

Regular Meeting of the City Commission
Tuesday, October 24, 2023
7:30 p.m.
Huntington Woods City Hall
Agenda

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 September 19, 2023
2. Special Meeting Minutes of September 26, 2023
3. Approval of Warrant 405
4. Civic Event Permit – Burton PTA Trunk or Treat
5. Reports and Minutes
 - a. Anti-Racism Advisory Committee – September 6, 2023
 - b. Arts and Garden Board – September 19, 2023
 - c. Library Advisory Board – September 18, 2023
 - d. Zoning Board of Appeals – August 14, 2023
 - e. Senior Advisory Board – June 8, 2023
 - f. Environmental Sustainability Advisory Committee – August 21, 2023
 - g. Environmental Sustainability Advisory Committee – September 21, 2023
 - h. Treasurer's Report – August & September 2023

SPECIAL ORDER OF BUSINESS

Recognition of Commissioner Jeff Jenk's Years of Service to the City of Huntington Woods City Commission

COMMUNICATIONS

Resignation of Kate Zenlea from the Environmental Sustainability Advisory Committee

2023 Audit Governance Letter – Maner Costerisan

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

PUBLIC PARTICIPATION

ITEMS OF BUSINESS

1. Resolution R- 2023: Matter of consideration to approve the Intergovernmental Agreement for Winter Salt.
2. Resolution R- 2023: Matter of consideration to approve and authorize City Administration to execute the proposal with D/A Central for a Video Camera System quote No. 18705 at the Gillham Recreation Center in the amount of \$88,030.63.

CITY MANAGER'S REPORT

ADJOURNMENT OF REGULAR CITY COMMISSION MEETING

Public Expression is encouraged. Comments are invited on each Agenda item when that item comes up for consideration. Matters not listed on the Agenda may be addressed under "Public Participation". Please be advised that the Commission Meetings 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: Ethan Haan, 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
September 19, 2023
7:30 p.m.
CITY HALL
DRAFT

Mayor Paul called the Meeting to order at 7:35 p.m.

PRESENT: Mayor Paul, Mayor Pro Tem Jenks, and Commissioner Rozell

ABSENT: Commissioner Elder (excused), Commissioner Olsman (excused)

City Staff Present: City Manager Wilson, Finance Director Haan, City Clerk Barckholtz, and City Attorney Rosati

APPROVAL OF AGENDA

Manager Wilson noted agenda item #4, Agreement for Election Services, should be removed from the agenda because Commissioner Rozell abstained. As the Oakland County Elections Director, he was involved in the drafting of the agreement.

Moved by Mayor Pro Tem Jenks and seconded by Commissioner Rozell to approve the September 19, 2023 agenda with the removal of agenda item #4, Agreement for Election Services.

Ayes: Paul, Jenks, Rozell

Nays: None

Absent: Elder, Olsman

The Motion Carried.

APPROVAL OF CONSENT AGENDA

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Jenks to approve the September 19, 2023 Consent Agenda as presented.

Ayes: Paul, Jenks Rozell

Nays: None

Absent: Elder, Olsman

The Motion Carried.

COMMUNICATIONS

None

PROCLAMATIONS

**Mayor Paul read into the record the Proclamation declaring September 8, 2023
Lissencephaly Awareness Day.**

Lissencephaly Awareness Day Proclamation

WHEREAS Lissencephaly is a rare gene-linked brain malformation, causing the brain to have less or no ridges & folds; making it appear smooth. It is estimated about 1 in 100,000 individuals are born with this condition; and

WHEREAS people living with this condition may also suffer from hypertonia, epilepsy, swallowing disorders, developmental delays, and more; and

WHEREAS addressing the complex medical needs early in life is imperative to helping families successfully care for their children at home. The need for more education, awareness and support for families is desperately needed; and

WHEREAS Lissencephaly Foundation Inc; a nonprofit charitable organization wants to help support these individuals through our continued efforts of empowering families and educating communities; and

WHEREAS It is appropriate that one day each year should be set apart from the rest and be known as Lissencephaly Awareness Day, this day shall be on September 30th; and

WHEREAS on September 30th, residents of the City of Huntington Woods and surrounding communities will participate in a Walk and Roll the family of Huntington Woods resident Julianna Filak to raise awareness for Lissencephaly; and

WHEREAS the City of Huntington Woods encourages all our residents to wear blue, purple and gray for Lissencephaly Awareness Day on Saturday, September 30th in honor of Julianna and all who are working to overcome this condition;

NOW, THEREFORE, I Mayor Robert Paul, do hereby proclaim September 30, 2023, to be known in the City of Huntington Woods as Lissencephaly Awareness day and urge our citizens, patients, caregivers, medical professionals and all agencies and organizations interested in supporting these families to unite on that day in observance of such exercises.

Mayor Paul read into the record the Proclamation declaring September 15, 2023 through October 15, 2023 as Hispanic Heritage Month.

**A Proclamation of the City of Huntington Woods, Michigan
Recognizing September 15, 2023 to October 15, 2023
as National Hispanic Heritage Month**

WHEREAS, each year, the United States observes National Hispanic Heritage Month by celebrating the culture, heritage and countless contributions of those whose ancestors were indigenous to North America including Mexico, as well as those who came from Central America, South America, Spain, and the Caribbean; and

WHEREAS, what began in 1968 as Hispanic Heritage Week under President Johnson was expanded by President Reagan in 1988 to cover a 30-day period starting on September 15 and ending on October 15; and

WHEREAS, the date September 15 is significant because it is the anniversary of independence for the Latin American countries of Costa Rica, El Salvador, Guatemala, Honduras, and Nicaragua. Additionally, Mexico and Chile celebrate their independence days on September 16 and September 18, respectively; and

WHEREAS, we recognize and honor the many ways that Hispanics have enriched the fabric of our society and we rededicate ourselves to address the lack of equal access to opportunity that many still face; and

WHEREAS, the Hispanic population of the United States is now 62.1 million, constituting 18.7% of the total population; and WHEREAS, in Oakland County the Hispanic population is now 61,000, constituting approximately 4.8% of our total population. and

WHEREAS, in the State of Michigan and Oakland County, the Hispanic population represents a wide range of nationalities and backgrounds, all of whom make a positive contribution to educational, non-profit, government and business sectors which reflect the remarkable diversity of the American people; and

WHEREAS, State of Michigan Hispanic employees comprise 5% of our workforce, delivering services and providing leadership in ALL departments throughout the county.

WHEREAS, Hispanics continue their rich tradition of significant and diverse contributions to the cultural, educational, economic, social and political vitality of the State of Michigan and Oakland County.

NOW, THEREFORE, BE IT RESOLVED, that on this 19th day of September 2023, the City of Huntington Woods does hereby proclaim September 15th – October 15th, 2023, as Hispanic Heritage Month and encourage all residents to celebrate our unique and vibrant history and recommit ourselves to a shared future of healthy, peaceful, safe and sustainable communities for all.

Consent Agenda #1

Mayor Paul read into the record the Proclamation declaring September 2023 National Recovery Month.

National Recovery Month – September 2023

WHEREAS, According to the Substance Abuse and Mental Health Services Administration (SAMHSA), in 2021, 16.5 percent of American (or 46.3 million people) 12 years or older, were classified as having a substance use disorder in the past year, including 29.5 million people who were classified as having an alcohol use disorder and 24 million people who were classified as having a drug use disorder; and

WHEREAS, According to the Centers for Disease Control and Prevention (CDC) over 105, 000 overdose deaths occurred in the United States in 2022, a 2% decrease from 2021; and
WHEREAS, Substance use recovery is important for individual well-being and vitality, as well as for families, friends, communities, and businesses; and

WHEREAS, OCHN continues to educate and raise awareness of the risks and potential harm associated with prescription drug misuse; and

WHEREAS, Stigma and stereotypes associated with substance use disorders often keep people from seeking treatment that could improve their quality of life; and

WHEREAS, Substance use disorders occur when the re-current use of alcohol and/or other drugs cause clinically or functionally significant impairment, such as health problems, disability, and failure to meet major responsibilities at work, school, or home; and

WHEREAS, Substance use disorder recovery is a journey of healing and transformation, enabling people to live in a community of their choice while striving to achieve their full potential; and

WHEREAS, Substance use disorder recovery is a journey of healing and transformation, enabling people to live in a community of their choice while striving to achieve his/her full potential; and

WHEREAS, Substance use disorder recovery, benefits individuals with substance use disorders by focusing on their abilities to live, work, learn, and fully participate and contribute to society and also enriches the community culture; and

NOW, THEREFORE, BE IT RESOLVED that, Oakland Community Health Network and the City of Huntington Woods hereby recognize September 2023 as National Recovery Month.

Consent Agenda #1

OCHN and the City call upon our citizens, government agencies, public and private institutions, businesses, faith-based organizations, and schools to re-commit our state to increasing awareness and understanding of substance use, and the need for appropriate and accessible services to promote recovery.

Mayor Paul read into the record the Proclamation declaring September 2023 National Suicide Prevention Month.

National Suicide Prevention Month – September 2023

WHEREAS, September is known as National Suicide Prevention Month and is intended to help raise awareness surrounding suicide prevention resources available in the community; and

WHEREAS, World Suicide Prevention Day is observed each year on September 10; and

WHEREAS, Suicidal thoughts can affect anyone regardless of age, gender, race, orientation, income level, religion, or background; and

WHEREAS, According to the Centers for Disease Control and Prevention (CDC), each year more than 48,000 people die by suicide; and

WHEREAS, Suicide is the second leading cause of death for people 10 to 34 years of age, the fourth leading cause among people 35 to 54 years of age, and the eighth leading cause among people 55 to 64 years of age; and

WHEREAS, Organizations like the National Alliance on mental Illness (NAMI) and National Suicide Prevention Lifeline, 988 work to help individuals in crisis and provide resources to shed light on this highly stigmatized topic; and

WHEREAS, Every member of our community should understand that throughout life's struggles we all need the occasional reminder that we are all silently fighting our own battles; and

WHEREAS, Oakland Community Health Network (OCHN) is committed to being a Zero Suicide organization and cultivate a network of providers who are engaged in the Zero Suicide philosophy.

NOW, THEREFORE, BE IT RESOLVED that, Oakland Community Health Network and the City of Huntington Woods hereby recognize September 2023 as National Suicide Prevention Month. OCHN and the City call upon our citizens, government agencies, public and private institutions, businesses, faith-based organizations, and schools to recommit our state to increasing awareness and understanding of suicide prevention, and the need for appropriate and accessible services to assist individuals in crisis.

COUNTY COMMISSIONER AND ELECTED OFFICIAL REMARKS

None

PUBLIC PARTICIPATION:

- Ronald Stawiasz – 26332 York Ave.
Thanked Manager Wilson and the City Commission for their work on remedying the issue of trash and rodents being present at the commercial property located near his home. He is still concerned with the trash receptacles the establishment is currently using and thinks they should be upgraded and re-located on the property.
- Jennifer Margrath – Autism Society of Greater Detroit
Introduced the organization and presented services offered throughout Oakland, Macomb, Wayne, St. Clair and Washtenaw Counties.
- Jessica Downy – 13160 Kingston Ave.
Presented compiled data of the number of incident reports made relative to Val Jones Park.
- Joanne Leider – 26308 Dundee Rd.
Noted her continued concern with the city's DEI plan.

CITY OF HUNTINGTON WOODS LIBRARY PRESENTATION – Deb Hemmye

Deb Hemmye, Library Director presented the Commission with an update on Library programming and events.

- The library now has a monthly teen program. Teens can sign up for text message program reminders using the Remind App utilizing the code HWLIB.
- The library hosted an exotic animal show with fifty people in attendance.
- The library hosted a library card sign up event with over one hundred people in attendance with twenty-seven people signing up for a library card.
- In October there will be a "Talk about Ukraine" led by a former NATO representative.
- On October 13th the library will hold the first Freedom to Read Festival that is in honor of Banned Books week which was the first week in October.
- On October 14th the library will host a local Author Fair with fifteen local authors available to sell and sign their books.
- Presented photos of the updated children's area of the library that have been painted with whimsical and colorful murals.
- Pleasant Ridge now has a book drop donated and crafted by Ed Quesenberry. Items get collected from the box twice a week.

Consent Agenda #1

- The Friends of Library will be selling “Defend your Freedom” in support of books that have been banned.

RESOLUTION-36-2023

Matter of consideration to receive and file the 2023 PASER Rating Report.

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Jenks to receive and file the 203 PASER Rating Report.

The Ayes: Paul, Jenks, Rozell

Nays: None

Absent: Elder, Olsman

The Motion Carried

RESOLUTION-37-2023

Matter of consideration to approve the Agreement for Assessing Services Between Oakland County and the City of Huntington Woods.

Moved by Mayor Pro Tem Jenks and seconded by Commissioner Rozell to approve the Agreement for Assessing Services Between Oakland County and the City of Huntington Woods.

The Ayes: Paul, Jenks, Rozell

Nays: None

Absent: Elder, Olsman

The Motion Carried

CITY MANAGER'S REPORT

- Noted the City has been addressing the rat issue at the 1-800 Pain building along with working with Tringali to get a new dumpster for that location after resident concerns were brought to the Commission.
- Dog waste stations have been installed throughout the City. The project was implemented by a Berkley High School student's school project. He thanked the DPW for their work in getting the posts set.
- He and Hank Berry attended the kickoff meeting with MKSK for the Climate Action Plan. They are also looking over the Parks and Recreation Master Plan.

ADJOURNMENT:

Moved by Commissioner Rozell and seconded by Mayor Pro Tem Jenks, to adjourn the regular City Commission meeting.

Consent Agenda #1

Ayes: Paul, Jenks, Rozell

Nays: None

Absent: Elder, Olsman

The Motion Carried, meeting adjourned at 8:26 p.m.

Heidi Barckholtz, City Clerk

Robert F. Paul, III, Mayor

DRAFT

Consent Agenda #2

CITY OF HUNTINGTON WOODS
SPECIAL MEETING OF THE CITY COMMISSION
MINUTES
Tuesday, September 26, 2023
5:15 p.m.
City Hall
DRAFT

Mayor Paul called the Meeting to order at 5:15 p.m.

PRESENT: Mayor Paul, Commissioner Elder and Commissioner Olsman

ABSENT: Mayor Pro Tem Jenks (excused), Commissioner Rozell (excused)

AGENDA:

Mayor Paul noted that “Public Participation” should be added to the September 26, 2023 agenda.

Moved by Commissioner Olsman and seconded by Commissioner Elder to approve the agenda for the September 5, 2023 Special Meeting as amended

Ayes: Paul, Olsman, Elder

Nays: None

Absent: Jenks, Rozell

The Motion carried.

Resolution R-38- 2023:

Matter of consideration to approve the Agreement for Election Services between Oakland County and City of Berkley, City of Huntington Woods, City of Oak Park and City of Pleasant Ridge.

Ayes: Paul, Olsman, Elder

Nays: None

Absent: Jenks, Rozell

The Motion carried.

PUBLIC PARTICIPATION:

None

ADJOURNMENT:

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

Ayes: Paul, Elder, Olsman

Nays: None

Absent: Rozell, Jenks

The Motion carried, meeting adjourned at 5:20 p.m.

Heidi Barckholtz, City Clerk

Consent Agenda #3

AGENDA ITEM WARRANT #405

RESOLUTION

Moved by Commissioner _____ Supported by Commissioner _____ that the attached transfers and disbursements as listed on the Accounts Payable Distribution Report due by October 20th, 2023 and paid between September 16th, 2023 and October 20th, 2023 on pages 1 through 11 in the amount of \$922,072.05 to be approved and paid, subject to full audit.

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Bank 6 FLAGSTAR BANK - AP ACCT						
09/21/2023	6	47030	10833	ABSOPURE WATER COMPANY	BOTTLED WATER BOTTLED WATER BOTTLED WATER	55.90 48.20 12.00 <u>116.10</u>
09/21/2023	6	47031	10951	AMAZON CAPITAL SERVICES INC	LATCHKEY SUPPLIES BOOKS BOOKS BOOKS BOOKS LIBRARY SUPPLIES LIBRARY SUPPLIES	45.24 454.52 53.55 30.57 73.40 10.99 24.90 <u>693.17</u>
09/21/2023	6	47032	08677	ANIMAL MAGIC, INC.	LIBRARY PROGRAM - 9/16/23	395.00
09/21/2023	6	47033	08683	AQUATIC SOURCE	POOL CLOSING	4,211.20
09/21/2023	6	47034	08622	ASCENSION MI EMPLOYER SOLUTIONS	NEW HIRE DRUG SCREEN	58.00
09/21/2023	6	47035	00017	BAKER & TAYLOR BOOKS	BOOKS BOOKS	434.81 V 27.99 V <u>462.80</u>
09/21/2023	6	47036	00023	BIG D LOCK CITY	SERVICE CALL TO LIBRARY	98.00
09/21/2023	6	47037	07754	BLUE CROSS BLUE SHIELD OF MICH	GROUP #007006045-0009 GROUP #007006045-0008 GROUP #007006045-0010	2,577.45 12,156.53 48,851.29 <u>63,585.27</u>
09/21/2023	6	47038	00027	BLUE CROSS/BLUE SHIELD OF MICH	GROUP #60480--600	9,804.37
09/21/2023	6	47039	11229	CENGAGE LEARNING INC	BOOKS BOOKS	158.35 57.58 <u>215.93</u>
09/21/2023	6	47040	08956	CHET'S CLEANING INC	CARPET/UPHOLSTERY CLEANING	4,040.43
09/21/2023	6	47041	07736	CINTAS CORPORATION #31	WEEKLY MAT SERVICE WEEKLY MAT SERVICE WEEKLY MAT SERVICE WEEKLY MAT/TOWEL SERVICE	33.18 18.80 22.82 97.55 <u>172.35</u>
09/21/2023	6	47042	00040	CONSUMERS ENERGY	ACCT #100 1256 6178 - 26815 SCOTIA ACCT #1000 1256 6020 - 12795 W. 11 MILE ACCT #1000 1256 6087 - 12755 W. 11 MILE ACCT #1000 1256 5949 - 26415 SCOTIA ACCT #1000 0022 3410 - 26325 SCOTIA - ST ACCT #1000 0022 3469 - 26325 SCOTIA - ST	9.05 67.88 70.83 51.14 2,207.68 300.27 <u>2,706.85</u>
09/21/2023	6	47043	00048	DTE ENERGY	ACCT #9200 098 8205 0 - 8020 HENDRIE	18.82

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/21/2023	6	47044	11134	EASTON TELECOM SERVICES, LLC	ACCT #9100 084 6321 8 - 10514 LASALLE BL	39.97
09/21/2023	6	47045	10950	DUAINE FRANKS LLC	ACCT #9100 084 6344 0 - 8621 NADINE	15.35
09/21/2023	6	47046	05194	GORDON FOOD SERVICE	ACCT #9100 075 2082 8 - 26325 SCOTIA	1,930.05
09/21/2023	6	47047	10754	GREAT LAKES WATER AUTHORITY	ACCT #9100 068 0871 1 - 26415 SCOTIA RM	57.56
09/21/2023	6	47048	06651	IAN KINDER LLC	ACCT #9100 084 6395 2 - 8725 W. 11 MILE	49.45
09/21/2023	6	47049	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ACCT #9100 084 7601 2 - 12801 W. 11 MILE	25.22
09/21/2023	6	47050	04943	JOE'S AUTO PARTS	ACCT #9100 084 7615 2 - 25820 SCOTIA	16.21
09/21/2023	6	47051	MISC	KATHLEEN DOLAN	ACCT #9100 084 6333 3 - 13203 WALES AVE	14.87
09/21/2023	6	47052	05374	LB OFFICE PRODUCTS	ACCT #9100 067 3500 5 - 12779 W. 11 MILE	430.91
09/21/2023	6	47053	11580	LES STANDFORD BUICK GMC		2,598.41
09/21/2023	6	47054	00543	THE LIBRARY NETWORK	DISPATCH LINES	87.27
09/21/2023	6	47055	09077	MAD SCIENCE OF DETROIT INC.	BUILDING INSPECTIONS	1,000.00
09/21/2023	6	47056	11550	MEADOW BROOK THEATRE	LATCHKEY SNACKS	44.85
09/21/2023	6	47057	10830	MI-APWA	IWC CHARGES	293.02
09/21/2023	6	47058	06373	MIDWEST TAPE, LLC	BABYSITTER AND PET SITTER INSTRUCTOR	351.00
09/21/2023	6	47059	06146	MRRWA/ECP	ELECTRICAL INSPECTIONS	650.00
09/21/2023	6	47060	00331	NOWAK & FRAUS	AUTO PARTS	982.57
09/21/2023	6	47061	00337	OAKLAND CO TREAS. ASSOC	CLASS REFUND	280.00
09/21/2023	6	47062	00586	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	45.48
09/21/2023	6	47063	05052	PRINT STOP INC.	BRAKES & KITS	1,652.32
09/21/2023	6	47064	04253	RAMTRA REMODELING	CREATIVEBUG LIBRARIES 8/23-7/24	375.00
09/21/2023	6	47065	MISC	RKA PETROLEUM COMPANIES, INC.	CRAZY CHEMWORKS INSTRUCTOR	1,560.00
09/21/2023	6	47066	00108	ROAD COMMISSION FOR OAKLAND COUNTY	MORIARTY TICKETS/LUNCH	599.00
09/21/2023	6	47067	00407	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	PLOW OPERATOR/FLEET MAINTENANCE TRAINING	150.00
09/21/2023	6	47068	09914	SHARE CORPORATION	MEDIA	145.39
09/21/2023	6	47069	11143	SHARE CORPORATION	MEDIA	260.94
09/21/2023	6	47070	11143	SHARE CORPORATION	MEDIA	77.95
09/21/2023	6	47071	11143	SHARE CORPORATION	MEDIA	52.48
09/21/2023	6	47072	11143	SHARE CORPORATION	MEDIA	84.98
09/21/2023	6	47073	11143	SHARE CORPORATION	MEDIA	48.73
09/21/2023	6	47074	11143	SHARE CORPORATION	MEDIA	670.47
09/21/2023	6	47075	11143	SHARE CORPORATION	MEDIA	8,347.46
09/21/2023	6	47076	11143	SHARE CORPORATION	MEDIA	4,375.59
09/21/2023	6	47077	11143	SHARE CORPORATION	MEDIA	4,058.81
09/21/2023	6	47078	11143	SHARE CORPORATION	MEDIA	1,200.00
09/21/2023	6	47079	11143	SHARE CORPORATION	MEDIA	2,804.00
09/21/2023	6	47080	11143	SHARE CORPORATION	MEDIA	15,764.88
09/21/2023	6	47081	11143	SHARE CORPORATION	MEDIA	21,159.38
09/21/2023	6	47082	11143	SHARE CORPORATION	MEDIA	49,362.66
09/21/2023	6	47083	11143	SHARE CORPORATION	MEDIA	20.00
09/21/2023	6	47084	11143	SHARE CORPORATION	MEDIA	146.64
09/21/2023	6	47085	11143	SHARE CORPORATION	MEDIA	375.00
09/21/2023	6	47086	11143	SHARE CORPORATION	MEDIA	636.67
09/21/2023	6	47087	11143	SHARE CORPORATION	MEDIA	470.00
09/21/2023	6	47088	11143	SHARE CORPORATION	MEDIA	1,778.53
09/21/2023	6	47089	11143	SHARE CORPORATION	MEDIA	104.29
09/21/2023	6	47090	11143	SHARE CORPORATION	MEDIA	4,500.00
09/21/2023	6	47091	11143	SHARE CORPORATION	MEDIA	38.00
09/21/2023	6	47092	11143	SHARE CORPORATION	MEDIA	227.50
09/21/2023	6	47093	11143	SHARE CORPORATION	MEDIA	1,161.00
09/21/2023	6	47094	11143	SHARE CORPORATION	MEDIA	5,926.50

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/21/2023	6	47070	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE AUGUST 2023 SPECIALS	18,726.00 515.32 <u>19,241.32</u>
09/21/2023	6	47071	10777	TASC	FSA - ADMINISTRATION FEES	518.40
09/21/2023	6	47072	07138	TOSHIBA AMERICA BUSINESS SOLUTIONS	COPIER FOR REC CENTER	2,820.00
09/21/2023	6	47073	11385	VC3, INC	CLOUD DATA RECOVERY CLOUD PROTECTION/DATA RECOVERY	210.00 370.00 <u>580.00</u>
09/21/2023	6	47074	07255	WOW INTERNET AND CABLE	CABLE	149.93
09/25/2023	6	83(E)	10956	CITY VISA CREDIT CARDS	PIZZA FOR ELECTION WORKERS ACROBAT SUBSCRIPTION MGFOA MEMBERSHIP 2023-2024 HOTEL ROOM FOR MGFOA CONFERENCE MGFOA FALL CONFERENCE FEE GAS KITCHEN SUPPLIES FUEL CROSS GUARD STOP SIGNS IPAD MOUNTING SOLUTION AND CHARGING SYST DREAM CRUISE FOOD BLACKSTONE GRIDDLE HYDRANT REPAIR WELDING WORK FOR LEAF MACHINE ADULT SUMMER READING PRIZES ADULT SUMMER READING PRIZES LAUNCHPADS RETURN BOX OF BOOKS TO INGRAM SENIOR LUNCHES CAMP KIWII BOWLING FIELD TRIP CAMP PINEAPPLE FIELD TRIP - CJ BARRYMORE SPOTIFY SUBSCRIPTION HOT DOG BUNS - CAMP CARNIVAL SENIOR LUNCHES CAMP CLEAN UP DINNER FIELD TRIP TO ADVENTURE PARK FRUIT SALAD FIELD TRIP SENIOR LUNCHES LOCKER FOR AS SUPPLIES LOCKER FOR AS SUPPLIES DINNER FOR STAFF - CEDAR POINT CONSTRUCTION PAPER FRUIT SALAD BOWLING FIELD TRIP TO URBAN AIR FIELD TRIP TO URBAN AIR FIELD TRIP TO RED OAKS WATERPARK FIELD TRIP TO MARVIN'S MARVELOUS SENIOR LUNCHES ICE CREAM SUNDAES FOR MONDAY LUNCH BRUNC FIELD TRIP TO TROY GYM DEPOSIT FOR HAY DAY PIZZA FOR CAMP PINEAPPLE PIZZA FOR CAMP PINEAPPLE CLASSROOM CALENDARS DOLL HOUSE BINS/STOOL/PAPER ROLL	252.05 42.39 130.00 266.31 350.00 54.16 91.42 46.01 87.29 488.31 253.19 527.36 232.35 2,000.00 100.00 100.00 344.98 16.03 40.00 360.00 1,258.56 12.99 8.87 40.00 418.68 171.80 218.28 30.00 3.00 20.00 59.63 77.34 315.00 180.85 205.29 468.00 210.00 45.00 28.36 540.00 110.00 24.45 64.02 19.67 42.39 49.80

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/28/2023	6	47075	08254	ALERT-ALL CORP	END OF SESSION PIZZA PARTY	82.52
09/28/2023	6	47076	10951	AMAZON CAPITAL SERVICES INC	STEP STOOL/ART SUPPLIES/PLAY	112.52
					ZOOM SUBSCRIPTION	16.95
					WOOD LETTERS/CANVASES	44.95
					WOOD GLUE/LIGHT TABLE ITEM	58.23
					MOVIE AT THE REC	3.99
					LAST POOL INSERVICE	143.93
					ALPHABET LETTERS, ART SUPPLIES	108.58
					FOLDERS, PENS, ERASERS	54.48
					CLASSROOM SUPPLIES	44.54
					MOVIE UNDER THE STARS	3.89
					RUG	10.59
					CATERPILLAR EGGS	20.00
					DOOR STOPPER	7.41
					OUTDOOR CARPET/WIPES	143.88
					SUPPLIES/ PRE K	26.67
					BAGELS/COFFEE FOR ELECTIONS	188.55
					RED OAKS WATERPARK - REFUND	(108.00)
					POOL MOVIE	5.99
					GAS FOR BUS FOR CEDAR POINT TRIP	81.00
					HOTEL FOR DIGIPALOOZA 2023	408.90
						11,863.40
09/28/2023	6	47075	08254	ALERT-ALL CORP	SUPPLIES FOR OCTOBER OPEN HOUSE	660.00
09/28/2023	6	47076	10951	AMAZON CAPITAL SERVICES INC	NAME TAGS	11.10
					OFFICE SUPPLIES	111.83
					PRE-SUPPLIES	21.95
					PRE-K SUPPLIES	39.99
					SURGE PROTECTORS	115.04
					HAY DAY SUPPLIES	12.98
					WALL CALENDAR	22.97
						335.86
09/28/2023	6	47077	09447	APPLIED INNOVATION	COPIER METER	312.20
09/28/2023	6	47078	00017	BAKER & TAYLOR BOOKS	BOOKS	434.81
09/28/2023	6	47079	11229	CENGAGE LEARNING INC	BOOKS	27.99
					GALE E-BOOK HOSTING FEE 8/1/23-7/31/24	300.00
						327.99
09/28/2023	6	47080	00036	CHET'S RENT-ALL	ART PILARS INSTALL AT STATUE PARK	126.21
09/28/2023	6	47081	07501	CRANDALL-WORTHINGTON INC	JANITORIAL SUPPLIES	446.25
09/28/2023	6	47082	08408	DAKTRONICS INC	BASKETBALL SCOREBOARD ANTENNA REPLACEMENT	80.00
09/28/2023	6	47083	MISC	DANIEL WEBERMAN	CLASS REFUND	91.00
09/28/2023	6	47084	11608	DEB HEMMYE	DECORATIONS FOR HALLOWEEN DISPLAYS	44.00
09/28/2023	6	47085	11071	HOME DEPOT CREDIT SERVICES	INVOICE DUE LESS CREDIT MEMO	83.17
09/28/2023	6	47086	00536	ECOTEC PEST CONTROL	PEST CONTROL	450.00
09/28/2023	6	47087	10937	ENVISIONWARE, INC	SOFTWARE ANNUAL RENEWAL	678.00
09/28/2023	6	47088	11317	FIRE CATT, LLC	FIRE HOST TESTING	2,728.40
09/28/2023	6	47089	05194	GORDON FOOD SERVICE	VIP DANCE SUPPLIES	84.31
09/28/2023	6	47090	07602	GREAT LAKES LANDSCAPE DESIGN	CITYWIDE MOWING/LANDSCAPING	69,022.00
09/28/2023	6	47091	00651	HUNTINGTON WOODS LUTHERAN CHURCH	2023 PARKING LOT USAGE	1,700.00
09/28/2023	6	47092	11486	JESSICALYN EDWARDS	CLASS REFUND	85.00
09/28/2023	6	47093	04943	JOE'S AUTO PARTS	AUTO PARTS	31.72
09/28/2023	6	47094	05970	JUMP-A-RAMA	JUMP-A-RAMA INSTRUCTOR	3,384.00
09/28/2023	6	47095	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	82.42
09/28/2023	6	47096	MISC	LEVY, ESTER	UB refund for account: 4009770	2,190.15
09/28/2023	6	47097	11628	LISA SAMARTINO DESIGN, LLC	DEPOSIT FOR LOGO AND STATIONARY DESIGN	250.00
09/28/2023	6	47098	00049	MATHESON TRI-GAS INC	HAZARDOUS MATERIALS	644.31

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
09/28/2023	6	47099	10471	MOBILE MAINTENANCE INC	BUS MAINTENANCE	45.00
					BUS MAINTENANCE	45.00
						90.00
09/28/2023	6	47100	00597	NELSON BROTHERS	SERVICE CALL TO LIBRARY	120.00
09/28/2023	6	47101	09472	OAKLAND SCHOOLS	PRINT/MAIL WATER BILLS	341.94
09/28/2023	6	47102	00586	ODP BUSINESS SOLUTIONS, LLC	OFFICE SUPPLIES	79.78
					OFFICE SUPPLIES	65.80
						145.58
09/28/2023	6	47103	11626	POMP'S TIRE SERVICE, INC.	TIRES/DISPOSAL FEE	473.78
09/28/2023	6	47104	10186	PRINCIPAL LIFE INSURANCE COMPANY	DENTAL/VISION INSURANCE	4,680.72
					DENTAL/VISION INSURANCE	4,596.43
						9,277.15
09/28/2023	6	47105	11617	REEF SOLUTIONS, INC.	FISH TANK CLEANING	60.00
09/28/2023	6	47106	09718	REVIZE LLC	WEBSITE RE-DESIGN PROJECT	3,650.00
					WEBSITE DESIGN PROJECT	3,650.00
						7,300.00
09/28/2023	6	47107	00200	S & S WORLDWIDE	OUTDOOR TOYS	102.56
09/28/2023	6	47108	MISC	SAS SERVICES	BD Bond Refund	242.00
09/28/2023	6	47109	05887	SAVATREE, LLC	TRUNK INJECTION TREATMENT	360.00
09/28/2023	6	47110	11627	STACY SCHREIBER	FRUIT CAMP YOGA	250.00
09/28/2023	6	47111	07138	TOSHIBA AMERICA BUSINESS SOLUTIONS	NEW PRINTER FOR LIBRARY	717.15
					NEW COPIER	5,277.85
						5,995.00
09/28/2023	6	47112	06748	DEBRA WALTER	COOKIE DECORATING CLASS	450.00
09/28/2023	6	47113	00594	WONSEY TREE SERVICE INC.	STREET SWEEPINGS	1,680.00
09/28/2023	6	47114	04781	VERIZON WIRELESS	CELL PHONES	2,181.25
10/05/2023	6	47115	10951	AMAZON CAPITAL SERVICES INC	PICTURE FRAME	6.99
					BOOKS	13.69
					LIBRARY BOOKS/SUPPLIES	153.75
					BOOKS/SUPPLIES	148.55
					LIBRARY SUPPLIES	36.24
					KEY TAGS	3.00
					PRESENTATION BOARDS	12.99
					LIBRARY SUPPLIES	5.48
					FAUCET HANDLE	15.59
					TAPE DISPENSERS	12.49
					OFFICE SUPPLIES	106.74
					CREDIT MEMO	(54.99)
						460.52
10/05/2023	6	47116	MISC	AT-LESS DRAIN CLEANING	BD Bond Refund	500.00
10/05/2023	6	47117	11629	ATLAS FUEL SERVICE LLC	FUEL	2,673.30
10/05/2023	6	47118	00017	BAKER & TAYLOR BOOKS	BOOKS	20.44
					BOOKS	387.85
					BOOKS	144.18
					BOOKS	583.41
					BOOKS	292.42

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/05/2023	6	47119	00410	CITY OF BERKLEY	APR-JUNE DISPATCH/ANIMAL CONTROL	1,428.30
10/05/2023	6	47120	00411	CITY OF BERKLEY PUBLIC SAFETY	ZEBRA PRINTER SHARING	27,625.00
10/05/2023	6	47121	09650	BLUE BIRD LANDSCAPING LLC	LAWN CUTTING	156.55
					LAWN CUTTING	150.00
					LAWN CUTTING	185.00
						335.00
10/05/2023	6	47122	04117	BOB'S SANITATION SERVICE	PORTA POTTY	150.00
10/05/2023	6	47123	11633	BRADLEY COATES	TEA PROGRAM AT LIBRARY	150.00
10/05/2023	6	47124	11233	CHAMBERLIN PONY RIDES	PONY RIDES FOR HAY DAY	925.00
10/05/2023	6	47125	07736	CINTAS CORPORATION #31	WEEKLY MAT/MOP SERVICE	71.13
					WEEKLY MAT SERVICE	18.80
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT/TOWEL SERVICE	90.20
					WEEKLY MAT SERVICE	33.18
						236.13
10/05/2023	6	47126	09945	CONTI CORPORATION	SERVICE CALL TO REC CENTER	4,921.59
					SERVICE CALL/WATER HEATER AT LIBRARY	8,522.19
					SERVICE CALL TO LIBRARY	601.66
					SERVICE CALL TO REC CENTER	766.68
					SERVICE CALL TO LIBRARY	1,386.66
					SERVICE CALL TO REC CENTER	430.70
					SERVICE CALL TO LIBRARY/REC CENTER	1,785.44
						18,414.92
10/05/2023	6	47127	00045	DEMCO	SHELVING SUPPLIES	141.46
10/05/2023	6	47128	06403	EAGLE LANDSCAPING & SUPPLY CO.	RESTORATIONS	81.00
10/05/2023	6	47129	10950	DUAINE FRANKS LLC	BUILDING INSPECTIONS	1,000.00
10/05/2023	6	47130	10715	GINN FARMS	HAY DAY FALL DECORATIONS	372.00
10/05/2023	6	47131	05194	GORDON FOOD SERVICE	SENIOR LUNCH BRUNCH SUPPLIES	26.97
					LATCHKEY COMMUNITY SERVICE DAY SUPPLIES	215.19
						242.16
10/05/2023	6	47132	07602	GREAT LAKES LANDSCAPE DESIGN	LAWN CUT, MULCH, FALL CLEAN UP	36,900.00
10/05/2023	6	47133	07724	THE HARTFORD	LIFE/DISABILITY INSURANCE	1,876.37
10/05/2023	6	47134	09374	HELPMET	EMPLOYEE ASSISTANCE PROGRAM	382.05
10/05/2023	6	47135	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	ELECTRICAL INSPECTIONS	650.00
10/05/2023	6	47136	00090	INDUSTRIAL BROOM SERVICE	SWEeper SUPPLIES	670.00
10/05/2023	6	47137	11573	INGRAM LIBRARY SERVICES	BOOKS	254.02
10/05/2023	6	47138	MISC	JEFFREY LEIDER	TAX OVERPAYMENT- 26308 DUNDEE	90.04
10/05/2023	6	47139	11532	JOE RICKARD	PRESCHOOL PLAYGROUND - LABOR TO BUILD MU	50.00
10/05/2023	6	47140	04943	JOE'S AUTO PARTS	AUTO PARTS	128.99
					AUTO PARTS	83.81
					AUTO PARTS	47.72
						260.52
10/05/2023	6	47141	11529	JON LOREE	PRESCHOOL PLAYGROUND - LABOR TO BUILD MU	50.00
10/05/2023	6	47142	05374	LB OFFICE PRODUCTS	OFFICE SUPPLIES	213.62
10/05/2023	6	47143	11631	LINDSEY LIENERT	YOGA FOR PRESCHOOL/PRE-K	500.00
10/05/2023	6	47144	11140	METRO WIRELESS	BUSINESS VOICE/DATA SERVICES	500.33
10/05/2023	6	47145	10606	MICHIGAN RECREATIONAL CONSTRUCTION	REPAIRS TO REYNOLDS PARK PLAY STRUCTURE	570.00
10/05/2023	6	47146	06373	MIDWEST TAPE, LLC	MEDIA	80.20
10/05/2023	6	47147	11040	MMTA	MEMBERSHIP DUES HAAN/BULLEN	198.00

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10/05/2023	6	47148	10471	MOBILE MAINTENANCE INC	BUS WASH	25.00
10/05/2023	6	47149	MISC	MORREY WEINNER	CLASS REFUND	123.00
10/05/2023	6	47150	03979	NORTHWEST POOLS, INC.	POOL CHEMICALS	429.30
					POOL CHEMICALS	1,172.40
						<u>1,601.70</u>
10/05/2023	6	47151	MISC	OLIVA REMODELING, GORDY	BD Bond Refund	1,310.00
					BD Bond Refund	1,500.00
						<u>2,810.00</u>
10/05/2023	6	47152	04253	PRINTING SYSTEMS, INC.	ELECTION SUPPLIES	423.40
10/05/2023	6	47153	04616	RADIANT ASPHALT, INC.	ASPHALT	29,948.40
10/05/2023	6	47154	11066	RED GUARD FIRE & SECURITY	LIBRARY FIRE ALARM MONITORING	309.00
10/05/2023	6	47155	11630	RPM	DPW SUPPLIES	84.52
					DPW SUPPLIES	246.10
						<u>330.62</u>
10/05/2023	6	47156	00209	SOC RESOURCE RECOVERY AUTHORITY	BASIC REFUSE, RECYCLABLES, & YARD WASTE	19,823.00
10/05/2023	6	47157	00210	SOC WATER AUTHORITY	WATER PURCHASES	37,814.04
10/05/2023	6	47158	11541	STRATUS BLDG SOLUTIONS OF DETROIT	JANITORIAL SERVICES	3,540.00
10/05/2023	6	47159	11632	SUSAN FOX	ART CLASS - PAPER FLOWERS	125.00
10/05/2023	6	47160	00594	WONSEY TREE SERVICE INC.	STREET SWEEPINGS	1,680.00
10/12/2023	6	47161	07860	21ST CENTURY NEWSPAPERS	LEGAL NOTICES	367.45
10/12/2023	6	47162	MISC	AG MANAGEMENT	REFUND - DOUBLE PAYMENT FOR INSPECTION	125.00
10/12/2023	6	47163	10951	AMAZON CAPITAL SERVICES INC	OFFICE SUPPLIES	47.47
					FAUCET ASSEMBLY	9.14
					ALPHABET STICKERS	6.16
					HALLOWEEN SUPPLIES	42.98
					COPIER PAPER	84.58
					2024 PLANNERS	55.95
					PRE-K SUPPLIES	152.50
						<u>398.78</u>
10/12/2023	6	47164	09447	APPLIED INNOVATION	COPIER METER	43.91
10/12/2023	6	47165	08683	AQUATIC SOURCE	POOL REPAIRS	38.07
10/12/2023	6	47166	MISC	BLOOMFIELD CONSTRUCTION	BD Bond Refund	110.00
10/12/2023	6	47167	10705	CANFIELD EQUIPMENT SERVICE, INC	REMOVE REUSABLE EQUIPMENT FROM TAHOE	1,060.00
10/12/2023	6	47168	09035	CELTIC COMPANY LLC	ELECTRICAL WORK AT CITY HALL	800.00
10/12/2023	6	47169	07736	CINTAS CORPORATION #31	WEEKLY MAT/TOWEL SERVICE	97.55
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT SERVICE	18.80
					WEEKLY MAT SERVICE	33.18
						<u>172.35</u>
10/12/2023	6	47170	MISC	COUNTRYSIDE CONSTRUCTION CO	BD Bond Refund	1,120.00
					BD Bond Refund	1,980.00
						<u>3,100.00</u>
10/12/2023	6	47171	11236	CRITTER CONTROL OPERATIONS, INC	REMOVE BIRD FROM ATRIUM WINDOW	399.00
					CLEAN/SANITIZE ATRIUM WINDOW	150.00
						<u>549.00</u>

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10/12/2023	6	47172	11191	D'ANGELO BROTHERS, INC	WATER MAIN BREAK	7,451.80
10/12/2023	6	47173	MISC	DANIEL JOHNSON	CLASS REFUND	165.00
10/12/2023	6	47174	00048	DTE ENERGY	STREETLIGHTS	7,270.21
10/12/2023	6	47175	00056	DURST	BUILDING SUPPLIES	440.16
10/12/2023	6	47176	06403	EAGLE LANDSCAPING & SUPPLY CO.	TOP SOIL	162.00
10/12/2023	6	47177	00060	ED RINKE CHEVROLET BUICK GMC INC	VEHICLE MAINTENANCE	180.27
10/12/2023	6	47178	00058	EJ USA, INC	DPW SUPPLIES	747.95
10/12/2023	6	47179	11307	SCOTT GLOWINSKI	INSPECTIONS	2,090.00
10/12/2023	6	47180	11079	GOOD YEAR AUTO SERVICE	AUTO PARTS	291.04
10/12/2023	6	47181	05194	GORDON FOOD SERVICE	SUPPLIES FOR TEENIORS BINGO GLOVES	154.34 14.98 169.32
10/12/2023	6	47182	02161	GUNNERS METER & PARTS	DPW SUPPLIES	893.00
10/12/2023	6	47183	11397	ETHAN HAAN	MILEAGE/MEALS REIMBURSEMENT - MGFOA CONF	133.61
10/12/2023	6	47184	11156	HAVEN	CDBG GRANT DONATION	1,000.00
10/12/2023	6	47185	04613	HUNT SIGN COMPANY, LTD.	ROAD SIGNS	275.00
10/12/2023	6	47186	06651	IAN KINDER LLC	BABYSITTER CLASS	36.50
10/12/2023	6	47187	10788	JAY'S SEPTIC TANK SERVICE	PORTA POTTY	270.00
					PORTA POTTY	270.00
					PORTA POTTY	140.00
						680.00
10/12/2023	6	47188	04943	JOE'S AUTO PARTS	AUTO PARTS	257.39
					AUTO PARTS	318.00
					AUTO PARTS	7.93
					AUTO PARTS	7.33
					AUTO PARTS	4.66
					AUTO PARTS	181.88
						777.19
10/12/2023	6	47189	06822	LAKESHORE INDUSTRIES INC	ROAD SIGNS	2,834.48
10/12/2023	6	47190	10764	LEXISNEXIS RISK SOLUTIONS	MONTHLY SUBSCRIPTION FEE	50.00
10/12/2023	6	47191	11003	LINGO COMMUNICATIONS	ALARM LINES	150.38
10/12/2023	6	47192	08672	PIEDMONT CONCRETE INC	CONCRETE	520.75
10/12/2023	6	47193	11144	RACHEL GUBOW	BROADWAY BOUND INSTRUCTOR PAYMENT	4,608.00
10/12/2023	6	47194	06784	ROYAL OAK FORD	REPAIRS TO 2019 EXPLORER	1,117.02
10/12/2023	6	47195	11634	SARAH WAGNER	MILEAGE REIMBURSEMENT	6.64
10/12/2023	6	47196	04095	SONITROL GREAT LAKES - MICHIGAN	ALARM - 12775 W. 11 MILE	164.75
					ALARM - 26325 SCOTIA	541.95
						706.70
10/12/2023	6	47197	11594	SPRINGLINE EXCAVATING LLC	2023 PAVEMENT RECONSTRUCTION NADINE/SALE	81,657.75
					2023 PAVEMENT RECONSTRUCTION - HENDRIE B	45,039.72
					2023 PAVEMENT RECONSTRUCTION - HEREFORD	4,921.20
					2023 PAVEMENT RECONSTRUCTION - DUNDEE RD	4,176.00
					2023 PAVEMENT RECONSTRUCTION - SALEM RD	1,944.90
					2023 PAVEMENT RECONSTRUCTION - PEMEROK	6,147.00
						143,886.57
10/12/2023	6	47198	10633	STAR CRANE & HOIST	HOIST REPAIR	945.00
10/12/2023	6	47199	09836	THE RAPID GROUP, LLC	SHREDDING	434.00
10/12/2023	6	47200	08166	TRUCK & TRAILER SPECIALTIES INC	LIFTGATE TOOLBOXES	4,996.00

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10/12/2023	6	47201	11287	TRUE CUT TREE CARE	TREE TRIMS/REMOVALS	28,200.00
					STORM/ROAD PROJECT TREE REMOVALS	43,725.00
						71,925.00
10/12/2023	6	47202	MISC	VICKI WEBB	SUPPLIES FOR MONDAY LUNCH BRUNCH	12.52
10/12/2023	6	47203	07069	ZEP SALES & SERVICE	GARAGE SUPPLIES	363.50
10/19/2023	6	47204	10833	ABSOPURE WATER COMPANY	COOLER RENTAL	12.00
					WATER	19.80
					WATER	48.20
						80.00
10/19/2023	6	47205	03659	AFLAC	PAYROLL DEDUCTION	158.88
10/19/2023	6	47206	00004	MICHIGAN AFSCME COUNCIL 25	UNION DUES - OCTOBER 2023	137.10
10/19/2023	6	47207	10951	AMAZON CAPITAL SERVICES INC	BLUEPRINT STORAGE RACK	36.77
					HALLOWEEN TREATS	23.38
					OFFICE SUPPLIES	69.99
						130.14
10/19/2023	6	47208	08622	ASCENSION MI EMPLOYER SOLUTIONS	PRE-EMPLOYMENT DRUG SCREEN	58.00
10/19/2023	6	47209	05503	BERKLEY SCHOOL DISTRICT	2024 YEARBOOK AD	125.00
10/19/2023	6	47210	11635	BILLOW COMPANY LLC	EQUIPMENT REPAIRS	1,255.00
10/19/2023	6	47211	07754	BLUE CROSS BLUE SHIELD OF MICH	GROUP #007006045-0010	50,202.02
					GROUP #007006045-0008	9,905.33
					GROUP #007006045-0009	562.80
						60,670.15
10/19/2023	6	47212	07736	CINTAS CORPORATION #31	WEEKLY MAT SERVICE	33.18
					WEEKLY MAT/TOWEL SERVICE	97.55
					WEEKLY MAT SERVICE	22.82
					WEEKLY MAT SERVICE	18.80
					WEEKLY MAT SERVICE	33.18
					WEEKLY MAT/TOWEL SERVICE	97.55
					WEEKLY MAT SERVICE	18.80
					WEEKLY MAT SERVICE	22.82
						344.70
10/19/2023	6	47213	10586	CMP DISTRIBUTORS INC	PUBLIC SAFETY SUPPLIES	262.65
10/19/2023	6	47214	00040	CONSUMERS ENERGY	ACCT #1000 0022 3469 - 26325 SCOTIA - ST	400.44
					ACCT #1000 0022 3410 - 26325 SCOTIA - ST	112.67
					ACCT #1000 1256 5949 - 26415 SCOTIA	112.67
					ACCT #1000 1256 6178 - 26815 SCOTIA	63.39
					ACCT #1000 1256 6020 - 12795 W, 11 MILE	129.42
					ACCT #1000 1256 6087 - 12755 W, 11 MILE	135.34
						953.93
10/19/2023	6	47215	07501	CRANDALL-WORTHINGTON INC	RECREATION SUPPLIES	15.22
10/19/2023	6	47216	03909	DISCOUNT SCHOOL SUPPLY	LATCHKEY SUPPLIES	458.26
10/19/2023	6	47217	00048	DTE ENERGY	ACCT #9100 075 2082 8 - 26325 SCOTIA	72.62
					ACCT #9200 098 8205 0 - 8020 HENDRIE	19.50
					ACCT #9100 084 6321 8 - 10514 LASALLE BL	41.52
					ACCT #9100 084 6344 0	15.40
					ACCT #9100 068 0871 1 - 26415 SCOTIA RM	61.89
					ACCT #9100 084 6333 3 - 13203 WALES AVE	14.87

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
10/19/2023	6	47218	10120	EHIM	ACCT #9100 084 6395 2 - 8725 W. 11 MILE ACCT #9100 084 7601 2 - 12801 W. 11 MILE ACCT #9100 084 7615 2 - 25820 SCOTIA	85.89 25.22 17.05 <u>353.96</u>
10/19/2023	6	47219	00058	EJ USA, INC	MEDICAL WRAP	671.00
10/19/2023	6	47220	11636	FLEETPRIDE	CLAIMS FUNDING	5,087.08
10/19/2023	6	47221	10950	DUAINE FRANKS LLC		<u>5,758.08</u>
10/19/2023	6	47222	10754	GREAT LAKES WATER AUTHORITY	DPW SUPPLIES	204.21
10/19/2023	6	47223	06651	IAN KINDER LLC	VEHICLE SUPPLIES	25.50
10/19/2023	6	47224	10953	IDEAL ELECTRICAL INSPECTIONS, LLC	BUILDING INSPECTIONS	1,000.00
10/19/2023	6	47225	11637	ITU INC	IWC CHARGES	293.02
10/19/2023	6	47226	11469	JUDY SCHRAM	SELF DEFENSE CLASSES	202.00
10/19/2023	6	47227	11530	LENNY NEWMAN	ELECTRICAL INSPECTIONS	650.00
10/19/2023	6	47228	11419	LUCILLE EVANS	VEHICLE SUPPLIES	18.35
10/19/2023	6	47229	11159	MANER COSTERISAN	FRIENDS OF THE LIBRARY SUPPLIES	88.35
10/19/2023	6	47230	00049	MCKESSON MEDICAL- SURGICAL	SNACKS FOR SENIOR TALENT SHOW EVENT	44.97
10/19/2023	6	47231	06821	MICHIGAN ASSOCIATION OF POLICE	REIMBURSEMENT FOR FREEDOM TO READ EVENT	98.43
10/19/2023	6	47232	11603	MICHIGAN MUNICIPAL LEAGUE	PROGRESS BILLING FOR AUDIT FIELDWORK	15,265.00
10/19/2023	6	47233	04331	MML WORKERS COMP FUND	HAZARDOUS MATERIALS	624.06
10/19/2023	6	47234	00132	OAKLAND COUNTY	MEDICAL SUPPLIES	101.66
10/19/2023	6	47235	00166		UNION DUES - OCTOBER 2023	679.20
10/19/2023	6	47236	04938	OFFICE PRODUCTS OUTLET	UNEMPLOYMENT CONTRIBUTION - 3RD QTR 2023	638.63
10/19/2023	6	47237	08384	OTIS ELEVATOR COMPANY	WORKERS' COMP INSURANCE	6,811.00
10/19/2023	6	47238	00181	POLICE OFFICERS ASS'N OF MICH	CLEMIS	3,219.00
10/19/2023	6	47239	11638	POWERVAC/SERVICE PRO	FRMS FEES	1,172.00
10/19/2023	6	47240	04253	PRINTING SYSTEMS, INC.		<u>4,391.00</u>
10/19/2023	6	47241	11639	REV BUSINESS SOLUTIONS	CITY HALL CUBICLES	14,932.62
10/19/2023	6	47242	09914	ROSATI SCHULTZ JOPPICH AMTSBUECHLER	ELEVATOR MAINTENANCE AT LIBRARY	3,151.32
10/19/2023	6	47243	MISC	ROSE D LYONS AGREEMENT OF TRUST	UNION DUES - OCTOBER 2023	414.48
10/19/2023	6	47244	MISC	SARAH MOUNTAIN	GREASE TRAP CLEANING	430.00
10/19/2023	6	47245	00209	SOC RESOURCE RECOVERY AUTHORITY	BALLOTS	715.13
10/19/2023	6	47246	07138	TOSHIBA AMERICA BUSINESS SOLUTIONS	FRIENDS OF THE LIBRARY T-SHIRTS	1,548.68
10/19/2023	6	47247	MISC	TRITON PLUMBING	LEGAL FEES - PROSECUTIONS	1,985.53
10/19/2023	6	47248	MISC	VANSEMBROUCK, MATTHEW	LEGAL FEES - TAX TRIBUNAL MATTERS	133.00
10/19/2023	6	47249	10824	VESCO OIL CORPORATION	LEGAL FEES - RETAINER WORK	4,510.80
10/19/2023	6	47250	07255	WOW INTERNET AND CABLE		<u>6,629.33</u>
10/19/2023	6	47251	07255	WOW INTERNET AND CABLE	UB refund for account: 5014790	10.66
10/19/2023	6	47252	07255	WOW INTERNET AND CABLE	CLASS REFUND	89.00
10/19/2023	6	47253	07255	WOW INTERNET AND CABLE	BASIC REFUSE, RECYCLABLES, & YARD WASTE	18,726.00
10/19/2023	6	47254	07255	WOW INTERNET AND CABLE	COPIER CHARGES	80.25
10/19/2023	6	47255	07255	WOW INTERNET AND CABLE	COPIER CHARGES	155.92
10/19/2023	6	47256	07255	WOW INTERNET AND CABLE	PRINTER MAINTENANCE CHARGES	215.00
10/19/2023	6	47257	07255	WOW INTERNET AND CABLE	PRINTER CHARGES	287.43
10/19/2023	6	47258	07255	WOW INTERNET AND CABLE		<u>738.60</u>
10/19/2023	6	47259	07255	WOW INTERNET AND CABLE	BD Bond Refund	100.00
10/19/2023	6	47260	07255	WOW INTERNET AND CABLE	BD Bond Refund	400.00
10/19/2023	6	47261	07255	WOW INTERNET AND CABLE	30 GALLON SERVICE	237.25
10/19/2023	6	47262	07255	WOW INTERNET AND CABLE	CABLE	69.62

6 TOTALS:

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
Total of 222 Checks:						922,534.85
Less 1 Void Checks:						462.80
Total of 221 Disbursements:						922,072.05



Consent Agenda #4

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

Mayor Bob Paul
Mayor Pro-Tem Jeff Jenks
City Manager Chris Wilson

Commissioner Jules B. Olsman
Commissioner Michelle Elder
Commissioner Joe Rozell

CIVIC EVENT PERMIT

APPLICANT Burton PTA - Leah Wallbillich

APPLICANT PHONE 2489109466

EVENT DATE October 27, 2023

EVENT TIME

SET UP BEGINS AT 5:30

EVENT TIME 6:00

CLEAN UP ENDS AT 7:00

DESCRIPTION OF EVENT AND RELATIONSHIP TO THE CITY

The Burton PTA is hosting a Trunk or Treat for the Burton School Community.

We are planning on using the Teacher's Parking lot on Nadine for the cars to

park in and then the children can go car to car through the spots.

CONTACT PERSON DATE OF EVENT Leah Wallbillich

CONTACT CELL PHONE DATE OF EVENT 2489109466

TEMPORARY SIGNS NEEDED

YES

☒

NO

☐

SIGN INSTALLATION DATE AND TIME

5:30

SIGN REMOVAL DATE AND TIME

7:00

LOCATION OF EVENT (ATTACH MAP FOR RUN/WALK EVENTS)

Burton Teacher's lot on Nadine

PARKING PLAN WHERE PARTICIPANTS WILL PARK

Participants will park along Nadine east and west of the road closer signs

ARE YOU REQUIRING ANY STREET CLOSURE? (ATTACH MAP SHOWING PROPOSED ROAD CLOSURE)

YES

☒

NO

☐

In consideration for this permit, the applicant agrees, to the fullest extent possible by law, to release, indemnify, defend and hold harmless the City of Huntington Woods, its elected and appointed officials, boards, councils, commissions, employees and volunteers from any liabilities, damages, losses, suits, claims, expenses, attorney fees and costs that arise from any injury or property damage relating to use of City property by the Applicant or Applicant's employees, members, volunteer, contractors, agents, invitees, licensees, guests, attendees or participants. It is further agreed that the Applicant shall supply the City of Huntington Woods with a certificate of insurance evidencing commercial general liability insurance, with an insurance carrier licensed and admitted to do business in Michigan, naming the City, its elected and appointed officials, boards, councils, commissions, employees, volunteers as

additional insured in a form and with coverage and coverage limits acceptable to the City.

Applicant further agrees to reimburse the City of Huntington Woods for costs incurred associated with the Civic Event Permit unless otherwise waived by the City Commission.

Because civic events/runs take place in residential neighborhoods, no excessive noise is permitted and activities on private property are prohibited without prior consent.

AUTHORIZED SIGNATURE Leah Wallbillich

DATE 10/11/2023

APPROVED BY:

CITY COMMISSION

PUBLIC SAFETY DEPARTMENT

COPY OF INSURANCE ATTACHED

Egon Zini
CP



CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY)

10/2/2023

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 Arthur J. Gallagher Risk Management Services, LLC 300 Ottawa NW Suite 301 Grand Rapids MI 49503	CONTACT NAME: Brian Pierce PHONE (A/C, No, Ext): 616-233-0926 E-MAIL ADDRESS: Brian_Pierce@ajg.com FAX (A/C, No): 616-233-0923	
INSURER(S) AFFORDING COVERAGE		NAIC #
INSURER A : MAISL Joint Risk Management Trust		
INSURER B : Great American Insurance Company		16691
INSURER C :		
INSURER D :		
INSURER E :		
INSURER F :		

COVERAGES**CERTIFICATE NUMBER:** 445562918**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 B	<input checked="" type="checkbox"/> COMMERCIAL GENERAL LIABILITY <input type="checkbox"/> CLAIMS-MADE <input checked="" type="checkbox"/> OCCUR GEN'L AGGREGATE LIMIT APPLIES PER: <input checked="" type="checkbox"/> POLICY <input type="checkbox"/> PRO-JECT <input type="checkbox"/> LOC OTHER:	Y		Insurer A & B MAC 3128240	7/1/2023 7/1/2023	7/1/2024 7/1/2024	EACH OCCURRENCE \$ 1,000,000 DAMAGE TO RENTED PREMISES (Ea occurrence) \$ 1,000,000 MED EXP (Any one person) \$ PERSONAL & ADV INJURY \$ Included GENERAL AGGREGATE \$ 3,000,000 PRODUCTS - COMP/OP AGG \$ 1,000,000 Agg Applies per \$ Member
A B	<input checked="" type="checkbox"/> AUTOMOBILE LIABILITY <input checked="" type="checkbox"/> ANY AUTO <input type="checkbox"/> OWNED AUTOS ONLY <input type="checkbox"/> HIRED AUTOS ONLY <input type="checkbox"/> SCHEDULED AUTOS <input type="checkbox"/> NON-OWNED AUTOS ONLY			Insurer A & B MAC 3128240	7/1/2023 7/1/2023	7/1/2024 7/1/2024	COMBINED SINGLE LIMIT (Ea accident) \$ 1,000,000 BODILY INJURY (Per person) \$ BODILY INJURY (Per accident) \$ PROPERTY DAMAGE (Per accident) \$ Physical Damage \$ Included
A B	<input checked="" type="checkbox"/> UMBRELLA LIAB <input checked="" type="checkbox"/> OCCUR <input type="checkbox"/> EXCESS LIAB <input type="checkbox"/> CLAIMS-MADE DED RETENTION \$			Insurer A & B MAC 3128240	7/1/2023 7/1/2023	7/1/2024 7/1/2024	EACH OCCURRENCE \$ 10,000,000 AGGREGATE \$ 10,000,000 \$
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				PER STATUTE OTH-ER E.L. EACH ACCIDENT \$ E.L. DISEASE - EA EMPLOYEE \$ E.L. DISEASE - POLICY LIMIT \$
B	School Board Legal Liability Professional & Errors & Omissions Auto Liability			MAC 3128240	7/1/2023	7/1/2024	Per Claim Limit \$1,000,000 Aggregate Limit \$1,000,000 Maintenance Ded. \$2,500

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

MAISL Joint Risk Management Trust is a qualified and approved self-insurance fund under the laws of the State of Michigan. SIR \$600,000
City of Huntington Woods is an Additional Insured as respects to General Liability, pursuant to and subject to the policy's terms, definitions, conditions and exclusions.

RE: Berkley Tag Days Orchestra and Band performing at a variety of businesses in Berkley, Oak Park and Huntington Woods during the current school year.

CERTIFICATE HOLDER**CANCELLATION**

City of Huntington Woods	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

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Consent Agenda #4a



City of Huntington Woods **Anti-Racism Advisory Committee**

September 6, 2023

7:00 p.m.

In-Person Meeting – City Hall

MINUTES

Present: Christina Kozlowski, Katie Beaulieu, Daniel Dena, Jessica Edwards, Cary McGhee

Absent: Chris Wilson

Virtual (via Zoom): none

Commissioner: Jeff Jenks

Student Rep: Beatrice Robinson

City Staff present: Sarah Wagner, Hank Berry

1. Call to order and Review of Rules for Public Comment
 - a. Katie Beaulieu called the meeting to order at 7:02p
 - b. Introduction of new student representative – Beatrice Robinson
2. Approval of Agenda
 - a. Moved by Christina Kozlowski, seconded by Daniel Dena to approve September 2023 agenda

Ayes: Jessica, Daniel, Katie, Christina, Cary

Nays: none

Absent: none

3. Review/Approval of the August 9, 2023 Minutes
 - a. Moved by Daniel Dena, seconded by Jessica Edwards to approve August 9, 2023 minutes

Ayes: Jessica, Daniel, Katie, Christina, Cary

Nays: none

Absent: none

4. Public Comments
None

2020 Anti-Racism Plan

- Framework Approaches
 - Continuous learning and examination
 - Implement actions and/or adjust policy
 - Measure and evaluate results
- Goals
 - Learning & recognition
 - Community relations
 - Public policy

5. Items of business

a. Recommended Areas of Focus Moving Forward

- Branding/ Real Estate
 - Homeownership Initiative – Cary and Jessica have taken the lead on this. This will include conversations with realtors to find out multiple perspectives and what challenges HW may face.

Hank said he's willing to assist us with questions we may have re: real estate/planning and zoning

- City Branding – updates from brainstorm
Sarah came up with a proposed logo for the ARAC – would go on the website, also fliers for events put on by ARAC
Jessica mentioned checking with ADA checklist for what makes this compliant – Sarah will double check this

Sarah will make some additional modifications and provide the ARAC with additional mock-ups

- Collaborations with the Schools
 - Anti-Racist Parenting/Caregiver Workshop
 - Connecting with Berkley Diversity Council, PTA DEI Committees
- City Administration
 - Recruitment, Hiring, & Training for City Staff
 - Partnerships with City Departments
 - Living Room Conversations

Next would be determining timetables and goals for each of the above-areas, and/or priority lists to determine where each goal falls on the priority list and helps to determine allocation of resources. Will also want to work with Chris to ensure our priorities match the City administrations.

Cary also mentioned updating HW website so it is ADA compliant – she's provided some information to Sarah to get the ball rolling on this. This fits in nicely with the City Administration category. They have also discussed an ARAC mission statement and logo.

Michigan Roundtable exhibit – it's a traveling exhibit called "We don't want them" – looking at history of racial equality in Metro-Detroit. Cary spoke to their representative, Dez Squire, about partnering with this. Possibly have for a week or so, with a speaker on opening night, ARAC committee could be trained and be present during the week if anyone has questions. Cary will set up call next week with Dez Squire from Michigan Roundtable to discuss this further. Beatrice mentioned maybe including a 3D online exhibit of this on the City website for those who might miss it – Cary will touch base on this.

Sarah and Cary also discussed including a "Homes for Sale" page on the HW website as a way to make it more accessible. Maybe also have a "Future Residents" aspect and updating imaging to the website as well.

Commissioner Jenks also believes we should be discussion with realtors what is working and not working re: real estate practices in HW.

Consider inviting department heads to meetings in the future, or one each meeting, to see what they are doing towards these goals and help narrow the focus on moving forward.

Beatrice mentioned student workshops during lunch or after school.

DEI PTA committee at each school, and there is also DEI at the District level – might be worthwhile and in alliance with our goals to include more schools/all schools in the district, make it a more inclusive goal.

PUBLIC COMMENT ON ITEMS OF BUSINESS:

Jessica Steinhart – how will latchkey work with school of choice? How are the needs of the school of choice students being served? This would be worth discussing with Parks and Rec.

Jessica E. also mentioned how Parks and Rec would work with school of choice individuals for classes which occur after school. Maybe revisit 1st come 1st serve policy and move to a lottery system.

b. Summary Document – update to 2020 Anti-Racism Plan (Katie to work on with Sarah)

6. Other business

a. Public Safety Open House on October 7

Is there a quiet time? With no horns and sirens or other time when children with disabilities or sensitivities might be able to attend making the event more inclusive

Jessica E. mentioned a Michigan Civil Rights Coalition – disability training

b. Conversation with Mrs. Lauren Fragomeni – new Principal of Burton Elementary School

c. Confirming 2024 Meeting Dates

January 10	July 10
February 7	August 14
March 13	September 11
April 10	October 9
May 8	November 13
June 12	December 11

Tentatively approved by ARAC

PUBLIC COMMENT

Claire – public comment should be at the end

Also have copies of whatever documents we're going to be referencing available for the public
Be careful not to go too deep into social media and ignore an area of the population

7. Adjournment

Moved by Daniel Dena, seconded by Cary McGhee to adjourn

Ayes: Daniel, Christina, Katie, Jessica, Cary

Nays: none

Absent: none

The motion carried.

Christina Kozłowski, Secretary
Kate Beaulieu, Chairperson

Consent Agenda #4b

CITY OF HUNTINGTON WOODS
REGULAR MEETING OF THE ARTS & GARDEN BOARD
MINUTES
September 19, 2023
7:00 p.m.
Library

PRESENT: Elaine Horowitz, , Pam Haxton, Susan Warrow. Marci Bykat

CITY LIAISON: Amy Hood, DPW

APPROVAL OF AGENDA

Agenda approved unanimously.

APPROVAL OF AUGUST 2023 MINUTES

Approved unanimously.

PUBLIC PARTICIPATION:

None

ITEMS OF BUSINESS:

- a. Public Arts Project
Art Pillars will be installed soon at Statue Park. We will hold a reception and unveiling at the park on Tuesday, September 10 at 6:00 pm. Amy will invite Art Pillars artists, city commissions, the mayor, and city manager. Robert will invite Adopt-A-Gardeners. Cider and donuts and/or other small snacks will be handled by Amy.
- b. Adopt-A-Gardens Appreciation event
Roll this into Statue Park event (see above item (a.))

OTHER BUSINESS

DIA Art Inside|Out application completed, awaiting decision.
Still pending.

Tree projects – ideas to re-invigorate our Board’s mission of maintaining tree canopy and educating public.

- a. Re-establish a memorial tree program
- b. Partner with Burton and/or Library for a tree program, speaker, tree prints, crafts, etc. (see Art Fair item below)
- c. Motion to reopen approved 2024 Arts & Garden Fair, and motion to replace it with another event carried. Suggestions included holding event near Arbor Day, include table by Oakland County Parks again. Also possible Howell Nature Center speaker (trees supporting wildlife, etc).

ADJOURNMENT:

The meeting was adjourned at 8:00 pm.

The next meeting is October 17 at 7:00 pm at the Library

Consent Agenda #4c

MINUTES

Huntington Woods Library Advisory Board

Meeting Date: Monday, September 18, 2023

Present: Nadia Cesar, Marty Ferman, Mary Foreman, Beth Applebaum, Deb Hemmye, Eliza Bressack, Michelle Curtin, Angie Povilaitis

- I. Call to Order-7:08 p.m.
- II. Approval of minutes of July 17, 2023 and August 21, 2023 meetings -Approved
- III. Friends of Library Report-Report was given by Marty Ferman. Sales from the Friends Book Shelf are doing well. HWFL has made commitments to support the Library October 13 Freedom To Read (Banned Books) event and to purchase T-shirts that will be for sale by the Library. HWFL sponsored the ice cream truck at the "Library Card Sign Up" event that took place on September 9, 2023.
- IV. Librarian's report by Director Deb Hemmye.
 - a. Hot water line leak and flooding in 2 rooms. Paul Scott Plumbing has been out to examine and repair the plumbing issues and damage. There was a discussion about maintenance issues in the library and changes in City of Huntington Woods staffing that may impact the Library.
 - b. New public and staff color copier with color and scan to email functions is up and running.
 - c. Website Update. Bridget McKinley provided professional support to Deb in evaluating Vendor proposals. Deb has chosen Revize. There was a discussion about other libraries working with Revize and some details about the anticipated changes/additions to the website, including a new Library logo.
 - d. Fish Tank Update. Deb has found a new vendor to replace the fish tank.
 - e. Programs. The Library Card sign up event organized by the Joanne Johnson (Adult Librarian) was very successful. Joanne Johnson is also planning an Author Fair.
 - f. Freedom to Read Festival. Deb provided the details of the event to take place October 13th, 6:30-8:30pm. There was a discussion about the different activities, T-Shirt design and orders, PR of the event, security issues. There was also a discussion about the issues of banned books and the American Library Association.

g. T-Shirt sales and new logo. Deb provided details about the T-Shirt design, the new logo and the plan for sales to begin Monday, September 25.

h. Added Item: Statistics. There was a discussion about the type and frequency of statistics that would be helpful to the Library Advisory Board. Deb will be working on a report for the next meeting.

V. Public Participation-None.

VI. Comments-None

Next Meeting is October 16, 2023

The Library Advisory Board meets at 7 p.m. on the third Monday of each month in the Friends Room on the lower level of the library.

Adjournment -8:05 pm

Minutes prepared by Beth E. Applebaum

ZONING BOARD OF APPEALS MINUTES August 14, 2023

The meeting was called to order at 7:30 p.m. by Hank Berry for the purpose of election of a temporary chair.

Hank explained that the Chair and Vice Chair are both absent from this meeting, as both are out of town, and that the Board must elect an interim Chair for this meeting only.

Joe Claya made a motion that Rick Polan be temporary Chairman.

Rick Polan accepted the nomination.

Yeas: Doctoroff, Claya, Polan, Stocker, Brooks

Nays: None

The meeting was called to order at 7:33 p.m. by temporary Chairman Rick Polan.

PRESENT: Andy Doctoroff, Joe Claya, Rick Polan, Bree Stocker, Michael Brooks

Staff: Hank Berry

ABSENT: Adam Wallace, Ben Falik, Adam Tonge, James Park

Approval of Agenda

Motion to approve the agenda by Claya, seconded by Stocker.

Yeas: Doctoroff, Claya, Polan, Stocker, Brooks

Nays: None

Approval of Minutes- April 10, 2023 and April 19, 2023

Motion to approve the minutes from April 10, 2023 and April 19, 2023 by Claya, seconded by Stocker.

Yeas: Doctoroff, Claya, Polan, Stocker, Brooks

Nays:

Matter of an appeal from Armitage Collision of a variance for 13153 W. 11 Mile Rd to have a new illuminated sign in a residentially zoned non-confirming property

contrary to section 40-10.11: Signs, Prohibited Signs in residential nonTD or BD zones district.

Fred Binno Jr. and Fred Binno Sr. noted that the two signs on the building now are dilapidated and unappealing. They hope to remove one of the signs completely and replace the other sign on the front of the building. The new sign would remain the same size but would be illuminated and new.

Hank showed a photo of the current sign that would be replaced, noting that it does not meet required code due to the dilapidation. The business owners have chosen to replace instead of repair, which would not likely be successful. Hank notes that the owners' plans would technically constitute a reduction in sign size, as the sign on the side of the building would not be replaced. Hank notes that the new illuminated sign would face 11 Mile Rd. and would not face a residential district. The plan proposes that the new sign would be mounted in the same place on the building, in a very similar fashion.

Hank showed a photo of an aerial view of 11 Mile Rd. and Berkley Ave, where the business is located. Hank explains that the zoning of this location is R1E (single-family residential), but that the business has been located here for many years.

Hank showed a mock-up of the new sign mounted to the front of the building, including measurements, and notes that the inside of the business was recently renovated, as well. Hank notes that the proposed sign meets the requirements for signage, but that the city code does not allow illuminated signs in a residential district. The business is a legal non-conforming structure that predates the zoning ordinance. It's difficult for the owners to identify their business on this corner of 11 Mile, especially given that the majority of houses located here have circular driveways.

Hank reviewed the criteria for signage:

1. Special or unique circumstances and conditions exist which are peculiar to the land, structure, or building involved which are not generally applicable to other land, structures, or buildings in the same zoning district.

Hank stated that this is the only instance of a commercial property occupying a residential lot in Huntington Woods, and that the variance is needed to install the sign.

2. The variance will not be injurious to the neighborhood or otherwise detrimental to the general welfare.
The sign faces 11 Mile only and no residential properties. As it faces 11 Mile, it only faces commercial properties in Berkley and there have been no adverse communications from the request date.
3. Special conditions and circumstances do not result from the actions of the applicant. The property has existed as Armitage Collision since Mr. Binno purchased the business and property, as the sign issue is a matter of building components wearing out and to be expected.

4. A literal interpretation of the provisions of this ordinance would deprive the applicant of rights commonly enjoyed by other properties in the same district under the terms of this ordinance, that the variance is the minimum necessary. We choose to look at whether the circumstances explained by the applicant warrant some relief. This business is an outlier in an R1E district.

Chairman Polan opened the floor for questions from ZBA members.

Michael Brooks asked if there is a house next door and Hank confirmed that there is. Hank brought up the aerial view of the business and neighboring property, showing that the residential neighbor stores personal items under the Armitage overhang, which is not technically permitted. The City has spoken to the neighbor about this previously. Hank also confirms that the illumination from the sign won't affect the next-door neighbor, as well as that the sign must still conform to all Huntington Woods regulations and will therefore be turned off at 10:00pm each night.

Bree Stocker asked for confirmation that the sign on the Berkley Ave. side of the business will be removed and will not be replaced. Hank, Mr. Binno Sr., and Mr. Binno Jr. confirmed.

Joe Claya asks whether the metrics shown in the mock-up of the new sign adhere to City code requirements. Hank confirmed that they did. Claya asked for confirmation that the sign on the Berkley Ave. side of the business will be removed and will not be replaced. Hank confirmed.

Andy Doctoroff asked if other businesses in Huntington Woods have illuminated signs, and Hank confirmed that they do, including Thrifty Flowers and the Woodward buildings in the TD district, the salon, and Monarch Cafe- though Hank noted that the latter three signs are ground-lit. Hank also noted that the Rite-Aid and Chase Banks have illuminated signs.

Doctoroff asked if there is a method of measuring how bright the sign will be. Hank stated that it could be measured in lumens and confirmed that the proposed sign meets all Huntington Woods signage ordinances.

Doctoroff asked if the business owners have spoken to the neighbors about the proposal. Mr. Binno Jr. stated that he spoke casually to both neighbors about the sign, but cannot remember if he mentioned that it would be illuminated. He recounted that both neighbors were happy about having the sign replaced. Hank confirmed that the notice for tonight's meeting does include that the sign will be illuminated and that everyone within 300 feet of Armitage Collision was sent a notice regarding tonight's meeting. Hank received no responses.

Doctoroff asked the Binno's how bright the sign will be in layman's terms. Mr. Binno Jr. stated that he instructed the signage company to make the sign tasteful, classy, and not obtrusive. Hank displayed a nighttime SIM provided by the signage company. Doctoroff

asked if the sign has a dimmer, or what we would do in the event of complaints. Hank states that complaints would come from breaking Huntington Woods' light trespass laws and that the current proposal adheres to those laws. The Board recognized that the new dispensary in Berkley (Butter) will also have a lighted sign down the road.

Brooks asked if the sign will have metal or plastic opaque sides, which would direct the light toward the front. Hank confirmed that this is the case.

Brooks asked to confirm that approving this variance now will allow it to stay with the property moving forward. Hank confirmed this, qualifying that the variance will not be maintained if the use changes. Brooks asked what would occur if the Binno's sold the business to another proprietor and Hank confirmed that any variance potentially granted today will be for this sign at this property at this time. As long as it remains Armitage Collision and the sign remains in good shape, the sign can stay. The copy of the sign cannot be changed, and the sign cannot be applied to another business. If the new sign begins to deteriorate, we would order the sign down.

Doctoroff stated that he will vote in favor of the sign, but noted that he is concerned that residents may be unpleasantly surprised by the brightness. He stated that this sign will certainly be an improvement and asked the Binno's to be thoughtful about the brightness of the sign. The Binno's stated that they agree and have had a similar conversation with the signage company. Hank added that another law states that there can be no sign or no light on 11 Mile that interferes with traffic or safe travel.

Chairman Polan asked Hank what the ordinance says specifically about illuminated signs. Hank shared that the ordinance states that illuminated signs are only permitted in a TD (transitional district) or BD (business district) Zone District. The TD encompasses Woodward and just to the north of the BP gas station, with the exception of Thrifty Florist. The BD includes Monarch Café, the hair salon, Chase Banks, Huntington Cleaners, and Thrifty Florist. Hank recounted that a business that was previously in Huntington Woods, Green Gardens, once wanted a sign that would have been a ground-mounted side-lit sign to be seen going up and down 11 Mile- neighbors did complain. The proposed Armitage sign differs in that it is a flush mount on the building facing commercial property in Berkley. By the time this sign becomes most visible, folks won't be occupying the buildings it illuminates.

Chairman Polan asked if the ordinance refers specifically to light output or photometrics, and Hank stated that light output and photometrics aren't included in the ordinance. Hank noted that there is an upcoming Planning Commission meeting where a revision of the sign ordinance will be discussed, but clarified that this revision would mostly concern political signs and signs of that nature.

Chairman Polan confirmed that the light has to be turned off at 10:00pm each day, and asked when the light is permitted to be turned on in the mornings. Hank stated that the ordinance allows illuminated signs to be turned on at 9:00am.

Chairman Polan asks if there are any other questions from the Board.

Claya asked if criteria exists to determine whether there's too much illumination. Hank states that Public Safety will alert him if the sign interferes with traffic, and that the metrics given by the signage company indicate that it will be less bright than other illuminated signs in the City.

Brooks indicates that there appears to be a natural light-block across the street with the Berkley Masonic Temple, which is a two-story structure.

Chairman Polan recognizes that there are no further questions from the Board.

Chairman Polan opened the meeting to Public Participation.

Seeing no persons wishing to speak Chairman Polan closed Public Participation.

Chairman Polan asked if there was further comment from the Board and, seeing none, asked for a motion.

Motion by Doctoroff to grant the appeal for 13153 W. 11 Mile Road (Armitage Collision) to have a new illuminated sign in a residentially zoned non-confirming property, contrary to section 40-10.11: Signs (E) Prohibited Signs, in a residential non-TD or -BD Zone District as it meets the requirements for variance and is generally compatible with the spirit of the ordinance and will do substantial justice to the appellant.

Motion seconded by Stocker.

Yeas: Doctoroff, Claya, Polan, Stocker, Brooks

Nays: None

Motion passes.

Other Business

None

Hank stated that there will likely be a September Zoning Board of Appeals meeting.

Public Participation

Chairman Polan opened the meeting to Public Participation.

Seeing no persons wishing to speak Chairman Polan closed Public Participation.

Draft Copy August 14, 2023 minutes

Motion to adjourn by Claya, seconded by Stocker.

Yeas: Doctoroff, Claya, Polan, Stocker, Brooks

Nays:

Meeting was adjourned at 7:58pm.

Respectfully Submitted,

Sarah Wagner

Recorder

Consent Agenda #4e

City of Huntington Woods Senior Advisory Committee Thursday June 8, 2023 Meeting Minutes

Present – Lenny Newman, Fun Ng, Sally Schulman-Gaft, Marcy Peters, Tracy Shanley, Joanne Johnson.

- 1> Call to Order by Lenny at 3:43
- 2> Committee approved the meeting agenda
- 3> Reviewed minutes of the May 2023 meeting – Motion to approve by Sally, seconded by Marcy
- 4> Elected Officials remarks – none in attendance
- 5> Parks and Recreation Update – Tracy reported that the Burton Field Track resurfacing has been completed. The New Residents Reception was a success and Lenny was in attendance to represent the SAC. All of the courts by the Rec Center have been lined for pickleball and bus drivers are being hired for Senior transportation.
- 6> Library Update provided by JoAnne –
Library Activities for next quarter
6/15/2024 – Speaker from Detroit River Conservancy
6/30/2024 – Olduf Garden on Belle Isle
8/18/2024 – Matthew Ball performance
9/9/2024 – Library sign-up month activities –
Pewabic Pottery mobile truck, free Ice Cream, make your own tile
10/14/2024 – Author Fair

Library has hired a part-time Children's Young Adult Librarian
- 7> Final Report - May Senior Programs, Pen Pal and Tea event. All programs completed successfully
- 8> Will schedule Talent Showcase and Senior Singalong in October. It was also suggested we repeat the Rosie the Riveter presentation in the spring. Lenny will follow-up with Bridget in publication deadline dates to include info in the newsletters.

- 9> Fitness Equipment demos are scheduled in the Park for July 6th, August 8th and September 6th. Ensure at least one of the Advisory Committee attend each session. Marcy will drop off a flyer to be posted at the Monarch Café.
- 10 Lenny is working with the Norup Gym teacher to set up joint Senior /Student Pickleball sessions. Possibly the 3rd Thursday of the month at 11:00 am at Norup
- 11 Lenny also suggested we made better use of the city signboards (City Hall, Scotia Park, etc.) to advertise/promote Senior events
- 12 Public Participation – None
- 13 Next Meeting – Thursday September 21, 2023 @3:30 at City Hall
- 14 Meeting Adjourned at 4:30

Respectfully submitted by Marcy Peters

Consent Agenda #4f

CITY OF HUNTINGTON WOODS
ENVIRONMENTAL SUSTAINABILITY ADVISORY COMMITTEE
MINUTES
August 21, 2023 – 7:00 PM
City Hall

Chair Sean Kristl called the meeting to order at 7:09 PM

PRESENT: Members: Kristl, Zobl-Tar, Phipps, Brooks, Zenlea; Student Representative Heller

ABSENT: Members: None

Also Present: City Manager Chris Wilson, Member Pollack (Via Zoom).

APPROVAL OF AGENDA

Motion to approve the agenda as presented.

Motion by Phipps; seconded by Kristl

Motion carried 5-0

APPROVAL OF MINUTES FROM 4/20/23

Member Zobl-Tar asked that her name be revised to the correct spelling

Move to accept the minutes as revised.

Motion by Zobl-Tar; Second by Zenlea

Motion Carried 5-0

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

UPDATE ON CITYWIDE GREENSPACE MAINTENANCE PLAN

- Manager Wilson updated the Committee as to the change of vendors and progress to date on maintenance of city properties.
- Commissioner Phipps shared her approval of the improvements to date at Scotia Park.
- Board members inquired as to their role in the management of public spaces in future years.

CLIMATE ACTION PLAN UPDATE

- Board reviewed the proposal from MKSK to develop a Climate Action Plan for the City and their role in the development of the Plan.
- The Board developed three (3) criteria for the plan that they would like to see achieved:
 1. The Plan should be impactful for the City of Huntington Woods

2. Provide measurables and metrics to move the City's operations towards "clean and green" to the greatest extent possible.
 3. Assign specific people to roles throughout the process for accountability.
- City Staff will be having a kickoff session with MKSK in the coming weeks. Chair Kristl asked that all members with questions or input for MKSK to get their comments and questions to him by no later than Friday, Sept. 8th. Chair Kristl and Member Phipps will attempt to participate in the kick-off session with City staff.
 - Results of kick off meeting and future planning process will be shared at the next meeting.

EARTH MONTH 2024 PLANNING

- Chair Kristil asks for members to assist in leading and facilitating projects for Earth Month 2024
- Member Sauter offers to lead efforts to Member Phipps agrees to assist
- Student Representative Heller will coordinate with Berkley Schools Group(s)
- Member Sauter will report back at the next meeting.

AGENDA FOR September 2023:

- Members asked if the City will or has considered a drone show in lieu of the annual July 4th fireworks show. The committee agreed to discuss this at their next meeting.
- Next meeting will be on **Thursday, September 21st**.

ADJOURNMENT

Motion by Phipps; Second by Zobl-Tar to adjourn the meeting.

Motion carried 5-0

Meeting adjourned at 8:01 P.M.

Consent Agenda #4g

CITY OF HUNTINGTON WOODS
ENVIRONMENTAL SUSTAINABILITY ADVISORY COMMITTEE
MINUTES
September 21, 2023 – 7:00 PM
City Hall

Chair Sean Kristl called the meeting to order at 7:06 PM

PRESENT: Chair Kristl; Members: Zobl-Tar, Sauter, Brooks,

ABSENT: Members: Phipps, Skyrd

Via Zoom: Member Pollack

Also Present: City Manager Chris Wilson

APPROVAL OF AGENDA

Motion to amend the agenda by adding Item 4A: Fireworks vs. Drones for July 4th and
Modifying item 8 to include date and time of October meeting. Seconded by Zobl-Tar

Motion carried 4-0

APPROVAL OF MINUTES FROM 8/21/23

Sauter asked that the minutes be modified to show that she was present at the meeting.
Phipps asked that the minutes read as Member Phipps, not "Commissioner" Phipps
Motion by Kristl; Second by Brooks to approve the minutes as amended.

Motion Carried 4-0

PUBLIC COMMENTS ON ITEMS NOT ON THE AGENDA

None

FIREWORKS VS DRONES FOR JULY 4TH:

- Members agreed to research costs and seek input from the Zoo and surrounding communities to gauge interest in a drone show for July 4th. Need to look into
 - Costs
 - Logistics
 - Sustainability/Environmental impact of fireworks
- Manager Wilso will update with results of poll from last year of residents on this issue.

CLIMATE ACTION PLAN UPDATE

- MKSK will be at the October meeting for kickoff discussion with ESAC

- Chair Kristl shared results of preliminary meeting with Ann Marie of MKSK to lay foundation and expectations for CAP
- Agree to set a meeting of December 20th to continue to work and receive update on CAP progress. Will confirm with MKSK if they will be able to attend December of January meeting.

EARTH MONTH 2024 PLANNING:

- Member Sauter will follow up with all members via email for Earth Month projects updates.

DECEMBER MEETING

- Tentatively set for Wednesday, December 20th.

AGENDA FOR OCTOBER 2023

- October meeting will be dedicated to presentation from MSKS on Climate Action Plan. Other matters will be held to November.

ADJOURNMENT

Motion by Sauter; Second by Zobl-Tar to adjourn the meeting.

Motion carried 4-0

Meeting adjourned at 8:02 P.M.

Next meeting scheduled for October 12, 2023



Consent Agenda #4h

Finance Department Memo

To: Honorable Mayor and City Commission

From: Ethan Haan, Finance Director

Date: October 17, 2023

Subject: Treasurer's Report August and September 2023

The cash and investment positions as of September 30th, 2023 are attached.

A review of our most pertinent funds is also attached. We are trending right where we should be in most areas relative to where we are in the fiscal year. Maintenance costs continue to rise in building maintenance in particular. Staff is keeping tabs on these expenses and budget amendments will be brought to the Commission at the January 2024 meeting.

The second half of property taxes are due October 31st. Residents may utilize the second half option if they paid 50% or more of the balance of their tax bill by August 10th. Otherwise the full amount is due in full with 1% penalty accruing per month. Winter taxes will be mailed out December 1st and payable February 14th. The City has collected almost 90% of its operating tax levy this year.

Auditors from our auditing firm Maner Costerisan have completed their fieldwork and will be presenting their final report for the fiscal year ending June 30, 2023 either at the November or December Commission meeting.

FINANCE REPORT - CASH POSITIONS

FUND	CURRENT INVESTMENTS	CURRENT CASH	TOTAL AVAILABLE
GENERAL FUND	5,196,375.81	1,194,182.17	6,390,558
MAJOR STREET FUND	548,178.61	23,341.56	571,520
LOCAL STREET FUND	4,990.35	67,384.21	72,375
ACT 345 PENSION FUND	(2,364.36)	681,141.90	678,778
RECREATION FUND	1,112,164.25	140,117.02	1,252,281
GWK DRAIN FUND	49,256.70	(533.28)	48,723
RACKHAM DEFENSE FUND	34,166.72	284.87	34,452
BUDGET STABILIZATION FUND	1,256,182.59	42,176.66	1,298,359
ELEVEN MILE - DEBT FUND	24,909.87	(72,738.00)	(47,828)
2010 UTGO DEBT	118,244.30	(111,102.16)	7,142
2012 UTGO DEBT	84,917.43	(22,119.21)	62,798
2014 UTGO DEBT	200,718.20	(14,831.71)	185,886
2017 UTGO DEBT	73,066.04	16,006.75	89,073
2019 UTGO DEBT	435,857.82	(506,471.97)	(70,614)
2020 CAPITAL IMP. BONDS	96,722.04	27,144.58	123,867
CAPITAL PLANNING FUND	1,068,833.80	(136,290.62)	932,543
SEWER CONSTRUCTION FUND	5,030,412.32	(637,889.74)	4,392,523
ROAD & SEWER CONSTRUCTION FUND	4,242,264.24	(1,430,580.22)	2,811,684
ROAD MAINTENANCE FUND	521,223.26	(201,605.30)	319,618
SANITATION FUND	86,768.47	452,624.10	539,393
WATER FUND	1,938,831.35	493,056.18	2,431,888
EQUIPMENT FUND	911,382.83	40,496.44	951,879
TRUST & AGENCY FUND	360,800.00	199,172.14	559,972
POST RETIREMENT FUND	764,265.30	84,839.36	849,105
TOTAL ASSETS - INVESTMENTS/CASH	24,158,168	327,806	24,485,974
FIDUCIARY (TRUSTEE)	AMOUNT INVESTED	PERCENT INVESTED	YIELD
MICHIGAN CLASS	11,166,434	45.09%	5.47%
OAKLAND COUNTY POOL- OPER	100,309	0.41%	2.49%
FIFTH THIRD SECURITIES	1,660,657	6.71%	1.10%
COMMERICA - J FUND - 4438	241,241	0.97%	4.46%
COMERICA SECURITIES - 2362	4,210,900	17.00%	2.64%
HUNTINGTON BANK	1,261,591	5.09%	1.20%
MULTIBANK SECURITIES	4,437,826	17.92%	2.20%
FLAGSTAR INVESTMENT ACCOUNT	1,010,765	4.08%	4.15%
FLAGSTAR BOND ACCOUNT	274,274	1.11%	4.23%
OAKLAND COUNTY BOND ACCOUNT	401,144	1.62%	2.49%
TOTAL INVESTMENTS	24,765,140	100.00%	
			3.75%
			327,806
			24,158,168
			24,485,974

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REVENUE AND EXPENDITURE REPORT FOR CITY OF HUNTINGTON WOODS

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PERIOD ENDING 09/30/2023
% Fiscal Year Completed: 25.14

GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 101 - GENERAL FUND					
000		8,987,350.00	6,645,689.99	2,341,660.01	73.94
	TOTAL REVENUES	8,987,350.00	6,645,689.99	2,341,660.01	73.94
101 - COMMISSION		35,510.00	1,239.89	34,270.11	3.49
172 - ADMINISTRATION		1,466,310.00	275,254.01	1,191,055.99	18.77
301 - PUBLIC SAFETY		2,900,240.00	693,664.46	2,206,575.54	23.92
441 - PUBLIC WORKS		502,650.00	114,576.31	388,073.69	22.79
790 - LIBRARY		750,600.00	163,069.06	587,530.94	21.73
853		0.00	0.00	0.00	0.00
941 - CONTINGENT		0.00	0.00	0.00	0.00
954 - INSURANCE		213,070.00	53,837.50	159,232.50	25.27
958 - TRANSFERS		3,115,970.00	781,492.44	2,334,477.56	25.08
970		0.00	0.00	0.00	0.00
	TOTAL EXPENDITURES	8,984,350.00	2,083,133.67	6,901,216.33	23.19
Fund 101 - GENERAL FUND:					
TOTAL REVENUES		8,987,350.00	6,645,689.99	2,341,660.01	73.94
TOTAL EXPENDITURES		8,984,350.00	2,083,133.67	6,901,216.33	23.19
NET OF REVENUES & EXPENDITURES		3,000.00	4,562,556.32	(4,559,556.32)	152,085.

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REVENUE AND EXPENDITURE REPORT FOR CITY OF HUNTINGTON WOODS
PERIOD ENDING 09/30/2023
% Fiscal Year Completed: 25.14

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 208 - RECREATION FUND					
000		2,346,530.00	507,408.55	1,839,121.45	21.62
TOTAL REVENUES		2,346,530.00	507,408.55	1,839,121.45	21.62
000		0.00	0.00	0.00	0.00
751 - RECREATION		724,320.00	152,451.94	571,868.06	21.05
753 - PROGRAMS		950,360.00	286,828.83	663,531.17	30.18
754 - PARKS		204,850.00	79,794.39	125,055.61	38.95
755 - BUS		55,950.00	15,660.89	40,289.11	27.99
756 - POOL		411,050.00	174,190.21	236,859.79	42.38
TOTAL EXPENDITURES		2,346,530.00	708,926.26	1,637,603.74	30.21
Fund 208 - RECREATION FUND:					
TOTAL REVENUES		2,346,530.00	507,408.55	1,839,121.45	21.62
TOTAL EXPENDITURES		2,346,530.00	708,926.26	1,637,603.74	30.21
NET OF REVENUES & EXPENDITURES		0.00	(201,517.71)	201,517.71	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF HUNTINGTON WOODS
PERIOD ENDING 09/30/2023
% Fiscal Year Completed: 25.14

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 515 - SANITATION FUND					
000		714,130.00	587,913.42	126,216.58	82.33
	TOTAL REVENUES	714,130.00	587,913.42	126,216.58	82.33
521 - SANITATION		714,130.00	138,478.75	575,651.25	19.39
	TOTAL EXPENDITURES	714,130.00	138,478.75	575,651.25	19.39
Fund 515 - SANITATION FUND:					
TOTAL REVENUES		714,130.00	587,913.42	126,216.58	82.33
TOTAL EXPENDITURES		714,130.00	138,478.75	575,651.25	19.39
NET OF REVENUES & EXPENDITURES		0.00	449,434.67	(449,434.67)	100.00

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REVENUE AND EXPENDITURE REPORT FOR CITY OF HUNTINGTON WOODS
PERIOD ENDING 09/30/2023
% Fiscal Year Completed: 25.14

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GL NUMBER	DESCRIPTION	2023-24 AMENDED BUDGET	YTD BALANCE 09/30/2023 NORMAL (ABNORMA	AVAILABLE BALANCE NORMAL (ABNORMA	% BDGT USED
Fund 592 - WATER FUND					
000		3,325,540.00	1,062,431.39	2,263,108.61	31.95
TOTAL REVENUES		3,325,540.00	1,062,431.39	2,263,108.61	31.95
536 - WATER & SEWER		3,325,540.00	570,261.54	2,755,278.46	17.15
TOTAL EXPENDITURES		3,325,540.00	570,261.54	2,755,278.46	17.15
Fund 592 - WATER FUND:					
TOTAL REVENUES		3,325,540.00	1,062,431.39	2,263,108.61	31.95
TOTAL EXPENDITURES		3,325,540.00	570,261.54	2,755,278.46	17.15
NET OF REVENUES & EXPENDITURES		0.00	492,169.85	(492,169.85)	100.00
TOTAL REVENUES - ALL FUNDS		15,373,550.00	8,803,443.35	6,570,106.65	57.26
TOTAL EXPENDITURES - ALL FUNDS		15,370,550.00	3,500,800.22	11,869,749.78	22.78
NET OF REVENUES & EXPENDITURES		3,000.00	5,302,643.13	(5,299,643.13)	176,754.

From: Chris Wilson
Sent: Tuesday, September 19, 2023 5:14 PM
To: Heidi Brown-Barckholtz
Subject: FW: ESAC Resignation

Chris Wilson
City Manager
City of Huntington Woods
248.581.2632

From: Kate Zenlea <katezenlea@gmail.com>
Sent: Monday, September 18, 2023 10:42 AM
To: Sean Kristl <skristl89@gmail.com>
Cc: sarah jo sautter <sarahjosautter@gmail.com>; Betsy Zobl-Tar <bzobltar@gmail.com>; Jane Heller <jane01heller@gmail.com>; Rachael <rachael@thepreservationworks.org>; Penney Phipps <p2phipps@outlook.com>; Daniel Brooks <brooks.daniel@gmail.com>; Chris Wilson <cwilson@hwmi.org>
Subject: ESAC Resignation

Dear ESAC,

It is with a heavy heart that I am writing to formally resign from my position on the Environmental Sustainability Advisory Committee, effective immediately.

I have greatly appreciated the opportunity to serve on this committee and contribute to the important work it does. However, due to unforeseen changes in my personal and professional commitments, I find myself unable to dedicate the time and effort required to fulfill my responsibilities effectively.

I believe in the vital mission of the committee and the valuable impact it has on our community and the environment. My decision to resign is not one I make lightly, but I believe it is in the best interest of the committee and its objectives.

I want to express my gratitude to the entire committee for the opportunity to be a part of this important initiative. I hope that circumstances will allow me to contribute in some capacity in the future.

Thank you for your understanding, and I wish the ESSC continued success in its endeavors.

Best,

Kate

On Sep 14, 2023, at 9:13 AM, Sean Kristl <skristl89@gmail.com> wrote:

Hi everyone,

Communication #2



☎ 517.323.7500

✉ 517.323.6346

September 18, 2023

To the Honorable Mayor and
Members of the City Commission
City of Huntington Woods, Michigan

We are engaged to audit the financial statements of the governmental activities, the business-type activities, each major fund, and the aggregate remaining fund information of the City of Huntington Woods for the year ended June 30, 2023. Professional standards require that we provide you with the following information related to our audit. We would also appreciate the opportunity to meet with you to discuss this information further since a two-way dialogue can provide valuable information for the audit process.

Our Responsibilities under U.S. Generally Accepted Auditing Standards

As stated in our engagement letter dated May 17, 2022, our responsibility, as described by professional standards, is to express opinions about whether the financial statements prepared by management with your oversight are fairly presented, in all material respects, in conformity with U.S. generally accepted accounting principles. Our audit of the financial statements does not relieve you or management of your responsibilities.

Our responsibility is to plan and perform the audit to obtain reasonable, but not absolute, assurance that the financial statements are free of material misstatement.

As part of our audit, we will consider the internal control of the City of Huntington Woods. Such considerations are solely for the purpose of determining our audit procedures and not to provide any assurance concerning such internal control.

We are responsible for communicating significant matters related to the audit that are, in our professional judgment, relevant to your responsibilities in overseeing the financial reporting process. However, we are not required to design procedures specifically to identify such matters.

Generally accepted accounting principles provide for certain required supplementary information (RSI) to supplement the basic financial statements. Our responsibility with respect to the management's discussion and analysis, budgetary comparison information, pension schedules, and OPEB schedules, which supplement the basic financial statements, is to apply certain limited procedures in accordance with generally accepted auditing standards. However, the RSI will not be audited and, because the limited procedures do not provide us with sufficient evidence to express an opinion or provide any assurance, we will not express an opinion or provide any assurance on the RSI.

We have been engaged to report on combining and individual nonmajor fund financial statements and budgetary comparison schedules for nonmajor funds, which accompany the financial statements but are not RSI. Our responsibility for this supplementary information, as described by professional standards, is to evaluate the presentation of the supplementary information in relation to the financial statements as a whole and to report on whether the supplementary information is fairly stated, in all material respects, in relation to the financial statements as a whole.

We have not been engaged to report on statistical data included for the issuance of a comprehensive annual financial report, which accompany the financial statements but are not RSI. Our responsibility with respect to this other information in documents containing the audited financial statements and auditor's report does not extend beyond the financial information identified in the report. We have no responsibility for determining whether this other information is properly stated. This other information will not be audited, and we will not express an opinion or provide any assurance on it.

Planned Scope, Timing of the Audit, and Other

An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements; therefore, our audit will involve judgment about the number of transactions to be examined and the areas to be tested.

Our audit will include obtaining an understanding of the entity and its environment, including internal control, sufficient to assess the risks of material misstatement of the financial statements and to design the nature, timing, and extent of further audit procedures. Material misstatements may result from (1) errors, (2) fraudulent financial reporting, (3) misappropriation of assets, or (4) violations of laws or governmental regulations that are attributable to the entity or to acts by management or employees acting on behalf of the entity. We will generally communicate our significant findings at the conclusion of the audit. However, some matters could be communicated sooner, particularly if significant difficulties are encountered during the audit where assistance is needed to overcome the difficulties or if the difficulties may lead to a modified opinion. We will also communicate any internal control related matters that are required to be communicated under professional standards.

As a part of planning our audit, we have identified significant risks of material misstatement. According to GAAS, significant risks include management override of controls, and GAAS presumes that revenue recognition is a significant risk. Accordingly, we have considered these as significant risks.

We expect to begin our audit in September 2023, and issue our report on or before December 31, 2023. Aaron M. Stevens, CPA is the engagement partner and is responsible for supervising the engagement and signing the report or authorizing another individual to sign it.

This information is intended solely for the use of the City Commission and management of the City of Huntington Woods and is not intended to be, and should not be, used by anyone other than these specified parties.

Very truly yours,

Manes Costain PC



Agenda #1

MANAGER'S MEMO

To: Honorable Mayor Paul; City Commission; Rocco Fortura, Public Services Director; Ethan Haan; Finance Director

From: Chris D. Wilson, City Manager

Date: October 12, 2023

Subject: Intergovernmental Agreement for Winter Salt

The City participates in an Intergovernmental Agreement with the City of Berkley for the purchase of Rock Salt for winter snow removal. Berkley purchases salt through the State of Michigan bid. Further, they have storage facilities and space that we do not have. Through the agreement, the City is able to benefit from the competitive bulk purchase of salt and have a reliable, ready supply close at hand.

An agreement for the 2023-24 season is attached for review and approval. Per the terms of the agreement, the City will receive 3.25 tons for \$217.92. Berkley's costs for that are \$18.35.

City Administration has reviewed the contract language and terms and believes this agreement to be in the best interest of the City and recommends approval.

RECOMMENDATION: *move approval of the Intergovernmental agreement with the City of Berkley for the provision of rock salt at the rate of \$217.92 per 3.25 tons as presented.*

INTERGOVERNMENTAL AGREEMENT

THIS INTERGOVERNMENTAL AGREEMENT ("Agreement") is hereby entered into this 1st day of November, 2023 by and between the CITY OF BERKLEY ("Berkley") a Michigan municipal corporation, whose address is 3338 Coolidge Highway, Berkley, Michigan, 48072, and the CITY OF HUNTINGTON WOODS ("Huntington Woods"), a Michigan municipal corporation, whose address is 26815 Scotia, Huntington Woods, Michigan, 48070 (each a "Party" and collectively, "the Parties").

RECITALS

WHEREAS, Berkley and Huntington Woods desire to provide for shared services and resources between the Parties in order to carry out their respective fiscal responsibilities and functions in a more cost-effective manner; and

WHEREAS, pursuant to the Urban Cooperation Act of 1967, MCL 124.501 *et seq.*, and the Intergovernmental Contracts between Municipal Corporations Act, 1951 PA 35, MCL 124.1, *et seq.*, each Party to this Agreement may enter into this Agreement in order to establish the terms and conditions upon which they cooperatively perform and carry out services and functions they each may perform separately; and

WHEREAS, in accordance with the above-stated desires and interests, Berkley and Huntington Woods desire to enter into this Agreement whereby resources in the form of materials and equipment of their respective departments may be shared.

NOW THEREFORE, in consideration of the mutual promises, obligations, representations and assurances in this Agreement, the Parties agree as follows:

1. Providing of Materials

A. Mutual Providing of Materials

- a. The Parties agree to make available to each other certain materials of their respective departments.
- b. Requests for such materials shall be documented by and between the Parties' respective directors and/or their designees.
- c. These materials include, but are not limited to, rock salt.

B. Subject to Availability

The providing of materials under this Agreement shall be strictly subject to the availability as determined by the sole and uncontrolled discretion of the providing Party. The responsibility of each Party to provide materials within its own jurisdiction shall remain the first priority.

C. Material Compensation

- a. The requesting Party shall pay to the providing Party in an amount consistent with the Appendix A attached hereto.
- b. Price per Ton may change on a monthly basis based on the current price paid by the providing Party.
- c. All purchases for supplies, materials and equipment provided pursuant to this Agreement shall be in accordance with all applicable laws, rules and regulations.
- d. The providing Party shall invoice the requesting Party for the providing of such materials on a monthly basis. Invoices shall itemize all charges. Disputes regarding amounts contained in any invoice will be communicated to the providing Party, in writing, within fifteen (15) business days of the receipt of the disputed invoice. Payments of disputed amounts will be delayed unless the providing Party is able to resolve the matter to the non-providing Party's satisfaction prior to payment due date. The non-providing Party will not be assessed any late payment penalties, fines or charges for disputed amounts not timely paid due to the providing Party's failure to timely resolve the matter as set forth above.

2. Providing of Equipment

A. Equipment Compensation

- a. The requesting Party shall pay to the providing Party compensation in the amount of the normal hourly rental rate as established by the Michigan Department of Transportation for each piece of equipment requested and for the number of hours each piece of equipment is allocated to the requesting Party (MDOT Equipment Rental Rates Schedule C, Report 375).
- b. The providing Party shall invoice the requesting Party for the providing of such equipment on a monthly basis. Invoices shall itemize all charges. Disputes regarding amounts contained in any invoice will be communicated to the non-providing Party, in writing, within fifteen (15) business days of the receipt of the disputed invoice. Payments of disputed amounts will be delayed unless the providing Party is able to resolve the matter to the non-providing Party's satisfaction prior to payment due date. The non-providing Party will not be assessed any late payment penalties, fines or charges for disputed amounts not timely paid due to the providing Party's failure to timely resolve the matter as set forth above.

B. Maintenance

Each respective Party shall be responsible for the maintenance of its own equipment; provided, however, that in the event such equipment is damaged while in the exclusive control of the requesting Party, the requesting Party shall be responsible for the full repair and/or replacement costs of the equipment, to the extent not covered by any applicable insurance of the providing Party.

C. Insurance

The owner of the equipment listed shall maintain what insurance relevant to theft, vandalism, and if it is moving equipment, general liability and vehicle liability.

3. Additional Services

The Parties agree that they may expand the scope of this Agreement upon the mutual written agreement of both Parties. Any mutually agreed upon expansion of the supplies, material, equipment or services shall be set forth in a written amendment to this Agreement, executed by both Parties, and shall take effect as of the effective date of the written amendment.

4. Relationship of the Parties

The relationship between Berkley and Huntington Woods shall be that of independent contracting parties. Nothing in this Agreement shall create an employment relationship between Berkley employees utilized by Huntington Woods or Huntington Woods's employees utilized by Berkley. Nothing in this Agreement shall be construed to create a joint venture between Berkley and Huntington Woods. This Agreement shall not be construed as authority for any Party to act for another Party in any agency or other capacity or to make commitments of any kind for the account of, or on behalf of, another Party. It is expressly agreed that neither Berkley nor Huntington Woods are entitled to participate in any plans, arrangements, or distributions pertaining to or in connection with any fringe, pension, bonus, profit sharing, or similar benefits, or any medical, dental, life or disability insurance plans of the other Party.

5. Workers Compensation, Insurance, and Benefits

A. Workers Compensation

The Parties shall maintain workers' compensation insurance and employer's liability insurance on their respective employees. As between the Parties, the Parties shall be responsible for workers' compensation coverage for their respective employees regardless of whether employees' workers' compensation claims may arise while work is performed within a requesting Party's jurisdiction or the providing Party's own jurisdiction.

B. Insurance and Benefits

The Parties shall maintain other insurance and benefits, if any, with regard to their own respective employees.

6. Liability and Governmental Immunity

A. Liability

1. Each Party shall be responsible for its own acts or omissions. Notwithstanding the foregoing, this Agreement does not, and is not intended to impair, divest, delegate, or contravene any constitutional, statutory, and/or other legal right, privilege, power, obligation, duty or immunity of each Party and shall not be construed to waive the defense of governmental immunity held by any Party to this Agreement.

- B. There are no third-party beneficiaries to this Agreement.

7. Applicable Law

A. Applicable Law

This Agreement shall be governed by the laws of the State of Michigan.

8. Term and Termination

A. Term

This Agreement shall continue for a term of ONE (1) year from the date of the last signature hereto. The Parties may, by subsequent written agreement(s), renew this Agreement for one or more additional ONE (1) year terms. A copy of this Agreement shall be filed with the Oakland County Clerk and with the Secretary of State in accordance with MCL 124.510(4).

B. Termination

This Agreement is terminable by either Party upon providing not less than thirty (30) days' written notice to the other Party.

9. Miscellaneous

- A. This Agreement shall be construed as having been drafted by both Parties.
- B. This Agreement contains the entirety of the Parties' understanding as to the subject matter of this Agreement are merged and integrated into this Agreement.
- C. This Agreement may not be modified except by a mutual, duly-authorized, written agreement.
- D. If any provision of this Agreement is deemed invalid or unenforceable as a matter of law, the remaining portions shall not be affected and shall be enforceable to the fullest extent of the law.

- E. Notices and communications to Huntington Woods shall be provided to its City Manager or his/her designee. All notices and communications to Berkley shall be provided to its City Manager or his/her designee.
- F. Each Party hereby authorizes its respective Director and/or their designee to request and to provide equipment and/or personnel as set forth in this Agreement and to receive notices hereunder at their respective business addresses.
- G. Both Parties represent that their respective signatories below have been fully authorized by their respective legislative bodies to sign this Agreement and thereby bind their respective cities hereto.

The City of Huntington Woods and the City of Berkley, by the signatures of their respective authorized representatives below, do consent to be bound by the terms of this Agreement, as set forth herein.

THE CITY OF HUNTINGTON WOODS

THE CITY OF BERKLEY

By: _____
Its: _____
Date: _____

By: _____
Its: _____
Date: _____

ROCK SALT

Materials	Type	Tonnage per Scoop	Low Bid Wholesale Rate (MITN)	Cost
	Bulk Rock Salt	3.25	\$61.41	\$199.58

Labor	Activity	Hours^	Avg. Hourly Total Compensation	Cost
	Handling of Salt	0.1	\$38.68	\$3.87

Equipment	Activity	Hours^	Hourly Rate*	Cost
	Front End Loader	0.1	\$81.25	\$8.13

Subtotal	\$211.58
3% Administrative Fee	\$6.35
Total Cost per Scoop of Salt Received	\$217.92

*Based Upon Current MDOT Equipment Rental Rates Schedule C, Report 375

^Includes Handling of the Bulk Loads from MITN Awarded Contractor

Agenda #2



MANAGER'S MEMO

To: Honorable Mayor Paul; City Commission; Trach Shanley, Parks and Recreation Director; Ethan Haan, Finance Director; Andrew Pazuchowski

From: Chris D. Wilson, City Manager

Date: October 16, 2023

Subject: Security Cameras for Recreation Center

The Parks and Recreation Department and City Administration have been investigating updating and improving the security camera system for the Recreation Center. Consultants were utilized to analyze the space and usage patterns to assist the City in developing a plan for the placement and type of cameras to use to provide appropriate security for visitors and staff while also maintaining visitors' privacy where appropriate.

I have attached a proposal from D/A Central that was developed based upon the City's security needs. D/A Central is a local firm that also installed the camera system currently in use by the Public Safety Department for their Detective Bureau and Interview room. In discussions with Director Pazuchowski, the Public Safety Department is very pleased with the function of their system. The familiarity with the D/A system and the potential for interconnectivity of the system was viewed as a benefit to the City. We sought a similar quote from a firm from outside of the state that originally came in higher than the quote from D/A Central.

The total quote was \$88,030.63. This will provide for a total of twenty-three (23) cameras in various locations to cover the interior, exterior, pool, courts, entrances and parking areas. This proposal will cover the purchase, installation and five (5) year maintenance and support of the system.

Funds for this project would come from the Capital Improvement Fund. The City had budgeted monies for parks and recreation cameras in future years which we would be able to move forward to this year to accommodate this expense.

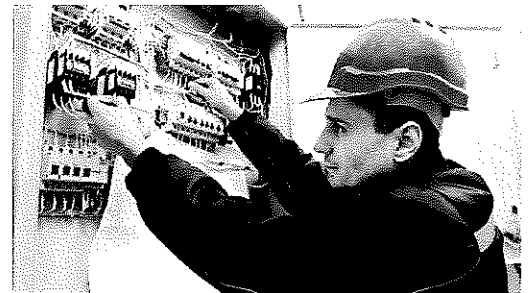
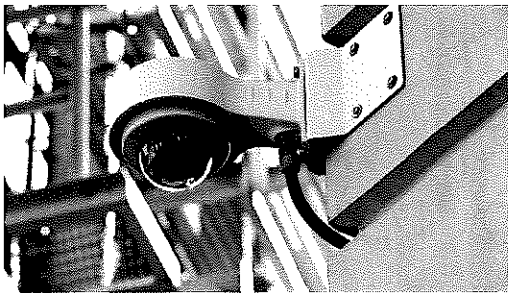
Parks and Recreation Staff, the Parks and Recreation Board, City Administration and the Public Safety Department are in approval to move forward with this project.

RECOMMENDATION: *resolve to approve and authorize City Administration to execute the proposal with D/A Central for a Video Camera System quote No. 18705 at the Gillham Recreation Center in the amount of \$88,030.63 as presented.*



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PROPOSAL



City Of Huntington Woods

*Upgrade Video Camera System
Quote No. 18705*

SITE LOCATION:

26325 Scotia
Huntington Woods, MI, 48070

Joe Vanwelsenaers
(248)399-0600 EXT 122
joe.vanwel@dacentral.com
13155 Cloverdale
Oak Park, MI, 48237



Company Overview

Who Is D/A Central?

D/A Central has been a proven partner providing systems integration for companies and organizations in Michigan and across the globe. Our subject matter experts take the time to learn your security environment bringing innovative, solution-based integrated technology solutions. Our long-term view provides clients with life cycle management of their system to bring value that lasts for years. D/A is proud to be recognized for over 25 years as one of the top 100 Systems Integrators by SDM ranking 37 in the last survey.

With specialties in forward thinking security and data networks, D/A serves a wide variety of clientele on a local, national & global basis. We serve large industrial clients, critical infrastructure, defense contractors, hospitals, and universities. In the public sector, we serve municipal infrastructure and other government entities. These environments require enterprise class security integration. Many of our clients have relied on our service, support, and training for over 20 years. We provide best-in-class, integrated solutions which have exceeded client expectations since 1957.

For over 25 years, D/A has been a proud member of Security-Net. This federation of twenty privately held independent integrators has been recognized worldwide as one of the finest security integration organizations. Collectively, we maintain more than 60 regional offices and nearly 1,500 dedicated professionals across the United States, Canada and abroad.

What Do We Do?

Technology is the foundation of all we do. Specializing in security and data networks; we provide, install and support video surveillance, access control, intrusion detection and network management systems. From the simplest of IP video and card access systems to complex artificial intelligence (AI) solutions, our clients turn to us for an array of technologies including:

- Multi-Sensor 360 and Thermal Cameras / Video Analytics / Touchless Entry Solutions
- Identity Management / Biometrics / Facial Recognition / Hosted & Managed Solutions
- Emergency Communication / Visitor Management / Network Sensor Monitoring
- Perimeter Protection / Ground Based Radar / Drone Detection / and MORE

Whether we are installing new or upgrading existing systems, we protect the future usefulness and value of your investment. Our forward-thinking philosophy allows us to support a wide variety of clients on a local, national & global basis. We have completed projects in more than 30 states and 7 countries on 4 different continents.

What Makes Us Different?

The D/A Way focusses on good stewardship and taking responsibility. As our client we support you by:

- Working collaboratively with you to reduce your Total Cost of Ownership
- Continually investing in training our technicians and support personnel.
- Providing dedicated project managers to see your project is properly executed from start to finish.
- Utilizing our ticket management software to identify and measure service response and effectiveness.
- Providing lifecycle management for both hardware and software to keep your systems up to date.
- Offering key metrics from your systems to give you actionable insight beyond security.



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SCOPE OF WORK

Tracy Shanley
Director, Parks & Recreation
Gillham Recreation Center
26325 Scotia Road
Huntington Woods, MI 48070

Tracey,

Thank you for the opportunity to design and quote the price of an upgraded video surveillance system based on our visit and site walk through earlier.

Our design will include state of the art technology utilizing mostly Avigilon video equipment and will have a feature set with full Avigilon analytics, including appearance search.

Below I will list each camera and type in detail and will provide additional information showing coverage and pixels per foot estimations so you will have an idea of the picture quality you will be obtaining with this system. As per discussion, I have calculated for over 30 days (34+ days) of storage with the cameras quoted, before the oldest, non-relevant information is overwritten. We are also providing a 24 port, managed PoE switch to connect all cameras on this "security network". Also included is a patch panel, keystone jacks and patch cables, and will be installed in your existing network rack. Also included is a UPS unit to help provide clean power and security for your video security system.

Based on recent request, I have included a monitoring workstation with P.C. capable of two monitor outputs, keyboard and mouse. Also included is a 43" TV/Monitor. This is anticipated to be at the front desk.

This system will connect to your business network with free viewing software for computers on your network. This will allow anyone with authorized credentials to access the system and administer this system to that level the user is authorized to access. This system is also capable of remote access via smart device.

Our proposed video VMS platform for this solution is Avigilon, included all cameras with analytics, ACC7-ENTERPRISE licensing and five (5) Years of ACC-7 Enterprise Smart Plan Assurance.

Some cameras that are shown to be a single sensor camera, dual sensor cameras or multi-sensor cameras and are shown on our provided drawings. Additional modifications or adjustments can be discussed.

The following information will provide additional detail with regards to the individual new IP video cameras and solution that were requested for your application as requested.

Camera 1-Interior Front Entrance/Exit

- 4 Megapixel Video Analytic Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - Main Entrance with possible facial identification

Camera 2-Interior Front Entrance/Exit

- 2 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - Lobby in front of receptions desk, with possible facial identification at desk

Camera 3-Interior Office

- 2 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 4-Seating Area and Side Hall

- 4 Megapixel Video Analytic Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 5-Multi-purpose room.1

- 4 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 6-Multi-purpose room.2

- 4 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 7-interior South entrance/exit

- 10 Megapixel Video Analytic Dual Sensor Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - Side Hall, Community Hall and South Entrance/Exit

Camera 8-Community Room SW

- 4 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 9-Community Room NE

- 4 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 10-Latchkey Lobby

- 4 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview, possible facial identification

Camera 11-SW Stairwell and Entrance

- 2 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview, possible facial identification

Camera 12-Kitchen

- 2 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 13-Bathhouse corridor

- 2 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 14-Bathroom Hallway towards North entrance

- 2 Megapixel Video Analytic Dome Camera, surface mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview, possible facial identification

Camera 15-West Side of Gym

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 16-East Side of Gym

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview



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Camera 17-East Building Exterior

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 18-North Side of Building Exterior

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 19-East Pool Area

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 20-Pool Area from Chemicals Building

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, wall mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 21-West Building Exterior and door

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, corner mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 22-South Building Exterior

- 24 Megapixel (180 degree) Video Analytic Multi-Sensor Dome Camera, corner mounted
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview

Camera 23- Main Building Entrance Exterior

- 8 Megapixel Bullit Style Camera with varifocal lens
- CAT6 Plenum Rated Cable to MDF
- Desired view - general overview of the Main Entrance Exterior with possible facial Identification closer to the building

The above cameras will have new CAT 6 plenum cable run from the camera to the D/A provided PoE switch. All new cable runs will be provided with cable support following industry standards.

Please see attached data sheets or contact us for further information.

Should our D/A solutions be approved, a Project Manager will be assigned and will communicate with you to verify scope and provide an estimated timeline to work out with you. This Project Manager will also provide project updates and be available to respond to any field requests you may have. I am also available at any time.

This proposal includes taking down existing cameras that are no longer being used. Existing cable to remain as quoted but can be taken out for an additional approved cost if requested at that time.

Our proposal includes installing the above listed equipment (also listed on the next pages), system set-up including programming, verification of proper operation, training and a one year parts and labor Prime Support warranty.

Please feel free to contact me with any questions and if you require any additional information or product demonstration.

Please return this quote with your signature and PO # (if required) and we will get our internal process started.

Thank you for this opportunity, D/A Central and I look forward to our continued business relationship you and the City of Huntington Woods for your security needs now and into the future.

We look forward to your favorable response.

Regards,

Joseph A. Vanwelsenaers
D/A Central, Inc.
13155 Cloverdale
Oak Park, Michigan 48237
PH: 248/399-0600 x 122
Email: joe.vanwel@dacentral.com



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PART DESCRIPTION	QTY
Dome, 4MP, Pendant, 3.3-9mm, f/1.3, Day/Night, WDR, LightCatcher, Integrated IR, Analytics	2.00
Wall Mount, Pendant Dome, H4A-DP	2.00
Dome, 4MP, Indoor, 3.3-9mm, f/1.3, Day/Night, WDR, LightCatcher, Integrated IR	5.00
Dome, 2MP, Indoor, 3.3-9mm, f/1.3, Day/Night, WDR, LightCatcher, Integrated IR, Analytics	4.00
Dome, 2MP, Outdoor, 3.3-9mm, f/1.3, Day/Night, WDR, LightCatcher, Integrated IR, Analytics	1.00
Dome, 2 x 5MP, Dual Head, Outdoor, Integrated IR	1.00
Dome, 6MP, Indoor, 4.9-8mm, f/1.8, Day/Night, WDR, LightCatcher, Integrated IR, Analytics	1.00
Bullet, 8MP, 4.9-8mm, f/1.8, WDR, LightCatcher, Integrated IR, Next-Generation Analytics	1.00
Junction Box	1.00
MultiSensor, 3x8MP, 3.3-5.7mm, 270 Degree, WDR, Camera Only	8.00
Pendant Mount Adapter, Outdoor	8.00
Wall Mount, Large Pendant Camera	8.00
Corner Mount Adapter	2.00
Dome Bubble, Cover, Outdoor, Clear	8.00
IR Illuminator Ring, 100'	8.00
PoE Injector, Gigabit 802.3bt, Single Port, 60W	8.00
NVR5, 24TB, Standard, 2U, Windows 10	1.00
Remote Monitoring Workstation	1.00
TV, 43"	1.00
Cable, HDMI, Male-Male, 6'	1.00
UPS, PRO-RT, 1500VA, 1050W, 120VAC In/Out, (8) Outlets, Rack/Tower/Wall Mount	1.00
ACC Smart Plan, Enterprise, 5 Year	23.00
License, ACC7, Enterprise	23.00
Rack Shelf, 18", 2U, Center Mounted, Black, Vented	1.00
Switch, UniFi, Managed, 26-Port, 16 x PoE+, 8 x PoE++, 2 x SFP+, 400W, 1U	1.00
Patch Panel, 24-Port, CAT6, NetKey, 1U	1.00
Keystone Jack, CAT6, Blue	22.00
Patch Cable, CAT6, 3', Blue	23.00
CAT6, Plenum, Unshielded	31.00
CAT6, PVC, Unshielded, Direct Burial	3.00
OUTREACH Lite, Ethernet/PoE Extender	1.00
3/4" conduit	12.00
conduit support and hardware	1.00
cable support	35.00
Lift rental from various equipment suppliers	
Cabling	
Installation Services	
Engineering Services	
CAD	



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Project Management	
Investment Protection for 1 year	1.00
Miscellaneous Installation Materials	1.00
Freight	1.00

SUBTOTAL:	\$88,030.63
TAX (EXEMPT):	\$0.00
TOTAL:	\$88,030.63

Standard Terms and Conditions

1. Where applicable, the above systems are subject to the approval of the "Authority Having Jurisdiction" (AHJ); any changes required by the AHJ are not included. Any required permits are not included.
2. Taxes are not included unless specifically stated otherwise.
3. Customer must provide building power source where required. 110 VAC power on 20-amp dedicated circuit, no more than .5V to ground, clear of spikes and surges, where required with insulated earth ground.
4. Customer will provide network drops where required.
5. Customer must provide environmentally safe location in areas where the work is to be performed.
6. D/A Central Inc. requires written notification of any existing environmental hazard (i.e. asbestos) that D/A Central Inc. personnel could be exposed to while providing this system. Each area of concern will require separate notification.
7. Customer is solely responsible for compliance with any applicable ADA requirements.
8. D/A Central's technicians shall have full and free access upon their arrival to the equipment covered under this Agreement to provide maintenance thereon. That includes remote access for rapid response unless mutually agreed upon differently.
9. Non-solicitation agreement - Client will not directly or indirectly employ or recruit for employment any employee, agent or subcontracted party of D/A on any Project during the Term of this Agreement and for two (2) years thereafter without prior written consent of D/A.
10. Cyber limitation clause - The Company has adopted an Acceptable Use and Cybersecurity Policy (the "AUP"). The AUP can be found at www.dacentral.com/AUP. All Company employees are obliged to protect this data. In this cybersecurity policy, the Company gives its employees instructions on how to avoid security breaches, but the Customer acknowledges that, despite all commercially reasonable efforts under the circumstances, certain security breaches can occur.
11. If applicable, the customer must provide connection to fire alarm system to interface into their equipment. All costs associated with the fire contractor's scope of work are the customer's responsibility and are not included in this proposal. This proposal assumes that all fire related inspections will occur during normal business hours. Any fees required by the inspection authority and/or the fire contractor are the customer's responsibility and are not included in this proposal.
12. All permits and fees associated with permits are excluded from this proposal and are the responsibility of the customer. The customer is responsible for the cost for any and all permits required from local government before project commencement and are to be determined before installation can begin.
13. Customer must provide proper working hardware. All doors are assumed to be properly aligned and all existing hardware is presumed to be in good working condition and remains the responsibility of the customer. Any hardware found to be non-working or insufficient for the needs of the system will be replaced as necessary but will require a change order to be issued prior to any additional work being completed.
14. Programming is included in this proposal and is defined as the input of system software information. D/A Central will assist the customer in the input of schedules while the actual input of data will remain the responsibility of the customer. There may be an additional charge if the customer requests D/A Central Inc. to perform this labor.
15. If this quote contains software, D/A Central Inc. will load the software on one computer per server or client license purchased. If requested, D/A Central Inc. will provide the customer a quote to load software onto additional computers. If the customer provides the computer and additional installation time is required because of hardware, software, firewall, domain policies, privileges, etc., additional charges may apply.
16. D/A Central will perform testing and commissioning of the system.
17. Conduit runs are not included with this proposal, unless specifically stated otherwise.
18. Customer must provide accessible and non-obstructed chase ways for needed wire run. Customer must provide riser sleeve or core drilling between floors, where required.
19. Customer must provide adequate mounting space for all panels, terminal interfaces, modems and expanders on a wall mounted plywood surface.
20. Customer must provide proper lighting in all work areas as required.
21. All drawings and related documentation created or provided by D/A Central, Inc. are proprietary and will remain the property of D/A Central, Inc., any use or reproduction of same are strictly prohibited.
22. Customer must provide permanent signage related to life safety codes as needed.
23. If applicable, the customer must provide patching or painting. The customer is responsible for restoring all the existing locations (where the card readers, electric locks, door contacts, REX motions, cameras, etc. were located) to original (non-Automated) specifications. There may be an additional charge if the customer requests D/A Central Inc. to perform this labor.
24. This quotation, unless agreed upon in advance under an associated agreement, does not include invoicing fees or discounts, safety training program charges, Background checks or other fee-based portals. If those fees are required, they will be added to invoices to cover all associated costs.
25. Sales tax, if applicable, will be calculated and invoiced accordingly



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Service Terms

Prime Support

D/A Central Inc. Prime Support covers all labor associated with servicing and replacing equipment covered by the contract. Manufacturer Warranty of covered equipment is extended to the Customer and D/A Central Inc. will handle the RMA paperwork and shipping for the repair and/or replacement. Prime Support Customers will also receive Priority Service Dispatching. Prime support coverage begins at the time of system activation and acceptance. Any deficiencies found in workmanship will be the responsibility of the D/A Central Inc. except for acts of nature, misuse, or vandalism. Repairs or attempted repairs by others will void the D/A Central Contract support coverage. Prime Support Customers will also receive discounted Service Rates for any billable service needs.

Prime Support PLUS+

In addition to our standard Prime Support coverage (described above), D/A Central Inc. Prime Support PLUS+ offers the following services: Repair costs covered up to \$300 per incident. One time annual system training up to 4 hours. Training for New features for Manufacturer software. Lifecycle Management Reporting. Annual system recertification and preventative maintenance inspections. Emergency After-Hours Service. Annual Software Support Agreements are included. Monthly or Quarterly Billing available.

Prime SHIELD

In addition to our standard Prime Support PLUS+ coverage (described above), D/A Central Inc. Prime SHIELD offers the following services: D/A Solution Replacement Guarantee, Bundled Support and Maintenance, Fixed Annual Payment Plans and Natural Disaster Coverage - up to \$5000 deductible relief for acts of nature, such as lightning, tornado, fire, etc. Monthly or Quarterly Billing available.

D/A is NOT an Insurer

User understands and agrees that D/A is NOT AN INSURER. D/A makes no guarantee or warranty, including any implied warranty of merchantability or fitness that the equipment or services supplied will avert or prevent occurrences or the consequences thereof, which the system/equipment is designed to detect or avert.

It is agreed that damages or losses suffered are not allocable to performance and shall be fixed at \$250. Insurance that D/A carries for its own protection and indemnification for its customers is stated on the Certificate of Insurance available at User's request.

Summary of Costs

SUBTOTAL:	\$88,030.63
TAX (EXEMPT):	\$0.00
TOTAL:	\$88,030.63

Acceptance

The following signatures reflect acceptance and authorization of this Proposal - Statement of Work and are bound by the Terms & Conditions included in this agreement or otherwise negotiated through a Master Service Agreement executed by both Parties.

Upon contract award, 30% of total contract price for engineering and mobilization will be billed unless otherwise stated. Projects exceeding one calendar month will be billed for work completed during each month (progressive billing). Progressive billing will include invoicing for engineering, programming prior to on-site installation as well as for materials stored at D/A Central Inc. offices and/or delivered to site. Progressive billing for Project Management will also be done based on a monthly percentage of the proposed total upon commencement of installation.

This quote is valid for 30 days

Due to supply chain disruptions, equipment delays and pricing fluctuations that are beyond our control may occur causing project delays. In the event of such disruptions, D/A will re-quote or provide potential alternatives to the proposal for your review and approval.

In addition, some manufacturers are adding temporary surcharges to specific products to maintain supply availability. D/A may be required to add those surcharges to projects under agreement.

CLIENT **Gillham Recreation Center**

DATE: _____

SIGNATURE: _____

PRINT: _____

PO: _____

COMPANY: **D/A Central, Inc.**

TITLE: Upgrade Video Camera System

PROPOSAL #: 18705

SALES REP: Joe Vanwelsenaers

PHONE: (248)399-0600 EXT 122

EMAIL: joe.vanwel@dacentral.com