

AGENDA
WYOMING CITY COUNCIL MEETING
CITY COUNCIL CHAMBERS
MONDAY, JANUARY 16, 2017, 7:00 P.M.

- 1) Call to Order**
- 2) Invocation** – Pastor Al Kerkstra, Resurrection Life Church
- 3) Pledge of Allegiance**
- 4) Roll Call**
- 5) Student Recognition**
- 6) Approval of Minutes**
From the Regular Meeting of January 3, 2017
- 7) Approval of Agenda**
- 8) Public Hearings**
- 9) Public Comment on Agenda Items** (3 minute limit per person)
- 10) Presentations and Proclamations**
 - a) Presentations
 1. State of the City Address by Mayor Poll
 - b) Proclamations
- 11) Petitions and Communications**
 - a) Petitions
 - b) Communications
- 12) Reports from City Officers**
 - a) From City Council
 - b) From City Manager
 - 17-03 Acceptance of a Temporary Permit for Construction for 5613 Bayberry Farms Drive SW (Timothy P. Mellema)
 - 17-04 Acceptance of a Temporary Permit for Construction for 2749 – 56th Street SW (Derek Hutchinson and Rebecca Hutchinson)
 - 17-05 Acceptance of a Temporary Permit for Construction for 2761 – 56th Street SW (Bernard Lee Plas)
 - 17-06 Acceptance of a Temporary Permit for Construction for 2633 – 56th Street SW (Erik Lawrence and Rachel Lawrence)
 - 17-07 Acceptance of a Temporary Permit for Construction for 2773 – 56th Street SW (Tommy G. House and Sherri Y. House)
- 13) Budget Amendments**
 - a) Budget Amendment No. 32 – To Appropriate \$394,685.00 of Additional Budgetary Authority for the Clean Up and Response Expenses Related to the August 20, 2016 Tornado
 - b) Budget Amendment No. 33 – To Appropriate \$10,000.00 of Additional Budgetary Authority to Fund Additional Court Overtime Expenses
- 14) Consent Agenda**

(All items under this section are considered to be routine and will be enacted by one motion with no discussion. If discussion is desired by a Councilmember, that member may request removal from the Consent Agenda.)

- a) Of Appreciation to Bernie Van Der Klok for His Service as a Member of the Downtown Development Authority for the City of Wyoming
- b) To Appoint Elizabeth Kreager as a Member of the Tree Commission for the City of Wyoming
- c) To Appoint Jason Lintjer as a Member of the Parks and Recreation Commission for the City of Wyoming
- d) To Reappoint Representatives to the West Michigan Regional Planning Commission
- e) To Authorize Members of the City Council to Attend the Wyoming-Kentwood Chamber of Commerce Annual Meeting and Awards Dinner
- f) To Approve Traffic Control Order No. 3.01-17

15) Resolutions

- g) To Authorize the Write-off of Delinquent 2010 City Property Taxes
- h) To Authorize the Mayor and City Clerk to Execute an Amendment to the Employment Agreement Between the Wyoming Administrative and Supervisory Employees Association and the City of Wyoming
- i) To Accept the Michigan Veterans Treatment Court Grant and to Authorize a Budget Amendment (Budget Amendment No. 31)
- j) To Authorize an Agreement Between the City of Grand Rapids, Wyoming and Kentwood Police Departments to Accept Grant Funds from the Michigan Auto Theft Prevention Authority
- k) To Consider an Application from West Olive Enterprises, LLC for a New Class C Licensed Business to be Located at 2359 Health Drive SW, Suite 120, Wyoming 49519, Kent County

16) Award of Bids, Contracts, Purchases, and Renewal of Bids and Contracts

- l) To Award a Bid to CHOP for Tree Trimming and Removal (2017-2019)
- m) To Concur with Repairs of a Snow Plow Unit and to Authorize Payment and to Accept a Quote for the Purchase of Underbody Scraper Snow Plow Parts
- n) To Concur with Floor Repairs and Authorize Payment to D.C. Byers Company/Grand Rapids, Inc.
- o) To Award a Proposal for Health Assessment Services

17) Ordinances

18) Informational Material

19) Acknowledgment of Visitors

20) Closed Session (Contract Negotiations)

21) Adjournment



January 16, 2017

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 17-03

Subject: Acceptance of a Temporary Permit for Construction for 5613
Bayberry Farms Drive, SW (Timothy P. Mellema)

Councilmembers:

Timothy P. Mellema, owner of 5613 Bayberry Farms Drive, SW, has submitted the following described Temporary Permit. The Temporary Permit will allow additional access for construction and grading purposes for the reconstruction and widening of 56th Street from Byron Center Avenue to Ivanrest Avenue in 2017. The Temporary Permit area is shown on the attached Estimate of Just Compensation drawing.

Grantor:	Timothy P. Mellema
Parent Parcel:	41-17-33-402-002
Right-of-way Size:	800 sf - Temporary Permit
Consideration:	\$200.00

It is recommended that the City Council accept the attached Temporary Permit which has been approved as to form by the City Attorney.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'C. Holt'.

Curtis L. Holt
City Manager

Attachments: Temporary Permit
Estimate of Just Compensation

MAYOR
Jack A. Poll
AT-LARGE COUNCILMEMBER
Sam Bolt
AT-LARGE COUNCILMEMBER
Kent Vanderwood
AT-LARGE COUNCILMEMBER
Dan Burrill
1ST WARD COUNCILMEMBER
William A. Ver Hulst
2ND WARD COUNCILMEMBER
Marissa K. Postler
3RD WARD COUNCILMEMBER
Robert D. Postema
CITY MANAGER
Curtis L. Holt

**CITY OF WYOMING
TEMPORARY PERMIT**

Parcel No. 41-17-33-402-002

The Grantor, **Timothy P. Mellema**, a single man, whose address is 5613 Bayberry Farms Drive, Wyoming, MI 49418

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509 a Temporary Permit to change existing land contours, to remove and/or install trees and vegetation, and to construct and/or reconstruct side-slopes, service walks, sidewalks, driveways, parking lots, curb and gutter, public and private utilities, drainage facilities, lighting facilities, and other facilities as required for the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue. All areas disturbed by the work in the Temporary Permit area will be properly restored. The Temporary Permit area is located on property in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit A attached hereto for the Temporary Permit Area (Parcel No. 41-17-33-402-002)

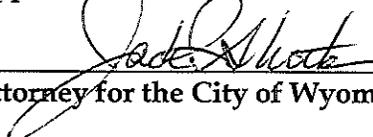
The Temporary Permit as referenced herein is granted and conveyed for the full consideration of **Two Hundred Dollars and No Cents (\$200.00)**.

The Temporary Permit, including all rights granted or inferred, shall terminate upon completion of the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue, including restoration of the Temporary Permit Area.

IN WITNESS, WHEREOF, the undersigned have hereunto set their hand this day and year as referenced herein.

DATED: 12/29/16

Approved as a form:



Attorney for the City of Wyoming

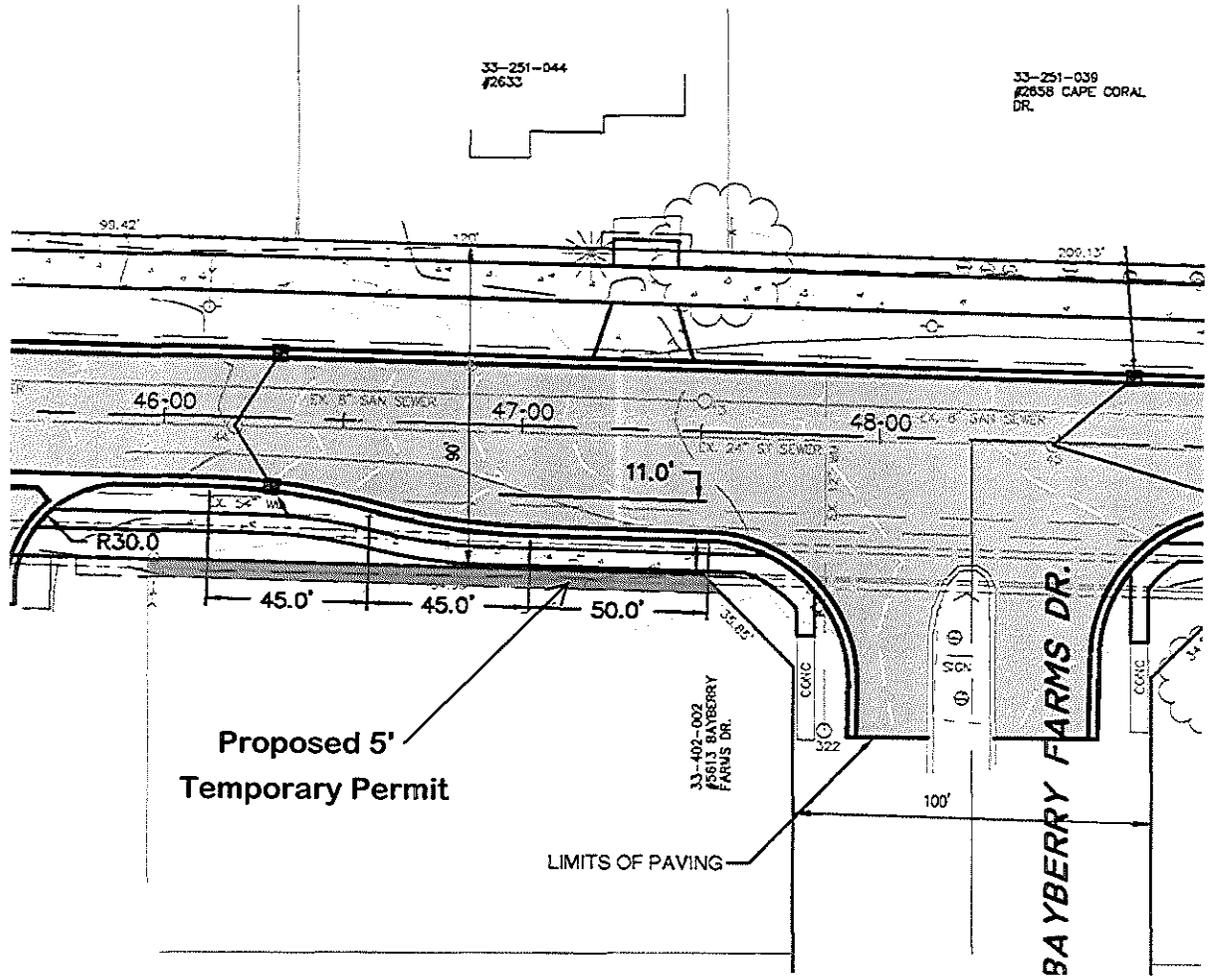
GRANTOR:



Timothy P. Mellema

Prepared by and return to:
Deborah S. Poeder
Land Matters, LLC
O-11230 Tallmadge Woods Drive
Grand Rapids, Michigan 49534

EXHIBIT A
Parcel No. 41-17-33-402-002



CITY OF WYOMING ESTIMATE OF JUST COMPENSATION

PROJECT: 56th Street Improvements, from Ivanrest Avenue to Byron Center Avenue

SITE DATA:

Permanent Parcel No.: 41-17-33-402-002

Parcel: Timothy P. Mellema

Land Use: Residential

Size: n/a Ac (total)

Address 5613 Bayberry Farms Drive SW

Zoning: 401

ACQUISITION DESCRIPTION:

Square foot values based on values obtained from a limited land value study.

Summary of Costs:

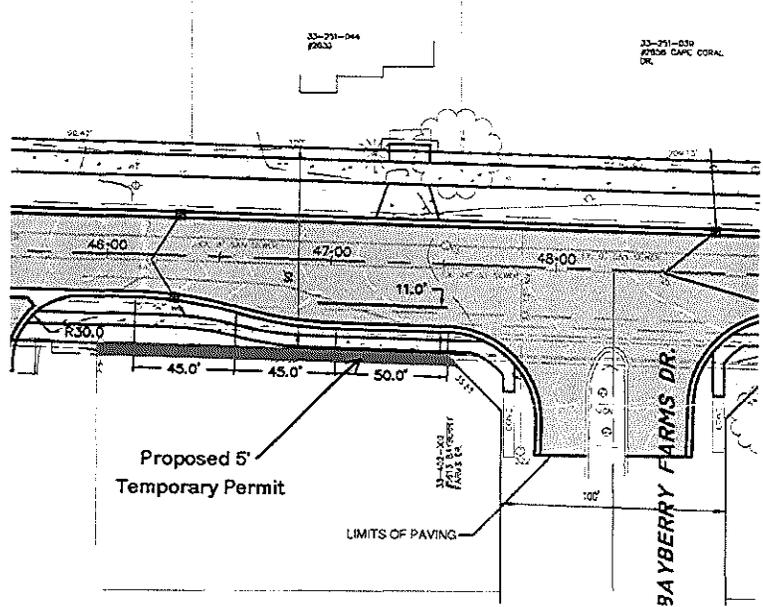
Temporary Permit:

A rectangular piece of property located adjacent to 56th Street as shown on sketch.

Area: 800 sft

SKETCH:

North



COMPUTATION OF VALUE:

LAND ACQUISITION, TEMPORARY PERMIT

800 s.f. (Area) X \$ 1.56 / s.f. x 10% = \$ \$125.00. Recommend minimum payment of \$200.00

\$ 200.00

REMARKS:

\$ 200.00

Signed:

for information call 616.791.9805

Land Matters, llc
Deborah S. Poeder

Agreed to by:

Timothy P. Mellema



MAYOR
Jack A. Poll
AT-LARGE COUNCILMEMBER
Sam Bolt
AT-LARGE COUNCILMEMBER
Kent Vanderwood
AT-LARGE COUNCILMEMBER
Dan Burrill
1ST WARD COUNCILMEMBER
William A. Ver Hulst
2ND WARD COUNCILMEMBER
Marissa K. Postler
3RD WARD COUNCILMEMBER
Robert D. Postema
CITY MANAGER
Curtis L. Holt

January 16, 2017

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 17-04

Subject: Acceptance of a Temporary Permit for Construction for 2749 –
56th Street, SW (Derek Hutchinson and Rebecca Hutchinson)

Councilmembers:

Derek Hutchinson and Rebecca Hutchinson, owners of 2749 – 56th Street, SW, have submitted the following described Temporary Permit. The Temporary Permit will allow additional access for construction and grading purposes for the reconstruction and widening of 56th Street from Byron Center Avenue to Ivanrest Avenue in 2017. The Temporary Permit area is shown on the attached Estimate of Just Compensation drawing.

Grantor:	Derek Hutchinson and Rebecca Hutchinson
Parent Parcel:	41-17-33-252-020
Right-of-way Size	125 sf - Temporary Permit
Consideration:	\$200.00

It is recommended that the City Council accept the attached Temporary Permit which has been approved as to form by the City Attorney.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Curtis L. Holt'.

Curtis L. Holt
City Manager

Attachments: Temporary Permit
Estimate of Just Compensation

**CITY OF WYOMING
TEMPORARY PERMIT**

Parcel No. 41-17-33-252-020

The Grantor, **Derek Hutchinson & Rebecca Hutchinson**, husband and wife, whose address is 2749 56th Street, SW, Wyoming, MI 49418

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509 a Temporary Permit to change existing land contours, to remove and/or install trees and vegetation, and to construct and/or reconstruct side-slopes, service walks, sidewalks, driveways, parking lots, curb and gutter, public and private utilities, drainage facilities, lighting facilities, and other facilities as required for the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue. All areas disturbed by the work in the Temporary Permit area will be properly restored. The Temporary Permit area is located on property in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit A attached hereto for the Temporary Permit Area (Parcel No. 41-17-33-252-020)

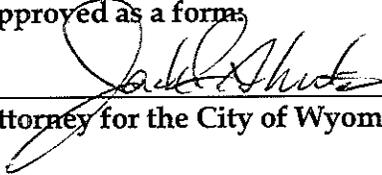
The Temporary Permit as referenced herein is granted and conveyed for the full consideration of **Two Hundred Dollars and No Cents (\$200.00)**.

The Temporary Permit, including all rights granted or inferred, shall terminate upon completion of the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue, including restoration of the Temporary Permit Area.

IN WITNESS, WHEREOF, the undersigned have hereunto set their hand this day and year as referenced herein.

DATED: 12/23/16

Approved as a form:

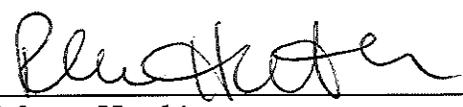


Attorney for the City of Wyoming

GRANTOR:



Derek Hutchinson



Rebecca Hutchinson

Prepared by:
Deborah S. Poeder
Land Matters, LLC
O-11230 Tallmadge Woods Drive
Grand Rapids, Michigan 49534

CITY OF WYOMING ESTIMATE OF JUST COMPENSATION

PROJECT: 56th Street Improvements, from Ivanrest Avenue to Byron Center Avenue

SITE DATA:

Permanent Parcel No.: 41-17-33-252-020

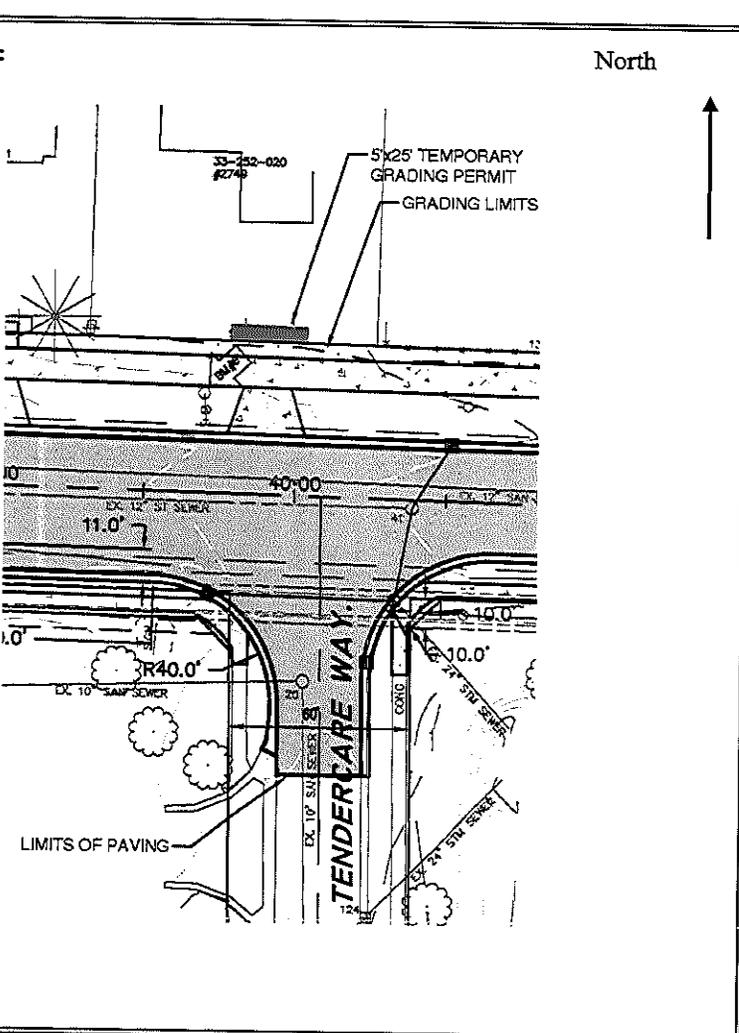
Parcel: Derek Hutchinson & Rebecca Hutchinson

Land Use: Residential

Size: 0.45 Ac (total)

Address: 2749 56th Street SW

Zoning: 401

<p>ACQUISITION DESCRIPTION:</p> <p>Square foot values based on values obtained from a limited land value study.</p> <p>Summary of Costs:</p> <div style="border: 1px solid black; padding: 5px; margin-top: 10px;"> <p><u>Temporary Permit:</u> A rectangular piece of property located adjacent to 56th Street as shown on sketch.</p> <p>Area: 125 sft</p> </div>	<p>SKETCH:</p> 
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COMPUTATION OF VALUE:	
LAND ACQUISITION, TEMPORARY PERMIT	
125 s.f. (Area) X \$ 1.56 / s.f. x 10% = \$ 20.00 Recommend minimum payment of \$200.00	\$ 200.00

REMARKS:

Signed: 
Land Matters, llc
Deborah S. Poeder

for information call 616.791.9805

\$ 200.00

Agreed to by: 
Derek Hutchinson


Rebecca Hutchinson



MAYOR
Jack A. Poll

AT-LARGE COUNCILMEMBER
Sam Bolt

AT-LARGE COUNCILMEMBER
Kent Vanderwood

AT-LARGE COUNCILMEMBER
Dan Burrill

1ST WARD COUNCILMEMBER
William A. Ver Hulst

2ND WARD COUNCILMEMBER
Marissa K. Postler

3RD WARD COUNCILMEMBER
Robert D. Postema

CITY MANAGER
Curtis L. Holt

January 16, 2017

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 17-05

Subject: Acceptance of a Temporary Permit for Construction for 2761 –
56th Street, SW (Bernard Lee Plas)

Councilmembers:

Bernard Lee Plas, owner of 2761 – 56th Street, SW, has submitted the following described Temporary Permit. The Temporary Permit will allow additional access for construction and grading purposes for the reconstruction and widening of 56th Street from Byron Center Avenue to Ivanrest Avenue in 2017. The Temporary Permit area is shown on the attached Estimate of Just Compensation drawing.

Grantor:	Bernard Lee Plas
Parent Parcel:	41-17-33-252-021
Right-of-way Size	125 sf - Temporary Permit
Consideration:	\$200.00

It is recommended that the City Council accept the attached Temporary Permit which has been approved as to form by the City Attorney.

Respectfully submitted,

A handwritten signature in black ink, appearing to read 'Curtis L. Holt'.

Curtis L. Holt
City Manager

Attachments: Temporary Permit
Estimate of Just Compensation

**CITY OF WYOMING
TEMPORARY PERMIT**

Parcel No. 41-17-33-252-021

The Grantor, **Bernard Lee Plas**, a single man, whose address is 2761 56th Street, SW, Wyoming, MI 49418

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509 a Temporary Permit to change existing land contours, to remove and/or install trees and vegetation, and to construct and/or reconstruct side-slopes, service walks, sidewalks, driveways, parking lots, curb and gutter, public and private utilities, drainage facilities, lighting facilities, and other facilities as required for the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue. All areas disturbed by the work in the Temporary Permit area will be properly restored. The Temporary Permit area is located on property in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit A attached hereto for the Temporary Permit Area (Parcel No. 41-17-33-252-021)

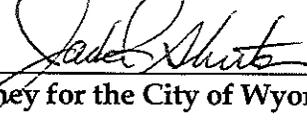
The Temporary Permit as referenced herein is granted and conveyed for the full consideration of **Two Hundred Dollars and No Cents (\$200.00)**.

The Temporary Permit, including all rights granted or inferred, shall terminate upon completion of the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue, including restoration of the Temporary Permit Area.

IN WITNESS, WHEREOF, the undersigned have hereunto set their hand this day and year as referenced herein.

DATED: 1/3/17

Approved as a form:



Attorney for the City of Wyoming

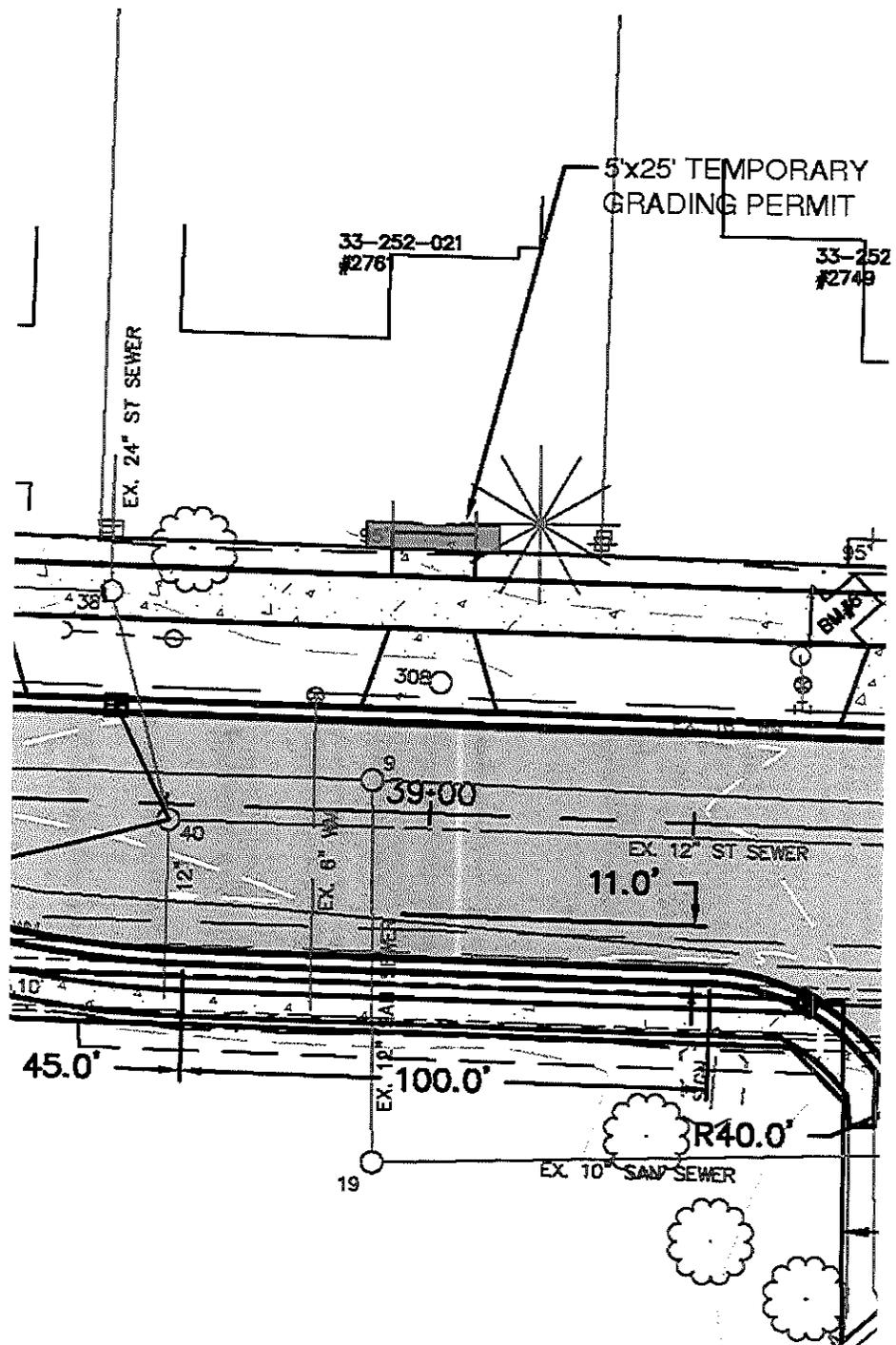
GRANTOR:



Bernard Lee Plas

Prepared by and return to:
Deborah S. Poeder
Land Matters, LLC
O-11230 Tallmadge Woods Drive
Grand Rapids, Michigan 49534

EXHIBIT A
Parcel No. 41-17-33-252-021



CITY OF WYOMING ESTIMATE OF JUST COMPENSATION

PROJECT: 56th Street Improvements, from Ivanrest Avenue to Byron Center Avenue

SITE DATA:

Parcel: Bernard Lee Plas
Address: 2761 56th Street SW

Permanent Parcel No.: 41-17-33-252-021
Land Use: Residential Size: n/a Ac (total)
Zoning: 401

ACQUISITION DESCRIPTION:

Square foot values based on values obtained from a limited land value study.

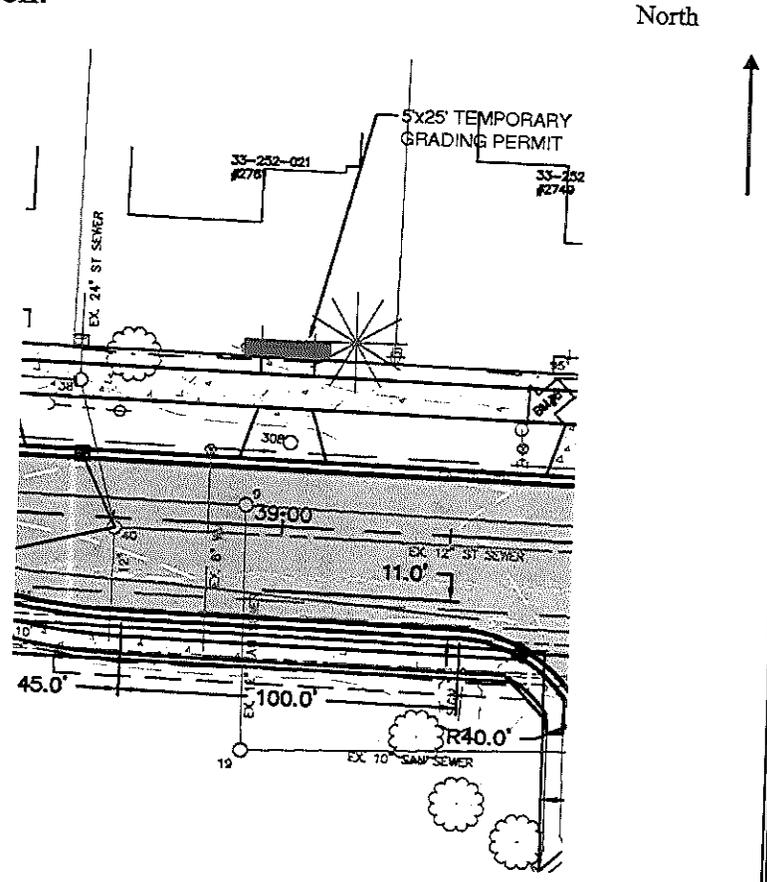
Summary of Costs:

Temporary Permit:

A rectangular piece of property located adjacent to 56th Street as shown on sketch.

Area: 125 sft

SKETCH:



COMPUTATION OF VALUE:

LAND ACQUISITION, TEMPORARY PERMIT

125 s.f. (Area) X \$ 1.56 / s.f. x 10% = \$ 20.00. Recommend minimum payment of \$200.00

\$ 200.00

REMARKS:

Signed:

Deborah S Poeder
Land Matters, llc
Deborah S. Poeder *llc*

for information call 616.791.9805

\$ 200.00

Agreed to by:

Bernard Lee Plas
Bernard Lee Plas



January 16, 2017

MAYOR
Jack A. Poll

AT-LARGE COUNCILMEMBER
Sam Bolt

AT-LARGE COUNCILMEMBER
Kent Vanderwood

AT-LARGE COUNCILMEMBER
Dan Burrill

1ST WARD COUNCILMEMBER
William A. Ver Hulst

2ND WARD COUNCILMEMBER
Marissa K. Postler

3RD WARD COUNCILMEMBER
Robert D. Postema

CITY MANAGER
Curtis L. Holt

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 17-06

Subject: Acceptance of a Temporary Permit for Construction for 2633 –
56th Street, SW (Erik Lawrence and Rachel Lawrence)

Councilmembers:

Erik Lawrence and Rachel Lawrence, owners of 2633 – 56th Street, SW, have submitted the following described Temporary Permit. The Temporary Permit will allow additional access for construction and grading purposes for the reconstruction and widening of 56th Street from Byron Center Avenue to Ivanrest Avenue in 2017. The Temporary Permit area is shown on the attached Estimate of Just Compensation drawing.

Grantor:	Erik Lawrence and Rachel Lawrence
Parent Parcel:	41-17-33-251-044
Right-of-way Size	125 sf - Temporary Permit
Consideration:	\$200.00

It is recommended that the City Council accept the attached Temporary Permit which has been approved as to form by the City Attorney.

Respectfully submitted,

A handwritten signature in black ink that reads 'Curtis L. Holt'.

Curtis L. Holt
City Manager

Attachments: Temporary Permit
Estimate of Just Compensation

**CITY OF WYOMING
TEMPORARY PERMIT**

Parcel No. 41-17-33-251-044

The Grantor, **Erik Lawrence & Rachel Lawrence**, husband and wife, whose address is 2633 56th Street, SW, Wyoming, MI 49519

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509 a Temporary Permit to change existing land contours, to remove and/or install trees and vegetation, and to construct and/or reconstruct side-slopes, service walks, sidewalks, driveways, parking lots, curb and gutter, public and private utilities, drainage facilities, lighting facilities, and other facilities as required for the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue. All areas disturbed by the work in the Temporary Permit area will be properly restored. The Temporary Permit area is located on property in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit A attached hereto for the Temporary Permit Area (Parcel No. 41-17-33-251-044)

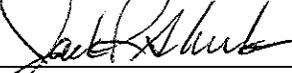
The Temporary Permit as referenced herein is granted and conveyed for the full consideration of **Two Hundred Dollars and No Cents (\$200.00)**.

The Temporary Permit, including all rights granted or inferred, shall terminate upon completion of the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue, including restoration of the Temporary Permit Area.

IN WITNESS, WHEREOF, the undersigned have hereunto set their hand this day and year as referenced herein.

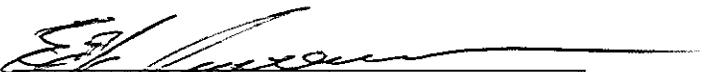
DATED: 11-6-16

Approved as a form:



Attorney for the City of Wyoming

GRANTOR:



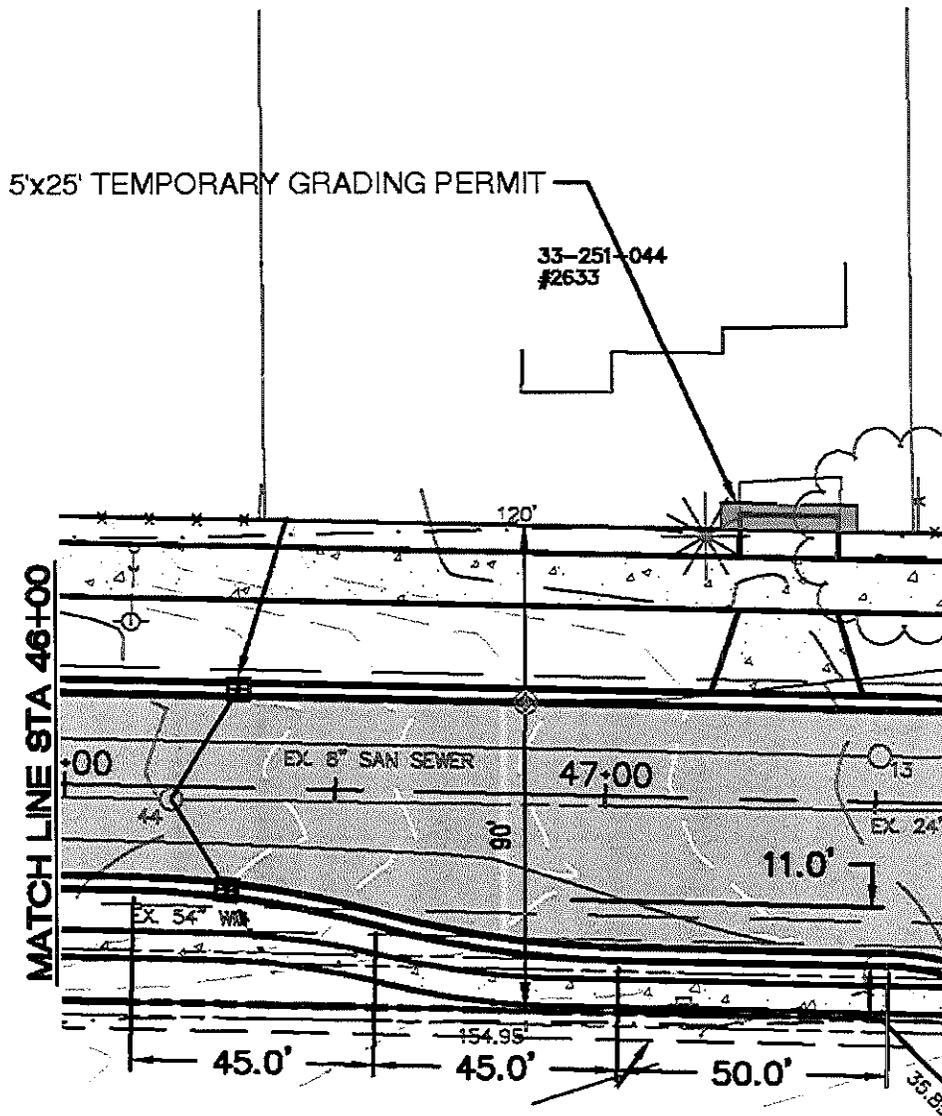
Erik Lawrence



Rachel Lawrence

Prepared by and return to:
Deborah S. Poeder
Land Matters, LLC
O-11230 Tallmadge Woods Drive
Grand Rapids, Michigan 49534

EXHIBIT A
Parcel No. 41-17-33-251-044



BAYBERRY FARMS 1

33-402-002
#5613 BAYBERRY
FARMS DR.

**CITY OF WYOMING
ESTIMATE OF JUST COMPENSATION**

PROJECT: 56th Street Improvements, from Ivanrest Avenue to Byron Center Avenue

SITE DATA:

Permanent Parcel No.: 41-17-33-251-044

Parcel: Erik Lawrence & Rachel Lawrence

Land Use: Residential Size: 0.45 Ac (total)

Address: 2633 56th Street SW

Zoning: 401

ACQUISITION DESCRIPTION:

Square foot values based on values obtained from a limited land value study.

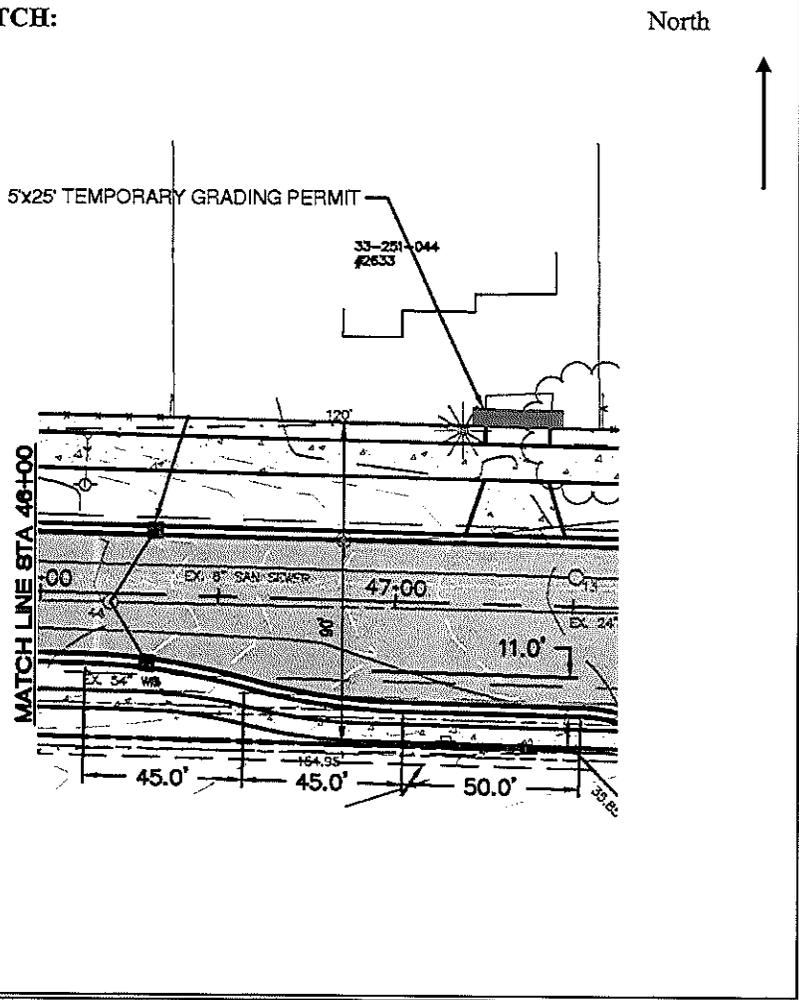
Summary of Costs:

Temporary Permit:

A rectangular piece of property located adjacent to 56th Street as shown on sketch.

Area: 125 sft

SKETCH:



COMPUTATION OF VALUE:

LAND ACQUISITION, TEMPORARY PERMIT

125 s.f. (Area) X \$ 1.56 / s.f. x 10% = \$ 20.00. Recommend minimum payment of \$200.00

\$ 200.00

REMARKS:

Signed:

Deborah S Poeder
Land Matters, llc
Deborah S. Poeder /kj

for information call 616.791.9805

Agreed to by:

Erik Lawrence
Erik Lawrence

Rachel Lawrence
Rachel Lawrence

\$ 200.00

MAYOR
Jack A. Poll
AT-LARGE COUNCILMEMBER
Sam Bolt
AT-LARGE COUNCILMEMBER
Kent Vanderwood
AT-LARGE COUNCILMEMBER
Dan Burrill
1ST WARD COUNCILMEMBER
William A. Ver Hulst
2ND WARD COUNCILMEMBER
Marissa K. Postler
3RD WARD COUNCILMEMBER
Robert D. Postema
CITY MANAGER
Curtis L. Holt

January 16, 2017

Wyoming City Council
Wyoming, Michigan

City Manager's Report No. 17-07

Subject: Acceptance of a Temporary Permit for Construction for 2773 –
56th Street, SW (Tommy G. House and Sherri Y. House)

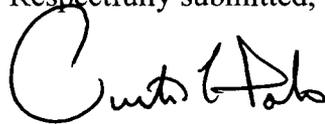
Councilmembers:

Tommy G. House and Sherri Y. House, owners of 2773 – 56th Street, SW, have submitted the following described Temporary Permit. The Temporary Permit will allow additional access for construction and grading purposes for the reconstruction and widening of 56th Street from Byron Center Avenue to Ivanrest Avenue in 2017. The Temporary Permit area is shown on the attached Estimate of Just Compensation drawing.

Grantor:	Tommy G. House and Sherri Y. House
Parent Parcel:	41-17-33-252-022
Right-of-way Size:	600 sf - Temporary Permit
Consideration:	\$200.00

It is recommended that the City Council accept the attached Temporary Permit which has been approved as to form by the City Attorney.

Respectfully submitted,



Curtis L. Holt
City Manager

Attachments: Temporary Permit
Estimate of Just Compensation

CITY OF WYOMING
TEMPORARY PERMIT
Parcel No. 41-17-33-252-022

The Grantor, **Tommy G. House and Sherri Y. House**, husband and wife, whose address is 2773 56th Street, SW, Wyoming, MI 49418

DOES HEREBY GRANT AND CONVEY TO:

CITY OF WYOMING, a Michigan Municipal corporation, whose address is 1155 28th Street, SW, Wyoming, Michigan 49509 a Temporary Permit to change existing land contours, to remove and/or install trees and vegetation, and to construct and/or reconstruct side-slopes, service walks, sidewalks, driveways, parking lots, curb and gutter, public and private utilities, drainage facilities, lighting facilities, and other facilities as required for the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue. All areas disturbed by the work in the Temporary Permit area will be properly restored. The Temporary Permit area is located on property in the City of Wyoming, County of Kent, State of Michigan, as follows:

See Exhibit A attached hereto for the Temporary Permit Area (Parcel No. 41-17-33-252-022)

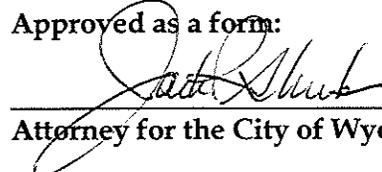
The Temporary Permit as referenced herein is granted and conveyed for the full consideration of **Two Hundred Dollars and No Cents (\$ 200.00)**.

The Temporary Permit, including all rights granted or inferred, shall terminate upon completion of the 56th Street Improvement Project from Ivanrest Avenue to Byron Center Avenue, including restoration of the Temporary Permit Area.

IN WITNESS, WHEREOF, the undersigned have hereunto set their hand this day and year as referenced herein.

DATED: 12/27/16

Approved as a form:

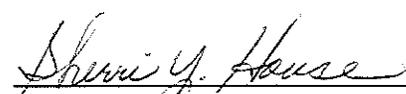


Attorney for the City of Wyoming

GRANTOR:



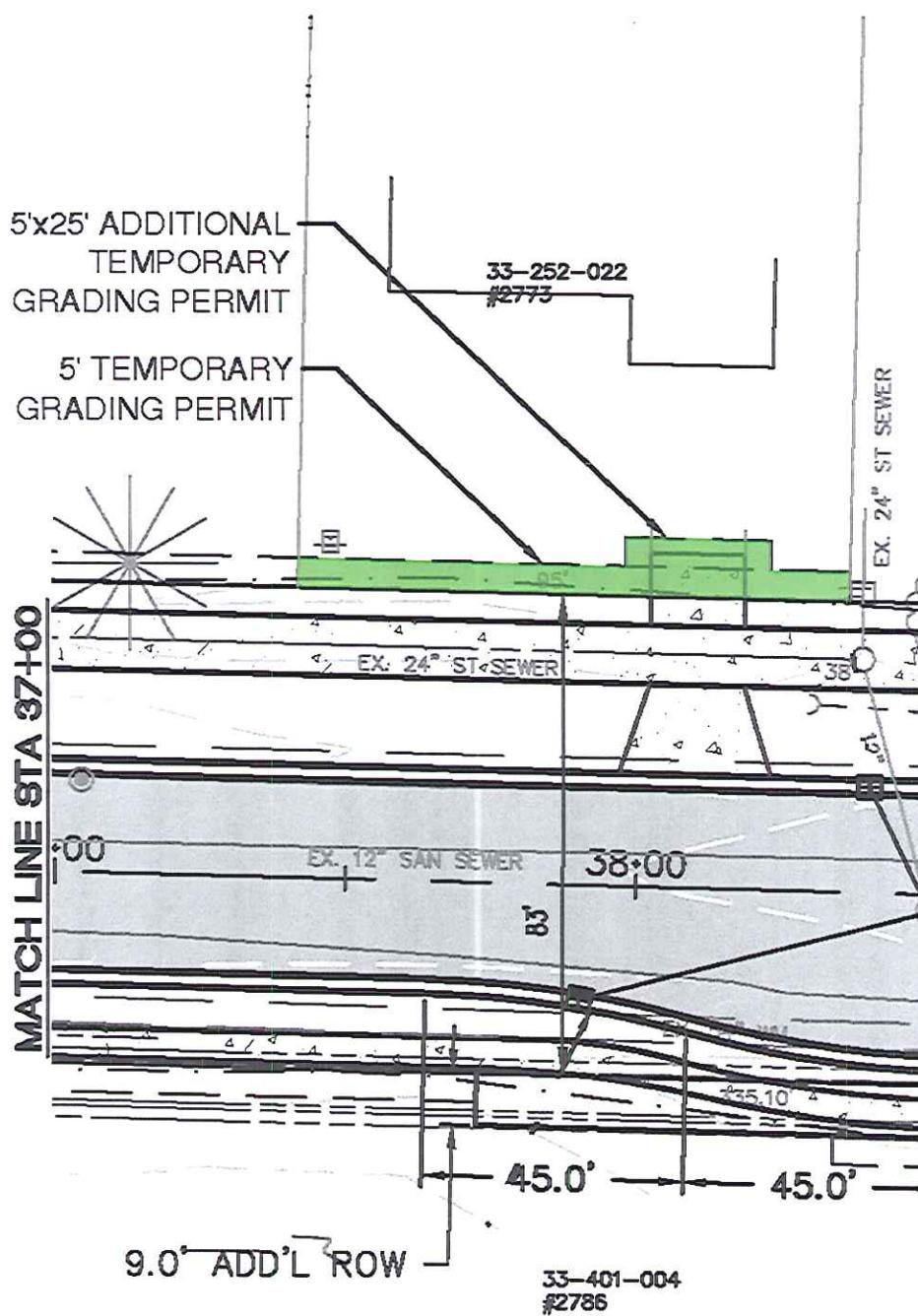
Tommy G. House



Sherri Y. House

Prepared by and return to:
Deborah S. Poeder
Land Matters, LLC
O-11230 Tallmadge Woods Drive
Grand Rapids, Michigan 49534

EXHIBIT A
Parcel No. 41-17-33-252-022



CITY OF WYOMING ESTIMATE OF JUST COMPENSATION

PROJECT: 56th Street Improvements, from Ivanrest Avenue to Byron Center Avenue

SITE DATA:

Permanent Parcel No.: 41-17-33-252-022

Parcel: Tommy G. House & Sherri Y. House

Land Use: Residential Size: n/a Ac (total)

Address: 2773 56th Street SW

Zoning: 401

ACQUISITION DESCRIPTION:

Square foot values based on values obtained from a limited land value study.

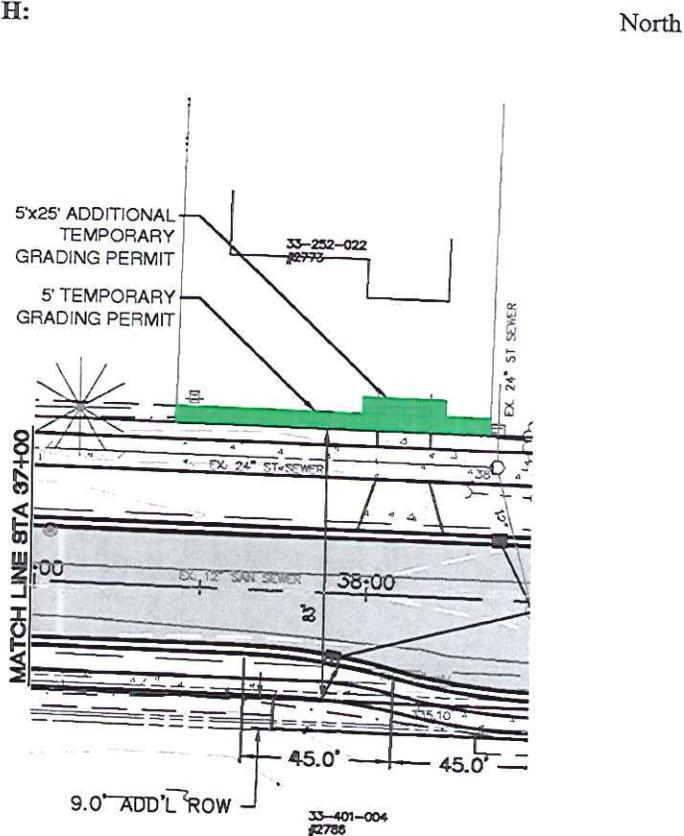
Summary of Costs:

Temporary Permit:

A generally rectangular piece of property located adjacent to 56th Street as shown on sketch.

Area: 600 sft

SKETCH:



COMPUTATION OF VALUE:

LAND ACQUISITION, TEMPORARY PERMIT

600 s.f. (Area) X \$ 1.56 / s.f. x 10% = \$94. Recommend minimum payment of \$200.00

\$ 200.00

REMARKS:

Signed:

Land Matters, llc
Deborah S. Poeder

for information call 616.791.9805

Agreed to by:

Tommy G. House
Tommy G. House

Sherri Y. House
Sherri Y. House

\$ 200.00

CITY OF WYOMING BUDGET AMENDMENT

Date: January 16, 2017

Budget Amendment No. 032

To the Wyoming City Council:

A budget amendment is requested for the following reason: To appropriate \$394,685.00 of additional budgetary authority for the clean up and response expenses related to the August 20, 2016 tornado.

<u>Description/Account Code</u>	<u>Current</u>	<u>Increase</u>	<u>Decrease</u>	<u>Amended</u>
<u>General Fund</u>				
Police - Administration Services - Salaries - Uniform OT				
101-305-30500-709.000	60,000.00	3,520.00		63,520.00
Police - Administration Services - FICA				
101-305-30500-715.000	72,451.85	260.00		72,711.85
Police - Administration Services - Pension				
101-305-30500-718.000	266,935.52	1,130.00		268,065.52
Police - Administration Services - Workers Comp Insurance				
101-305-30500-719.000	27,108.56	110.00		27,218.56
Police - Building - Operating Supplies				
101-305-30610-740.000	12,500.00	890.00		13,390.00
Police - Building - Repairs and Maintenance				
101-305-30610-930.000	93,450.00	3,240.00		96,690.00
Police - Building - Other Services				
101-305-30610-956.000	32,440.00	190.00		32,630.00
Police - Patrol - Salaries Uniform OT				
101-305-31500-709.000	400,000.00	3,300.00		403,300.00
Police - Patrol - FICA				
101-305-31500-715.000	361,938.15	240.00		362,178.15
Police - Patrol - Pension				
101-305-31500-718.000	1,285,713.48	940.00		1,286,653.48
Police - Patrol - Workers Comp Insurance				
101-305-31500-719.000	147,024.44	100.00		147,124.44
Fund Balance/Working Capital (Fund 101)		-	13,920.00	
<u>Building Inspections Fund</u>				
Permits - Permits - Overtime Salaries				
249-371-37100-708.000	10,000.00	4,250.00		14,250.00
Permits - Permits - FICA				
249-371-37100-715.000	25,935.00	310.00		26,245.00
Permits - Permits - Pension				
249-371-37100-718.000	93,611.00	1,030.00		94,641.00
Permits - Permits - Workers Comp Insurance				
249-371-37100-719.000	2,902.00	30.00		2,932.00
Fund Balance/Working Capital (Fund 249)		-	5,620.00	

<u>Parks and Recreation Fund</u>			
Parks and Recreation - Parks and Rec Facility - Salaries			
208-752-75600-706.000	453,312.00	6,510.00	459,822.00
Parks and Recreation - Parks and Rec Facility - Temporary Salaries			
208-752-75600-707.000	167,000.00	960.00	167,960.00
Parks and Recreation - Parks and Rec Facility - Overtime Salaries			
208-752-75600-708.000	27,000.00	1,890.00	28,890.00
Parks and Recreation - Parks and Rec Facility - FICA			
208-752-75600-715.000	50,067.00	670.00	50,737.00
Parks and Recreation - Parks and Rec Facility - Pension			
208-752-75600-718.000	128,785.00	2,610.00	131,395.00
Parks and Recreation - Parks and Rec Facility - Workers Comp Insurance			
208-752-75600-719.000	16,303.00	230.00	16,533.00
Parks and Recreation - Parks and Rec Facility - Insurance Liability			
208-752-75600-910.000	7,100.00	90.00	7,190.00
Parks and Recreation - Parks and Rec Facility - Repairs and Maintenance			
208-752-75600-930.000	63,800.00	47,435.00	111,235.00
Fund Balance/Working Capital (Fund 208)		-	60,395.00
<u>Solid Waste Disposal Fund</u>			
Public Works - Yard Waste Disposal - Salaries			
230-441-44300-706.000	80,000.00	36,960.00	116,960.00
Public Works - Yard Waste Disposal - Temporary Salaries			
230-441-44300-707.000	35,000.00	2,160.00	37,160.00
Public Works - Yard Waste Disposal - Overtime Salaries			
230-441-44300-708.000	35,000.00	9,920.00	44,920.00
Public Works - Yard Waste Disposal - FICA			
230-441-44300-715.000	11,494.00	3,520.00	15,014.00
Public Works - Yard Waste Disposal - Life Insurance			
230-441-44300-717.000	115.00	50.00	165.00
Public Works - Yard Waste Disposal - Pension			
230-441-44300-718.000	36,948.00	14,650.00	51,598.00
Public Works - Yard Waste Disposal - Workers Comp Insurance			
230-441-44300-719.000	4,745.00	1,600.00	6,345.00
Public Works - Yard Waste Disposal - Maintenance Supplies			
230-441-44300-775.000	5,000.00	5,280.00	10,280.00
Public Works - Yard Waste Disposal - Insurance Liability			
230-441-44300-910.000	1,323.00	450.00	1,773.00
Public Works - Yard Waste Disposal - Repairs and Maintenance			
230-441-44300-930.000	8,000.00	20,650.00	28,650.00
Public Works - Yard Waste Disposal - Rentals			
230-441-44300-940.000	1,500.00	17,050.00	18,550.00

Public Works - Yard Waste Disposal - Other Services			
230-441-44300-956.000	390,001.00	182,090.00	572,091.00
Public Works - Yard Waste Disposal - Motor Pool Equipment Rental			
230-441-44300-947.100	80,000.00	10,780.00	90,780.00
Public Works - Yard Waste Disposal - Motor Pool Equipment Maintenance			
230-441-44300-947.200	50,000.00	7,180.00	57,180.00
Public Works - Yard Waste Disposal - Motor Pool Equipment Fuel			
230-441-44300-947.300	20,000.00	2,410.00	22,410.00
Fund Balance/Working Capital (Fund 230)		-	314,750.00

Recommended: *Matt Ballou*
Senior Accountant

C. [Signature]
City Manager

Motion by Councilmember _____, seconded by Councilmember _____ that the General Appropriations Act for Fiscal Year 2016-2017 be amended by adoption of the foregoing budget amendment.

Motion carried: Yes _____, No _____

I hereby certify that at a _____ meeting of the Wyoming City Council duly held on _____ the foregoing budget amendment was approved.

City Clerk

RESOLUTION NO. _____

RESOLUTION OF APPRECIATION TO BERNIE VAN DER KLOK FOR HIS SERVICE
AS A MEMBER OF THE DOWNTOWN DEVELOPMENT AUTHORITY
FOR THE CITY OF WYOMING

WHEREAS:

1. Bernie Van Der Klok has served faithfully and effectively as a member of the Downtown Development Authority since March 4, 2013.

NOW, THEREFORE, BE IT RESOLVED:

1. Councilmembers and citizens of the City of Wyoming wish to express their deep appreciation to Bernie Van Der Klok for his dedicated service as a member of the Downtown Development Authority.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO APPOINT ELIZABETH KREAGER AS A MEMBER OF THE
TREE COMMISSION FOR THE CITY OF WYOMING

WHEREAS:

1. Elizabeth Kreager has submitted an application requesting appointment to the Tree Commission for the City of Wyoming.
2. A vacancy exists in an unexpired term ending in 2020.
3. Mayor Jack Poll has recommended that Elizabeth Kreager be appointed as a member of the Tree Commission for the City of Wyoming.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council for the City of Wyoming, Michigan, does hereby confirm the appointment of Elizabeth Kreager to the Wyoming Tree Commission for the unexpired term ending in 2020.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO APPOINT JASON LINTJER AS A MEMBER OF
THE PARKS AND RECREATION COMMISSION FOR THE CITY OF WYOMING

WHEREAS:

1. Jason Lintjer has submitted an application requesting appointment to the Parks and Recreation Commission for the City of Wyoming.
2. A vacancy exists in a term ending June 30, 2017.
3. City Council wishes to appoint Jason Lintjer as a member of the Parks and Recreation Commission.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council for the City of Wyoming, Michigan does hereby appoint Jason Lintjer as a member of the Parks and Recreation Commission of the City of Wyoming for the unexpired term ending June 30, 2017.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO REAPPOINT REPRESENTATIVES TO THE
WEST MICHIGAN REGIONAL PLANNING COMMISSION

WHEREAS:

1. The By-Laws and Rules of Procedure for the West Michigan Regional Planning Commission entitle the City of Wyoming to three (3) representatives and one (1) alternate representative to serve on the West Michigan Regional Planning Commission Board.

NOW, THEREFORE, BE IT RESOLVED:

1. That Principal Planner Tim Cochran, Citizen Representative Lillian VanderVeen be reappointed as the City's representatives for 2017.
2. That the City Clerk be directed to send a copy of this resolution to the West Michigan Regional Planning Commission.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE MEMBERS OF THE CITY COUNCIL TO ATTEND THE
WYOMING-KENTWOOD CHAMBER OF COMMERCE
ANNUAL MEETING AND AWARDS DINNER

WHEREAS:

1. The Wyoming-Kentwood Chamber of Commerce Annual Meeting and Awards Dinner will be held on January 27, 2017.
2. It is the desire of the City Council that Wyoming be represented at the meeting.

NOW, THEREFORE, BE IT RESOLVED:

1. That members of the Wyoming City Council are hereby authorized to attend the Wyoming-Kentwood Chamber of Commerce Annual Meeting and Awards Dinner held on January 27, 2017.
2. That Councilmembers will submit their expense reports at the conclusion of the meeting for approval at the next regular City Council meeting.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. Vandenberg, Wyoming City Clerk

RESOLUTION NO. _____

RESOLUTION TO APPROVE
TRAFFIC CONTROL ORDER NO. 3.01-17

WHEREAS:

1. Traffic Control Order No. 3.01-17, as set forth in the exhibits attached hereto and made a part of this Resolution, have been proposed in the City of Wyoming.
2. It is recommended by the City Traffic Engineer, as required by the Uniform Traffic Code for Cities, Townships and Villages, Part 2, Section R 28.1153, issued in October 2002 by the Commissioner of the Michigan State Police and adopted by the City of Wyoming, that said Traffic Control Order should be approved by the City Council as permanent.

NOW, THEREFORE, BE IT RESOLVED:

1. That such final approval be and is hereby granted that the aforesaid Traffic Control Order No 3.01-17 be made a permanent part of the Traffic Control Order files of the City of Wyoming.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENT:
Traffic Control Order No. 3.01-17, with map

Resolution No. _____



Traffic Department
2660 Burlingame Ave SW • Wyoming, Michigan 49509
Telephone (616) 530-7263 • Fax (616) 249-3487



www.wyomingmi.gov

January 16, 2017

MAYOR
Jack A. Poll

AT-LARGE COUNCILMEMBER
Sam Bolt

AT-LARGE COUNCILMEMBER
Kent Vanderwood

AT-LARGE COUNCILMEMBER
Dan Burrill

1ST WARD COUNCILMEMBER
William A. VerHulst

2ND WARD COUNCILMEMBER
Marissa K. Postler

3RD WARD COUNCILMEMBER
Robert D. Postema

CITY MANAGER
Curtis L. Holt

PERMANENT
TRAFFIC CONTROL ORDER NO. 3.01-17

Pursuant to provisions of Wyoming City Code, Chapter 78, Article II, adopting Sections R 28.1125 and R 28.1153 of the Michigan Uniform Traffic Code, the following regulatory order has been issued and shall take effect immediately:

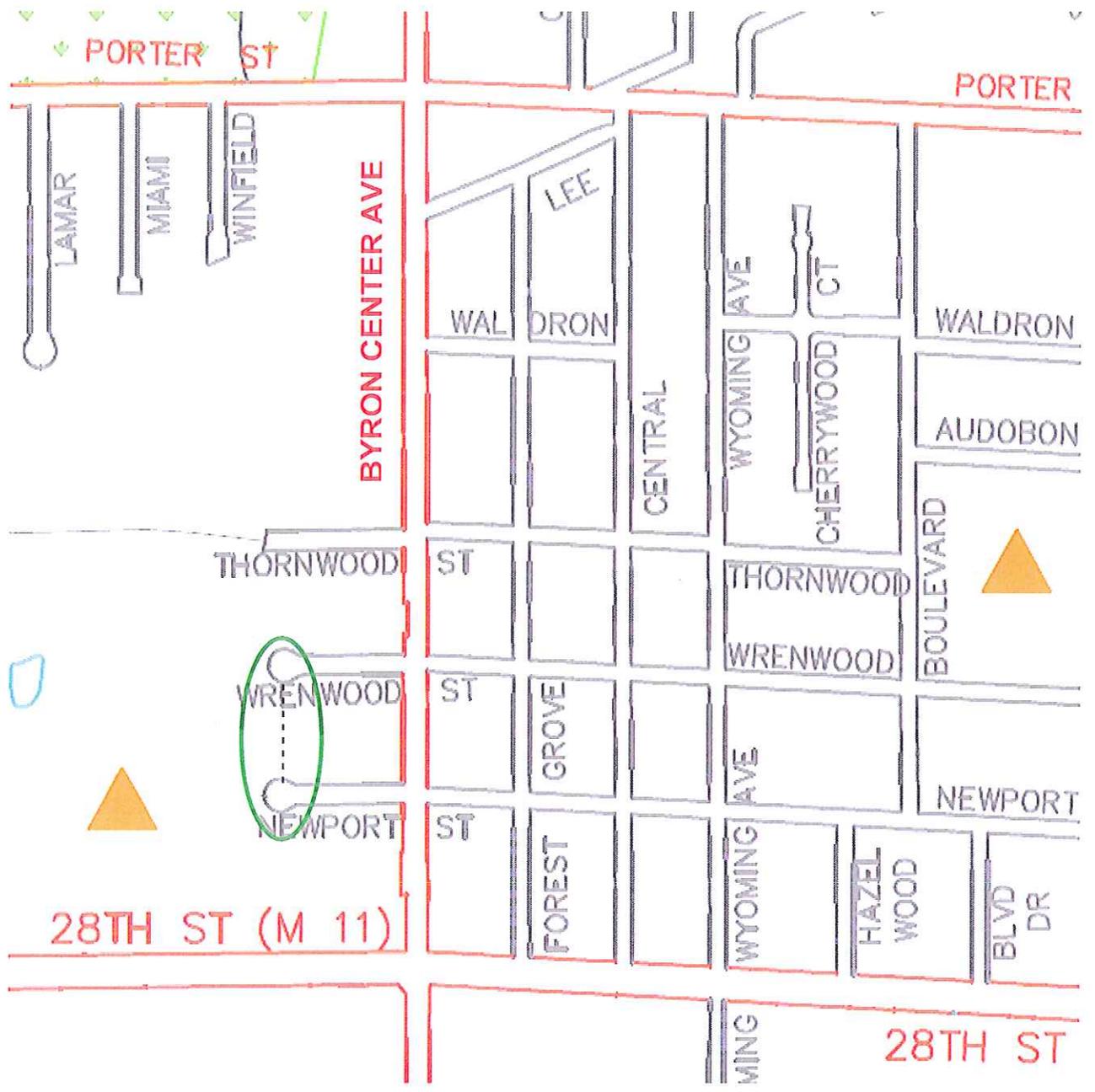
1. LOCATION:
Daisy Ave, from Wrenwood St to Newport St
2. REGULATION:
No parking anytime
3. SIGNS:
No Parking – Private Drive
4. EFFECTIVE:
Immediately

Authority,

William D. Dooley, P.E.
Traffic Engineer

WDD:kn

cc: Police Services



28TH ST (M 11)

PORTER

BYRON CENTER AVE

LAMAR

MIAMI

WINFIELD

WALDRON

LEE

CENTRAL

WYOMING AVE

CHERRYWOOD CT

WALDRON

AUDOBON

THORNWOOD ST

ST

THORNWOOD



WRENWOOD ST

ST

GROVE

WRENWOOD

BOULEVARD



NEWPORT ST

ST

FOREST

WYOMING AVE

NEWPORT

HAZEL WOOD

BLVD DR

MING

28TH ST

RESOLUTION NO. _____

TO AUTHORIZE THE WRITE-OFF OF
DELINQUENT 2010 CITY PROPERTY TAXES

WHEREAS:

1. Delinquent personal property taxes remain outstanding for the 2010 tax year.
2. Per Public Act 206 (Property Tax Act) of the State of Michigan, delinquent personal property taxes that have been outstanding five years or more may be written off.
3. The City Treasurer's Office has made a diligent attempt to collect the outstanding balances and believes that the delinquent amounts will not be recovered.
4. The City Treasurer's Office is requesting City Council to approve the write-off of \$5,516.32 in delinquent 2010 personal property ad valorem taxes.

NOW, THEREFORE, BE IT RESOLVED:

1. The Wyoming City Council hereby authorizes the write-off of \$5,516.32 in delinquent 2010 personal property taxes.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:
Staff Report
2010 Delinquent Personal Property Tax List

STAFF REPORT

Date: January 11, 2017
Subject: Write-off of 2010 Delinquent Personal Property Taxes
From: Andrea Boot, Treasurer's Office
Meeting Date: January 16, 2017 Council Meeting

Recommendation:

Staff recommends that the City Council approves the write-off of 2010 delinquent personal property taxes in the amount of \$5,516.32 pursuant to Public Act 206 (Property Tax Act)

Sustainability Criteria:

Environmental Quality – Does not significantly impact this criterion.

Social Equity – Does not significantly impact this criterion.

Economic Strength – Does not significantly impact this criterion.

Discussion:

According to PA 206 (Property Tax Act) 211.56a, delinquent personal property taxes may be written off after being delinquent for five years. The write-off procedure requires a resolution from each taxing jurisdiction granting its permission. I am seeking permission to write off the delinquent 2010 City ad valorem taxes in the amount of \$5,516.32. An itemized listing is attached for your reference. Once City Council has passed a resolution, the documentation must be approved by the District Court. Rather than burden the Court with petitions from each jurisdiction, the Kent County Treasurers Association compiles the resolutions from each unit and presents it as one approval by the Judge.

Budget Impact:

This write-off will reduce the overall City tax revenue by \$5,516.32.



MAYOR

Jack A. Poll

AT-LARGE COUNCILMEMBER

Sam Bolt

AT-LARGE COUNCILMEMBER

Kent Vanderwood

AT-LARGE COUNCILMEMBER

Dan Burrill

1ST WARD COUNCILMEMBER

William A. VerHulst

2ND WARD COUNCILMEMBER

Marissa K. Postler

3RD WARD COUNCILMEMBER

Robert D. Postema

CITY MANAGER

Curtis L. Holt

Wednesday, January 04, 2017

**STATEMENT OF ATTEMPT TO COLLECT
DELINQUENT PERSONAL PROPERTY TAX**

As Treasurer of the City of Wyoming, I, and my predecessors in office, have exercised due diligence in an effort to collect the personal property taxes listed in attached Tax Report.

These efforts have included placing phone calls to the persons and/or businesses contained in attached Tax Report; sending out past due notices to the persons and/or businesses contained in the attached Tax Report and by personal calls upon persons and/or businesses contained in attached Tax Report.

To the best of my knowledge and information, the personal property taxes shown in Tax Report are and remain uncollectible, and should be stricken from the tax rolls.



Andrea Boot, Treasurer

Attachment

Tax Year: 2010 Calculated As of: 12/31/2016
POPULATION: All Records

SCHOOL: 41020 YEAR: 2010

TAX TYPE	TAX NAME	MILLS	BILLED	PAID	DUE
STATE EDUCATION	State Educ. Tax	6.00000	1,324.47	1,268.07	56.40
GODWIN OP	School Operating	9.00000	3,442.93	3,373.03	69.90
GODWIN DEBT	School Debt	1.97000	4,963.20	4,917.32	45.88
TOTALS: SCHOOL 41020 2010			9,730.60	9,558.42	172.18

SCHOOL: 41026 YEAR: 2010

TAX TYPE	TAX NAME	MILLS	BILLED	PAID	DUE
STATE EDUCATION	State Educ. Tax	6.00000	3,258.43	3,085.61	172.82
WYOM SCHOOL OP	School Operating	18.00000	3,258.43	3,085.61	172.82
WYOM SCHOOL DEBT	School Debt	5.00000	3,346.34	3,202.32	144.02
TOTALS: SCHOOL 41026 2010			9,863.20	9,373.54	489.66

SCHOOL: 41120 YEAR: 2010

TAX TYPE	TAX NAME	MILLS	BILLED	PAID	DUE
STATE EDUCATION	State Educ. Tax	6.00000	718.65	698.25	20.40
GODFREY-LEE OP	School Operating	18.00000	718.65	698.25	20.40
GODFREY-LEE DEBT	School Debt	11.39760	4,075.43	1,326.34	2,749.09
TOTALS: SCHOOL 41120 2010			5,512.73	2,722.84	2,789.89

SCHOOL: 41130 YEAR: 2010

TAX TYPE	TAX NAME	MILLS	BILLED	PAID	DUE
STATE EDUCATION	State Educ. Tax	6.00000	501.26	406.46	94.80
G'VL SCHOOL OP	School Operating	18.00000	501.26	406.46	94.80
G'VL SCHOOL DEBT	School Debt	5.10000	426.07	345.49	80.58
TOTALS: SCHOOL 41130 2010			1,428.59	1,158.41	270.18

SCHOOL: 41140 YEAR: 2010

TAX TYPE	TAX NAME	MILLS	BILLED	PAID	DUE
STATE EDUCATION	State Educ. Tax	6.00000	1,670.50	606.10	1,064.40
KELLOGGSVILLE OP	School Operating	9.00000	1,785.05	720.65	1,064.40
KELLOGGSVILLE DT	School Debt	3.07000	2,284.31	974.05	1,310.26
TOTALS: SCHOOL 41140 2010			5,739.86	2,300.80	3,439.06

SCHOOL: 41160 YEAR: 2010

TAX TYPE	TAX NAME	MILLS	BILLED	PAID	DUE
STATE EDUCATION	State Educ. Tax	6.00000	9.00	9.00	0.00
K'WD SCHOOL OP	School Operating	9.00000	4.50	4.50	0.00
K'WD SCHOOL DEBT	School Debt	3.05000	4.57	4.57	0.00
TOTALS: SCHOOL 41160 2010			18.07	18.07	0.00

UNIT: 00000 YEAR: 2010

TAX NAME	MILLS	BILLED	PAID	DUE
CITY OPERATING	4.66950	9,974.84	7,814.35	2,160.49
LIBRARY OP.	0.10000	213.60	167.33	46.27
SEWER/WATER IMP.	1.86780	3,989.73	3,125.58	864.15
SIDEWALK/SNOW	0.15000	320.32	250.93	69.39
PARKS & REC	1.50000	3,204.40	2,510.35	694.05
FIRE DEPT OP	0.75000	1,602.07	1,259.85	342.22
POLICE	1.25000	2,670.20	2,087.07	583.13
YARD WASTE	0.10000	213.60	166.31	47.29
PUBLIC SAFETY	1.25000	2,670.20	2,079.08	591.12
LIBRARY DEBT	0.25000	533.94	415.73	118.21
LOCAL ADMIN	0.00000	934.08	739.12	194.96
LOCAL INTRST	0.00000	4,435.94	3,404.63	1,031.31
TOTALS: UNIT 00000 2010		30,762.92	24,020.33	6,742.59

\$5,516.32 (without Admin & Interest)

County Tax YEAR: 2010

TAX NAME	MILLS	BILLED	PAID	DUE
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01/04/2017
08:19 AM
By: SHAFFERT

TAX SPREAD REPORT FOR CITY OF WYOMNING

Page: 2/2
DB: Wyoming

Tax Year: 2010 Calculated As of: 12/31/2016
POPULATION: All Records

KENT COUNTY OP	4.28030	9,143.47	7,023.88	2,119.59
KENT COUNTY SEN	0.32440	1,709.92	1,540.82	169.10
KENT COUNTY JAIL	0.78930	4,161.57	3,749.98	411.59

TOTALS: County Tax 2010 15,014.96 12,314.68 2,700.28

College Tax YEAR: 2010

TAX NAME	MILLS	BILLED	PAID	DUE
GRAND RAPIDS CC	1.78650	3,816.05	2,940.41	875.64

TOTALS: College Tax 2010 3,816.05 2,940.41 875.64

I.S.D. Tax YEAR: 2010

TAX NAME	MILLS	BILLED	PAID	DUE
KENT ISD	4.69030	10,019.28	7,760.41	2,258.87

TOTALS: I.S.D. Tax 2010 10,019.28 7,760.41 2,258.87

Library Tax YEAR: 2010

TAX NAME	MILLS	BILLED	PAID	DUE
DISTRICT LIBRARY	0.88000	4,639.98	4,181.06	458.92

TOTALS: Library Tax 2010 4,639.98 4,181.06 458.92

Other 1 YEAR: 2010

TAX NAME	MILLS	BILLED	PAID	DUE
INTERURBAN TRANS	1.12000	2,392.30	1,837.74	554.56

TOTALS: Other 1 2010 2,392.30 1,837.74 554.56

TOTALS (175 PARCELS) 98,938.54 78,186.71 20,751.83

01/04/2017
09:38 AM
By: SHAFFERT

DELINQUENT TAXES DUE FOR CITY OF WYOMING
Tax Year: 2010 Calculated As of: 12/31/2016
POPULATION: All Records

Page: 1/1
DB: Wyoming

Owner Parcel #	Tax Year	Tax Due
CAPPUCCINO JO'S 5015 S DIVISION AVE WYOMING MI 49548 41-50-93-228-400	2010	122.86
KELLOGGSVILLE CAR WASH 1476 ARIEBILL ST SW WYOMING MI 49509 41-50-93-575-075	2010	114.09
IMPERIAL SHEET METAL 1548 MARQUETTE SW WYOMING MI 49509 41-50-93-663-300	2010	15.13
ALL COMM 1851 44TH ST SW WYOMING MI 49509 41-50-93-985-434	2010	218.00
STUDIO 5 PO BOX 151 JENISON MI 49429 41-50-93-985-761	2010	512.69
MIDWEST FAMILY MEDICINE 1009 44TH ST SW WYOMING MI 49509 41-50-93-985-875	2010	166.69
J & B MUFFLER & TIRE SOLUTION 211 BURTON ST SW GRAND RAPIDS MI 49507 41-50-93-985-930	2010	141.72
CNS 1793 R W BERENDS DR SW WYOMING MI 49509 41-50-93-985-969	2010	4.37
CREATIVE SALES GROUP INC 3761 EASTERN AVE SE WYOMING MI 49508 41-50-93-986-000	2010	20.18
28TH CHART HITS INC 28124 ORCHARD LAKE RD STE 1 FARMINGTON HILLS MI 48334 41-50-93-986-221	2010	243.64
WORLD TV SATELLITE 1600 CHICAGO DR SW WYOMING MI 49509 41-50-93-986-318	2010	167.09
CRYSTAL NAILS & SPA 5751 BYRON CENTER AVE SW ST WYOMING MI 49418 41-50-93-986-337	2010	145.68
EXXEL CONCRETE CONSTRUCTION 862 47TH ST SW STE D WYOMING MI 49509 41-50-93-986-430	2010	7,260.69
BATH FITTER 4623 CLYDE PARK AVE SW WYOMING MI 49509 41-50-93-986-550	2010	289.67
HEALTHY REFLECTIONS INC 2730 44TH ST SW PP WYOMING MI 49519 41-50-93-986-698	2010	399.42
MURPRO INC 3528 LOUSMA DR SE WYOMING MI 49548 41-50-93-986-745	2010	11.12
TEKTON ENTERPRISES LLC 5774 NILE DR SW WYOMING MI 49418 41-50-93-986-956	2010	15.13
RURAL COMMUNICATIONS 5743 ELLORA CT SE GRAND RAPIDS MI 49508 41-50-93-987-035	2010	85.48
PUMMILL BUSINESS FORMS P O BOX 2808 GRAND RAPIDS MI 49501 41-50-93-995-000	2010	8,322.83
ROBOCAM INC 4301 CLYDE PARK AVE SW WYOMING MI 49509 41-50-93-995-400	2010	644.53
SECURITY ASSOC INTL 2101 S ARLINGTON HEIGHTS RD ARLINGTON HTS IL 60005 41-50-93-995-605	2010	94.02
UNIVERSAL TRUCK REPAIR PO BOX 738 GRANDVILLE MI 49468 41-50-93-996-705	2010	280.38
WEPMAN BROKERS II 3710 S DIVISION AVE WYOMING MI 49548 41-50-93-997-140	2010	250.15
2010	23	19,525.56
DLQ PARCEL COUNT	23	19,525.56

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE THE MAYOR AND CITY CLERK TO EXECUTE AN AMENDMENT TO THE EMPLOYMENT AGREEMENT BETWEEN THE WYOMING ADMINISTRATIVE AND SUPERVISORY EMPLOYEES ASSOCIATION AND THE CITY OF WYOMING

WHEREAS:

- 1. The Wyoming Administrative and Supervisory Association and the City of Wyoming entered into an employment agreement effective July 1, 2014 through June 30, 2019.
- 2. It is the desire of the Association and the City to amend and extend this Agreement through June 30, 2022.
- 3. It is recommended that the City Council approve the amendment of the Agreement.

NOW, THEREFORE, BE IT RESOLVED:

- 1. The City Council for the City of Wyoming does hereby approve the amendment of the Employment Agreement between the Wyoming Administrative and Supervisory Association and the City of Wyoming effective July 1, 2014 through June 30, 2022.
- 2. The City Council for the City of Wyoming does hereby authorize the Mayor and City Clerk to execute said Employment Agreement.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried	Yes
	No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

 Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Summary of changes

Classification and wage schedules

CITY OF WYOMING
-and-
WYOMING ADMINISTRATIVE AND SUPERVISORY EMPLOYEES ASSOCIATION

Date: January 5, 2017

The City of Wyoming proposes a re-opener for the current employment agreement (July 1, 2014 – June 30, 2019) between the City and the Wyoming Administrative and Supervisory Association. The City proposes the following changes be made to the agreement.

1. Duration

Extend the contract by 3 years, through June 30, 2022.

Note: Update Article 7 to reflect contract re-opener.

2. Article 2 – Employment Protection

Delete current language in its entirety and replace with the following:

Section 1. Definition. The term "Grievance" means any dispute between the Employer and the Association, or between the Employer and any employees or employee, concerning the effect, interpretation, application, claim of breach, or violation of this Contract, any rule and regulation regarding employee personal conduct, and the unreasonable application of published rules and regulations.

No employee shall be discharged, demoted, transferred, disciplined or laid off without just cause, and in the event such employee is discharged, demoted, transferred, disciplined or laid off without just cause, such employee may grieve such action pursuant to Article 2, Section 2.

Section 2. Grievance Steps. Grievances shall be processed in the following manner:

- A. Step 1. The Association shall submit a "Notice of Intent" to file a grievance, in writing, to the City Manager within ten (10) days after the occurrence of the matter. The matter shall be the subject of a discussion between the employee and a member of the Association Executive Board, the Department Head and the Director of Human Resources within ten (10) days after the filing of the "Notice of Intent."
- B. Step 2. Within ten (10) days after the meeting in Step 1, the Association shall make its decision on the grievance and shall submit, in writing to the City Manager, a formal grievance, notice of dismissal of the grievance; or a proposed compromise.
- a. In the event the Association files a formal grievance, the employee, the Association, the City Manager and any persons the City Manager deems necessary shall meet within ten (10) days of receipt of the formal grievance. Within ten (10) days after said meeting, a written decision by the City

Manager or his designee shall be made and given to the aggrieved employee and the Association.

- b. In the event the Association recommends dismissal of the grievance, no further proceedings will be held on said grievance.
- c. In the event the Association proposes a compromise, the employee, the Association, the City Manager and any persons the City Manager deems necessary shall meet within ten (10) days of receipt of the proposed compromise in an attempt to reach a mutually agreed upon compromise. A full discussion shall be had by all parties present. The City will provide the Association with a written response of its decision within 10 days of the compromise meeting.
 - If a compromise is reached, the grievance is considered terminated.
 - If the original compromise is not accepted by the City, the Association may present a revised proposal of compromise within ten (10) days of receiving the City's decision. The City will review the revised proposal of compromise and provide a written response of its decision to the Association within ten (10) days.
 - If no compromise is reached, the Association may choose to dismiss the grievance or to move to Step 3. Written notice of the Association's final decision shall be given to the City Manager within ten (10) days of receiving the City's final decision.

Step 3. If the Association chooses to move to Step 3, the grievance will be submitted to an Arbitrator by the Association within ten (10) days of the Step 2 meeting or decision, whichever is later.

The Arbitrator shall be chosen by the Association and the Employer alternately striking names from a list of five (5) arbitrators agreed to by the Association and Employer.

Arbitration shall be in accordance with the rules and procedures established by the Federal Mediation and Conciliation Service. The decision of the arbitrator shall be final and binding. Any costs shall be divided equally between the parties.

Section 3. Procedural Requirements. All procedural requirements of this Section are necessary for the processing of any grievance unless waived in writing by both parties. For the purpose of this Section, days shall mean Monday through Thursday, excluding holidays. If a party filing the grievance fails to follow the procedural requirements, the grievance shall be deemed decided against said party unless there is a waiver of such requirements in writing. The failure to respond in a timely fashion by the party against whom the grievance is filed shall result in the automatic advancement to the next step unless there is a written

waiver as set forth above.

The Association shall be allowed time during working hours to meet and evaluate the grievance and to be active in any further steps of the grievance procedure.

Note: some updates are due to changing timelines and other updates are housekeeping issues.

3. Article 6 – Miscellaneous

Add a Section 5 – Probationary Period as follows:

Section 5. Probationary Period. An employee shall be on probation for six (6) months after being hired. The Employer may extend the probationary period for an additional three (3) months and, if so, shall notify the Association and the employee that such probationary period has been extended, giving the reasons for the extension. An employee may be eligible for a merit increase after completing the probation period. The Employer may discipline or terminate, without Association representation, newly hired employees who are on probation for any reason not prohibited by state or federal law, and such discipline or termination shall not be subject to the grievance procedure. If employment is terminated by the employee or Employer during the probationary period, the employee will not receive a payout for accrued leave benefits.

4. Appendix A – Sick and Emergency Leave

Change subsection C – Disability Income Plan as follows:

Disability Income Plan. In addition to the present sick leave benefits, employees are eligible for an income maintenance plan that will provide an employee with an income allowance of seventy-five percent (75%) of regular pay for a period of one year in the event of any disability that would prevent the employee from performing the job. This allowance shall begin only after all of the employee's accrued sick leave and vacation leave balances have been exhausted. **Effective July 1, 2021 the Disability Income Plan shall be limited to a cumulative total of 26 weeks in the employee's lifetime. However, an employee may earn back one week of the benefit for each consecutive twelve (12) month period that the employee did not use benefits under the Disability Income Plan.**

Note of clarification: any disability time already used by employee prior to July 1, 2021 will be included in the calculation of the 26 week maximum entitlement. If an employee has exceeded 26 weeks prior to July 1, 2021, payback will not be required but no more disability income will be granted unless employee would have earned back time under the last sentence in the above paragraph.

5. Appendix A – Sick and Emergency Leave

Delete subsection D – Emergency Leave

~~Emergency Leave. Subject to discretionary approval of the City Manager, whenever an unusual or emergency situation exists involving the health or well being of a member of the employee's immediate family, emergency leave may be granted for a period not to exceed five (5) days. Such emergency leave shall not be charged against sick leave or vacation balances.~~

6. Appendix A – Insurance

Change subsection A – Health, as follows:

Subsection A - Health. The Employer shall provide each employee and the employee's dependents with group health coverage which shall include the following:

- (1) The benefits provided under the Employer's sponsored plan, which shall be at least those in effect January 1, ~~2014~~ **2017**.
- (2) ~~Effective July 1, 2014~~ the prescription co-pay shall be \$10 for generic drugs, \$30 for preferred name brand drugs and \$60 for non-preferred name brand drugs.

Effective July 1, 2017, the prescription drug coverage shall change from an open formulary to a closed formulary.

Effective July 1, 2017, the prescription co-pay for specialty drugs shall be 20% of the cost with a maximum of \$100 per prescription per fill.

Effective July 1, 2018, The prescription co-pay shall be \$10 for generic drugs, \$40 for preferred name brand drugs, and \$70 for non-preferred name brand.

- ~~(3) The office visit co-pay shall be \$10. Co-pays for using a specialist shall be \$20 (unless the specialist is the member's primary care physician in which case it shall be \$10), \$35 for using an urgent care facility, \$50 for using a hospital emergency room visit (waived if admitted), and \$50 for imaging services (maximum two imaging co-pays per year).~~

~~Effective on the later of July 1, 2016 or the date approved by another bargaining unit, the co-pays shall be increased as follows: the office visit co-pay shall be \$20. Co-pays for using a specialist shall be \$30 (unless the specialist is the member's primary care physician, in which case it shall be \$20), \$40 for using an urgent care facility, \$100 for using a hospital emergency room visit (waived if admitted) and \$100 for imaging services (maximum two imaging co-pays per year).~~

Effective July 1, 2021, the office visit co-pay shall be \$25. Co-pays for using a specialist shall be \$40 (unless the specialist is the member's primary care physician, in which case it shall be \$25), \$50 for using an urgent care facility, \$150 for using a hospital emergency room visit (waived if admitted) and \$125 for imaging services (maximum three imaging co-pays per year).

- (4) The City may offer alternative health plans, such as high deductible plans and health savings accounts, on a voluntary basis. The employee contribution for such plans may be less than the contribution for the current health plan.
- (5) **In the event it is determined that the City will become liable for any excise tax on health care coverage under the Affordable Care Act ("ACA") (commonly known as the "Cadillac tax"), or for any similar tax, penalty or fine under the ACA, this Agreement shall immediately reopen on the subject of health care coverage and the parties shall immediately meet to bargain for the purpose of modifying the Agreement so as to eliminate all such taxes, penalties or fines for the City.**

7. Appendix A – Retiree Health Insurance, PEHP & Retiree Life Insurance

Add a buyout subsection:

The Employer may offer employees a buyout of retiree health insurance on a voluntary basis.

8. Appendix A – Retiree Health Insurance, PEHP & Retiree Life Insurance

Delete subsection C:

~~*Life Insurance:* Retirees between the ages of 55 and 65 shall be provided life insurance in the amount of \$5,000.~~

9. Appendix A - Wages.

Change section as follows:

Wages for **July 1, 2014, July 1, 2015 and July 1, 2016** shall be governed by the Pay for Performance Compensation System; however, the minimum wage increase shall not be less than 1%.

Wage increases for future years shall be as follows (the Pay for Performance Compensation System shall not apply in these years):

- **January 1, 2017: 1.75% (or the first Monday after Council approval – no retro)**
- **July 1, 2017: 2.50%**
- **July 1, 2018: 2.25%**
- **July 1, 2019: 2.00%**
- **July 1, 2020: 1.50%**
- **July 1, 2021: 1.00%**

This reflects the
January 23, 2017
1.75% Increase

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.

CLERICAL AND ADMINISTRATIVE								

15062	Administrative Specialist	A16	21.53	27.11	3,731.87	4,699.07	44,782.40	56,388.80
15150	Deputy Clerk	A18	24.06	30.38	4,170.40	5,265.87	50,044.80	63,190.40
15020	Administrative Aide (closed 10/21/13)	A20	26.67	33.66	4,622.80	5,834.40	55,473.60	70,012.80
15252	Housing Maintenance Supervisor	A20	26.67	33.66	4,622.80	5,834.40	55,473.60	70,012.80
15248	Facilities Coordinator	A22	28.19	35.69	4,886.27	6,186.27	58,635.20	74,235.20
15350	Risk Control Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15250	Housing Director	A36	36.68	46.51	6,357.87	8,061.73	76,294.40	96,740.80
15260	Information Technology Supervisor	A32	33.46	42.38	5,799.73	7,345.87	69,596.80	88,150.40
ACCOUNTING AND RELATED								

15010	Accountant	A22	28.19	35.69	4,886.27	6,186.27	58,635.20	74,235.20
15190	Deputy Treasurer	A22	28.19	35.69	4,886.27	6,186.27	58,635.20	74,235.20
15358	Senior Accountant	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15110	City Treasurer	A40	38.34	48.57	6,645.60	8,418.80	79,747.20	101,025.60
PROPERTY APPRAISAL								

15140	Assessing Administrator	A32	33.46	42.38	5,799.73	7,345.87	69,596.80	88,150.40
15090	City Assessor	A48	41.16	52.24	7,134.40	9,054.93	85,612.80	108,659.20
PLANNING AND RELATED								

15122	Community Services Coordinator	A18	24.06	30.38	4,170.40	5,265.87	50,044.80	63,190.40
15240	Economic Development Coordinator	A30	32.76	41.45	5,678.40	7,184.67	68,140.80	86,216.00
15310	Principal Planner	A30	32.76	41.45	5,678.40	7,184.67	68,140.80	86,216.00
15080	Chief Building Inspector	A36	36.68	46.51	6,357.87	8,061.73	76,294.40	96,740.80
15100	City Planner	A36	36.68	46.51	6,357.87	8,061.73	76,294.40	96,740.80
15078	Building Inspections Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
PARKS AND RECREATION								

15387	Therapeutic Recreation Specialist	A12	20.83	26.31	3,610.53	4,560.40	43,326.40	54,724.80
15345	Recreation Programmer I	A12	20.83	26.31	3,610.53	4,560.40	43,326.40	54,724.80
15346	Recreation Programmer II	A18	24.06	30.38	4,170.40	5,265.87	50,044.80	63,190.40
15340	Rec. Activities Coordinator	A20	26.67	33.66	4,622.80	5,834.40	55,473.60	70,012.80
15347	Recreation Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15300	Parks & Facilities Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.
----- ENGINEERING AND PUBLIC WORKS -----								
15120	Civil Engineer	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15280	Fleet Services Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15330	Public Works Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15125	Contracts & Procurement Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15360	Senior Civil Engineer	A34	34.32	43.57	5,948.80	7,552.13	71,385.60	90,625.60
15066	Assistant. Dir of PW-Eng.	A40	38.34	48.57	6,645.60	8,418.80	79,747.20	101,025.60
15065	Assistant. Dir of PW-Maint.	A40	38.34	48.57	6,645.60	8,418.80	79,747.20	101,025.60
15170	Deputy Director of Public Works	A48	41.16	52.24	7,134.40	9,054.93	85,612.80	108,659.20
----- PUBLIC UTILITIES -----								
15370	Shop Foreman	A24	29.43	37.24	5,101.20	6,454.93	61,214.40	77,459.20
15247	Environmental Services Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15405	Utility Maintenance Manager	A36	36.68	46.51	6,357.87	8,061.73	76,294.40	96,740.80
15410	Utility Maintenance Supervisor (closed 8/3/16)	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15420	Utility Operations Supervisor	A28	31.28	39.60	5,421.87	6,864.00	65,062.40	82,368.00
15270	Laboratory Services Manager	A36	36.68	46.51	6,357.87	8,061.73	76,294.40	96,740.80
15430	Utility Plant Superintendent	A40	38.34	48.57	6,645.60	8,418.80	79,747.20	101,025.60
----- PUBLIC SAFETY -----								
15355	RSVP Coordinator	A12	20.83	26.31	3,610.53	4,560.40	43,326.40	54,724.80
15290	Office Manager (closed 10/21/13)	A22	28.19	35.69	4,886.27	6,186.27	58,635.20	74,235.20
15385	Technical Support Supervisor	A24	29.43	37.24	5,101.20	6,454.93	61,214.40	77,459.20
----- JUDICIAL -----								
15160	Deputy Court Administrator	A24	29.43	37.24	5,101.20	6,454.93	61,214.40	77,459.20
15130	Court Administrator	A40	38.34	48.57	6,645.60	8,418.80	79,747.20	101,025.60
15145	Court Recorder	A12	20.83	26.31	3,610.53	4,560.40	43,326.40	54,724.80

This reflects the
January 23, 2017
1.75% Increase

HOURLY SCHEDULE - ADMINISTRATIVE The following steps shall constitute the
basic hourly salary schedule for all administrative employees of the City:

WAGE RANGE NUMBER	A	B	C	D	E	F	G	H	I	J	K
A10	19.71	20.19	20.67	21.12	21.59	22.14	22.68	23.18	23.70	24.30	24.91
A12	20.83	21.33	21.81	22.34	22.86	23.41	23.93	24.52	25.07	25.70	26.31
A14	21.00	21.53	22.03	22.56	23.07	23.64	24.18	24.74	25.31	25.89	26.48
A16	21.53	22.00	22.50	23.03	23.56	24.08	24.65	25.25	25.85	26.50	27.11
A18	24.06	24.65	25.22	25.82	26.43	27.05	27.67	28.36	29.04	29.72	30.38
A20	26.67	27.28	27.89	28.55	29.20	29.92	30.66	31.38	32.14	32.90	33.66
A22	28.19	28.87	29.53	30.23	30.96	31.72	32.44	33.24	34.04	34.89	35.69
A24	29.43	30.12	30.82	31.55	32.28	33.08	33.86	34.67	35.50	36.37	37.24
A26	30.00	30.73	31.46	32.21	32.95	33.80	34.63	35.46	36.27	37.18	38.05
A28	31.28	32.05	32.83	33.58	34.32	35.17	36.04	36.93	37.80	38.72	39.60
A30	32.76	33.53	34.31	35.14	35.98	36.85	37.74	38.62	39.52	40.50	41.45
A32	33.46	34.29	35.11	35.94	36.77	37.68	38.56	39.48	40.42	41.40	42.38
A34	34.32	35.17	36.04	36.93	37.80	38.73	39.62	40.64	41.63	42.59	43.57
A36	36.68	37.60	38.46	39.40	40.33	41.30	42.27	43.33	44.39	45.44	46.51
A38	37.52	38.43	39.34	40.28	41.27	42.28	43.29	44.32	45.33	46.48	47.62
A40	38.34	39.35	40.35	41.28	42.18	43.17	44.19	45.29	46.42	47.50	48.57
A42	39.28	40.20	41.17	42.20	43.21	44.24	45.27	46.38	47.51	48.67	49.82
A44	39.60	40.63	41.63	42.59	43.57	44.65	45.72	46.81	47.88	49.14	50.38
A46	40.92	41.91	42.90	43.94	44.98	46.10	47.21	48.36	49.53	50.72	51.95
A48	41.16	42.19	43.21	44.24	45.27	46.38	47.51	48.64	49.77	51.03	52.24
A50	42.93	43.98	45.01	46.12	47.23	48.41	49.59	50.78	52.01	53.29	54.60
A52	43.61	44.68	45.76	46.87	47.99	49.17	50.37	51.58	52.80	54.14	55.44
A54	43.77	44.81	45.87	47.01	48.15	49.31	50.49	51.72	52.96	54.24	55.54
A56	44.76	45.89	46.99	48.10	49.21	50.42	51.64	52.89	54.20	55.51	56.85
A58	46.83	47.99	49.15	50.37	51.55	52.80	54.06	55.37	56.71	58.11	59.52

This reflects the
July 1, 2018
2.25% Increase

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.

CLERICAL AND ADMINISTRATIVE								

15062	Administrative Specialist	A16	22.57	28.42	3,912.13	4,926.13	46,945.60	59,113.60
15150	Deputy Clerk	A18	25.21	31.84	4,369.73	5,518.93	52,436.80	66,227.20
15020	Administrative Aide (closed 10/21/13)	A20	27.96	35.28	4,846.40	6,115.20	58,156.80	73,382.40
15252	Housing Maintenance Supervisor	A20	27.96	35.28	4,846.40	6,115.20	58,156.80	73,382.40
15248	Facilities Coordinator	A22	29.54	37.40	5,120.27	6,482.67	61,443.20	77,792.00
15350	Risk Control Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15250	Housing Director	A36	38.45	48.74	6,664.67	8,448.27	79,976.00	101,379.20
15260	Information Technology Supervisor	A32	35.07	44.42	6,078.80	7,699.47	72,945.60	92,393.60
ACCOUNTING AND RELATED								

15010	Accountant	A22	29.54	37.40	5,120.27	6,482.67	61,443.20	77,792.00
15190	Deputy Treasurer	A22	29.54	37.40	5,120.27	6,482.67	61,443.20	77,792.00
15358	Senior Accountant	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15110	City Treasurer	A40	40.18	50.90	6,964.53	8,822.67	83,574.40	105,872.00
PROPERTY APPRAISAL								

15140	Assessing Administrator	A32	35.07	44.42	6,078.80	7,699.47	72,945.60	92,393.60
15090	City Assessor	A48	43.14	54.75	7,477.60	9,490.00	89,731.20	113,880.00
PLANNING AND RELATED								

15122	Community Services Coordinator	A18	25.21	31.84	4,369.73	5,518.93	52,436.80	66,227.20
15240	Economic Development Coordinator	A30	34.34	43.45	5,952.27	7,531.33	71,427.20	90,376.00
15310	Principal Planner	A30	34.34	43.45	5,952.27	7,531.33	71,427.20	90,376.00
15080	Chief Building Inspector	A36	38.45	48.74	6,664.67	8,448.27	79,976.00	101,379.20
15100	City Planner	A36	38.45	48.74	6,664.67	8,448.27	79,976.00	101,379.20
15078	Building Inspections Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
PARKS AND RECREATION								

15387	Therapeutic Recreation Specialist	A12	21.83	27.58	3,783.87	4,780.53	45,406.40	57,366.40
15345	Recreation Programmer I	A12	21.83	27.58	3,783.87	4,780.53	45,406.40	57,366.40
15346	Recreation Programmer II	A18	25.21	31.84	4,369.73	5,518.93	52,436.80	66,227.20
15340	Rec. Activities Coordinator	A20	27.96	35.28	4,846.40	6,115.20	58,156.80	73,382.40
15347	Recreation Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15300	Parks & Facilities Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.

ENGINEERING AND PUBLIC WORKS								

15120	Civil Engineer	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15280	Fleet Services Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15330	Public Works Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15125	Contracts & Procurement Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15360	Senior Civil Engineer	A34	35.97	45.66	6,234.80	7,914.40	74,817.60	94,972.80
15066	Assistant. Dir of PW-Eng.	A40	40.18	50.90	6,964.53	8,822.67	83,574.40	105,872.00
15065	Assistant. Dir of PW-Maint.	A40	40.18	50.90	6,964.53	8,822.67	83,574.40	105,872.00
15170	Deputy Director of Public Works	A48	43.14	54.75	7,477.60	9,490.00	89,731.20	113,880.00
PUBLIC UTILITIES								

15370	Shop Foreman	A24	30.85	39.03	5,347.33	6,765.20	64,168.00	81,182.40
15247	Environmental Services Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15405	Utility Maintenance Manager	A36	38.45	48.74	6,664.67	8,448.27	79,976.00	101,379.20
15410	Utility Maintenance Supervisor (closed 8/3/16)	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15420	Utility Operations Supervisor	A28	32.78	41.50	5,681.87	7,193.33	68,182.40	86,320.00
15270	Laboratory Services Manager	A36	38.45	48.74	6,664.67	8,448.27	79,976.00	101,379.20
15430	Utility Plant Superintendent	A40	40.18	50.90	6,964.53	8,822.67	83,574.40	105,872.00
PUBLIC SAFETY								

15355	RSVP Coordinator	A12	21.83	27.58	3,783.87	4,780.53	45,406.40	57,366.40
15290	Office Manager (closed 10/21/13)	A22	29.54	37.40	5,120.27	6,482.67	61,443.20	77,792.00
15385	Technical Support Supervisor	A24	30.85	39.03	5,347.33	6,765.20	64,168.00	81,182.40
JUDICIAL								

15160	Deputy Court Administrator	A24	30.85	39.03	5,347.33	6,765.20	64,168.00	81,182.40
15130	Court Administrator	A40	40.18	50.90	6,964.53	8,822.67	83,574.40	105,872.00
15145	Court Recorder	A12	21.83	27.58	3,783.87	4,780.53	45,406.40	57,366.40

This reflects the
 July 1, 2018
 2.25% Increase

HOURLY SCHEDULE - ADMINISTRATIVE The following steps shall constitute the
 basic hourly salary schedule for all administrative employees of the City:

WAGE RANGE NUMBER	A	B	C	D	E	F	G	H	I	J	K
A10	20.65	21.16	21.67	22.14	22.63	23.20	23.77	24.29	24.84	25.47	26.10
A12	21.83	22.35	22.86	23.42	23.96	24.54	25.08	25.70	26.28	26.93	27.58
A14	22.01	22.57	23.09	23.64	24.18	24.78	25.34	25.93	26.52	27.14	27.75
A16	22.57	23.06	23.58	24.14	24.69	25.24	25.84	26.46	27.10	27.77	28.42
A18	25.21	25.84	26.43	27.07	27.70	28.35	29.00	29.72	30.44	31.15	31.84
A20	27.96	28.59	29.23	29.92	30.60	31.36	32.14	32.88	33.68	34.48	35.28
A22	29.54	30.26	30.95	31.69	32.44	33.24	34.00	34.84	35.68	36.56	37.40
A24	30.85	31.56	32.30	33.07	33.83	34.67	35.49	36.34	37.21	38.12	39.03
A26	31.44	32.21	32.98	33.76	34.53	35.43	36.30	37.17	38.02	38.97	39.88
A28	32.78	33.59	34.41	35.19	35.97	36.86	37.77	38.70	39.62	40.58	41.50
A30	34.34	35.14	35.96	36.83	37.71	38.62	39.55	40.48	41.42	42.44	43.45
A32	35.07	35.94	36.80	37.67	38.54	39.49	40.41	41.38	42.36	43.39	44.42
A34	35.97	36.86	37.77	38.70	39.62	40.59	41.52	42.60	43.63	44.63	45.66
A36	38.45	39.41	40.31	41.30	42.27	43.28	44.30	45.41	46.52	47.63	48.74
A38	39.33	40.28	41.23	42.22	43.25	44.32	45.37	46.45	47.51	48.71	49.91
A40	40.18	41.24	42.29	43.26	44.20	45.25	46.31	47.46	48.65	49.79	50.90
A42	41.17	42.14	43.15	44.23	45.29	46.37	47.44	48.61	49.80	51.01	52.22
A44	41.50	42.59	43.63	44.63	45.66	46.80	47.91	49.06	50.18	51.50	52.80
A46	42.88	43.93	44.96	46.05	47.14	48.31	49.48	50.69	51.91	53.16	54.45
A48	43.14	44.21	45.29	46.37	47.44	48.61	49.80	50.98	52.16	53.49	54.75
A50	44.99	46.09	47.18	48.33	49.50	50.74	51.97	53.22	54.51	55.85	57.23
A52	45.71	46.83	47.96	49.12	50.30	51.53	52.79	54.06	55.34	56.74	58.11
A54	45.87	46.96	48.08	49.27	50.46	51.68	52.91	54.20	55.50	56.85	58.21
A56	46.91	48.10	49.24	50.41	51.57	52.84	54.12	55.43	56.81	58.18	59.58
A58	49.08	50.30	51.51	52.79	54.03	55.34	56.66	58.03	59.44	60.90	62.38

This reflects the
July 1, 2019
2% Increase

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.

CLERICAL AND ADMINISTRATIVE								

15062	Administrative Specialist	A16	23.02	28.99	3,990.13	5,024.93	47,881.60	60,299.20
15150	Deputy Clerk	A18	25.71	32.48	4,456.40	5,629.87	53,476.80	67,558.40
15020	Administrative Aide (closed 10/21/13)	A20	28.52	35.99	4,943.47	6,238.27	59,321.60	74,859.20
15252	Housing Maintenance Supervisor	A20	28.52	35.99	4,943.47	6,238.27	59,321.60	74,859.20
15248	Facilities Coordinator	A22	30.13	38.15	5,222.53	6,612.67	62,670.40	79,352.00
15350	Risk Control Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15250	Housing Director	A36	39.22	49.71	6,798.13	8,616.40	81,577.60	103,396.80
15260	Information Technology Supervisor	A32	35.77	45.31	6,200.13	7,853.73	74,401.60	94,244.80
ACCOUNTING AND RELATED								

15010	Accountant	A22	30.13	38.15	5,222.53	6,612.67	62,670.40	79,352.00
15190	Deputy Treasurer	A22	30.13	38.15	5,222.53	6,612.67	62,670.40	79,352.00
15358	Senior Accountant	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15110	City Treasurer	A40	40.98	51.92	7,103.20	8,999.47	85,238.40	107,993.60
PROPERTY APPRAISAL								

15140	Assessing Administrator	A32	35.77	45.31	6,200.13	7,853.73	74,401.60	94,244.80
15090	City Assessor	A48	44.00	55.85	7,626.67	9,680.67	91,520.00	116,168.00
PLANNING AND RELATED								

15122	Community Services Coordinator	A18	25.71	32.48	4,456.40	5,629.87	53,476.80	67,558.40
15240	Economic Development Coordinator	A30	35.03	44.32	6,071.87	7,682.13	72,862.40	92,185.60
15310	Principal Planner	A30	35.03	44.32	6,071.87	7,682.13	72,862.40	92,185.60
15080	Chief Building Inspector	A36	39.22	49.71	6,798.13	8,616.40	81,577.60	103,396.80
15100	City Planner	A36	39.22	49.71	6,798.13	8,616.40	81,577.60	103,396.80
15078	Building Inspections Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
PARKS AND RECREATION								

15387	Therapeutic Recreation Specialist	A12	22.27	28.13	3,860.13	4,875.87	46,321.60	58,510.40
15345	Recreation Programmer I	A12	22.27	28.13	3,860.13	4,875.87	46,321.60	58,510.40
15346	Recreation Programmer II	A18	25.71	32.48	4,456.40	5,629.87	53,476.80	67,558.40
15340	Rec. Activities Coordinator	A20	28.52	35.99	4,943.47	6,238.27	59,321.60	74,859.20
15347	Recreation Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15300	Parks & Facilities Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.
----- ENGINEERING AND PUBLIC WORKS -----								
15120	Civil Engineer	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15280	Fleet Services Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15330	Public Works Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15125	Contracts & Procurement Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15360	Senior Civil Engineer	A34	36.69	46.57	6,359.60	8,072.13	76,315.20	96,865.60
15066	Assistant. Dir of PW-Eng.	A40	40.98	51.92	7,103.20	8,999.47	85,238.40	107,993.60
15065	Assistant. Dir of PW-Maint.	A40	40.98	51.92	7,103.20	8,999.47	85,238.40	107,993.60
15170	Deputy Director of Public Works	A48	44.00	55.85	7,626.67	9,680.67	91,520.00	116,168.00
----- PUBLIC UTILITIES -----								
15370	Shop Foreman	A24	31.47	39.81	5,454.80	6,900.40	65,457.60	82,804.80
15247	Environmental Services Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15405	Utility Maintenance Manager	A36	39.22	49.71	6,798.13	8,616.40	81,577.60	103,396.80
15410	Utility Maintenance Supervisor (closed 8/3/16)	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15420	Utility Operations Supervisor	A28	33.44	42.33	5,796.27	7,337.20	69,555.20	88,046.40
15270	Laboratory Services Manager	A36	39.22	49.71	6,798.13	8,616.40	81,577.60	103,396.80
15430	Utility Plant Superintendent	A40	40.98	51.92	7,103.20	8,999.47	85,238.40	107,993.60
----- PUBLIC SAFETY -----								
15355	RSVP Coordinator	A12	22.27	28.13	3,860.13	4,875.87	46,321.60	58,510.40
15290	Office Manager (closed 10/21/13)	A22	30.13	38.15	5,222.53	6,612.67	62,670.40	79,352.00
15385	Technical Support Supervisor	A24	31.47	39.81	5,454.80	6,900.40	65,457.60	82,804.80
----- JUDICIAL -----								
15160	Deputy Court Administrator	A24	31.47	39.81	5,454.80	6,900.40	65,457.60	82,804.80
15130	Court Administrator	A40	40.98	51.92	7,103.20	8,999.47	85,238.40	107,993.60
15145	Court Recorder	A12	22.27	28.13	3,860.13	4,875.87	46,321.60	58,510.40

This reflects the
 July 1, 2019
 2% Increase

HOURLY SCHEDULE - ADMINISTRATIVE The following steps shall constitute the
 basic hourly salary schedule for all administrative employees of the City:

WAGE RANGE NUMBER	A	B	C	D	E	F	G	H	I	J	K
A10	21.06	21.58	22.10	22.58	23.08	23.66	24.25	24.78	25.34	25.98	26.62
A12	22.27	22.80	23.32	23.89	24.44	25.03	25.58	26.21	26.81	27.47	28.13
A14	22.45	23.02	23.55	24.11	24.66	25.28	25.85	26.45	27.05	27.68	28.31
A16	23.02	23.52	24.05	24.62	25.18	25.74	26.36	26.99	27.64	28.33	28.99
A18	25.71	26.36	26.96	27.61	28.25	28.92	29.58	30.31	31.05	31.77	32.48
A20	28.52	29.16	29.81	30.52	31.21	31.99	32.78	33.54	34.35	35.17	35.99
A22	30.13	30.87	31.57	32.32	33.09	33.90	34.68	35.54	36.39	37.29	38.15
A24	31.47	32.19	32.95	33.73	34.51	35.36	36.20	37.07	37.95	38.88	39.81
A26	32.07	32.85	33.64	34.44	35.22	36.14	37.03	37.91	38.78	39.75	40.68
A28	33.44	34.26	35.10	35.89	36.69	37.60	38.53	39.47	40.41	41.39	42.33
A30	35.03	35.84	36.68	37.57	38.46	39.39	40.34	41.29	42.25	43.29	44.32
A32	35.77	36.66	37.54	38.42	39.31	40.28	41.22	42.21	43.21	44.26	45.31
A34	36.69	37.60	38.53	39.47	40.41	41.40	42.35	43.45	44.50	45.52	46.57
A36	39.22	40.20	41.12	42.13	43.12	44.15	45.19	46.32	47.45	48.58	49.71
A38	40.12	41.09	42.05	43.06	44.12	45.21	46.28	47.38	48.46	49.68	50.91
A40	40.98	42.06	43.14	44.13	45.08	46.16	47.24	48.41	49.62	50.79	51.92
A42	41.99	42.98	44.01	45.11	46.20	47.30	48.39	49.58	50.80	52.03	53.26
A44	42.33	43.44	44.50	45.52	46.57	47.74	48.87	50.04	51.18	52.53	53.86
A46	43.74	44.81	45.86	46.97	48.08	49.28	50.47	51.70	52.95	54.22	55.54
A48	44.00	45.09	46.20	47.30	48.39	49.58	50.80	52.00	53.20	54.56	55.85
A50	45.89	47.01	48.12	49.30	50.49	51.75	53.01	54.28	55.60	56.97	58.37
A52	46.62	47.77	48.92	50.10	51.31	52.56	53.85	55.14	56.45	57.87	59.27
A54	46.79	47.90	49.04	50.26	51.47	52.71	53.97	55.28	56.61	57.99	59.37
A56	47.85	49.06	50.22	51.42	52.60	53.90	55.20	56.54	57.95	59.34	60.77
A58	50.06	51.31	52.54	53.85	55.11	56.45	57.79	59.19	60.63	62.12	63.63

This reflects the
July 1, 2020
1.5% Increase

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.

CLERICAL AND ADMINISTRATIVE								

15062	Administrative Specialist	A16	23.37	29.42	4,050.80	5,099.47	48,609.60	61,193.60
15150	Deputy Clerk	A18	26.10	32.97	4,524.00	5,714.80	54,288.00	68,577.60
15020	Administrative Aide (closed 10/21/13)	A20	28.95	36.53	5,018.00	6,331.87	60,216.00	75,982.40
15252	Housing Maintenance Supervisor	A20	28.95	36.53	5,018.00	6,331.87	60,216.00	75,982.40
15248	Facilities Coordinator	A22	30.58	38.72	5,300.53	6,711.47	63,606.40	80,537.60
15350	Risk Control Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15250	Housing Director	A36	39.81	50.46	6,900.40	8,746.40	82,804.80	104,956.80
15260	Information Technology Supervisor	A32	36.31	45.99	6,293.73	7,971.60	75,524.80	95,659.20
ACCOUNTING AND RELATED								

15010	Accountant	A22	30.58	38.72	5,300.53	6,711.47	63,606.40	80,537.60
15190	Deputy Treasurer	A22	30.58	38.72	5,300.53	6,711.47	63,606.40	80,537.60
15358	Senior Accountant	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15110	City Treasurer	A40	41.59	52.70	7,208.93	9,134.67	86,507.20	109,616.00
PROPERTY APPRAISAL								

15140	Assessing Administrator	A32	36.31	45.99	6,293.73	7,971.60	75,524.80	95,659.20
15090	City Assessor	A48	44.66	56.69	7,741.07	9,826.27	92,892.80	117,915.20
PLANNING AND RELATED								

15122	Community Services Coordinator	A18	26.10	32.97	4,524.00	5,714.80	54,288.00	68,577.60
15240	Economic Development Coordinator	A30	35.56	44.98	6,163.73	7,796.53	73,964.80	93,558.40
15310	Principal Planner	A30	35.56	44.98	6,163.73	7,796.53	73,964.80	93,558.40
15080	Chief Building Inspector	A36	39.81	50.46	6,900.40	8,746.40	82,804.80	104,956.80
15100	City Planner	A36	39.81	50.46	6,900.40	8,746.40	82,804.80	104,956.80
15078	Building Inspections Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
PARKS AND RECREATION								

15387	Therapeutic Recreation Specialist	A12	22.60	28.55	3,917.33	4,948.67	47,008.00	59,384.00
15345	Recreation Programmer I	A12	22.60	28.55	3,917.33	4,948.67	47,008.00	59,384.00
15346	Recreation Programmer II	A18	26.10	32.97	4,524.00	5,714.80	54,288.00	68,577.60
15340	Rec. Activities Coordinator	A20	28.95	36.53	5,018.00	6,331.87	60,216.00	75,982.40
15347	Recreation Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15300	Parks & Facilities Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.
ENGINEERING AND PUBLIC WORKS								
15120	Civil Engineer	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15280	Fleet Services Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15330	Public Works Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15125	Contracts & Procurement Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15360	Senior Civil Engineer	A34	37.24	47.27	6,454.93	8,193.47	77,459.20	98,321.60
15066	Assistant. Dir of PW-Eng.	A40	41.59	52.70	7,208.93	9,134.67	86,507.20	109,616.00
15065	Assistant. Dir of PW-Maint.	A40	41.59	52.70	7,208.93	9,134.67	86,507.20	109,616.00
15170	Deputy Director of Public Works	A48	44.66	56.69	7,741.07	9,826.27	92,892.80	117,915.20
PUBLIC UTILITIES								
15370	Shop Foreman	A24	31.94	40.41	5,536.27	7,004.40	66,435.20	84,052.80
15247	Environmental Services Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15405	Utility Maintenance Manager	A36	39.81	50.46	6,900.40	8,746.40	82,804.80	104,956.80
15410	Utility Maintenance Supervisor (closed 8/3/16)	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15420	Utility Operations Supervisor	A28	33.94	42.96	5,882.93	7,446.40	70,595.20	89,356.80
15270	Laboratory Services Manager	A36	39.81	50.46	6,900.40	8,746.40	82,804.80	104,956.80
15430	Utility Plant Superintendent	A40	41.59	52.70	7,208.93	9,134.67	86,507.20	109,616.00
PUBLIC SAFETY								
15355	RSVP Coordinator	A12	22.60	28.55	3,917.33	4,948.67	47,008.00	59,384.00
15290	Office Manager (closed 10/21/13)	A22	30.58	38.72	5,300.53	6,711.47	63,606.40	80,537.60
15385	Technical Support Supervisor	A24	31.94	40.41	5,536.27	7,004.40	66,435.20	84,052.80
JUDICIAL								
15160	Deputy Court Administrator	A24	31.94	40.41	5,536.27	7,004.40	66,435.20	84,052.80
15130	Court Administrator	A40	41.59	52.70	7,208.93	9,134.67	86,507.20	109,616.00
15145	Court Recorder	A12	22.60	28.55	3,917.33	4,948.67	47,008.00	59,384.00

This reflects the
 July 1, 2020
 1.5% Increase

HOURLY SCHEDULE - ADMINISTRATIVE The following steps shall constitute the
 basic hourly salary schedule for all administrative employees of the City:

WAGE RANGE NUMBER	A	B	C	D	E	F	G	H	I	J	K
A10	21.38	21.90	22.43	22.92	23.43	24.01	24.61	25.15	25.72	26.37	27.02
A12	22.60	23.14	23.67	24.25	24.81	25.41	25.96	26.60	27.21	27.88	28.55
A14	22.79	23.37	23.90	24.47	25.03	25.66	26.24	26.85	27.46	28.10	28.73
A16	23.37	23.87	24.41	24.99	25.56	26.13	26.76	27.39	28.05	28.75	29.42
A18	26.10	26.76	27.36	28.02	28.67	29.35	30.02	30.76	31.52	32.25	32.97
A20	28.95	29.60	30.26	30.98	31.68	32.47	33.27	34.04	34.87	35.70	36.53
A22	30.58	31.33	32.04	32.80	33.59	34.41	35.20	36.07	36.94	37.85	38.72
A24	31.94	32.67	33.44	34.24	35.03	35.89	36.74	37.63	38.52	39.46	40.41
A26	32.55	33.34	34.14	34.96	35.75	36.68	37.59	38.48	39.36	40.35	41.29
A28	33.94	34.77	35.63	36.43	37.24	38.16	39.11	40.06	41.02	42.01	42.96
A30	35.56	36.38	37.23	38.13	39.04	39.98	40.95	41.91	42.88	43.94	44.98
A32	36.31	37.21	38.10	39.00	39.90	40.88	41.84	42.84	43.86	44.92	45.99
A34	37.24	38.16	39.11	40.06	41.02	42.02	42.99	44.10	45.17	46.20	47.27
A36	39.81	40.80	41.74	42.76	43.77	44.81	45.87	47.01	48.16	49.31	50.46
A38	40.72	41.71	42.68	43.71	44.78	45.89	46.97	48.09	49.19	50.43	51.67
A40	41.59	42.69	43.79	44.79	45.76	46.85	47.95	49.14	50.36	51.55	52.70
A42	42.62	43.62	44.67	45.79	46.89	48.01	49.12	50.32	51.56	52.81	54.06
A44	42.96	44.09	45.17	46.20	47.27	48.46	49.60	50.79	51.95	53.32	54.67
A46	44.40	45.48	46.55	47.67	48.80	50.02	51.23	52.48	53.74	55.03	56.37
A48	44.66	45.77	46.89	48.01	49.12	50.32	51.56	52.78	54.00	55.38	56.69
A50	46.58	47.72	48.84	50.04	51.25	52.53	53.81	55.09	56.43	57.82	59.25
A52	47.32	48.49	49.65	50.85	52.08	53.35	54.66	55.97	57.30	58.74	60.16
A54	47.49	48.62	49.78	51.01	52.24	53.50	54.78	56.11	57.46	58.86	60.26
A56	48.57	49.80	50.97	52.19	53.39	54.71	56.03	57.39	58.82	60.23	61.68
A58	50.81	52.08	53.33	54.66	55.94	57.30	58.66	60.08	61.54	63.05	64.58

This reflects the
July 1, 2021
1% Increase

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.

CLERICAL AND ADMINISTRATIVE								

15062	Administrative Specialist	A16	23.60	29.71	4,090.67	5,149.73	49,088.00	61,796.80
15150	Deputy Clerk	A18	26.36	33.30	4,569.07	5,772.00	54,828.80	69,264.00
15020	Administrative Aide (closed 10/21/13)	A20	29.24	36.90	5,068.27	6,396.00	60,819.20	76,752.00
15252	Housing Maintenance Supervisor	A20	29.24	36.90	5,068.27	6,396.00	60,819.20	76,752.00
15248	Facilities Coordinator	A22	30.89	39.11	5,354.27	6,779.07	64,251.20	81,348.80
15350	Risk Control Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15250	Housing Director	A36	40.21	50.96	6,969.73	8,833.07	83,636.80	105,996.80
15260	Information Technology Supervisor	A32	36.67	46.45	6,356.13	8,051.33	76,273.60	96,616.00
ACCOUNTING AND RELATED								

15010	Accountant	A22	30.89	39.11	5,354.27	6,779.07	64,251.20	81,348.80
15190	Deputy Treasurer	A22	30.89	39.11	5,354.27	6,779.07	64,251.20	81,348.80
15358	Senior Accountant	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15110	City Treasurer	A40	42.01	53.23	7,281.73	9,226.53	87,380.80	110,718.40
PROPERTY APPRAISAL								

15140	Assessing Administrator	A32	36.67	46.45	6,356.13	8,051.33	76,273.60	96,616.00
15090	City Assessor	A48	45.11	57.26	7,819.07	9,925.07	93,828.80	119,100.80
PLANNING AND RELATED								

15122	Community Services Coordinator	A18	26.36	33.30	4,569.07	5,772.00	54,828.80	69,264.00
15240	Economic Development Coordinator	A30	35.92	45.43	6,226.13	7,874.53	74,713.60	94,494.40
15310	Principal Planner	A30	35.92	45.43	6,226.13	7,874.53	74,713.60	94,494.40
15080	Chief Building Inspector	A36	40.21	50.96	6,969.73	8,833.07	83,636.80	105,996.80
15100	City Planner	A36	40.21	50.96	6,969.73	8,833.07	83,636.80	105,996.80
15078	Building Inspections Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
PARKS AND RECREATION								

15387	Therapeutic Recreation Specialist	A12	22.83	28.84	3,957.20	4,998.93	47,486.40	59,987.20
15345	Recreation Programmer I	A12	22.83	28.84	3,957.20	4,998.93	47,486.40	59,987.20
15346	Recreation Programmer II	A18	26.36	33.30	4,569.07	5,772.00	54,828.80	69,264.00
15340	Rec. Activities Coordinator	A20	29.24	36.90	5,068.27	6,396.00	60,819.20	76,752.00
15347	Recreation Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15300	Parks & Facilities Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20

CLASSIFICATION AND SALARY SCHEDULE
ADMINISTRATION

CLASS CODE	CLASSIFICATION	RANGE	HOURLY		MONTHLY		ANNUAL based on 2080 hours	
			Min.	Max.	Min.	Max.	Min.	Max.
ENGINEERING AND PUBLIC WORKS								
15120	Civil Engineer	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15280	Fleet Services Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15330	Public Works Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15125	Contracts & Procurement Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15360	Senior Civil Engineer	A34	37.61	47.74	6,519.07	8,274.93	78,228.80	99,299.20
15066	Assistant. Dir of PW-Eng.	A40	42.01	53.23	7,281.73	9,226.53	87,380.80	110,718.40
15065	Assistant. Dir of PW-Maint.	A40	42.01	53.23	7,281.73	9,226.53	87,380.80	110,718.40
15170	Deputy Director of Public Works	A48	45.11	57.26	7,819.07	9,925.07	93,828.80	119,100.80
PUBLIC UTILITIES								
15370	Shop Foreman	A24	32.26	40.81	5,591.73	7,073.73	67,100.80	84,884.80
15247	Environmental Services Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15405	Utility Maintenance Manager	A36	40.21	50.96	6,969.73	8,833.07	83,636.80	105,996.80
15410	Utility Maintenance Supervisor (closed 8/3/16)	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15420	Utility Operations Supervisor	A28	34.28	43.39	5,941.87	7,520.93	71,302.40	90,251.20
15270	Laboratory Services Manager	A36	40.21	50.96	6,969.73	8,833.07	83,636.80	105,996.80
15430	Utility Plant Superintendent	A40	42.01	53.23	7,281.73	9,226.53	87,380.80	110,718.40
PUBLIC SAFETY								
15355	RSVP Coordinator	A12	22.83	28.84	3,957.20	4,998.93	47,486.40	59,987.20
15290	Office Manager (closed 10/21/13)	A22	30.89	39.11	5,354.27	6,779.07	64,251.20	81,348.80
15385	Technical Support Supervisor	A24	32.26	40.81	5,591.73	7,073.73	67,100.80	84,884.80
JUDICIAL								
15160	Deputy Court Administrator	A24	32.26	40.81	5,591.73	7,073.73	67,100.80	84,884.80
15130	Court Administrator	A40	42.01	53.23	7,281.73	9,226.53	87,380.80	110,718.40
15145	Court Recorder	A12	22.83	28.84	3,957.20	4,998.93	47,486.40	59,987.20

This reflects the
 July 1, 2021
 1% Increase

HOURLY SCHEDULE - ADMINISTRATIVE The following steps shall constitute the
 basic hourly salary schedule for all administrative employees of the City:

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A12	22.83	23.37	23.91	24.49	25.06	25.66	26.22	26.87	27.48	28.16	28.84
A14	23.02	23.60	24.14	24.71	25.28	25.92	26.50	27.12	27.73	28.38	29.02
A16	23.60	24.11	24.65	25.24	25.82	26.39	27.03	27.66	28.33	29.04	29.71
A18	26.36	27.03	27.63	28.30	28.96	29.64	30.32	31.07	31.84	32.57	33.30
A20	29.24	29.90	30.56	31.29	32.00	32.79	33.60	34.38	35.22	36.06	36.90
A22	30.89	31.64	32.36	33.13	33.93	34.75	35.55	36.43	37.31	38.23	39.11
A24	32.26	33.00	33.77	34.58	35.38	36.25	37.11	38.01	38.91	39.85	40.81
A26	32.88	33.67	34.48	35.31	36.11	37.05	37.97	38.86	39.75	40.75	41.70
A28	34.28	35.12	35.99	36.79	37.61	38.54	39.50	40.46	41.43	42.43	43.39
A30	35.92	36.74	37.60	38.51	39.43	40.38	41.36	42.33	43.31	44.38	45.43
A32	36.67	37.58	38.48	39.39	40.30	41.29	42.26	43.27	44.30	45.37	46.45
A34	37.61	38.54	39.50	40.46	41.43	42.44	43.42	44.54	45.62	46.66	47.74
A36	40.21	41.21	42.16	43.19	44.21	45.26	46.33	47.48	48.64	49.80	50.96
A38	41.13	42.13	43.11	44.15	45.23	46.35	47.44	48.57	49.68	50.93	52.19
A40	42.01	43.12	44.23	45.24	46.22	47.32	48.43	49.63	50.86	52.07	53.23
A42	43.05	44.06	45.12	46.25	47.36	48.49	49.61	50.82	52.08	53.34	54.60
A44	43.39	44.53	45.62	46.66	47.74	48.94	50.10	51.30	52.47	53.85	55.22
A46	44.84	45.93	47.02	48.15	49.29	50.52	51.74	53.00	54.28	55.58	56.93
A48	45.11	46.23	47.36	48.49	49.61	50.82	52.08	53.31	54.54	55.93	57.26
A50	47.05	48.20	49.33	50.54	51.76	53.06	54.35	55.64	56.99	58.40	59.84
A52	47.79	48.97	50.15	51.36	52.60	53.88	55.21	56.53	57.87	59.33	60.76
A54	47.96	49.11	50.28	51.52	52.76	54.04	55.33	56.67	58.03	59.45	60.86
A56	49.06	50.30	51.48	52.71	53.92	55.26	56.59	57.96	59.41	60.83	62.30
A58	51.32	52.60	53.86	55.21	56.50	57.87	59.25	60.68	62.16	63.68	65.23

RESOLUTION NO. _____

RESOLUTION TO ACCEPT
THE MICHIGAN VETERANS TREATMENT COURT GRANT
AND TO AUTHORIZE A BUDGET AMENDMENT

WHEREAS:

1. The 62-A District Court applied for an additional Michigan Veterans Treatment Court Grant in the amount of \$40,000 that will be used toward the administration, supervision and treatment of veterans that have involved themselves in the criminal justice system.
2. The City of Wyoming would accept \$40,000 in grant funds for the administration, supervision and treatment of veterans selected as participants of the Veterans Treatment Court.

NOW, THEREFORE, BE IT RESOLVED:

1. The City of Wyoming accepts the Michigan Veterans Treatment Court Grant in the amount of \$40,000.
2. That Court Administrator Christopher Kittmann serve as the Program Director responsible for the 62-A District Court yearly status reports to be submitted to the State Court Administrators Office.
3. The Wyoming City Council hereby authorizes the attached Budget Amendment.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Budget Amendment
Staff Report
Grant Fund Contract

Resolution No. _____

STATE OF MICHIGAN



STEVEN M. TIMMERS
CHIEF JUDGE

PABLO CORTES
CHIEF JUDGE PRO TEMPORE

WYOMING DISTRICT COURT
62-A JUDICIAL DISTRICT
2650 DEHOOP S.W.
WYOMING, MI 49509-1893

CHRISTOPHER KITTMANN
COURT ADMINISTRATOR

JANE LIND
DEPUTY COURT ADMINISTRATOR

MEMORANDUM

January 11th, 2017

To: Wyoming City Council Members
From: Christopher Kittmann, Court Administrator
RE: Veterans Treatment Court Grant Funds

Recommendation:

It is recommended that the City Council approve a grant in the amount of \$40,000 from the State Court Administrator Office to continue the Veterans Treatment Court within the 62-A District Court.

Judge Pablo Cortes will be the presiding Judge over participants of the Veterans Treatment Court.

Overview of Program:

The Mission of the Veterans Treatment Court is to have a coordinated community response through collaboration with the veteran's service delivery system and the Criminal Justice System. The Court provides a means to successfully habilitate veterans by diverting them from the traditional criminal justice system and providing them with the tools they need to lead a productive and law-abiding life through treatment, rehabilitative programming, reinforcement and judicial monitoring.

The court will offer participants assistance, assess their needs, manage their care and help them solve their problems. The court will provide participants with substance abuse, alcoholism and mental health treatment coupled with academic/vocational skills improvement, while actively assisting with residential, outpatient and/or transitional services leading to job placement and job retention.

Budget Amendment:

The attached budget amendment has been prepared by the Finance Department.

**MICHIGAN SUPREME COURT
STATE COURT ADMINISTRATIVE OFFICE
MICHIGAN VETERANS TREATMENT COURT
GRANT PROGRAM
FY 2017 CONTRACT**

Received
OCT 17 2016
State Court Administrative Office

Grantee Name: 62A District Court — Veterans Treatment Court
Federal ID Number: 38-2248545
Contract Number: 7646
Grant Amount: \$40,000

1. GENERAL PROVISIONS

1.01 This contract is made between the State Court Administrative Office, Lansing, Michigan (SCAO) and the 62A District Court — Veterans Treatment Court.

1.02 This contract incorporates the Grantee's approved grant application request and most recently approved budget.

1.03 This contract is for the Michigan Veterans Treatment Court grant program.

1.04 In consideration of the mutual promises and covenants in this contract, and the benefits to be derived from this contract, the parties agree as follows:

2. TERM OF CONTRACT

2.01 This contract commences on 10/1/2016 and terminates on 9/30/2017 at 11:59 p.m.

3. RELATIONSHIP

3.01 The Grantee is an independent contractor, and it is understood that the Grantee is not an employee of the SCAO. No employee, agent, or subcontractor of the Grantee is an employee of the SCAO.

3.02 No liability or benefits, including, but not limited to, retirement benefits or liabilities, pension rights or liabilities, insurance rights or liabilities, fringe benefits, training, holiday pay, sick pay, vacation pay, or such other rights, provisions, or liabilities arising out of an agreement of hire or employer-employee relationship, either express or implied, shall arise or accrue to either party as a result of this contract. The Grantee is not eligible for, and will not participate in, any such benefits.

3.03 The Grantee is responsible for payment of all taxes, including federal, state, and local taxes arising out of the Grantee's activities in accordance with this contract, including, but not limited to, income taxes, social security taxes, unemployment insurance taxes, and any other taxes or fees.

3.04 The Grantee understands and agrees that all parties furnishing services pursuant to this contract are, for purposes of workers' compensation liability or other actions of employee-related liability, not employees of the SCAO. The Grantee bears the sole responsibility and liability for furnishing workers' compensation benefits to any of its employees for injuries arising from or connected with services performed pursuant to this contract.

3.05 The Grantee does not, and shall not, have the authority to enter into contracts on the SCAO's behalf.

4. SCOPE OF SERVICES

4.01 Upon signing of this contract, the SCAO agrees to provide funding from the Grant in an amount not to exceed the amount of this contract. In no event does this contract create a charge against any other funds of the SCAO or the Michigan Supreme Court.

4.02 The Grantee, and the Grantee's employees or subcontractors, shall devote such time, attention, skill, knowledge, and professional ability as is necessary to most effectively and efficiently carry out and perform the services as described in this contract and in any amendments to this contract.

4.03 Commitment of state resources for the acquisition of goods and services, and execution of purchase orders, contracts, and similar agreements, shall remain the sole responsibility of the SCAO.

5. PERFORMANCE AND BUDGET

5.01 The SCAO agrees to provide the Grantee a sum not to exceed \$40,000 for the court program operated pursuant to this contract.

5.02 Grantee equipment purchases are prohibited.

5.03 The Grantee agrees that it will not expend funds obtained under this contract for any purpose other than those authorized in the administrative requirements specified in the application and most recently approved budget for the Grant, and will expend grant funds only during the period covered by this contract unless prior written approval is received from the SCAO.

5.04 The Grantee must sign up through the online vendor registration process to receive payments as Electronic Funds Transfers (EFT)/Direct Deposits. Registration information is available through the Department of Technology, Management, and Budget's website at: http://www.michigan.gov/budget/0,1607,7-157-13404_37161-179392--,00.html.

5.05 All reimbursements for the proper performance of the contract shall be made by the SCAO quarterly, upon submission by the Grantee of claims for approval by the SCAO. The claims shall include a specific amount of the hours worked, hourly salary, the detailed services provided by the Grantee or Grantee's staff, and/or the specific amount expended on supplies or operating costs necessary for program operation.

5.06 Requests for adjustments in expenditures within line items and between line item categories must be made using a Contract Amendment, within WebGrants, and approved by the SCAO. Budget deviation allowances are not permitted.

5.07 The Grantee shall make reasonable efforts to collect 1st and 3rd party fees, where applicable, and report these as outlined in the SCAO's fiscal procedures. Any under-recoveries of otherwise available fees resulting from failure to bill for eligible services will be excluded from reimbursable expenditures.

6. CONDUCT OF THE PROJECT

6.01 The Grantee shall abide by all terms and conditions required in the application assurances, budget requirements, and the Grantee's approved program outline and most recently approved budget.

6.02 The Grantee agrees that funds awarded under this grant will not be used to support any inherently religious activities, such as worship, religious instruction, or proselytizing. If the Grantee refers participants to, or provides, a non-federally funded program of service that incorporates such religious activities: (1) any such activities must be voluntary for program participants, and (2) program participants may not be excluded from participation in a program or

otherwise penalized or disadvantaged for any failure to accept a referral or services. If participation in a non-federally funded program or services that incorporates inherently religious activities is deemed a critical treatment or support service for program participants, the Grantee agrees to identify and refer participants who object to the inherently religious activities of such program or service to a comparable secular alternative program or service.

7. ASSIGNMENT

7.01 The Grantee may not assign the performance under this contract to subcontract personnel except with the prior written approval of the SCAO.

7.02 All provisions and requirements of this contract shall apply to any subcontracts or agreements the Grantee may enter into in furtherance of its obligations under the contract.

7.03 The Grantee shall provide copies of all subrecipient subcontracts for services funded in whole or in part by this grant to the SCAO.

8. CONFIDENTIAL INFORMATION

8.01 In order that the Grantee's employees or subrecipient subcontractors may effectively provide fulfillment of this contract to the SCAO, the SCAO may disclose confidential or proprietary information pertaining to the SCAO's past, present, and future activities to the Grantee. All such information is proprietary to the SCAO and the Grantee shall not disclose such information to any third party without prior approval from the SCAO, unless disclosure is required by law or court order. If disclosure is required by law or court order, the SCAO will be notified of the request before disclosure. The Grantee agrees to return all confidential or proprietary information to the SCAO immediately upon the termination of this contract.

8.02 Both the SCAO and Grantee shall assure that medical services to, and information contained in the medical records of, persons served under the provisions of this contract or other such recorded information required to be held confidential by federal or state law, rule, or regulation, in connection with the provision of services or other activity under this agreement, shall remain confidential. Such information shall be held confidential, and shall not be divulged without the written consent of either the patient or a patient's legal guardian or person with other legal authority, except as may be otherwise required by applicable law or regulation. Such information may be disclosed in summary, statistical, or other form, if the disclosure does not directly or indirectly identify particular individuals.

9. HUMAN SUBJECTS

9.01 The Grantee must submit all research involving human subjects conducted in programs sponsored by the SCAO, or in programs that receive funding from or through the state of Michigan, to the Michigan Department of Health and Human Services' (MDHHS) Institutional Review Board (IRB) for approval prior to the initiation of the research.

10. HEALTH INSURANCE PORTABILITY AND ACCOUNTABILITY ACT, 42 CFR PART 2, AND MICHIGAN MENTAL HEALTH CODE

10.01 To the extent applicable, the Grantee assures and certifies that it is in compliance with the Health Insurance Portability and Accountability Act (HIPAA), 42 CFR Part 2, and the Michigan Mental Health Code, to the extent that this act and these regulations are pertinent to the services that the Grantee provides under this contract. These requirements include:

A. The Grantee must not share any protected health or other protected data and

information provided by the SCAO or any other source that falls within HIPAA, 42 CFR Part 2, and/or the Michigan Mental Health Code requirements, except to a subrecipient subcontractor as appropriate under this contract.

- B. The Grantee must require, in the terms and conditions of any subcontract, that the subrecipient subcontractor not share any protected health or other protected data and information from the SCAO or any other source that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements.
- C. The Grantee must use protected data and information only for the purposes of this contract.
- D. The Grantee must have written policies and procedures addressing the use of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements. The policies and procedures must meet all applicable federal and state requirements including HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code regulations. These policies and procedures must include restricting access to the protected data and information by the Grantee's employees.
- E. The Grantee must have a policy and procedure to report to the SCAO unauthorized use or disclosure of protected data and information that falls under HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements of which the Grantee becomes aware.
- F. Failure to comply with any of these contractual requirements may result in the termination of this contract in accordance with section 18.
- G. In accordance with HIPAA, 42 CFR Part 2, and/or Michigan Mental Health Code requirements, the Grantee is liable for any claim, loss, or damage relating to its unauthorized use or disclosure of protected data and information received by the Grantee from the SCAO or any other source.

11. RIGHTS TO WORK PRODUCT

11.01 All reports, programs, manuals, tapes, listings, documentation, and any other work product prepared by the Grantee under this contract, and amendments thereto, shall belong to the SCAO and are subject to copyright or patent only by the SCAO. The SCAO shall have the right to obtain from the Grantee original materials produced under this contract and shall have the right to distribute those materials.

11.02 The SCAO grants the Grantee a royalty-free, nonexclusive license to use anything developed in the course of executing this contract if the work product enters the public domain.

11.03 The SCAO shall have copyright, property, and publication rights in all written or visual material or other work products developed in connection with this contract. The Grantee shall not publish or distribute any printed or visual material relating to the services provided under this contract without the prior explicit permission of the SCAO.

12. WRITTEN DISCLOSURE

12.01 The Grantee and the Grantee's employees or subrecipient subcontractors shall promptly disclose in writing to the SCAO all writings, inventions, improvements, or discoveries, whether copyrightable, patentable, or not, which are written, conceived, made, or discovered by the Grantee or the Grantee's employees or subrecipient subcontractors jointly with the SCAO or singly by Grantee or Grantee's employees or subrecipient subcontractors while engaged in

activity under this contract. As to each such disclosure, the Grantee shall specifically point out the features or concepts that are new or different.

12.02 The SCAO shall have the right to request the assistance of the Grantee and Grantee's employees or subrecipient subcontractors in determining and acquiring copyright, patent, or other such protection at the SCAO's invitation and request.

12.03 The Grantee represents and warrants that there are at present no such writings, inventions, improvements, or discoveries (other than in a copyright, copyright application, patent, or patent application) that were written, conceived, invented, made, or discovered by the Grantee or the Grantee's employees before entering into this contract, and which the Grantee or the Grantee's employees desire to remove from the provisions of this contract, except those specifically set forth by attachment hereto.

13. INSURANCE

13.01 The Grantee shall carry insurance coverage or self-insurance in such amounts as necessary to cover all claims arising out of the Grantee's operations under the terms of this contract.

14. INDEMNITY

14.01 All liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses (including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants) resulting from claims, demands, costs, or judgments arising out of activities or services carried out by the Grantee in the performance of this contract, shall be the responsibility of the Grantee, and not the responsibility of the SCAO. Nothing in this subsection is, nor shall be construed as, a waiver of governmental immunity.

14.02 All liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses (including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants) resulting from claims, demands, costs, or judgments arising out of activities or services carried out by the SCAO in the performance of this contract, shall be the responsibility of the SCAO, and not the responsibility of the Grantee. Nothing in this subsection is, nor shall be construed as, a waiver of governmental immunity.

14.03 In the event that liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses (including, but not limited to, fees and expenses of attorneys, expert witnesses, and other consultants) resulting from third party claims, demands, costs, or judgments arise as a result of activities conducted jointly by the Grantee and SCAO in fulfillment of their responsibilities under this contract, such liabilities, obligations, damages, penalties, claims, costs, fees, charges, and expenses shall be borne by the Grantee and the SCAO in relation to each party's responsibilities under these joint activities. Nothing in this subsection is, nor shall be construed as, a waiver of governmental immunity.

14.04 The SCAO is not responsible and will not be subject to any liability for any claim related to the loss, damage, or impairment of Grantee's property and materials or the property and materials of the Grantee's employees or subrecipient subcontractors, used by the Grantee pursuant to the Grantee's performance under this contract.

14.05 The Grantee warrants that it is not subject to any nondisclosure, noncompetition, or similar clause with current or prior clients or employers that will interfere with the performance of this contract. The SCAO will not be subject to any liability for any such claim.

14.06 In the event any action or proceeding is brought against the Grantee by reason of any claim due or claimed to be due to Grantee's performance covered under this contract, the Grantee will, at the Grantee's sole cost and expense, resist or defend the action or proceeding as

the Grantee deems appropriate. The Grantee retains sole authority and discretion to resolve and settle any such claims.

15. ACQUISITION, ACCOUNTING, RECORDKEEPING, AND INSPECTION

15.01 The Grantee agrees that all expenditures from this contract, including the acquisition of personnel services, contractual services, and supplies, shall be in accordance with: (1) the standard procedures of the Grantee's funding unit, and (2) the administrative and budget requirements of the grant.

15.02 The Grantee agrees to maintain accounting records following generally accepted accounting principles for the expenditure of funds for the purposes identified in the approved grant request, most recently approved budget, and any applicable approved contract addendum and/or budget amendment.

15.03 The Grantee agrees that the Michigan Supreme Court, the SCAO, the local government audit division of the Michigan Department of Treasury, the State Auditor General, or any of their duly authorized representatives, including program evaluators and auditors, shall have access to and the right to examine, audit, excerpt, copy, or transcribe any pertinent transaction, books, accounts, data, time cards, or other records related to this contract. The Grantee shall retain all books and records, including all pertinent cost reports, accounting and financial records, or other documents related to this contract, for five years after final payment at the Grantee's cost. Federal and/or state auditors, and any persons duly authorized by the SCAO, shall have full access to and the right to examine and audit any of the materials during the term of this contract and for five years after final payment. If an audit is initiated before the expiration of the five-year period, and extends past that period, all documents shall be maintained until the audit is complete. The SCAO shall provide audit findings and recommendations to the Grantee. The SCAO may adjust future or final payment if the findings of the audit indicate over- or under-payment to the Grantee for the period audited, subject to the availability of funds for such purposes. If an audit discloses an overpayment to the Grantee, the Grantee shall immediately refund all amounts that may be due to the SCAO. Failure of the Grantee to comply with the requirements of this section shall constitute a material breach of this contract upon which the SCAO may cancel, terminate, or suspend this contract.

15.04 The Grantee's accounting system must maintain a separate fund or account that segregates grant contract receipts and expenditures from other receipts and expenditures of the Grantee.

16. PROGRAM REVIEW AND MONITORING

16.01 The Grantee shall give the SCAO and any of its authorized agents access to the court at any reasonable time to evaluate, audit, inspect, observe, and monitor the operation of the program. The inspection methods that may be used include, but are not limited to onsite visits, interviews of staff and participants, and review of case records, receipts, monthly/quarterly statistical reports, and fiscal records.

17. REPORTS

17.01 The Grantee agrees to submit timely, complete, and accurate reports as identified in Attachment A.

17.02 The data for each participant who is screened or accepted into the program must be entered into the Drug Court Case Management Information System (DCCMIS).

17.03 The Grantee is responsible for the timely, complete, and accurate submission of each required report and data as outlined above.

17.04 If any report is thirty days past due, a delinquency notice will be sent via email notifying the Grantee that it has 15 days to comply with the reporting requirement. Forty-five days past the due date, a forfeiture notice will be sent to the Grantee via the U.S. Postal Service notifying it that its funding award has been rescinded due to contract noncompliance.

18. REDUCTION/SUSPENSION/TERMINATION:

18.01 In addition to forfeiture under section 17, the SCAO and/or the Grantee may reduce the Project Budget and/or suspend this agreement and/or terminate this agreement without further liability or penalty to the SCAO as follows:

18.02 If any of the terms of this agreement are not adhered to, Suspension requires immediate action by the Grantee to comply with this agreement's terms; otherwise, termination by the SCAO may occur:

18.03 Each party has the right to terminate this contract without cause by giving written notice to the other party of such termination at least thirty (15) days before the effective date of such termination. Such written notice will provide valid, legal reasons for termination along with the effective date.

18.04 Failure of the grantee to make satisfactory progress toward the goals, objectives, or strategies set forth in this agreement. Failure under this subsection includes (but is not limited to) a determination by the SCAO after second quarter claims are submitted, in its sole discretion, that project funds are not reasonably likely to be fully expended by the end of the Fiscal Year

18.05 This contract may be terminated immediately without further financial liability to the SCAO if funding for this contract becomes unavailable to the SCAO.

18.06 Proposing or implementing substantial plan changes to the extent that, if originally submitted, the application would not have been selected for funding.

18.07 Filing false certification in this agreement or other report or document.

18.08 This agreement may be terminated immediately if the Grantee, an official of the Grantee, or an owner of a 25% or greater share of the Grantee is convicted of a criminal offense incident to the application for or performance of a State, public, or private grant or subcontract; or convicted of a criminal offense including but not limited to the following: embezzlement, theft, forgery, bribery, falsification or destruction of records, receiving stolen property, attempting to influence a public employee to breach the ethical conduct standards for State of Michigan employees; convicted under State or Federal antitrust statutes; convicted of any other criminal offense which reflects on the Grantee's business integrity.

18.09 If a grant is terminated by the SCAO for failure to meet the grant management requirements, the Grantee shall not be eligible to seek grant funding from the SCAO VTC grant program for a period of two years. In order to obtain grant funding after the two-year period, the Grantee will be required to submit written assurances that the identified deficiencies have been corrected. Additionally, the Grantee may be required to submit monthly financial reports to allow for increased financial monitoring.

19. COMPLIANCE WITH LAWS

19.01 The Grantee shall comply with all applicable laws, ordinances, and codes of the federal, state, and local governments.

20. MICHIGAN LAW

20.01 This contract shall be subject to, and shall be enforced and construed under, the laws of Michigan.

21. CONFLICT OF INTEREST

21.01 The Grantee presently has no personal or financial interest, and shall not acquire any such interest, direct or indirect, that would conflict in any manner or degree with the performance of this contract.

21.02 The Grantee and the SCAO are subject to the provisions of 1968 PA 317, as amended, MCL 15.321 *et seq.*, MSA 4.1700(51) *et seq.*, and 1973 PA 196, as amended, MCL 15.341 *et seq.*, MSA 4.1700 (71) *et seq.*

22. DEBT TO STATE OF MICHIGAN

22.01 The Grantee covenants that it is not, and will not become, in arrears to the state of Michigan or any of its subdivisions upon contract, debt, or any other obligation to the state of Michigan or its subdivisions, including real property, personal property, and income taxes.

23. DISPUTES

23.01 The Grantee shall notify the SCAO in writing of the Grantee's intent to pursue a claim against the SCAO for breach of any term of this contract within seven days of discovery of the alleged breach.

23.02 The Grantee and the SCAO agree that with regard to any and all disputes, controversies, or claims arising out of or in connection with or relating to this contract; or any claim that the SCAO violated any local, state, or federal ordinance, statute, regulation, law, or common-law doctrine (including discrimination or civil rights claims); or committed any tort; the parties shall attempt to resolve the dispute through mediation. Selection of a mediator will be by mutual agreement of the parties.

23.03 The Grantee and the SCAO agree that, in the event that mediation is unsuccessful, any disputes, controversies, or claims shall be settled by arbitration. Selection of an arbitrator will be by mutual agreement of the parties. The decision of the arbitrator shall be binding on both parties. The award, costs, and expenses of the arbitration shall be awarded at the discretion of the arbitrator. This agreement to arbitrate shall be specifically enforceable. A judgment of any circuit court shall be rendered upon the award made pursuant to submission to the arbitrator.

24. ENTIRE AGREEMENT

24.01 Except for Grantee's approved grant application, application assurances, and most recently approved budget, this contract contains the entire agreement between the parties and supersedes any prior written or oral promises and representations. No other understanding, oral or otherwise, regarding the subject matter of this contract exists to bind either of the parties.

25. AMENDMENT

25.01 This contract may be amended only upon written agreement of the parties.

26. DELIVERY OF NOTICE

26.01 Written notices and communications required under this contract shall be delivered by electronic mail, regular mail, overnight delivery, or facsimile device to the following:

- A. The Grantee's contact person is Christopher Kittmann, 2650 DeHoop Ave. SW, Wyoming, MI 49509.

B. The SCAO's contact person is Dr. Jessica Parks, State Court Administrative Office, Michigan Hall of Justice, P.O. Box 30048, Lansing, MI 48909.

27. SIGNATURE OF PARTIES

27.01 This contract becomes effective when signed by the parties.

IN WITNESS WHEREOF, the SCAO and the Grantee have executed this contract:

62A District Court — Veterans Treatment Court

By: _____
Authorizing Official (Signature and Title)

Authorizing Official (Please Print Name and Title)

Date: 10.12.16

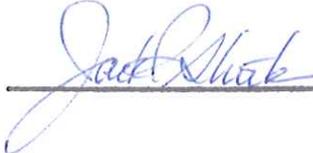
Authorizing Official: Must be a person who is authorized to enter into a binding contract for the entity receiving funds. *The authorizing official may not be a judge or other state employee.* The authorizing official is normally from the Executive or Legislative Branch of the entity (e.g., City Manager, Mayor, Council President, Board Chairperson, Chief Financial Officer, etc.).

STATE COURT ADMINISTRATIVE OFFICE

By: 
Chief Operating Officer

Date: 11/8/16

APPROVED AS TO FORM:



ATTACHMENT A
MICHIGAN VETERANS TREATMENT COURT GRANT PROGRAM
FY 2017 REPORTING REQUIREMENTS
October 1, 2016 through September 30, 2017

DCCMIS DATA EXCEPTION REPORT	
DUE DATE	NOTE
February 15, 2017	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of October 1, 2016, through December 31, 2016.
May 15, 2017	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of January 1, 2017, through March 31, 2017.
August 15, 2017	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of April 1, 2017, through June 30, 2017.
November 15, 2017	Courts will be reviewing error reports reflecting data entered into DCCMIS for the time period of July 1, 2017, through September 30, 2017.

DCCMIS USER AUDIT	
DUE DATE	NOTE
January 31, 2017	Courts will be confirming user access to DCCMIS.

CLAIMS REPORTS	
DUE DATE	NOTE
January 10, 2017	Courts will be reporting on expenditures from October 1, 2016, through December 31, 2016.
April 10, 2017	Courts will be reporting on expenditures from January 1, 2017, through March 31, 2017.
July 10, 2017	Courts will be reporting expenditures from April 1, 2017, through June 30, 2017.
October 10, 2017	Courts will be reporting expenditures from July 1, 2017, through September 30, 2017.

PROGRESS	
DUE DATE	NOTE
April 30, 2017 Interim Report	Courts will be reporting on progress made during the first half of the grant period – October 1, 2016, through March 31, 2017.
October 30, 2017 Final Report	Courts will be reporting on progress made during the second half of the grant period – April 1, 2017, through September 30, 2017.

01/16/2016

K.K.

RESOLUTION NO. _____

RESOLUTION TO AUTHORIZE AN AGREEMENT BETWEEN THE
CITY OF GRAND RAPIDS, WYOMING AND KENTWOOD POLICE DEPARTMENTS
TO ACCEPT GRANT FUNDS FROM THE
MICHIGAN AUTO THEFT PREVENTION AUTHORITY

WHEREAS:

1. As detailed in the attached Staff Report, the City of Wyoming has requested to participate in the "Combined Auto Theft Team" CATT – City of Grand Rapids Multi-Jurisdictional Task Force, as appointed by the State of Michigan Automobile Theft Prevention Authority.
2. The City of Wyoming would accept grant funds designated to pay the salary for 50% of the time that one Wyoming Department of Public Safety Detective spends on auto theft and related offenses (including the cost of benefits).
3. That the City of Wyoming Public Safety Department is authorized to receive grant funds from the City of Grand Rapids whose Police Department is serving as the host agency for the Multi-Jurisdictional Task Force.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby accept an agreement between the Grand Rapids, Wyoming and Kentwood Police Departments to accept grant funds from the Michigan Auto Theft Prevention Authority.
2. Rosa Ooms shall serve as the Deputy Finance Director responsible for the Wyoming Public Safety Department quarterly financial status reports to be submitted to the City of Grand Rapids for reimbursement.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried: Yes

 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on:

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENT:

Memorandum of Agreement

Resolution No. _____

STAFF REPORT

Date: January 10, 2017
Subject: Auto Theft Prevention Authority Grant Participation Request
From: D/Lt. James Maguffee
Meeting Date: January 16, 2017

RECOMMENDATION:

I respectfully recommend that the City Council authorize the City Manager to sign a Memorandum of Agreement with the Grand Rapids and Kentwood Police Departments and accept grant funds from the Michigan Auto Theft Prevention Authority.

SUSTAINABILITY CRITERIA:

Environmental Responsibility – This criterion is not significantly impacted by this decision.

Social Equity – This agreement and grant funding allows participation in a region-wide auto theft investigation team, leveraging resources to better respond to victims of these property crimes that might otherwise be triaged behind more serious offenses.

Economic Strength – This agreement and subsequent grant funding will result in us receiving 50% of the cost of a police detective working on these cases.

Customer Service – Participation on this team is a ‘force multiplier’ of sorts in that it joins the resources of our three agencies, provides for specialization and particularized training. This allows us to more fully investigate and prevent these types of cases. Were we to not do this and investigate auto theft cases solely on our own, it is likely these investigations could not be as thorough, easily linked to other cases or even solved at the same rate. In short, this allows us to deliver better service to victims of auto theft and related offenses.

DISCUSSION:

This agreement is the basis of our participation on CATT – the Combined Auto Theft Team – a regional multi-jurisdictional law enforcement team that focuses on auto theft and related criminal offenses. The arrangement allows for the combining of resources, training, and skills of investigators from our three agencies to better investigate and prevent these crimes. This is not a new arrangement; we have participated on this team for many years.

This is just one of several task force relationships we participate in. They are a tremendous benefit toward effective and efficient investigation and prevention of crime. This particular grant pays for 50% of a police investigator’s time spent on auto theft and related offenses (including the cost of benefits). Our detective spends some 90% or more of his time on these matters. I estimate this grant could result in as much as \$55,000 in revenue for city operations this budget year.

**Memorandum of Agreement
Between
Grand Rapids Police Department
and
Wyoming Police Department
and
Kentwood Police Department**

I. PARTIES

This Memorandum of Agreement (Agreement) is entered into by and between Grand Rapids Police Department, referred to hereinafter as the Grantee, and Wyoming Police Department, and Kentwood Police Department.

Grand Rapids Police Department, Wyoming Police Department, and Kentwood Police Department are collectively referred to hereinafter as CATT.

II. PURPOSE

The purpose of this Agreement is to set forth the conditions and responsibilities of CATT as stated in the Auto Theft Prevention Authority (ATPA) Grant Contract.

III. AGREEMENT

CATT is committed to accomplishing the following objectives as outlined in the ATPA Grant Contract between the ATPA and the Grantee.

Grand Rapids Police Department will:

- a. Reduce the number of auto thefts in grant coverage area, as grant coverage area is defined in the ATPA Grant Application, by investigating cases that have the highest potential for reducing the demand for stolen vehicles, arresting individuals who are involved in auto theft-related activities, and reducing false auto theft reports.
- b. Comply with ATPA guidelines, policies and Uniform Crime Reporting (UCR) requirements for submission of data.
- c. Maintain clear and reliable documentation of performance activity and financial expenditures.
- d. Attend regular meetings for area detectives and insurance investigators, including participation in the monthly anti-car theft meetings and Help Eliminate Auto Theft (H.E.A.T.) programs.
- e. Following forfeited property auctions, report to the ATPA the dollar amount deposited into the designated forfeiture account on progress reports.
- f. Receive quarterly progress and reimbursement requests from participating agencies, compile received reports, and submit compiled data with supporting documentation to the ATPA by the designated due dates.

Wyoming Police Department will:

- a. Reduce the number of auto thefts in grant coverage area, as grant coverage area is defined in the ATPA Grant Application, by investigating cases that have the highest potential for reducing the demand for stolen vehicles, arresting individuals who are involved in auto theft-related activities, and reducing false auto theft reports.
- b. Comply with ATPA guidelines, policies and UCR requirements for submission of data.
- c. Maintain clear and reliable documentation of performance activity and financial expenditures.
- d. Attend regular meetings for area detectives and insurance investigators, including participation in the monthly anti-car theft meetings and H.E.A.T. programs.
- e. Following forfeited property auctions, report to the Grantee the dollar amount deposited into the designated forfeiture account on progress reports.
- f. Submit quarterly progress and reimbursement requests to the Grantee by the designated due dates.

Kentwood Police Department will:

- a. Reduce the number of auto thefts in grant coverage area by investigating cases that have the highest potential for reducing the demand for stolen vehicles, arresting individuals who are involved in auto theft-related activities, and reducing false auto theft reports.
- b. Comply with ATPA guidelines, policies and UCR requirements for submission of data.
- c. Maintain clear and reliable documentation of performance activity and financial expenditures.
- d. Attend regular meetings for area detectives and insurance investigators, including participation in the monthly anti-car theft meetings and H.E.A.T. programs.
- e. Following forfeited property auctions, report to the Grantee the dollar amount deposited into the designated forfeiture account on progress reports.
- f. Submit quarterly progress and reimbursement requests to the Grantee by the designated due dates.

The Parties mutually agree:

- a. To make all reasonable efforts to ensure that all reports are submitted to the Grantee, compiled, and forwarded to the ATPA by the designated due date.
- b. To work cooperatively to fulfill all grant requirements as stated in the ATPA Grant Contract.
- c. To use the Michigan High Intensity Drug Trafficking Areas' Deconfliction Center on all cases, when applicable.

IV. CORRESPONDENCE

All notices or other written communications shall be addressed as indicated in this section, or as specified, by a subsequent written notice delivered by the party whose address or authorized representative has changed.

Notices or other communications required by, or related to, this Agreement shall be in writing and shall be delivered in one of the following manners:

- a. In person;
- b. By certified registered mail, return receipt requested, with all postage or charges prepaid; or,
- c. By email to the email address identified for the authorized representative.

Grand Rapids Police Department:

Contact: SGT. KEITH HEFNER
Address: 01 MONROE CTR NW
City, State, Zip: GRAND RAPIDS, MI 49503
Telephone: 616-456-3338
Email: khefner@grcity.us

Wyoming Police Department:

Contact: LT. JAMES MAGUFFEE
Address: 2300 DEHOOP SW
City, State, Zip: WYOMING, MI 49589
Telephone: 616-530-7335
Email: MaguffeeJ@wyomingmi.gov

Kentwood Police Department:

Contact: CAPT. MARK DAVIS
Address: 4742 WALMA AVE SE
City, State, Zip: KENTWOOD, MI 49512
Telephone: 616-656-6602
Email: DAVIS.M@ci.kentwood.mi.us

V. TERM

This Agreement is contingent upon funds being awarded by the ATPA for auto-theft prevention activities. This Agreement is effective when signed by the Parties, by and through their duly authorized representatives, for a period beginning October 1, 2016, through September 30, 2017, unless terminated early, as hereinafter set forth.

VI. TERMINATION

Any party may terminate this Agreement for any reason, provided that at least thirty (30) days advance written notice of termination is given to the non-terminating parties by the terminating party.

VII. ENTIRE AGREEMENT AND AMENDMENT

This Agreement is the complete and exclusive statement of the Agreement between the Parties with respect to the subject matter thereof, and supersedes all prior negotiations, representations, proposals, and other communications between the Parties either oral or written. This Agreement may only be amended by a written document signed by the Parties, by and through their duly authorized representatives. Any party may change its authorized representative(s) or address for an authorized representatives during the term of this Agreement by providing written notice to the other parties in accordance with Section IV above. It is not necessary to amend this Agreement for the sole purpose of changing an authorized representative or address for an authorized representative.

VIII. SIGNATORIES



Grand Rapids Police Department

12/15/2016

Date



Wyoming Police Department

12/28/16

Date



Kentwood Police Department

1/6/17

Date

Auto Theft Prevention Authority (ATPA) Addendum

This Memorandum of Agreement (Agreement) is entered by and between the Auto Theft Prevention Authority (ATPA) and Grand Rapids Police Department, Wyoming Police Department, and Kentwood Police Department. Grand Rapids Police Department is referred to hereinafter as Grantee. The ATPA, Grantee and Participating Agencies are collectively referred to as the Parties.

Grand Rapids Police Department and Wyoming Police Department, and Kentwood Police Department are collectively referred to hereinafter as CATT.

The Parties desire to enter into an Agreement for the purpose of the setting forth the agreement of the parties as it relates to the purchase of equipment using ATPA grant funding for the grant period October 1, 2016, through September 30, 2017.

I. Description of Equipment

This Agreement applies to all purchases of equipment (Equipment) (e.g. license plate readers, pole cameras, global positions systems) purchased by Grantee/CATT using ATPA grant funding.

II. Purchase of Equipment

All Equipment purchased by Grantee/CATT using ATPA grant funding shall use procurement procedures that conform to the Grantee's/CATT local requirements. Grantee/CATT are responsible for providing funding for ongoing maintenance and/or support necessary for the Equipment.

III. Use of Equipment

Grantee/CATT agrees to have a completed Law Enforcement Information Network Automated License Plate Reader File Memorandum of Agreement (MSP Form CJIS-017) on file with the MSP and a copy must be sent to the ATPA prior to reimbursement of funds.

IV. Assumption of Risk

CATT agrees to assume all risk for any property damage or personal injury sustained by any person arising out of the purchase and any future use of the Equipment. CATT agrees to follow all applicable laws with regard to the use of the Equipment including the gathering, maintenance, and storage of information gained by use of the Equipment.

V. Release and Covenant Not to Sue

As a condition of providing funding for the Equipment, CATT on behalf of himself or herself and for his or her heirs, personal representatives, and assigns, and for those individuals for whom they act in a representative capacity, releases the State of Michigan, the ATPA, its officers, affiliates, employees, agents, servants, and insurers of and from all claims which CATT may ever have as a result of the use of the Equipment.

CATT agrees not to sue the State of Michigan, the ATPA, its officers, affiliates, employees, agents, servants, and insurers arising out of the purchase and any future use of the Equipment. CATT further agrees to refrain from instituting, continuing, presenting, subrogating, collecting or in any way aiding or proceeding upon any claims, judgments, debts, causes of action, suits, and proceedings of any kind at law or in equity, which CATT or any other person or entity may ever have arising out of the purchase and any future use of the Equipment.

VI. Indemnification

CATT agrees to defend, indemnify, and hold harmless ATPA against and with respect to:

1. any and all losses or damages resulting from any misrepresentation or breach of any representation, agreement, or covenant in this Agreement or in any document executed or delivered to CATT under or in connection with this Agreement brought by any person or entity; and
2. any and all actions, suits, proceedings, claims, demands, judgments, costs, and expenses arising out of the purchase, future use, and anything related to the future use of the Equipment, and any other matters arising out of this Agreement brought by any person or entity.

ATPA will give notice to CATT of any claim for indemnification, setting forth the nature of the claim and the amount in controversy.

VII. Entire Agreement And Amendment

This Agreement is the complete and exclusive statement of the Agreement between the Parties with respect to the subject matter thereof, and supersedes all prior negotiations, representations, proposals and other communications between the parties either oral or written. This Agreement may only be amended by a written document signed by all Parties or the Parties' agents. This Agreement is the entire agreement of the Parties, the terms herein are contractual and are not a mere recital.

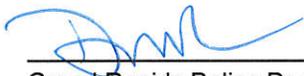
VIII. Approval and Execution

The ATPA, Grantee and each Participating Agency, by signing this Agreement, acknowledges that he or she has read the Agreement in full and acknowledges that he or she understands it in full.

VII. Signatories

Auto Theft Prevention Authority

Date



Grand Rapids Police Department

12/15/2016

Date



Wyoming Police Department

12/28/16

Date



Kentwood Police Department

1/6/17

Date

STATE OF MICHIGAN
DEPARTMENT OF LABOR & ECONOMIC GROWTH
LIQUOR CONTROL COMMISSION

RESOLUTION NO. _____

At a Regular meeting of the Wyoming City Council
(Regular or Special) (Township Board, City or Village Council)

called to order by Mayor Poll on January 16, 2017 at 7:00 P.M.

The following resolution was offered:

Moved by _____ and supported by _____

That the request from:

West Olive Enterprises, LLC for a new Class C licensed business to be located at 2359 Health Drive SW, Suite 120, Wyoming 49519, Kent County

be considered for APPROVAL "above all others"
(Approval or Disapproval)

APPROVAL

DISAPPROVAL

Yeas: _____

Yeas: _____

Nays: _____

Nays: _____

Absent: _____

Absent: _____

It is the consensus of this legislative body that the application be:

RECOMMENDED for issuance
(Recommended or not Recommended)

State of Michigan)

County of Kent)

I hereby certify that the foregoing is a true and complete copy of a resolution offered and

adopted by the Wyoming City Council at a Regular
(Township Board, City or Village Council) (Regular or Special)

meeting held on January 16, 2017
(Date)

SEAL

(Signed) _____
(Township, City or Village Clerk)

Kelli A. VandenBerg, City Clerk
City of Wyoming, Michigan
1155 28th Street SW
Wyoming, MI 49509-0905

Resolution No. _____

STAFF REPORT

Date: January 11, 2017

Subject: Class C Liquor License Application
Wing Doozy, 2359 Health Drive SW, Suite 120

From: Kelli A. VandenBerg, City Clerk

Council Meeting Date: Monday, January 16, 2017

West Olive Enterprises, LLC (d/b/a Wing Doozy) has applied for a new Class C liquor license for a new business to be located at 2359 Health Drive SW, Suite 120 in Wyoming, Michigan. Owner Randolph Moeller and Manager Todd Denning operate one other Wing Doozy location in the greater metro area and ultimately wish to grow to several locations in West Michigan. This will be their second business location and the first of their locations to request a liquor license.

A review of the application was requested from the Police Department, City Treasurer, Chief Building Official and the City's Development Review Team. All entities have reviewed the application and are recommending approval.

I have drafted a resolution to approve the application in the required Liquor Control Commission format for City Council's consideration.

CITY OF WYOMING, MICHIGAN
APPLICATION FOR LIQUOR LICENSE

APPLICANT: <u>West Olive Enterprises Wing Doozy</u> <u>Todd Penning Wing Doozy</u> (Same name on application to the Liquor Control Commission.)		<input type="checkbox"/> SOLE PROPRIETOR <input type="checkbox"/> PARTNERSHIP <input checked="" type="checkbox"/> CORPORATION
BUSINESS LOCATION ADDRESS: <u>2359 Main St Suite 120</u> <u>Wyoming, MI 49519</u>	BUSINESS MAILING ADDRESS: <u>West Olive Enterprises</u> <u>15488 Riverwoods West Olive, MI 49460</u>	
PHONE: <u>616 893 2112</u>	EMAIL: <u>todd@wingdoozy.com</u>	
ALTERNATE PHONE: _____	FAX: _____	
LICENSE REQUESTED: <input type="checkbox"/> TAVERN <input checked="" type="checkbox"/> CLASS C <input type="checkbox"/> CLASS B HOTEL	D/B/A/ (name used to advertise/market) <u>Wing Doozy</u>	
WILL THE PROPOSED BUSINESS OCCUPY A(N): <input checked="" type="checkbox"/> EXISTING BUILDING <input type="checkbox"/> NEW BUILDING	DO YOU: <input type="checkbox"/> OWN BUILDING <input checked="" type="checkbox"/> LEASE BUILDING BUILDING OWNER: <u>Granger Group</u>	
ARE FURNITURE & FIXTURES: <input checked="" type="checkbox"/> OWNED <input type="checkbox"/> LEASED	FURNITURE & FIXTURE OWNER: <u>West Olive Enterprises</u>	
NAME OF PERSON RESPONSIBLE FOR DAILY OPERATION OF BUSINESS: <u>Todd Penning</u>		
NAME OF BANK FOR BUSINESS ACCOUNT: <u>Huntington National</u>		
FIRM, ACCOUNTANT OR PERSON RESPONSIBLE FOR FINANCIAL RECORDS: NAME: <u>Scott Flickner</u> ADDRESS: <u>18361 N. Fruitport Rd Spring Lake MI 49456</u>		
NAME OF PERSON COMPLETING APPLICATION: <u>Todd Penning</u>	TITLE OF PERSON COMPLETING APPLICATION: <u>Manager</u>	
SIGNATURE: 	DATE: <u>11/1/10</u>	

ATTACH:

1. A SCALED ENGINEER'S OR ARCHITECT'S DRAWING WHICH SHOWS THE TOTAL SQUARE FOOTAGE, DINING SQUARE FOOTAGE, KITCHEN SQUARE FOOTAGE, TOTAL TABLE SEATING, AND TOTAL COUNTER SEATING.
2. A PERSONAL INFORMATION SHEET FOR EACH OWNER, PARTNER, CORPORATE OFFICER OR MANAGER.
3. APPLICATION FEE OF \$300 PAYABLE TO THE CITY OF WYOMING.

PERSONAL INFORMATION SHEET – COPY AND COMPLETE THIS PAGE FOR EACH OWNER, PARTNER, CORPORATE OFFICER OR MANAGER

NAME: <u>Todd Penning</u>	TITLE <u>Manager</u>
RESIDENT ADDRESS: <u>6125 Sheldon Oak Dr Hudsonville MI 49426</u>	PHONE: <u>616 893-2112</u>
SOCIAL SECURITY NUMBER:	DATE OF BIRTH:
RESIDENT OF THE STATE OF MICHIGAN? <input checked="" type="checkbox"/> YES <u>35</u> YEARS <input type="checkbox"/> NO	
Describe similar business ventures or related experience: <u>NA</u>	
Do you, a member of your family or your corporation hold a license for the sale of alcoholic beverages at the present time: <input type="checkbox"/> Yes - List type and location of each <input checked="" type="checkbox"/> No	
Have you, a member of your family or your corporation previously held a license for the sale of alcoholic beverages in the State of Michigan? <input type="checkbox"/> Yes - List type and location of each <input checked="" type="checkbox"/> No	
Have you ever been convicted of any criminal act? <input type="checkbox"/> Yes - describe state, county and date of conviction <input checked="" type="checkbox"/> No	

I hereby authorize City officials to investigate any or all information supplied, related to, or implied by this application. I further authorize City officials to secure additional information necessary to complete this application. I understand that this information will be considered by the Wyoming City Council in review of this application, and that the information contained herein may be subject to public disclosure under the Freedom of Information Act.

Signature of owner, partner, corporate officer or manager: X 

State of Michigan
Kent County

Subscribed and sworn to before me on this 1st day of November, 2016.

X 
 Signature of Notary
Bob Linabury
 Printed Name

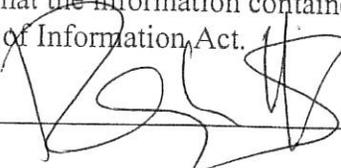
BOB LINABURY
 NOTARY PUBLIC - MICHIGAN
 KENT COUNTY
 MY COMMISSION EXPIRES 07/12/2022
 ACTING IN KENT COUNTY

My commission expires: 07/22/2016

PERSONAL INFORMATION SHEET – COPY AND COMPLETE THIS PAGE FOR EACH OWNER, PARTNER, CORPORATE OFFICER OR MANAGER

NAME: RANDOLPH R. MOELLER II	TITLE OWNER
RESIDENT ADDRESS: 15488 RIVER WOODS, WEST OLIVE MI 49460	PHONE: (616) 994-9998
SOCIAL SECURITY NUMBER:	DATE OF BIRTH:
RESIDENT OF THE STATE OF MICHIGAN? <input checked="" type="checkbox"/> YES <u>34</u> YEARS <input type="checkbox"/> NO	
Describe similar business ventures or related experience: NA	
Do you, a member of your family or your corporation hold a license for the sale of alcoholic beverages at the present time: <input type="checkbox"/> Yes - List type and location of each <input checked="" type="checkbox"/> No	
Have you, a member of your family or your corporation previously held a license for the sale of alcoholic beverages in the State of Michigan? <input type="checkbox"/> Yes - List type and location of each <input checked="" type="checkbox"/> No	
Have you ever been convicted of any criminal act? <input type="checkbox"/> Yes - describe state, county and date of conviction <input checked="" type="checkbox"/> No	

I hereby authorize City officials to investigate any or all information supplied, related to, or implied by this application. I further authorize City officials to secure additional information necessary to complete this application. I understand that this information will be considered by the Wyoming City Council in review of this application, and that the information contained herein may be subject to public disclosure under the Freedom of Information Act.

Signature of owner, partner, corporate officer or manager: X 

State of Michigan
Kent County

Subscribed and sworn to before me on this 1st day of November, 2016

X 

Signature of Notary
Bob Linabury

Printed Name

BOB LINABURY
NOTARY PUBLIC - MICHIGAN
KENT COUNTY
MY COMMISSION EXPIRES 07/12/2022
ACTING IN KENT COUNTY

My commission expires: 07/22/2016

LIQUOR LICENSE APPLICATION - DEPARTMENT REVIEW

APPLICANT(S): WING DOOZY (RANDOLPH MOELLER, OWNER & TODD DENNING, MANAGER)	PROPOSED LICENSE LOCATION: 2359 HEALTH DRIVE SW, SUITE 120 WYOMING, MI 49519
LICENSE TYPE: CLASS C	

BUILDING INSPECTOR

I have inspected the location of the proposed liquor license or reviewed plans for the proposed location and have determined that the location IS IS NOT in compliance with Section 14-177 through 14-179 of the City Code.

Jeff Keppel
Jeff Keppel, Building Official

Date: 1/4/17

LIQUOR LICENSE APPLICATION - DEPARTMENT REVIEW

APPLICANT(S): WING DOOZY (RANDOLPH MOELLER, OWNER & TODD DENNING, MANAGER)	PROPOSED LICENSE LOCATION: 2359 HEALTH DRIVE SW, SUITE 120 WYOMING, MI 49519
LICENSE TYPE: CLASS C	

CITY TREASURER

I have reviewed the financial records of the City of Wyoming as provided in Section 14-182 of the City Code and find the application(s) are in good standing with the City.

Yes No

The applicant(s) have the following outstanding obligations with the City of Wyoming (list)

Andrea Boot
Andrea Boot, Treasurer

Date: 12/19/16

LIQUOR LICENSE APPLICATION - DEPARTMENT REVIEW

APPLICANT(S): WING DOOZY (RANDOLPH MOELLER, OWNER & TODD DENNING, MANAGER)	PROPOSED LICENSE LOCATION: 2359 HEALTH DRIVE SW, SUITE 120 WYOMING, MI 49519
LICENSE TYPE: CLASS C	

DEVELOPMENT REVIEW TEAM

The Development Review Team has reviewed the application for the proposed liquor license and recommend

- approval
 denial

of the license application by the City Council.

Comments: _____

(Explain recommendation for denial)

Hadi A. Ibrahim
Development Review Team

Date: January 4, 2017

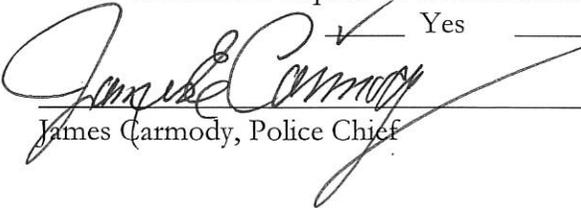
LIQUOR LICENSE APPLICATION - DEPARTMENT REVIEW

APPLICANT(S): WING DOOZY (RANDOLPH MOELLER, OWNER & TODD DENNING, MANAGER)	PROPOSED LICENSE LOCATION: 2359 HEALTH DRIVE SW, SUITE 120 WYOMING, MI 49519
LICENSE TYPE: CLASS C	

POLICE DEPARTMENT

I have investigated the application and the applicant(s) listed above and make the following recommendation as provided in Section 14-182 of the City Code.

1. Is the applicant qualified to conduct this business in the City of Wyoming if licensed?
 Yes No
2. Is the proposed location satisfactory for this business?
 Yes No
3. Should this request be considered for approval by the City Council?
 Yes No


James Carmody, Police Chief

Date: 01-11-17

RESOLUTION NO. _____

RESOLUTION TO AWARD A BID TO CHOP
FOR TREE TRIMMING AND REMOVAL (2017 – 2019)

WHEREAS:

1. On January 3, 2017, the City received three bids for Tree Trimming and Removal (2017 – 2019).
2. It is recommended the City Council award the bid to the low bidder, CHOP, for calendar years 2017, 2018 and 2019 at the unit prices as indicated on the attached bid tabulation.
3. The Public Works Department anticipates that approximately \$60,000 will be spent during each calendar year on tree trimming and removal. Sufficient funds have been budgeted in the Solid Waste Fund Account # 230-441-44300-956.000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council hereby awards the bid to CHOP for Tree Trimming and Removal for calendar years 2017, 2018 and 2019.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

Kelli A. VandenBerg, Wyoming City Clerk

ATTACHMENTS:

Staff Report

Bid Tabulation

STAFF REPORT

DATE: January 9, 2017

SUBJECT: Bid Award - Tree Trimming and Removal (2017 – 2019)

FROM: Jodie Theis, Contracts and Procurement Supervisor

Date of Meeting: January 16, 2017

RECOMMENDATION

It is recommended the City Council award the bid for tree trimming and removal to the low bidder, CHOP, for calendar years 2017, 2018 and 2019 at the unit prices as indicated on the attached bid tabulation.

SUSTAINABILITY CRITERIA

Environmental Quality

The Public Works Department is actively involved in the protection of Michigan's natural resources and the public's health and welfare. By maintaining the trees in the parkways and medians the City is able to reduce the amount of dead, dying, damaged and diseased trees within the City.

Social Equity

Tree trimming and removal is provided throughout the City without regard to income level or socio-economic status. All that utilize our sidewalks and roadways will have a safe and aesthetic environment for their travels by maintaining the trees in the parkways and medians.

Economic Strength

By trimming and/or removing trees in the parkways or medians, the Public Works Department decreases the risk of tree damage liabilities and assists in sustaining public and private property values.

DISCUSSION

On January 3, 2017, the City received three bids for tree trimming and removal. Five bid packages were picked up by prospective bidders. CHOP submitted the lowest bid for tree trimming and removal. The unit pricing is unchanged from the previous bid (June 2012) for 2017, increases 2.5% for 2018, and increases again 2.5% for 2019.

The Public Works Department anticipates that approximately \$60,000 will be spent during each calendar year on tree trimming and removal.

BUDGET IMPACT

Sufficient funds are available in the Solid Waste Fund Account # 230-441-44300-956.000.

CITY OF WYOMING, MICHIGAN
TABULATION OF BIDS
ON TREE TRIMMING AND REMOVAL

Opened By: City Clerk On: January 3, 2017 At: 11:00 a.m. o'clock

All bid prices reduced to net. All bid prices shown are firm for orders placed within one year from date of award of bid.

prune and dispose of branches

PAY ITEM	Unit	2017			2018			2019											
		SCHEDULED WORK (unit cost)			EMERGENCY WORK (Unit Cost)			SCHEDULED WORK (unit cost)			EMERGENCY WORK (Unit Cost)								
		CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC						
<6"	EA	\$ 19.50	\$ 30.00	\$ 40.00	\$ 60.00	\$ 150.00	\$ 60.00	\$ 20.00	\$ 32.00	\$ 42.00	\$ 62.00	\$ 150.00	\$ 62.00	\$ 21.00	\$ 33.00	\$ 44.00	\$ 63.00	\$ 150.00	\$ 64.00
6"-12"	EA	\$ 35.00	\$ 50.00	\$ 60.00	\$ 85.00	\$ 150.00	\$ 80.00	\$ 36.00	\$ 54.00	\$ 62.00	\$ 82.50	\$ 150.00	\$ 82.50	\$ 37.00	\$ 55.00	\$ 64.00	\$ 87.00	\$ 150.00	\$ 85.00
12"-18"	EA	\$ 60.00	\$ 136.00	\$ 80.00	\$ 100.00	\$ 400.00	\$ 120.00	\$ 62.00	\$ 140.00	\$ 82.50	\$ 124.00	\$ 400.00	\$ 103.00	\$ 63.00	\$ 141.00	\$ 85.00	\$ 103.00	\$ 400.00	\$ 128.00
18"-24"	EA	\$ 90.00	\$ 152.00	\$ 120.00	\$ 175.00	\$ 400.00	\$ 200.00	\$ 93.00	\$ 160.00	\$ 124.00	\$ 206.00	\$ 400.00	\$ 180.00	\$ 94.00	\$ 162.00	\$ 128.00	\$ 181.00	\$ 400.00	\$ 210.00
24"-30"	EA	\$ 121.00	\$ 168.00	\$ 200.00	\$ 295.00	\$ 400.00	\$ 300.00	\$ 125.00	\$ 178.00	\$ 206.00	\$ 309.00	\$ 400.00	\$ 304.00	\$ 126.00	\$ 179.00	\$ 212.00	\$ 305.00	\$ 400.00	\$ 318.00
30"-36"	EA	\$ 154.00	\$ 340.00	\$ 350.00	\$ 360.00	\$ 640.00	\$ 450.00	\$ 158.00	\$ 350.00	\$ 360.50	\$ 463.50	\$ 640.00	\$ 370.00	\$ 158.00	\$ 350.00	\$ 470.00	\$ 371.00	\$ 640.00	\$ 475.00
>36"	EA	\$ 184.00	\$ 445.00	\$ 450.00	\$ 360.00	\$ 800.00	\$ 600.00	\$ 189.00	\$ 450.00	\$ 475.00	\$ 618.00	\$ 800.00	\$ 372.00	\$ 190.00	\$ 450.00	\$ 490.00	\$ 373.00	\$ 800.00	\$ 635.00

tree removal, including stump removal

PAY ITEM	Unit	2017			2018			2019											
		SCHEDULED WORK (unit cost)			EMERGENCY WORK (Unit Cost)			SCHEDULED WORK (unit cost)			EMERGENCY WORK (Unit Cost)								
		CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC						
<6"	EA	\$ 65.00	\$ 90.00	\$ 150.00	\$ 114.00	\$ 400.00	\$ 200.00	\$ 67.00	\$ 95.00	\$ 154.00	\$ 206.00	\$ 400.00	\$ 117.00	\$ 69.00	\$ 100.00	\$ 160.00	\$ 120.00	\$ 400.00	\$ 212.00
6"-12"	EA	\$ 120.00	\$ 150.00	\$ 200.00	\$ 210.00	\$ 400.00	\$ 250.00	\$ 123.00	\$ 155.00	\$ 206.00	\$ 257.00	\$ 400.00	\$ 216.00	\$ 126.00	\$ 160.00	\$ 212.00	\$ 222.00	\$ 400.00	\$ 265.00
12"-18"	EA	\$ 185.00	\$ 200.00	\$ 325.00	\$ 324.00	\$ 400.00	\$ 400.00	\$ 190.00	\$ 205.00	\$ 335.00	\$ 412.00	\$ 400.00	\$ 334.00	\$ 195.00	\$ 210.00	\$ 344.00	\$ 344.00	\$ 400.00	\$ 424.00
18"-24"	EA	\$ 320.00	\$ 400.00	\$ 450.00	\$ 560.00	\$ 800.00	\$ 550.00	\$ 329.00	\$ 405.00	\$ 463.00	\$ 566.00	\$ 800.00	\$ 577.00	\$ 338.00	\$ 410.00	\$ 477.00	\$ 594.00	\$ 800.00	\$ 584.00
24"-30"	EA	\$ 520.00	\$ 600.00	\$ 700.00	\$ 910.00	\$ 1,200.00	\$ 900.00	\$ 536.00	\$ 610.00	\$ 721.00	\$ 927.00	\$ 1,250.00	\$ 938.00	\$ 550.00	\$ 620.00	\$ 742.00	\$ 966.00	\$ 1,250.00	\$ 954.00
30"-36"	EA	\$ 635.00	\$ 800.00	\$ 950.00	\$ 1,112.00	\$ 1,600.00	\$ 1,200.00	\$ 654.00	\$ 810.00	\$ 978.00	\$ 1,236.00	\$ 1,650.00	\$ 1,146.00	\$ 674.00	\$ 820.00	\$ 1,007.00	\$ 1,181.00	\$ 1,650.00	\$ 1,274.00
>36"	EA	\$ 1,200.00	\$ 1,500.00	\$ 1,200.00	\$ 1,995.00	\$ 3,000.00	\$ 1,500.00	\$ 1,237.00	\$ 1,510.00	\$ 1,236.00	\$ 1,545.00	\$ 3,100.00	\$ 2,056.00	\$ 1,275.00	\$ 1,520.00	\$ 1,274.00	\$ 2,120.00	\$ 3,100.00	\$ 1,591.00

stump grinding only

PAY ITEM	Unit	2017			2018			2019		
		SCHEDULED WORK (unit cost)			EMERGENCY WORK (unit cost)			SCHEDULED WORK (unit cost)		
		CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC	CHOP	SUMMIT TREE SERVICE	TREEWORX, INC
<6"	EA	\$ 30.00	\$ 60.00	\$ 25.00	\$ 31.00	\$ 62.00	\$ 26.00	\$ 32.00	\$ 64.00	\$ 27.00
6"-12"	EA	\$ 35.00	\$ 90.00	\$ 50.00	\$ 36.00	\$ 93.00	\$ 51.50	\$ 37.00	\$ 96.00	\$ 53.00
12"-18"	EA	\$ 60.00	\$ 100.00	\$ 70.00	\$ 61.00	\$ 104.00	\$ 72.00	\$ 62.00	\$ 108.00	\$ 74.00
18"-24"	EA	\$ 70.00	\$ 120.00	\$ 85.00	\$ 71.00	\$ 125.00	\$ 98.00	\$ 72.00	\$ 130.00	\$ 100.00
24"-30"	EA	\$ 105.00	\$ 150.00	\$ 150.00	\$ 108.00	\$ 156.00	\$ 154.00	\$ 111.00	\$ 162.00	\$ 158.00
30"-36"	EA	\$ 130.00	\$ 200.00	\$ 225.00	\$ 134.00	\$ 207.00	\$ 231.00	\$ 138.00	\$ 214.00	\$ 238.00
>36"	EA	\$ 175.00	\$ 250.00	\$ 300.00	\$ 180.00	\$ 258.00	\$ 309.00	\$ 185.00	\$ 266.00	\$ 318.00

RESOLUTION NO. _____

RESOLUTION TO CONCUR WITH REPAIRS OF A
SNOW PLOW UNIT AND TO AUTHORIZE PAYMENT
AND TO ACCEPT A QUOTE FOR THE PURCHASE OF
UNDERBODY SCRAPER SNOW PLOW PARTS

WHEREAS:

1. As detailed in the attached Staff Report, West Michigan International repaired a City snow plow and it is recommended the City Council authorize payment to West Michigan International in the amount of \$9,229.90 for the repair.
2. It is also recommended the City Council accept a quote from Knapheide Truck Equipment for the purchase of underbody scraper snow plow parts in the estimated amount of \$11,000.00.
3. Funds for the repair and purchase are available in the Motor Pool Fund Repairs and Maintenance account number 661-441-58200-930000 and Maintenance Supplies account number 661-441-58200-775000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby concur with repairs of a snow plow unit and authorizes payment to West Michigan International in the total amount of \$9,229.90.
2. The City Council does hereby accept a quote from Knapheide Truck Equipment for the purchase of underbody scraper snow plow parts in the total estimated amount of \$11,000.00.
3. The City Council does hereby waive the provisions of Sections 2-252, 2-253, 2-254 and 2-256 of the City Code regarding publication and posting of bid notices, notification of bidders and the bid opening procedure.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

ATTACHMENTS:

Staff Report

Quotes

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

DATE: December 29, 2016
SUBJECT: Snow Plow Repairs
FROM: Ted Seil, Fleet Services Supervisor
Date of Meeting: January 16, 2017

RECOMMENDATION:

The Public Works Department recommends that the City Council approve the attached invoice from West Michigan International for the repair of a city snow plow in the amount of \$9,229.90. We also recommend that the City Council approve the purchase of underbody scraper snow plow repair parts from Knapheide Truck Equipment Company in the amount of \$11,000.00, includes an estimated freight charge of \$700.00

SUSTAINABILITY CRITERIA:

Environmental Quality - This criterion is not negatively impacted by this approval request.

Social Equity- Snow plows are used throughout the City of Wyoming, keeping streets clear of snow and ice providing high quality service to all residents without regard to income level or socio-economic status.

Economic Strength - The proper repair and maintenance of City equipment allows vehicles to perform at maximum efficiency, keeping the equipment on the road and working properly during severe weather events.

DISCUSSION:

On December 17, 2016, Wyoming hired West Michigan International to repair a 2010 International salt spreader truck (number 503-001) with drivability and power problems. The original estimate to repair engine and emission components was \$7,300. Once torn down, further problems were found with the Diesel Exhaust Filter (DEF). In order to repair the engine and emissions system properly and maintain the integrity of the equipment, the DEF had to be replaced, causing the repair to exceed \$8,500.00. Council approval is required.

Due to normal wear and tear on equipment, the underbody scraper on plow truck 502-001 will need to be replaced at the end of the season. The underbody scraper is a Henderson product and will take 8 to 12 weeks to ship. There are two authorized Henderson dealers located in Michigan. Both dealers were contacted and asked to provide a repair parts estimate. Knapheide Truck Equipment Company submitted the lowest quote of the two dealers. The underbody scraper will cost \$10,137.00 and the freight is estimated to be \$700.00, for an approximate total of \$11,000.

BUDGET IMPACT:

Sufficient funds have been budgeted in the Motor Pool Fund Repairs and Maintenance Account 661-441-58200-930.000 and Maintenance Supplies Account 661-441-58200-775.000.

Seil, Ted

From: Rich, Kenneth
Sent: Tuesday, January 10, 2017 7:13 AM
To: Seil, Ted
Subject: FW: underbody scraper

Ted,
Forwarding the quote for a Underbody scraper from Arista.

Ken

From: Gordie Wittenbach [<mailto:gordie@aristatrucksystems.com>]
Sent: Tuesday, December 27, 2016 12:16 PM
To: Rich, Kenneth
Subject: underbody scraper

Hi ken!

Here is the price for the 12' under body scraper. You're looking at approx. 8 weeks from time of order to completion then a few days to ship. Your cost is \$10,500! Let me know what you would like to do and I will get this going for you in hopes to expedite a little quicker if possible. Thanks ken!

Thank you,
Gordie Wittenbach
Parts department manager



Arista Truck Systems, Inc.

Equipment & Design for Commercial Trucks

Arista Truck Systems, Inc.
5125 Clay Ave.
Grand Rapids, MI 49548
www.aristatrucksystems.com
Phone: 616-530-6000
Fax: 616-530-9934
Cell: 616-337-9801
gordie@aristatrucksystems.com

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575 56TH STREET SW
 GRAND RAPIDS, MI 49548
 P: (616) 241-4656
 A3506

BILL TO
 CITY OF WYOMING - 10783
 1155 28TH STREET SW
 PO BOX 905
 WYOMING MI 49509
 P: (616) 530-7273

DELIVER TO
 CITY OF WYOMING - 10783
 1155 28TH STREET SW
 PO BOX 905
 WYOMING MI 49509
 P: (616) 530-7273

SERVICE INVOICE: R101008925:01

DATE ARRIVED	DATE INVOICE	SALES TYPE	ADVISOR	TERMS	CUSTOMER REFERENCE				
12/17/2016 11:54:45AM	12/24/2016	SRET	Jason Carley	AR	503				
YEAR	MAKE	MODEL	VIN	Unit ID	CUST UNIT #	ENGINE HOURS	IN SERVICE	Component Serial #	ODOMETER
2011	INTERNATIONAL	7000 SERIES	IHTWCAAR5BJ392901	154135	503-001	2,010	12/3/2010		31718

JOB #1 12 ENGINE

COMPLAINT TRUCK LOOSES ACCELERATOR RESPONSE, SHUT OFF AND RE-START...IT WORKS AGAIN FOR A WHILE, TRY TO MAKE THIS REPAIR ONLY TODAY, IF ACCELERATOR CANNOT BE REPAIRED TODAY THEN WE ARE OK TO DOWN TRUCK FOR COOLANT LOSS ISSUE.

CAUSE
 CORRECTION UNIT CAME IN AND HAD NO CODES BUT DRIVER TOLD WRITER THAT HE LOSES THROTTLE RESPONSE AND HAS TO CYCLE KEY TO GET IT BACK, WRITER INFORMED THAT THEY WOULD REALLY LIKE TRUCK BACK AND TO TRY A TPS/THROTTLE PEDAL AND SEE IF THAT HELPS, REMOVED OLD THROTTLE PEDAL AND INSTALLED NEW, TOOK UNIT OUT AND TEST DROVE FOR QUITE A BIT, FIGURED IT WAS FIXED BUT JUST BEFORE I PULLED BACK INTO LOT I GOT A ACTIVE CODE FOR SPN91 FMI 7 APS DOESN'T AGREE WITH IVS BUT I HAD TO CLEAR IT IN ORDER TO GET MOVING AGAIN, GOT IT BACK INTO SHOP AND LOOKED UP CODE AND IT SUGGESTED TPS AS WELL ON FCAP BUT IM GUESSING THERE IS SOME WIRING ISSUES GOING ON IF THAT DIDN'T TAKE CARE OF ISSUE, WAS END OF SHIFT SO CLEANED UP AND PULLED UNIT IN SHOP TURNED OLD PEDAL IN FOR CORE TO PARTS. (177). FOLLOWED FCAP COULD NOT GET WIRING TO ACT UP. NEEDS DRIVEN AGAIN OR OVERLAY. INSPECTED AND TESTED WIRING, COULD NOT PINPOINT ISSUE, MADE AND INSTALLED OVERLAY HARNESS FROM APS TO ECM. REASSEMBLED AND TEST DROVE, NO FURTHER ISSUES EXCEPT VERIFIED BLACK SMOKE. PULLED DPF AND FOUND IT IS COMING APART. GOT PARTS QUOTE.

QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTD PRICE
30	101D/BDT234112FT	PRIMARY	0.13	3.90
30	101D/BDT23411FT	PRIMARY	0.13	3.90
15	101D/BDT23412FT	PRIMARY	0.13	1.95
15	101D/BDT23414FT	PRIMARY	0.13	1.95
25	101D/BDTC24706	CABLE TI	0.08	2.00
15	101D/BDTLFR50150F	LOOM SPL	0.47	7.05
6	101N/1651943C1	TERMINAL CABLE FEMALE	0.83	4.98
1	101N/2595195C92	PEDAL,KIT ACCEL PEDAL ASSY W/S	346.75	346.75
-1	101N/2595195C92-COI	PEDAL,KIT ACCEL PEDAL ASSY W/S	45.00	-45.00
1	101N/2595195C92-COI	PEDAL,KIT ACCEL PEDAL ASSY W/S	45.00	45.00
6	101N/3612254C1	TERMINAL CABLE MCP 1.2 SILVER	1.08	6.48
1	101N/404617C1	GROMMET W/S WASHER	1.88	1.88
5.50	LABOR 12-10	DIAGNOSE AND FABRICATE OVERLAY HARNESS	105.00	577.50
	256 - Schick, John - M242325			
1.50	LABOR 12-20	REPLACE ACCELERATOR PEDAL	105.00	157.50
	227 - Nelson, Gregory - M263266			



QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTD PRICE
	DCR	Change Tax Code to EXEMPT on Dirty Core Returns	0.00	

Parts: \$380.84 Labor: \$735.00 Misc: \$0 Sublet: \$0 \$1,115.84

JOB #3 12 ENGINE

COMPLAINT ENGINE CONSUMING COOLANT, GRAY/BLACK SMOKE FROM EXHAUST
 CAUSE

CORRECTION CHECK EGR COOLER FOR LEAKING. EGR COOLER LOOSING COOLANT INTERNALLY. REMOVE COOLER AND TURBOS. TURBOS SATURATED WITH OIL. CHECK BULLETIN, NEEDS UPDATED VALVE COVER AND NEEDS NEW UPDATED BREATHER. ALSO NEEDS NEW AIR BRAKE. INFORMED WRITER AND NEED AUTHORIZATION FOR REPAIRS.
 DISASSEMBLE TURBOS AND SOAK AND CLEAN, REASSEMBLE TURBOS. REPLACED AIR BREATHER, REPLACED VALVE COVER. INSTALL NEW EGR COOLER WITH NEW FRONT PIPE, INSTALL TURBO ASSEMBLY WITH NEW OIL FEED TUBE.
 163, INSTALLED TURBO OIL DRAIN TUBES, INSTALLED COOLER ON TOP OF ROCKER COVER. INSTALLED NEW EXHAUST BRAKE. FILLED WITH COOLANT AND RAN ENGINE, CHECKED FOR LEAKS. INSTALLED RIGHT FENDER EXTENSION AND INNER FENDERS. RECORDED SERIAL NUMBERS OFF DPFS, INSTALLED NEW DPF. RAN TRUCK UP TO TEMP RAN MAF CAL AND OBFCT COMPLETED SUCCESFUL. TURNED IN CORE.

QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTD PRICE
1	101D/IBLP16PB	PENETRAN	5.10	5.10
2	101N/1848675C1	CLAMP HOSE CT 3/4"	5.23	10.46
1	101N/1883181C1	GASKET TURBO MOUNTING	46.52	46.52
1	101N/1885590C93	TUBE ASSY, TURBO OIL SUPPLY	118.59	118.59
1	101N/1889328C92	KT SEAL,KIT TURBO OIL LINE SEA	15.49	15.49
1	101N/1889336C98	KT COOL,KIT, EGR COOLER -HIGH	1,081.85	1,081.85
-1	101N/1889336C98-COI	KT COOL,KIT, EGR COOLER -HIGH	450.00	-450.00
1	101N/1889336C98-COI	KT COOL,KIT, EGR COOLER -HIGH	450.00	450.00
1	101N/1890074C2	ELBOW TURBO OUTLET	79.05	79.05
1	101N/1893794C1	CLAMP EXHAUST PIPE CLAMP TUR	18.96	18.96
1	101N/1899904C2	TUBE ASSY EXHAUST BRAKE	30.45	30.45
2	101N/2015983C1	GASKET EXH PIPE FLANGE	14.47	28.94
1	101N/2512559C91	KT BRTHR,KIT, OPEN BREATHER CO	688.37	688.37
2	101N/2594128C1	CLAMP V-BAND	44.00	88.00
2	101N/2594129C1	GASKET V-BAND FLANGE	16.40	32.80
2	101N/3006707C1	BOLT HEX FLANGE M8 X 45 B16	4.61	9.22
1	101N/3018016C2	GASKET, HC INJ	35.40	35.40
1	101N/3805267C2	CLAMP EXHAUST PIPE	28.17	28.17
1	101N/3869550C1	CLAMP EXHAUST PIPE V-BAND W/Q	27.66	27.66
1	101N/5010853R1	CONVERTR,CONVERTER, REMAN DPF	1,859.85	1,859.85
-1	101N/5010853R1-COR	CONVERTR,CONVERTER, REMAN DPF	650.00	-650.00
1	101N/5010853R1-COR	CONVERTR,CONVERTER, REMAN DPF	1,300.00	1,300.00
1	101N/7078617C1	TUBE ASSY INJECTOR COOLER INLT	24.11	24.11
1	101N/7078618C1	TUBE ASSY INJECTOR COOLER OUTL	27.90	27.90
1	101N/7080387C92	TUBE, ASSY COOLANT RETURN	83.48	83.48
1	101N/7095683C92	MODULE,BRAKE, ASSY EXH OVER RA	713.23	713.23
1	101N/7096184C1	PLUG, M20	1.99	1.99
3	101N/FLTANCBC14	FLUID,FLEETRITR AEROSOL NON CH	1.99	5.97
7.80	LABOR 12-20	INSTALL OPEN BREATHER KIT WITH CCOS AND UPDAI	105.00	819.00
	163 - Galle, Eric - M151070			
3.50	LABOR 12-20	REPLACE DPF	105.00	367.50



QTY	ITEM	DESCRIPTION	UNIT PRICE	EXTD PRICE
	227 - Nelson, Gregory - M263266			
11.20	LABOR 12-20	REPLACE EGR COOLER	105.00	1,176.00
	199 - Kenney, Timothy - M209793			
	DCR	Change Tax Code to EXEMPT on Dirty Core Returns	0.00	

Parts: \$5,711.56 Labor: \$2,362.50 Misc: \$0 Sublet: \$0 \$8,074.06

CUSTOMER APPROVAL FOR REPAIRS NOT COVERED BY WARRANTY, POLICY, OR FIELD CHANGES		STATEMENT OF DISCLAIMER	LABOR	\$3,097.50
FINANCE CHARGES WILL APPLY IF THE NEW BALANCE IS UNPAID ONE MONTH FROM CLOSING DATE OF STATEMENT. FINANCE CHARGE IS COMPUTED BY A PERIODIC RATE OF 2% PER MONTH WHICH IS AN ANNUAL PERCENTAGE RATE OF 24% APPLIED TO THE PREVIOUS.			THE FACTORY WARRANTY CONSTITUTES ALL OF THE WARRANTIES WITH RESPECT TO THE SALE OF THIS ITEM/ITEMS. THE SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SELLER NEITHER ASSUMES NOR AUTHORIZES ANY OTHER PERSON TO ASSUME FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS ITEM/ITEMS.	PARTS
TERMS:	STRICTLY CASH UNLESS ARRANGEMENTS MADE		MISC	\$0.00
I HEREBY AUTHORIZE THE REPAIR WORK HERIN SET FORTH TO BE DONE ALONG WITH THE NECESSARY MATERIALS AND AGREE THAT YOU ARE NOT RESPONSIBLE FOR LOSS OR DAMAGE TO VEHICLE OR ARTICLES LEFT IN VEHICLE IN CASE OF FIRE, THEFT OR ANY OTHER CAUSE BEYOND YOUR CONTROL OR FOR ANY DELAYS CAUSE BY UNAVAILABILITY OF PARTS OR DELAY IN PARTS SHIPMENTS BY THE SUPPLIER OR TRANSPORTER. I HEREBY GRANT YOU AND/OR YOUR EMPLOYEES PERMISSION TO OPERATE THE VEHICLE HEREIN DESCRIBED ON THE STREETS, HIGHWAYS, OR ELSEWHERE FOR THE PURPOSE OF TESTING AN/OR INSPECTION. AN EXPRESS GARAGE KEEPER'S LIEN IS HEREBY ACKNOWLEDGED ON THIS VEHICLE TO SECURE THE AMOUNT OF REPAIRS THERETO. I UNDERSTAND THAT PURSUANT TO SAID EXPRESS GARAGE KEEPER'S LIEN, I HAVE NO RIGHT OF POSSESSION TO THE ABOVE VEHICLE UNTIL THE REPAIRS THERETO HAVE BEEN PAID IN FULL OR UNTIL YOU AND/OR YOUR EMPLOYEES HAVE RELEASED THE VEHICLE TO ME.			SUBLET	\$0.00
ALL PARTS INSTALLED ARE NEW UNLESS SPECIFIED OTHERWISE			SUBTOTAL	\$9,189.90
			SHOP SUPPLIES	\$40.00
			DISP FEES	\$0.00
			TAX	\$0.00
			TOTAL	\$9,229.90

PLEASE REMIT PAYMENT TO:

WEST MICHIGAN INTERNATIONAL
 LLC
 575 56TH STREET SW
 GRAND RAPIDS, MI 49548

AUTHORIZED BY _____ DATE _____

RESOLUTION NO. _____

RESOLUTION TO CONCUR WITH FLOOR REPAIRS
AND AUTHORIZE PAYMENT TO
D.C. BYERS COMPANY/GRAND RAPIDS, INC.

WHEREAS:

1. As detailed in the attached Staff Report, D.C. Byers Company/Grand Rapids, Inc. provided a quote in the amount of \$6,082.00 to repair floors in the drive-thru and parking areas at the Clean Water Plant.
2. During repairs it was discovered additional concrete repairs were required in the amount of \$3,835.60
3. It is recommended the City Council concur with the floor repairs and authorize payment to D.C. Byers Company/Grand Rapids, Inc. in the total amount of \$9,917.60.
4. Funds are available in the Sewer Fund Repairs and Maintenance account number 590-590-54300-930000.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby concur with the floor repairs at the Clean Water Plant.
2. The City Council does hereby authorize payment to D.C. Byers Company/Grand Rapids, Inc. in the total amount of \$9,917.60.

Moved by Councilmember:

Seconded by Councilmember:

Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

ATTACHMENTS:
Staff Report
Quote
Invoice

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: January 4, 2017
Subject: Authorization of Payment for Services Rendered
From: Tom Wilson, Utility Maintenance Manager
Date of Meeting: January 16, 2017

RECOMMENDATION:

It is recommended that the City Council authorize payment for services rendered by the DC Byers Company in the amount of \$9,917.60.

SUSTAINABILITY CRITERIA:

Environmental Quality – The Wyoming Utilities Department is actively engaged in the protection of Michigan’s natural water environment and the public health of Wyoming’s citizens. As part of our efforts to continue making a positive impact on the environment, it is necessary that our infrastructure and the equipment that keeps it running are maintained in a safe, reliable, and optimal working condition.

Social Equity – The Utility function within the City of Wyoming provides the same high quality service to all areas of the City without regard to income level or socio-economic status. All of Wyoming’s utility users enjoy equal access to the benefits of our state-of-the-art wastewater and drinking water treatment technologies.

Economic Strength – Regular and proper upkeep of city equipment contributes to the efficiency of the equipment, and to the prevention of untimely and costly repairs or replacement that could potentially interrupt the day to day operations of the Plant. Having the additional repair work completed at the time the floor was already torn up would save money at this time as opposed to having the work done at a later time.

DISCUSSION:

During the Phase 2 construction project that started in 2008 a new troweled-on floor was installed on the main drive located in the Main Building. Over the years, the floors has settled and cracked and much spalling has occurred. We contacted the original installer, DC Byers, for a quote to repair the floor. The original repair quote totaled \$6,082.00. During the repair, it was discovered that the floor structure was in worse condition than originally thought and additional concrete work was necessary. Due to these extenuating and unforeseeable circumstances the additional work brought the total repair cost to \$9,917.60, making it necessary to bring this to City Council for their authorization.

BUDGET IMPACT:

Sufficient funds are available in the Sewer Fund Repairs and Maintenance Account #590-590-54300-930000.



D. C. Byers Co./Grand Rapids, Inc.
SPECIALISTS IN RESTORATION OF STRUCTURES SINCE 1903

November 1, 2016

City of Wyoming
Clean Water Plant
2350 Ivanrest
Grandville, MI 49418
Attn Dave Bartz:

RE: Epoxy Floor Repairs in Drive-Thru and Parking Areas

Dear Dave:

DC Byers Company/Grand Rapids, Inc. is pleased to provide you with this proposal for labor, materials, equipment, and supervision for the following work.

1. Demo of existing de-bonded epoxy floor coating in the parking space and drive thru lane of the main building (approx. 200sf total).
2. Preparation and repair of the concrete floor if necessary.
3. Installation of a three coat epoxy flooring system, including a 1/4" slurry coat, and intermediate broadcast quartz coat, and a clear coat with Shark's grip anti-skid particles added in.

Total Price: \$6,082.00

Note: The broadcast quartz will be Sherwin Williams Ceramic Carpet color #319 (sandpoint) as was sampled and discussed during my visit. We will need to have the area shutdown to pedestrian and vehicle traffic for approximately one week during construction.

Thank you for the opportunity of providing you with this proposal. If you have any questions regarding this quotation, please call me at 538-7300.

Sincerely,
D.C. Byers Company/Grand Rapids, Inc.

Doug Lectka
President

D.C. Byers Co. / Grand Rapids, Inc.

5946 CLAY AVENUE SW
 GRAND RAPIDS, MI 49548
 616-538-7300

Invoice Number : 29762
 Invoice Date : 12/20/2016
 Customer Number : WYO90
 Job Number : 16230
 Due Date : 12/20/2016

INVOICE

CITY OF WYOMING-CLEAN WATER PLANT
 2350 IVANREST AVE SW

WYOMING CLEAN WATER PLNT
 EPOXY FLOOR REPAIRS
 WYOMING

WYOMING, MI 49418

ATTN: *Dave Bartz*

PO NUMBER 2017-00000379

DATE	DESCRIPTION	QTY	U/M	RATE	AMOUNT
12/20/2016	EPOXY FLOOR BASE PRICE				6,082.00
12/20/2016	ADDTL FLOOR DEMO & CONE REPAIRS	54.00	HRS	55.0000	2,970.00
12/20/2016	MTLS REPAIR MORTAR	40.00	BGS	18.9900	759.60
12/20/2016	PEA STONE				106.00
GROSS BILLINGS :					9,917.60
NET AMOUNT DUE:					9,917.60

RESOLUTION NO. _____

RESOLUTION TO AWARD A PROPOSAL
FOR HEALTH ASSESSMENT SERVICES

WHEREAS:

1. As detailed in the attached Staff Report, proposals were received for Health Assessment Services for a three year period.
2. It is recommended the City accept the proposal received from Med-1 Occupational Health System.
3. Funds are budgeted in various departmental accounts with the appropriate account being charged at the time of acquisition.

NOW, THEREFORE, BE IT RESOLVED:

1. The City Council does hereby award the proposal for health assessment services from Med-1 Occupational Health System for health assessment services through January 16, 2020.

Moved by Councilmember:
Seconded by Councilmember:
Motion Carried Yes
 No

I hereby certify that the foregoing Resolution was adopted by the City Council for the City of Wyoming, Michigan at a regular session held on January 16, 2017.

ATTACHMENTS:
Staff Report
Tabulation Sheets

Kelli A. VandenBerg, Wyoming City Clerk

Resolution No. _____

STAFF REPORT

Date: January 5, 2017
Subject: Proposal for Health Assessment Services
From: Kristen Bosker, Human Resources Specialist
Meeting Date: January 16, 2017

RECOMMENDATION:

It is recommended that the City Council accept the proposal submitted for health assessment services by Med-1 Occupational Health System (Med-1) for a three year period.

SUSTAINABILITY CRITERIA:

Environmental Quality – Accepting this proposal does not significantly impact environmental quality.

Social Equity – Health assessment services are completed in compliance with all applicable State and Federal Laws.

Economic Strength – By requesting proposals, such as health assessment services, the city can review its current costs, ensure costs are in line with current market conditions, and identify opportunities to be more economically effective in securing services.

Quality Customer Service – It is anticipated that acceptance of this proposal would increase internal quality service. Examples of this include case management and onsite services as well as anticipated decrease the amount of time an employee is away from work.

DISCUSSION:

The intent of this proposal is to secure a professional service provider that is certified and qualified to administer health assessment services including, but not limited to, pre-employment screenings/risk evaluation, pre-employment physical examination(s), alcohol and dry substance testing (drug screens), Michigan Commission on Law Enforcement Standards (MCOLES) physical, National Fire Protection Association (NFPA) physicals, Department of Transportation testing (DOT), and work related injuries.

A total of twenty three invitations to bid were sent to perspective bidders for health assessment services. On December 13, 2016 the city received four bid proposals that were reviewed by Human Resources, Purchasing, and Risk Control. After conducting an interview and reference checks with Med-1, the lowest bidder, it is recommended the bid be awarded to Med-1.

Med-1 has provided services to the Drinking Water Plant in Holland for numerous years and will continue to be the primary service provider for that facility. With two additional locations in West Michigan, Med-1 Leonard will be the primary provider for other City departments offering services Monday – Friday 7:00am-7:00pm, Saturday 9:00am-12:00pm. Additionally, the Med -1 Leonard location provides 24/7/365 service for injury care and drug screens while working with local hospitals for life threatening services.

BUDGET IMPACT:

It is estimated that the annual expenditure for health assessment services will total approximately \$54,000.00. Other bills for services are paid through our third party administrator and vary based on the amount and severity of injuries that occur each year. Funds for health assessment services are budgeted in various departmental accounts with the appropriate account being charged at the time of acquisition.

Attachment: Tab Sheets

	MED-ONE OCCUPATIONAL HEALTH SYSTEM			MERCY HEALTH			SPECTRUM HEALTH OCCUPATIONAL HEALTH			CONCENTRA		
SERVICES AND PRICING	YEAR 1	YEAR 2	YEAR 3	YEAR 1	YEAR 2	YEAR 3	YEAR 1	YEAR 2	YEAR 3	YEAR 1	YEAR 2	YEAR 3
INJURY/ILLNESS												
TREATMENT FOR WORK RELATED INJURY OR ILLNESS	DISCOUNTED 5% OFF STATE OF MICHIGAN FEE SCHEDULE			BILLED ACCORDINGLY TO THE STATE OF MICHIGAN'S WORKERS COMPENSATION FEE SCHEDULE			MICHIGAN FEE SCHEDULE PRICING					
AFTER HOURS WORK INJURY TRIAGE							\$45.00	\$ 45.00	\$ 45.00			
							VIRTUAL INJURY TRIAGE WITH A PROVIDER AFTER CLINIC HOURS TO DETERMINE BEST COURSE OF CARE.					
AFTER HOURS EMERGENCY CARE							MICHIGAN FEE SCHEDULE PRICING					
							BLODGETT EMERGENCY ROOM					
DRUG SCREEN WITH INITIAL INJURY VISIT	\$22.00	\$ 22.00	\$22.00	NO CHARGE	\$25.65 (5 YEAR PANEL)	\$25.65 (5 YEAR PANEL)						
EVIDENTIAL BREATH TEST (E.B.T.)	\$16.00	\$ 16.00	\$16.00	NO CHARGE	\$25.65 (5 YEAR PANEL)	\$25.65 (5 YEAR PANEL)						
E.V.P. CONFIRMATION IF REQUIRED	\$16.00	\$ 16.00	\$16.00									
REFERRAL TO SPECIALIST FOR TESTING AND FURTHER TREATMENT IF NECESSARY				ALL REFERRALS ARE MADE PER EMPLOYER'S DISCRETION								
PHYSICAL EXAMS												
PHYSICALS										\$ 50.00	\$50.00	\$ 50.00
PHYSICAL - REGULATED										\$ 45.00	\$45.00	\$ 45.00
RTW PHYSICAL										\$ 50.00	\$50.00	\$ 50.00
PRE-PLACEMENT/POST-OFFER EXAMS	\$36.00	\$ 36.00	\$36.00	\$37.80	\$37.80	\$ 37.80	\$52.00	\$ 52.00	\$ 52.00	\$ 50.00	\$50.00	\$ 50.00
TWIN RX										\$150.00	\$ 150.00	\$150.00
FITNESS FOR DUTY EXAMS	\$65.00	\$ 65.00	\$65.00	\$ 125.00	\$ 125.00	\$125.00	\$50.00	\$ 50.00	\$ 50.00			
FITNESS FOR DUTY 2										\$ 55.00	\$55.00	\$ 55.00
FITNESS FOR DUTY 3										\$ 75.00	\$75.00	\$ 75.00
FITNESS FOR DUTY 4										\$100.00	\$ 100.00	\$100.00
FITNESS FOR DUTY 5										\$175.00	\$ 175.00	\$175.00
NATIONAL FIRE PROTECTION ASSOCIATION (NFPA) PHYSICALS	\$38.00	\$ 38.00	\$38.00	\$ 296.00	\$ 296.00	\$296.00	\$358.00	\$358.00	\$358.00			
	INCLUDES: PE ONLY			INCLUDES: PHYSICAL EXAM (HISTORY & VITALS), PULMONARY FUNCTION TEST, CBC WITH DIFF, CHEMISTRY PANEL, URINE CYTOLOGY, TITMUS EYE EXAM, RESPIRATOR CERTIFICATION CLEARANCE, URINALYSIS WITH ICRO, AUDIOGRAM, EKG WITH REPORT, CHEST X-RAY (SINGLE VIEW), TB TEST			ANNUAL - INCLUDES CHEST X-RAY AND EKG					
							\$417.50	\$417.50	\$417.50			
							NEW HIRE - INCLUDES CHEST X-RAY, EKG					
DOT EXAMS (NEW)	\$50.00	\$ 50.00	\$50.00	\$72.00	\$72.00	\$ 72.00	\$56.00	\$ 56.00	\$ 56.00	\$ 50.00	\$50.00	\$ 50.00
DOT EXAMS (RECERTIFICATION)	\$50.00	\$ 50.00	\$50.00	\$72.00	\$72.00	\$ 72.00	\$56.00	\$ 56.00	\$ 56.00	\$ 50.00	\$50.00	\$ 50.00
TB TEST	\$15.00	\$ 15.00	\$15.00	\$14.40	\$14.40	\$ 14.40	\$18.00	\$ 18.00	\$ 18.00	\$ 25.00	\$25.00	\$ 25.00
HEPATITIS B SERIES (PER DOSE)	\$60.00	\$ 60.00	\$60.00	\$47.25	\$47.25	\$ 47.25	\$75.00	\$ 75.00	\$ 75.00			
COMPREHENSIVE BACK EXAM	NO CHARGE						\$28.00	\$ 28.00	\$ 28.00	INCLUDED WITH EXAM		
RESPIRATORY CERTIFICATION - QUESTIONNAIRE REVIEW	\$15.00	\$ 15.00	\$15.00	\$14.40	\$14.40	\$ 14.40	\$18.00	\$ 18.00	\$ 18.00	INCLUDED WITH EXAM		
RESPIRATORY - FIT TEST	\$25.00	\$ 25.00	\$25.00									
FIT - TEST QUALITATIVE										\$ 50.00	\$50.00	\$ 50.00

	MED-ONE OCCUPATIONAL HEALTH SYSTEM			MERCY HEALTH			SPECTRUM HEALTH OCCUPATIONAL HEALTH			CONCENTRA		
FIT - TEST QUANTITATIVE										\$ 55.00	\$55.00	\$ 55.00
RESPIRATION CERTIFICATION - PHYSICAL EXAM (IF NEEDED)	\$32.00	\$ 32.00	\$32.00	\$33.30	\$33.30	\$ 33.30						
RESPIRATORY - PFT	\$35.00	\$ 35.00	\$35.00							\$ 30.00	\$30.00	\$ 30.00
RESPIRATORY PHYSICAL										\$ 50.00	\$50.00	\$ 50.00
HAND/WRIST EXAM	NO CHARGE						\$50.00	\$ 50.00	\$ 50.00	INCLUDED WITH EXAM		
TIMUS VISION TEST	NO CHARGE			\$16.20	\$16.20	\$ 16.20	\$16.50	\$ 16.50	\$ 16.50	\$ 25.20	\$25.20	\$ 25.20
ISHIRARA VISION										\$ 25.20	\$25.20	\$ 25.20
LIFT TEST	\$15.00	\$ 15.00	\$15.00	\$33.75	\$33.75	\$ 33.75	\$20.00	\$ 20.00	\$ 20.00	INCLUDED WITH EXAM		
AUDIOGRAM	\$15.00	\$ 15.00	\$15.00	\$21.60	\$21.60	\$ 21.60	\$20.00	\$ 20.00	\$ 20.00	\$ 25.00	\$25.00	\$ 25.00
BLOODWORK				VARIES - BASED ON TESTING NEEDED			VARIES - DEPENDING ON REQUIRED TESTING					
RETURN TO WORK	\$32.00	\$ 32.00	\$32.00	\$60.00	\$60.00	\$ 60.00	\$45.00	\$ 45.00	\$ 45.00	\$ 50.00	\$50.00	\$ 50.00
MEDICAL SURVEILLANCE/HAZMAT EXAMS	\$38.00	\$ 38.00	\$38.00	\$45.00	\$45.00	\$ 45.00	\$60.00	\$ 60.00	\$ 60.00	\$ 50.00	\$50.00	\$ 50.00
				EXAM ONLY, ADD 'L TESTING EXTRA			INCLUDES WRITTEN LETTER OF OPINION FOR WORK WITH HAZARDOUS MATERIALS					
EKG	\$35.00	\$ 35.00	\$35.00	\$49.50	\$49.50	\$ 49.50	\$59.00	\$ 59.00	\$ 59.00	\$ 55.00	\$55.00	\$ 55.00
CHEST X-RAY (SINGLE VIEW)				\$45.00	\$45.00	\$ 45.00	\$60.00	\$ 60.00	\$ 60.00			
CHEST X-RAY (2-VIEW)										\$ 55.00	\$55.00	\$ 55.00
MCOLES EXAM				\$ 116.00	\$ 116.00	\$116.00	\$238.00	\$238.00	\$238.00			
				INCLUDES: EXAM, AUDIOGRAM AND GOLDMAN VISION TEST (THIS TEST IS PERFORMED AT SHORELINE OPHTHALMOLOGY). DOES NOT INCLUDE PHYSIOLOGICAL ASSESSMENT.			DETAILED PROVIDER EXAMINATION TO MEET MCOLES CERTIFICATION: LAW ENFORCEMENT 5 PANEL URINE DRUG SCREEN, PHYSICAL LEVEL 1 EXAM, RESPIRATOR QUESTIONNAIRE W/ABILITY TO WEAR RESPIRATOR, TB TEST, X-RAY/LS SPINE 2 OR 3 VIEWS					
DRUG/ALCOHOL TESTS (SCHEDULED, RANDOM AND UNANNOUNCED)												
5 PANEL	\$22.00	\$ 22.00	\$22.00	\$25.65	\$27.45	\$ 27.90	\$30.00	\$ 30.00	\$ 30.00	\$ 45.00	\$45.00	\$ 45.00
6 PANEL										\$ 45.00	\$45.00	\$ 45.00
7 PANEL	\$22.00	\$ 22.00	\$22.00	\$27.45	\$27.45	\$ 27.45	\$32.00	\$ 32.00	\$ 32.00	\$ 45.00	\$45.00	\$ 45.00
10 PANEL	\$22.00	\$ 22.00	\$22.00	\$27.90	\$27.90	\$ 27.90	\$51.00	\$ 51.00	\$ 51.00	\$ 45.00	\$45.00	\$ 45.00
10+ PANEL	\$22.00	\$ 22.00	\$22.00				\$52.00	\$ 52.00	\$ 52.00	\$ 45.00	\$45.00	\$ 45.00
BAT										\$ 20.00	\$20.00	\$ 20.00
HAIR TEST	\$65.00	\$ 65.00	\$65.00	\$48.60	\$48.60	\$ 48.60	\$68.20	\$ 68.20	\$ 68.20			
				COLLECTION ONLY								
DOT	\$46.00	\$ 46.00	\$46.00	\$48.60	\$48.60	\$ 48.60	\$53.00	\$ 53.00	\$ 53.00			
				WITH MRO SERVICES								
NON DOT	\$46.00	\$ 46.00	\$46.00				VARIES BY PANEL. SEE ABOVE PRICING					
ESCREEN - URINE	\$20.00	\$ 20.00	\$20.00	\$21.60	\$21.60	\$ 21.60	\$21.00	\$ 21.00	\$ 21.00			
	COLLECTION ONLY - NO CHARGE - INCLUDED IN TESTING IF USING MED-1 LAB			COLLECTION ONLY			URINE COLLECTION ONLY					
ESCREEN - HAIR	\$20.00	\$ 20.00	\$20.00	\$18.90	\$18.90	\$ 18.90	\$2.00	\$ 21.00	\$ 21.00	\$ 75.00	\$75.00	\$ 75.00
	COLLECTION ONLY			COLLECTION ONLY			HAIR COLLECTION ONLY					
E.B.T. (EVIDENTIAL BREATH TEST)				\$23.40	\$23.40	\$ 23.40	\$30.00	\$ 30.00	\$ 30.00			
E.B.T. - CONFIRMATION IF NEEDED				\$23.40	\$23.40	\$ 23.40						

	MED-ONE OCCUPATIONAL HEALTH SYSTEM			MERCY HEALTH			SPECTRUM HEALTH OCCUPATIONAL HEALTH			CONCENTRA		
E.B.T. (NON-DOT)	\$16.00	\$ 16.00	\$16.00									
E.B.T. (NON-DOT) - CONFIRMATION NEEDED	\$16.00	\$ 16.00	\$16.00									
E.B.T. (DOT) - CONFIRMATION INCLUDED	\$32.00	\$ 32.00	\$32.00									
ADDITIONAL SERVICES												
PHYSICAL THERAPY	DISCOUNTED 5% OF STATE OF MICHIGAN FEE SCHEDULE											
WELLNESS	VOLUME BASED PRICING											
MRO	\$20.00	\$ 20.00	\$20.00									
CONSORTIUM	VOLUME BASED PRICING											
DOT FOLLOW-UP	\$35.00	\$ 35.00	\$35.00									
EDUCATIONAL & EPISODIC	\$20.00	\$ 20.00	\$20.00									
	VOLUME BASED PRICING											
ONSITE SCHEDULING							\$42.00	\$ 42.00	\$ 42.00			
							1ST SHIFT - ONSITE SERVICES INCLUDE BUT NOT LIMITED TO DRUG SCREENS, AUDIOS, RESPIRATOR FIT TESTING, FIREFIGHTER PHYSICAL PRE-EVALUATION TESTING, ETC.					
							\$50.00	\$ 50.00	\$ 50.00			
							2ND SHIFT					
OTHER												
PRIMARY FACILITY LOCATION	<u>FACILITY</u> MED-1 LEONARD, LLC 1140 MONROE AVENUE NW SUITE 150 GRAND RAPIDS, MI 49503 616-459-6331 INJURY AND DRUG SCREENS: 24/7/365 AND PHYSICALS: 7:00 A.M. - 7:00 P.M. (MONDAY - FRIDAY) 9:00 A.M. - 12:00 P.M. (SATURDAY)			<u>MEDICAL FACILITY</u> MERCY HEALTH WORKPLACE HEALTH 150 JEFFERSON SE SUITE 110 GRAND RAPIDS, MI 49503 616-685-3150 HOURS: 8:00 A.M. - 4:30 P.M. (MONDAY - FRIDAY)			<u>SMG WEST PAVILION</u> 6105 WILSON AVENUE SW WYOMING, MI 49418 616-391-2778 8:00 A.M. - 6:00 P.M. (MONDAY-FRIDAY)			<u>MEDICAL FACILITY</u> 436 44TH STREET SE SUITE A GRAND RAPIDS, MI 49548 800-232-3550 24/7		
	<u>LAB</u> MEDTOX LABORATORIES, INC. 402 W. COUNTY RD D ST. PAUL, MN 55112 616-636-7466 HOURS: 24/7/365			<u>LAB FACILITY</u> MERCY HEALTH WORKPLACE HEALTH 151 JEFFERSON SE SUITE 111 GRAND RAPIDS, MI 49504 616-685-3151 HOURS: 8:00 A.M. - 4:30 P.M. (MONDAY - FRIDAY)						<u>LAB</u> QUEST DIAGNOSTICS 10101 RENNER BLVD. LENEXA, KS 66219 877-873-8845 HOURS VARIES BY LOCATION		
	<u>MED-1 HOLLAND, LLC</u> 383 GARDEN AVE HOLLAND, MI 49424 616-494-8271 7:00 A.M. - 12: A.M. (MONDAY - FRIDAY) 9:00 A.M. - 1:00 P.M. (MONDAY - FRIDAY).											
	PHYSICALS: 7:00 A.M. - 8:00 P.M. (MONDAY - FRIDAY) 9:00 A.M. - 1:00 P.M. (SATURDAY)											
	RECHECKS BY APT.											
	<u>ADD'L LOCATIONS</u> MED-1 BRETON, LLC, 4433 BRETON AVE SE , KENTWOOD, MI 49508 616-281-6000 7:00 A.M. - 6:00 P.M. (MONDAY-FRIDAY) WALK IN PHYSICALS 7:00 A.M. - 5:30 P.M. (MON-FRI) RECHECKS BY APPOINTMENT											