



# CITY OF GROSSE POINTE WOODS

## REGULAR CITY COUNCIL MEETING AGENDA

**Monday, June 02, 2025 at 7:00 PM**

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*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: May 29, 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 05/19/25

[2.](#) Committee-of-the-Whole 05/05/25, 05/19/25

**B. Commission Minutes Received and Placed on File**

[1.](#) Beautification Advisory Commission 04/19/25

[2.](#) Planning Commission 04/22/25

**C. Bids/Proposals/Contracts**

[1.](#) Capitalization Threshold Increase

a) Memo 06/02/25 - Treasurer/Comptroller Schmidt

[2.](#) Non-Union Employees

Memo 06/02/25 - City Administrator Schulte - Treasurer/Comptroller Schmidt

[3.](#) Workers' Compensation Fund

a) Memo 06/02/25 - Treasurer/Comptroller Schmidt

**D. Proclamation**

[1.](#) National Gun Violence Awareness Day (June 6)

**E. Resolution**

[1.](#) FY 2025-2026 Industrial Waste Control (IWC) Charges

a) Memo 06/02/25 - City Administrator - Treasurer/Comptroller Schmidt

b) Fee Schedule

c) Proposed Resolution

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cc: Council - 7  
City Administrator  
City Attorney

Treasurer/Comptroller  
City Clerk  
Email Group/Media

Assistant City Administrator  
Post - 4

**F. Claims and Accounts**

**1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers**

- a) GP Schools (Mason & North) Plan Review - Invoice No. 152749 - Proj. No. 0160-0487 - 08/20/24 - \$4,000.00.
- b) Ghesquiere & Lakefront Park Bldg. Renovations - Invoice No. 157815 - Proj. No. 0160-0479 - 05/12/25 - \$1,333.30.
- c) Sewer System Evaluation - Invoice No. 157863 - Proj. No. 0160-0449 - 05/12/25 - \$3,102.57.
- d) Vernier & Mack Ave. Intersection Improve. - Invoice No. 157864 - Proj. No. 0160-0455 - 05/12/25 - \$25,527.32.
- e) Torrey Rd. Pump Station Cap. Improve. Plan - Invoice No. 157867 - Proj. No. 0160-0457 - 05/12/25 - \$270.18.
- f) LFP Boat Launch Parking Lot - Invoice No. 157870 - Proj. No. 0160-0480 - 05/12/25 - \$15,359.60.
- g) Ghesquiere Park Walking Path - Invoice No. 157871 - Proj. No. 0160-0482 - 05/12/25 - \$15,963.96.
- h) 2024-2025 General Engineering - Invoice No. 157884 - Proj. No. 0160-0484 - 05/12/25 - \$1,642.74.
- i) Lake Front Park Building Renovation - Proj. No. 0160-0479 - Payment Invoice No. 01 - In-Line Construction - 05/23/25 - \$9,716.00.

**2. IBEX - Insurance Services - Renewal Policy (Effective 07/01/25) - Invoice No. 124 - 05/27/25 - \$71,926.00.**

**3. WCA Assessing - Assessing Services - Invoice No. 051925 - June 2025 - 05/19/25 - \$7,534.41.**

**7. PRESENTATION**

- A. Arbor Day Recognition and Poster Contest Winners

**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 June 2, 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-6F) listed under the consent agenda as presented.

**A. Approval of Minutes**

1. Council 05/19/25
2. Committee-of-the-Whole 05/05/25, 05/19/25

**B. Commission Minutes Received and Placed on File**

1. Beautification Advisory Commission 04/19/25
2. Planning Commission 04/22/25\*

\*The recommendation to City Council regarding the rezoning of 20160 Mack Avenue was addressed at the 04/28/25 Council meeting.

**C. Bids/Proposals/Contracts**

1. Capitalization Threshold Increase
  - a) Memo 06/02/25 - Treasurer/Comptroller Schmidt
2. Non-Union Employees
  - a) Memo 06/02/25 - City Administrator Schulte - Treasurer/Comptroller Schmidt
3. Workers' Compensation Fund
  - a) Memo 06/02/25 - Treasurer/Comptroller Schmidt

**D. Proclamation**

1. National Gun Violence Awareness Day (June 6)

**E. Resolution**

1. FY 2025-2026 Industrial Waste Control (IWC) Charges
  - a) Memo 06/02/25 - City Administrator - Treasurer/Comptroller Schmidt
  - b) Fee Schedule
  - c) Proposed Resolution

**F. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a) GP Schools (Mason & North) Plan Review - Invoice No. 152749 - Proj. No. 0160-0487 - 08/20/24 - \$4,000.00.
  - b) Ghesquiere & Lakefront Park Bldg. Renovations - Invoice No. 157815 - Proj. No. 0160-0479 - 05/12/25 - \$1,333.30.
  - c) Sewer System Evaluation - Invoice No. 157863 - Proj. No. 0160-0449 - 05/12/25 - \$3,102.57.
  - d) Vernier & Mack Ave. Intersection Improve. - Invoice No. 157864 - Proj. No. 0160-0455 - 05/12/25 - \$25,527.32.
  - e) Torrey Rd. Pump Station Cap. Improve. Plan - Invoice No. 157867 - Proj. No. 0160-0457 - 05/12/25 - \$270.18.
  - f) LFP Boat Launch Parking Lot - Invoice No. 157870 - Proj. No. 0160-0480 - 05/12/25 - \$15,359.60.
  - g) Ghesquiere Park Walking Path - Invoice No. 157871 - Proj. No. 0160-0482 - 05/12/25 - \$15,963.96.
  - h) 2024-2025 General Engineering - Invoice No. 157884 - Proj. No. 0160-0484 - 05/12/25 - \$1,642.74.
  - i) Lake Front Park Building Renovation – Proj. No. 0160-0479 – Payment Invoice No. 01 – In-Line Construction – 05/23/25 - \$9,716.00.
2. IBEX – Insurance Services – Renewal Policy (Effective 07/01/25) – Invoice No. 124 – 05/27/25 - \$71,926.00.

3. WCA Assessing - Assessing Services - Invoice No. 051925 - June 2025 -  
05/19/25 - \$7,534.41.

Item 7 PRESENTATION

Item 7A ARBOR DAY RECOGNITION AND POSTER CONTEST WINNERS  
Prerogative of the City Council to receive the Tree City USA flag from the Tree  
Commission and announce the winners of the 2025 Arbor Day Poster Contest.

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 REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE  
POINTE WOODS HELD ON MONDAY, MAY 19, 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 7:02 p.m. by Mayor Bryant.

PRESENT: Mayor Bryant  
Council Members: Granger, Koester, McConaghy, Motschall  
ABSENT: Brown, Gafa

Also Present: City Administrator Schulte  
Assistant City Administrator Como  
City Attorney Walling  
City Treasurer/Comptroller Schmidt  
City Clerk Antolin  
City Planner Jankowski

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

**Motion** by Motschall, seconded by McConaghy, that Councilmembers Brown and Gafa be excused from tonight's meeting.

Motion carried by the following vote:

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

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Mike Fuller, Planning Commission
- Dave Bryk, Historical Commission
- Christina Pitts, Tree Commission

**Motion** by Granger, seconded by Koester, 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: Bryant, Granger, Koester, McConaghy, Motschall  
No: None  
Absent: Brown, Gafa

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

**A. Approval of Minutes**

1. Council 05/05/25
2. COW Sitting as Finance Committee 04/28/25 with Recommendations\*  
\*Recommendation to adopt Option 2: Increase Commodity Rates by 8.7%  
\*Recommendation to approve the Proposed FY 2025-2026 Budget

**B. Commission Minutes Received and Placed on File**

1. Citizens' Recreation Commission 04/08/25, Commission Minutes Excerpt 05/13/25\*  
\*Requesting an amount not to exceed \$2,000 for the annual Fishing Derby

**C. Monthly Financial Report**

1. April 2025

**D. Resolutions**

1. Revised 2025 Resolution Adopting Poverty Exemption Policy and Guidelines
  - a) Email 05/05/25 - Assistant City Administrator Como
  - b) Revised 2025 Resolution Adopting Poverty Exemption Policy and Guidelines with edits
  - c) Revised 2025 Resolution Adopting Poverty Exemption Policy and Guidelines - Clean copy
  - d) Updated 2025 GPW Guidelines for Poverty Exemption
2. Resolution Adopting Utility Billing Rates for Fiscal Year 2025-2026
  - a) Committee-of-the-Whole Sitting As Finance Committee Excerpt 04/28/25



- b) Proposed Resolution
- c) Exhibit A: Option 2: Increase to Commodity

**E. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
  - a) Sewer System Evaluation - Invoice No. 157486 - Proj. No. 0160-0449 - 04/22/25 - \$711.90.
  - b) Vernier & Mack Ave. Intersection Improvement - Invoice No. 157487 - Proj. No. 0160-0455 - 04/22/25 - \$4,633.46.
  - c) 2024 Miscellaneous Concrete Program - Invoice No. 157490 - Proj. No. 0160-0477 - 04/22/25 - \$658.53.
  - d) LFP Boat Launch Parking Lot - Invoice No. 157491 - Proj. No. 0160-0480 - 04/22/25 - \$4,951.26.
  - e) Ghesquiere Park Walking Path - Invoice No. 157492 - Proj. No. 0160-0482 - 04/22/25 - \$1,453.08.
  - f) 2024-2025 General Engineering - Invoice No. 157493 - Proj. No. 0160-0484 - 04/22/25 - \$1,420.40.
  - g) 2024-2025 GIS Maintenance - Invoice No. 157494 - Proj. No. 0160-0485 - 04/22/25 - \$681.10.
  - h) 2025-2026 Rate Study - Invoice No. 157495 - Proj. No. 0160-0486 - 04/22/25 - \$5,000.00.
  - i) Eng. Plan Review - Monteith Elementary - Invoice No. 157496 - Proj. No. 0160-0491 - 04/22/25 - \$4,540.50.
  - j) Ghesquiere & Lakefront Park Bldg Reno - Invoice No. 157549 - Proj. No. 0160-0479 - 04/24/25 - \$1,999.95.
  - k) Lake Front Park Boat Launch Parking Lot & Wedgewood Resurfacing - Proj. No. 0160-0480 - Construction Payment Invoice No. 01 - Al's Asphalt Paving Co. - 05/06/25 - \$153,558.69.
  - l) Ghesquiere Park Walking Path - Proj. No. 0160-0482 - Payment Invoice No. 01 - Warren Contractors & Development Inc. - 05/06/25 - \$85,729.95.
2. Keller Thoma - Legal Services - Invoice No. 127613 - April 2025 - 05/01/25 - \$612.50.
3. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1083423 - April 2025 - 05/12/25 - \$3,843.20.
4. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 292 - April 2025 - 05/01/25 - \$5,169.99.

Motion carried by the following vote:

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

Mayor Bryant read and presented Treasurer/Comptroller Schmidt with the Government Finance Officers Association's (GFOA) Certificate of Achievement for Excellence in Financial Reporting.

THE MEETING WAS THEREUPON OPENED AT 7:08 P.M. FOR A PUBLIC HEARING TO HEAR THE APPLICATION OF STUCKY VITALE (ON BEHALF OF BUCCELLATO DEVELOPMENT), 20160 MACK AVENUE, GROSSE POINTE WOODS, WHICH IS REQUESTING TO REZONE FROM RO-1 RESTRICTED OFFICE TO C COMMERCIAL BUSINESS.

Motion by McConaghy, seconded by Koester, that for purposes of the public hearing the following items be received and placed on file:

- 1) Letter 05/15/25 - City Planner Jankowski
- 2) Rezoning Application
- 3) City of Grosse Pointe Woods Internal Tracking Form
- 4) Legal Description
- 5) Memo 05/14/25 - Director of Public Safety Kosanke
- 6) Email 05/13/25 - Director of Public Services Kowalski
- 7) Site Plans (6)
- 8) 1st Affidavit of Property Owners Notified
- 9) 1st Affidavit of Legal Publication
- 10) 2nd Affidavit of Property Owners Notified
- 11) 2nd Affidavit of Legal Publication
- 12) List of Notified Residents
- 13) GIS Parcel Map - 500 Ft. Buffer
- 14) Petitions from residents
- 15) Additional emails/documents from residents

Motion carried by the following vote:

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

The Chair asked if anyone from the audience wished to speak in favor of the proposed request. The following individuals were heard:

- John Vitale, Stucky Vitale Architects
- Justin Buccellato, Buccellato Development
- City Planner Jankowski, McKenna

City Planner Jankowski answered questions from the City Council and confirmed that the two Planning Commission members involved with the rezoning/site plan project recused themselves from voting on the motion to approve the recommendation.

**Motion** by Motschall, seconded by McConaghy, that the City Council receive and place on file documents regarding the rezoning of 20160 Mack Avenue submitted by Mr. Vitale.

Motion carried by the following vote:

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

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. The following individuals were heard:

1. Gary Felts, 1680 Oxford Rd.
2. Joyce Janowski, 1070 N. Oxford Rd.
3. Leslie Robyn Mullinger, 1531 Oxford Rd.
4. John McLellan, 1617 S. Renaud Rd.
5. Harry Gaggos, 1490 Oxford Rd.
6. Lisa Abbey, 1620 Faircourt St.
7. Cam Piggott, Oxford Rd.
8. Bridget Muir, 1570 Oxford Rd.
9. Roger Ulmer, 1151 S. Renaud Rd.
10. Gary Herbertson, 1640 Ford Ct.
11. Mary Beth Nicholson, 1672 N. Renaud Rd.
12. John McAtee, 1621 Oxford Rd.
13. Joanne Platt-Shenstone, 1692 N. Renaud Rd.
14. Jon Dougherty, 1665 S. Renaud Rd.
15. Tom Malbouef, 1700 S. Renaud Rd.

16. Patricia Doherty, 1665 S. Renaud Rd.
17. Mike Costanzo, 1450 Oxford Rd.
18. James Francis, 1670 Oxford Rd.
19. Dave Dyle, 1531 Oxford Rd.
20. Wendy Lawrence, 1511 Oxford Rd.
21. Lynne Aldrich, 1501 Oxford Rd.
22. Mary Francis, 1670 Oxford Rd.
23. Colleen McIver, 1653 S. Renaud Rd.
24. Bethann Bayus, 1615 Ford Ct.
25. Elizabeth Baergen, 1600 Ford Ct.
26. Scott Buddy, 1611 Oxford Rd.
27. Patrick Turnbull, 1485 Fairholme Rd.
28. Laura McEnery, 1451 Oxford Rd.
29. Christina Pitts, 1501 Oxford Rd.
30. Joe Tedesco, 1665 Ford Ct.
31. Rich Carron, 1650 Ford Ct.

Motion by Granger, seconded by Koester, that the public hearing be closed at 9:13 p.m. PASSED UNANIMOUSLY.

Mayor Bryant recessed the City Council Meeting and reconvened at 9:26 p.m.

City Planner answered questions from the City Council and discussed differences between Restricted Office (RO-1) and Commercial (C) Zoning. In addition, the Master Plan process was briefly discussed. Members of City Council thanked the residents for attending the meeting and expressing their concerns.

**Motion** by McConaghy, seconded by Granger, that the City Council table the City Planner's recommendation to rezone 20160 Mack Avenue and refer the matter to the Planning Commission for further public receivings.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 9:40 P.M. FOR A PUBLIC HEARING ON THE FY 2025-2026 PROPOSED BUDGET.

**Motion** by Motschall, seconded by Granger, that the following items be received and placed on file:

- 1) Memo 05/19/25 - City Administrator Schulte - Treasurer/Comptroller Schmidt
- 2) Proposed 2025-2026 Budget Summary
- 3) Proposed Resolution
- 4) 2025 Tax Rate Request L-4029 Form
- 5) Affidavit of Publication
- 6) Committee-of-the-Whole Sitting as Finance Committee Excerpt 04/28/25

Motion carried by the following vote:

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

The Chair asked if anyone in the audience wished to be heard in favor of the Proposed FY 2025-2026 budget. The following individual was heard:

- Steven Schmidt, City Treasurer/Comptroller – Provided an overview of the FY 2025-2026 Budget.
- Councilmember McConaghy and other members of City Council commended and thanked City Treasurer/Comptroller Schmidt and City Administration for a great job on the budget.

The Chair asked if anyone in the audience wished to be heard in opposition to the Proposed FY 2025-2026 budget. Nobody wished to be heard.

**Motion** by Granger, seconded by Koester, that the public hearing be closed at 9:44 p.m. PASSED UNANIMOUSLY.

**Motion** by Koester, seconded by McConaghy, that the Council concur with the recommendation of the Committee-of-the-Whole sitting as a Finance Committee at their meeting held on April 28, 2025, and adopt the FY 2025-2026 Budget as presented, adopt the Budget and Appropriation Resolution; and, authorize the Mayor and the City Clerk to sign the 2025 Tax Rate Request Form L-4029.

Motion carried by the following vote:

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

**Motion** by Granger, seconded by Koester, that the City Council concur with the City Clerk's recommendation to approve the ordinance amendment to consolidate six (6) voting precincts into three (3) voting precincts per the maps presented and set a date of June 16, 2025, for a second reading and final adoption.

Motion carried by the following vote:

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

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

**Motion** by Motschall, seconded by Koester, to **adjourn tonight's meeting** at 9:58 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Paul P. Antolin  
City Clerk

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Arthur W. Bryant  
Mayor

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 5, 2025, IN THE COUNCIL CHAMBERS/COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DRIVE, GROSSE POINTE WOODS, MICHIGAN.

Mayor Bryant called the meeting to order at 7:22 p.m.

PRESENT: Mayor Bryant  
Council Members: Brown, Gafa, Koester, McConaghy, Motschall  
ABSENT: Granger

Also Present: City Administrator Schulte  
Assistant City Administrator Como  
City Attorney Walling  
City Clerk Antolin  
City Treasurer/Comptroller Schmidt  
Grosse Pointe Library – Woods Branch Representative Peck  
Grosse Pointe Library Director Keyser

**Motion** by Motschall, seconded by Koester, that Councilmember Granger be excused from tonight's meeting.

Motion carried by the following vote:

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

**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, Koester, McConaghy, Motschall  
No: None  
Absent: Granger

Tonight's meeting was regarding the **Grosse Pointe Public Library – Woods Branch Financial Update and Millage Renewal Presentation**. Tom Peck, Library Board of Trustee Member since 2020, introduced himself and the Library Director, Jessica Keyser. He provided a Power Point

presentation displaying the library's performance and challenges for the fiscal year ending June 30, 2024. Some of the highlights are as follows:

- Wayne State University Scholarships
- Central Library wins American Institute of Architect (AIA) Award
- Website Accessibility – Recite Me Assistive Technology
- Meeting Community Needs – Summer Reading Programs, Library Card Sign-up Month, National Author Programs

Some of the challenges presented were as follows:

- Grosse Pointe Public Library (GPPL) underpaid \$139,000+ in penal fines
- Executive Order to eliminate the Institute of Museum and Library Services (IMLS)

The GPPL had strong financial results having total revenue of 7.7 million, total expenses of 7.7 million and an unmodified audit opinion as reflected in the presentation. The library budget is heavily funded by property taxes at approximately 92%, State and County Aid (1%) and Fees, Gifts, & Others (7%). Expenditures are for Salaries and Benefits (47%), Debt Service (26%), Supplies, Books, and Audio/Video (13%), Purchased Services (12%), and Capital Outlay (2%).

Mayor Bryant inquired about any millage increases and Mr. Peck stated that there are currently, two millages in effect. One is kind of a perpetual millage and the other will expire on December 31, 2027, which is scheduled for renewal sometime in 2026. However, there are no planned increases for the millages.

Mayor Bryant also asked if there are any construction projects for the libraries. Director Keyser stated other than routine maintenance, the Vernier Road parking lot will be resurfaced in the summer. All other major capital improvements have been concluded.

Councilmember McConaghy asked for the current fund balance. Director Keyser stated the fund balance is \$10 million with an operating expense just under \$8 million.

Director Keyser commended Tom Peck as a board member representative.

Tom Peck shared the commendation of the GP Shores Public Safety Director to the GPW Public Safety Director and all the GPW Public Safety Officers.



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

**Motion** by Motschall, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 7:43 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Paul P. Antolin  
City Clerk

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Arthur W. Bryant  
Mayor

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 19, 2025, IN THE COUNCIL CHAMBERS/COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DRIVE, GROSSE POINTE WOODS, MICHIGAN.

Mayor Bryant called the meeting to order at 9:56 p.m.

PRESENT: Mayor Bryant  
Council Members: Granger, Koester, McConaghy, Motschall  
ABSENT: Brown, Gafa

Also Present: City Administrator Schulte  
Assistant City Administrator Como  
City Attorney Walling  
City Clerk Antolin  
City Treasurer/Comptroller Schmidt  
City Planner Jankowski

**Motion** by McConaghy, seconded by Granger, that Councilmembers Brown and Gafa be excused from tonight's meeting.

Motion carried by the following vote:

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

**Motion** by Motschall, seconded by Koester, 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: Bryant, Granger, Koester, McConaghy, Motschall  
No: None  
Absent: Brown, Gafa

Tonight's meeting was regarding the **Consideration of Dogs at Ghesquiere Park**. Although there was a quorum for the meeting, the Committee-of-the-Whole (COW) felt it was important to get input from all members of the committee and decided to discuss this item at a future COW meeting.

**Motion** by Motschall, seconded by Koester, that the Committee-of-the-Whole table the discussion regarding the consideration of dogs at Ghesquiere Park until a future Committee-of-the-Whole meeting.

Motion carried by the following vote:

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

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

**Motion** by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 10:00 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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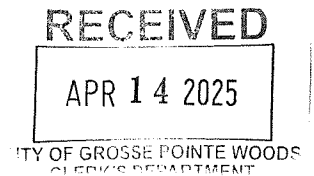
Paul P. Antolin  
City Clerk

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Arthur W. Bryant  
Mayor

Commission Approved On May 14, 2025

**Beautification Advisory Commission**  
**Conference Room – Grosse Pointe Woods Community Center**  
**20025 Mack Ave. Dr., Grosse Pointe Woods**  
**Meeting – April 9, 2025, 7:00 p.m.**



**Present:** Casinelli, Champagne, George Dinicu, Elich, Mary Goerke, Hage, Koester, Korbus, Rogers, Wettstein

**Excused:** Feltman, G. McCullough, S. McCullough, McCarthy

**Guest:** None

**Also Present:** M. Koester

**Call to Order:** The meeting was called to order by Chair, R. Koester at 7:01 p.m.

**Minutes:** March 12, 2025, minutes were distributed and reviewed.

Motion by Wettstein, seconded by George Dinicu, to approve March 12, 2025, minutes as presented.

Motion carried by the following vote:

**Yes:** Casinelli, Champagne, George Dinicu, Elich, Mary Goerke, Hage, Koester, Korbus, Rogers, Wettstein

**No:** none

**Excused:** Feltman, G. McCullough, S. McCullough, McCarthy

**Treasurer's Report:** Koester shared the treasurer's report.

Motion by Hage, seconded by Rogers, to approve the treasurer's report as presented.

Motion carried by the following vote:

**Yes:** Casinelli, Champagne, George Dinicu, Elich, Mary Goerke, Hage, Koester, Korbus, Rogers, Wettstein

**No:** none

**Excused:** Feltman, G. McCullough, S. McCullough, McCarthy

**Chairperson Report:** Koester presented chairperson report. Announced that Puppas resigned from the Beautification Advisory Commission, leaving one opening. Shared Beautification Commission of Southeastern Michigan newsletter.

**Awards Program:** Wettstein shared an update on the Awards Program. Distributed the beautification awards packet. Announced June 14<sup>th</sup> is the residential and business selection deadline and June 30<sup>th</sup> the nomination description for residential.

**Flower Sale:** Koester shared a sign-up sheet for Flower Sale volunteering. Korbus created a Sign-Up Genius for volunteers. Elich will distribute flyers to businesses on Mack to promote the event.

Flower Sale: Friday, May 9, 10am-5pm and Saturday, May 10, 8am-4pm

**Adopt-a-garden:** Champagne updated committee on adopt-a-garden program.

**Council report:** M. Koester shared the council report.

**Old Business:** No report

**New business:** No report

Motion by Rogers, seconded by Casinelli to adjourn the Beautification Advisory Commission meeting at 7:55pm.

Motion carried by the following vote:

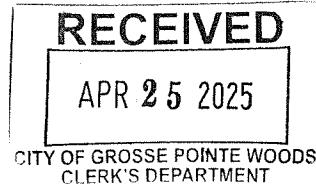
**Yes:** Casinelli, Champagne, George Dinicu, Elich, Mary Goerke, Hage, Koester, Korbus, Rogers, Wettstein

**No:** none

**Excused:** Feltman, G. McCullough, S. McCullough, McCarthy

Respectfully submitted,  
Lillian Korbus

*Commission Approved 5/27/25*



PLANNING COMMISSION  
04-22-25 - 14

MINUTES OF THE **PLANNING COMMISSION** MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON **APRIL 22, 2025**, IN THE COUNCIL-COURT ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

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

Roll Call: Chair Fenton

Commission Members: Fuller, Hamborsky, Mackinnon, Marx, McNelis, O'Keefe, Vitale

Absent: Gilezan

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

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

Motion carried by the following vote:

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

NO: None

ABSENT: Gilezan

Chair Fenton recognized Council Representative Gafa.

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

**MOTION** by Hamborsky, seconded by Vitale, to accept tonight's agenda as presented and place on file.

Motion carried by the following vote:

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

NO: None

ABSENT: Gilezan

**MOTION** by Vitale, seconded by Fuller, that the March 25, 2025, Planning Commission meeting minutes be approved as presented.

Motion carried by the following vote:

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

NO: None

ABSENT: Gilezan

The first item, under **Public Hearings**, was to **Host a Public Hearing on Rezoning 20160 Mack Avenue from RO-1 Restricted Office to C Commercial**.

**MOTION** by Hamborsky, seconded by O'Keefe, to open the **public hearing**.

Motion carried by the following vote:

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

Chair Fenton opened the public hearing at 7:05 pm.

Planner Jankowski provided an overview of the hearing purpose and the City Planner's review of the application to re-develop the site for commercial purposes. There is compatibility with the 2024 Master Plan Future Land Use Map which designates this area as Corridor Mixed Use, which includes retail, restaurant, personal service, and office establishments which are designed for the day-to-day needs of nearby residents. These facilities are intended to be located in close proximity to residential neighborhoods but with adequate buffering. Rezoning will create a desirable zoning trend which doesn't happen all at once, but incrementally.

No one wished to speak in support of the proposal.

The following spoke in opposition of the proposal:

1. Patricia & Jon Dougherty, 1665 S. Renaud – provided written statement
2. Gary Felts, 1680 Oxford
3. John McLellan, 1617 S. Renaud – provided written statement
4. James Francis, 1670 Oxford
5. Joanne Shenstone, 1692 N. Renaud
6. Roger Ulmer, 1151 S. Renaud
7. Beth Connolly, 1630 Oxford
8. Laura McEnery, 1451 Oxford
9. Bethann Bayus, 1415 Ford Ct.
10. Tim Leonard, 1415 S. Renaud
11. Christina Pitts, 1501 Oxford
12. Steve Lawrence, 1511 Oxford
13. Matthew McIver, 1653 S. Renaud
14. Lynne Aldrich, 1501 Oxford
15. Ralph Burnett, 1618 N. Renaud

**MOTION** by Hamborsky, seconded by O'Keefe, to **close the public hearing on Rezoning 20160 Mack Avenue from RO-1 Restricted Office to C Commercial.**

Motion carried by the following vote:

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

Chair Fenton closed the public hearing at 8:21 pm.

The next item, under **New Business**, was to **Consider Recommending Approval to City Council of the Proposed Rezoning of 20160 Mack Avenue to C Commercial.**

Planner Jankowski clarified the rezoning process to address the comments raised by residents during the public hearing. Rezoning approval doesn't mean automatic approval of the site plan. This request has been found to be in harmony with the Master Plan as this site is designated to be rezoned based on the 2024 Master Plan and Future Land Use Map, which was formed by the input from public opinion and local leadership. We are trying to translate public opinion into action and implement that plan.

Concerns raised in the public comments will be taken into consideration during the site plan review.

Discussion ensued around parking needs, plans for the site related to buffering options, traffic, lighting, rodent control, and green space. The commission stated that the city doesn't determine what types of business goes into the site. There is a "use by rights" in place and we cannot direct the quantity of, or types of, businesses that a property owner wishes to pursue.

Related to public comments about Stuckey-Vitale's involvement, along with sitting on the Planning Commission, Chair Fenton stressed the integrity of Mr. Vitale and Mr. McNelis while working on projects within the community and that there has never been any impropriety in their behavior. Mr. Vitale expressed his appreciation for the supportive comments.

Mr. Vitale, of Stuckey-Vitale, and representing the developer, explained the project and their willingness to listen to, and be open to, and make all efforts to address the resident's suggestions and concerns.

Justin Buccalleto, the developer, thanked the residents for appearing and voicing their concerns. He is a Grosse Pointe resident with 14 properties on the Mack Avenue corridor, with 8 of those being in Grosse Pointe Woods. He voiced his vision on developing the property to be something special to the community. He assured that funding, safety, quality contracting, and timeliness are high priorities on all of his development projects. Related to resident concerns about rodent issues if food-related businesses occupy the space, Mr. Buccalleto stated that he has experience in the food service business and is well versed in rodent control and builds preventative measures into his leases.



Commissioner Hamborsky provided history on the RO-1 Restricted Office designation which dates back to the 1950's, and was created with the intent of having a property that is a business on one side with the owner living on the other. This business model doesn't really exist anymore and a significant portion of Mack Avenue is still zoned RO-1. Practically, these properties will ultimately be rezoned into Corridor Mixed Use designation according to the Future Land Use Map within the 2024 Master Plan. The site plan review is another topic altogether.

**MOTION** by Hamborsky, seconded by O'Keefe, that the Planning Commission Recommend Approval to City Council on the Proposed Rezoning of 20160 Mack Avenue to C Commercial based on the following facts:

- a) The proposed site is architecturally consistent with the neighboring residential neighborhood; and
- b) There is demand for more commercial retail along the Mack Avenue corridor in Grosse Pointe Woods, and to promote walkability, and
- c) The upzoning to support mixed use along Mack Avenue aligns with the newly adopted 2024 Master Plan and Future land Use Plan Map, which shows Corridor Mixed Use, aligning with the C Commercial Business District, for the subject site and sites up and down the same side of Mack Avenue.

Motion carried by the following vote:

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

**MOTION** by Fuller, seconded by Hamborsky, to immediately certify the minutes on the Planning Commission Recommending Approval to City Council on the Proposed Rezoning of 20160 Mack Avenue to C Commercial.

Motion carried by the following vote:

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

The next item, under **New Business**, is the **Consideration of the Site Plan for 20160 Mack Avenue for Approval, Pending Rezoning**.

Planner Jankowski provided an overview of the Building Department's review of the applicant's proposal to demolish the existing building and construct an 11,000 sq. ft. single-story multi-tenant retail space. Their review is based on the C Commercial standards pending the rezoning approval. The following revisions are requested:

1. Submit samples of the exterior materials (these were brought to this meeting);

2. Revise the parking plan, provide a shared parking agreement, or apply for a parking waiver to meet the required minimum number of off-street parking spaces;
3. Indicate traffic markings on the ingress/egress off of S. Renaud;
4. Provide lighting cut sheets, photometric plan, etc., (these were provided to the Building Department prior to this meeting);
5. Provide landscaping plans with species list, and bumper guards along the perimeter hedge.

John Vitale, Stuckey-Vitale, discussed the details of the project, including: lighting, the proposed exterior materials, screening options on the parking lot (and they are open to the resident's input), and options to control the traffic on the site. Mr. Vitale offered to meet with the residents.

A question of the maintenance responsibility of the barrier was asked, and Mr. Vitale said they could put it on the site's property and, therefore, the developer would be responsible for the maintenance.

There was a discussion about tenant usage related to parking requirements as those requirements differ based on the type of business that would occupy the space. If parking is different than what is currently being considered, the site plan would come back before the Planning Commission.

A question about the utilities was asked related to an existing transformer and overhead lines. There is a desire to bury the lines by the developer, if that is possible, based on a study they are conducting.

A question about lighting and elevation was asked and Mr. Vitale distributed renderings.

Samples of the exterior materials were distributed for Commission review.

Mr. Vitale stated that there is an environmental study underway and if any hazardous materials are discovered, those would be removed before demolition.

There is a request for a waiver on parking for the 10 additional on-site spaces, though there are adequate off-site spaces to meet the 55 required spaces.

Chair Fenton allowed additional questions from the public and the following were heard:

1. Gary Felts, 1680 Oxford, asked about assurances that all conditions on the property would be executed. Planner Jankowski stated that there are safeguards to ensure compliance.
2. Unidentified residents expressed the safety issues on all street corners while drivers pull onto Mack Avenue. While the ordinance allows building to the property line, that should not be allowed due to lack of visibility. The current setbacks are inadequate.
3. Mark Bacha, representing his son Ken Bacha, 1580 Oxford, recommends the Commission table the site plan until the architect and residents can meet and discuss the perimeter barrier.
4. Unidentified resident stated the City Planner's memo recommends tabling this, and Planner Jankowski stated that the items in the memo were addressed today. A question about the Colonial style requirement and it was clarified this is no longer a requirement.

5. Unidentified resident asked about proposed capital for the project. The developer stated it would be more than \$5 million.
6. Unidentified resident asked if there were any tenants in mind. The developer stated that there are, but he cannot discuss that at this point, other than saying they have interest from national retailers that would do well in this community.
7. Unidentified resident asked if there would be one or three tenants. The developer stated that it could be 1, 2, or 3.

Commissioner Mackinnon asked about the proposed outdoor seating and whether there would be screening. The architect stated that, yes, there would be both planters and a fence.

**MOTION** by O’Keefe, seconded by Mackinnon, that the Planning Commission table the Site Plan for 20160 Mack Avenue until the next Commission meeting and the applicant comes back with details on 1) the barrier wall, 2) the ingress/egress to parking, 3) dust containment, 4) asbestos report, and 5) a meeting with the neighbors.

Motion carried by the following vote:

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

The next item, under **New Business**, is the **Consideration of the Site Plan for 20507 Mack Avenue (Arthur Murray Dance Studio) for Approval**.

Planner Jankowski provided an overview of the application for interior renovations of an existing vacant 3,840 sq. ft. commercial building to support a dance studio. The Building Inspector has submitted a memo in support of this project.

George Bailey, architect and GPW resident, 1155 Hampton, provided additional information on the project including that the rear parking will accommodate an ADA parking space, and they will comply with all required ADA access. On-street parking is available, but if that is not compliant, they are requesting a waiver for the 1 additional required parking space. They have tried to get a shared parking agreement with neighboring businesses to no avail.

The most individuals that would be on site at any time would be 10-12 for a group lesson, but typically less than that

The applicant answered the question on hours of operation: 1- 10 pm, Monday through Thursday, 1- 9pm on Fridays, and Noon – 4pm on Saturdays. Lessons are typically 45 minutes.

Discussion ensued around the window glazing and exterior lighting. These are in compliance.

**MOTION** by Marx, seconded by Mackinnon, that the Planning Commission accept the site plan application and allow a waiver for the one additional parking space to accommodate the parking requirements.

Motion carried by the following vote:

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

The next item, under **New Business**, is the **Consideration of the Site Plan for 21003-21015 Mack Avenue and 1953 Roslyn Avenue (Little Nest Coffee Roasters) for Approval**.

Planner Jankowski provided an overview of the application for interior renovations and combination of an existing commercial building to support a coffee shop, office lease space, and associated parking. The design complies with approve design standards, elevation, and parking. The applicant must provide additional lighting information such as cut sheets, wattage, existing lighting, and a photometric plan to determine compliance with zoning ordinance standards.

The applicants, Taylor & Jason Spencer, and Lyndsey Spencer introduced themselves and provided information on the Little Next Coffee Roasters business and the various uses of the space. Two of the addresses will be combined for the community coffee shop/work space and a separate area for new parents, caregivers, mothers and their children, focusing on post-partum support for new parents. The third address will remain as is for a future tenant. Their architect is preparing the lighting plan and will send it to the city.

There will not be any rooftop ventilation that would require screening as they will vent out the side of the building. The Roslyn address is part of the parking area. There will be more than enough parking to accommodate any future tenants in the third space.

**MOTION** by O’Keefe, seconded by Vitale, that the Planning Commission approve the site plan contingent on the Building Department approval of the photometrics.

Motion carried by the following vote:

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

There were no items under **Old Business**.

The next item was the **Building Official’s Report, March 2025 to April 2025**.

Planner Jankowski provided an overview of current projects and permits. A question was asked on whether the Bank of America’s EV station screening should be reviewed against the

approved site plan.

The next item was the **City Council Report for April 7, 2025.**

Commissioner Mackinnon attended the April 7 meeting and reported that the requested \$20K for the Planning Commission's budget was approved, and the 2024 Master Plan was reviewed with City Council at the Committee-of-the-Whole with no changes. She will attend the April 28 meeting.

Commissioner Marx will attend the May meetings.

The next item was **Information Only on MSHDA Zoning Ordinance Kick-Off and PC Budget Update.**

Planner Jankowski updated the Commission on the \$50K MSHDA grant to align the zoning ordinance with the Master Plan. McKenna and city administration are working together on this 12-month project. Clearzoning will no longer be used and all ordinances will be housed in Municode.

We have the \$20K budget to begin working on the Master Plan.

No one wished to be heard under **Public Comment.**

**MOTION** by Marx, seconded by Vitale, to adjourn at 10:15p.m.

Motion carried by the following vote:

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

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



**CITY OF GROSSE POINTE WOODS**  
**MEMORANDUM**

**RECEIVED**

**MAY 22 2025**

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

**Date:** June 2, 2025  
**To:** Mayor and City Council  
**From:** Steven Schmidt, Treasurer/Comptroller  
**Re:** Capitalization Threshold Increase

Pursuant to Governmental Accounting Standards Board (GASB) Statement No. 34, originally implemented in 1999, the City of Grosse Pointe Woods established a capitalization threshold of \$5,000 for capital assets in July of 2004. Over the past 21 years, inflation has increased by approximately 64.93%, significantly reducing the real-dollar value of this threshold.

After consultation with our independent auditing firm, Plante Moran, and a review of best practices and current economic conditions, we believe it is prudent and beneficial to adjust the capitalization threshold to \$10,000. This change will better reflect the current economic environment, streamline financial reporting, and maintain consistency with the intent of GASB 34.

Some of the key benefits are:

1. **Simplified Accounting Process:** Raising the capitalization threshold can reduce the administrative burden by eliminating the need to track and depreciate numerous small-value items. This can streamline accounting processes and improve efficiency.
2. **Improved Financial Statement Accuracy:** By focusing on more significant assets, businesses can enhance the accuracy and consistency of their financial statements.
3. **Strategic Asset Management:** Setting appropriate thresholds allows the city to align our asset management strategies with our operational scale and industry practices. This can lead to better financial clarity and strategic decision-making.
4. **Reduced Costs:** Governments can save on the costs associated with tracking and managing a large number of small-value items by raising the capitalization threshold.

Steven Schmidt Treasurer/Comptroller

APPROVED FOR COUNCIL CONSIDERATION:

Frank Schulte City Administrator



CITY OF GROSSE POINTE WOODS  
MEMORANDUM

RECEIVED

MAY 22 2025

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

**Date:** June 2, 2025  
**To:** Mayor Bryant and City Council  
**From:** Frank Schulte, City Administrator  
Steven Schmidt, Treasurer/Comptroller  
**Re:** Non-Union Employees

1. Effective July 1, 2025, there will be a **two percent (2.0%)** across the board wage increase for appointed officials, department heads, non-union employees and permanent part-time administrative employees who have been employed with the City for six (6) months.
2. Five (5) unpaid furlough days, scheduled as follows:

**Furlough Days Fiscal Year 2025-2026**

|                  |                                   |
|------------------|-----------------------------------|
| July 7, 2025     | Day after 4 <sup>th</sup> of July |
| August 29, 2025  | Friday before Labor Day           |
| January 19, 2026 | Martin Luther King Day            |
| April 6, 2026    | Easter Monday                     |
| May 22, 2026     | Friday before Memorial Day        |

Effective July 1, 2025, we respectfully request City Council to approve a two percent (2.0%) pay increase for appointed officials, department heads, non-union employees and permanent part-time administrative employees who have been employed with the City for six (6) months.

Frank Schulte, City Administrator

Steven Schmidt, Treasurer/Comptroller





**CITY OF GROSSE POINTE WOODS**  
**MEMORANDUM**

**RECEIVED**

**MAY 22 2025**

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

**Date: June 2, 2025**

**To: Mayor and City Council**

**From: Steven Schmidt, Treasurer/Comptroller**

**Re: Workers' Compensation Fund**

The City is currently self-insured for our workers' compensation fund to manage employee "on the job" injuries. We additionally maintain an "excess" policy for workers compensation with Midwest Casualty Insurance which picks up when the claims exceed \$450,000 in a one-year period. The various City funds that pay employee wages are charged annually with funding our workers compensation claims during each fiscal year.

At the present time the workers compensation fund has a deficit balance of \$21,200 for fiscal year 2024-25. I am requesting council authorization to transfer \$35,000 from the general fund balance in order to cover our expenses through June 30, 2025. The primary reason that cost we are in a deficit is due to 2 major injuries at the Lake Front Park.

Fund Certification:

A budget transfer is required from the general fund prior year fund balance, account No. 101-000-697.000 into the workers compensation fund budget line, medical expenditures, account No. 632-854-915.000 and the account number has been verified.

Steven Schmidt Treasurer/Comptroller

APPROVED FOR COUNCIL CONSIDERATION:

Frank Schulte City Administrator



## CITY OF GROSSE POINTE WOODS PROCLAMATION

**WHEREAS**, every day more than 125 Americans are killed by gun violence and more than 260 are shot and wounded; and

**WHEREAS**, protecting public safety in the communities they serve is a mayor's highest responsibility; and

**WHEREAS**, mayors and law enforcement officers – in partnership with local violence intervention resources – know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

**WHEREAS**, on February 13, 2023 two students from the Grosse Pointe communities were victims of gun violence, **Brian Fraser** and **Arielle Diamond Anderson** attended Grosse Pointe South and Grosse Pointe North and the third victim, **Alexandria Verner**, attended Clawson High School and whose mother worked at Grosse Pointe North; and

**WHEREAS**, the community placed orange ribbons on trees and are requesting that to raise awareness June 6, 2025 be recognized as a day anyone can join the campaign by pledging to wear orange, a color that symbolizes the value of human life; and

**WHEREAS**, we renew our commitment to reduce gun violence and pledge to do all we can, to keep firearms out of the hands of people who should not have access to them, and encourage responsible gun ownership to help keep our families and communities safe.

**NOW, THEREFORE**, I, Arthur W. Bryant, Mayor of the City of Grosse Pointe Woods, Michigan do hereby proclaim June 6, 2025 as **National Gun Violence Awareness Day** in the City of Grosse Pointe Woods, Michigan and urge all residents in our community to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to end this public health crisis.



*Arthur W. Bryant*

Mayor Arthur W. Bryant  
June 2, 2025





**CITY OF GROSSE POINTE WOODS**  
**MEMORANDUM**

**Date:** June 2, 2025

**To:** Mayor Bryant and City Council

**From:** Frank Schulte, City Administrator  
Steven Schmidt, Treasurer/Comptroller

**Re:** FY 2025 – 2026 Industrial Waste Control (IWC) Charges

**RECEIVED**

**MAY 22 2025**

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Industrial Waste Control charges are assessed to all commercial and industrial end users that send wastewater to the GLWA wastewater treatment plant. The IWC charges are to offset the costs incurred in administering regulatory activities under the Sewer Use Ordinance/Industrial Waste Control Ordinance as required in the National Pollutant Discharge Elimination System (NPDES) Permit Program and the Clean Water Act (CWA). There is a delegation Agreement with each community to collect the industrial waste control charges from the end-users even though most communities are contracting agency customers to the wholesale sewer contract customer.

The billing process for IWC charges involves the following two steps:

1. The City bills all non-residential users IWC charges based upon the user's meter size. GLWA establishes its IWC charges in the sewer service charge development process. Certain facilities are exempted which include: fire-protection, multi-family dwellings, public and private elementary schools which are part of a governmental school district, colleges, universities and professional schools, junior colleges and technical institutes, and local and state governments.
2. The City reports to GLWA the quantity and size of the non-residential meters and GLWA bills each community the IWC charge accordingly.

There is no cost to the City for these charges; this fee is strictly a pass through of charges and is represented this way in the water/sewer operating budget for fiscal year 2025-2026. I am requesting approval of the attached fee resolution for implementation effective July 1, 2025.

  
\_\_\_\_\_  
Frank Schulte, City Administrator

  
\_\_\_\_\_  
Steven Schmidt, Treasurer/Comptroller

# Adopted

## GREAT LAKES WATER AUTHORITY SEWAGE DISPOSAL SYSTEM Industrial Specific Retail Charges

ADOPTED - EFFECTIVE JULY 1, 2025 FOR ALL BILLS ISSUED ON OR AFTER AUGUST 1, 2025

Schedule updated by  
GLWA Staff Pending  
Review by Willdan  
Financial Services

| Industrial Waste Control Charges |             |                   |        |
|----------------------------------|-------------|-------------------|--------|
| Meter Size                       | Full Charge | Admin Only Charge |        |
| inches                           | \$/mo       | \$/mo             |        |
| 5/8                              | \$ 3.89     | \$                | 0.97   |
| 3/4                              | \$ 5.84     | \$                | 1.46   |
| 1                                | \$ 9.73     | \$                | 2.43   |
| 1-1/2                            | \$ 21.40    | \$                | 5.34   |
| 2                                | \$ 31.12    | \$                | 7.76   |
| 3                                | \$ 56.41    | \$                | 14.07  |
| 4                                | \$ 77.80    | \$                | 19.40  |
| 6                                | \$ 116.70   | \$                | 29.10  |
| 8                                | \$ 194.50   | \$                | 48.50  |
| 10                               | \$ 272.30   | \$                | 67.90  |
| 12                               | \$ 311.20   | \$                | 77.60  |
| 14                               | \$ 389.00   | \$                | 97.00  |
| 16                               | \$ 466.80   | \$                | 116.40 |
| 18                               | \$ 544.60   | \$                | 135.80 |
| 20                               | \$ 622.40   | \$                | 155.20 |
| 24                               | \$ 700.20   | \$                | 174.60 |
| 30                               | \$ 778.00   | \$                | 194.00 |
| 36                               | \$ 855.80   | \$                | 213.40 |
| 48                               | \$ 933.60   | \$                | 232.80 |

| Pollutant Surcharges            |    |        |
|---------------------------------|----|--------|
| Pollutant                       |    | Charge |
|                                 |    | \$/lb  |
| BIOCHEMICAL OXYGEN DEMAND (BOD) |    |        |
| for concentrations > 275 mg/l   | \$ | 0.409  |
| TOTAL SUSPENDED SOLIDS (TSS)    |    |        |
| for concentrations > 350 mg/l   | \$ | 0.548  |
| PHOSPHORUS (P)                  |    |        |
| for concentrations > 12 mg/l    | \$ | 7.907  |
| FATS, OIL AND GREASE (FOG)      |    |        |
| for concentrations > 100 mg/l   | \$ | 0.131  |
| SEPTAGE DISPOSAL FEE            |    |        |
| Per 500 gallons of disposal     | \$ | 40.00  |

**THE CITY OF GROSSE POINTE WOODS  
CITY COUNCIL RESOLUTION  
ADOPTING THE INDUSTRIAL WASTE CONTROL CHARGE  
FOR FISCAL YEAR 2025-2026**

A regular meeting of the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan (the “City”), was held on \_\_\_\_\_, 2025 at 7:00 p.m., Eastern Standard Time.

PRESENT:

ABSENT:

The following preamble and resolution were offered by \_\_\_\_\_, and seconded by \_\_\_\_\_:

**WHEREAS**, the City Council of the City of Grosse Pointe Woods, pursuant to Section 44-144 of the City of Grosse Pointe Woods City Code, as amended, is authorized to establish and revise water and sewer rates and other fixed charges to ensure sufficiency of revenues in meeting operation, maintenance and replacement costs, as well as debt service, for the water and sewer systems, and

**WHEREAS**, the City Council of the City of Grosse Pointe Woods has received and evaluated the attached Schedule of Rates from the Great Lakes Water Authority for the Commercial Industrial Waste Control Charges, and

**WHEREAS**, The City Council of the City of Grosse Pointe Woods finds that the operation and maintenance of the water and sewer systems of the City will be better served and maintained by adopting the schedule attached hereto.

**NOW, THEREFORE, BE IT RESOLVED** that the City Council of the City of Grosse Pointe Woods hereby adopts the Schedule of Rates for the Industrial Waste Control Charges attached hereto, for all commercial users within the service area of the City and that these rates and charges shall take effect July 1, 2025.

AYES:

NAYS:

ABSENT:

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 \_\_\_\_\_, 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



ANDERSON, ECKSTEIN & WESTRICK, INC.  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

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MAY 22 2025

CITY OF GROSSE POINTE WOODS  
CLERK OF COURT

INVOICE

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

August 20, 2024

Project No:

0160-0487-0

Invoice No:

152749

Project 0160-0487-0 GP SCHOOLS (MASON & NORTH) PLAN REVIEW

**Professional Services from July 01, 2024 to July 28, 2024**

**Fee**

|                  |          |                           |                   |
|------------------|----------|---------------------------|-------------------|
| Total Fee        | 4,000.00 |                           |                   |
| Percent Complete | 100.00   | Total Earned              | 4,000.00          |
|                  |          | Previous Fee Billing      | 0.00              |
|                  |          | Current Fee Billing       | 4,000.00          |
|                  |          | <b>Total Fee</b>          | <b>4,000.00</b>   |
|                  |          | <b>Total this Invoice</b> | <b>\$4,000.00</b> |

P048954

# 101-000-283.000

OK - J.Y.  
SS  
FS

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MAY 22 2025

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT



ANDERSON, ECKSTEIN & WESTRICK, INC.  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

May 12, 2025  
Project No: 0160-0479-0  
Invoice No: 157815

Project 0160-0479-0 GHESQUIERE & LAKEFRONT PARK BLDG RENO

Professional Services from April 07, 2025 to May 04, 2025

Phase 03 LAKEFRONT CA  
Fee

Total Fee 13,333.00

Percent Complete

50.00

Total Earned

6,666.50

Previous Fee Billing

5,333.20

Current Fee Billing

1,333.30

Total Fee

1,333.30

Total this Phase

\$1,333.30

Total this Invoice

\$1,333.30

Outstanding Invoices

| Number | Date      | Balance  |
|--------|-----------|----------|
| 157179 | 4/1/2025  | 3,736.25 |
| 157549 | 4/24/2025 | 1,999.95 |
| Total  |           | 5,736.20 |

PO48614  
#401-902-977-104  
OK-J.K  
SS  
FJ

RECEIVED

MAY 22 2025

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT



ANDERSON, ECKSTEIN & WESTRICK, INC.  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

May 12, 2025  
Project No: 0160-0449-0  
Invoice No: 157863

Project 0160-0449-0 SEWER SYSTEM EVALUATION  
PURCHASE ORDER #22-46947 - \$107,000.00  
FOR: COORDINATION OF LEVEL SENSOR DATA REVIEW BY WATER RESOURCES GROUP  
Professional Services from April 07, 2025 to May 04, 2025

Phase 02 EVALUATION

Professional Personnel

|                        | Hours | Rate   | Amount     |
|------------------------|-------|--------|------------|
| RESEARCH/REVIEW        |       |        |            |
| LICENSED ENG/SUR/ARC   | .80   | 120.00 | 96.00      |
| GRADUATE ENG/SURV/ARCH | 30.90 | 97.30  | 3,006.57   |
| Totals                 | 31.70 |        | 3,102.57   |
| Total Labor            |       |        | 3,102.57   |
| Total this Phase       |       |        | \$3,102.57 |

| Billing Limits     | Current  | Prior     | To-Date    |
|--------------------|----------|-----------|------------|
| Total Billings     | 3,102.57 | 40,168.28 | 43,270.85  |
| Limit              |          |           | 107,000.00 |
| Remaining          |          |           | 63,729.15  |
| Total this Invoice |          |           | \$3,102.57 |

Outstanding Invoices

| Number | Date      | Balance |
|--------|-----------|---------|
| 157486 | 4/22/2025 | 711.90  |
| Total  |           | 711.90  |

PO 46947  
# 592-537-818.000  
OK - J.K.  
SS  
FI



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MAY 22 2025

CITY OF GROSSE POINTE WOODS  
ILLINOIS



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

**INVOICE**

May 12, 2025

Project No: 0160-0455-0

Invoice No: 157864

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0455-0 VERNIER & MACK AVE INTERSECTION IMPROVE.  
PURCHASE ORDER #24-48747 - \$375,000.00  
FOR: CONSTRUCTION OBSERVATION, CONSTRUCTION ENGINEERING, & CONTRACT ADMIN.

Professional Services from April 07, 2025 to May 04, 2025

Phase 03 CONSTRUCTION

**Professional Personnel**

|                          | Hours  | Rate   | Amount           |
|--------------------------|--------|--------|------------------|
| CONSTRUCTION STAKEOUT    |        |        |                  |
| SENIOR PROJECT ENGINEER  | 1.50   | 131.40 | 197.10           |
| TEAM LEADER              | 1.00   | 97.30  | 97.30            |
| RESEARCH/REVIEW          |        |        |                  |
| PRINCIPAL ENGINEER       | 3.50   | 137.20 | 480.20           |
| CONSTRUCTION PLAN DRAFT  |        |        |                  |
| TEAM LEADER              | 1.00   | 97.30  | 97.30            |
| PRELIMINARY ENGINEERING  |        |        |                  |
| GRADUATE ENG/SUR/ARC     | .50    | 97.30  | 48.65            |
| CONTRACT ADMINISTRATION  |        |        |                  |
| PRINCIPAL ENGINEER       | .60    | 137.20 | 82.32            |
| LICENSED ENG/SUR/ARC     | 27.00  | 120.00 | 3,240.00         |
| GRADUATE ENG/SUR/ARC     | 36.50  | 97.30  | 3,551.45         |
| ENGINEERING AIDE III     | 32.30  | 81.60  | 2,635.68         |
| ENGINEERING AIDE I       | 6.00   | 65.20  | 391.20           |
| SENIOR PROJECT ENGINEER  | 1.30   | 131.40 | 170.82           |
| GRADUATE ENG/SURV/ARCH   | 6.50   | 97.30  | 632.45           |
| MEETINGS                 |        |        |                  |
| GRADUATE ENG/SUR/ARC     | 9.50   | 97.30  | 924.35           |
| CONSTRUCTION OBSERVATION |        |        |                  |
| GRADUATE ENG/SUR/ARC     | 84.50  | 97.30  | 8,221.85         |
| TEAM LEADER              | 24.00  | 97.30  | 2,335.20         |
| ENGINEERING AIDE III     | 3.50   | 81.60  | 285.60           |
| TEAM LEADER              | 1.50   | 97.30  | 145.95           |
| Totals                   | 240.70 |        | 23,537.42        |
| <b>Total Labor</b>       |        |        | <b>23,537.42</b> |

**Unit Billing**

|                                     |                    |                 |                 |
|-------------------------------------|--------------------|-----------------|-----------------|
| 3 PERSON CREW-CONSTRUCTION STAKEOUT | 5.5 HOURS @ 197.50 | 1,086.25        |                 |
| 2 PERSON CREW-CONSTRUCTION STAKEOUT | 5.5 HOURS @ 164.30 | 903.65          |                 |
| <b>Total Units</b>                  |                    | <b>1,989.90</b> | <b>1,989.90</b> |

| Billing Limits | Current   | Prior     | To-Date    |
|----------------|-----------|-----------|------------|
| Total Billings | 25,527.32 | 16,375.86 | 41,903.18  |
| Limit          |           |           | 375,000.00 |

Please include the project number and invoice number on your check.

|         |             |  |         |        |
|---------|-------------|--|---------|--------|
| Project | 0160-0455-0 | VERNIER & MACK AVE INTERSECTION IMPROVE. | Invoice | 157864 |
|---------|-------------|--|---------|--------|

Remaining

333,096.82

**Total this Phase** **\$25,527.32**

**Total this Invoice** **\$25,527.32**

**Outstanding Invoices**

| Number       | Date      | Balance         |
|--------------|-----------|-----------------|
| 157487       | 4/22/2025 | 4,633.46        |
| <b>Total</b> |           | <b>4,633.46</b> |

PO 48747  
 # 202-451-974.803  
 ok - J.K.  
 SS  
 FJ

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MAY 22 2025

CITY OF GROSSE POINTE WOODS  
PLANNING DEPARTMENT



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

**INVOICE**

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

May 12, 2025  
Project No: 0160-0457-0  
Invoice No: 157867

Project 0160-0457-0 TORREY RD PUMP STATION CAP IMPROVE. PLAN  
PURCHASE ORDER #22-47266 - \$60,000.00

Professional Services from April 07, 2025 to May 04, 2025

**Professional Personnel**

|                         | Hours | Rate   | Amount        |
|-------------------------|-------|--------|---------------|
| RESEARCH/REVIEW         |       |        |               |
| LICENSED ENG/SUR/ARC    | 1.50  | 120.00 | 180.00        |
| CONTRACT ADMINISTRATION |       |        |               |
| ENGINEERING AIDE III    | .30   | 81.60  | 24.48         |
| STRUCTURAL              |       |        |               |
| SENIOR PROJECT ENGINEER | .50   | 131.40 | 65.70         |
| Totals                  | 2.30  |        | 270.18        |
| <b>Total Labor</b>      |       |        | <b>270.18</b> |

| Billing Limits | Current | Prior     | To-Date   |
|----------------|---------|-----------|-----------|
| Total Billings | 270.18  | 30,420.91 | 30,691.09 |
| Limit          |         |           | 60,000.00 |
| Remaining      |         |           | 29,308.91 |

**Total this Invoice \$270.18**

P047266  
#592-542-818.000  
ok - J.K  
SS  
FS

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MAY 22 2025

CITY OF GROSSE POINTE WOODS  
CLERK'S OFFICE



ANDERSON, ECKSTEIN & WESTRICK, INC.  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

May 12, 2025  
Project No: 0160-0480-0  
Invoice No: 157870

Project 0160-0480-0 LFP BOAT LAUNCH PARKING LOT  
P.O. #25-48803 - \$106,499.00  
FOR: CONST. OBSERVATION, CONST. ENGINEERING, & CONTRACT ADMIN.  
Professional Services from April 07, 2025 to May 04, 2025

Professional Personnel

|                          | Hours  | Rate   | Amount           |
|--------------------------|--------|--------|------------------|
| CONTRACT ADMINISTRATION  |        |        |                  |
| PRINCIPAL ENGINEER       | 4.00   | 137.20 | 548.80           |
| LICENSED ENG/SUR/ARC     | 9.00   | 120.00 | 1,080.00         |
| GRADUATE ENG/SUR/ARC     | 10.50  | 97.30  | 1,021.65         |
| ENGINEERING AIDE III     | 23.00  | 81.60  | 1,876.80         |
| SENIOR PROJECT ENGINEER  | 1.00   | 131.40 | 131.40           |
| MEETINGS                 |        |        |                  |
| GRADUATE ENG/SUR/ARC     | 1.50   | 97.30  | 145.95           |
| CONSTRUCTION OBSERVATION |        |        |                  |
| GRADUATE ENG/SUR/ARC     | 26.00  | 97.30  | 2,529.80         |
| TEAM LEADER              | 8.00   | 97.30  | 778.40           |
| ENGINEERING AIDE III     | 7.00   | 81.60  | 571.20           |
| ENGINEERING AIDE II      | 87.00  | 72.20  | 6,281.40         |
| SENIOR PROJECT ENGINEER  | 3.00   | 131.40 | 394.20           |
| Totals                   | 180.00 |        | 15,359.60        |
| <b>Total Labor</b>       |        |        | <b>15,359.60</b> |

| Billing Limits | Current   | Prior    | To-Date    |
|----------------|-----------|----------|------------|
| Total Billings | 15,359.60 | 8,487.98 | 23,847.58  |
| Limit          |           |          | 106,499.00 |
| Remaining      |           |          | 82,651.42  |

Total this Invoice \$15,359.60

Outstanding Invoices

| Number       | Date      | Balance         |
|--------------|-----------|-----------------|
| 157491       | 4/22/2025 | 4,951.26        |
| <b>Total</b> |           | <b>4,951.26</b> |

PO48803  
#202-451-974.201 \$729.52 #585-571-978.300 \$7,501.63  
#203-451-974.201 \$2,188.74 #594-785-974.201 \$2,635.71  
#203-451-977.803 \$2,303.94 OK - J.K.

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MAY 22 2025

CITY OF GROSSE POINTE WOODS  
SHELBY TOWNSHIP

**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
**CIVIL ENGINEERS SURVEYORS ARCHITECTS**  
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
 www.aewinc.com p(586)726-1234

**INVOICE**

May 12, 2025

Project No: 0160-0482-0

Invoice No: 157871

CITY OF GROSSE POINTE WOODS  
 ACCOUNTS PAYABLE  
 20025 MACK AVENUE  
 GROSSE POINTE WOODS, MI 48236-2397

Project 0160-0482-0 GHESQUIERE PARK WALKING PATH

P.O. #25-48805 - \$60,000.00

FOR: CONSTRUCTION ENGINEERING &amp; CONTRACT ADMIN.

Professional Services from April 07, 2025 to May 04, 2025**Professional Personnel**

|                          | Hours  | Rate   | Amount           |
|--------------------------|--------|--------|------------------|
| TOPO SURVEY              |        |        |                  |
| SENIOR PROJECT SURVEYOR  | 1.50   | 131.40 | 197.10           |
| CONSTRUCTION STAKEOUT    |        |        |                  |
| SENIOR PROJECT SURVEYOR  | 1.00   | 131.40 | 131.40           |
| SENIOR PROJECT ENGINEER  | 1.00   | 131.40 | 131.40           |
| TEAM LEADER              | 4.50   | 97.30  | 437.85           |
| PRINTS                   |        |        |                  |
| ENGINEERING AIDE II      | .30    | 72.20  | 21.66            |
| CONTRACT ADMINISTRATION  |        |        |                  |
| PRINCIPAL ENGINEER       | .50    | 137.20 | 68.60            |
| LICENSED ENG/SUR/ARC     | 10.50  | 120.00 | 1,260.00         |
| GRADUATE ENG/SUR/ARC     | 8.00   | 97.30  | 778.40           |
| ENGINEERING AIDE III     | 6.00   | 81.60  | 489.60           |
| SENIOR PROJECT ENGINEER  | .50    | 131.40 | 65.70            |
| MEETINGS                 |        |        |                  |
| GRADUATE ENG/SUR/ARC     | 2.50   | 97.30  | 243.25           |
| CONSTRUCTION OBSERVATION |        |        |                  |
| GRADUATE ENG/SUR/ARC     | 2.00   | 97.30  | 194.60           |
| ENGINEERING AIDE III     | 90.00  | 81.60  | 7,344.00         |
| Totals                   | 128.30 |        | 11,363.56        |
| <b>Total Labor</b>       |        |        | <b>11,363.56</b> |

**Unit Billing**

|                                     |                     |                 |
|-------------------------------------|---------------------|-----------------|
| 2 PERSON CREW-CONSTRUCTION STAKEOUT | 28.0 HOURS @ 164.30 | 4,600.40        |
| <b>Total Units</b>                  |                     | <b>4,600.40</b> |

**Billing Limits**

|                | Current   | Prior    | To-Date   |
|----------------|-----------|----------|-----------|
| Total Billings | 15,963.96 | 5,007.27 | 20,971.23 |
| Limit          |           |          | 60,000.00 |
| Remaining      |           |          | 39,028.77 |

**Total this Invoice \$15,963.96****Outstanding Invoices**

| Number       | Date      | Balance         |
|--------------|-----------|-----------------|
| 157492       | 4/22/2025 | 1,453.08        |
| <b>Total</b> |           | <b>1,453.08</b> |

PO 48805  
 # 401-902-977.104  
 OK - J.K.

Please include the project number and invoice number on your check.

|         |             |                              |         |        |
|---------|-------------|------------------------------|---------|--------|
| Project | 0160-0482-0 | GHESQUIERE PARK WALKING PATH | Invoice | 157871 |
|---------|-------------|------------------------------|---------|--------|

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MAY 22 2025

CITY OF GROSSE POINTE WOODS



ANDERSON, ECKSTEIN & WESTRICK, INC.  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

INVOICE

CITY OF GROSSE POINTE WOODS  
ACCOUNTS PAYABLE  
20025 MACK AVENUE  
GROSSE POINTE WOODS, MI 48236-2397

May 12, 2025  
Project No: 0160-0484-0  
Invoice No: 157884

Project 0160-0484-0 2024-2025 GENERAL ENGINEERING  
P.O. ORDER #24-48400 - \$20,000.00

Professional Services from April 07, 2025 to May 04, 2025  
Professional Personnel

|  | Hours | Rate   | Amount   |
|--|-------|--------|----------|
| GENERAL  |       |        |          |
| LICENSED ENG/SUR/ARC   |       |        |          |
| WILBERDING, ROSS   | .50   | 120.00 | 60.00    |
| Attending zoom meeting with GPS re: sewer interconnection on Sunningdale Dr                                |       |        |          |
| WILBERDING, ROSS   | .50   | 120.00 | 60.00    |
| Corr. re: call about hydro excavation at Littlestone resident who received a notice in the mail            |       |        |          |
| WILBERDING, ROSS   | .50   | 120.00 | 60.00    |
| Corr. re: PO for Eaton motor starter/relay replacement at TRPS   |       |        |          |
| WILBERDING, ROSS   | 1.00  | 120.00 | 120.00   |
| Establishing construction pay estimate cutoff dates for '25 construction season with construction services |       |        |          |
| GIS UPDATES  |       |        |          |
| GRADUATE ENG/SURV/ARCH   |       |        |          |
| DOURJALIAN, ANDREW   | 1.30  | 97.30  | 126.49   |
| GIS AB Updates   |       |        |          |
| SVOBODA, JOSEPH  | 8.00  | 97.30  | 778.40   |
| as-built updates   |       |        |          |
| SVOBODA, JOSEPH  | 4.50  | 97.30  | 437.85   |
| created precinct map variations  |       |        |          |
| Totals   | 16.30 |        | 1,642.74 |
| Total Labor  |       |        | 1,642.74 |

| Billing Limits | Current  | Prior     | To-Date   |
|----------------|----------|-----------|-----------|
| Total Billings | 1,642.74 | 13,140.33 | 14,783.07 |
| Limit          |          |           | 20,000.00 |
| Remaining      |          |           | 5,216.93  |

Total this Invoice \$1,642.74

Outstanding Invoices

| Number | Date      | Balance  |
|--------|-----------|----------|
| 157493 | 4/22/2025 | 1,420.40 |
| Total  |           | 1,420.40 |

PO 48400  
# 101-442-818-000 \$ 821.37  
# 101-265-818-000 \$ 410.68  
# 592-537-818-000 \$ 410.69

OK - J.K.



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

May 23, 2025

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

RECEIVED

MAY 29 2025

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Reference: **Payment Invoice 01**  
Lake Front Park Building Renovation  
AEW Project No. 0160-0479

Dear Mr. Schmidt:

Enclosed please find the Construction Payment Invoice No. 01 the above referenced project. For work performed through May 12, 2025, we recommend the City of Grosse Pointe Woods to issue for the **Current Payment (see Page 1)** in the requested amount of **\$9,716.00** to In-Line Construction, 22120 Ryan Road, Warren, Michigan 48091.

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

Sincerely,

Jason R. Arlow  
Executive Vice President  
Director of Architecture

PO 48852  
# 401-902-977.104  
OK - J.K.  
89  
# 5-29-25

Enclosure: Application and Certification for Payment

cc: Frank Schulte, City Administrator  
Jim Kowalski, Director of Public Services  
Jeanne Duffy, Grosse Pointe Woods  
Susan Como, Assistant City Administrator  
Scott Lockwood, AEW, Inc.





Name  
Date  
Page 2

Lizzy Davis, AEW Inc.  
Ross Wilberding, AEW Inc.  
Paul Antolin, Grosse Pointe Woods  
Owen Gafa, Director of Parks and Recreation  
Robert A. Chapman, In-Line Construction  
Laura Ochenski, In-Line Construction

M:\0160\0160-0479\Construction Admin\Pay Estimates\Est 01\2025-05-23 Pay App Letter.docx

# AIA® Document G702™ – 1992

## Application and Certificate for Payment

Acct #:   
 File/Job #: 0160-0479

**TO OWNER:** City of Grosse Pointe Woods  
20025 Mack Plaza Drive  
Grosse Pointe Woods, MI 48236

**PROJECT:** GPW Lake Front Park Renovation  
23000 Jefferson  
St. Clair Shores, MI

**APPLICATION NO:** 1  
**PERIOD TO:** 5/30/2025

**CONTRACT FOR:**   
**CONTRACT DATE:**   
**PROJECT NOS:** / 3/17/2025 /

**Distribution to:**  
OWNER ☐  
ARCHITECT ☐  
CONTRACTOR ☐  
FIELD ☐  
OTHER ☐

**FROM CONTRACTOR:** In-Line Construction  
22120 Ryan Road  
Warren, MI 48091

**VIA ARCHITECT:**

### CONTRACTOR'S APPLICATION FOR PAYMENT

Application is made for payment, as shown below, in connection with the Contract. AIA Document G703™, Continuation Sheet, is attached.

1. ORIGINAL CONTRACT SUM ..... \$ 274,309.51

2. NET CHANGE BY CHANGE ORDERS ..... \$ 0.00

3. CONTRACT SUM TO DATE (Line 1 ± 2) ..... \$ 274,309.51

4. TOTAL COMPLETED & STORED TO DATE (Column G on G703) ..... \$ 9,716.00

5. RETAINAGE:

a. 0.00 % of Completed Work  
(Columns D + E on G703) ..... \$ 0.00

b. 0.00 % of Stored Material  
(Column F on G703) ..... \$ 0.00

Total Retainage (Lines 5a + 5b, or Total in Column I of G703) ..... \$

6. TOTAL EARNED LESS RETAINAGE ..... \$ 9,716.00  
(Line 4 minus Line 5 Total)

7. LESS PREVIOUS CERTIFICATES FOR PAYMENT ..... \$ 0.00  
(Line 6 from prior Certificate)

8. CURRENT PAYMENT DUE ..... \$ 9,716.00

9. BALANCE TO FINISH, INCLUDING RETAINAGE ..... \$ 264,593.51  
(Line 3 minus Line 6)

| CHANGE ORDER SUMMARY                               | ADDITIONS | DEDUCTIONS |
|--|-----------|------------|
| Total changes approved in previous months by Owner | \$        | \$         |
| Total approved this month                          | \$        | \$         |
| TOTAL  | \$        | \$         |
| NET CHANGES by Change Order                        | \$        |            |

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The undersigned Contractor certifies that to the best of the Contractor's knowledge, information and belief the Work covered by this Application for Payment has been completed in accordance with the Contract Documents, that all amounts have been paid by the Contractor for Work for which previous Certificates for Payment were issued and payments received from the Owner, and that current payment shown herein is now due.

CONTRACTOR:  
By: Robert A. Chapman

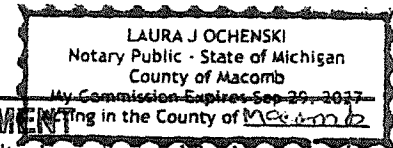
Date: 5/1/25

State of: Michigan  
County of: Macomb

Subscribed and sworn to before  
me this 1st day of May, 2025

Notary Public:

My commission expires: 9/29/2027



### ARCHITECT'S CERTIFICATE FOR PAYMENT

In accordance with the Contract Documents, based on on-site observations and the data comprising this application, the Architect certifies to the Owner that to the best of the Architect's knowledge, information and belief the Work has progressed as indicated, the quality of the Work is in accordance with the Contract Documents, and the Contractor is entitled to payment of the AMOUNT CERTIFIED.

AMOUNT CERTIFIED ..... \$ 9,716.00

(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:

By: [Signature]

Date: 05/27/25

This Certificate is not negotiable. The AMOUNT CERTIFIED is payable only to the Contractor named herein. Issuance, payment and acceptance of payment are without prejudice to any rights of the Owner or Contractor under this Contract.

# **AIA® Document G703™ – 1992**

## Continuation Sheet

0160-0479

GPW Lake Front Park Renovation Project  
23000 Jefferson  
St. Clair Shores, MI

Page: 2 of 2

AIA Document G702™-1992, Application and Certificate for Payment, or G732™-2009, Application and Certificate for Payment, Construction Manager as Adviser Edition, containing Contractor's signed certification is attached.

In tabulations below, amounts are in US dollars.

Use Column I on Contracts where variable retainage for line items may apply.

APPLICATION NO: 1  
APPLICATION DATE: 5/30/2025  
PERIOD TO: 0160-0479  
ARCHITECT'S PROJECT NO:

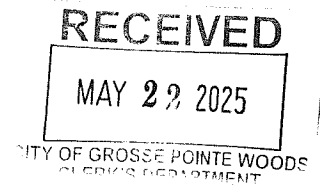
| A        | B                       | C               | D                                    | E           | F   | G   |              | H                            | I                               |
|----------|-------------------------|-----------------|--------------------------------------|-------------|---|---|--------------|------------------------------|---------------------------------|
| ITEM NO. | DESCRIPTION OF WORK     | SCHEDULED VALUE | WORK COMPLETED                       |             | MATERIALS PRESENTLY STORED<br>(Not in D or E) | TOTAL COMPLETED AND STORED TO DATE<br>(D+E+F) | %<br>(G ÷ C) | BALANCE TO FINISH<br>(C - G) | RETAINAGE<br>(If variable rate) |
|          |                         |                 | FROM PREVIOUS APPLICATION<br>(D + E) | THIS PERIOD |   |   |              |                              |                                 |
| 1        | General Conditions      | 1,336.00        |                                      | 650.00      |   | 650.00  | 49%          | 686.00                       | 0.00                            |
| 2        | Site Demolition         | 10,683.00       |                                      |             |   | 0.00  | 0%           | 10,683.00                    | 0.00                            |
| 3        | Construction            | 110,932.32      |                                      |             |   | 0.00  | 0%           | 110,932.32                   | 0.00                            |
| 4        | Painting                | 8,500.00        |                                      |             |   | 0.00  | 0%           | 8,500.00                     | 0.00                            |
| 5        | Site Work               | 40,704.32       |                                      |             |   | 0.00  | 0%           | 40,704.32                    | 0.00                            |
| 6        | Toilet Accessories      | 1,654.00        |                                      |             |   | 0.00  | 0%           | 1,654.00                     | 0.00                            |
| 7        | Plumbing                | 14,442.00       |                                      |             |   | 0.00  | 0%           | 14,442.00                    | 0.00                            |
| 8        | HVAC                    | 16,200.00       |                                      |             |   | 0.00  | 0%           | 16,200.00                    | 0.00                            |
| 9        | Electrical              | 22,740.00       |                                      |             |   | 0.00  | 0%           | 22,740.00                    | 0.00                            |
| 10       | City of GPW Contingency | 10,000.00       |                                      | 2,619.00    |   | 2,619.00                                      | 26%          | 7,381.00                     | 0.00                            |
| 11       | Bonding                 | 6,447.00        |                                      | 6,447.00    |   | 6,447.00                                      | 100%         | 0.00                         | 0.00                            |
| 12       | Supervision             | 3,407.87        |                                      |             |   | 0.00  | 0%           | 3,407.87                     | 0.00                            |
| 13       | Profit and Overhead     | 27,263.00       |                                      |             |   | 0.00  | 0%           | 27,263.00                    | 0.00                            |
|          | Grand Totals:           | 274,309.51      | 0.00                                 | 9,716.00    | 0.00  | 9,716.00                                      | 100.00       | 264,593.51                   | 0.00                            |
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101210ACD41





May 19, 2025

Invoice 051925

City of Grosse Pointe Woods  
Accounts Payable  
20025 Mack  
Grosse Pointe Woods, MI 48236


RE: June 2025 Services

**For contract assessing services rendered:**

Contract Fee (\$90,413 ÷ 12)..... \$ 7,534.41

**TOTAL AMOUNT DUE ..... \$ 7,534.41**

Respectfully submitted,

  
Lynette Mobyak  
Business Manager

ES

101-257-818.000

FS 5-20-25

38110 N. Executive Drive, Suite 100  
Westland, MI 48185

734-595-7727 Office  
734-595-7736 Fax