludes only paper and staples.

Proactive vs. Reactive Support

Our goal is to keep as a long-term customer. This is only done with a customer-focused, proactive level of support. Each quarter, you will have a detailed review of your program to ensure its integrity and relevance. This could be making suggestions to adjust the program to better reflect actual use, continued staff training to provide new ideas, or just to confirm things are on a good track.

Resources

The biggest benefit to is Applied Imaging's unmatched level of support. There are several layers of support ready to help as needed – the account manager, service hardware technicians, solutions group (network side), print production specialists, and our leadership team. Specifically our technicians carry car stock inventory to resolve service calls on the first visit. To add to this our technicians have an average tenure of over 12 years. Both have a direct impact on limiting downtime and headaches for your end users. From a network standpoint, we have the expertise that allows us to resolve 65% of network related issues remotely.

Each layer of support has its role and helps us improve our customer experience, and this is why we maintain such a high percentage of our customers!

Service Guarantees



Five-Year Performance Guarantee

Applied Imaging has such confidence in the Digital Document Imaging Systems we represent that we guarantee them for up to FIVE YEARS of service, provided the equipment is continuously covered by one of our standard maintenance agreements or supply kit programs. This Guarantee does not cover damage or abuse. If your system malfunctions during this guarantee period, we will make any necessary repairs in your office at no additional charge. If we are unable to repair the equipment in your office, we will provide you with a temporary replacement system free of charge until repairs are completed. If we cannot repair your system, Applied Imaging will replace it with another of equal or greater capabilities.

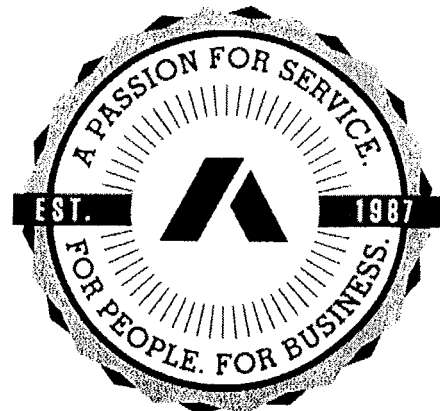
Uptime Performance Guarantee

4-Hour Emergency Response Time – If you need emergency service on any Applied Imaging Digital Document Imaging System, we guarantee a response, within our primary metropolitan areas, in less than four hours. There will never be more than an eight hour wait from the time you call for normal service until the time a technician arrives at your office (during normal business hours, 8:00 a.m. until 5:00 p.m., Monday through Friday, excluding holidays).

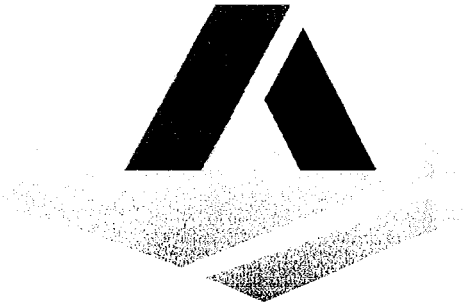
96% Uptime – Applied Imaging guarantees every Digital Document Imaging System, covered by our standard maintenance agreement and using Applied Imaging's authorized supplies, will be up and running 96% of the time.

Quality Supply Guarantee

Applied Imaging guarantees its supplies to be of the highest quality – meeting rigid requirements of the office equipment manufacturers we represent. The wrong supplies may damage your equipment requiring service calls and expensive downtime. Supplies are stocked in our inventory locally for immediate customer availability.



Program Benefits



Customer Loyalty Center

Applied Imaging has opened a new department in order to provide the ideal customer experience: the Applied Imaging Customer Loyalty Center. All calls, including service and supply requests, will go through the Customer Loyalty Center, located in Grand Rapids. This will eliminate most call transfers and allow client requests to be handled promptly and efficiently.

In addition to simplifying the service and supply request process, the Customer Loyalty Center features GPS tracking of all Applied Imaging vehicles. This enables the Center to manage service calls by monitoring where the service technicians are in order to dispatch new service requests.

Hassle Free Meter Readings

Applied Imaging will install and maintain software to automatically obtain meter read information. This will allow end users to forget about tracking and reporting meters. The software will automatically report the metered devices to Applied Imaging. This will directly save time and money associated with device management.

Toner Replenishment

Auto supply replenishment is available to all clients upon request. Traditional supply replenishment is also available. Supply orders can be called or emailed to the customer support team. Applied Imaging will send out/drop off toner to replenish stock and recycle labels will be provided for all possible cartridges.

Current Fleet

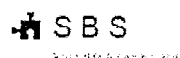
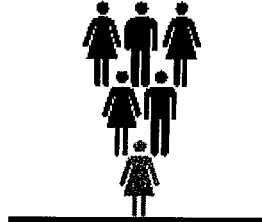
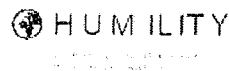
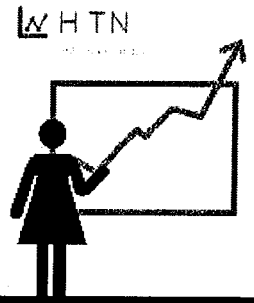
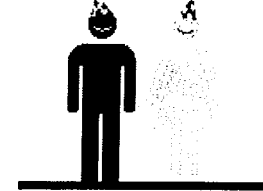
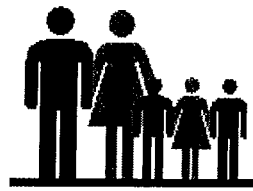
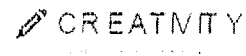
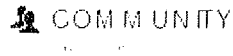
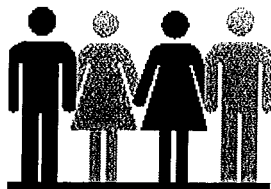
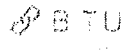
Applied Imaging will take care of pick up and removal of any printer fax, or copier not covered under the contract that requires remove from the facility.

Total Solution Provider

Applied Imaging will take care of all equipment related to this contract. Applied also has experience to help move on to the next stage of process improvement through content management software.



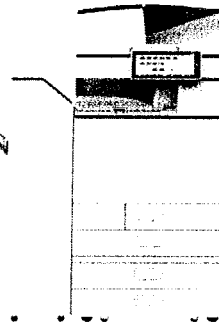
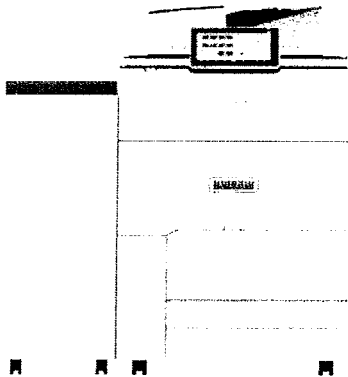
APPLIED CHEMISTRY Elements of Success



Proposed Solution



<u>MAKE</u>	<u>MODEL</u>	<u>QTY</u>	<u>FEATURES</u>	<u>Speed</u>
Ricoh	IM C8000	1	<ul style="list-style-type: none"> • Black and White and Color • Staple Finisher w/ Hole Punch 	80 Pages Per Minute
Ricoh	IM C3000	1	<ul style="list-style-type: none"> • Black and White and Color • Staple Finisher • 4 Drawers 	30 Pages Per Minute



C8000 Monthly Payment (60-month \$1 Out Lease) :
C3000 Monthly Payment (60-month \$1 Out Lease) :

\$353.42 plus copies
\$136.63 plus copies

C8000 Purchase Price:
C3000 Purchase Price

\$14,604.00
\$ 5,646.00

500 Color Copies per Month
9650 Black and White Copies per Month

\$ 34.98
\$ 80.19

- Black and White overages billed @ \$0.00831 per impression.
- Color Cost overage billed @ \$0.06996 per impression.
- Cost per page to include service, preventative maintenance, part labor and toner
- Price includes delivery of new equipment, set up and network installation, training and on-going training.
- Removal and return/disposal of current devices



IMPLEMENTATION PLAN

DATE	STEP
	Discovery
	Propose Solution
	Review and Amend Proposal
	Authorize Agreements
	Pre-Installation Meeting
	Installation
	First Quarterly Business Review



Agenda #3

Finance Department Memo

To: Mayor and City Commission
From: Tim Rowland, Finance Director
Date: August 9, 2021
Subject: OAKSTEM Grant Resolution

OAKSTEM Grant Resolution

WHEREAS, Oakland County has established the OAKSTEM 2021 Oakland County Street Tree Enhancement Match Pilot Program (the "Program") for communities that are wholly or partly within the George W. Kuhn (GWK) Drainage District; and

WHEREAS, the Program seeks to assist GWK Communities by providing limited matching funds for street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities; and

WHEREAS, the City of Huntington Woods wishes to submit a 2021 OAKSTEM Program Application seeking matching reimbursement funds from the Program, in an estimated amount of \$11,161 on a 1/1 matching basis for reimbursement for 2021 Street tree plantings located in the GWK Drainage District; and

NOW, THEREFORE BE IT RESOLVED:

The Huntington Woods City Commission hereby approves:

1. The completion and submission of the 2021 OAKSTEM Application to seek funding through the program;
2. If the Application is approved by Oakland County, the Community's participation in the program; and
3. The appropriation and expenditure of funds necessary or appropriate to fund its obligations under the Program as set forth in the Application and the Cost Participation Agreement, and hereby authorizes Tim Rowland, Finance Director to sign the Application and all Agreements and take any other action necessary or appropriate on the Community's behalf to participate in the Program and certifies that the Community will comply with the Program's requirements, including submittal of a final report and other documentation as required by the County, as a condition to receiving reimbursement in accordance with the program

OAKSTEM 2021 STREET TREE ENHANCEMENT MATCHING GRANT PILOT PROGRAM
COST PARTICIPATION AGREEMENT

County Project Number: 2021-XX

Purchasing / Fiscal: XXXXXX

Project Name (the "Project"): _____

Participating GWK Community (the "Community"): _____

This Cost Participation Agreement ("Agreement") is made and entered into this day of month], 2021, by and between the County of Oakland, Michigan (the "County"), and the above-referenced Community.

WHEREAS, the County has established the OAKSTEM 2021 Street Tree Enhancement Matching Grant Pilot Program (the "Program") to decrease impervious surface area and increase the tree canopy in communities that are within the George W. Kuhn ("GWK") Drainage District (the "GWK District") (individually, a "GWK Community" and, collectively, the "GWK Communities"), as further described in the Terms and Policies of the Program set forth in Attachment A to this Agreement (the "Program Policies"). The County intends for the Program to assist GWK Communities with projects located within the GWK District. Limited matching funds will be distributed as reimbursement for costs expended among qualifying GWK Communities with approved 2021 Program Applications for specific, targeted street tree planting projects on public road rights of way (ROW) that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by the GWK Communities; and

WHEREAS, the GWK Community has submitted to the County a 2021 Application Form seeking funds from the Program relating to the project identified above as more fully described in such Application and summarized in Attachment B of this Agreement (the "Project") and made a part hereof, and the County has reviewed and approved the GWK Community's Application; and

WHEREAS, the County desires to contribute funds to the Project in accordance with the terms of this Agreement and subject to the Program Policies on a 1 / 1 match basis in an amount not to exceed the limits set forth in this Agreement and in no instance exceeding the maximum match amount set forth for the GWK Community set forth on Schedule 1 to Attachment A to this Agreement; and

NOW THEREFORE, in consideration of the mutual covenants and agreements of the parties to this Agreement, the parties agree as follows:

1. GWK Community's Representations and Warranties. The GWK Community acknowledges and agrees to the Program Policies and represents and warrants to the County that (i) the Project, and the implementation thereof, is and will be consistent with the purposes of the Program, the description of the Project set forth in the GWK Community's Application and in Attachment B to this Agreement,

and in compliance with the Program Policies; and (ii) any funds received from the County through the Program or otherwise related to the Project shall solely be used by the GWK Community for the permitted expenses for the Project and for no other purpose.

2. Reporting Requirements. This is a reimbursement program. The GWK Community shall submit a report to the County after the completion of the Project describing in detail with supporting documentation, including, but not limited to, narratives, drawings, maps, warranties, and/or photographs and paid invoices to sufficiently evidence that the Project was completed in accordance with the Program Policies, the GWK Community's Application, and Attachment B to this Agreement. Said report and documentation must be received by the County on or before June 30, 2022
3. Authorization to Publicize. The GWK Community hereby authorizes and permits and grants a non-exclusive, irrevocable license to the County, without further notice and action required by the GWK Community or the County, to use photographs, logos, published/printed information, and any other materials to promote or otherwise publicize the County, the Program, the Project and/or the GWK Community in any manner or form, including, but not limited to, in social media, press releases, advertisements, and/or publications of any nature.
4. No Guaranty of Participation. The GWK Community acknowledges, understands, and agrees (i) the funding provided by the County through the Program is meant to supplement, and not replace, funding for existing street tree planting programs or projects engaged in by the GWK Community; (ii) the Program is expressly established as a pilot program, there is no guarantee that the Program will be continued from year-to-year and the County expects that most projects funded under the Program will be completed by the end of calendar year 2021; and (iii) there is no obligation on behalf of the County to either fund the Project or continue the Program in the future.
5. Assumption of Liabilities and Responsibilities; Release. The GWK Community assumes any and all responsibilities, including, but not limited to, costs and expenses, and liabilities arising out of the administration and implementation of the Project and the ongoing maintenance and warranty compliance of any and all trees planted through the Project, and acknowledges and agrees that the County shares no such responsibilities or liabilities in administering or implementing the Project or maintaining any and all trees planted through the Project, or insuring compliance with any warranties. The GWK Community, on its behalf and on behalf of its employees, agents, representatives, elected and appointed officials, and volunteers, agrees to not sue and to waive, release, and forever discharge the County and its employees, agents, representatives, elected and appointed officials, and volunteers from all liability, damages, injuries, claims, or demands of any nature and for any reason ("Claims") arising from or in any way connected to the Program and/or the Project, including, but not limited to, any matters relating to the selection of tree species, planting location or processes, maintenance, tree growth, or removal, and shall indemnify and hold the County harmless against any third party Claims.
6. Approval of Funding. In reliance on the representations, warranties, and agreements made by the GWK Community in this Agreement and each document referenced herein, the County approves the funding of the Project through the Program in the amount identified as "FY2021 OAKSTEM 2021 Program Award" set forth on Attachment B to this Agreement, which amount shall be paid as a

reimbursement to the GWK Community by the County upon successful completion of the Project and receipt by the County from the GWK Community of a report and the documentation described in Section 2 of this Agreement and the GWK Community's performance of any and all other obligations set forth in this Agreement or any document referenced herein. Said report and documentation must be received by the County on or before June 30, 2022. If a Project is not completed in accordance with the Application and as approved by the County and/or applicable report and documentation is not received by the County on or before June 30, 2022, to its satisfaction, the County's obligation to pay the reimbursement funds under this Agreement is null and void. The report and the documentation described in Section 2 shall be sent to both the:

Manager of Fiscal Services
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

Planning Manager
Economic Development Department
Executive Office Building
2100 Pontiac Lake Road, Building 41 West
Waterford, MI 48328

7. References to the County and/or the Program. All marketing materials created, or references or acknowledgments made, by the GWK Community regarding the receipt or use of funding under the Program for the Project shall reference the County and the Program and the GWK Community, through its authorized representative, shall, upon the County's request, execute a License Agreement for the use of the County's or Program's name and/or any materials, logos, or items related thereto, provided, however, the GWK Community shall cease the use or reference to the County or the Program upon notice by the County.
8. Counterpart and Electronic Signatures. This Agreement may be signed in counterparts which together shall be deemed a fully executed document. Any signature to this Agreement delivered electronically shall be deemed an original signature to this Agreement.

The parties to this Agreement have executed this Agreement as indicated below.

OAKLAND COUNTY

COMMUNITY

Signed: _____

Signed: _____

Title: _____

Title: _____

Date: _____

Date: _____

Attachment A

OAKSTEM 2021 STREET TREE ENHANCEMENT MATCHING GRANT PILOT PROGRAM

Terms and Policies

STATEMENT OF PURPOSE

Recognizing a continuing need to enhance and maintain public street trees on public road rights of way (ROW), Oakland County Government wishes to pilot a discretionary street tree matching program that will allow the County to assist communities that are within the GWK George W. Kuhn ("GWK") Drainage District (the "GWK District")(collectively, the "GWK Communities") with the planting of street trees on public road rights of way ("ROW") that are under their jurisdiction or on public road ROW directly adjacent to land publicly owned by these GWK Communities, and that are within the GWK District.

The County wishes to provide limited matching funds to qualifying GWK Communities to plant street trees that will provide the following direct public benefits: Increase tree canopy; reduce impervious surface area; reduce peak flow storm water run-off; reduce flooding risk; reduce noise; improve air quality; enhance aesthetics; attract, retain and grow business, retain jobs and encourage community investment.

The County wishes to assist GWK Communities to accomplish these public objectives by test-piloting a Street Tree Enhancement Match Program.

PROGRAM SUMMARY

The County established the OAKSTEM 2021 Street Tree Enhancement Matching Grant Pilot Program (the "Program") to increase tree canopy and reduce impervious surface area in the GWK District. The Program seeks to assist the GWK Communities by offering limited matching funds for street tree plantings on public road ROWs that are under their jurisdiction, or on public road ROW directly adjacent to land publicly owned by these GWK Communities, and that are within the GWK District.

Each GWK Community seeking funds through the Program shall submit to the County (i) a fully completed Pilot OAKSTEM 2021 Program Application Form (an "Application"), including a description of the project and supporting documentation for which the funding is sought (the "Project"); and (ii) if the County approves such Application, an executed Cost Participation Agreement as presented by the County. Submission of an Application by a GWK Community does not entitle such GWK Community to participation in the Program. Any funding under the Program is subject to the discretion of the County.

The Program provides for reimbursement on 1 / 1 match basis, to a maximum as outlined in Schedule 1 to these Terms and Policies. Funding shall be utilized to supplement and enhance GWK Community street tree plantings only. Funding is not intended for previously planted street trees, to replace existing budgeted street tree planting programs or to replace funding already committed to street tree plantings.

PROJECT GUIDELINES

Program Funding:

1. Shall be utilized solely for the purposes of street tree plantings on public road ROW that are under their jurisdiction, or on public road ROW directly adjacent to land publicly owned by these GWK Communities, and that are within the GWK District.
2. Shall not be utilized to fund street tree improvements on any state trunk lines or ROW under the jurisdiction of the Michigan Department of Transportation.
3. Shall be limited to costs associated with purchase and warranty of street trees only and shall not be utilized for other purposes, such as administrative expenses, ongoing maintenance, personnel, overhead, utilities, consultants or other similar purposes.
4. Shall not be utilized for any motorized or non-motorized road improvements to a roadway.
5. Shall be utilized for street tree planting projects that will result in: Increased tree canopy; reduced impervious surface area; reduced peak flow storm water run-off; reduced flooding risk; reduced noise; improved air quality; enhanced aesthetics; attraction, retention and growth of business, retention of jobs and encouragement of further community investment.

Warranty:

All trees planted using Program funding shall be covered by a minimum two (2) year warranty, guaranteeing survival of the tree for two years from the date of Project completion. Said warranty shall provide for the complete costs of removal and replacement. Replacement trees shall be covered with a full two-year replacement warranty as well.

Local Elected Governing Body Resolution of Approval:

Each Application shall be accompanied by a certified copy of a resolution of the GWK Community's elected governing body (city council, village council, township board) approving the GWK Community's participation in the Program (including the appropriation of the required funds to fund the Community's obligations under the Program to complete the Project(s)), authorizing application for the Program, designating the person authorized to sign on the GWK Community's behalf, and certifying the GWK Community's commitment to complying with the Program's requirements. A Sample Community Resolution is attached to the Application.

ADMINISTRATION

Funding for Projects through the Program may be appropriated annually by the County, but is not guaranteed. Funding availability shall be determined annually through the budget process.

Program funding may be reduced or eliminated based upon the ability of the County to meet its primary constitutional and statutory duties. The County expressly reserves the right to adjust the County matching funds share at any time based upon County budget needs.

The amount of funds available for match shall be determined by the total amount of funds allocated by the County added to an equal amount representing the match provided by the participating GWK Communities.

The Economic Development Department Planning Manager shall administer the Program, including receiving Applications for Program funding and approval of funding by the County.

DISBURSEMENT

The Planning Manager shall forward an approved Program Award Summary in a form prescribed by the County and a Cost Participation Agreement to each participating GWK Community for local approval.

Minimally, each Application shall include: the GWK Community's responsibility for administering the Project, the Project location, purpose, scope, estimated costs, including supporting details, provisions ensuring compliance with project guidelines, as well as disbursement eligibility requirements. The Cost Participation Agreement shall require the maintenance and delivery of supporting documentation to ensure compliance with the following provisions:

1. Any and all supporting documentation for Project expenditures reimbursed with appropriated funding through the Program shall be maintained a minimum of seven years from the date of final reimbursement for actual expenditures incurred.
2. The Oakland County Fiscal Services Division reserves the right to audit all Project expenditures reimbursed through the Program.

The deadline for submitting the Application shall be established in the Program announcement.

Upon completion by a GWK Community of its Project, the GWK Community shall submit a report and documentation in accordance with the terms and conditions set forth in the Cost Participation Agreement. Said report and documentation must be received by the County on or before June 30, 2022 to receive a reimbursement payment. The Oakland County Department of Management and Budget Fiscal Services Division shall process payments in accordance with its policies and procedures.

In the event an eligible GWK Community chooses not to participate in the Program after having been awarded funding under the Program, any previously undistributed funding allocated to such award may be reallocated to other participating GWK Communities, provided they each meet the requirements under the Program.

At the completion of a Project, the participating GWK Community shall provide a final report to the County as more fully described in the Cost Participation Agreement, including a description of the activities of the recipient and the degree to which the recipient has met the stated public purpose of these Terms and Policies.

Schedule 1 to Attachment A
OAKSTEM 2021 – BASE VALUE DISTRIBUTION FORMULA

Total Budget: \$200,000

Factor Percent of Budget		Factor 1: Participation			Factor 2: Eligible Road Miles			Factor 3: Imperviousness			Must equal 100%		Percentage of Total Budget
		60%			30%			10%			100%		
Budget Allocation per Factor		\$120,000			\$60,000			\$20,000			\$200,000		
		Percent (Y/N)	Allocation	Factor 1 Allocation	Road Miles	Percent Allocation	Factor 2 Allocation	Impervious Score**	Percent Allocation	Factor 3 Allocation	BASE ALLOCATION per CVT		
Community	Type	1	7.1%	\$8,571	54.4	5.3%	\$3,172	0.48	7.1%	\$1,411	\$13,155	6.6%	
1 Berkley	City	1	7.1%	\$8,571	5.9	0.6%	\$344	0.376	5.5%	\$1,106	\$10,021	5.0%	
2 Beverly Hills	Village	1	7.1%	\$8,571	32.8	3.2%	\$1,913	0.546	8.0%	\$1,605	\$12,089	6.0%	
3 Birmingham	City	1	7.1%	\$8,571	39.5	3.8%	\$2,303	0.502	7.4%	\$1,476	\$12,351	6.2%	
4 Clawson	City	1	7.1%	\$8,571	73.8	7.2%	\$4,303	0.539	7.9%	\$1,585	\$14,459	7.2%	
5 Ferndale	City	1	7.1%	\$8,571	58.9	5.7%	\$3,434	0.558	8.2%	\$1,641	\$13,647	6.8%	
6 Hazel Park	City	1	7.1%	\$8,571	25.0	2.4%	\$1,458	0.385	5.7%	\$1,132	\$11,161	5.6%	
7 Huntington Woods	City	1	7.1%	\$8,571	99.3	9.7%	\$5,790	0.561	8.2%	\$1,650	\$16,011	8.0%	
8 Madison Heights	City	1	7.1%	\$8,571	89.3	8.7%	\$5,207	0.507	7.5%	\$1,491	\$15,269	7.6%	
9 Oak Park	City	1	7.1%	\$8,571	10.4	1.0%	\$606	0.485	7.1%	\$1,426	\$10,604	5.3%	
10 Pleasant Ridge	City	1	7.1%	\$8,571	1.0	0.1%	\$58	0.52	7.6%	\$1,529	\$10,159	5.1%	
11 Royal Oak	Township *	1	7.1%	\$8,571	219.9	21.4%	\$12,822	0.475	7.0%	\$1,397	\$22,790	11.4%	
12 Royal Oak	City	1	7.1%	\$8,571	47.9	4.7%	\$2,793	0.429	6.3%	\$1,261	\$12,626	6.3%	
13 Southfield	City	1	7.1%	\$8,571	270.9	26.3%	\$15,796	0.439	6.5%	\$1,291	\$25,658	12.8%	
14 Troy	City												
Subtotals:		14	100.0%	\$120,000	1,029.0	100.0%	\$60,000	6.802	100.0%	\$20,000	\$200,000	100.0%	

* Royal Oak Township does not have jurisdiction over any roads. The Eligible Road Miles calculation is based on the road frontage of publicly owned property adjacent to public road ROW.

** Impervious Score is the percent of impervious surface land area within the community expressed as a decimal.

DRAFT

ATTACHMENT B

OAKSTEM 2021 STREET TREE ENHANCEMENT MATCHING GRANT PILOT PROGRAM

Program Award Summary

County Project Number: 2021-XX

Project Name (the "Project"): _____

Participating GWK Community (the "Community"): _____

Project Description: _____

PROJECT BUDGET

COMMUNITY PROJECT COST BREAKDOWN

Street Tree Purchase (Including Warranty)

COMMUNITY Contribution (Tree and warranty costs only): (MATCH) \$ _____

FY2021 OAKSTEM Program Award: (AWARD) \$ _____

Total Street Tree Purchase (Including Warranty) \$ _____

TREES MUST BE PURCHASED ON OR AFTER THE EXECUTION DATE OF THE COST PARTICIPATION AGREEMENT.

Additional Costs (not Program match eligible)

COMMUNITY Admin., PE/CE, Maintenance, Planting and Inspection costs. \$ _____

All administration, engineering, maintenance, planting costs and inspection costs will be paid by COMMUNITY.

Total Project Costs (All project costs) \$ _____



Agenda #4

Finance Department

To: Mayor and City Commission

From: Tim Rowland, Finance Director

Date: August 9, 2021

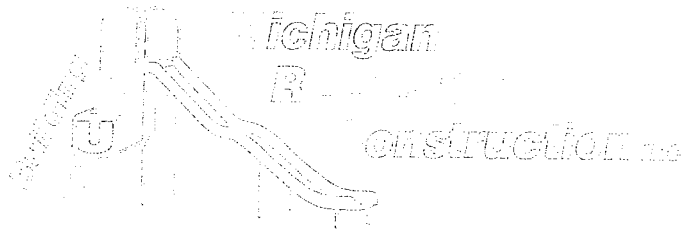
Subject: Reynolds Park Fitness Area & Related Upgrades

The City opened bids for the Reynolds Park Outdoor Fitness Area in April 2021. This project was the Men's Club Auction project for 2021. We have received funding from the Men's Club in the amount of \$60,000 to offset the total price of this project. This agenda item is strictly for the park improvements and installation. The exercise equipment purchase will be a separate agenda item. Michigan Recreational Construction was the lone bidder in the amount of \$73,110. The project includes the following:

- Removal of light pole
- 1,884 square foot concrete pad and installation of 7 fitness stations and sign board provided by separate vendor.
- 2,055 square foot concrete walkway from west entrance to fitness pad
- (3) steel benches
- Natural sand area with logs & boulders
- Top-dress existing play area with engineered wood fiber
- (14) arborvitaes and shade tree
- Topsoil & hydroseed construction area

Michigan Recreational Construction has installed Greenfield Exercise Equipment at numerous parks in the past four years. They also recently completed the Peasley Park improvements for the City of Huntington Woods. Staff is confident in their ability to complete this project without any issues. A detailed construction plan is attached.

Suggest Resolution: Moved by Commissioner _____ and supported by Commissioner _____ that the City of Huntington Woods enter into a contract with Michigan Recreational Construction of Brighton, MI for Reynolds Park Outdoor Fitness area in the amount of \$73,110.



April 14, 2021

Attn: Tracy Stanley
Parks and Recreation Director
City of Huntington Woods
26815 Scotia Road
Huntington Woods, MI 48070

Dear Ms. Stanley:

I am pleased to provide the enclosed bid proposal to the City of Huntington Woods for the Accessible Outdoor Fitness Area and Related Upgrades to Reynolds Park.

Michigan Recreational Construction, Inc. was founded in March of 1998 and specializes in Commercial Park & Playground Construction. We offer a full range of construction services including design / build natural playgrounds, installation of playground & athletic equipment, basketball, tennis and pickleball courts, splash pads, skate parks, shelters, pavilions, and site amenities; as well as construction of comfort stations, dug-outs, kiosks, pump houses and storage sheds. Michigan Recreational Construction, Inc. has installed Greenfield Fitness Equipment at numerous Detroit City Parks in the past 4 years.

The following documents are included in our bid proposal:

- Bid Proposal
- Playground Design Drawings
- Play Features
- Site Amenities
- References
- Insurance Certificate

Thank you for the opportunity to present our proposal. Please contact me if you have any questions or should need additional information.

Sincerely,

Craig Sheffer, President
Michigan Recreational Construction, Inc.

Michigan Recreational Construction, Inc.
PO Box 2127, Brighton, MI 48116 ♦ PH: 517.545.7122 ♦ FX: 517.545.7144

No: 221085A

Date of Estimate: 4/13/2021
Quote Valid Until: 6/13/2021
Payment Terms: Net 30
Estimator: Bradley Sheffer
Email:

Bill To: Huntington Woods
Parks & Recreation
26325 Scotia Rd.
Huntington Woods, MI
48070

Project Name: Reynolds Park - Accessible Outdoor Fitness
Organization: Huntington Woods Parks and Recreation
Address: West 11 Mile Rd., Huntington Woods, MI 48070
Contact: Tracy Shanley - Parks and Recreation Director
Phone: 248.541.3030
Email:

Qty	Item	Item Description	Price Each	Total
Park Renovation per Design #: 221085A, Dated 4/14/21				
1	Demo	Remove and dispose of light pole, 33 SF of concrete at west entrance and 10 LF section of fence at west entrance.	\$1,745.00	\$1,745.00
1	Fitness Area	Provide 1,881 SF x 4" concrete pad over 4" aggregate base and install (7) Greenfield Fitness Stations and (1) sign board, Greenfield product supplied by Owner.	\$24,000.00	\$24,000.00
1	Walkway	Provide 2,055 SF x 4" concrete walkway over 4" aggregate base from the west park entrance to the fitness pad.	\$19,400.00	\$19,400.00
1	Benches	Provide (3) Thomas Steel benches and install on concrete pads.	\$5,140.00	\$5,140.00
1	Sand Play	Provide custom natural sand area with logs & boulders, 175 SF X 18" deep.	\$7,560.00	\$7,560.00
1	Safety Surface	Top-dress the existing 4,625 SF play area with 6" of new EWF.	\$3,730.00	\$3,730.00
1	Landscaping	Provide (14) 5'-6' Techny Arborvitaes and plant them in a 6'x80' mulch bed. Also, includes providing (1) 3"-Caliper Shade Tree.	\$7,600.00	\$7,600.00
1	Restoration	Provide topsoil and hydro-seed all disturbed areas due to construction.	\$3,935.00	\$3,935.00
1	Alternate #1: Fitness Shade	Furnish and install (1) 30'x30'x10' SII Square Hip Shade Structure and (2) 14'x24'x10' SII Cantilever Shades Structures to shade the fitness area. ADD \$45,660.00		
Total:				\$73,110.00

Proposal does not include supply of product, site preparation, drainage, restoration, removing existing structures, safety surface, permits or prevailing wage unless specified in quote.

Accepted by Customer: _____

Date: _____

Michigan Recreational Construction, Inc.
18631 Conant, Detroit MI 48234 OR 1091 Victory Dr, Howell 48834
Detroit Office: 313.551.0565 Howell Office: 517.545.7122



January 22, 2021

CLIENT REFERENCE LIST:

Detroit Recreation General Services Dept.

Contact: Tim Karl

Chief of Landscape Architecture

313.224.3484

Washtenaw County Parks & Recreation

Contact: Jeff Dehring

Landscape Architect & Planner

734.971.6337 x 318

West Bloomfield Parks & Recreation

Contact: Joe Ketchum

Parks Superintendent

248.451.1900

City of Ann Arbor

Contact: Hillary Hanzel

Park Planner / Landscape Architect

734.794.6230 ext. 42548

Huron Clinton Metropolitan Authority

Contact: Tim Phillips

Parks Planner

810.494.6022

Mourer-Foster

Contact: Jim Slear

Bonds & Insurance

517.371.2300

1st National Bank

Contact: George King

Vice-President

517.546.6275

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

9/9/2020

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

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

PRODUCER Mourer Foster, Inc 615 N. Capitol Ave. Lansing, MI 48933	CONTACT NAME: James Slear PHONE (A/C, No, Ext): (517) 371-2300 219 FAX (A/C, No): (517) 371-7121 E-MAIL ADDRESS: jslear@mourer-foster.com INSURER(S) AFFORDING COVERAGE INSURER A: Everest National Insurance Company INSURER B: FREMONT INSURANCE CO INSURER C: RSUI Indemnity Co. INSURER D: St Paul Travelers Insurance Company INSURER E: INSURER F:
INSURED Michigan Recreational 1091 Victory Drive Keweenaw, MI 48643	NAIC # INSURER A: 13994 INSURER B: 22314 INSURER C: 25658 INSURER D: INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER:

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> XCU Coverage GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			CF8GL00171201	9/13/2020	9/13/2021	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 100,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 2,000,000
	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO OWNED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS ONLY <input checked="" type="checkbox"/> NON-OWNED AUTOS ONLY			CAP002400906	9/13/2020	9/13/2021	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
C	<input type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			NHA091363	9/13/2020	9/13/2021	EACH OCCURRENCE \$ 2,000,000 AGGREGATE \$ 2,000,000
B	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) <input type="checkbox"/> Y / <input checked="" type="checkbox"/> N If yes, describe under DESCRIPTION OF OPERATIONS below		N / A	WCP001779506	9/13/2020	9/13/2021	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTHER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
A	Professional Liab			CF8GL00171201	9/13/2020	9/13/2021	1,000,000
D	Inland Marine			QT6600P898988	9/13/2020	9/13/2021	Leased & Rented 100,000

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

CERTIFICATE HOLDER

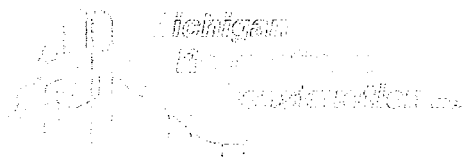
CANCELLATION

FOR YOUR INFORMATION

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE





Michigan Recreational Construction, Inc. Company Profile

Michigan Recreational Construction, Inc. (MRC) was founded on March 13, 1998 and incorporated under the laws of the State of Michigan. We specialize in Commercial Park & Playground Construction which includes installation of playground & athletic equipment, basketball, tennis and pickleball courts, splash pads, skate parks, shelters, pavilions, and site amenities; as well as construction of comfort stations, dug-outs, splash pad pump houses and storage buildings. MRC also provides all related site development such as land clearing, excavation, drainage, concrete, surfacing, athletic fields, trails, walkways and custom design services.

CREDENTIALS

- MRC is recognized by the International Playground Contractors Association as a Qualified Playground Contractor (NPCAI).
- MRC currently has (11) Certified Playground Safety Inspectors (CPSI), also listed on the State of Michigan approved list.
- MRC has (2) AWS Certified Welders on staff.
- MRC is bonded, insured and is a registered contractor in numerous cities throughout Michigan, Indiana and Ohio.
- MRC's Field Operations Manager, Supervisor and Project Supervisors have completed 30 hr. OSHA construction training & 1st Aid training. All of MRC's personnel are trained through the MRCI Build Safe Safety Program.
- MRC is manufacturer certified by Gametime, Kompan, Inc., Landscape Structures, Inc., Little Tikes, Lowe's, Aquatix, Water Play and Water Odyssey to construct/install their products.
- MRC is a skilled constructor for products by Playworld, Miracle, Kaplan, Dynamo, Water Play, Rain Drop, Cedar Forest, Coverworx, Icon, Poligon, USA Shade, Shade Systems, Bison, Inc., Kay Park, Wabash, DuMor and many other manufacturers' products.
- MRC has successfully completed more than 4000 playground projects, more than 75 splash pads, over 200 fabric shade structure installations and over 150 shelters & pavilions in the State of Michigan, Indiana, Ohio as well as many other states throughout the US.
- MRC has successfully met the requirements of the Military and provided our construction services at over 20 military bases for their Child Development Centers throughout the US.

KEY PERSONNEL

Craig A. Sheffer, President, General Manager, CPSI: 313.806.8406	craig@buildingfun.com
Susan L. Sheffer, Vice-President & Accounting: 810.599.9891	susan@buildingfun.com
Kelle Perreault, Operations Administrator: 517.545.7122	kelle@buildingfun.com
Claire Heinonen, Administrative Assistant: 517.545.7122	claire@buildingfun.com
Daniel Perreault, Landscape Architect, LLA: 810.775.9050	dan@buildingfun.com
Bradley Sheffer, Project Estimator, CPSI: 517.545.7122	brad@buildingfun.com
Jon Sheffer, Field Operations Manager, CPSI: 810.599.6112	jon@buildingfun.com
Wayne Wiitanen, Field Operations Supervisor, CPSI: 810.923.2278	wayne@buildingfun.com
Ken Wiitanen, Field Operations Supervisor, CPSI: 810.360.7551	ken@buildingfun.com
Kyle Wallace, Project Supervisor, CPSI: 517.294.4651	kyle@buildingfun.com
Mark Carscadden, Project Supervisor, CPSI: 313.971.7975	mark@buildingfun.com
Steve Heinonen, Project Supervisor, 517.518.2627	steve@buildingfun.com
Kent Heinonen, Project Supervisor, 517.294.3649	kent@buildingfun.com

CONTACT INFORMATION

Email: info@buildingfun.com

Phone: 517.545.7122 Fax: 517.545.7144

Phone: 313.551.0565 Fax: 313.551.0554

Billing Address: P.O. Box 2127, Brighton Michigan 48116

Shop/Office Address: 1091 Victory Drive, Howell MI 48843

Shop/Office Address: 18631 Conant Street, Detroit MI 48234

Michigan Recreational Construction, Inc.
Project References



PROJECT	LOCATION	CONTACT	CONTRACT AMOUNT	TIME FRAME
The Henry Ford Greenfield Village Village Playscape	Dearborn, Michigan 48124	Alec Jerome Senior Facilities Manager 313.982.6148	\$1,370,000.00	2013
City of Ann Arbor Gallup Park	Ann Arbor MI 48105	Hillary Hanzel, LA, Pk. Planner City of Ann Arbor 734.794.6230	\$564,439.00	2016-2017
Lake St. Clair Metropark Renovations	Harrison Twp., Michigan	Tim Phillips, Park Planner Huron Clinton Metroparks 810.494.6022	\$348,874.00	2017
Detroit Parks & Recreation Park Renovation at Neighborhood Parks 1-10	Detroit, Michigan 48236	Tim Karl Manager II, Landscape Design 313.224.3484	\$1,570,450.00	2017
Detroit Parks & Recreation Park Renovation at Neighborhood Parks 11-25	Detroit, Michigan 48236	Tim Karl Manager II, Landscape Design 313.224.3484	\$3,163,922.00	2017
Detroit Parks & Recreation Park Renovation at Neighborhood Parks 26-40	Detroit, Michigan 48236	Tim Karl Manager II, Landscape Design 313.224.3484	\$2,771,757.00	2017-2018
Ella Fitzgerald Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$932,950.00	2018
Gene Shepherd Park Splash Pad	Shelby Township, Michigan	Stanley Grot Township Clerk 586.731.5102	\$208,282.00	2018
Coleman Young Park Renovation	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$423,770.00	2018
Tennis & Basketball Court Improvements	Macomb & Wayne County	Tim Phillips, Park Planner Huron Clinton Metroparks 810.494.6022	\$210,864.00	2018

Michigan Recreational Construction, Inc.
Project References



Detroit CDBG Funded Six Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$1,498,600.00	2019
Maheras Gentry Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$847,612.00	2019
Tolan Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$258,708.00	2019
Wayne County Parks 15-17 Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$460,916.00	2019
Stoepel #1 Multi-Sports Hub Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$422,441.00	2019
Stein Multi-Sports Hub Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$376,839.00	2019
Krainz Multi-Sports Hub Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$208,241.00	2019
Palmer Multi-Sports Hub Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	239,434.00	2019
2019 CDBG Roxana Park Improvements	Eastpointe, Michigan	Joseph Lech AEW 586.726.1234	\$136,255.00	2019
Family Aquatic Center 6200 Farmington Rd	West Bloomfield Michigan	Jennifer Tucker Executive Director 248.451.1906	\$2,940,000.00	2019-2020
2019 CDBG Peasley Park Improvements	Huntington Woods, Michigan	Tim Rowland Finance Director City of Huntington Woods 248.581.2640	89,945.00	2019

Michigan Recreational Construction, Inc.
Project References



Detroit CDBG Funded Three Park Improvements	Detroit, Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$1,400,000.00	2020
Meridian Township Farmers Market Pavilion	Meridian Twp. Michigan	LuAnn Maisner Parks & Recreation Director 517.853.4600.00	\$415,514.00	2020
Butzel Family Park Improvements	Detroit Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$1,431,000.00	2020-2021
Zussman Park Improvements	Detroit Michigan	Tim Karl Manager II, Landscape Design 313.224.3484	\$850,000.00	2020-2021
Blue Heron Park Splash Pad Improvements	Whitmore Lake Michigan	Brian Machemer Park Superintendent Washtenaw County Parks & Recreation Commission	\$616,025.00	2020-2021



Agenda #5

Finance Department

To: Mayor and City Commission

From: Tim Rowland, Finance Director

Date: August 9, 2021

Subject: Greenfield Exercise Equipment Reynolds Park

The Recreation Department identified Greenfield Exercise Equipment as the desired exercise equipment to be placed in Reynolds Park. Seven pieces of equipment and a sign board were identified. The items recommended for purchase are listed below and pictured on the attached pages.

4-Person Lower Body Combo (surface mount)
2-Person Back & Arms Combo (surface mount)
2-Person Wheelchair Accessible Chest Press (surface mount)
2-Person Butterfly & Reverse Fly Combo (surface mount)
Single Recumbent Bike (surface mount)
Single Leg Extension (s Single Leg Extension (surface mount)
4-Person Leg Press (su 4-Person Leg Press (surface mount)
Custom Printed Announcement Board (surface mount) Subtotal

Snider Recreation is the local vendor authorized to sell Greenfield Exercise Equipment in our area. They have the Sourcewell Cooperative Purchasing contract for Greenfield Equipment. Staff recommends the purchase of this equipment in the amount of \$33,629.80. Funds for this purchase were budgeted in the Capital Improvements Fund and are offset by the Men's Club funding provided in the amount of \$60,000.

Suggest Resolution: Moved by Commissioner_____ and supported by
Commissioner_____ that the City of Huntington Woods enter into a contract with Snider
Recreation of Royalton, OH for the purchase of Greenfield Exercise Equipment in the amount of
\$33,629.80



10139 Royalton Rd Suite K
N. Royalton, OH 44133
800-888-2889
www.cvsnyder.com

Date	Estimate #
4/10/2021	Q 041021-2
HW-REYNOLDS	

Name / Address	
Attn:	Tim Rowland Parks & Recreation 26325 Scotia Road Huntington Woods MI 48070

PROJECT - SHIP TO
PROJECT: <u>Reynolds Park Fitness</u>
SHIP TO: TBD

Terms	Rep	Customer Phone	Customer Email	Tax Exempt Number	County
Due On Receipt	VC	248 541-3030	trowland@hwmi.org		OAKLAND

Item	Description	Qty	Rate	Total
	SOURCEWELL CONTRACT - # 010721-GRN - Member ID#190370			
SGR2005-1-21	4-Person Lower Body Combo (surface mount)	1	\$4,495	\$4,495.00
SGR2005-1-42	2-Person Back & Arms Combo (surface mount)	1	\$4,495	\$4,495.00
SGR2005-1-48A-W	2-Person Wheelchair Accessible Chest Press (surface mount)	1	\$5,495	\$5,495.00
SGR2005-1-48E	2-Person Butterfly & Reverse Fly Combo (surface mount)	1	\$5,595	\$5,595.00
SGR2005-1-49	Single Recumbent Bike (surface mount)	1	\$2,195	\$2,195.00
SGR2005-1-98	Single Leg Extension (s Single Leg Extension (surface mount)	1	\$2,995	\$2,995.00
SGR2005-1-104N	4-Person Leg Press (su 4-Person Leg Press (surface mount)	1	\$5,595	\$5,595.00
SGR2005-1-105	Custom Printed Announcement Board (surface mount) Subtotal	1	\$1,795	\$1,795.00
FREIGHT	Ships in large crates - forklift is needed to unload	1	\$3,256	\$3,256.00
	SOURCEWELL MEMBER DISCOUNT - 7% -	1	-\$2,286	-\$2,286.20
	STANDARD COLORS GREEN/TAN			

1/2 down with order, balance upon completion with approved credit.

If tax exempt certificate is not provided, appropriate sales tax will be charged. Quote valid for 30 days.

Acceptance of this quote assumes acceptance of Snider insurance.

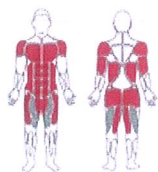
Freight subject to fuel charge. Payment via credit card will incur an additional 3% administrative fee.

Subtotal	\$33,629.80
Sales Tax (6.0%)	N/A
Total	\$33,629.80

Signed _____ Date _____

Name/Title _____

Quoted By:
V. Crawford Snider Recreation, Inc.



Target muscles
Secondary muscles

- Strengthens legs, glutes, obliques, triceps, shoulders, chest and core
- Stretches lower back and inner thigh
- Great social activity

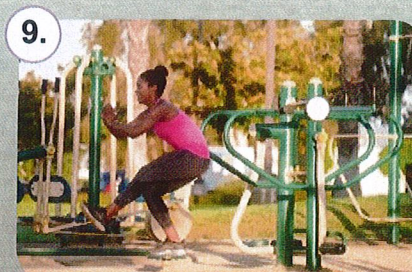
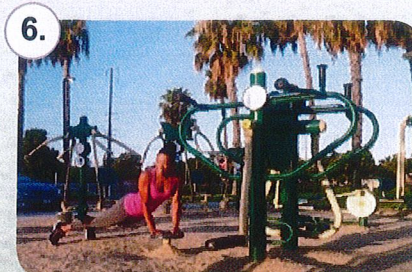
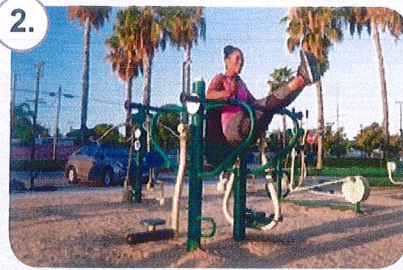
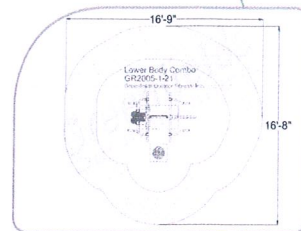
AVAILABLE EXERCISES

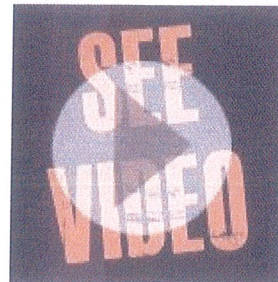
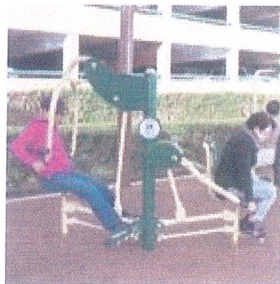
- | | |
|---|----------------------------------|
| 1. Inner thigh stretch | 5. Torso Twist |
| 2. Leg/knee lifts | 6. Dynamic and Static Planks |
| 3. Glute stretch | 7. Quad Stretch |
| 4. Multi-Hip Exercises:
(Muscles trained: Hip Flexors / Extensors / Adductors / Abductors) | 8. Kickbacks(Quads & Hamstrings) |
| | 9. Split Squat |

VIEW THE VIDEO



greenfieldsfitness.com/lower-body-combo-video.html

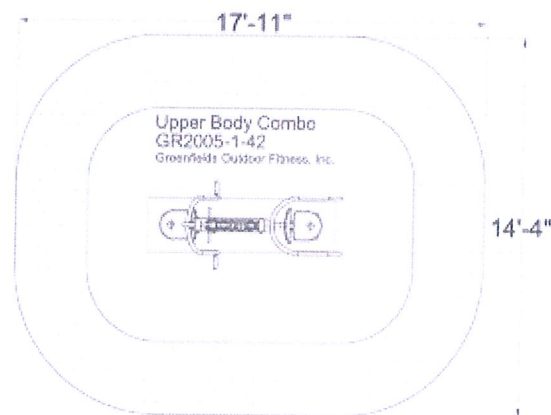




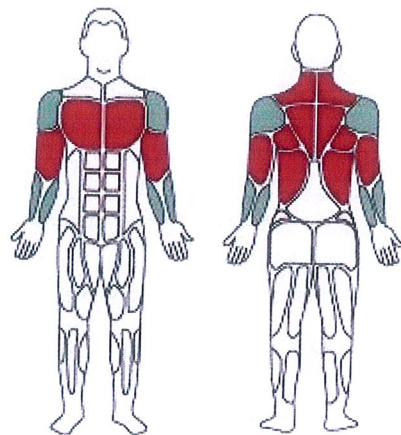
Functions:

- Strengthens back, biceps, triceps and chest
- Can be used by two people simultaneously

Top View:

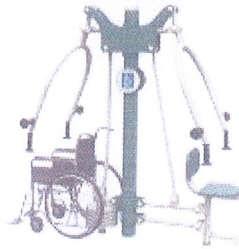


Muscles Used:



Target Muscles
Secondary Muscles



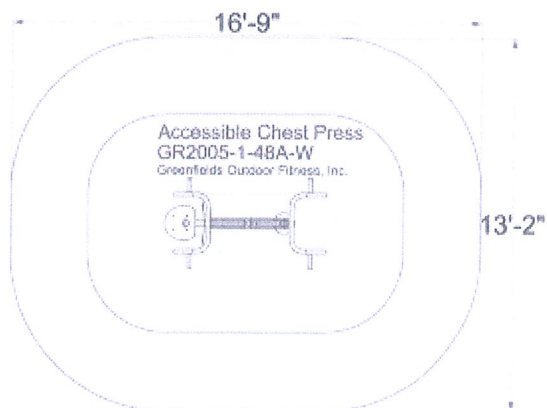




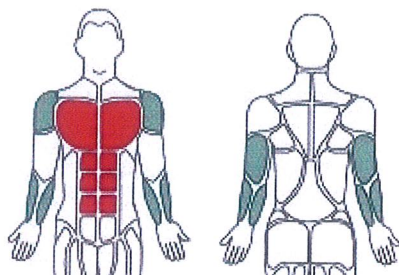
Functions:

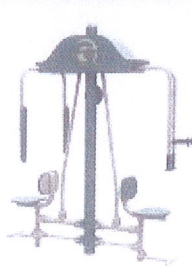
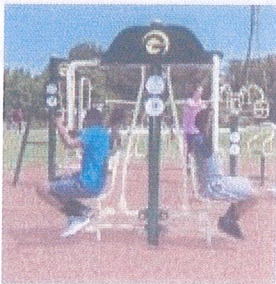
- Strengthens chest, shoulders, upper and mid abs, forearms and triceps

Top View:



Muscles Used:

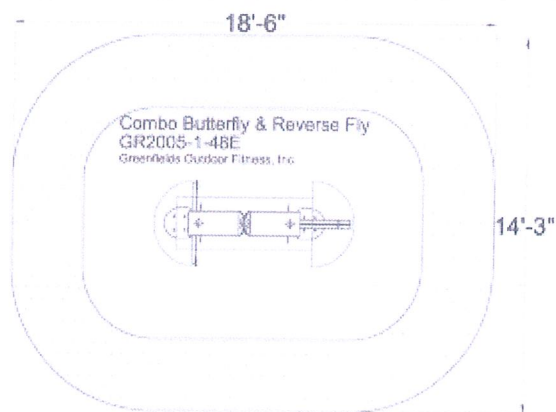




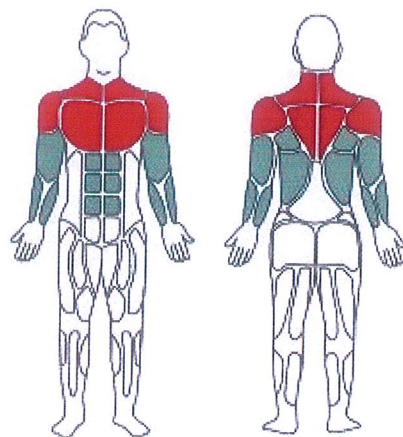
Functions:

- Strengthens chest, shoulders, back, arms, and upper and mid abs

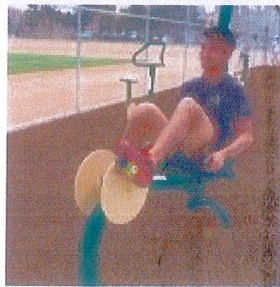
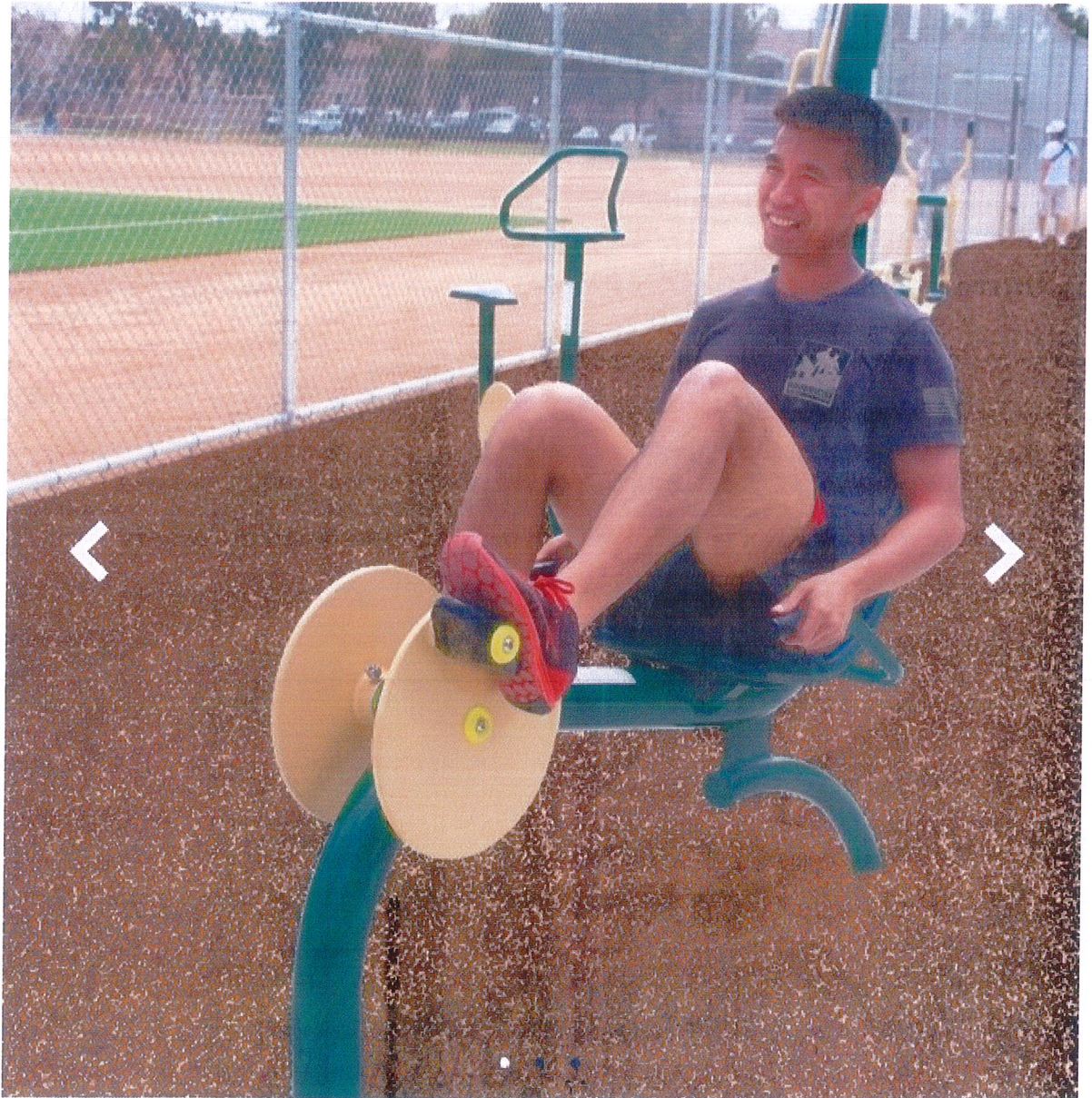
Top View:



Muscles Used:



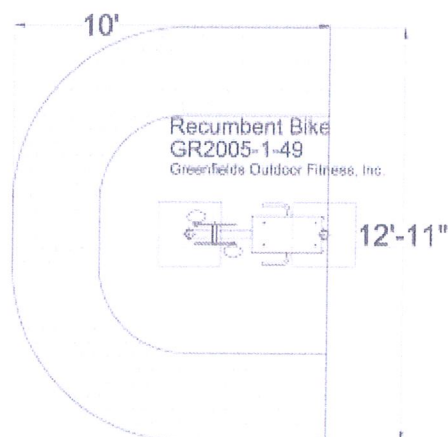
Target Muscles
Secondary Muscles



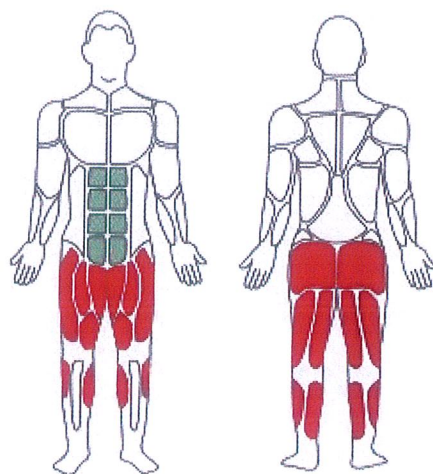
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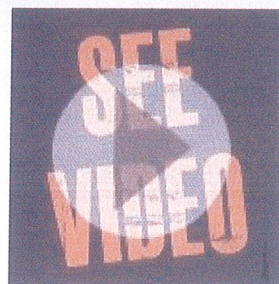
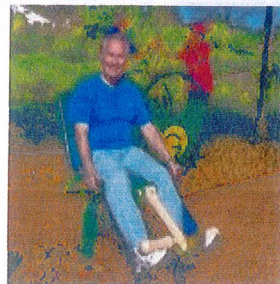
- Strengthens calves, hamstrings, glutes and quadriceps
- Good cardiovascular activity

Top View:



Muscles Used:





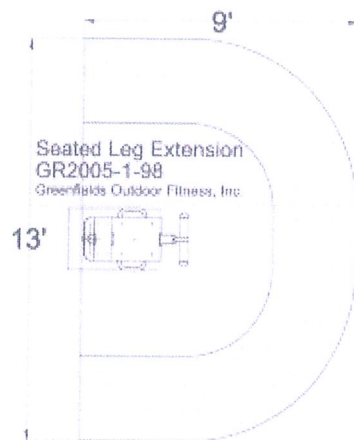
Equipped with

SafeStop

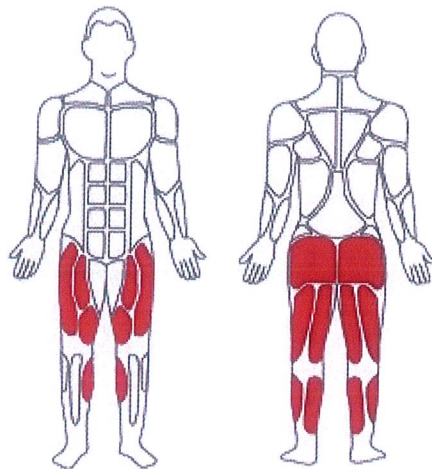
Functions:

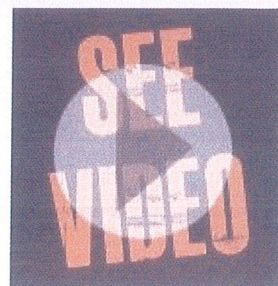
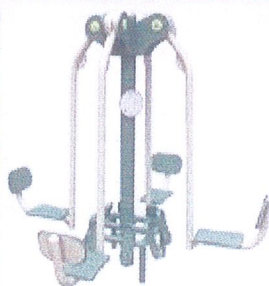
- Strengthens glutes, quadriceps and calves

Top View:



Muscles Used:

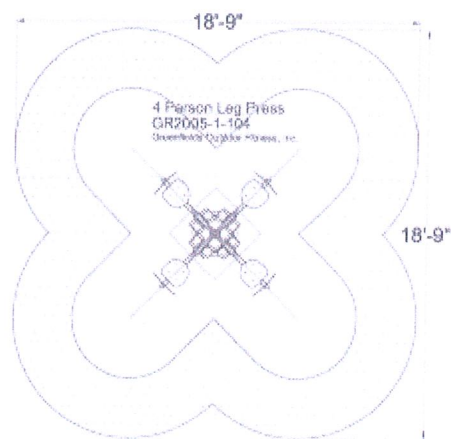




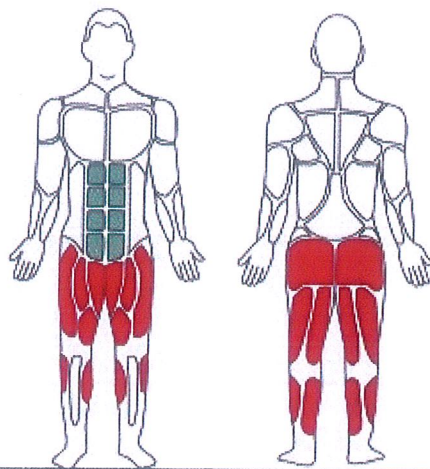
Functions:

- Strengthens abdominals and leg muscles, particularly quads and calves
- Great social activity
- Can be used by four people simultaneously

Top View:



Muscles Used:





Agenda #6

A D M I N I S T R A T I V E O F F I C E S

Mayor **Robert F. Paul**
Mayor Pro-Tem **Jules B. Olsman**
City Manager **Mark Wollenweber**

Commissioner **Jeff Jenks**
Commissioner **Joe Rozell**
Commissioner **Michelle Elder**

August 12, 2021

Mayor and City Commission

RE: Agenda Item for air conditioner replacement

Bids were opened yesterday 8-11-21 and we only received one bid from Allied for the replacement condensing unit that cools City Hall. The current unit is not only old but failed recently and is only able to operate at ½ capacity. It still uses the old coolant that is no longer available. There were numerous service calls last year and that resulted inclusion in this year's CIP Budget. Their bid price of \$13,700 is within previous estimates and there are sufficient funds allocated in the 2021-2022 CIP Budget to cover the replacement.

In addition, Tim and I met recently w/ staff from Midstate Energy as to reviewing all of our building lighting, heating and cooling equipment toward us developing a program of equipment replacement program for future budgets.

It is our recommendation that the City Commission approve the bid of Allied in the amount not to exceed \$13,700 and authorize the appropriate staff to sign the agreement.

Sincerely,
CITY OF HUNTINGTON WOODS

Mark Wollenweber
Interim City Manager

QUOTE SQ-00032499



1801 Howard Street Detroit Mi 48216
313-230-0800 www.teamallied.com

Date: August 9, 2021

Attn: Tim Rowland

CUSTOMER

City of Hunting Woods
26815 Scotia Road
Huntington Woods MI 48070

LOCATION OF WORK

City Hall
26815 Scotia Road
Huntington Woods MI 48070

SCOPE OF WORK

Provide turn key number to install new AC system \$ 13,700.00

TERMS (To be determined)

Price is firm / fixed

A firm fixed price is a fixed price agreed upon by both parties for the scope of work outlined in the proposal.

Pricing is subject to change with a change in scope of work, delays out of control of the contractor or other such items that change the fundamental direction, scope and ability to complete such work.

Regular Straight Time Wages

Regular and Overtime wages DO NOT include any Prevailing Wage, Davis bacon or Service Contract Act wages. If required, pricing will increase.

If you should have any questions, please feel free to call or email me.

Sincerely,

Keith Hunt
khunt@teamallied.com
313-230-0775

TO ACCEPT THIS PROPOSAL, please sign, date and return it, or you can forward an updated purchase order or work order.

CUSTOMER APPROVAL: _____ Printed Name: _____ Date: _____

CITY OF HUNTINGTON WOODS
REQUEST FOR PROPOSAL
CITY HALL A/C CONDENSING UNIT REPLACEMENT

SCOPE OF SERVICES:

The City of Huntington Woods is seeking the services of a company to replace the condensing unit at City Hall, 26815 Scotia Road, Huntington Woods, MI 48070. Work includes the following:

- (1) Lennox ELS120S4DS1Y **10 ton** 230 volt 3 phase condensing unit or equal
- (2) Lennox CX35-60D-6F-20 5 ton R410A cased coil or equal
- Install a new hardpipe lineset from the coils to the condensing unit
- Includes a small crane to lift the old unit and set the new condensing unit on the existing concrete pad.
- Includes all necessary sheetmetal to connect to the existing duct system
- Reconnect the high voltage electrical / Reuse the existing disconnect
- Reuse the existing thermostat
- Check, test and start upon completion of work
- Remove the existing equipment and haul away
- Includes all labor and material necessary for a complete installation

Site visit is recommended. City Hall is open 8:30-1:00 and 2:00-5:00 Monday thru Friday.

Sealed bids will be accepted at City Hall, 26815 Scotia Road, Huntington Woods, MI 48070 until 3:00 PM on Wednesday, August 11, 2021. Bid packages should be clearly labeled as follows:

Company Name
Address
"City Hall A/C Bid"

CITY OF HUNTINGTON WOODS

CONTRACTOR INSURANCE MINIMUM

REQUIREMENTS

The contractor shall not commence work under this contract until he has obtained the insurance required under this paragraph. All coverages shall be with insurance companies licensed and admitted to do business in the State of Michigan. All coverage shall be with insurance carriers acceptable to the City of Huntington Woods

1. **Workers' Compensation Insurance:** The Contractor shall procure and maintain during the life of this contract, Workers' Compensation Insurance, including Employers Liability Coverage, in accordance with all applicable Statutes of the State of Michigan.
2. **Commercial General Liability Insurance:** The Contractor shall procure and maintain during the life of this contract, Commercial General Liability Insurance on "Occurrence Basis" with limits of liability not less than \$500,000. per occurrence and or aggregate combined single limit, Personal Injury, Bodily Injury and Property Damage. Coverage shall include the following extensions: (A) Contractual liability, - (B) Products and Completed Operations; (C) Independent Contractors Coverage; (D) Broad Form General Liability Extensions or equivalent; (E) Deletion of all Explosion, Collapse and Underground (XCU Exclusions, if applicable).
3. **Motor Vehicle Liability:** The Contractor shall procure and maintain during the life of this contract Motor Vehicle liability Insurance, including Michigan No-Fault Coverages, with limits of liability of not less than \$250,000 per occurrence combined single limit Bodily Injury and Property Damage. Coverage shall include all owned vehicles, all non-owned vehicles and all hired vehicles.
4. **Additional Insured:** Commercial General Liability and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following shall be "Additional Insureds" The City of Huntington Woods all elected and appointed officials, and employees and volunteers, all boards, commissions and/or authorities and board members, including employees and volunteers thereof.
5. **Cancellation Notice:** Workers' Compensation Insurance, Commercial General Liability Insurance and Motor Vehicle Liability Insurance, as described above, shall include an endorsement stating the following: "It is understood and agreed that Thirty(30) days Advance Written Notice of Cancellation, Non-Renewal, Reduction and/or material Change shall be sent to: Tim Rowland, Finance Director City of Huntington Woods, 26815 Scotia Road, Huntington Woods MI 48070.
7. **Proof of Insurance Coverage:** The Contractor shall provide the City of Huntington Woods at the time the contract the following certificates and policies as listed below:
 - a. **Two (2) copies of Certificates:**

Workers' Compensation Insurance.
Commercial General Liability
Vehicle Liability Insurance.



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

12/29/2017

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

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

PRODUCER Allied Insurance Managers Inc. 1055 South Blvd. East Suite #110 Rochester Hills MI 48307	CONTACT NAME: Darlene Fisher PHONE (A/C, No, Ext): (248) 853-0930 x1124 FAX (A/C, No): (248) 853-1512 E-MAIL ADDRESS: dfisher@alliedinsmgr.com
INSURED Allied Building Service Company of Detroit, Inc. 1801 Howard Street Detroit MI 48216-1920	INSURER(S) AFFORDING COVERAGE INSURER A: Travelers Prop. & Cas. Co. of Amer 25674 INSURER B: The Travelers Indemnity Co. of CT 25682 INSURER C: The Travelers Indemnity Co. 40000 INSURER D: Travelers Cas. & Surety/America 19038 INSURER E: INSURER F:

COVERAGES

CERTIFICATE NUMBER: 2018-2019 Master

REVISION NUMBER:

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

INSR LTR	TYPE OF INSURANCE	ADDL INSD	SUBR WVD	POLICY NUMBER	POLICY EFF (MM/DD/YYYY)	POLICY EXP (MM/DD/YYYY)	LIMITS
A	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR <input checked="" type="checkbox"/> Blanket Additional Insd #CG D2460805 GEN'L AGGREGATE LIMIT APPLIES PER: <input type="checkbox"/> POLICY <input checked="" type="checkbox"/> PROJECT <input type="checkbox"/> LOC OTHER:			6302929B252	1/1/2018	1/1/2019	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 500,000 MED EXP (Any one person) \$ 5,000 PERSONAL & ADV INJURY \$ 1,000,000 GENERAL AGGREGATE \$ 2,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000
B	AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> ALL OWNED AUTOS <input checked="" type="checkbox"/> HIRED AUTOS <input type="checkbox"/> SCHEDULED AUTOS <input checked="" type="checkbox"/> NON-OWNED AUTOS			8104333B360	1/1/2018	1/1/2019	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$
A	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED <input checked="" type="checkbox"/> RETENTION \$ 10,000			CUP2929B252	1/1/2018	1/1/2019	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000
C	WORKERS COMPENSATION AND EMPLOYERS' LIABILITY ANY PROPRIETOR/PARTNER/EXECUTIVE OFFICER/MEMBER EXCLUDED? (Mandatory in NH) If yes, describe under DESCRIPTION OF OPERATIONS below	Y/N <input type="checkbox"/>	N/A	UB7H821807	1/1/2018	1/1/2019	<input checked="" type="checkbox"/> PER STATUTE <input type="checkbox"/> OTH-ER E.L. EACH ACCIDENT \$ 1,000,000 E.L. DISEASE - EA EMPLOYEE \$ 1,000,000 E.L. DISEASE - POLICY LIMIT \$ 1,000,000
D	Crime Coverage: Third Party Dishonesty			105544713	1/1/2018	1/1/2019	Limit of Insurance \$250,000

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

CERTIFICATE HOLDER

CANCELLATION

Example
123 ABC St
Detroit, MI

SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS.

AUTHORIZED REPRESENTATIVE

Bruce Sanders/DAF

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