



**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza Drive**  
**Grosse Pointe Woods, Michigan 48236-2397**

(313) 343-2440  
 Fax (313) 343-2785

**NOTICE OF MEETING**

| COMMISSIONS:                | COMMITTEES:                | X | BOARDS:                             |
|-----------------------------|----------------------------|---|-------------------------------------|
| Beautification Advisory     | Building Authority         |   | Board of Canvassers                 |
| Citizens' Recreation        | Cable TV Ad Hoc            |   | Board of Review                     |
| Community Tree              | Community Events Committee | X | Construction Board of Appeals       |
| Historical                  | Compensation & Evaluation  |   | Community Enhancement Fund Advisory |
| Local Officers Compensation | Construction               |   | Downspout Board of Appeals          |
| Planning                    | Finance                    |   | Pension                             |
| Senior Citizens'            | Fireworks                  |   |                                     |
|                             | Judicial Liaison           |   |                                     |
|                             | Mack Ave Business Study    |   |                                     |
|                             | Public Relations           |   |                                     |

**PUBLIC INVITED: IN ACCORDANCE WITH PUBLIC ACT 267 OF 1976 (OPEN MEETINGS ACT), ALL MEMBERS OF THE GROUP SELECTED ABOVE, AS WELL AS THE GENERAL PUBLIC, ARE INVITED TO ATTEND THE FOLLOWING MEETING:**

**DATE: March 4, 2025    TIME: 5:30 p.m.    PLACE: Conference Room 20025 Mack**

**Regular Meeting (X)                      or                      Re-scheduled Regular Meeting ( )**

**AGENDA OF MEETING**

1. Roll Call
2. Acceptance of Agenda
3. Community Events 2024 Ending Balance Sheet
4. 2025 Music on the Lawn/Fall Fest Proposed Budget
  1. 2024 Employee Overtime Wages
5. 2025 Music on the Lawn/Fall Fest
  - A. Sponsors
    1. 2024 Sponsors /Potential 2025 Sponsors
    2. Sponsor Letter w/Sponsorship Form
    3. Exclusive Rights – St. John Hospital
  - B. Entertainment
    1. Email from Rita O'Farrell 2/27/2025 with attachment
  - C. Food Vendors
    1. July 25 Music on the Lawn & 75<sup>th</sup> Anniversary Summer Celebration and October 4 Fall Fest
      - a. Asst. City Administrator Como & Arthur Lundo (National Coney Island) email 2/19/25
6. Stationary
7. Immediate Certification of Minutes dated 3/4/2025
8. New Business/Public Comment
9. Adjourn

Distribution:

Bryant  
 Boettcher  
 Fenton  
 Granger

McConaghy  
 Fincham  
 Como  
 File

Smith  
 Schulte  
 O'Farrell

Submitted by: Arthur W. Bryant  
 Office Held: Chair  
 Telephone: 313 343-2445

**IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)**

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services, such as signers for the hearing impaired, or audio tapes of printed materials being considered at the meeting to individuals with disabilities. All such requests must be made at least five days prior to a meeting. Individuals with disabilities requiring auxiliary aids or services should contact the City of Grosse Pointe Woods by writing or call the City Clerk's office, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236 (313) 343-2440 or Telecommunications Device for the Deaf (TDD) 313 343-9249



**INSTRUCTIONS TO FULFILL POSTING REQUIREMENTS UNDER P.A. 267 OF 1976 (OPEN MEETINGS ACT):**

All public meetings must have public notice in accordance with the following instructions:

**REGULAR MEETING:** For regular meetings of the public body, there shall be posted within 10 days after the first meeting of said body in January a notice stating the dates, times and place of its regular meetings.

A copy of the Notice of Meeting and Agenda for each regular meeting is to be presented to the City Clerk's office **at least two days before the scheduled regular meeting**. Such is made available to the public and is also posted.

**CHANGE IN REGULAR MEETING DATE:** If the regular meeting dates are changed, there shall be posted **within 3 days of the meeting (to be changed)** a public Notice of Rescheduled Meeting and Agenda, stating the new dates, times and place of the rescheduled regular meeting.

Submit Notice of Rescheduled Meeting and Agenda within 3 days to the City Clerk's office for posting.

**ALL MEETINGS OF A PUBLIC BODY SHALL BE OPEN TO THE PUBLIC AND SHALL BE HELD IN A PLACE AVAILABLE TO THE GENERAL PUBLIC.**

All decisions of a public body shall be made at a meeting open to the public.

No decisions may be made prior to a public meeting.

A person shall not be required, as a condition to attend a meeting of a public body, to register or otherwise provide a name or other information.

All deliberations of a public body constituting a quorum of its members shall take place at a meeting open to the public.

**RESPONSIBILITY OF COMMISSION/BOARD/COMMITTEE TO DO THE FOLLOWING:**

**NOTICE OF MEETING & AGENDA:** Submit a prepared Notice of Meeting and Agenda to the City Clerk, along with envelopes addressed to Commission/Board/Committee members. The City Clerk will mail out the Notice of Meeting & Agenda.

**MINUTES:** Submit a copy of the approved (or "immediately certified") minutes of the meeting to the City Clerk who will submit same to the City Council of Grosse Pointe Woods at the next regular meeting.

**RECORD KEEPING:** The City Clerk's office will retain at City Hall copies of the following for each Board/Commission/Committee:

Notice of Meetings & Agenda  
Minutes – Permanent Records  
General Correspondence

**POSTING REQUIREMENTS:** The City Clerk's office will fulfill posting requirements in accordance with the law as follows: Distribute 11 copies:

- City Hall internal public bulletin boards – City Clerk office to post
- Exterior bulletin boards – City Clerk office to post
- Original to Agenda folder in File Dr. #22
- City Website – give to IT dept for posting to website

**For further information, telephone the City Clerk's Office at 343-2440.**