



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

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

1. CALL TO ORDER

A. Administrative Memo: January 30, 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 01/27/25

B. Minutes Received and Placed on File

1. Planning Commission 12/10/24, Minutes Excerpt 01/28/25 with attachment and recommendation

2. Local Officers Compensation Commission 01/22/25 with recommendations

C. Bids/Proposals/Contracts

1. Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing - AEW Proj. No. 0160-0480

- a) Memo 01/22/25 - Director of Public Services Kowalski
- b) Letter 01/22/25 - City Engineer Wilberding
- c) Tabulation of Bids 01/14/25

2. Ghesquiere Park Walking Path - AEW Proj. No. 0160-0482

- a) Memo 01/22/25 - Director of Public Services Kowalski
- b) Letter 01/22/25 - City Engineer Wilberding
- c) Tabulation of Bids 01/07/25

3. Ghesquiere Park Sport Court Resurface

- a) Memo 01/22/25 - Director of Public Services Kowalski
- b) Proposal 01/20/25 - Asphalt Control Corporation (ACC)

4. Extension of Towing Contract - Official Towing

- a) Memo 01/28/25 - Director of Public Safety Kosanke
- b) Proposed Agreement

cc: Council - 7
City Administrator
City Attorney

Treasurer/Comptroller
City Clerk
Email Group/Media

Assistant City Administrator
Post - 4

- c) Email 01/24/25 - City Insurance Representative Johnson
- d) Certificate of Liability Insurance

D. Resolution

1. Adoption of Guidelines for Poverty Exemptions

- a) 2025 Grosse Pointe Woods Guidelines and Instructions for Poverty Exemption
- b) Proposed Resolution

E. Claims and Accounts

1. McKenna - Building/Planning Services

- a) Invoice No. 21849-103 - Building Services - December 2024 - 01/21/25 - \$35,985.49.
- b) Invoice No. 22-064-37 - Planning Services - December 2024 - 01/25/25 - \$2,367.50.

7. COMMUNICATIONS

A. Interlocal Agreement for Joint Senior Services between Grosse Pointe Woods, Grosse Pointe Farms, Grosse Pointe City, Grosse Pointe Park, Harper Woods and The Helm at the Life Ball Center with the Creation of an Active Adult Commission for Senior Services

- 1) Memo 01/25/25 - City Administrator Schulte
- 2) Proposed Interlocal Agreement for Joint Senior Services
- 3) Schedule A - 2025 Contribution Allocations

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 February 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-6E) listed under the consent agenda as presented.
- A. Approval of Minutes**
 - 1. Council 01/27/25
 - B. Minutes Received and Placed on File**
 - 1. Planning Commission 12/10/24, Minutes Excerpt 01/28/25 with attachment* and recommendation**
 - *2024 Annual Planning Report and 2025 Work Plan to City Council.
 - **Recommendation to submit Master Plan and 2025 Goals to council and request a joint session with council to discuss priorities including Cook Rd., crosswalks and budgetary matters.

2. Local Officers Compensation Commission 01/22/25 with recommendations*
 - *Recommendation to increase compensation for the municipal court judge from \$30,000.00 to \$33,000.00.
 - *Recommendation to increase compensation for the mayor from \$6,000.00 to \$6,300.00.
 - *Recommendation to increase compensation for city council from \$3750.00 to \$3,900.00.

C. Bids/Proposals/Contracts

1. Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing - AEW Proj. No. 0160-0480
 - a) Memo 01/22/25 - Director of Public Services Kowalski
 - b) Letter 01/22/25 - City Engineer Wilberding
 - c) Tabulation of Bids 01/14/25
2. Ghesquiere Park Walking Path - AEW Proj. No. 0160-0482
 - a) Memo 01/22/25 - Director of Public Services Kowalski
 - b) Letter 01/22/25 - City Engineer Wilberding
 - c) Tabulation of Bids 01/07/25
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 - a) Memo 01/22/25 - Director of Public Services Kowalski
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 - a) Memo 01/28/25 - Director of Public Safety Kosanke
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 - c) Email 01/24/25 - City Insurance Representative Johnson
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 - b) Invoice No. 22-064-37 - Planning Services - December 2024 - 01/25/25 - \$2,367.50.

Item 7 COMMUNICATIONS

Item 7A INTERLOCAL AGREEMENT FOR JOINT SENIOR SERVICES BETWEEN GROSSE POINTE WOODS, GROSSE POINTE FARMS, GROSSE POINTE CITY, GROSSE POINTE PARK, HARPER WOODS AND THE HELM AT THE LIFE BOLL CENTER WITH THE CREATION OF AN ACTIVE ADULT COMMISSION FOR SENIOR SERVICES

Prerogative of the City Council to concur with the recommendation of City Administrator Schulte and approve the Interlocal Agreement for Joint Senior Services between the communities of Grosse Pointe Woods, Grosse Pointe Farms, Grosse Pointe City, Grosse Pointe Park, and Harper Woods and The Helm at the Life Boll Center and appoint a member from city council to serve as the city's representative on the Active Adult Commission.

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,



Frank Schulte
City Administrator

MINUTES OF THE RESCHEDULED CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, JANUARY 27, 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 7:01 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
Director of Public Safety Kosanke

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

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Mike Fuller, Planning 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 Brown, that all items (6A-6F) on the **Consent Agenda** be approved as presented.

A. Approval of Minutes

1. Council 01/06/25

B. Commission Minutes to be Received and Placed on File

1. Beautification Advisory Commission 10/09/24
2. Citizens' Recreation Commission 12/10/24

C. Monthly Financial Report

1. December 2024

D. Bids/Proposals/Contracts

1. 2025 Commission Appreciation Reception
 - a) Memo 01/09/25 - Assistant City Administrator Como
2. Fund 678 Creation and Budget
 - a) Memo 01/27/25 - Treasurer/Comptroller Schmidt
3. Commission Dissolution - Mayor's Mack Ave. Business Study Committee
 - a) Memo 01/23/25 – City Clerk Antolin

E. Resolution

1. 2025 Special Events - Special License Resolution
 - a) Memo 01/23/25 - City Clerk Antolin
 - b) 2025 Special License Application
 - c) Proposed Resolution
 - d) LARA - Credit Card Authorization Form
 - e) City Hall Social District Map
 - f) Resolution Authorizing Creation of GPW Social District

F. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a) Roslyn Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 155198 - Proj. No. 0160-0464 - 12/31/24 - \$1,351.14.
 - b) Torrey Rd. Pump Station Generator - Invoice No. 155199 - Proj. No. 0160-0473 - 12/31/24 - \$1,080.00.
 - c) 2024 Sewer Rehab By Full Length CIPP LIN - Invoice No. 155200 - Proj. No. 0160-0475 - 12/31/24 - \$626.15.

- d) 2024 Miscellaneous Concrete Program - Invoice No. 155201 - Proj. No. 0160-0477 - 12/31/24 - \$6,443.73.
 - e) LFP Boat Launch Parking Lot - Invoice No. 155202 - Proj. No. 0160-0480 - 12/31/24 - \$12,750.00.
 - f) Ghesquiere & Lakefront Park Bldg Renovations - Invoice No. 155304 - Proj. No. 0160-0479 - 01/03/25 - \$3,250.00.
 - g) 2024-2025 - General Engineering - Invoice No. 155547 - Proj. No. 0160-0484 - 01/08/25 - \$2,217.53.
 - h) Ghesquiere Park Walking Path - Invoice No. 155649 - Proj. No. 0160-0482 - 01/14/25 - \$9,101.00.
2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 22206 - December 2024 - 01/03/25 - \$221.33.
 3. Keller Thoma - Legal Services - Invoice No. 127052 - December 2024 - 01/01/25 - \$131.25.
 4. McKenna - Building Services - Invoice No. 21849-100 (Revised) - November 2024 - 12/17/24 - \$38,147.42.
 5. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1082792 - December 2024 - 01/08/25 - \$2,406.32.
 6. WCA Assessing - Assessing Services - Invoice No. 011025 - January 2025 - 01/10/25 - \$7,534.41.
 7. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 254 - December 2024 - 01/06/25 - \$2,185.50.

Motion carried by the following vote:

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

Mayor Bryant and City Council issued, read, and presented proclamations to the following individuals for having attained their Eagle Scout Awards:

1. Parker E. Josephs
2. Jonathan Lackner
3. Isaac Warner

Motion by McConaghy, seconded by Gafa, that the City Council concur with the recommendation of Director of Public Safety Kosanke and approve the service agreement between the City of Grosse Pointe Woods and the Grosse Pointe Animal Adoption Society (GPAAS); and authorize a budget amendment in the amount of \$15,600.00 from the General Fund Balance Account No. 101-000-692.100, Transfer from Prior Year Reserve, into Account No. 101-326-832.000, Animal Collection-Support Services.

Motion carried by the following vote:

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

Mayor Bryant accepted the resignation of Gloria Arslanian from the Beautification Advisory Commission (BAC) with regret, and direct that appropriate thanks and recognition be sent to Ms. Arslanian.

Mayor Bryant accepted the resignation of Anthony Rennpage from the Citizens' Recreation Commission with regret, and direct that appropriate thanks and recognition be sent to Mr. Rennpage.

Mayor Bryant accepted the resignation of Walter Kiehler from the Construction Board of Appeals with regret, and direct that appropriate thanks and recognition be sent to Mr. Kiehler.

Under New Business, the following individual was heard:

- Councilmember Brown thanked and commended the Citizens' Recreation Commission, Department of Public Works, and Department of Public Safety for a very successful Winterfest. She stated that the event was innovative, well-organized and well-attended. Mayor Bryant and Councilmember Granger echoed the commendation. In addition, Councilmember Granger commented that it was nice to see people using the ice rink.

Under Public Comment, no one wished to be heard.

Motion by Motschall, seconded by Koester, to **adjourn tonight’s meeting** at 7:20 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

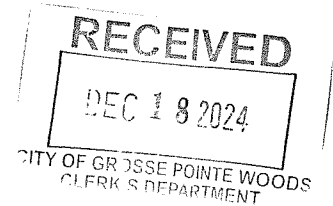
Commission approved 1/28/25

PLANNING COMMISSION
12-10-24 - 54

MINUTES OF THE **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **DECEMBER 10, 2024**, 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 7:02 p.m. by Chair McNelis.

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



Also Present: City Planner, Brigitte Wolf
Recording Secretary, Gretchen Miotto
Council Representative Kenneth Gafa

MOTION by Vitale, seconded by Fuller, to excuse Commission Members Gilezan, Marx, and O'Keefe from attendance at tonight's meeting.

Motion carried by the following vote:

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

Chair McNelis recognized Council Representative Gafa and Council Member Vicki Granger.

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

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

Motion carried by the following vote:

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

Chair McNelis announced that there would be no decisions made tonight on New Business items A & B (rezoning & site plan review for 1670 Ford Ct. and 20030 Mack Avenue) due to lack of a quorum, but we will proceed with the Public Hearing.

MOTION by Vitale, seconded by Mackinnon, that the November 19, 2024, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

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

MOTION by Fuller, seconded by Fenton, to accept and place on file the Ford Court and Faircourt resident's petitions in opposition to the 1670 Ford Court and 20030 Mack Avenue rezoning request.

Motion carried by the following vote:

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

The first item, under **Public Hearings**, was to **Host a Public Hearing on the rezoning request of 1670 Ford Court and 20030 Mack Avenue to the C Commercial district for the addition of a surface parking lot.**

MOTION by Fenton, seconded by Fuller, to open the **public hearing.**

Motion carried by the following vote:

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

Chair McNelis opened the public hearing at 7:07 pm.

Planner Wolf provided an overview of the hearing and stated that there are two parts: rezoning and site plan review. The petitioner was not represented.

No one wished to speak in support of the request:

The following spoke in opposition of the request:

1. Bill Bradley, former resident of 1670 Ford Ct.
2. Beth Baergen, 1600 Ford Ct.
3. Carrie Mead, 1575 Ford Ct.
4. Tambre Tedesco, 1665 Ford Ct.
5. John Klobuchar, 1675 Faircourt
6. Gary Herbertson, 1640 Ford Ct.
7. Bethann Bayus, 1615 Ford Ct.
8. Lisa Abbey, 1620 Faircourt
9. Melissa Kaczay, 1182 Edmundton, and former resident of 1650 Ford Ct.
10. Richard Carron, 1650 Ford Ct.
11. Anthony Toth, 1610 Ford Ct.

MOTION by Mackinnon, seconded by Fenton, to close the public hearing on the rezoning request of 1670 Ford Court and 20030 Mack Avenue to the C Commercial district for the addition of a surface parking lot.

Motion carried by the following vote:

YES: Fenton, Fuller, Hamborsky, Mackinnon, McNelis, Vitale

NO: None

ABSENT: Gilezan, Marx, O'Keefe

Chair McNelis closed the public hearing at 7:43 pm.

Chair McNelis stated that both he and Commissioner Vitale have recused themselves previously, when involved in any projects before the Commission, and will continue to do so.

MOTION by Fuller, seconded by Fenton, to table the **New Business Items A & B, 1670 Ford Court and 20030 Mack Avenue rezoning request and site plan review**, until the January 2025 meeting.

Motion carried by the following vote:

YES: Fenton, Fuller, Hamborsky, Mackinnon, McNelis, Vitale

NO: None

ABSENT: Gilezan, Marx, O'Keefe

The next item under **New Business** was **Discussion on a Hotel Overlay Zoning District**.

Planner Wolf provided an overview on why this topic is under discussion: hotel use is not only a desired use that we heard from community members which was brought up during the Master Plan process, but there is an interested party in establishing a hotel, possibly 4 stories, along Mack Avenue. The expansion of the C 2 Commercial District is only recommended at the intersection of Mack Avenue & Vernier. Creating an overlay district is similar to re-zoning and other ordinance amendments, and would establish language and expectations, as well as appropriate areas, and would allow developers to select a site they see fit for a hotel before they come to the Building Department, hold a Public Hearing and go through the approval process. The topics to discuss are: a) should there be a mixed-use requirement; b) should there be a maximum setback requirement; and c) should there be an increased height allowance.

Discussion ensued on type of hotel to allow, and our ability to regulate design and architectural standards. With this type of built-out community, a hotel would have the potential to bring increased foot traffic to surrounding businesses and entice additional investment to abutting properties that would support hotel guests. With an overlay zoning district, we can encourage a specific development project for the appropriate parcel based on size and positioning, while managing the form. Overlays can hold the development to a higher design standard or allow for more expansion provisions than the stipulations of the base zoning district.

Setback requirements from residential zones were discussed related to 3 or 4 story buildings, along with parking requirements. Buffering from residential areas is a specific concern. The Planning Commission agreed we should explore this concept as the need is there. We could create an overlay district without identifying specific parcels.

No action or motion was made on this discussion, other than it would be effective to have something in place when the potential applicant submits their application.

The next item under **Old Business** was **Discussion on Master Plan priorities and 2025 Goal Setting.**

MOTION by Mackinnon, seconded by Fuller, to accept and place on file the McKenna Memo, dated December 10, 2024, regarding Master Plan Priorities and Goal Setting as well as the 2020 Vision Plan document.

Motion carried by the following vote:

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

Planner Wolf provided an overview and reviewed the memo listing all priorities and their ranking based on the voting exercise completed by the Planning Commission.

The following were determined to be 2025 priorities and the Planning Commission will determine 2-3 additional priorities in the January 2025 meeting to advance to City Council in a January/February 2025 COW:

1. Establish the best location for another crosswalk along with the cost;
2. Enhancing city "gateways" and corresponding cost;

Planner Wolf will create a new survey for the Planning Commission to determine the next top 2-3 priorities and will update the memo, along with contacting AEW about cost estimates.

The next item under **Old Business** was **Discussion on Short Term Rental Ordinance.**

Planner Wolf provided a copy of Grosse Pointe Park's draft ordinance on short-term rentals and differentiating between investor-owned, or owner-occupied short-term rentals. Discussion ensued on whether there is a need in our city to allow short-term rentals. Our current rental ordinance does not have language that defines short term rentals. Our language states that any time a rental tenant changes, the owner must be re-certified and inspected.

The Planning Commission agreed that the ordinance should be amended to define rentals as having a minimum of 30 days.

Planner Wolf will bring back language to clarify our rental ordinance, including where the local agent or owner must live (i.e., within local counties).

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

Planner Wolf provided an overview of current projects and permits.

The next item was the **City Council Reports for December.**

Commissioner Fenton spoke on the December 2 meeting. He will cover the December 16 meeting. Commissioner Fuller will cover the January 2025 meetings.

The next item was **Election of Chair and Vice Chair.**

Commissioner Vitale recommended that Commissioner Fenton be asked to be Chair, as current Vice Chair, O'Keefe, did not wish to be Chair. Commissioner Fenton agreed.

Commissioner Vitale recommended that Commissioner Hamborsky be asked to be Vice Chair. Commissioner Hamborsky agreed.

MOTION by Mackinnon, seconded by Vitale, to elect Fenton as Chair, and Hamborsky as Vice Chair for 2025.

Motion carried by the following vote:

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

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

MOTION by Fenton, seconded by Fuller, to adjourn at 9:30 p.m.

Motion carried by the following vote:

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

Respectfully Submitted,
Gretchen Miotto
Clerk's Confidential Administrative Assistant & Recording Secretary

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 **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

Planning Commission 2024 Annual Planning Report and 2025 Work Plan to City Council

City of Grosse Pointe Woods, MI

The Commission's Annual Report is intended to serve as a planning document that outlines the work plan for the next fiscal year and is a communication tool to share recent achievements and plans for future goals to the community.

INTRODUCTION AND PURPOSE

As required by the Michigan Planning Enabling Act (MPEA) Act 33 of 2008, as amended, the Planning Commission shall submit a report of its 2024 activities.

"A planning commission shall make an annual written report to the legislative body concerning its operations and the status of planning activities, including recommendations regarding actions by the legislative body related to planning and development."

In addition to fulfilling this requirement, the Annual Report and Work Plan increases information-sharing between staff, boards, commissions, and the governing body and allows for the anticipation of upcoming priorities, in order to prepare and budget.

MEMBERSHIP

We thank the following Commission members for their time, commitment and good work:

- Stephen Gerhart, Chair (Jan/Feb 2024)
- James McNelis, Chair (March-Dec 2024)
- Donna O'Keefe, Vice Chair
- Christian A. Fenton, Commissioner
- Michael Fuller, Commissioner
- Grant P. Gilezan, Commissioner
- Douglas Hamborsky, Commissioner
- Mollie Mackinnon, Commissioner
- William Marx, Commissioner
- John A. Vitale, Commissioner

MEETINGS

The Planning Commission met twelve times in 2024.

1. Tuesday, January 23rd, 2024
2. Tuesday, February 20th, 2024
3. Tuesday, March 26th, 2024
4. Tuesday, April 23rd, 2024
5. Tuesday, May 28th, 2024
6. Tuesday, June 25th, 2024
7. Tuesday, July 23rd, 2024
8. Tuesday, September 24th, 2024
9. Tuesday, October 22nd, 2024
10. Tuesday, October 29th, 2024 (Special Meeting)
11. Tuesday, November 19th, 2024
12. Tuesday, December 10th, 2024

2024 in Review

The following tables outline various Planning Commission activities, including development reviews (site plan, special land use, etc.), and Zoning Ordinance and map amendments (rezonings) that were considered by the City in 2024. Please find an overview of the additional projects addressed by Planning Commission in 2024, it includes work on the Master Plan rewrite and Ordinance Amendments.

Meeting Date	Project Type	Location	Project Description	Request	Planner's Report	Planning Commission Motion / Result	City Council Result
January 23	Site Plan Review	19271 Mack (Churchill's Cigar Lounge)	Enclosed outdoor dining space and patio awning for year-round outdoor dining	Permanent To operate an outdoor dining area year-round in the C-F District; TO erect a screened-in awning and welded frame around the existing outdoor dining area	Recommend Tabling	Tabled	-
	Site Plan Review	20419 Mack Ave. (BeautiLofts)	Building Interior Renovation; Parking Variance Request	Complete interior build-out of an existing vacant retail lease space to include 15 salon-like rooms as well as a laundry and break room, waiting area, and restrooms		Tabled	-
	Discussion of Master Plan	-	-	-	-	-	-
	Zoning Ordinance Amendments to Permitted Uses (Home-based business, Mixed Occupancy, and Outdoor Cafes)	-	-	-	-	Public Hearing Scheduled	
February 20	Discussion of Master Plan (Draft Master Plan and Mack Future Land Use)	-	-	-	-	-	-
	Site Plan Review	20030 Mack Ave. (Eastside Dermatology)	Building Addition & Demolition; Parking Reconfigurations	Construct one-story addition; selective demolition of existing structure and garage; Reconfigured parking lot and ingress/egress	Recommend Approval with Conditions	Approved with Conditions	-
	Public Hearing: Zoning Ordinance Amendments to Permitted Uses (Home-based business, Mixed Occupancy, and Outdoor Cafes)	-	-	-	-	Approved for City Council consideration, with edits	Approved
March 26	Public Hearing: Rezoning	20100-20102 Mack Ave.	Rezoning	Rezone vacant property from	Recommend Approval	Approved	Approved

Meeting Date	Project Type	Location	Project Description	Request	Planner's Report	Planning Commission Motion / Result	City Council Result
		(Friendship Factory)		Restricted Office to Commercial			
	Special Land Use Review	20100-20102 Mack Ave. (Friendship Factory)	Building Remodel	Pending Rezoning, SLU request to open Children's Event Space	Recommend Approval	Rezoning Approved; SLU approved with conditions	Approved
	Site Plan Review	20100-20102 Mack Ave. (Friendship Factory)	Building Remodel & Re-occupancy	Renovation of and occupancy of an existing vacant building into Children's Event Space	Recommend Approval	Tabled	
	Public Hearing: Zoning Ordinance Amendments (Section 50-4.27 Portable Storage Units)	-	-	-	-	Approved for City Council consideration, as written	
	Site Plan Review	20419 Mack Ave. (BeautiLofts)	Building Interior Renovation; Parking Variance Request	Complete interior build-out of an existing vacant retail lease space to include 15 salon-like rooms as well as a laundry and break room, waiting area, and restrooms	Recommend PC Discussion	Denied	-
April 23	Site Plan Review	20100-20102 Mack Ave. (Friendship Factory)	Building Remodel & Re-occupancy	Renovation of and occupancy of an existing vacant building into Children's Event Space	Recommend Approval, with Conditions	Approved, with conditions	
	Site Plan Review	20331 Mack Avenue (Nino Salvaggio's Café)	Building Remodel	Repurpose and renovate a 1-story, 2,350 square feet building on a 0.07-acre lot to be a market style café; Demolish and reconstruct façade and interior.	Recommend Approval, with Conditions	Approved, with Conditions	
	Master Plan Update Discussion	-	-	-	-	-	-
May 28	Public Hearing: Zoning Ordinance Amendments (Section 50-4.36, Permanent Makeup Services)	-	-	-	-	Approved for City Council consideration, as written	
	Zoning Ordinance Amendments (Section 50-6.5 Outdoor Café Permit)	-	-	-	-	Approved for City Council consideration, as written	

Meeting Date	Project Type	Location	Project Description	Request	Planner's Report	Planning Commission Motion / Result	City Council Result
	Master Plan Update Discussion	-	-	-	-	-	-
June 25	Master Plan Recommendation to Council	-	-	-	-	Approved for City Council consideration, as written	
July 23	Public Hearing: Zoning Ordinance Amendments (Section 50-5.22, Exterior Lighting)	-	-	-	-	Approval for City Council consideration, with conditions	Approved
	Public Hearing: City Code of Ordinances Amendments (Section 26-5 and Section 26-34 Residential Plot Plans and Site Plan Submittals; Site Grading)	-	-	-	-	Approval for City Council consideration, with conditions	-
September 24	Master Plan Public Comment Discussion and Amendments	-	-	-	-	Recommended Amendments	-
October 22	Public Hearing: Master Plan Adoption	-	-	-	-	-	-
	Public Hearing: Special Land Use for Class C, SDM Licensed Restaurant	20710 Mack Avenue (Daily Jam)	Building change of use (liquor)	SLU for a sit-down restaurant, with liquor.	Recommend Approval	-	-
	Site Plan Review	20710 Mack Avenue (Daily Jam)	Building remodel and change of use and occupancy	Renovation of building and change of occupancy and use of building to include a bar	Recommend Approval, with conditions	-	
	Public Hearing: Special Land Use for Class C Licensed Restaurant	20195 Mack Avenue (Lola's Taco Bar)	Building change of use (liquor)	SLU for a sit-down restaurant, with liquor.	Recommend Approval	-	
	Site Plan Review	20195 Mack Avenue (Lola's Taco Bar)	Building remodel and change of use and occupancy	Renovation of building and change of occupancy and use of building to include a bar.	Recommend Approval, with conditions	-	
October 29 (Special Meeting)	Continued Public Hearing: Master Plan Adoption	-	-	-	-	Recommended for Adoption	-
	Public Hearing: Special Land Use for Class C, SDM Licensed Restaurant	20710 Mack Avenue (Daily Jam)	Building change of use (liquor)	SLU for a sit-down restaurant, with liquor.	Recommend Approval	Approved	

Meeting Date	Project Type	Location	Project Description	Request	Planner's Report	Planning Commission Motion / Result	City Council Result
	Site Plan Review	20710 Mack Avenue (Daily Jam)	Building remodel and change of use and occupancy	Renovation of building and change of occupancy and use of building to include a bar	Recommend Approval, with conditions	Approved with conditions	
	Public Hearing: Special Land Use for Class C Licensed Restaurant	20195 Mack Avenue (Lola's Taco Bar)	Building change of use (liquor)	SLU for a sit-down restaurant, with liquor.	Recommend Approval	Approved	
	Site Plan Review	20195 Mack Avenue (Lola's Taco Bar)	Building remodel and change of use and occupancy	Renovation of building and change of occupancy and use of building to include a bar.	Recommend Approval, with conditions	Approved with conditions	
November 19	Master Plan Priorities and 2025 Goal Setting Discussion	-	-	-	-	-	-
December 10	Site Plan Review	20030 Mack Avenue (Eastside Dermatology)	Building demolition and remodel; Creation of new parking structure	Demolition and construction of a one-story addition to an existing medical office building; Demolition of adjacent residential home and garage for surface parking lot	Recommend Table	Tabled	-
	Rezoning Request	20030 Mack Avenue – Parcel A & B (Eastside Dermatology)	RO-1 to C Commercial Rezoning Request for 20030 Mack – Parcel A; R1D to C Commercial Rezoning Request for 1670 Ford Court – Parcel B	Rezone both parcels to support the creation of a surface parking lot at Parcel B and align the zoning districts of the two parcels used for the same business purpose.	Recommend Approval, with conditions	Tabled	-
	Master Plan Priorities and 2025 Goal Setting Discussion	-	-	-	-	-	-

REZONINGS (CITY COUNCIL)

Date	Location / Project	Description	Status
May 6	20100-20102 Mack Ave. (Friendship Factory)	Rezone from RO-1 (Restricted Office) to C (Commercial)	Approved

VARIANCES (ZONING BOARD OF APPEALS)

Date	Location / Project	Description	Status
May 6	20620 Fairway Lane	Variance for side yard setback to build an addition to their home	Approved

LIQUOR LICENSES (CITY COUNCIL)

Date	Location / Project	Description	Status
September 9	20710 Mack Avenue (Daily Jam)	New Class C and SDM Liquor License	Approved

SIGN REVIEWS (ADMINISTRATIVE)

Date	Location / Project	Status
January 30	21304 Mack Ave./AAA	Approved
February 20	19865 Mack Ave./The Family Barbershop	Approved
March 8	20497 Mack Ave./Bank's Vacuum	Revisions
March 21	20535 Mack Ave./GBC Autism Services	Approved
June 5	20871 Mack Ave./Zestia	Revisions
August 21	20100 Mack Ave./Friendship Factory	Revisions
November 8	20916 Mack Ave./Bowline Financial	Approved
November 11	19700 Mack Ave./Bank of America	Approved
November 15	19325 Mack Ave./Village Pharmacy	Revisions
November 21	20095 Mack Ave./Village Day Spa	Approved
December 17	20845 Mack Ave./Carlyle Center, LLC	Revisions

MASTER PLAN REWRITE

The Planning Commission, City Administration, and other relevant parties, in conjunction with their planning consultants from Giffels Webster, underwent a comprehensive update to the community's Master Plan, which was last updated in 2006. During multiple surveys, planning commission meetings, special meetings, and an open house in October 2023, the consultants gathered input and an understanding of the community assets and challenges of the City. A new Master Plan was adopted in 2024, and has since directed further projects engaged by city departments and the boards and commissions within the City.

ORDINANCE AMENDMENTS

Over the past year, Planning Commission worked on the following amendments to the City's Ordinances:

Zoning Ordinance

1. Home Occupations (and Home-Based Businesses)

Planning Commission worked with the City Planner to meet the needs of a changing remote-work economy to allow residents to work from home and run their own business within residential districts.

2. Mixed Occupancy along Mack Avenue

Planning Commission worked with the City Planner to maximize space along the main commercial corridor, allow for a variety of commercial uses, and to assist in the preservation of Community Facilities along Mack Avenue.

3. Year-Round Outdoor Cafes/Dining in the Public Right of Way

Planning Commission worked with the City Planner to enhance the dining experience within the City and to meet post-pandemic dining norms, through the allowance of year-round dining, including both outdoor cafes, semi-open structures, and enclosed dining structures. Standards were also designed for enclosed structures.

4. Rooftop Open/Semi-Open Dining

Planning Commission worked with the City Planner to enhance the dining experience of Mack Avenue by defining and permitting enclosed or semi-enclosed rooftop dining, following a set of use standards to ensure safety and coherent design.

5. Portable Storage Units

Planning Commission worked with the City Planner to allow for the temporary use of dumpsters, which are necessary for home renovation projects and in other regular instances.

6. Permanent Makeup Services as Accessory Use

Planning Commission worked with the City Planner to allow for permanent makeup services as an accessory use to salons and medical offices in the C Commercial Business and RO-1 Restricted Office district.

7. Exterior Lighting

Planning Commission worked with the City Planner to create measurable indicators to improve visibility and minimize nighttime lighting disturbances more consistently and proactively.

City Code of Ordinances

1. Site Grading for Residential (Plot Plan) and Commercial Development Projects

Planning Commission worked with the City Planner and engineers from AEW to provide clarity to site grading requirements on commercial versus residential projects.

Looking Ahead: 2025 Work Plan

The following are additional projects for the Planning Department and Commission to accomplish in 2025:

Task	Lead	Involved	Priority
<p>Master Plan Implementation Following the adoption of the Master Plan in 2024, continue to set priorities and lay the groundwork for Master Plan goal implementation.</p>	Planner, City Manager, Building	Planning Commission, City Manager, City Council, Building Official	High
<p>Master Plan Priority: Provide additional crosswalks, with emphasis on access to Parcels Middle School and the Library, along the Mack Avenue corridor, as needed.</p> <p>Establish the best location for another crosswalk as per Mack Avenue Vision 2020, along with the cost. Consider the addition of crosswalks as part of Special Land Use Developments (ex. Hotel Overlay).</p>	Planner, City Manager, Building	Planning Commission, City Manager, City Council, Building Official, DPW, Wayne County Commission	High
<p>Master Plan Priority: Consider enhancements of neighborhood gateways throughout the City.</p> <p>Invite City Staff to work with DTE on possible light improvements at the gateways.</p>	Planner, City Manager, Building	Planning Commission, City Manager, City Council, Building Official, DTE, Engineer	High
<p>Master Plan Priority: Improve street lighting and implement traffic calming measures along Mack Avenue to enhance safety for pedestrians and nighttime users.</p> <p>Enhancing City “gateways” and corresponding cost. Focus on gateway points for such enhancements, such as on Vernier from GPS and HW, on Allard at Harper Ave, and Mack Ave on the north and south ends. Include bump outs where fit as streetscape resurfacing projects occur and other curb reconfigurations.</p>	Planner, City Manager, Building	Planning Commission, City Manager, City Council, Building Official	High
<p>Master Plan Priority: Consider establishing programs to provide assistance and support to residents for pocket parks and other neighborhood spaces.</p> <p>Invite the Beautification Commission to focus on this task.</p>	Planner, Recreation Department, Beautification Commission	Planning Commission, Recreation and DPW Dept., City Council	Medium
<p>Zoning Ordinance Update Conduct comprehensive review and update to the Zoning Ordinance that evaluated the zoning districts, where commercial mixed use should be expanded to, and additional design guidelines as necessary (i.e.</p>	Planner, City Manager, Building	Planning Commission, City Manager, City Council, Building Official	High

mixed-use buildings, design along the alley, creating a hotel overlay district, etc.).

Ordinance Text Amendments

- Evaluate and consider amendments to the Zoning Ordinance for Short Term Rentals.

Planner,
Building Official

Planning Commission,
City Manager, City
Council, Building Official

High

Zoning Map Amendments

Evaluate and consider amendments to the zoning map based on the final Future Land Use Map in the Master Plan.

Planner

Planning Commission,
City Manager, City
Council, Building Official

Medium

Joint Planning Commission and City Council Roundtable

Maintain communication channels between City Council and Planning Commission by attending a joint roundtable session to discuss ongoing planning priorities and issues is important. It is especially important as we implement the Master Plan to ensure priorities between the entities align.

MINUTES OF THE LOCAL OFFICERS COMPENSATION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON WEDNESDAY, JANUARY 22, 2025, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA DR., GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order by the Chair at 7:01 p.m.

PRESENT: Chair Curis
Members Kent, McAlpine, Ulrich

ABSENT: Reed

ALSO PRESENT: City Clerk Antolin

Council Representative Granger was not present.

Motion by Kent, seconded by Curis that member Reed be excused from tonight's meeting.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich

NO: None

ABSENT: Reed

Motion by Kent, seconded by McAlpine, 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: Curis, Kent, McAlpine, Ulrich

NO: None

ABSENT: Reed

The Chair asked members for a **nomination to serve as Chair** of the Commission.

Motion by Kent, seconded by McAlpine, to nominate Commission Member Curis to serve as Chair.

Commission Member Curis accepted the nomination.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich

NO: None

ABSENT: Reed

Motion by McAlpine, seconded by Ulrich, that the commission receive and place on file the documents regarding local judges' caseload report, local government official listing and current compensation for local mayors, councils and judges.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

Motion by Ulrich, seconded by McAlpine, that the minutes of the January 24, 2023, Local Officers Compensation Commission meeting be approved as presented.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

Motion by Kent, seconded by Ulrich, that the discussion of adding an inflation formula tied to the cost of living be tabled until the next meeting.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

Discussion ensued regarding the possibility of creating an inflation formula tied to the cost of living and applying it to the local officers' compensation. It was stated that the purpose of this meeting is to review wages and determine the local officers' compensation rather than have an inflation rider, which is automatic and may not be feasible to implement. After further discussion, the Commission decided to retract the previous motion and stated that that the commission was not in favor of tabling this item to the next meeting.

Motion by Ulrich, seconded by McAlpine, that the previous motion be withdrawn and replaced by the motion that the commission does not support adding an inflation formula tied to the cost of living for the officers' compensation.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

LOCAL OFFICERS COMPENSATION COMMISSION

01/22/25

The next item discussed was the compensation of Municipal Court Judge Ted Metry. The Commission reviewed the documents that were received and compared the salaries and court caseloads of all the Grosse Pointes and Harper Woods to gauge an appropriate compensation. It was stated that in 2017, a \$6,000.00 raise was proposed but denied by City Council. The last raise for the Municipal Court Judge was in 2005.

Motion by Kent, seconded by McAlpine, that the Local Officers Compensation Commission recommends to City Council that there be an increase in **compensation for Municipal Court Judge Metry** from \$30,000.00 per year to \$33,000.00 per year.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

The Commission discussed the mayor's compensation and the comparison of the all the mayors of the Grosse Pointes and Harper Woods. The last time the mayor received a compensation increase was in 2001 and the last compensation increase for City Council was in 2006.

Motion by Kent, seconded by Ulrich, that the Local Officers Compensation Commission recommends to City Council that there be an increase in the **Mayor's compensation** from \$6,000.00 per year to \$6,300.00 per year and an increase in **City Council's compensation** from \$3,750.00 per year to \$3,900.00 per year.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

No one wished to be heard under New Business/Public Comment.

Motion by Ulrich, seconded by McAlpine, that tonight's meeting minutes be immediately certified.

Motion carried by the following vote:

YES: Curis, Kent, McAlpine, Ulrich
NO: None
ABSENT: Reed

Motion by Curis, seconded by Kent, that tonight's meeting be adjourned at 7:54 p.m. Passed unanimously.

LOCAL OFFICERS COMPENSATION COMMISSION

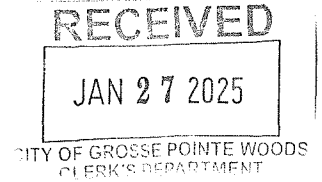
01/22/25

Respectfully submitted,

Paul P. Antolin
City Clerk

MEMO 25-01

TO: Frank Schulte, City Administrator
FROM: James Kowalski, Director of Public Services J.K.
DATE: January 22, 2025
SUBJECT: Recommendation – Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing, AEW Project No. 0160-0480



During the Finance Committee meeting, a discussion was held regarding the proposed 2024/2025 construction projects. Included in discussion was the asphalt reconstruction of the Lake Front Park boat launch parking lot, resurfacing Wedgewood from South Oxford to North Oxford with an asphalt overlay, and temporary concrete joint repairs on Cook Road using hot mix asphalt.

On Tuesday, January 14, 2025, 12 bids were received. The low bidder was Al's Asphalt Paving Co. of Taylor, Michigan.

Al's Asphalt Paving Co.	\$465,966.80
Merlo Construction Co., Inc.	\$586,164.30
T & M Asphalt Paving, Inc.	\$606,871.00
Asphalt Specialists, LLC	\$608,062.00
Florence Cement Company	\$669,036.03
Pro-Line Asphalt Paving Corporation	\$670,226.00
Hutch Paving, Inc.	\$685,806.89
Birmingham Sealcoat, Inc.	\$688,593.00
Anglin Civil, LLC	\$694,595.00
Gibraltar Construction Company	\$706,812.90
True North Asphalt, LLC	\$721,153.26
Nagle Paving Company	\$836,775.00

AEW has previously worked with Al's Asphalt Paving Co. on several projects, including in the City of Grosse Pointe Woods, and find them qualified to perform this work.

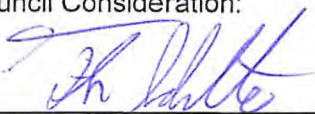
Based upon the recommendation of AEW, I concur that the contract for the Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing be awarded to Al's Asphalt Paving Co., 25500 Brest Road, Taylor, Michigan 48180 in the amount of \$465,966.80. I recommend a construction contingency in an amount not to exceed \$145,000.00 for any unforeseen problems should they arise. The total construction for this project will not exceed \$610,966.80.

I further recommend design and construction engineering fees that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$106,499.00. The total project will not exceed \$717,465.80.

This is a budgeted item included in 2024/2025 fiscal year budget in the account shown on the table on the next page.

Account Description	Account Number	Amount
Major Streets Concrete Maintenance	202-451-974.200	\$58,041.85
Local Streets Concrete Maintenance	203-451-974.200	\$58,041.85
Local Streets Construction Road	203-451-977.804	\$91,645.02
Parking Construction - Parking Lot Improvements	585-571-977.000	\$201,619.04
Boat Docks Construction	594-785-977.200	\$201,619.04
Total Construction		\$610,966.80
Major Streets Concrete - Engineering Fees	202-451-974.201	\$5,000.00
Local Streets Concrete - Engineering Fees	203-451-974.201	\$15,000.00
Local Streets Engineering Construction	203-451-977.803	\$16,333.00
Parking Engineering - Parking Lot Improvements	585-571-978.300	\$52,083.00
Boat Docks Engineering	594-785-974.210	\$18,083.00
Total Construction Engineering		\$106,499.00
Total Project Cost		\$717,465.80

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council Consideration:


 Frank Schulte, City Administrator

1-25-25
 Date

Fund Certification:

Account numbers and amounts have been verified as presented.


 Steven Schmidt, Treasurer/Comptroller

1-27-2025
 Date



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

January 22, 2025

Jim Kowalski, Director of Public Services
City of Grosse Pointe Woods
1200 Parkway Drive
Grosse Pointe Woods, Michigan 48236

Reference: Recommendation of Award
Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing
AEW Project No. 0160-0480

Dear Mr. Kowalski:

Anderson, Eckstein and Westrick, Inc. (AEW) prepared plans and specifications for the Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing. This project consists of an asphalt reconstruction of the parking lot at the Lake Front Park boat launch, resurfacing Wedgewood from South Oxford to North Oxford with an asphalt overlay, and temporary concrete joint repairs on Cook Road using hot mix asphalt.

Attached is a tabulation of bids received by the the City of Grosse Pointe Woods on Tuesday, January 14, 2025, for the project. Twelve bids were received, and the low bidder is Al's Asphalt Paving Co., with a total bid amount of \$465,966.80.

AEW has worked with Al's Asphalt Paving Co. on several projects with satisfactory results, including asphalt paving work in the City of Grosse Pointe Woods. We find them to be qualified to perform the work.

Based on discussions with the Contractor and our past experience, we recommend awarding the **Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing** to **Al's Asphalt Paving Co.**, 25500 Brest Road, Taylor, Michigan 48180, for the bid amount of \$465,966.80. In addition, we recommend that a construction contingency of \$145,000.00 also be approved for unforeseen conditions, and \$106,499.00 for Construction Engineering. Design engineering was previously approved in the amount of \$51,000.00 for a total budgeted project cost of \$768,965.80.

If you have any questions, please advise.

Sincerely,


Ross Wilberding, PE
Project Manager

Ross Wilberding
D+US, ErwinWilberding@aewinc.com,
D+Anderson, Eckstein & Westrick, Inc.,
CN+Ross Wilberding
2025 01 22 13 36:15-0500'

Enclosure: Bid Tabulation

cc: Scott Lockwood, PE
Steven Schmidt, Controller
Jeanne Duffy

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TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
LAKE FRONT PARK BOAT LAUNCH PARKING LOT
AND WEDGEWOOD RESURFACING
AEW PROJECT NO. 01 60-0480

DATE: 1/14/2025
TIME: 10:00 AM

Prepared by Anderson, Eckstein and Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

BIDDER RANKING

RANK	BIDDER'S NAME	TOTAL BID
1	Al's Asphalt Paving Co.	\$ 465,966.80
2	Merlo Construction Co., Inc.	\$ 586,164.30
3	T & M Asphalt Paving, Inc.	\$ 606,871.00
4	Asphalt Specialists, LLC	\$ 608,062.00
5	Florence Cement Company	\$ 669,036.03
6	Pro-Line Asphalt Paving Corporation	\$ 670,226.00
7	Hutch Paving, Inc.	\$ 685,806.89
8	Birmingham Sealcoat, Inc.	\$ 688,593.00
9	Anglin Civil, LLC	\$ 694,595.00
10	Gibraltar Construction Company	\$ 706,812.90
11	True North Asphalt, LLC	\$ 721,153.26 *
12	Nagle Paving Company	\$ 836,775.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Al's Asphalt Paving Co.
 25500 Brest Road
 Taylor, MI 48180

Merlo Construction Co., Inc.
 4964 Technical Drive
 Milford, MI 48381

T & M Asphalt Paving, Inc.
 4755 Old Plank Road
 Milford, MI 48381

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Mobilization, Max \$50,000.00	1	LS	25,000.00	25,000.00	25,000.00	25,000.00	50,000.00	50,000.00
2.	_Reimbursed Permit Fees	1	Dlr	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3.	Curb and Gutter, Rem	56	Ft	18.00	1,008.00	23.00	1,288.00	20.00	1,120.00
4.	_Driveway, Rem	12	Syd	33.00	396.00	25.00	300.00	30.00	360.00
5.	_Parking Blocks, Rem	41	Ea	20.00	820.00	95.00	3,895.00	50.00	2,050.00
6.	Embankment, CIP	20	Cyd	80.00	1,600.00	20.00	400.00	40.00	800.00
7.	Excavation, Earth	1277	Cyd	16.00	20,432.00	36.00	45,972.00	25.00	31,925.00
8.	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	95.00	760.00	165.00	1,320.00	200.00	1,600.00
9.	Erosion Control, Silt Fence	168	Ft	5.00	840.00	3.50	588.00	2.00	336.00
10.	Aggregate Base, 8 inch	24	Syd	18.00	432.00	22.00	528.00	20.00	480.00
11.	Aggregate Base, 12 inch	4480	Syd	15.00	67,200.00	27.00	120,960.00	20.00	89,600.00
12.	Maintenance Gravel	20	Ton	10.00	200.00	20.00	400.00	50.00	1,000.00
13.	Geotextile, Separator	4480	Syd	2.00	8,960.00	4.00	17,920.00	1.70	7,616.00
14.	_Geogrid	4480	Syd	5.85	26,208.00	5.00	22,400.00	3.00	13,440.00
15.	Dr Structure Cover, Adj, Case 1	3	Ea	1,500.00	4,500.00	675.00	2,025.00	600.00	1,800.00
16.	_Catch Basin Cover, Restricted, GPW	2	Ea	825.00	1,650.00	800.00	1,600.00	1,200.00	2,400.00
17.	Underdrain, Subgrade, Open-Graded, 6 inch	142	Ft	31.00	4,402.00	28.00	3,976.00	25.00	3,550.00
18.	Pavt, Cleaning	1	LS	4,000.00	4,000.00	2,500.00	2,500.00	2,500.00	2,500.00
19.	HMA Surface, Rem	4212	Syd	4.00	16,848.00	5.50	23,166.00	5.25	22,113.00
20.	Pavt Joint and Crack Repr, Det 7	100	Ft	15.00	1,500.00	15.00	1,500.00	12.00	1,200.00
21.	Hand Patching	10	Ton	250.00	2,500.00	250.00	2,500.00	200.00	2,000.00
22.	HMA, 4EML	481	Ton	117.00	56,277.00	119.00	57,239.00	147.00	70,707.00



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Al's Asphalt Paving Co.
 25500 Brest Road
 Taylor, MI 48180

Merlo Construction Co., Inc.
 4964 Technical Drive
 Milford, MI 48381

T & M Asphalt Paving, Inc.
 4755 Old Plank Road
 Milford, MI 48381

Item No.	Description	Estimated Quantity	Units	Al's Asphalt Paving Co.		Merlo Construction Co., Inc.		T & M Asphalt Paving, Inc.	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
23.	HMA, 5EML	613	Ton	119.00	72,947.00	122.00	74,786.00	150.00	91,950.00
24.	_Pavt Joint and Crack Repr. Det 7, Special	7314	Ft	1.95	14,262.30	1.95	14,262.30	10.00	73,140.00
25.	_Hand Patching, Modified	403	Ton	190.00	76,570.00	190.00	76,570.00	190.00	76,570.00
26.	Conc Pavt, Misc, Nonreinf, 8 inch	22	Syd	110.00	2,420.00	75.00	1,650.00	120.00	2,640.00
27.	Lane Tie, Epoxy Anchored	350	Ea	11.00	3,850.00	13.00	4,550.00	8.00	2,800.00
28.	Pavt Repr, Nonreinf Conc, 8 inch	210	Syd	103.00	21,630.00	75.00	15,750.00	112.00	23,520.00
29.	Pavt Repr, Rem	210	Syd	17.00	3,570.00	35.00	7,350.00	25.00	5,250.00
30.	Driveway, Nonreinf Conc, 6 inch	12	Syd	90.00	1,080.00	100.00	1,200.00	90.00	1,080.00
31.	_Curb and Gutter, Conc, Det F1, Modified	56	Ft	45.00	2,520.00	45.00	2,520.00	60.00	3,360.00
32.	Sidewalk, Conc, 4 inch	6	Sft	30.00	180.00	100.00	600.00	10.00	60.00
33.	Pavt Mrkg, Waterborne, for Rest Areas, Parks, and Lots, 4 inch, Yellow	1,130	Ft	0.95	1,073.50	2.50	2,825.00	0.50	565.00
34.	_Pavt Mrkg, Waterborne, 12 inch, Crosswalk	84	Ft	6.00	504.00	8.00	672.00	2.25	189.00
35.	_Parking Block, White	28	Ea	88.00	2,464.00	400.00	11,200.00	150.00	4,200.00
36.	Sodding	366	Syd	8.50	3,111.00	12.00	4,392.00	10.00	3,660.00
37.	Topsoil Surface, Furn, 3 inch	366	Syd	7.00	2,562.00	10.00	3,660.00	5.00	1,830.00
38.	Water, Sodding/Seeding	16	Unit	90.00	1,440.00	300.00	4,800.00	85.00	1,360.00
39.	_Audio Visual Record of Construction Area	1	LS	950.00	950.00	900.00	900.00	2,600.00	2,600.00
40.	_Traffic Control and Maintenance	1	LS	7,000.00	7,000.00	20,000.00	20,000.00	3,500.00	3,500.00
41.	_Rubbish Pickup	1	LS	800.00	800.00	1,500.00	1,500.00	500.00	500.00
TOTAL AMOUNT BID				\$	465,966.80	\$	586,164.30	\$	606,871.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Asphalt Specialists, LLC 1780 E. Highwood Pontiac, MI 48430	Florence Cement Company 51515 Corridor Shelby Township, MI 48315	Pro-Line Asphalt Paving Corporation 11797 29 Mile Road Washington, MI 48095
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Item No.	Description	Estimated Quantity	Units	Asphalt Specialists, LLC		Florence Cement Company		Pro-Line Asphalt Paving Corporation	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Mobilization, Max \$50,000.00	1	LS	50,000.00	50,000.00	50,000.00	50,000.00	48,000.00	48,000.00
2.	_Reimbursed Permit Fees	1	Dlr	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3.	Curb and Gutter, Rem	56	Ft	20.00	1,120.00	40.00	2,240.00	20.00	1,120.00
4.	_Driveway, Rem	12	Syd	30.00	360.00	53.00	636.00	50.00	600.00
5.	_Parking Blocks, Rem	41	Ea	30.00	1,230.00	48.50	1,988.50	50.00	2,050.00
6.	Embankment, CIP	20	Cyd	60.00	1,200.00	230.10	4,602.00	100.00	2,000.00
7.	Excavation, Earth	1277	Cyd	30.00	38,310.00	25.00	31,925.00	35.00	44,695.00
8.	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	125.00	1,000.00	135.00	1,080.00	100.00	800.00
9.	Erosion Control, Silt Fence	168	Ft	4.50	756.00	2.20	369.60	5.00	840.00
10.	Aggregate Base, 8 inch	24	Syd	20.00	480.00	19.60	470.40	50.00	1,200.00
11.	Aggregate Base, 12 inch	4480	Syd	19.00	85,120.00	23.00	103,040.00	25.00	112,000.00
12.	Maintenance Gravel	20	Ton	25.00	500.00	40.10	802.00	50.00	1,000.00
13.	Geotextile, Separator	4480	Syd	1.70	7,616.00	1.40	6,272.00	1.50	6,720.00
14.	_Geogrid	4480	Syd	5.70	25,536.00	6.30	28,224.00	6.00	26,880.00
15.	Dr Structure Cover, Adj, Case 1	3	Ea	650.00	1,950.00	1,463.00	4,389.00	1,500.00	4,500.00
16.	_Catch Basin Cover, Restricted, GPW	2	Ea	1,300.00	2,600.00	720.00	1,440.00	1,000.00	2,000.00
17.	Underdrain, Subgrade, Open-Graded, 6 inch	142	Ft	35.00	4,970.00	25.00	3,550.00	40.00	5,680.00
18.	Pavt, Cleaning	1	LS	4,000.00	4,000.00	2,050.00	2,050.00	5,000.00	5,000.00
19.	HMA Surface, Rem	4212	Syd	6.50	27,378.00	5.90	24,850.80	6.00	25,272.00
20.	Pavt Joint and Crack Repr, Det 7	100	Ft	6.50	650.00	55.60	5,560.00	15.00	1,500.00
21.	Hand Patching	10	Ton	215.00	2,150.00	0.01	0.10	300.00	3,000.00
22.	HMA, 4EML	481	Ton	125.00	60,125.00	101.50	48,821.50	130.00	62,530.00



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Asphalt Specialists, LLC 1780 E. Highwood Pontiac, MI 48430	Florence Cement Company 51515 Corridor Shelby Township, MI 48315	Pro-Line Asphalt Paving Corporation 11797 29 Mile Road Washington, MI 48095
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Item No.	Description	Estimated Quantity	Units	Asphalt Specialists, LLC		Florence Cement Company		Pro-Line Asphalt Paving Corporation	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
23.	HMA, 5EML	613	Ton	140.00	85,820.00	135.00	82,755.00	140.00	85,820.00
24.	_Pavt Joint and Crack Repr. Det 7, Special	7314	Ft	6.50	47,541.00	25.50	186,507.00	15.00	109,710.00
25.	_Hand Patching, Modified	403	Ton	215.00	86,645.00	0.01	4.03	100.00	40,300.00
26.	Conc Pavt, Misc, Nonreinf, 8 inch	22	Syd	120.00	2,640.00	107.00	2,354.00	107.00	2,354.00
27.	Lane Tie, Epoxy Anchored	350	Ea	14.00	4,900.00	12.00	4,200.00	12.00	4,200.00
28.	Pavt Repr, Nonreinf Conc, 8 inch	210	Syd	84.00	17,640.00	72.00	15,120.00	72.00	15,120.00
29.	Pavt Repr, Rem	210	Syd	30.00	6,300.00	55.70	11,697.00	40.00	8,400.00
30.	Driveway, Nonreinf Conc, 6 inch	12	Syd	100.00	1,200.00	85.00	1,020.00	85.00	1,020.00
31.	_Curb and Gutter, Conc, Det F1, Modified	56	Ft	35.00	1,960.00	31.00	1,736.00	31.00	1,736.00
32.	Sidewalk, Conc, 4 inch	6	Sft	11.00	66.00	10.00	60.00	10.00	60.00
33.	Pavt Mrkg, Waterborne, for Rest Areas, Parks, and Lots, 4 inch, Yellow	1,130	Ft	0.50	565.00	0.60	678.00	2.50	2,825.00
34.	_Pavt Mrkg, Waterborne, 12 inch, Crosswalk	84	Ft	2.50	210.00	2.95	247.80	8.00	672.00
35.	_Parking Block, White	28	Ea	225.00	6,300.00	165.40	4,631.20	350.00	9,800.00
36.	Sodding	366	Syd	7.50	2,745.00	19.00	6,954.00	10.00	3,660.00
37.	Topsoil Surface, Furn, 3 inch	366	Syd	6.50	2,379.00	17.85	6,533.10	7.00	2,562.00
38.	Water, Sodding/Seeding	16	Unit	350.00	5,600.00	108.00	1,728.00	100.00	1,600.00
39.	_Audio Visual Record of Construction Area	1	LS	1,000.00	1,000.00	2,500.00	2,500.00	1,000.00	1,000.00
40.	_Traffic Control and Maintenance	1	LS	14,000.00	14,000.00	15,000.00	15,000.00	20,000.00	20,000.00
41.	_Rubbish Pickup	1	LS	2,000.00	2,000.00	1,500.00	1,500.00	500.00	500.00
TOTAL AMOUNT BID				\$	608,062.00	\$	669,036.03	\$	670,226.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Hutch Paving, Inc.
 3000 E. 10 Mile Road
 Warren, MI 48091

Birmingham Sealcoat, Inc.
 2651 Metamora Road
 Oxford, MI 48371

Anglin Civil, LLC
 13000 Newburgh Road
 Livonia, MI 48150

Item No.	Description	Estimated Quantity	Units	Hutch Paving, Inc.		Birmingham Sealcoat, Inc.		Anglin Civil, LLC	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Mobilization, Max \$50,000.00	1	LS	50,000.00	50,000.00	35,000.00	35,000.00	50,000.00	50,000.00
2.	_Reimbursed Permit Fees	1	Dlr	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3.	Curb and Gutter, Rem	56	Ft	20.00	1,120.00	25.00	1,400.00	53.71	3,007.76
4.	_Driveway, Rem	12	Syd	42.00	504.00	27.00	324.00	250.65	3,007.80
5.	_Parking Blocks, Rem	41	Ea	12.25	502.25	50.00	2,050.00	124.51	5,104.91
6.	Embankment, CIP	20	Cyd	40.00	800.00	50.00	1,000.00	154.57	3,091.40
7.	Excavation, Earth	1277	Cyd	32.50	41,502.50	32.00	40,864.00	30.56	39,025.12
8.	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	50.00	400.00	125.00	1,000.00	257.70	2,061.60
9.	Erosion Control, Silt Fence	168	Ft	2.50	420.00	5.00	840.00	12.49	2,098.32
10.	Aggregate Base, 8 inch	24	Syd	26.15	627.60	35.00	840.00	139.43	3,346.32
11.	Aggregate Base, 12 inch	4480	Syd	26.15	117,152.00	18.50	82,880.00	21.81	97,708.80
12.	Maintenance Gravel	20	Ton	50.00	1,000.00	50.00	1,000.00	142.33	2,846.60
13.	Geotextile, Separator	4480	Syd	3.00	13,440.00	6.00	26,880.00	1.92	8,601.60
14.	_Geogrid	4480	Syd	6.00	26,880.00	7.00	31,360.00	3.40	15,232.00
15.	Dr Structure Cover, Adj, Case 1	3	Ea	1,000.00	3,000.00	950.00	2,850.00	773.60	2,320.80
16.	_Catch Basin Cover, Restricted, GPW	2	Ea	285.00	570.00	750.00	1,500.00	1,209.21	2,418.42
17.	Underdrain, Subgrade, Open-Graded, 6 inch	142	Ft	17.50	2,485.00	25.00	3,550.00	45.49	6,459.58
18.	Pavt, Cleaning	1	LS	2,000.00	2,000.00	7,500.00	7,500.00	4,680.00	4,680.00
19.	HMA Surface, Rem	4212	Syd	9.00	37,908.00	6.25	26,325.00	7.60	32,011.20
20.	Pavt Joint and Crack Repr, Det 7	100	Ft	4.00	400.00	15.00	1,500.00	57.97	5,797.00
21.	Hand Patching	10	Ton	205.00	2,050.00	450.00	4,500.00	424.91	4,249.10
22.	HMA, 4EML	481	Ton	196.73	94,627.13	140.00	67,340.00	144.24	69,379.44



TABULATION OF BIDS
CITY OF GROSSE POINTE WOODS
LAKE FRONT PARK BOAT LAUNCH PARKING LOT
AND WEDGEWOOD RESURFACING
AEW PROJECT NO. 0160-0480

Hutch Paving, Inc.
 3000 E. 10 Mile Road
 Warren, MI 48091

Birmingham Sealcoat, Inc.
 2651 Metamora Road
 Oxford, MI 48371

Anglin Civil, LLC
 13000 Newburgh Road
 Livonia, MI 48150

Item No.	Description	Estimated Quantity	Units	Hutch Paving, Inc.		Birmingham Sealcoat, Inc.		Anglin Civil, LLC	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
23.	HMA, 5EML	613	Ton	199.37	122,213.81	142.00	87,046.00	154.07	94,444.91
24.	_Pavt Joint and Crack Repr. Det 7, Special	7314	Ft	4.00	29,256.00	8.50	62,169.00	9.60	70,214.40
25.	_Hand Patching, Modified	403	Ton	150.00	60,450.00	215.00	86,645.00	180.98	72,934.94
26.	Conc Pavt, Misc, Nonreinf, 8 inch	22	Syd	145.00	3,190.00	140.00	3,080.00	120.00	2,640.00
27.	Lane Tie, Epoxy Anchored	350	Ea	7.00	2,450.00	50.00	17,500.00	12.00	4,200.00
28.	Pavt Repr, Nonreinf Conc, 8 inch	210	Syd	130.00	27,300.00	140.00	29,400.00	120.00	25,200.00
29.	Pavt Repr, Rem	210	Syd	20.00	4,200.00	27.00	5,670.00	29.98	6,295.80
30.	Driveway, Nonreinf Conc, 6 inch	12	Syd	130.50	1,566.00	110.00	1,320.00	96.00	1,152.00
31.	_Curb and Gutter, Conc, Det F1, Modified	56	Ft	70.00	3,920.00	75.00	4,200.00	48.00	2,688.00
32.	Sidewalk, Conc, 4 inch	6	Sft	25.00	150.00	25.00	150.00	30.00	180.00
33.	Pavt Mrkg, Waterborne, for Rest Areas, Parks, and Lots, 4 inch, Yellow	1,130	Ft	0.50	565.00	2.00	2,260.00	5.27	5,955.10
34.	_Pavt Mrkg, Waterborne, 12 inch, Crosswalk	84	Ft	1.00	84.00	25.00	2,100.00	8.57	719.88
35.	_Parking Block, White	28	Ea	115.00	3,220.00	125.00	3,500.00	326.20	9,133.60
36.	Sodding	366	Syd	12.30	4,501.80	15.00	5,490.00	20.05	7,338.30
37.	Topsoil Surface, Furn, 3 inch	366	Syd	12.30	4,501.80	10.00	3,660.00	16.91	6,189.06
38.	Water, Sodding/Seeding	16	Unit	750.00	12,000.00	650.00	10,400.00	950.74	15,211.84
39.	_Audio Visual Record of Construction Area	1	LS	850.00	850.00	5,000.00	5,000.00	1,020.00	1,020.00
40.	_Traffic Control and Maintenance	1	LS	6,000.00	6,000.00	11,500.00	11,500.00	2,670.60	2,670.60
41.	_Rubbish Pickup	1	LS	500.00	500.00	5,500.00	5,500.00	2,458.80	2,458.80
TOTAL AMOUNT BID				\$	685,806.89	\$	688,593.00	\$	694,595.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Gibraltar Construction Company
 2650 Van Horn Road
 Trenton, MI 48183

True North Asphalt, LLC
 1241 E. 11 Mile Road
 Madison Heights, MI 48071

Nagle Paving Company
 39525 West 13 Mile Road
 Novi, MI 48377

Item No.	Description	Estimated Quantity	Units	Gibraltar Construction Company		True North Asphalt, LLC		Nagle Paving Company	
				Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
1.	_Mobilization, Max \$50,000.00	1	LS	49,000.00	49,000.00	20,000.00	20,000.00	35,000.00	35,000.00
2.	_Reimbursed Permit Fees	1	Dlr	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00	1,500.00
3.	Curb and Gutter, Rem	56	Ft	15.00	840.00	10.00	560.00	30.00	1,680.00
4.	_Driveway, Rem	12	Syd	20.00	240.00	100.00	1,200.00	60.00	720.00
5.	_Parking Blocks, Rem	41	Ea	50.00	2,050.00	25.00	1,025.00	20.00	820.00
6.	Embankment, CIP	20	Cyd	20.00	400.00	45.00	900.00	75.00	1,500.00
7.	Excavation, Earth	1277	Cyd	35.00	44,695.00	40.00	51,080.00	43.00	54,911.00
8.	Erosion Control, Inlet Protection, Fabric Drop	8	Ea	200.00	1,600.00	125.00	1,000.00	150.00	1,200.00
9.	Erosion Control, Silt Fence	168	Ft	5.00	840.00	5.00	840.00	3.50	588.00
10.	Aggregate Base, 8 inch	24	Syd	22.00	528.00	25.00	600.00	18.00	432.00
11.	Aggregate Base, 12 inch	4480	Syd	22.00	98,560.00	27.00	120,960.00	21.00	94,080.00
12.	Maintenance Gravel	20	Ton	35.00	700.00	35.00	700.00	50.00	1,000.00
13.	Geotextile, Separator	4480	Syd	1.55	6,944.00	9.00	40,320.00	2.50	11,200.00
14.	_Geogrid	4480	Syd	7.05	31,584.00	9.00	40,320.00	6.50	29,120.00
15.	Dr Structure Cover, Adj, Case 1	3	Ea	1,200.00	3,600.00	1,000.00	3,000.00	675.00	2,025.00
16.	_Catch Basin Cover, Restricted, GPW	2	Ea	1,300.00	2,600.00	1,000.00	2,000.00	1,000.00	2,000.00
17.	Underdrain, Subgrade, Open-Graded, 6 inch	142	Ft	25.00	3,550.00	50.00	7,100.00	35.00	4,970.00
18.	Pavt, Cleaning	1	LS	1,500.00	1,500.00	1,150.00	1,150.00	1,500.00	1,500.00
19.	HMA Surface, Rem	4212	Syd	3.80	16,005.60	6.00	25,272.00	7.00	29,484.00
20.	Pavt Joint and Crack Repr, Det 7	100	Ft	33.00	3,300.00	7.00	700.00	50.00	5,000.00
21.	Hand Patching	10	Ton	300.00	3,000.00	265.00	2,650.00	500.00	5,000.00
22.	HMA, 4EML	481	Ton	173.00	83,213.00	146.00	70,226.00	138.00	66,378.00



TABULATION OF BIDS

CITY OF GROSSE POINTE WOODS
 LAKE FRONT PARK BOAT LAUNCH PARKING LOT
 AND WEDGEWOOD RESURFACING
 AEW PROJECT NO. 0160-0480

Gibraltar Construction Company
 2650 Van Horn Road
 Trenton, MI 48183

True North Asphalt, LLC
 1241 E. 11 Mile Road
 Madison Heights, MI 48071

Nagle Paving Company
 39525 West 13 Mile Road
 Novi, MI 48377

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
23.	HMA, 5EML	613	Ton	175.00	107,275.00	145.00	88,885.00	150.00	91,950.00
24.	_Pavt Joint and Crack Repr. Det 7, Special	7314	Ft	9.25	67,654.50	9.00	65,826.00	14.00	102,396.00
25.	_Hand Patching, Modified	403	Ton	260.00	104,780.00	265.00	106,795.00	525.00	211,575.00
26.	Conc Pavt, Misc, Nonreinf, 8 inch	22	Syd	90.00	1,980.00	136.00	2,992.00 *	180.00	3,960.00
27.	Lane Tie, Epoxy Anchored	350	Ea	15.00	5,250.00	25.00	8,750.00	10.00	3,500.00
28.	Pavt Repr, Nonreinf Conc, 8 inch	210	Syd	100.00	21,000.00	118.00	24,780.00	115.00	24,150.00
29.	Pavt Repr, Rem	210	Syd	20.00	4,200.00	19.00	3,990.00 *	50.00	10,500.00
30.	Driveway, Nonreinf Conc, 6 inch	12	Syd	75.00	900.00	165.00	1,980.00	115.00	1,380.00
31.	_Curb and Gutter, Conc, Det F1, Modified	56	Ft	77.00	4,312.00	40.00	2,240.00	50.00	2,800.00
32.	Sidewalk, Conc, 4 inch	6	Sft	30.00	180.00	12.00	72.00	20.00	120.00
33.	Pavt Mrkg, Waterborne, for Rest Areas, Parks, and Lots, 4 inch, Yellow	1,130	Ft	0.50	565.00	0.75	849.76 *	0.60	678.00
34.	_Pavt Mrkg, Waterborne, 12 inch, Crosswalk	84	Ft	2.20	184.80	1.00	84.00	2.50	210.00
35.	_Parking Block, White	28	Ea	175.00	4,900.00	85.00	2,380.00	160.00	4,480.00
36.	Sodding	366	Syd	10.00	3,660.00	15.75	5,764.50	24.00	8,784.00
37.	Topsoil Surface, Furn, 3 inch	366	Syd	17.00	6,222.00	7.00	2,562.00	24.00	8,784.00
38.	Water, Sodding/Seeding	16	Unit	250.00	4,000.00	350.00	5,600.00	275.00	4,400.00
39.	_Audio Visual Record of Construction Area	1	LS	4,900.00	4,900.00	500.00	500.00	1,000.00	1,000.00
40.	_Traffic Control and Maintenance	1	LS	6,600.00	6,600.00	3,000.00	3,000.00	5,000.00	5,000.00
41.	_Rubbish Pickup	1	LS	2,000.00	2,000.00	1,000.00	1,000.00	1,000.00	1,000.00
TOTAL AMOUNT BID				\$	706,812.90	\$	721,153.26	\$	836,775.00

* CORRECTED BY ENGINEER

MEMO 25-02

TO: Frank Schulte, City Administrator
FROM: James Kowalski, Director of Public Services *J.K.*
DATE: January 22, 2025
SUBJECT: Recommendation – Ghesquiere Park Walking Path
AEW Project No. 0160-0482

During the Finance Committee meeting, a discussion was held regarding the proposed 2024/2025 construction projects. Included in discussion was the construction of a walking path for Ghesquiere Park. This would be an approximately 2,800 feet of six-foot-wide asphalt walking path along the perimeter of the park.

On Tuesday, January 7, 2025, five bids were received.

Premier Group Associates, LC	\$286,970.00
Warren Contractors & Development, Inc.	\$297,940.00
Peake Asphalt, Inc.	\$316,710.00
Anglin Civil, LLC	\$350,609.18
Al's Asphalt Paving Co.	\$399,777.00

The low bidder was Premier Group Associates, LC in the amount of \$286,970.00. The project included an alternate bid for resurfacing the existing concrete outdoor ice rink with asphalt. Due to the costs of the alternate bids, it will not be included in this project. AEW has worked with Premier Group Associates, LC on a small number of projects which were completed with mixed results. In addition to internal AEW experience, they contacted the references included with their bid submittal and the results were similarly mixed.

The second low bidder was Warren Contractors & Development, Inc. in the amount of \$297,940.00. AEW has worked with Warren Contractors & Development, Inc. on a number of projects with satisfactory results, and find them qualified to perform this work.

Based upon the recommendation of AEW, I concur that the contract for the Ghesquiere Park Walking Path be awarded to Warren Contractors & Development, Inc., 14979 Technology Drive, Shelby Township, Michigan 48315 in the amount of \$297,940.00. I recommend a construction contingency in an amount not to exceed \$33,763.00 for any unforeseen problems should they arise. The total construction for this project will not exceed \$331,703.00.

I further recommend design and construction engineering fees that will be provided by Anderson, Eckstein and Westrick, Inc., 51301 Schoenherr Rd., Shelby Twp., MI 48315 in an amount not to exceed \$60,000.00. The total project will not exceed \$391,703.00.

This is a budgeted item included in 2024/2025 fiscal year budget in the municipal improvements parks and recreation account no. 401-902-977.104.

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council Consideration:

Frank Schulte

Frank Schulte, City Administrator

1-23-25

Date

Fund Certification:

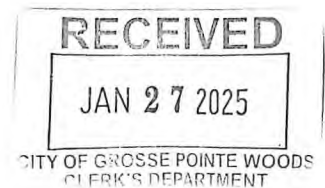
Account numbers and amounts have been verified as presented.

Steven Schmidt

Steven Schmidt, Treasurer/Comptroller

1-27-2025

Date





ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

January 22, 2025

Jim Kowalski, Director of Public Services
City of Grosse Pointe Woods
1200 Parkway Drive
Grosse Pointe Woods, Michigan 48236

Reference: Recommendation of Award
Ghesquiere Park Walking Path
AEW Project No. 0160-0482

Dear Mr. Kowalski:

Anderson, Eckstein and Westrick, Inc. (AEW) prepared plans and specifications for the Ghesquiere Park Walking Path. This project consists of the construction of approximately 2,800 feet of 6 foot wide asphalt walking path along the perimeter of Ghesquiere Park.

Attached is a tabulation of bids received by the the City of Grosse Pointe Woods on Tuesday, January 7, 2025, for the project. Five bids were received, and the low bidder is Premier Group Associates, LC, with a total base bid amount of \$286,970.00. The project included an alternate bid for resurfacing the existing concrete outdoor ice rink with asphalt. However, it is our understanding that due to the cost of the alternate bids, the city is not interested in proceeding with the alternate bid portion of the project at this time.

AEW has worked with Premier Group Associates, LC on a small number of projects which were completed with mixed results. In addition to internal AEW experience, we contacted the references included with their bid submittal and the results were similarly mixed.

The second low bidder is Warren Contractors & Development, Inc. by 3.8% with a total base bid amount of \$297,940.

AEW has worked with Warren Contractors & Development, Inc. on a number of projects with satisfactory results. In addition to internal AEW experience, we contacted references included with their bid submittal and find them qualified to perform the work.



January 22, 2025
Page 2

Based on our review of references and experience, and the marginal difference in bid prices, we recommend awarding the **Ghesquiere Park Walking Path to Warren Contractors & Development, Inc.**, 14979 Technology Drive, Shelby Township, Michigan 48315, for the bid amount of \$297,940.00. In addition, we recommend that a construction contingency of \$33,763.00 also be approved for unforeseen conditions, and \$60,000.00 for Construction Engineering. Design engineering was previously approved in the amount of \$28,697.00 for a total budgeted project cost of \$420,400.00.

If you have any questions, please advise.

Sincerely,

Ross Wilberding
C+US, EnrWilberding@aewinc.com, O+Anderson, Eckstein &
Westrick, Inc., CH+Ross Wilberding
2025 01 22 10:02:48-0500'

Ross Wilberding, PE
Project Manager

Enclosure: Bid Tabulation

cc: Scott Lockwood, PE
Steven Schmidt, Controller
Jeanne Duffy

M:\0160\0160-0482\Project Mgmt\Correspondence\Drafts\0160-0482_RecAward.docx.



TABULATION OF BIDS
 CITY OF GROSSE POINTE WOODS
 DESQUIERE PARK WALKING PATH
 AEW PROJECT NO. 0160-0482

DATE: 1/7/2025
 TIME: 10:00 AM

Prepared by: Anderson, Eckstein and Westrick, Inc.
 51301 Schoenherr Road
 Shelby Township, MI 48315

BIDDER RANKING

RANK	BIDDER'S NAME	TOTAL OF BASE BID	TOTAL OF ALTERNATE BID	TOTAL OF BASE BID AND ALTERNATE BIDS:
1	Premier Group Associates, LC	\$ 286,970.00 *	\$ 142,254.00	\$ 429,224.00 *
2	Warren Contractors & Development Inc.	\$ 297,940.00	\$ 132,156.00	\$ 430,096.00
3	Peake Asphalt, Inc.	\$ 316,710.00	\$ 129,620.00	\$ 446,330.00
4	Anglin Civil, LLC	\$ 350,609.18	\$ 135,297.90	\$ 485,907.08
5	Al's Asphalt Paving Co.	\$ 399,777.00	\$ 114,232.00	\$ 514,009.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS

CITY OF GROSSE POINTE WOODS
GHESQUIERE PARK WALKING PATH
AEW PROJECT NO. 0160-0482

Premier Group Associates, LC
2221 Bellevue Street
Detroit, MI 48207

Warren Contractors & Development Inc.
14979 Technology Drive
Shelby Township, MI 48315

Peake Asphalt, Inc.
48181 Ryan Road
Utica, MI 48317

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
BASE BID									
1.	Mobilization, Max. \$40,000	1	LS	35,000.00	35,000.00	40,000.00	40,000.00	40,000.00	40,000.00
2.	Tree, Rem, 19 inch to 36 inch	1	Ea	1,500.00	1,500.00	1,400.00	1,400.00	1,500.00	1,500.00
3.	Tree, Rem, 37 inch or Larger	1	Ea	1,800.00	1,800.00	2,500.00	2,500.00	3,000.00	3,000.00
4.	Tree, Rem, 6 inch to 18 inch	3	Ea	450.00	1,350.00	500.00	1,500.00	500.00	1,500.00
5.	_Tree Root, Grind	15	Ea	350.00	5,250.00	140.00	2,100.00	100.00	1,500.00
6.	Embankment, CIP	135	Cyd	6.00	810.00	60.00	8,100.00	40.00	5,400.00
7.	Subgrade Undercutting, Type IV	245	Cyd	18.00	4,410.00	115.00	28,175.00	100.00	24,500.00
8.	_Station Grading	28	Sta	2,000.00	56,000.00	2,650.00	74,200.00	2,600.00	72,800.00
9.	_Erosion Control, Inlet Protection, SedCage	19	Ea	200.00	3,800.00	175.00	3,325.00	290.00	5,510.00
10.	_Erosion Control, Inlet Filter	2	Ea	75.00	150.00	115.00	230.00	275.00	550.00
11.	Aggregate Base, 8 inch	2,600	Syd	8.50	22,100.00	15.00	39,000.00	15.00	39,000.00
12.	Maintenance Gravel	75	Ton	30.00	2,250.00	45.00	3,375.00	60.00	4,500.00
13.	HMA, 36A	175	Ton	330.00	57,750.00	177.00	30,975.00	180.00	31,500.00
14.	HMA, 4EML	190	Ton	274.00	52,060.00	177.00	33,630.00	180.00	34,200.00
15.	Detectable Warning Surface	12	Ft	200.00	2,400.00	115.00	1,380.00	125.00	1,500.00
16.	_Curb Ramp, Conc, 8 Inch	130	Sft	18.00	2,340.00	35.00	4,550.00	25.00	3,250.00
17.	_Site Restoration and Cleanup	1	LS	35,000.00	35,000.00	22,000.00	22,000.00	45,000.00	45,000.00
18.	_Audio Visual Record of Construction Area	1	LS	3,000.00	3,000.00	1,500.00	1,500.00	1,500.00	1,500.00
TOTAL OF ALL BASE BID PRICES:				\$	286,970.00 *	\$	297,940.00	\$	316,710.00



TABULATION OF BIDS

CITY OF GROSSE POINTE WOODS
 GHESQUIERE PARK WALKING PATH
 AEW PROJECT NO. 0160-0482

Premier Group Associates, LC
 2221 Bellevue Street
 Detroit, MI 48207

Warren Contractors & Development Inc.
 14979 Technology Drive
 Shelby Township, MI 48315

Peoke Asphalt, Inc.
 48181 Ryan Road
 Utica, MI 48317

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount	Unit Price	Amount
ALTERNATE BID									
1.	_Erosion Control, Inlet Filter	2	Ea	75.00	150.00	115.00	230.00	240.00	480.00
2.	Dr Structure Cover, Adj, Case 1	3	Ea	1,200.00	3,600.00	1,080.00	3,240.00	500.00	1,500.00
3.	HMA, 5EML	84	Ton	275.00	23,100.00	325.00	27,300.00	200.00	16,800.00
4.	_HMA 36A, Tennis Mix	326	Ton	354.00	115,404.00	311.00	101,386.00	340.00	110,840.00
TOTAL OF ALTERNATE BID PRICES:				\$	142,254.00	\$	132,156.00	\$	129,620.00
TOTAL OF BASE BID AND ALTERNATE BIDS:				\$	429,224.00 *	\$	430,096.00	\$	446,330.00

* CORRECTED BY ENGINEER



TABULATION OF BIDS

CITY OF GROSSE POINTE WOODS
 GHESQUIERE PARK WALKING PATH
 AEW PROJECT NO. 0160-0482

Anglin Civil, LLC
 13000 Newburgh Road
 Livonia, MI 48150

Al's Asphalt Paving Co.
 25500 Brest Road
 Taylor, MI 48180

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount
BASE BID							
1.	Mobilization, Max. \$40,000	1	LS	40,000.00	40,000.00	33,534.00	33,534.00
2.	Tree, Rem, 19 inch to 36 inch	1	Ea	7,800.00	7,800.00	1,200.00	1,200.00
3.	Tree, Rem, 37 inch or Larger	1	Ea	10,800.00	10,800.00	2,200.00	2,200.00
4.	Tree, Rem, 6 inch to 18 inch	3	Ea	644.80	1,934.40	1,500.00	4,500.00
5.	_Tree Root, Grind	15	Ea	407.36	6,110.40	300.00	4,500.00
6.	Embankment, CIP	135	Cyd	73.04	9,860.40	65.00	8,775.00
7.	Subgrade Undercutting, Type IV	245	Cyd	117.04	28,674.80	62.00	15,190.00
8.	_Station Grading	28	Sft	2,324.23	65,078.44	6,000.00	168,000.00
9.	_Erosion Control, Inlet Protection, SedCage	19	Ea	385.14	7,317.66	185.00	3,515.00
10.	_Erosion Control, Inlet Filter	2	Ea	1,692.00	3,384.00	95.00	190.00
11.	Aggregate Base, 8 inch	2,600	Syd	17.09	44,434.00	21.00	54,600.00
12.	Maintenance Gravel	75	Ton	66.12	4,959.00	35.00	2,625.00
13.	HMA, 36A	175	Ton	163.42	28,598.50	154.00	26,950.00
14.	HMA, 4EML	190	Ton	163.08	30,985.20	154.00	29,260.00
15.	Detectable Warning Surface	12	Ft	157.50	1,890.00	154.00	1,848.00
16.	_Curb Ramp, Conc, 8 Inch	130	Sft	42.00	5,460.00	43.00	5,590.00
17.	_Site Restoration and Cleanup	1	LS	51,973.13	51,973.13	36,000.00	36,000.00
18.	_Audio Visual Record of Construction Area	1	LS	1,349.25	1,349.25	1,300.00	1,300.00
TOTAL OF ALL BASE BID PRICES:				\$	350,609.18	\$	399,777.00



TABULATION OF BIDS

CITY OF GROSSE POINTE WOODS
 GHESQUIERE PARK WALKING PATH
 AEW PROJECT NO. 0160-0482

Anglin Civil, LLC
 13000 Newburgh Road
 Livonia, MI 48150

Al's Asphalt Paving Co.
 25500 Brest Road
 Taylor, MI 48180

Item No.	Description	Estimated Quantity	Units	Unit Price	Amount	Unit Price	Amount
ALTERNATE BID							
1.	_Erosion Control, Inlet Filter	2	Ea	579.60	1,159.20	95.00	190.00
2.	Dr Structure Cover, Adj. Case 1	3	Ea	1,268.28	3,804.84	750.00	2,250.00
3.	HMA, 5EML	84	Ton	241.19	20,259.96	283.00	23,772.00
4.	_HMA 36A, Tennis Mix	326	Ton	337.65	110,073.90	270.00	88,020.00
TOTAL OF ALTERNATE BID PRICES:				\$	135,297.90	\$	114,232.00
TOTAL OF BASE BID AND ALTERNATE BIDS:				\$	485,907.08	\$	514,009.00

* CORRECTED BY ENGINEER

MEMO 25-03

TO: Frank Schulte, City Administrator
FROM: James Kowalski, Director of Public Services *J.K.*
DATE: January 22, 2025
SUBJECT: Recommendation – Ghesquiere Park Sport Court Resurface

The Ghesquiere Park sports court is in need of asphalt resurfacing. It is used in the warm months for pickleball and tennis, and in the months that allow as an outdoor ice rink. When the City went out for bid for the walking path for Ghesquiere Park, an alternate bid to resurface the sports court was included. Due to the high costs of the alternate bids, it was not included on that project. The DPW requested additional bids from reliable contractors who are known for working throughout the City. Asphalt Control Corporation is the only contractor who submitted a bid in response.

Asphalt Control Corporation	\$49,600.00
Al's Asphalt Paving Co.	\$114,232.00
Peake Asphalt, Inc.	\$129,620.00
Warren Contractors & Development, Inc.	\$132,156.00
Anglin Civil, LLC	\$135,297.90
Premier Group Associates, LC	\$142,254.00

The low bidder was Asphalt Control Corporation in the amount of \$49,600.00. They have worked with the City on a number of projects with satisfactory results, and find them qualified to perform this work.

Therefore, I am requesting Council approval of the Ghesquiere Park sport court resurfacing to be completed by Asphalt Control Corporation, 17938 East Warren Ave., Detroit, MI 48224 in the amount of \$49,600.00. I recommend a construction contingency in an amount not to exceed \$5,000.00 for any unforeseen problems should they arise. The total for this project will not exceed \$54,600.00.

This is not a budgeted item included in 2024/2025 fiscal year budget. Due to the Ghesquiere Park walking path construction cost coming in lower than anticipated, there are funds available in the municipal improvements parks and recreation account no. 401-902-977.104.

I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council Consideration:

Frank Schulte

Frank Schulte, City Administrator

1-22-25

Date

Fund Certification:

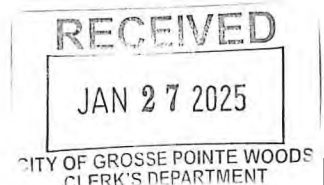
Account numbers and amounts have been verified as presented.

Steven Schmidt

Steven Schmidt, Treasurer/Comptroller

1-27-2025

Date





ASPHALT CONTROL CORPORATION

Page No. 1 of 1

Date: ~~MM/DD/YY~~

1-20-2025

PROPOSAL

PROPOSAL SUBMITTED TO: City of Grosse Pointe Woods - 20025 Mack Plaza Dr.		
PHONE NUMBER:	FAX NUMBER:	JOB NAME: Ghesquiere Park – Sport Court Asphalt resurfacing
ADDRESS: 20025 Mack Ave.		JOB LOCATION: Ghesquiere Park – Kenmore Road entrance

We hereby submit specifications and estimate for:

Ghesquiere Park Sports Court - Asphalt Resurfacing – Total area Approx: 20,000 Sq.ft.

1. Power sweep area to be Resurfaced.
2. Provide and install a Full Tack coat of SS-1H to Bond the new Asphalt to the existing surface.
3. Provide and Machine Install Two Inches of Sport Court Special Blend of Asphalt to allow for Sport Court Coatings to be applied.
4. All Asphalt to be Compacted and rolled smooth with 3-5 Ton High Frequency Vibratory Roller.
5. Clean up from our operations.

We hereby propose to furnish labor and materials – complete in accordance with the above specifications, for the sum of: Forty Nine Thousand , Six Hundred and No/100 dollars (\$49,600.00)

Payment as follows:

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra costs will be executed only upon written orders and will become an extra charge over and above the estimate. All agreements contingent upon strikes, accident or delays beyond our control. This proposal subject to acceptance within 30 days and it is void thereafter at the option of the undersigned.

Authorized Signature: 

ACCEPTANCE OF PROPOSAL

The above prices, specifications and conditions are hereby accepted. You are authorized to do the work as specified. Payment will be made as outlined as above.

Signature: _____

Signature: _____

Date of Acceptance: _____



CITY OF GROSSE POINTE WOODS DEPARTMENT OF PUBLIC SAFETY

Date: January 28, 2025

To: Frank Schulte, City Administrator

From: John G. Kosanke, Director of Public Safety

Subject: Request for Extension of Towing Contract

For the past fifteen years under contract, the City has utilized the towing services of Official Towing located in St. Clair Shores. The original five-year contract began in 2010 and was extended in 2015 for an additional five years. The contract was extended again in 2020 for another five years. The current contract with Official Towing will expire on September 01, 2025.

It should be noted that any costs of towing are charged to the person whose car is towed and not paid for by the City. Official Towing is part of a larger company and has access to other large tow vehicles and a sufficient size fleet and storage yard.

Official Towing has consistently provided the City with good service, available equipment, adequate storage facilities, and quick response time. It is my recommendation that the current contract, with all the terms and conditions currently in place, be considered for another five-year extension which would expire on September 01, 2030. It is also the recommendation of the Public Safety Department Supervisors that Official Towing continue under contract as they are very pleased with the service they provide.

An updated Certificate of Liability is attached. The City Attorney has reviewed the contract. In 2010, Owner's & Contractor's Protective Liability was required in the specifications. However, it appears that this coverage has not been provided in the past renewals. This coverage has been deemed unnecessary by John N. Johnson, the City's insurance agent from Nickel & Saph, Inc. Therefore, it is recommended that this coverage is omitted and waived.

Recommend approval of the above stated and do not believe any benefit will accrue to the City to seek further competitive bids and that the City Council authorize the City Administrator to enter into an agreement with Official Towing for an extension up to five years from September 02, 2025 through September 01, 2030.

Thank you for your consideration.

EXTENSION OF AGREEMENT WITH OFFICIAL TOWING

This Agreement is entered into this ____ day of _____, 2025
between the City of Grosse Pointe Woods (“City”) and Official Towing (“Official”)
located at 19801 Pleasant St., St. Clair Shores, MI 48080.

WHEREAS, Grosse Pointe Woods City Council entered into a five-year agreement
with Official Towing to tow vehicles within the City, and:

WHEREAS, City Council extended the agreement for an additional five years through
September 01, 2020 at a City Council meeting on June 15, 2015, and;

WHEREAS, City Council extended the agreement again for an additional five years
through September 01, 2025 at a City Council meeting on August 10, 2020, and;

WHEREAS, City Administration has recommended a further extension of the
agreement.

NOW THEREFORE IT IS AGREED AS FOLLOWS:

1. The agreement dated August 30, 2010 which was extended through September 01, 2025, is hereby extended again for a period of five years and shall now run through September 01, 2030. All terms and conditions of the original August 30, 2010 agreement shall remain in full force and effect.
2. Official will provide the City with updated certificates of liability insurance.

WITNESS:

CITY OF GROSSE POINTE WOODS

By: _____
Frank Schulte, City Administrator

OFFICIAL TOWING

By: _____

By: _____
Debra Walling, City Attorney

John Kosanke

From: John Johnson <John@nickelsaph.com>
Sent: Friday, January 24, 2025 12:02 PM
To: Debra A. Walling
Cc: John Kosanke
Subject: RE: Official Tow- Agenda Item

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:

Deb,

It states in there that Owner's & Contractor's Protective Liability should be included by way of original policy, or original Binder (coverage secured but policy not issued). Thus a separate document(s) should be provided showing this proof of coverage.

Though, for the work that is being completed I don't feel it necessary to obtain this coverage. It could be looked at as a benefit if they are completing larger projects (towing 5+ vehicles at once). Which from my understanding is not what's going on. The company is being hired to respond to 1 incident at a time.

If the contract has already signed the agreement I would request to have this coverage provided. Again, I don't see much benefit to the City having them secure this as the liabilities are secured through other coverages (GL, AL, H&NO, Garagekeepers, on-hook).

Traditional Owner's & Contractor's Protective Liability is requested for contracts that are doing paving, engineering, major construction, or the light example of towing more than 1 vehicle at a time, ect.

Let me know if you have any additional questions.

John N. Johnson - Agent, CIC, CRM
Nickel & Saph, Inc. Insurance Agency
44 Macomb Place
Mount Clemens, MI 48043
586.463.4573 - PH
586.713.6317 - C
586.463.3135 - Fax
John@nickelsaph.com

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From: Debra Walling <dwalling@rsjalaw.com>
Sent: Friday, January 24, 2025 11:16 AM
To: John Johnson <John@nickelsaph.com>
Cc: John Kosanke <JKosanke@gpwmi.us>
Subject: FW: Official Tow- Agenda Item

CERTIFICATE OF LIABILITY INSURANCE

DATE (MM/DD/YYYY) 09/13/2024

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

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

PRODUCER: ZERVOS GROUP INC, 24724 Farmbrook, P O Box 2067, Southfield, MI 48037-2067. CONTACT NAME: Michael Zervos/Sarah Laney. PHONE: 248 355-4411. FAX: 248 355-2175. E-MAIL ADDRESS: sarah@zervosgroup.com. INSURER(S) AFFORDING COVERAGE: INSURER A: Progressive Casualty Co. (A+), INSURER B: Northstone Insurance Company (A). NAIC #: 24260, 13045.

COVERAGES CERTIFICATE NUMBER: REVISION NUMBER:

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

Table with columns: INSR LTR, TYPE OF INSURANCE, ADDL INSR, SUBR WVD, POLICY NUMBER, POLICY EFF (MM/DD/YYYY), POLICY EXP (MM/DD/YYYY), LIMITS. Rows include Commercial General Liability, Automobile Liability, Workers Compensation and Employers' Liability, and Garage Keepers.

DESCRIPTION OF OPERATIONS / LOCATIONS / VEHICLES (ACORD 101, Additional Remarks Schedule, may be attached if more space is required) City of Grosse Pointe Woods is included as Additional Insured per written contract with respects to the General Liability coverage for the work performed by the Named Insured for the Certificate Holder.

CERTIFICATE HOLDER CANCELLATION

CERTIFICATE HOLDER: City of Grosse Pointe Woods, 20025 Mack Plaza, Grosse Pointe Woods, MI 48236. CANCELLATION: SHOULD ANY OF THE ABOVE DESCRIBED POLICIES BE CANCELLED BEFORE THE EXPIRATION DATE THEREOF, NOTICE WILL BE DELIVERED IN ACCORDANCE WITH THE POLICY PROVISIONS. AUTHORIZED REPRESENTATIVE: Michael G. Zervos.

City of Grosse Pointe Woods Application for Poverty Exemption For 2025

GUIDELINES AND INSTRUCTIONS FOR POVERTY EXEMPTION

- If granted an exemption, it is for the *current year only*. The Poverty exemption is intended to be a temporary form of assistance. Per MCL 211.7u(6) City did not adopt “carry forward” option, all petitioners must apply yearly.
- Per, MCL 211.7u(3), the application for consideration must be received by the Assessor's Office at least one day prior to the last session of the Board of Review. *Board of Review dates are posted annually and may also be found at www.gpwmi.us or by calling (313) 343-2452.* This application can be made by mail, if received one day prior to the last session of the Board of Review.
- The application must be filled out in its entirety and all requested documentation must be attached. If an area does not apply to the applicant, "N/A" must be used. If the application is not complete or requested documentation is not included, the Board of Review will deny the exemption. All pages included with this application must be returned when the application is submitted for review.
- Per MCL 211.7u(7), a person who files a claim for Poverty exemption IS NOT prohibited from also appealing the assessment on the property to the Board of Review in the same year.

Required Documentation to be attached to Poverty Exemption Application

- Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence must be included with the application including any property tax credit returns. The tax returns may be from the current or preceding tax year. **If any person in the household is not required to file federal or state tax returns, the included affidavit, form 4988, must be completed by each person that does not file taxes.**
- The most recent statement for all bank accounts, investments, IRAs, CDs, 401Ks, money market, annuities, etc. The statement submitted must be complete with no missing pages and submitted for all persons residing in the home.
- Proof of income/assets from the Social Security Administration, Veterans Administration, Medicare, Medicaid, Bridge Card, and any College/University scholarships for all persons residing in the home.
- The most recent mortgage statement of the primary residence under review, including any reverse mortgages.
- If primary residence being sought for exemption was purchased within the past two years of this application, homeowner's closing statements must be submitted with application.

Common Reasons for Denial of Poverty Exemption Application

Below are common reasons (but not an exhaustive list) of why a claim for Poverty Exemption is denied:

- Failure to fill out all areas of the application, including "N/A" in areas not applicable to the applicant or signing the application.
- Failure to include State and Federal Income taxes or property tax credit returns for current or one preceding year for all persons residing in the home. ***Please note that the property tax credit returns are required to be filed with this application. Property tax credit returns (such as Michigan 1040CR) can still be filed with the State of Michigan even if the applicant does not file income taxes.***
- Failure to include complete banking/investment account and mortgage statements for all persons residing in the home. All pages must be submitted.

INCOME GUIDELINES FOR POVERTY EXEMPTION

This amount published annually by the US Dept. of Health and Human Services

** Per Michigan State Tax Commission Bulletin number 17 of 2024,
"Procedural Changes for the 2025 Assessment Year," November 19, 2024*

<u>Number in Family</u>	<u>Income</u>	
1 member	\$ 15,060	-
2 members	\$ 20,440	
3 members	\$ 25,820	
4 members	\$ 31,200	
5 members	\$ 36,580	
6 members	\$ 41,960	
7 members	\$ 47,340	
8 members	\$ 52,720	
For each additional person	\$ 5,380	

According to the US Census Bureau, "income" includes:

- Money, wages, and salaries before any deductions
- Net receipts from non-farm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses.)
- Net receipts from farm self-employment. (The same provisions as above for self-employment.)
- Regular payments from social security, railroad retirement, unemployment, worker's compensation, veteran's payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.

ASSET LEVEL GUIDELINES FOR POVERTY EXEMPTION

The Asset Level does not include the primary residence for which exemption is being sought. It does include, but is not limited to:

- A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption.
- Vehicles and other recreational vehicles such as motor homes, campers, ATVs, boats, and motorcycles.
- Jewelry, antiques, artwork, equipment, and other personal property of value.
- Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property.
- Withdrawals of bank accounts and borrowed money.
- Gifts, loans, lump-sum inheritances, and one-time insurance payments.
- Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.
- The total interest income in all accounts (checking, savings, CDs, IRAs, 401Ks, money market, annuities, etc.)
- The applicant shall not have ownership interest in any real estate other than the primary residence being considered for exemption.

Maximum total allowed assets, including amounts in banking/investment accounts may not exceed the amount of the federal poverty guideline for the number of persons in the household. See above for what is considered an asset.

Poverty Exemption Worksheet
Copy Provided to Applicant After Board of Review Meeting

Parcel Number: _____

Year: _____

Property Address: _____ Applicant's Name: _____

For Board of Review Use Only - Do Not Write Below This Line

Staff - Initial next to all requirements as it relates to the application/applicant.

Does the applicant appear as taxpayer of record of property in question?	Yes _____	No _____
If not, has documentation proving ownership been provided?	Yes _____	No _____
Are all areas on the application complete with either an answer or "N/A"?	Yes _____	No _____
Are all pages of the guidelines/application included with the applicants submission?	Yes _____	No _____
Does the applicant reside at the property in question?	Yes _____	No _____
Are copies of the Federal and State income tax returns and property tax credits forms for the current of preceding year attached for all persons residing in the household?	Yes _____	No _____
If not, is the affidavit stating the person is not required to file income taxes completed?	Yes _____	No _____
If home was purchased within in past 2 years of date of this application, is closing statements provided?	Yes _____	No _____
Is a copy of the most current mortgage statement, including a reverse mortgage if applicable, attached?	Yes _____	No _____
Are copies of the most recent bank/investment statements for all residing in the household attached with all pages included?	Yes _____	No _____

a.	Taxable value on roll	\$ _____	
b.	Number of people in household	_____	
c.	Total household income from information provided	\$ _____	
	Income limit based on number of people in household		
d.	as established by guidelines	\$ _____	
e.	Total assets of household	\$ _____	
f.	Does applicant meet all asset and income guidelines as established?	<input type="checkbox"/> YES <input type="checkbox"/> NO	If no, reason must be provided by the Board of Review below.
g.	If yes, multiply line "a" by 50% (0.50)	\$ _____	
_____	Appeal Denied		_____ Reduction Granted
			<u>Taxable Value</u>
_____ 1. Does not qualify based on guidelines		As on Roll	\$ _____
_____ 2. Application not complete, missing information		Revised	\$ _____
_____ 3. Did not furnish proper documentation			
_____ 4. Other: _____			

Initials of Board Members:		Date:	_____

Poverty Exemption Affidavit

This form is issued under authority of Public Act 208 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

CITY OF GROSSE POINTE WOODS

WAYNE COUNTY, MICHIGAN

RESOLUTION ADOPTING POVERTY EXEMPTION POLICY AND GUIDELINES

At a regular meeting of the City Council of the City of Grosse Pointe Woods, Wayne County, Michigan, held on the 3rd day of February, 2025, at 7:00 p.m.

PRESENT: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall

ABSENT: None

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

WHEREAS, the adoption of guidelines for poverty exemptions is required of the City Council and

WHEREAS, the principal residence of persons, who the Board of Review determines by reason of poverty to be unable to contribute to the public charge, is eligible for exemption in part from taxation under Public Act 253 of 2020 (MCL 211.7u); and

WHEREAS, pursuant to PA 253 of 2020, the City of Grosse Pointe Woods, Wayne County adopts the following policy for the Board of Review to implement.

1. Exemptions will be granted to owners of homesteads only. Property must be granted at least a 50% homestead exemption from the State of Michigan.
2. Per, MCL 211.7u(3), the application for consideration must be received by the Assessor's Office at least one day prior to the last session of the Board of Review. The application can be made by mail, if received one day prior to the last session of the Board of Review.
3. All applicants must file a claim with the Board of Review on a form prescribed by the State Tax Commission. The application must be filled out in its entirety and all requested documentation must be attached. If an area does not apply to the applicant, "N/A" must be used. If the application is not complete or requested documentation is not included, the Board of Review will deny the exemption. All pages included with this application must be returned when the application is submitted for review.

4. Per MCL 211.7u(7), a person who files a claim for Poverty exemption IS NOT prohibited from also appealing the assessment on the property to the Board of Review in the same year.
5. The poverty threshold for eligibility for a poverty exemption is the Federal income standards established by the United States Office of Management and Budget for the previous calendar year. To be eligible for a poverty exemption from property taxes, the income of the property owner (household) must be less than the poverty threshold for the number of persons within the household.
6. All income and assets for persons in the household are reported in accordance with a form prescribed by the State Tax Commission.
 - a. Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence must be included with the application including any property tax credit returns. The tax returns may be from the current or preceding tax year. If any person in the household is not required to file federal or state tax returns, the included affidavit, form 4988, must be completed by each person that does not file taxes.
 - b. The most recent statement for all bank accounts, investments, IRAs, CDs, 401Ks, money market, annuities, etc. The statement submitted must be complete with no missing pages and submitted for all persons residing in the home.
 - c. Proof of income/assets from the Social Security Administration, Veterans Administration, Medicare, Medicaid, Bridge Card, and any College/University scholarships for all persons residing in the home.
 - d. The most recent mortgage statement of the primary residence under review, including any reverse mortgages.
 - e. If primary residence being sought for exemption was purchased within the past two years of this application, homeowner's closing statements must be submitted with application.
7. Maximum total allowed assets, including amounts in banking/investment accounts may not exceed the amount of the federal poverty guideline for the number of persons in the household. The Asset Level does not include the primary residence for which exemption is being sought. It does include, but is not limited to:
 - a. A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption.
 - b. Vehicles and other recreational vehicles such as motor homes, campers,

- ATVs, boats, and motorcycles.
 - c. Jewelry, antiques, artwork, equipment, and other personal property of value.
 - d. Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property.
 - e. Withdrawals of bank accounts and borrowed money.
 - f. Gifts, loans, lump-sum inheritances, and one-time insurance payments.
 - g. Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
 - h. Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.
 - i. The total interest income in all accounts (checking, savings, CDs, IRAs, 401Ks, money market, annuities, etc.)
 - j. The applicant shall not have ownership interest in any real estate other than the primary residence being considered for exemption.
8. Applicants that meet the income and asset qualifications will have the taxable value reduced by 50% for the current year.
9. Poverty exemptions shall be granted for one year only. The property owner must apply every year in order to receive an exemption.

The City of Grosse Pointe Woods Poverty Exemption Guidelines and Application will be updated annually with the current year Poverty Income Guidelines as established by the United States Department of Health and Human Services without further resolutions. If alternative guidelines are adopted by this governing body a new resolution will be required.

NOW, THEREFORE, IT IS HEREBY RESOLVED that the Assessor and Board of Review shall follow the above stated policy and federal guidelines in granting or denying an exemption.

AYES: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall
 NAYS: None
 ABSENT: None
 ABSTENTIONS: None

The resolution declared adopted.

Paul P. Antolin, City Clerk

CERTIFICATION

I, Paul P. Antolin, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on February 3, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

Paul P. Antolin, City Clerk



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

January 21, 2025

Invoice No: 21849 - 103

Project 21849 Grosse Pointe Woods Building Services

Professional Services from December 1, 2024 to December 31, 2024

Building Department Services - 85% of Revenue

Contract Amount

Number of Permit Revenue	42,924.10
Fee Each	.85
Total Fee	36,485.49

Total Fee \$36,485.49

Vehicle Credit (500.00)

Total (\$500.00)

General Zoning/Administration

General Zoning/Administration professional services.

	Hours	Amount
Associate Planner		
	2.50	
	20.75	
Total		0.00
Invoice Total		\$35,985.49

Outstanding Invoices

Number	Date	Balance
101	12/20/2024	38,147.42
Total		\$38,147.42

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

P 024-48310

*SS
FJ 1-27-25
101-371-818.000*



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

January 25, 2025

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

Invoice No: 22-064 - 37

Project 22-064 Grosse Pointe Woods Planning Services
Professional Services from December 1, 2024 to December 31, 2024

Professional Hourly Services

	Hours	Rate	Amount
Associate Planner			
	3.50	90.00	315.00
Prepare agenda and packet material for the December 10, 2024 Planning Commission packet			
	6.50	90.00	585.00
Prepare for and attend the December 10, 2024 Planning Commission meeting.			
	3.00	90.00	270.00
Prepare for and meet with The Rivers Senior Living. Meet with the City Attourney to discuss zoning amendments. Conduct ongoin			
	2.25	90.00	202.50
Prepare for and attend the December 2, 2024 Council Meeting.			
Total			\$1,372.50

REVIEW SERVICES

20139 Mack Avenue - Ahee - Facade For Philippe Patek

	Hours	Rate	Amount
Associate Planner			
	.50	90.00	45.00
Total			\$45.00

20030 Mack Ave Rezoning - Eastside Dermatology

Rezoning Review - \$750 \$750.00

20845 Mack - Sign Review - Carlyle Center

Sign Review, flat fee \$200 \$200.00

Invoice Total \$2,367.50

PO 24-49311
FS 1-27-25
SS 101-371-818.000

Project 22-064 Grosse Pointe Woods Planning Services Invoice 37

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.



CITY OF GROSSE POINTE WOODS

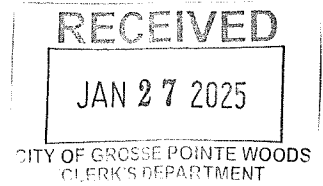
MEMORANDUM

DATE: January 25, 2025

TO: Mayor and City Council

FROM: Frank Schulte, City Administrator

FS



SUBJECT: *Interlocal Agreement for Joint Senior Services between Grosse Pointe Woods, Grosse Pointe Farms, Grosse Pointe City, Grosse Pointe Park, Harper Woods and The Helm at the Life Bowl Center the creation of an Active Adult Commission for Senior Services*

In June 2024, City Council authorized the placement of ballot language for consideration of a Senior Millage, which was subsequently passed in November 2024 with the exception of Grosse Pointe Shores. At that time, a draft Interlocal Agreement was developed to outline an *Active Adult Commission* (Commission) to serve as the collective fiduciary of public funds for this multi-community millage.

The Commission's purpose is to support services to older citizens (60+), including transportation, activities, and facilities directed toward improving the overall health and welfare of older persons. It was contemplated that the Commission would contract with The Helm at the Life Bowl Center for these services.

Since the adoption of the millage the city managers of the participating communities of Grosse Pointe Woods, Grosse Pointe Farms, Grosse Pointe City, Grosse Pointe Park, and Harper Woods have worked to finalize the structure of an Interlocal Agreement. The attached *Interlocal Agreement for Joint Senior Services* has been reviewed/approved by city attorney Walling. It is recommended that a member of the respective city councils be appointed to serve as the initial representative for each city with the creation of the Commission.

The basic tenants of the agreement include:

- Each participating community shall have one representative on the Commission.
- The Commission shall meet at least four times per year and all meetings shall comply with the Michigan Open Meetings Act.
- Provide oversight of the contractor (The Helm) providing senior services.
- Provide an annual report to the respective member communities.

Administration recommends that city council adopt the *Interlocal Agreement for Joint Senior Services* between the communities of Grosse Pointe Woods, Grosse Pointe Farms, Grosse Pointe City, Grosse Pointe Park, and Harper Woods and The Helm at the Life Bowl Center and appoint a member from city council to serve as the city's representative on the *Active Adult Commission*.

Attachment

INTERLOCAL AGREEMENT
FOR JOINT SENIOR SERVICES

THIS INTERLOCAL AGREEMENT FOR JOINT SENIOR SERVICES (this "Agreement") is entered into as of the ____ day of _____, 2025, by and among the City of Grosse Pointe, a Michigan municipal corporation located at 17147 Maumee, Grosse Pointe, Michigan; the City of Grosse Pointe Farms, a Michigan municipal corporation located at 90 Kerby Road, Grosse Pointe Farms, Michigan; the City of Grosse Pointe Park, a Michigan municipal corporation located at 15115 East Jefferson, Grosse Pointe Park, Michigan; the City of Grosse Pointe Woods, a Michigan municipal corporation located at 20025 Mack Plaza Drive, Grosse Pointe Woods, Michigan; and the City of Harper Woods, a Michigan municipal corporation located at 19617 Harper, Harper Woods, Michigan. Each municipality entering into this Agreement is referred to as a "Party" and collectively as the "Parties."

RECITALS:

WHEREAS, Act 39 of the Michigan Public Acts of 1976, as amended, provides that the provision of services to persons sixty (60) years of age or older ("Older Persons") is a valid public purpose;

WHEREAS, the Parties intend by this Agreement to establish an intergovernmental and cooperative arrangement for the collective provision of services to Older Persons residing in their respective communities;

WHEREAS, such intergovernmental and cooperative arrangement is authorized by, among other applicable laws, Act 7 of the Michigan Public Acts of 1967, amended; Act 39 of the Michigan Public Acts of 1976, as amended; Act 35 of the Michigan Public Acts of 1951, as amended and Act 150 of the Michigan Public Acts of 1923, as amended;

WHEREAS, Services for Older Citizens (SOC), an IRC § 501(c)(3) non-profit corporation DBA The Helm at the Boll Life Center ("The Helm Senior Center"), which is located at 158 Ridge Road, Grosse Pointe Farms, Michigan;

WHEREAS, the Parties intend to support the continued operation of the Helm Senior Center, as such operation may be modified and/or supplemented in the future as provided in this Agreement; and

WHEREAS, at the November 2024 general election, a senior millage was adopted by the electors in each of the communities which are Parties to this Agreement, and the funds generated by such senior millage are to be devoted to providing services to Older Persons, including the services provided at the Helm Senior Center.

AGREEMENT:

NOW, THEREFORE, based upon the foregoing recitals, and in consideration of the mutual promises and undertakings set forth below, IT IS AGREED AS FOLLOWS:

ARTICLE I – PURPOSE

The purpose of this Agreement is to establish an Active Adult Commission (the "Active Adult Commission" or "Commission") to oversee activities and services for Older Persons residing in the

communities which are Parties to this Agreement. The activities and services to be provided shall include, but not be limited to, transportation services for Older Persons and actions directed toward the improvement of the social, legal, health, housing, educational, emotional, nutritional, recreational, and mobility status of Older Persons. The Commission may also provide for the joint ownership and operation of a joint Active Adult Activity Center. The Commission shall serve as a policy-making body and engage one or more separate entities (each a "Contractor") charged with managing the day-to-day operations of the joint Active Adult Activity Center. Such Contractor(s) shall report directly to the Commission.

ARTICLE II – ACTIVE ADULT ACTIVITY CENTER

The Parties intend that a joint Active Adult Activity Center will be operated and maintained under the authority of this Agreement and under the auspices of the Commission established hereby. As of the effective date of this Agreement, the Helm Senior Center shall be designated as the joint Active Adult Activity Center. The governing body of each Party shall, prior to the execution of this Agreement and on a periodic basis as part of their respective annual budget approvals, confirm the funding that will defray the cost of operating the joint Active Adult Activity Center. In the event that the Parties in the future elect to establish another joint Active Adult Activity Center in lieu of or in addition to the Helm Senior Center, a majority vote of the Parties shall be required, together with a mutually acceptable designation of the funding sources to permit the establishment of such substitute (or additional) Active Adult Activity Center, including any corresponding site acquisition and/or building construction.

ARTICLE III – ACTIVE ADULT COMMISSION

SECTION 1. CREATION OF AN ACTIVE ADULT COMMISSION.

Upon the execution of this Agreement by the Parties, approval by any necessary governmental authorities, and filing of this Agreement with the Wayne County Clerk, the Active Adult Commission shall be created as a separate public corporation pursuant to the statutory authority cited herein, with the powers, functions and duties provided in this Agreement and by applicable law.

SECTION 2. NAME.

The name of the Commission shall be the Grosse Pointes – Harper Woods Active Adult Commission.

SECTION 3. MEMBERSHIP OF COMMISSION.

A. The Commission shall be comprised of a total of five (5) members, as follows:

- 1.) One (1) representative of the City of Grosse Pointe appointed by its City Council.
- 2.) One (1) representative of the City of Grosse Pointe Farms appointed by its City Council.
- 3.) One (1) representative of the City of Grosse Pointe Park appointed by its City Council.
- 4.) One (1) representative of the City of Grosse Pointe Woods appointed by its City Council.
- 5.) One (1) representative of the City of Harper Woods appointed by its City Council.

B. The persons appointed by each community shall serve at the pleasure of the respective City Councils and may be removed by resolution of the applicable City Council at any time, with or without cause. The timing for the appointment of members should be determined by the respective City Councils, but not later than sixty (60) days after the effective date of this Agreement.

C. Commission members shall serve for a term of three (3) years for a maximum of two (2) terms. The terms shall commence as follows:

- 1.) Initial appointments for the Cities of Grosse Pointe and Grosse Pointe Farms shall be three-year terms. Going forward all terms shall be three years.
- 2.) Initial appointment for the City of Grosse Pointe Park shall be a two-year term. Going forward the term shall be three years.
- 3.) Initial appointments for the Cities of Grosse Pointe Woods and Harper Woods shall be one-year terms. Going forward all terms shall be three years.

D. Any vacancy on the Commission arising for any reason shall be filled by appointment by the applicable City Council within forty-five (45) days of the vacancy, for the remainder of the unexpired term.

E. Members of the Commission shall serve without compensation.

F. The admission of one or more additional communities as parties to this Agreement shall require an amendment to this Agreement approved by a majority vote of the then-existing Parties. If one or more additional communities wish to participate (on behalf of their residents) in the services and activities offered by the Commission, they shall submit a written request to the Commission, which request shall be considered by the Commission as soon as may be reasonably practicable. Among other factors that may be relevant in consideration of the application(s), the Commission shall consider the demands on services and costs to the organization in relation to the revenues and benefits from such additional community participation. Upon conclusion of its review and analysis, the Commission shall advise the City Council of each Party of its recommendation. If the recommendation is to admit membership of one or more additional communities, such recommendation shall include at minimum the required economic or other contributions from the new member(s), any adjustment to the Allocation Proportions of the existing and new members, and the initial term(s) of the persons to be appointed to serve on the Commission on behalf of the new member(s). New membership shall begin either in January or July and would be prorated accordingly based on the time of the fiscal year.

SECTION 4. OFFICERS.

A. The Commission shall elect at its first meeting of each year, from its membership, a Chairperson, Vice Chairperson and Secretary, who shall hold office for terms of one (1) year, and until a successor is appointed, or until a resignation or removal. Upon expiration of the term of any such officer, he or she shall be eligible for re-election to successive terms.

B. Vacancies in any office shall be filled by the Commission within forty-five (45) days of the vacancy, for the remainder of the unexpired term.

C. The Chairperson shall preside at all meetings of the Commission and shall have all privileges and duties of a Commission member. The Vice Chairperson shall preside at all meetings of the Commission at which the Chairperson is absent. The Secretary shall keep or cause to be made, all non-financial records, reports and minutes required by this Agreement and applicable law and shall be charged with assuring compliance with the Michigan Open Meetings Act and the Michigan Freedom of Information Act.

D. Officers shall serve without compensation.

SECTION 5. MEETINGS.

A. The Commission shall meet at least four times per year and shall, at its first meeting of each year, establish a regular meeting schedule which shall be posted at the offices of the Parties hereto in similar form and within similar times as required by law for governmental meeting schedules.

B. Special meetings of the Commission may be called by the Chairperson, or in the absence of the Chairperson, by the Vice Chairperson.

C. Each Commission member shall receive not fewer than five (5) days' written notice of all regular meetings and not fewer than two (2) days' written notice of all special meetings. All notices of all meetings shall be posted as required by the Michigan Open Meetings Act.

D. All meetings of the Commission shall, in every respect, conform with the requirements of the Michigan Open Meetings Act, Act 267 of 1976, as amended.

SECTION 6. QUORUM.

In order to conduct business, a quorum must be present, which shall consist of a majority of the then-sitting members of the Commission.

SECTION 7. VOTING.

Once a quorum is established at any regular or special meeting of the Commission, approval by a majority of the Commission members shall be necessary for the Commission to take any official action.

SECTION 8. MINUTES.

Complete written minutes of all Commission meetings shall be kept in compliance with the applicable provisions of the Michigan Open Meetings Act, copies of which shall be sent to all Commission members and the municipal Clerk of each of the Parties hereto as soon as reasonably possible following a Commission meeting.

SECTION 9. RULES.

The Commission may adopt rules of order not in conflict with this Agreement.

SECTION 10. REGISTERED OFFICE.

The initial registered office of the Commission shall be the office of The City of Grosse Pointe Farms located at 90 Kerby Road, Grosse Pointe Farms, Michigan. The Commission may designate another location as the registered office. In the event the registered office is moved, the Commission shall provide notice of the new registered office address to all Parties within seven (7) days of the change.

SECTION 11. PRIVILEGES AND IMMUNITY FROM LIABILITY.

All of the privileges and immunities from liability, and exemptions from law, ordinances and rules, which apply to the activity of officers, representatives, members, agents and employees of the Parties hereto shall apply to the same degree and extent to the performance of such functions and duties of such officers, representatives, members, agents and employees of the Commission under this Agreement.

ARTICLE IV – POWERS

SECTION 1. POWERS, AUTHORITY AND OBLIGATIONS.

The Commission shall have the following powers, authority and obligations:

A. In general, and in the absence of a specific delegation of power, authority and obligations as set forth in this Agreement, the Commission shall serve as a policy-making body and is empowered to engage one or more Contractors charged with managing the day-to-day operations of the Active Adult Activity Center and related activities, services and programs. The Contractor(s) and any director(s) appointed hereunder shall report from time-to-time to the Commission. Absent a violation of approved policies or directives lawfully established by the Commission, the Commission shall not interfere with the day-to-day operations of providing services or operating an Active Adult Activity Center.

B. Subject to the approval of the governing bodies of each of the Parties hereto, the Commission may purchase, lease, construct, own, receive, exercise right of dominion over and hold in its own name, property, including land, buildings and appurtenances for the express purpose of providing services to Older Persons and operating an Active Adult Activity Center.

C. Subject to ratification by the governing bodies of each of the Parties hereto with respect to the annual budget and corresponding municipal expenditures, the Commission may, consistent with such approved annual budget, engage one or more Contractors. Subject to applicable law, the Contractor(s) and any directors or other personnel shall serve at the pleasure of the Commission, and any applicable contracts shall include customary termination for cause and termination for convenience provisions to confirm the at-will nature of any such employment or other applicable contractual relationships. The Contractor(s), the directors and any personnel employed in connection with the operation of the Active Adult Activity Center shall not be deemed employees of the governmental units that are Parties to this Agreement.

D. In addition to the engagement of the Contractor(s) and any directors or other personnel as set forth above, the Commission may contract with any other governmental units, public agencies, or private persons or organizations to carry out the functions and duties of the Commission.

E. Accept funds, grants, donations, philanthropic gifts or commitments, or other assistance, as well as user fees, to carry out Commission functions and obligations, from any source, public or private, including, but not limited to, local government funding of specific projects, state and federal grants. Any application for grants or other public funding shall be communicated to the Parties hereto prior to submittal.

F. Operate and establish policies and rules governing the use of providing adult services and operating an Active Adult Activity Center not inconsistent with applicable laws and regulations.

G. Conduct a transportation program for Older Persons in the communities which are Parties hereto.

H. Conduct and carry out any program, activity or function which advances and directly relates to the purposes expressed in Article I.

SECTION 2. LIMITATIONS ON AUTHORITY.

The Commission shall have no power or authority to levy any type of tax within the governmental units which are Parties hereto or to issue any type of bond in its name, or in any way indebted any of the Parties hereto.

SECTION 3. INSURANCE.

The Commission shall obtain policies of insurance, as part of its budget, for comprehensive liability, director and officer coverage, and property damage coverage for the construction and operation of providing adult services and operating an Active Adult Activity Center, and other appropriate and necessary purposes. Policy limits shall be a minimum of \$2,000,000.00 per occurrence and \$10,000,000.00 of aggregate liability coverage. The Commission shall have the Parties hereto designated as “named insureds”, on the comprehensive director and officer liability and property damage insurance policies.

ARTICLE V – FINANCE

SECTION 1. FISCAL YEAR.

The fiscal year of the Commission shall be from July 1st through June 30th each year.

SECTION 2. ANNUAL BUDGET.

Each year the Commission shall develop an annual budget in such detail as required by Act 2 of the Michigan Public Acts of 1968, as amended, which shall include all sums necessary to carry on the programs and services authorized herein for Older Persons, including transportation, education, activities and operation of an Active Adult Activity Center, etc. The Commission’s annual budget shall include an estimate for revenues attributable to user fees, grants, donations, fundraising, and philanthropic gifts and commitments.

Annually, not later than April 1st of each year, a budget request shall be submitted by the Commission to the City Clerk of each of the Parties.

SECTION 3. ALLOCATION PROPORTION

The proportion (for each Party, the “Allocation Proportion”) of financial contributions made by the respective Parties with respect to the acquisition and/or development of the Adult Activity Center(s), and other Commission activities, are listed on Schedule A annexed to this Agreement. Such respective Allocation Proportions may be adjusted from time to time on an equitable basis in the event of any modification of the financial sharing formula adopted and mutually agreed by the Parties, or may be adjusted in the event of admission of one or more additional Parties to this Agreement as provided in Article III, Section 3F. In the event of the dissolution of the Commission, any and all assets of the Commission shall be distributed in accordance with the Allocation Proportion set forth in Article VI below.

ARTICLE VI – ON – GOING RESPONSIBILITIES & DISSOLUTION

SECTION 1. PARTICIPATION.

The Parties hereto agree that they will participate in the activities and programs and provide funds on an on-going basis consistent with existing funding contributions currently made to The Helm, and its affiliates, for these services for fiscal year 2025-2026, unless or until terminated. The Parties agree that they will participate in the activities and programs provided by the Contractor(s) pursuant to the terms and conditions of any Contractor agreement with the Commission. The Parties agree that they will fund these activities of the Commission as provided for in Article VI, Section 3, below. Each Contractor is expected to engage in fundraising activities and to solicit other sources of revenue (including grants, donations and philanthropic gifts or commitments), and the public funds budgeted and contributed by the respective Parties are intended to supplement such other sources of revenue.

SECTION 2. TERMINATION OF PARTICIPATION.

Any Party hereto may terminate its membership in the Commission only by giving at least six (6) months' written notice to the Commission and the governing bodies of the other Parties hereto. Such termination (provided that timely notice is given on or prior to January 1st of any fiscal year) will be effective at the end of the current fiscal year (i.e., June 30th). If notice of termination is given, the withdrawing Party shall remain liable for all obligations incurred by it pursuant to this Agreement, prior to the actual termination and according to the budget obligations approved for that fiscal year.

SECTION 3. FUNDING

The Parties hereto agree that the local municipalities have sole control of the choice of the funding source approved by the governing body in each governmental unit. The Parties acknowledge the communities have the sole authority to fund the obligations created herein with whatever means they deem appropriate which includes, but is not limited to a dedicated senior millage, contributions from other revenue sources, bonding, or CDBG funds.

Initially, the Parties agree to devote 100% of the tax revenues raised from their respective senior millages to the services and programs supervised by the Commission, with the exception of applicable administrative fees and subject to consent of other local taxing authorities (i.e. TIFA, DDA and Brownfields). Participation in the Active Adult Activity Center and related services and programs by residents of communities not approving a senior millage will be dependent upon the commitment and budgeted expenditures by such communities, or direct invoicing to individual residents, of charges equating to the cost of services provided to such residents. The Parties' Allocation Portion shall be determined by the actual respective dollar contributions of the Parties.

SECTION 4. DISSOLUTION.

Upon three (3) or more of the Parties terminating participation in this Agreement, such termination shall cause a dissolution of the Commission. After satisfaction of any liabilities of the Commission then outstanding, the remaining net assets of the Commission shall be divided and distributed to the Parties based upon their respective Allocation Proportions as established and/or modified pursuant to the provisions of Article V. As to any assets which may not be so divided or distributed, such assets shall be

sold on a commercially reasonable basis, and the net proceeds (after the reasonable costs of sale) distributed to the Parties based upon their respective Allocation Proportions.

SECTION 5. REPORTING.

The Commission shall submit an annual report to the respective communities detailing membership amounts, programming participation, activities and services accomplished and funded by the budget, and any other relevant reporting items reasonably requested.

ARTICLE VII – MISCELLANEOUS PROVISIONS

SECTION 1. AMENDMENTS.

This Agreement may be amended in whole or in any part by written agreement of the Parties. Excepting any decisions for which the terms of this Agreement expressly require approval by each of the respective Parties, adoption of any proposed amendment to this Agreement may be approved by a majority of the communities that are then-Parties to this Agreement.

SECTION 2. APPLICABLE LAWS.

The Commission shall fully comply in all activities with applicable local, state and federal laws, regulations, grant conditions and contract provisions.

SECTION 3. STATE APPROVAL.

As soon as reasonably practicable after the effective date of this Agreement, this Agreement shall be officially submitted to the office of the Governor for approval pursuant to the Urban Cooperation Act of 1967.

SECTION 4. EFFECTIVE DATE.

This Agreement shall be in full force and effect and the Commission shall be considered as established as an operating public corporation on the date this Agreement is executed by all parties and a copy is filed with the Wayne County Clerk.

SECTION 5. DURATION.

This Agreement shall remain in effect and continue on an indefinite basis and shall only be terminated according to the terms hereof.

SECTION 6. NO ASSIGNMENT.

Neither this Agreement nor any of the benefits or responsibilities set forth herein may be assigned by any Party to any third party or agency, excepting only that the Commission may by contract delegate certain duties and responsibilities to one or more Contractors.

CITY OF GROSSE POINTE By: _____

CITY OF GROSSE POINTE FARMS By: _____

CITY OF GROSSE POINTE PARK By: _____

CITY OF GROSSE POINTE WOODS By: _____

CITY OF HARPER WOODS By: _____

SCHEDULE A

2025 Contribution Allocations

City of Grosse Pointe	\$163,639.00
City of Grosse Pointe Farms	\$362,110.00
City of Grosse Pointe Park	\$278,850.00
City of Grosse Pointe Woods	\$322,199.00
City of Harper Woods	\$ 98,906.00

NOTE: Numbers listed are estimates and subject to final determination of taxable values.