



CITY OF GROSSE POINTE WOODS
REGULAR CITY COUNCIL MEETING AGENDA
Monday, March 03, 2025 at 7:00 PM

*Robert E. Novitke Municipal Center - Council Chambers/Municipal Court,
20025 Mack Plaza Dr., Grosse Pointe Woods, MI 48236
(313) 343-2440*

1. CALL TO ORDER

A. Administrative Memo: February 27, 2025

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. RECOGNITION OF COMMISSION MEMBERS

5. ACCEPTANCE OF AGENDA

6. CONSENT AGENDA

A. Approval of Minutes

1. Council 02/24/25

2. Committee-of-the-Whole 02/03/25

B. Minutes Received and Placed on File

1. Beautification Advisory Commission 01/08/25 with recommendation*, 02/19/25
Minutes excerpts with three recommendations**

2. Planning Commission 01/28/25, 02/25/25 Minutes excerpt with recommendation*

C. Resolution

1. Request for Proposals for 2025 CDBG Activities - The Helm/PAATS

a) Memo 02/28/25 - Assistant City Administrator Como

b) Proposed Resolution

D. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers - 2024 Sewer Rehabilitation
by Full Length CIPP Lining - Proj. No. 0160-0475 - Final Construction Pay Estimate -
Insituform Technologies USA, LLC - 02/13/25 - \$13,855.27

2. McKenna - Building/Planning Services

a) Invoice No. 21849-105 - Building Services - January 2025 - 02/20/25 - \$46,423.61

b) Invoice No. 22-064-38 - Planning Services - January 2025 - 02/21/25 - \$2,633.88.

7. COMMUNICATIONS

A. Resignation - Tree Commission - David Andrews

1) Email 02/19/25 - David Andrews

cc: Council - 7
City Administrator
City Attorney

Treasurer/Comptroller
City Clerk
Email Group/Media

Assistant City Administrator
Post - 4

8. **NEW BUSINESS/PUBLIC COMMENT**

9. **ADJOURNMENT**

**Paul P. Antolin, MiPMC
City Clerk**

IN ACCORDANCE WITH PUBLIC ACT 267 (OPEN MEETINGS ACT)
POSTED AND COPIES GIVEN TO NEWSPAPERS

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

***** NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD THE COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST. *****

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Regular Council Meeting of March 3, 2025

- Item 1 **CALL TO ORDER**
Prerogative of the Mayor to call this meeting to order.
- Item 2 **ROLL CALL**
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3 **PLEDGE OF ALLEGIANCE**
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4 **RECOGNITION OF COMMISSION MEMBERS**
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5 **ACCEPTANCE OF THE AGENDA**
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6 **CONSENT AGENDA**
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items (6A-6D) listed under the consent agenda as presented.

A. Approval of Minutes

1. Council 02/24/25
2. Committee-of-the-Whole 02/03/25

B. Minutes Received and Placed on File

1. Beautification Advisory Commission (BAC) 01/08/25 with recommendation*, 02/19/25 Minutes excerpts with three recommendations**

*Recommendation to approve an amount not to exceed \$130.00 to purchase two informational signs for the Native Adopt-a-Garden.

***Recommendation to approve the BAC 2025-2026 proposed budget for \$3,200.00.*

***Recommendation to approve a budget not to exceed \$40,000.00 for the total expense of the 2025 Flower Sale in May.*

***Recommendation to approve the BAC 2025 Parkway Beautification budget for \$23,490.00.*

2. Planning Commission 01/28/25*, 02/25/25 Minutes excerpt with recommendation**

*Please note that the recommendation in these minutes have been presented at the 02/03/25 council meeting.

**Recommendation requesting a budget increase of \$20,000.00 for FY 2025-2026 for resources to support the Master Plan targeted goals.

C. Resolution

1. Request for Proposals for 2025 CDBG Activities - The Helm/PAATS
 - a) Memo 02/28/25 - Assistant City Administrator Como
 - b) Proposed Resolution

D. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers - 2024 Sewer Rehabilitation by Full Length CIPP Lining - Proj. No. 0160-0475 - Final Construction Pay Estimate - Insituform Technologies USA, LLC - 02/13/25 - \$13,855.27.
2. McKenna - Building/Planning Services
 - a) Invoice No. 21849-105 - Building Services - January 2025 - 02/20/25 - \$46,423.61.
 - b) Invoice No. 22-064-38 - Planning Services - January 2025 - 02/21/25 - \$2,633.88.

Item 7 COMMUNICATION

Item 7A RESIGNATION – COMMUNITY TREE COMMISSION – DAVID ANDREWS
Prerogative of the Mayor to accept the resignation of David Andrews from the Community Tree Commission with regret, and direct that appropriate thanks and recognition be sent to Mr. Andrews.

Item 8 NEW BUSINESS/PUBLIC COMMENT
Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 9

ADJOURNMENT

Upon the conclusion of New Business/Public Comment with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,

A handwritten signature in black ink that reads "Frank Schulte". The signature is written in a cursive style with a large initial "F" and a long, sweeping underline.

Frank Schulte
City Administrator

MINUTES OF THE RESCHEDULED CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD ON MONDAY, FEBRUARY 24, 2025, IN THE COUNCIL-
COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA
DR., GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:04 p.m. by Mayor Bryant.

PRESENT: Mayor Bryant
Council Members: Brown, Gafa, Granger, Koester, McConaghy, Motschall
ABSENT: None

Also Present: City Administrator Schulte
Assistant City Administrator Como
City Attorney Walling
City Treasurer/Comptroller Schmidt
City Clerk Antolin
Director of Public Services Kowalski

Council, Administration, and the audience Pledged Allegiance to the U.S. Flag.

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Grant Gilezan, Planning Commission
- Dave Andrews, Citizens' Recreation Commission
- Paul Lechner, Community Tree Commission Chair
- Laura Gaskin, Community Tree Commission Vice Chair
- Maria Galbo, Community Tree Commission
- Mary Ellen Meyering, Community Tree Commission Secretary
- Stevan Skorupski, Community Tree Commission
- Christina Pitts, Community Tree Commission

Motion by McConaghy, seconded by Gafa, that all items on tonight's **agenda be received, placed on file, and taken in order of appearance.**

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall
No: None
Absent: None

Motion by Granger, seconded by Koester, that all items (6A-6F) on the consent agenda be approved as presented.

A. Appointments/Re-Appointments

1. Council New Appointments to Commissions, Boards, Committees and General Organizations
 - a) Memo 02/24/25 - Administrative Clerk Coyle
2. Council Re-Appointments to Commissions, Boards, Committees and General Organizations
 - a) Memo 02/24/25 - Administrative Clerk Coyle
3. Staff Appointments to the Community Events Committee
 - a) Memo 02/20/25 – Administrative Clerk Coyle

B. Approval of Minutes

1. Council 02/03/25
2. Committee of the Whole 01/27/25

C. Minutes Received and Placed on File

1. Citizens' Recreation Commission 01/14/25
2. Tree Commission 12/04/24 with recommendation*

*Recommendation requesting that city council direct city administration to hire a professional landscape architect to collaborate with the Tree Commission to develop a proposal for the replacement of the memorial trees at city hall.

D. Reports

1. Monthly Financial Report - January 2025
2. Grosse Pointe Woods Employees Retirement System – P.A. 202 Actuarial Valuation Report 06/30/24

E. Bids/Proposals/Contracts

1. Trackless Stump Grinder - Purchase
 - a) Memo 02/11/25 - Director of Public Services Kowalski
 - b) Quote 01/23/25 - Macqueen Equipment, LLC
2. Mechanic's Tire Machine - Purchase
 - a) Memo 02/11/25 - Director of Public Services Kowalski
 - b) Quote 01/28/25 - Snap-On Inc.
3. Sidewalk Repair Programs
 - a) Memo 02/11/25 - Director of Public Services Kowalski
 - b) Estimate #89 01/27/25 - James J. Leamon Landscape Design & Construction
4. MCOLES CPE Funds Transfer Request
 - a) Memo 02/11/25 - Director of Public Safety Kosanke
 - b) GL Period Details for MCOLES Training Fund
5. 2025 Beautification Advisory Commission (BAC) Flower Sale
 - a) Letter 02/10/25 - Melissa Puppos/Toni Feltman (BAC Flower Sale Chairpersons)
6. 2025 Fee Schedule Revisions/Updates
 - a) Memo 02/20/25 - City Clerk Antolin
 - b) Proposed 2025 Fee Schedule

F. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a) Ghesquiere & Lakefront Park Bldg Renovation - Invoice No. 155657 - Proj. No. 0160-0479 - 01/20/25 - \$1,250.00.
 - b) 2024 Sewer Rehab by Full Length CIPP LIN - Invoice No. 155767 - Proj. No. 0160-0475 - 01/22/25 - \$437.85.
 - c) 2024-2025 General Engineering - Invoice No. 155768 - Proj. No. 0160-0484 - 01/22/25 - \$360.00.
 - d) 2024-2025 GIS Maintenance - Invoice No. 155769 - Proj. No. 0160-0485 - 01/22/25 - \$973.00.
 - e) 2024 Water Reliability Study & AMP - Invoice No. 155770 - Proj. No. 0160-0490 - 01/22/25 - \$4,400.00.
 - f) Vernier & Mack Ave. Intersection Improvement - Invoice No. 156078 - Proj. No. 0160-0455 - 02/06/25 - \$6,245.40.
 - g) Hampton Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 156079 - Proj. No. 0160-0456 - 02/06/25 - \$99.12.

2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 22315 - January 2025 - 02/03/25 - \$2,394.51.
3. Keller Thoma - Legal Services - Invoice No. 127196 - January 2025 - 02/01/25 - \$525.00.
4. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1082941 - January 2025 - 02/11/25 - \$5,210.91.
5. WCA Assessing - Assessing Services - Invoice No. 021725 - March 2025 - 02/17/25 - \$7,534.41.
6. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 265 - January 2025 - 02/03/25 - \$2,015.00

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall
No: None
Absent: None

Under New Business/Public Comment, no one wished to be heard.

Motion by Motschall, seconded by Koester, to **adjourn tonight's meeting** at 7:07 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, FEBRUARY 3, 2025, IN THE CONFERENCE ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DRIVE, GROSSE POINTE WOODS, MICHIGAN.

Mayor Bryant called the meeting to order at 7:23 p.m.

PRESENT: Mayor Bryant
Council Members: Brown, Gafa, Granger, Koester, McConaghy, Motschall
ABSENT: None

Also Present: City Administrator Schulte
Assistant City Administrator Como
City Clerk Antolin
City Treasurer/Comptroller Schmidt
Director of Public Services Kowalski
Planning Commissioner Vitale, Representing Stucky-Vitale Architects, Inc.
Planning Commissioner McNelis, Representing Stucky-Vitale Architects, Inc.
Planning Commissioner Gilezan
Planning Commissioner Fuller
GPW Foundation President Fuller

Motion by McConaghy, seconded by Brown, that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall
No: None
Absent: None

Tonight's meeting was to discuss the future use of Grosse Pointe Woods City Hall front lawn. City Administrator Schulte provided an overview stating that administration and the mayor have been collaborating with John Vitale and James McNelis of Stucky-Vitale Architects, Inc. to enhance and create a more resident useful front lawn and to improve the city's social district. Three concepts have been presented to the Committee for review.

John Vitale stated the three proposed options are conceptual and any new ideas may be piecemealed together to best utilize the front lawn of city hall and offer improved community engagement.

A major component of the concepts is the installation of an amphitheater near the north end of the front lawn. This would create a gathering place for events such as weddings, meetings, musical performances, etc. Things to consider when designing an amphitheater are the staging and seating areas.

Three amphitheater styles were suggested as follows:

1. Flat land with seating on grass. This has lowest expense and easiest to maintain.
2. Rolling lawn (grass) for the seating area.
3. Raised steps for seating, articulates a more defined and formal amphitheater.

The next component of the site plans addressed was the installation of a fire pit near the walkway to attract pedestrians. There may be a covered/uncovered pergola seating area near the fire pit for a gathering space.

In addition, a memorial tree location was suggested and various walkway path options were discussed.

The following comments and considerations from the Committee, Planning Commission and the GPW Foundation were discussed:

- Amphitheater - Power source for lighting and sound, accessibility
- Drainage
- Budget and timing, coordinate with 75th Anniversary events, if possible
- Walkways, pedestrian walk-thru, accommodate overflows, connect with walking path around Ghesquiere Park
- Use of amphitheater - reservation requirements, rules and regulations, events such as weddings, Girl Scouts meetings, bands, etc.
- Location of Electronic Sign
- Memorial Tree – Location(s) – on front lawn and possibly in Ghesquiere Park
- Firepit – placement, safety, seasonal vs. all year, public safety issues including the attraction of the homeless, aesthetics
- Seating area near fire pit – covered/uncovered pergola structure
- Priorities – From a budget standpoint, which component should be addressed and included first

There was a consensus of the Committee to begin the design of the front lawn use and include an Amphitheater with raised steps (Option A), a covered pergola structure (Option B) and the memorial tree and fire pit (Option B). Additional ideas and concepts may be added and will be presented as the project progresses. A budget and timeline will be proposed for consideration.

Under **New Business/Public Comment**, no one wished to be heard.

Motion by Motschall, seconded by McConaghy, that the meeting of the Committee-of-the-Whole be adjourned at 8:10 p.m. PASSED UNANIMOUSLY.

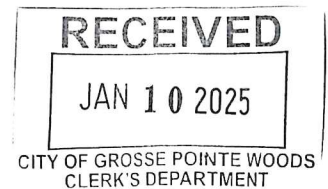
Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

Commission Approved February 19, 2025

Beautification Advisory Commission
Conference Room – Grosse Pointe Woods Community Center
20025 Mack Ave. Dr., Grosse Pointe Woods
Meeting – January 8, 2025, 7:00 p.m.



Present: Arslanian, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, Korbus, G. McCullough, Pupos, J. Rogers, Wettstein

Excused: Casinelli, McCarthy, S. McCullough

Guest:

Also Present: M. Koester

Call to Order: The meeting was called to order by Chair, R. Koester at 7:00 p.m.

Minutes: The October 9, 2024, minutes were distributed and reviewed

Motion by Hage seconded by Pupos to approve the October 9, 2024, minutes as presented.

Motion carried by the following vote:

Yes: Arslanian, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, Korbus, G. McCullough, Pupos, J. Rogers, Wettstein

No: none

Excused: Casinelli, McCarthy, S. McCullough

Treasurer's Report: Feltman shared the treasurer's report

Motion by G. McCullough seconded by Korbus to approve the treasurer's report as presented.

Motion carried by the following vote:

Yes: Arslanian, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, Korbus, G. McCullough, Pupos, J. Rogers, Wettstein

No: none

Excused: Casinelli, McCarthy, S. McCullough

Chairperson's Report: R. Koester shared chairperson's report.

Awards Program: no report

Flower Sale: no report

Adopt-A-Garden: Champagne updated the committee on Adopt-a-Garden.

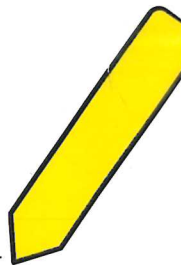
Motion by Champagne, seconded by J. Rogers to recommend the Beautification Advisory Commission approve an amount not to exceed \$130.00 to purchase of two informational signs for the Native Adopt-a-Garden.

Motion carried by the following vote:

Yes: Arslanian, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, Korbus, G. McCullough, Pupos, J. Rogers, Wettstein

No: none

Excused: Casinelli, McCarthy, S. McCullough



Council report: M. Koester shared council report

Tile Program: no report

Old Business: no report

New Business: Arslanian resigned from the Beautification Advisory Commission leaving one opening. Motion by Puppos and seconded by Hage to approve the following officers for the 2025 term:

Chair: R. Koester

Co-Chair: Wettstein

Treasurer: Feltman

Recording Secretary: Josefiak

Flower Sale: Puppos, Feltman, Korbus

Awards Night: Wettstein, Casinelli, Elich

Adopt-a-Garden: Champagne

Corresponding Secretary: G. McCullough

Motion carried by the following vote:

Yes: Arslanian, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, Korbus, G. McCullough, Puppos, J. Rogers, Wettstein

No: none

Excused: Casinelli, McCarthy, S. McCullough

Motion by Puppos, seconded by Hage to adjourn the Beautification Advisory Commission meeting at 7:26pm.

Motion carried by the following vote:

Yes: Arslanian, Champagne, Elich, Feltman, Hage, Josefiak, R. Koester, Korbus, G. McCullough, Puppos, J. Rogers, Wettstein

No: none

Excused: Casinelli, McCarthy, S. McCullough

Respectfully submitted,
Brianna Josefiak

Excerpt from Beautification Advisory Commission Minutes - February 19, 2025

Motion by Champagne, seconded by Puppos, to recommend to City Council to approve the Beautification Advisory Commission 2025-2026 Proposed Budget for \$3,200.00 as submitted. (reference attached FY 2025-2026 Proposed Budget)

Motion carried by the following vote:

Yes: Casinelli, Champagne, Elich, Feltman, R. Koester, Korbus, McCarthy, G. McCullough, S. McCullough, Puppos, Rogers

No: none

Excused: Hage, Josefiak, Wettstein

Motion by Casinelli, seconded by Rogers, to recommend the Mayor the immediate certification of the previous motion of the 2025-2026 Proposed Budget.

Motion carried by the following vote:

Yes: Casinelli, Champagne, Elich, Feltman, R. Koester, Korbus, McCarthy, G. McCullough, S. McCullough, Puppos, Rogers

No: none

Excused: Hage, Josefiak, Wettstein

CITY OF GROSSE POINTE WOODS
BUDGET WORKSHEET - Beautification Commission
FY 2025-2026
ACCOUNT DETAIL INFORMATION

ACCOUNT		QTY	UNIT COST	FY 2025-2026	
NUMBER	DESCRIPTION			DEPT REQUESTED	CITY ADMIN RECOMM
101105880100	Beautification Commission				
101105880100	Beautification Commission			-	-
101105880100	-Flower Sale (State of MI License)			100	100
101105880100	-Administrative Expense			100	100
101105880100	-Holiday Decorations			700	700
101105880100	-City Flowers			2,300	2,300
101105880100				-	-
101105880100				-	-
101105880100				-	-
101105880100				-	-
101105880100				-	-
ACCOUNT TOTAL				3,200	3,200

Excerpt from Beautification Advisory Commission Minutes – February 19, 2025

Motion by G. McCullough, seconded by Korbus, to recommend to City Council to approve a budget not to exceed \$40,000.00 for the total expense of the 2025 Flower Sale to be held in May. (reference attached FY 2025-2026 Flower Sale Budget)

Motion carried by the following vote:

Yes: Casinelli, Champagne, Elich, Feltman, R. Koester, Korbus, McCarthy, G. McCullough, S. McCullough, Puppos, Rogers

No: none

Excused: Hage, Josefiak, Wettstein

Motion by Puppos, seconded by S. McCullough, to recommend the Mayor the immediate certification of the previous motion of the 2025 Flower Sale Budget.

Motion carried by the following vote:

Yes: Casinelli, Champagne, Elich, Feltman, R. Koester, Korbus, McCarthy, G. McCullough, S. McCullough, Puppos, Rogers

No: none

Excused: Hage, Josefiak, Wettstein

CITY OF GROSSE POINTE WOODS
BUDGET WORKSHEET - PARKWAY BEAUTIFICATION
FY 2025-2026
ACCOUNT DETAIL INFORMATION

ACCOUNT				FY 2025-2026	
NUMBER	DESCRIPTION	QTY	UNIT COST	DEPT REQUESTED	CITY ADMIN RECOMM
213803880200	Flower Sale				
213803880200	Flower Sale	1	40000	40,000	40,000
213803880200					
213803880200					
213803880200					
213803880200					
213803880200					
213803880200				-	-
213803880200				-	-
ACCOUNT TOTAL				40,000	40,000

Estimated Flower Sale Revenue	48,000
Flower Sale Expense	40,000
Profit	8,000

Excerpt from Beautification Advisory Commission Minutes – February 19, 2025

Motion by G. McCullough, seconded by S. McCullough, to recommend to City Council to approve the Beautification Advisory Commission 2025 Parkway Beautification budget for \$23,490.00 as submitted (Reference attached FY 2025 Parkway Beautification Budget.)

Motion carried by the following vote:

Yes: Casinelli, Champagne, Elich, Feltman, R. Koester, Korbus, McCarthy, G. McCullough, S. McCullough, Puppos, Rogers

No: none

Excused: Hage, Josefiak, Wettstein

Motion by Puppos, seconded by Rogers, to recommend the Mayor the immediate certification of the previous motion of the 2025 Parkway Beautification Budget.

Motion carried by the following vote:

Yes: Casinelli, Champagne, Elich, Feltman, R. Koester, Korbus, McCarthy, G. McCullough, S. McCullough, Puppos, Rogers

No: none

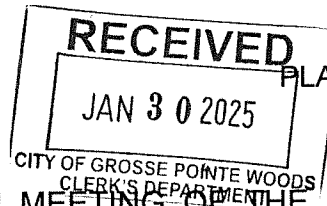
Excused: Hage, Josefiak, Wettstein

CITY OF GROSSE POINTE WOODS
BUDGET WORKSHEET - PARKWAY BEAUTIFICATION
FY 2025-2026
ACCOUNT DETAIL INFORMATION

ACCOUNT				FY 2025-2026	
NUMBER	DESCRIPTION	QTY	UNIT COST	DEPT REQUESTED	CITY ADMIN RECOMM
213803880310	Beautification Commission				
213803880310	Flowers for Lightposts	130	66.15	8,600	8,600
213803880310	Flower Baskets (12 add'l)	12	220	2,640	2,640
213803880310	Fertilizer	5	50	250	250
213803880310	BAC Reception			9,000	9,000
213803880310	Adopt a Garden			3,000	3,000
213803880310				-	-
213803880310				-	-
213803880310				-	-
213803880310				-	-
ACCOUNT TOTAL				23,490	23,490

Reserve Balance as of 6.30.24	41,421
FY 24-25 Budget use of Reserves	(8,965)
Estimated Reserves-FY 24-25	32,456

Commission approved 2/25/25



PLANNING COMMISSION
01-28-25 - 1

MINUTES OF THE **PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON JANUARY 28, 2025**, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:00 p.m. by Chair Fenton.

Roll Call: Chair Fenton
Commission Members: Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
Absent: Hamborsky

Also Present: City Planner, Ashley Jankowski
Recording Secretary, Gretchen Miotto
Council Representative Kenneth Gafa

MOTION by Gilezan, seconded by McNelis, to excuse Commission Member Hamborsky from attendance at tonight's meeting.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Hamborsky

Chair Fenton recognized Council Representative Gafa.

The Planning Commission, staff, and the public, Pledged Allegiance to the U. S. Flag.

MOTION by Vitale, seconded by O'Keefe, to accept tonight's agenda as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Hamborsky

MOTION by McNelis, seconded by Vitale, that the December 10, 2024, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: Hamborsky

Commissioner Hamborsky arrived at 7:30 p.m.

The first item, under **New Business**, was to **review the 2024 Annual Planning report and consider recommending it to Council.**

Planner Jankowski provided an overview of the results of 2024: the Planning Commission reviewed 11 site plans, one special land use review, 11 signs were reviewed and approved, 11 public hearings, Master Plan rewrite and adoption, one rezoning, one variance, one liquor license, 8 ordinance amendments (Home Occupations and Home-Based Businesses, Mixed Occupancy along Mack Avenue, Year-Round Outdoor Cafes/Dining in the Public Right of Way, Rooftop Open/Semi-Open Dining, Portable Storage Units, Permanent Makeup Services as Accessory Use, Exterior Lighting, and Site Grading for Residential and Commercial Development Projects).

Commissioner Gilezan thanked the city, McKenna, and everyone involved, for the excellent report and all the efforts given for such a robust year.

Planner Jankowski talked through the 2025 Work Plan and priorities: Implement the Master Plan; Provide additional crosswalks, with emphasis on access to Parcels Middle School and the Library, along the Mack Avenue corridor, as needed; Consider enhancements of neighborhood gateways throughout the City; Improve street lighting and implement traffic calming measures along Mack Avenue to enhance safety for pedestrians and nighttime users; Consider establishing programs to provide assistance and support to residents for pocket parks and other neighborhood spaces; Conduct a comprehensive review and update to the Zoning Ordinance; Evaluate and consider amendments to the Zoning Ordinance for Short Term Rentals; Evaluate and consider amendments to the zoning map based on the final Future Land Use Map in the Master Plan; and conduct a joint roundtable between City Council and the Planning Commission to discuss ongoing planning priorities and issues to ensure priorities between the entities align.

The Commission stated that crosswalks in general need to be reviewed, not just Mack/Vernier.

MOTION by Vitale, seconded by Gilezan, to forward the 2024 Annual Planning report and 2025 Work Plan to City Council.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

The next item, under **New Business**, was to **consider approval of the 2025 Planning Commission meeting calendar.**

MOTION by Fuller, seconded by O'Keefe, to approve the 2025 Planning Commission meeting calendar.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

The next item, under **New Business**, was to consider re-approval of the Planning Commission By-Laws.

MOTION by McNelis, seconded by Fuller, to approve the By-Laws as presented.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

The next item, under **Old Business**, was a discussion on Master Plan priorities and Goal Setting 2025 – Part 2.

Planner Jankowski reviewed the McKenna memo dated January 23, 2025: 2025 Master Plan priorities and 2025 goals that were discussed earlier today.

Commissioner Marx raised the previous discussions on the upcoming (2028) construction on Cook Road and the desire of the Commission that the plans include improvement of the flow of traffic between Mack and Morningside, improve the safety of residents who walk children to school, and possibly bury the power lines to gain additional road space. The Commission would like to ensure that these priorities are known to the entities involved in the construction project, and that any deadlines to get them considered are not missed.

Planner Jankowski will ask Administration about the Cook Road plans in order to share them with the Commission, will get information on the general cost of crosswalks, and will bring the 2020 crosswalk plans to an upcoming Commission meeting.

Planner Jankowski will also request the Commissions 2025 budget from City Administration.

The Commission would like to have a joint session with the City Council to discuss the 2025 priorities, the Cook Road construction, and the crosswalks. The Commission wants to ensure that City Council agrees with the priorities, or has any additional priorities for the Commission, and that Council is aware of .

MOTION by Hamborsky, seconded by Vitale, to recommend the Master Plan and 2025 Goal documents to Council, and request a joint session to further discuss priorities, as well as align Cook Road concerns, crosswalk concerns, and budgetary matters.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

MOTION by Hamborsky, seconded by Vitale, to immediately certify the minutes related to the Master Plan and 2025 Goals, in order to get these topics and requests to Council as soon as possible.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale
NO: None
ABSENT: None

The next item, under **Old Business**, was a **discussion on a short-term rental ordinance**.

Planner Jankowski provided an overview of the McKenna memo dated January 22, 2025, that recommends amending Section 50-4.34 – Rental Properties to align with City goals and the Master Plan.

There was discussion on effective dates and how to deal with any existing short-term rentals (i.e., providing a compliance deadline), and code enforcement.

This discussion was tabled for an upcoming meeting.

The next item was the **Building Department Report, December 2024 to January, 2025**.

Planner Jankowski provided an overview of current projects and permits.

The next item was the **City Council Reports for December 16, 2024, and January 6 & 27, 2025**.

Commissioner Fenton spoke on the December 16 meeting. Commissioner Fuller spoke on the January 2025 meetings, and informed the commission that during the January 27 Committee-of-the-Whole meeting, the city was awarded a \$500K EV charging station grant and there was discussion of how the city would use that. This topic may come to the Planning Commission for consideration.

Commissioner Gilezan will attend the February meetings.

The next item was **Information Only about training materials and opportunities.**

Planner Jankowski will provide additional information at an upcoming meeting.

Under **Public Comment**, no one wished to be heard:

MOTION by Gilezan, seconded by Vitale, to adjourn at 8:10 p.m.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale

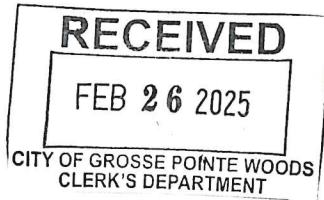
NO: None

ABSENT

Respectfully Submitted,

Gretchen Miotto

Clerk's Confidential Administrative Assistant & Recording Secretary



The next item was **Information Only about the Planning Commission Budget and Budget Requests to Council.**

Planner Jankowski confirmed the 2024-2025 FY budget for the commission is \$3,025 and so far, we have spent \$725 of it. Budget increases must be requested of City Council. FY 2025-2026 budgets are being prepared now, so any increases should be requested now.

In order to gain further information and understanding on the design and the cost of crosswalks, the commission would have to contract with an appropriate entity, which will require funds in excess of \$3K.

Council Representative Gafa shared that the Planning Commission’s request for a Committee-of-the-Whole (COW) meeting to share the 2024 Master Plan targeted goals was approved at the February 3 Council meeting. Mayor Bryant schedules COWs.

MOTION by Hamborsky, seconded by Gilezan, to request a budget increase of \$20K for FY 25-26 for resources to support the Master Plan targeted goals as reviewed by the COW at a future meeting.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O’Keefe, Vitale

NO: None

ABSENT: None

MOTION by Hamborsky, seconded by Vitale, to immediately certify the budget increase request.

Motion carried by the following vote:

YES: Fenton, Fuller, Gilezan, Hamborsky, Mackinnon, Marx, McNelis, O’Keefe, Vitale

NO: None

ABSENT: None



CITY OF GROSSE POINTE WOODS MEMORANDUM

DATE: February 28, 2025

TO: Mayor and City Council

FROM: Susan Como, Assistant City Administrator 

SUBJECT: REQUEST FOR PROPOSALS FOR CDBG ACTIVITIES

The Department of Housing and Urban Development (HUD) and Wayne County have invited communities to participate in the Request for Proposals for the Community Development Block Grant (CDBG) 2025 Activities Program. Each participating community will receive \$20,000 to be utilized on qualifying projects and/or public service.

Annually, each community has the option of designating the \$20,000 on qualifying projects and/or a public service(s) of their choice.

Once again, it is the intent of most of the Grosse Pointe and Harper Woods communities to allocate the total amount or a portion to PAATS and *The Helm Life Center* for senior center operations.

It is my recommendation that City Council authorize the City Administrator to submit the city's 2025 CDBG Application allocating \$6,000 (30%) of the \$20,000 in CDBG public service funds to PAATS for transportation services and the remaining \$14,000 (70%) to *The Helm Life Center* for senior center operations to Wayne County for inclusion in Wayne County's Annual Action Plan to the U.S. Department of Housing and Urban Development by the March 2025 deadline.

Approved for Council's consideration:



Frank Schulte, City Administrator

**City of Grosse Pointe Woods
County of Wayne**

Resolution Approving PY 2025 CDBG RFP/Applications

A rescheduled meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan (the “City”), was held on March 3, 2025, at 7:00 o’clock p.m., Eastern Standard Time.

PRESENT: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall
ABSENT: None

Motion by _____, seconded by _____, that the following resolution be adopted:

WHEREAS, Wayne County is preparing an Annual Action Plan to meet application requirements for the Community Development Block Grant (CDBG) program, and

WHEREAS, Wayne County has allocated \$20,000.00 to each of the 34 participating communities and requested CDBG-eligible projects for inclusion in the Action Plan, and

WHEREAS, the City of Grosse Pointe Woods found that the following projects meet the federal objectives of the CDBG program and are prioritized by the community as high priority need.

<u>Activity</u>	<u>Amount</u>
Senior Services (The Helm Life Center)	\$14,000.00
Transportation Services (PAATS)	\$6,000.00

NOW, THEREFORE, BE IT RESOLVED THAT: the City of Grosse Pointe Woods CDBG RFP/application is hereby authorized to be submitted to Wayne County for inclusion in Wayne County’s Annual Action Plan to the U.S. Department of Housing and Urban Development, and that Frank Schulte, City Administrator, is hereby authorized to execute all documents, agreements, or contracts which result from these applications to Wayne County.

Made and passed this 3rd day of March, 2025.

I, Paul P. Antolin, the duly authorized City Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing is a true and correct copy of a Resolution adopted by the City of Grosse Pointe Woods City Council on March 3, 2025.

Paul P. Antolin, City Clerk
City of Grosse Pointe Woods
County of Wayne, Michigan



ANDERSON, ECKSTEIN & WESTRICK, INC.

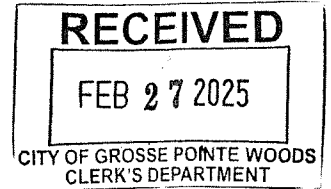
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

February 13, 2025

Steven Schmidt, Controller
City of Grosse Pointe Woods
20025 Mack Avenue
Grosse Pointe Woods, Michigan 48236-2397



Reference: Final Closeout Package
2024 Sewer Rehabilitation by Full Length CIPP Lining
City of Grosse Pointe Woods
AEW Project No. 0160-0475

Dear Mr. Schmidt:

Enclosed please find the Final Construction Pay Estimate along with the Sworn Statement and Consent of Surety for the above referenced project. We recommend issuing final payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$13,855.27** to Insituform Technologies USA, LLC., 580 Goddard Avenue, Chesterfield, MO, 63005.

If you have questions or require additional information, please contact our office.

Sincerely,

DocuSigned by:
Frank D. Varicalli
C4D17CC8031F4D4...

PO 48436
592-537-976.002

OK - C.K.

SS
ES

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Frank Schulte, City Administrator
Jim Kowalski, Director of Public Services
Jeanne Duffy, Grosse Pointe Woods
Susan Como, Assistant City Administrator
Ross Wilberding, AEW, Inc.
Scott Lockwood, AEW, Inc.
Paul Antolin, Grosse Pointe Woods
Matt Brinkoetter, Insituform Technologies USA, LLC.



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

2/13/2025 10:11 AM

FieldManager 5.3c

Contract: .0160-0475, 2024 Sewer Rehabilitation by Full Length CIPP Lining

Estimate No. 3	Estimate Date 2/13/2025	Entered By Michelle Ankawi	Estimate Type Final	Managing Office Anderson, Eckstein and Westrick, Inc.
All Contract Work Completed 1/26/2025		Construction Started Date 7/31/2024	Prime Contractor Insituform Technologies USA, LLC 580 Goddard Avenue Chesterfield MO 63005	
Comments Current Contract Amount: \$193,110.59 % Completed: 100%				

Item Usage Summary

Project: 0160-0475, 2024 Sewer Rehabilitation by Full Length CIPP Lining
Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Deliverables	LS	1027051	0015	0015	00	000	1.000	3,500.00	\$3,500.00
Subtotal for Category 0000:									<u>\$3,500.00</u>
Subtotal for Project 0160-0475:									<u>\$3,500.00</u>
Total Estimated Item Payment:									<u>\$3,500.00</u>

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				<u>\$0</u>

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0160-0475, 2024 Sewer Rehabilitation by Full Length CIPP Lining	0003	\$3,500.00	\$0.00	\$3,500.00
Voucher Total:				<u>\$3,500.00</u>



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

2/13/2025 10:11 AM

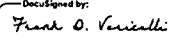
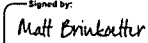
FieldManager 5.3c

Summary

Current Voucher Total:	\$3,500.00	Earnings to date:	\$193,110.59
-Current Retainage:	(\$10,355.27)	- Retainage to date:	\$0.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$13,855.27	Net Earnings to date:	\$193,110.59
		- Payments to date:	\$179,255.32
		Net Earnings this period:	\$13,855.27

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

<small>DocuSigned by:</small>  <small>FRANK D. VARICALLI</small> Frank D. Varicalli	02/14/2025 (Date)
<small>Signed by:</small>  <small>MATT BRINKETTER</small> Insituform Technologies USA, LLC	02/14/2025 (Date)



Construction Pay Estimate Amount Balance Report

Estimate: 3

Anderson, Eckstein and Westrick, Inc.

2/13/2025 10:11 AM
FieldManager 5.3c

Contract: 0160-0475, 2024 Sewer Rehabilitation by Full Length CIPP Lining
Project: 0160-0475, 2024 Sewer Rehabilitation by Full Length CIPP Lining

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	Audio Visual Record of Construction Area	1027051	1,000	LS		1,000	1,000	100%	3,000.00000	\$3,000.00
0010	Bonds, Insurance and Initial Set-Up Expense	1027051	1,000	LS		1,000	1,000	100%	29,000.00000	\$29,000.00
0015	Deliverables	1027051	1,000	LS	1,000	1,000	1,000	100%	3,500.00000	\$3,500.00
0020	Sewer, CIPP, 08 inch, Full Length	4027001	188,200	Ft		188,200	188,200	100%	35.00000	\$6,587.00
0025	Sewer, CIPP, 10 inch, Full Length	4027001	341,700	Ft		341,700	341,700	100%	40.00000	\$13,668.00
0030	Sewer, CIPP, 12 inch, Full Length	4027001	621,200	Ft		621,200	621,200	100%	46.70000	\$29,010.04
0035	Sewer, CIPP, 15 inch, Full Length	4027001	638,200	Ft		638,200	638,200	100%	62.10000	\$39,632.22
0040	Sewer, CIPP, 30 inch, Full Length	4027001	40,000	Ft		40,000	40,000	100%	633.40000	\$25,336.00
0045	Sewer, Post-Construction, CCTV, 08 inch	4027001	188,200	Ft		188,200	188,200	100%	1.10000	\$207.02
0050	Sewer, Post-Construction, CCTV, 10 inch	4027001	341,700	Ft		341,700	341,700	100%	1.10000	\$375.87
0055	Sewer, Post-Construction, CCTV, 12 inch	4027001	621,200	Ft		621,200	621,200	100%	1.10000	\$683.32
0060	Sewer, Post-Construction, CCTV, 15 inch	4027001	638,200	Ft		638,200	638,200	100%	1.10000	\$702.02
0065	Sewer, Post-Construction, CCTV, 30 inch	4027001	40,000	Ft		40,000	40,000	100%	3.00000	\$120.00
0070	Sewer, Pre-Construction, Clean and CCTV, 08 inch	4027001	189,000	Ft		189,000	189,000	100%	4.00000	\$756.00
0075	Sewer, Pre-Construction, Clean and CCTV, 10 inch	4027001	346,000	Ft		346,000	346,000	100%	4.50000	\$1,557.00
0080	Sewer, Pre-Construction, Clean and CCTV, 12 inch	4027001	625,000	Ft		625,000	625,000	100%	5.00000	\$3,125.00
0085	Sewer, Pre-Construction, Clean and CCTV, 15 inch	4027001	646,000	Ft		646,000	646,000	100%	14.50000	\$9,367.00
0090	Sewer, Pre-Construction, Clean and CCTV, 30 inch	4027001	38,000	Ft		38,000	38,000	100%	20.00000	\$760.00
0095	Cutting Service Lead Protrusions	4027050	0,000	Ea		0,000	0,000		52.90000	
0100	Lateral, Preparation	4027050	0,000	Ea		0,000	0,000		52.90000	
0105	Lateral, Reinstatement	4027050	33,000	Ea		33,000	33,000	100%	90.10000	\$2,973.30
0110	Mineral Deposit, Removal	4027050	52,000	Ea		52,000	52,000	100%	52.90000	\$2,750.80

Contract: 0160-0475

Estimate: 3



Construction Pay Estimate Amount Balance Report

Estimate: 3

Anderson, Eckstein and Westrick, Inc. 2/13/2025 10:11 AM
 FieldManager 5.3c

Project: 0160-0475, 2024 Sewer Rehabilitation by Full Length CIPP Lining

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0115	_ Traffic Maintenance and Control	8127051	1,000	LS	1,000	1,000	1,000	100%	20,000.00000	\$20,000.00
Subtotal for Category 0000:										193110.59
Subtotal for Project 0160-0475:										193110.59

Percentage of Contract Completed(curr): 100%
 (total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$3,500.00
Total Amount Earned To Date: \$193,110.59

Contract: 0160-0475

Estimate: 3

**CONSENT OF SURETY
TO FINAL PAYMENT**

AIA DOCUMENT G707

(Instructions on reverse side)

OWNER _____
ARCHITECT _____
CONTRACTOR _____
SURETY _____
OTHER _____

Bond No. 108062444

TO (OWNER)

(Name and address)

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

ARCHITECT'S PROJECT NO:

CONTRACT FOR:
Contract Date: May 20, 2024

PROJECT: 2024 Sewer Rehabilitation by Full Length C.I.P.P. Lining, City of Grosse Pointe Woods
(Name and address) AEW Project No. 0160-0475

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above,
the
(here insert name and address of Surety)

Travelers Casualty And Surety Company Of America
One Tower Square
Hartford, CT 06183 , SURETY,

on bond of
(here insert name and address of Contractor)

Insituform Technologies USA, LLC
580 Goddard Avenue
Chesterfield, MO 63005 , CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor
shall not relieve the Surety Company of any of its obligations to
(here insert name and address of Owner)

City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236 , OWNER,

as set forth in the said Surety Company's bond.

IN WITNESS WHEREOF, the Surety Company has hereunto set its hand this 13th day of January, 2025 .
(Insert in writing the month following by the numeric date and year)

Braden Askew
(seal) Attest: Braden Askew, Witness

Travelers Casualty And Surety Company Of America
Surety Company
By: art
Andrew P. Thome, Attorney-in-Fact
Signature of Authorized Representative



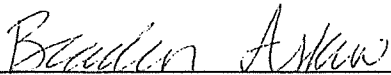
State of Missouri
County of St. Louis

On 01/13/2025 before me, a Notary Public in and for said County and State, residing therein, duly commissioned and sworn, personally appeared Andrew P. Thome known to me to be Attorney-in-Fact of

TRAVELERS CASUALTY AND SURETY COMPANY OF AMERICA

the corporation described in and that executed the within and foregoing instrument and known to me to be the person who executed the said instrument on behalf of said corporation, and he duly acknowledged to me that such corporation executed the same.

IN WITNESS WHEREOF, I have hereunto set my hand and affixed my official seal, the day and year stated in this certificate above.



Braden Askew, Notary Public

BRADEN ASKEW Notary Public - Notary Seal STATE OF MISSOURI St. Louis City My Commission Expires: Jan. 8, 2028 Commission # 24049129
--

My Commission Expires: _____



Travelers Casualty and Surety Company of America
Travelers Casualty and Surety Company
St. Paul Fire and Marine Insurance Company

POWER OF ATTORNEY

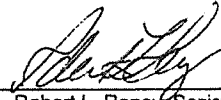
KNOW ALL MEN BY THESE PRESENTS: That Travelers Casualty and Surety Company of America, Travelers Casualty and Surety Company, and St. Paul Fire and Marine Insurance Company are corporations duly organized under the laws of the State of Connecticut (herein collectively called the "Companies"), and that the Companies do hereby make, constitute and appoint **ANDREW P THOME** of **CHESTERFIELD** , **Missouri** , their true and lawful Attorney(s)-in-Fact to sign, execute, seal and acknowledge any and all bonds, recognizances, conditional undertakings and other writings obligatory in the nature thereof on behalf of the Companies in their business of guaranteeing the fidelity of persons, guaranteeing the performance of contracts and executing or guaranteeing bonds and undertakings required or permitted in any actions or proceedings allowed by law.

IN WITNESS WHEREOF, the Companies have caused this instrument to be signed, and their corporate seals to be hereto affixed, this 21st day of April, 2021.



State of Connecticut

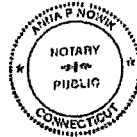
City of Hartford ss.

By: 
Robert L. Raney, Senior Vice President

On this the 21st day of April, 2021, before me personally appeared Robert L. Raney, who acknowledged himself to be the Senior Vice President of each of the Companies, and that he, as such, being authorized so to do, executed the foregoing instrument for the purposes therein contained by signing on behalf of said Companies by himself as a duly authorized officer.

IN WITNESS WHEREOF, I hereunto set my hand and official seal.

My Commission expires the 30th day of June, 2026




Anna P. Nowik, Notary Public

This Power of Attorney is granted under and by the authority of the following resolutions adopted by the Boards of Directors of each of the Companies, which resolutions are now in full force and effect, reading as follows:

RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President, any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary may appoint Attorneys-in-Fact and Agents to act for and on behalf of the Company and may give such appointee such authority as his or her certificate of authority may prescribe to sign with the Company's name and seal with the Company's seal bonds, recognizances, contracts of indemnity, and other writings obligatory in the nature of a bond, recognizance, or conditional undertaking, and any of said officers or the Board of Directors at any time may remove any such appointee and revoke the power given him or her; and it is

FURTHER RESOLVED, that the Chairman, the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President may delegate all or any part of the foregoing authority to one or more officers or employees of this Company, provided that each such delegation is in writing and a copy thereof is filed in the office of the Secretary; and it is

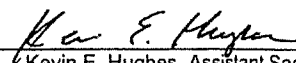
FURTHER RESOLVED, that any bond, recognizance, contract of indemnity, or writing obligatory in the nature of a bond, recognizance, or conditional undertaking shall be valid and binding upon the Company when (a) signed by the President, any Vice Chairman, any Executive Vice President, any Senior Vice President or any Vice President, any Second Vice President, the Treasurer, any Assistant Treasurer, the Corporate Secretary or any Assistant Secretary and duly attested and sealed with the Company's seal by a Secretary or Assistant Secretary; or (b) duly executed (under seal, if required) by one or more Attorneys-in-Fact and Agents pursuant to the power prescribed in his or her certificate or their certificates of authority or by one or more Company officers pursuant to a written delegation of authority; and it is

FURTHER RESOLVED, that the signature of each of the following officers: President, any Executive Vice President, any Senior Vice President, any Vice President, any Assistant Vice President, any Secretary, any Assistant Secretary, and the seal of the Company may be affixed by facsimile to any Power of Attorney or to any certificate relating thereto appointing Resident Vice Presidents, Resident Assistant Secretaries or Attorneys-in-Fact for purposes only of executing and attesting bonds and undertakings and other writings obligatory in the nature thereof, and any such Power of Attorney or certificate bearing such facsimile signature or facsimile seal shall be valid and binding upon the Company and any such power so executed and certified by such facsimile signature and facsimile seal shall be valid and binding on the Company in the future with respect to any bond or understanding to which it is attached.

I, Kevin E. Hughes, the undersigned, Assistant Secretary of each of the Companies, do hereby certify that the above and foregoing is a true and correct copy of the Power of Attorney executed by said Companies, which remains in full force and effect.

Dated this 13th day of January, 2025




Kevin E. Hughes, Assistant Secretary

To verify the authenticity of this Power of Attorney, please call us at 1-800-421-3880.
Please refer to the above-named Attorney(s)-in-Fact and the details of the bond to which this Power of Attorney is attached.

SWORN STATEMENT

STATE OF MICHIGAN)
) ss.
 COUNTY OF Livingston

Matt Brinkoetter, being duly sworn, deposes and says: That Insituform Technologies, USA LLC is a/the (contractor)(subcontractor)(supplier) for an improvement to the following described real property situated in Wayne County, Michigan, described as follows: City of Grosse Pointe Woods 2024 Sewer Rehab by Full Length CIPP Lining.

Acct # 0160-0475
 That the following is a statement of each subcontractor and supplier and laborer, for which laborer the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the (contractor)(subcontractor)(supplier) has (contracted)(subcontracted)(supplied material)(supplied labor) for performance under the contract with the owner or lessee thereof, and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

Name, address and telephone number of Subcontractor, Supplier, or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owning	Balance to Complete	Amount of Laborer Wages Due But Unpaid	Retention	Amount of Laborer Fringe Benefits and Withholdings Due But Unpaid
<u>Pic-Construction Media</u>	<u>Audio Video</u>	<u>2,250.00</u>	<u>2,250.00</u>	<u>0</u>				
<u>6691 Tongueville</u>	<u>West Bloomfield, MI 48323</u>							
<u>Waste Management</u>	<u>Sanitary Sewer, CCTV</u>	<u>23,466.58</u>	<u>18,473.00</u>	<u>0</u>				
<u>2675 E. Maple Rd</u>								
<u>Warren, MI 48091</u>								
	TOTALS							

That the contractor has not procured material from, or subcontracted with, any person other than those set forth on the reverse side and owes no money for the improvement other than the sums set forth on the reverse side.

Deponent further says that he or she makes the foregoing statement as the (contractor)(subcontractor)(supplier) or as of the (contractor)(subcontractor)(supplier) for the purposes of representing to the owner or lessee of the premises described on the reverse side and his or her agents that the property described on the reverse side is free from claims of construction liens, or the possibility of construction liens, except as specially set forth on the reverse side hereof and except for claims of construction liens by laborers which may be provided pursuant to Section 109 of the Construction Lien Act, Act No. 497 of the Public Acts of 1980, as amended, being Section 570.1109 of the Michigan Laws.

WARNING TO OWNER: AN OWNER OR LESSEE OF THE PROPERTY DESCRIBED ON THE REVERSE SIDE HEREOF MAY NOT RELY ON THIS SWORN STATEMENT TO AVOID THE CLAIM OF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR A LABORER WHO MAY PROVIDE A NOTICE OF FURNISHING PURSUANT TO SECTION 109 OF THE CONSTRUCTION LIEN ACT TO THE DESIGNEE OR TO THE OWNER OR LESSEE IF THE DESIGNEE IS NOT NAMED OR HAS DIED.

"ON RECEIPT OF THIS SWORN STATEMENT, THE OWNER OR LESSEE, OR THE OWNER'S OR LESSEE'S DESIGNEE, MUST GIVE NOTICE OF ITS RECEIPT, EITHER IN WRITING, BY TELEPHONE, OR PERSONALLY, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING UNDER SECTION 109 OR, IF A NOTICE OF FURNISHING IS EXCUSSED UNDER SECTION 108 OR 108A, TO EACH SUBCONTRACTOR, SUPPLIER, AND LABORER NAMED IN THE SWORN STATEMENT. IF A SUBCONTRACTOR, SUPPLIER, OR LABORER WHO HAS PROVIDED A NOTICE OF FURNISHING OR WHO IS NAMED IN THE SWORN STATEMENT MAKES A REQUEST, THE OWNER, LESSEE, OR DESIGNEE SHALL PROVIDE THE REQUESTER A COPY OF THE SWORN STATEMENT WITHIN 10 BUSINESS DAYS AFTER RECEIVING THE REQUEST."

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO FRAUD, GIVES A FALSE SWORN STATEMENT IS SUBJECT TO CRIMINAL PENALTIES AS PROVIDED IN SECTION 110 OF THE CONSTRUCTION LIEN ACT, ACT NO. 497 OF THE PUBLIC ACTS OF 1980, AS AMENDED, BEING SECTION 570.1110 OF THE MICHIGAN COMPILED LAWS.

MATT Brinkoetter
 (Deponent)
 Subscribed and sworn to before me this 13th day of January, 2025.

State of Michigan, Notary Public
Livingston County, Michigan

My commission expires: Jan 25 2027
 Acting in Livingston County

Kelly Dzmelyk
 KELLY DZMELYK
 Notary Public - State of Michigan
 County of Livingston
 My Commission Expires Jan 25, 2027
 Acting in the County of Livingston



MCKENNA



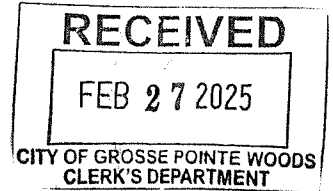
HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

February 20, 2025

Invoice No: 21849 - 105

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236



Project 21849 Grosse Pointe Woods Building Services

Professional Services from January 1, 2025 to January 31, 2025

Building Department Services - 85% of Revenue

Contract Amount

Number of Permit Revenue	55,204.25
Fee Each	.85
Total Fee	46,923.61

Total Fee \$46,923.61

Vehicle Credit	(500.00)
Total	(\$500.00)

General Zoning/Administration

General Zoning/Administration professional services.

	Hours	Amount
Associate Planner		
	22.25	
Total		0.00
Invoice Total		<u><u>\$46,423.61</u></u>

THANK YOU. Please remit to above address and indicate project number on voucher.

PO 24-48310
 SS 101-371-818.000
 FS 2-27-28



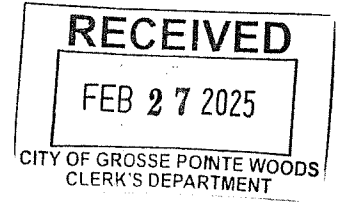
MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

Frank Schulte
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

February 21, 2025
Invoice No: 22-064 - 38



Project 22-064 Grosse Pointe Woods Planning Services
Professional Services from January 1, 2025 to January 31, 2025

Professional Hourly Services

	Hours	Rate	Amount
Associate Planner			
	4.25	90.00	382.50
Attend January 16, 2025 Office Hours. Perform and answer planning and zoning questions and services.			
	3.50	90.00	315.00
Attend January 21, 2025 Office Hours. Responded to planning and zoning questions and prepared packet for January 28, 2025 Planning Commission meeting. .			
	4.50	90.00	405.00
Attend January 8, 2025 Office Hours. Met with Permit Techs to discuss ongoing planning and zoning projects nad upcoming site plan reviews.			
	2.25	90.00	202.50
Prepare for and attend January 24, 2025 meeting with applicant for 20300 Mack Site Plan Amendments.			
	3.00	90.00	270.00
Prepare for and attend January 28, 2025 Planning Commission meeting.			
	4.25	90.00	382.50
Prepared Annual Planning Program 2024. Researched to respond to planning and zoning questions.			
	3.00	90.00	270.00
Review cat colony ordinance information, review material for the Rivers, and . Prepare for Jan PC Meeting.			
Total			\$2,227.50

2025 Review Services

20030 Mack - Eastside Derm - Site Plan #3

Site Plan Review - \$800 + \$75/acre x 50%

\$406.38

Invoice Total \$2,633.88

P024-48311

101 - 371 - 818.000
cc AS 2-27-25

Project 22-064 Grosse Pointe Woods Planning Services Invoice 38

Outstanding Invoices

Number	Date	Balance
34	11/22/2024	1,839.23
Total		\$1,839.23

THANK YOU. Please remit to above address and indicate project number on voucher.

RECEIVED

FEB 19 2025

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Elise Coyle

From: DAVID ANDREWS [REDACTED]
Sent: Wednesday, February 19, 2025 10:57 AM
To: Meyerings; City Clerk; randy rennpage; Laura Gaskin; Paul Lechner; Michael Koester; Tim Madigan; [REDACTED]
Cc: Jim Kowalski; Sobson, Lawrence (DNR)
Subject: THANKS

CAUTION: This email originated from outside of the organization. DO NOT click links, open attachments or reply to this message unless you recognize the sender and know the content is safe:

Good Wednesday all,

After a lengthy discussion and self-reflection(aided in part by 10 quick days in Florida), I've determined a few things:

First, life is too short!

Second, time is too valuable to spend it unwisely.

With that I've decided to resign from the Tree Commission and yesterday I submitted my letter to Art.

I'll always be here to help out where and when I can for the city and all of you.

I will continue to serve on the Citizens Recreation Commission.

I wish you all success in whaevert you choose to do.

Stay healthy and keep warm,

Dave

PS: I have files that I can handoff to whomever:

COW - input,
April 2024 Residence Survey,
Memorial Tree list,
Grant submission material,
meeting notes and notes from Lawrence.