



# CITY OF GROSSE POINTE WOODS

## RESCHEDULED CITY COUNCIL MEETING

### AGENDA

Monday, August 08, 2022 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: August 4, 2022

**2. ROLL CALL**

**3. PLEDGE OF ALLEGIANCE**

**4. RECOGNITION OF COMMISSION MEMBERS**

**5. CONSENT AGENDA**

**A. Approval of Minutes**

1. Council 07/18/22

2. Beautification Advisory Commission 06/08/22

3. Historical Commission Minutes 06/09/22, 07/14/22 (pending Commission approval) w/  
recommendation

4. Planning Commission 04/06/22, 05/24/22

**B. Bids/Proposals/Contracts**

1. Purchase - John Deere Gator

a. Memo 07/27/22 - Director of Public Services

b. Quote 07/25/22 - John Deere

c. Photos (10)

2. Purchase - Scag 61" Turf Tiger Riding Mower

a. Memo 08/01/22 - Director of Public Services

b. Quote 07/26/22 - All Seasons Outdoor Equipment

3. SMART Municipal and Community Credits Contract for FY 2022-2023

a. Memo 08/04/22 - City Administrator

b. Proposed Contract

c. Email 06/29/22 - SMART Ombudsperson (Melissa Hightower)

**C. Proclamation**

1. Daughters of the American Revolution - Constitution Week

**D. Claims and Accounts**

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cc: Council - 7  
City Administrator  
City Attorney

Treasurer/Comptroller  
City Clerk  
Email Group/Media

Post - 4

1. Anderson, Eckstein & Westrick, Inc. (AEW) City Engineers
  - a. Allard Rd. Reconstruction - Chester/Harper (WCL) - Invoice No. 0138251 - Project No. 0160- 0433-0 - 07/12/22 - \$23,160.57.
  - b. Vernier Rd. Water Main Replacement - Invoice No. 0138252 - Project No. 0160-0446-0 - 07/12/22 - \$628.18.
  - c. Sewer System Evaluation - Invoice No. 0138253 - Project No. 0160-0449-0 - 07/12/22 - \$194.76.
  - d. Allard Rd. Reconstruction (Harper-Chester) - Pay Estimate No. 4 - Florence Cement Company -Project No. 0160-0433 - 08/02/22 - \$192,881.33.
  - e. DPW Barn Addition - Invoice No. 0138412 - Project No. 0160-0442-0 - 07/14/22 - \$1,750.00.
  - f. 2019 Sewer Open Cut Repair Program - Invoice No. 0138429 - Project No. 0160-0413-0 - 07/19/22 - \$605.40.
  - g. 2020-2021 Water Main Replacement Program - Invoice No. 0138430 - Project No. 0160-0426-0 - 07/19/22 - \$2,201.85.
  - h. Sewer Rehabilitation - Lining - Invoice No. 0138431 - Project No. 0160-0429-0 - 07/19/22 - \$108.20.
  - i. Sewer Rehabilitation - Open Cut - Invoice No. 0138432 - Project No. 0160-0430-0 - 07/19/22 - \$195.90.
  - j. 2021 Misc. Concrete Repair - Invoice No. 0138433 - Project No. 0160-0435-0 - 07/19/22 - \$4,763.79.
  - k. 2021 Sewer Rehab. by FCIPP - Invoice No. 0138434 - Project No. 0160-0440-0 - 07/19/22 - \$87.70.
  - l. 2021-2022 General Engineering - Invoice No. 0138741 - Project No. 0160-0445-0 - 07/26/22 - \$369.54.
  - m. 2021-2022 GIS Maintenance - Invoice No. 0138742 - Project No. 0160-0443-0 - 07/26/22 - \$684.06.
2. Keller Thoma - Legal Services - Invoice No. 122375 - 07/01/22 - \$3,450.10
3. Kitch Drutchas Wagner Valitutti & Sherbrook
  - a. Invoice No. 540255 - 06/25/22 - \$90.00;
  - b. Invoice No. 540267 - 06/25/22 - \$1,313.00.
4. McKenna - Building Services - Invoice No. 21849-54 - 07/07/22 - \$4,855.00.
5. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1077736 - 07/13/22 - \$7,480.84.
6. WCA Assessing - Invoice No. 06162022 - August 2022 - 07/25/22 - \$6,508.50.
7. York, Dolan & Tomlinson P.C. - Legal Services - Invoice No. 12 - 08/01/22 - \$2,821.00.

**6. ACCEPTANCE OF AGENDA**

**7. ORDINANCE**

A. First Reading: Food Truck Ordinance

1. Committee-of-the-Whole Minutes Excerpt 06/06/22
2. Planning Commission Minutes Excerpt 05/24/22
3. Proposed Ordinance

- B. First Reading: Ordinance Amendment Chapter 8, Section 8-274 through 8-284: Solid Fences
1. Committee-of-the-Whole Minutes Excerpt 06/20/22
  2. Memo 06/15/22 - Building Official
  3. Proposed Ordinance Amendment Draft Copy
  4. Proposed Ordinance Amendment Clean Copy

- C. First Reading: Vicious Dog Ordinance Amendment
1. Committee-of-the-Whole Minutes Excerpt 06/20/22
  2. Memo 05/13/22 - City Administrator
  3. Proposed Ordinance Amendment
  4. Current Ordinance for Section 6.95

**8. NEW BUSINESS/PUBLIC COMMENT**

**9. CLOSED SESSION**

- A. Consideration of a Closed Session, pursuant to MCL 15.268(c) to discuss labor negotiations; MCL 15.268 (h) to consider material exempt from discussion or disclosure by state or federal statute; MCL 15.243 (g) information or records subject to the attorney-client privilege.

**10. 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. \*\*\***

COUNCIL ADMINISTRATIVE MEMO  
August 4, 2022

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for Rescheduled Council Meeting of August 8, 2022**

- 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 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 listed under the consent agenda as presented.

**A. Approval of Minutes**

- 1. Council 07/18/22
- 2. Beautification Advisory Commission 06/08/22
- 3. Historical Commission 06/09/22, 07/14/22 (pending Commission approval) with recommendation
- 4. Planning Commission 04/06/22, 05/24/22

**B. Bids/Proposals/Contracts**

- 1. Purchase - John Deere Gator
  - a. Memo 07/27/22 - Director of Public Services
  - b. Quote 07/25/22 - John Deere
  - c. Photos (10)
- 2. Purchase - Scag 61” Turf Tiger Riding Mower
  - a. Memo 08/01/22 - Director of Public Services
  - b. Quote 07/26/22 - All Seasons Outdoor Equipment

- 3. SMART Municipal and Community Credits Contract for FY 2022-2023
  - a. Memo 08/04/22 - City Administrator
  - b. Proposed Contract
  - c. Email 06/29/22 - SMART Ombudsperson (Melissa Hightower)

**C. Proclamation**

- 1. Daughters of the American Revolution - Constitution Week

**D. Claims and Accounts**

- 1. Anderson, Eckstein & Westrick, Inc. (AEW) City Engineers
  - a. Allard Rd. Reconstruction - Chester/Harper (WCL) - Invoice No. 0138251 - Project No. 0160- 0433-0 - 07/12/22 - \$23,160.57.
  - b. Vernier Rd. Water Main Replacement - Invoice No. 0138252 - Project No. 0160-0446-0 - 07/12/22 - \$628.18.
  - c. Sewer System Evaluation - Invoice No. 0138253 - Project No. 0160-0449-0 - 07/12/22 - \$194.76.
  - d. Allard Rd. Reconstruction (Harper-Chester) - Pay Estimate No. 4 - Florence Cement Company -Project No. 0160-0433 - 08/02/22 - \$192,881.33.
  - e. DPW Barn Addition - Invoice No. 0138412 - Project No. 0160-0442-0 - 07/14/22 - \$1,750.00.
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- 3. Kitch Drutchas Wagner Valitutti & Sherbrook
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  - b. Invoice No. 540267 - 06/25/22 - \$1,313.00.

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- 6. WCA Assessing - Invoice No. 06162022 - August 2022 - 07/25/22 - \$6,508.50.
- 7. York, Dolan & Tomlinson P.C. - Legal Services - Invoice No. 12 - 08/01/22 - \$2,821.00.

Item 6 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 7 ORDINANCES

Item 7A FIRST READING: FOOD TRUCK ORDINANCE – CHAPTER 10 – BUSINESSES, ARTICLE XVII – MOBILE FOOD VENDING Prerogative of the City Council to concur with the recommendation of this ordinance, to set a date of August 15, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Item 7B FIRST READING: ORDINANCE AMENDMENT TO CHAPTER 8, SECTION 8-274 THROUGH 8-284 – SOLID FENCES Prerogative of the City Council to concur with the recommendation of this ordinance amendment, to set a date of August 15, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

Item 7C FIRST READING: ORDINANCE AMENDMENT TO CHAPTER 6, SECTION 6-95 – VICIOUS DOGS Prerogative of the City Council to concur with the recommendation of this ordinance amendment, to set a date of August 15, 2022, for a second reading and final adoption, and to publish same by title in the Grosse Pointe News.

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 CONSIDERATION OF A CLOSED SESSION, PURSUANT TO MCL 15.268(c) TO DISCUSS LABOR NEGOTIATIONS; MCL 15.268 (h) TO CONSIDER MATERIAL EXEMPT FROM DISCUSSION OR DISCLOSURE BY STATE OR FEDERAL STATUTE; MCL 15.243 (g) INFORMATION OR RECORDS SUBJECT TO THE ATTORNEY-CLIENT PRIVILEGE. A motion, second, and roll call vote with a minimum 2/3 of Council voting in the affirmative is required to meet in Closed Session.

Item 10      ADJOURNMENT Upon the conclusion of the closed session 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

COUNCIL  
07-18-22 – 072

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE  
POINTE WOODS HELD ON MONDAY, JULY 18, 2022, 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 7:03 p.m. by Mayor Bryant.

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

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

Motion by Brown, seconded by Koester, that Council Members Gafa, Granger, and Vaughn be excused from tonight’s meeting for personal business.

Motion carried by the following vote:  
Yes: Brown, Bryant, Koester, McConaghy  
No: None  
Absent: Gafa, Granger, Vaughn

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

The following Commission member was in attendance:

Catherine Dumke, Senior Citizens’ Commission  
Donna O’Keefe, Planning Commission

Motion by Koester, seconded by Brown, that all items on the Consent Agenda be approved as presented.

**A. Approval of Minutes**



1. Council 07/11/22
2. Historical Commission 05/12/22

**B. Monthly Financial Report**

1. June 2022

**C. Bids/Proposals/Contracts**

1. Small Tractor with Broom - Purchase
  - a. Memo 07/11/22 - Director of Public Services
  - b. Photos (3)
  - c. Quote Summary 06/21/22 - John Deere
2. Water Quality Report Printing and Delivery
  - a. Memo 07/11/22 - Director of Public Services
  - b. Invoice No. 157572 06/30/22 - Doxim
  - c. Pricing Quote 06/08/22 – Doxim
3. Amendment No. 5 to Water Service Contract between Great Lakes Water Authority and City of Grosse Pointe Woods
  - a. Memo 07/11/22 - Director of Public Services
  - b. Proposed Water Service Contract
4. DPW Underground Fuel Tanks - Declaration of Restrictive Covenant for a Restricted Non Residential Corrective Action
  - a. Memo 07/09/22 - City Administrator
  - b. Declaration of Restrictive Covenant - EGLE Ref. No. RC-RRD-213-22-043
5. Bandit Chipper - Purchase
  - a. Memo 07/14/22 - Director of Public Services
  - b. Quote 07/11/22 - Bandit Industries, LLC
  - c. Photos (5)
6. Grosse Pointe Woods Soundstage Rental - Grosse Pointe Chamber
  - a. Application for Use of GPW Soundstage - Grosse Pointe Chamber
  - b. Email 07/14/22 - Assistant City Administrator
  - c. Email 07/13/22 - Rachele Wright (GP Chamber)

COUNCIL  
07-18-22 – 074

**D. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc.(AEW) - City Engineers - Allard Rd. Reconstruction (Harper - Chester) - Pay Estimate No. 3 - Florence Cement Company - 07/07/22 - \$129,085.00.
2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 19740 - June 2022 - \$1,988.49.
3. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 1 - 07/08/22 - \$3,301.50.
4. Jacobs and Diemer, P.C. - Legal Services - Claim No. JPJPC-20222Q - USSIC v Grosse Pointe Woods - 07/06/22 - \$655.50.

Motion by McConaghy, 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: Brown, Bryant, Koester, McConaghy  
 No: None  
 Absent: Gafa, Granger, Vaughn

Motion by McConaghy, seconded by Koester, that the City Council accept the minutes of the Election Commission meeting held on July 11, 2022, and concur with recommendation to approve the Certification of Election Inspectors and Receiving Boards and Rates of Pay for the August 2, 2022, Primary Election, and approve the pay increase of the Absent Voter Office Staff from \$12/hr. to \$13/hr. with retro-active pay starting July 1, 2022.

Motion carried by the following vote:

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

Under New Business, the following individual was heard:

- Councilmember Brown provided a reminder that the Fishing Derby/Annual City Picnic is Saturday, August 6, 2022, at Lake Front Park.

COUNCIL  
07-18-22 – 075

Under Public Comment, the following individual was heard:

- Steve Lorenz, 2049 Lancaster – Dog Park in Ghesquire Park

Motion by Koester, seconded by Brown, to adjourn tonight’s meeting at 7:10 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

\_\_\_\_\_  
Paul P. Antolin  
City Clerk

\_\_\_\_\_  
Arthur W. Bryant  
Mayor

Commission approved on July 13, 2022

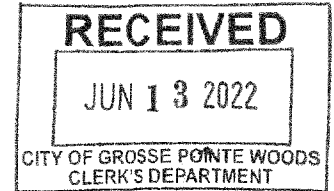
Section , Item 2.

**Beautification Advisory Commission**  
**Lake Room – Grosse Pointe Woods Community Center**  
**20025 Mack Plaza Dr., Grosse Pointe Woods**  
**Meeting – June 8, 2022 – 7:00 p.m.**

**Present:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**Excused:** Snyder

**Guest:** Linda Elich, Scott Schorer



**Call to Order:** The Meeting was called to order by Chair, McCarthy at 7:03 p.m.

**Minutes:** The May 11, 2022 minutes were reviewed.

Motion by Casinelli, seconded by Arslanian, to approve the May 11, 2022 minutes as presented.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

**Excused:** Snyder

**Treasurer's Report:** Stewart presented the treasurers report.

Motion by Hage, seconded by R. Koester, to approve the treasurers report as presented.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

**Excused:** Snyder

**Chairperson's Report:** McCarthy shared information on upcoming KMB event at the Doherty Hotel July 7-8.

**Awards Program:** Wettstein and Casinelli updated committee members on the upcoming Awards Night Ceremony. Stakes have been purchased. Stewart to complete check request. Wettstein distributed BAC Awards playbook 2022 packet. Business and residential nominations must be submitted by June 30, 2022. Written description for residential nomination must be submitted by July 31, 2022. Suggestion given to use existing city tiles as décor at Guests tables.

**Flower Sale:** Arslanian and R. Koester updated the committee on additional thoughts regarding this year's event.

**Council Report:** no report.

**Old Business:** none

**New Business/Public Comment:** McCarthy shared biographical sketch received from Linda Elich and Scott Schorer.

Motion by Arslanian, seconded by Dengel, to recommend the Mayoral appointment of Linda Elich to the Beautification Advisory Commission.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

**Excused:** Snyder

Motion by Arslanian, seconded by Dengel, to recommend the Mayoral appointment of Scott Schorer to the Beautification Advisory Commission.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

**Excused:** Snyder

Motion by Champagne, seconded by Casinelli, to recommend to the Mayor the immediate certification of the previous motion of the Mayoral appointment of Linda Elich to the Beautification Advisory Commission.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

**Excused:** Snyder

Motion by Champagne, seconded by Casinelli, to recommend to the Mayor the immediate certification of the previous motion of the Mayoral appointment of Scott Schorer to the Beautification Advisory Commission.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

**Excused:** Snyder

Motion by Casinelli, seconded by Dengel, to adjourn the Beautification Advisory Commission meeting at 8:16 p.m.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Champagne, Dellario, Dengel, Hage, R. Koester, McCarthy, Romano, Stewart, Wettstein

**No:** none

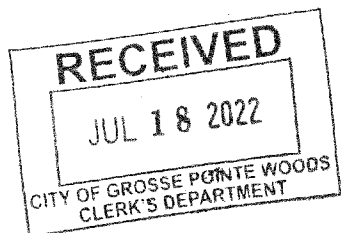
**Excused:** Snyder

Respectfully submitted,

Jenelle Dellario

Commission approved on July 11, 2022

Section , Item 3.



City of Grosse Pointe Woods  
Historical Commission Minutes

20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236

June 9, 2022

1. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:34 pm by Chair Sean Murphy.

2. Roll Call

**Present:** Shirley Hartert, Del Harkenrider, Lynne Millies, Jim Motschall, Sean Murphy, Frank Romano Giles Wilborn, and Mary Kaye Ferry.

**Excused:** Suzanne Kent, Stephanie Listman, Becky Veitengruber

3. Approval of Agenda

**Motion:** by Romano, seconded by Harkenrider to approve the agenda. Ayes: all. Motion carried.

4. Approval of Minutes:

**Motion** by Millies, seconded by Hartert to approve the May 12, 2022 minutes as corrected. Ayes: all. Minutes approved as corrected.

5. Items:

**A: Report of Treasurer**

~~Murphy~~ Motschall reported the Commission Balance is \$723.38, reflecting Memorial Day expense payments of \$325.00 for Banners, and \$46.62 for Program Paper. The Cook School balance is \$30,543.05.

6. Old Business:

**A. Memorial Day:**

Commissioners reported on the ceremony, commenting that in general it was a success. There were approximately 200 attendees, fewer than before Covid. The sound stage worked well but should be moved toward Harper. The ceremony lasted 1 hour, 15 minutes and should be 1 hour or less. The wreath should be left in front of the rock for a few days. The flag should be raised to full staff at noon. In order to coordinate the many tasks, a Chair will be appointed for next year's ceremony.

**B. Commission Files:**

Wilborn reported that no work will be done on the files at this time.

Murphy reported on a conversation with Kent who suggested that updating the Chronology should be at the forefront of items to be addressed. Kent will be Chair and a committee will be formed by the Commission.

7. New Business:

**A. Cook School:**

Murphy reported on a conversation with Kent who suggested that we consider having crafts available for children at Open Houses.

The Know your Grosse Pointe Book will be available to Open House visitors while supplies last.

**Historical Commission Minutes—June 9, 2022 continued:**

**B. Historical Commission Meetings:**  
Members are looking into the possibility of revising the Historical Commission’s meeting months.

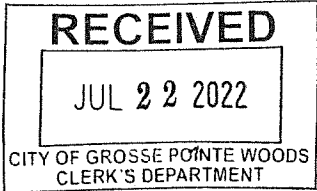
**8. Public & Commissioner Comments**  
None

**9. Adjournment**  
The meeting was adjourned at 8:59 pm

Respectfully submitted,  
Mary Kaye Ferry, Secretary

The next meeting of the Grosse Pointe Woods Historical Commission will take place at the Cook School House, 20025 Mack, Grosse Pointe Woods on July 14, 2022 at 7:30pm.

City of Grosse Pointe Woods  
Historical Commission Minutes  
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236  
July 14, 2022



1. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:34 pm by Chair Sean Murphy.

2. Roll Call

**Present:** Suzanne Kent, Lynne Millies, Jim Motschall, Sean Murphy, Frank Romano, Becky Veiten gruber, Giles Wilborn, and Mary Kaye Ferry.

**Excused:** Stephanie Listman, Del Harkenrider

**Unexcused:** Shirley Hartert

**Also Present:** Kenn Gafa, Council Representative

3. Approval of Agenda

**Amended:** 6. Old Business, C. Cook School added

**Motion:** by Romano, seconded by Millies to approve the amended agenda. Ayes: all. Motion carried.

4. Approval of Minutes:

**Motion** by Motschall, seconded by Kent to approve the June 9, 2022 minutes as corrected. Ayes: all. Minutes approved as corrected.

5. Items:

**A: Report of Treasurer**

Motschall reported the Commission Balance is \$723.38. The Cook School balance is \$30,543.05.

6. Old Business:

**A. Memorial Day:**

Murphy presented possible changes for the 2023 Ceremony: a simplified Memorial Day Checklist to replace the Things to Do list that had been used for years; a To Do List for Jim Kowalski, GPW DPW; a Memorial Day Contacts list, and a revised program. After discussion, the Commission decided to table the issues until the next meeting.

**B. Commission Files:**

Millies proposed that the Commission arrange to have the Chronology up to year 2000 put on the web site now. Residents are more likely to want to know about past history rather than recent times.

Kent noted that 2025 will be the 75th anniversary of the City and perhaps we should begin to make plans to mark the occasion with a special event.

**C. Cook School**

An Open House will be held on Saturday, September 17, 5—7 pm during Fall Fest. Cook School will not be open on October 9 as noted in the City calendar.

Re-finishing wood floors. Ferry was given photos by John Parthum indicating that the floors were finished sometime in 2011 or early 2012. Motschall will check with the city treasurer to see if it can be determined who did the work,



**Historical Commission Minutes—July 14, 2022 continued:**

**7. New Business:**

**Adjust meeting schedule:**

Murphy reported that the Commission Bylaws would not have to be changed in order to change our meeting schedule. The Council can approve the change. Gafa added that the Commission could adopt a yearly schedule or month to month.

**MOTION: Millies moved to change the monthly Historical Commission Meetings to February, March, April, May, June, September and November. Seconded by Motschall. Ayes: all. Motion carried.**



**8. Public & Commissioner Comments**

Commissioner Gafa presented a detailed update on city matters.

**9. Adjournment**

The meeting was adjourned at 9:34 pm

Respectfully submitted,  
Mary Kaye Ferry, Secretary

The next meeting of the Grosse Pointe Woods Historical Commission will take place at the Cook School House, 20025 Mack, Grosse Pointe Woods on September 8, 2022 at 7:30pm.

Commission approved on 5-24-22

Section , Item 4.

PLANNING COMMISSION  
MINUTES 4-26-22 – 10

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON APRIL 26, 2022, 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 7:01 p.m. by Chair Fuller.

- Roll Call: Chair Fuller
- Planning Commissioners: Bailey, Gerhart, Gilezan (*arrived at 7:02 p.m.*), Fenton, Hamborsky (*arrived at 7:06 p.m.*), McNelis, O’Keefe,
- Absent: Vitale
- Also Present: Building Official, Gene Tutag

**MOTION** by Gerhart, seconded by Bailey, that absent commissioner’s be excused from tonight’s meeting.

Commissioner Gilezan arrived to the meeting at 7:02 p.m.

The Planning Commission, Staff, and the Public Pledged Allegiance to the Flag.

**MOTION** by Bailey, seconded by Gerhart, that all items on tonight’s agenda be received and placed on file, taken in order of appearance as presented.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, McNelis, O’Keefe
- NO: None
- Absent: Hamborsky, Vitale

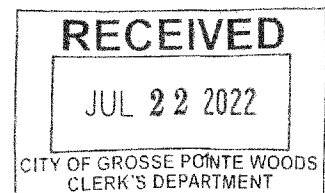
Chair Fuller recognized Council Representative Vaughn who was in attendance at tonight’s meeting.

**MOTION** by Fenton, seconded by Gilezan, that the March 22, 2022 Planning Commission Meeting Minutes be approved as submitted.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, McNelis, O’Keefe
- NO: None
- Absent: Hamborsky, Vitale

Commissioner Hamborsky arrived to the meeting at 7:06 p.m.



PLANNING COMMISSION  
MINUTES 4-26-22 – 11

The next item on the agenda was the **Public Hearing: Solar Ordinance Repeal, Chapter 50 of City Code**. Building Official Tutag stated this was a housekeeping issue, required when the replacement ordinance was adopted. Building Official Tutag requested the Planning Commission recommend approval to City Council.

**MOTION** by Gilezan, seconded by McNelis, to open the Public Hearing for the Solar Ordinance Repeal in Chapter 50 of City Code.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

Public Hearing opened at 7:06 p.m.

Chair Fuller requested that anyone from the audience who wishes to speak in favor of the ordinance repeal step up to the podium.

Nobody wished to speak in favor of the repeal.

Chair Fuller requested that anyone from the audience who wishes to speak against the ordinance repeal step up to the podium.

Nobody wished to speak against the repeal.

**MOTION** by McNelis, seconded by Fenton, to close the Public Hearing for the Solar Ordinance Repeal in Chapter 50 of City Code.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

Public Hearing closed at 7:07 p.m.

**MOTION** by Gerhart, seconded by Gilezan that the Planning Commission recommend to Mayor and City Council the repealing of Section 50-539: Solar Energy Systems, in its entirety.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

PLANNING COMMISSION  
MINUTES 4-26-22 – 12

The next item on the agenda was the **Public Hearing: Colonial Design Theme Ordinance Amendment in Chapter 50 of City Code.**

**MOTION** by Hamborsky, seconded by Fenton, to open the Public Hearing for the Colonial Design Theme Ordinance Amendment, Chapter 50 of City Code.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

Chair Fuller requested that anyone from the audience who wishes to speak in favor of the ordinance amendment step up to the podium.

Nobody wished to speak in favor of the ordinance amendment.

Chair Fuller requested that anyone from the audience who wishes to speak against the ordinance amendment step up to the podium.

- Donald Chef, 2073 Hunt Club.

**MOTION** by Gerhart, seconded by Gilezan to close the Public Hearing for the Colonial Design Theme Ordinance Amendment in Chapter 50 of City Code.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

Public Hearing closed at 7:13 p.m.

**MOTION** by Bailey seconded by Hamborsky, that the Planning Commission recommend to Mayor and City Council to approve the Amendment to Chapter 50 Zoning, Section 50-340 Special Land Uses, and Section 50-373 Design Standards regarding Colonial Themes.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

Discussion ensued among commissioners, referencing the history of the Colonial Ordinance and the intentions of this ordinance amendment, which is not to be constrained by the word “colonial” but still use quality building and construction materials.

**MOTION** by Gerhart, seconded by Bailey, that the motion Planning Commission recommend to Mayor and City Council the repealing of Section 50-539 - Solar Energy Systems, in its entirety, and the motion that Planning Commission recommend to Mayor and City Council to approve the amendment to Chapter 50 Zoning, Section 50-340 Special Land Uses, and Section 50-373 Design Standards regarding Colonial Themes, both be immediately certified.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

PLANNING COMMISSION  
MINUTES 4-26-22 – 13

The next item on the agenda was the **Mobile Food Vending Ordinance Discussion/Review**.

**MOTION** by Bailey, seconded by McNelis, that the revised Mobile Food Vending Ordinance Draft be received and placed on file as submitted.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

Building Official Tutag updated the Commissioners on the changes to the revised draft made by City Attorney Tomlinson per the discussion at the March 22, 2022 Planning Commission meeting. Discussion ensued among Commissioners and Building Official Tutag. Final discussion/review of the draft ordinance will be on the May 24, 2022 Planning Commission meeting agenda for Commissioners to make a motion to City Council.

The next item on the agenda was the **2021 Planning Commission Annual Report**.

**MOTION** by Gilezan, seconded by Fenton, that the 2021 Planning Commission Annual Report be received, placed on file, and forwarded to City Council as submitted.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Vitale

The next item on the agenda was the **Building Official’s Monthly Report**, and the following items were presented for March 2022.

- Meeting next week with the City Attorney to work on the Mobile Food Vending Ordinance draft, have a discussion regarding amending the Sign Ordinance and for it to segue into the Clearzoning format.
- Last night’s City Council meeting approved the 2<sup>nd</sup> reading of the Chapter 50 Clearzone Zoning amendment, excited to get that program going live.
- Master Plan Update – next fiscal year.
- Met with the contractors who are working on the façade change and alteration project at 19850 Mack Ave: sidewalks and parking may have to be temporarily shut down at that location during some parts of construction to ensure public safety.

PLANNING COMMISSION  
MINUTES 4-26-22 – 14

The next item on the agenda was the **Council Reports**.

- Council Representative Vaughn reported on the April 4<sup>th</sup> and 25<sup>th</sup> Council meetings.

The next item on the agenda was **Council Representatives for the May 2<sup>nd</sup> and 16<sup>th</sup> Council meetings**. Commissioner Bailey to attend May 2, 2022 Council meeting, Commissioner O’Keefe to attend May 16, 2022 Council meeting.

Under **New Business**, the following items were discussed:

- 2020 Plan: nothing to report
- Crosswalk/Pocket Park: nothing to report
- Streetscape: nothing to report

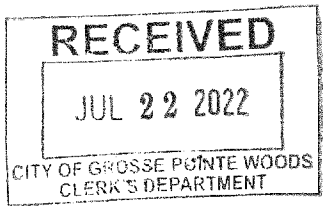
Nobody wished to be heard under **Public Comment**.

**MOTION** by Bailey, seconded by O’Keefe, to adjourn at 8:00 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gerhart, Gilezan, Fenton, Hamborsky, McNelis, O’Keefe  
 NO: None  
 Absent: Vitale

Respectfully Submitted,  
 Josie Modrack  
 Administrative Assistant to the Building Official



Commission approved 6-2

PLANNING COMMISSION  
MINUTES 5-24-22 – 15

MINUTES OF THE REGULAR PLANNING COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MAY 24, 2022, 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 Fuller.

- Roll Call: Chair Fuller
- Planning Commissioners: Bailey, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- Absent: Fenton, Vitale
- Also Present: Building Official, Gene Tutag

**MOTION** by Bailey, seconded by Gerhart, that absent commissioner’s be excused from tonight’s meeting.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

The Planning Commission, Staff, and the Public Pledged Allegiance to the Flag.

**MOTION** by McNelis, seconded by Bailey that all items on tonight’s agenda be received and placed on file, taken in order of appearance as presented.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

Chair Fuller recognized Council Representative Vaughn and Mayor Bryant who were both in attendance at tonight’s meeting.

**MOTION** by Gerhart, seconded by McNelis, that the April 26, 2022 Planning Commission Meeting Minutes be approved as submitted. Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

The next item on the agenda was the **Final Draft: Mobile Food Vending Ordinance**. Chair Fuller stated the intent today is to refer the final draft to the Committee of the Whole.

**MOTION** by Gerhart, seconded by Bailey to refer the final draft of the Mobile Food Vending ordinance to the June 6, 2022 COW Agenda.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

PLANNING COMMISSION  
MINUTES 5-24-22 – 16

Discussion ensued between City Attorney Tim Tomlinson, Building Official Tutag, Planning Commissioners, and Council Representative Tom Vaughn regarding the recommended changes brought forward at tonight’s meeting to the final draft of Mobile Food Vending ordinance. City Attorney Tim Tomlinson stated he would make the revisions and send it over to the Building Department for distribution to the COW.

**MOTION** by Gerhart, seconded by O’Keefe, for continued support for the recommended changes to the Mobile Food Vending ordinance and the final draft as revised be referred to the June 6, 2022 COW Agenda.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

**MOTION** by Gerhart, seconded by Bailey, that the above motions be immediately certified.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

The next item on the agenda was the **Building Official’s Monthly Report**, and the following items were presented for April 2022.

- Working with City Attorney on Sign Ordinance amendments, focus is to match the City Code to the current State of Michigan Code. After that, we plan to transfer the updated sign ordinance into the Clearzone format.
- SS Mini Burgers, many questions/concerns from residents, not much of an update can be given at this time, in the middle of getting a resolution in court. Hoping we can bring forward a full report at next meeting
- The new Urgent Care interior renovation has completed at the former Koueiter Jewelers, landscaping and parking upgrades as well, looking nice.
- Master Plan Phase 1, once the budget is in place we will begin working on that.
- Façade Alteration Request at Merchants Wine, we are still waiting on their submission, potentially to be on the next meeting’s agenda.
- Drastic increase in violations for tall grass this year, will be keeping up on this all summer. Code Enforcement Officer, Norma Foster is doing a phenomenal job.
- Increase in permit activity as opposed to last year, regardless of last year being the highest number of permits issued.



PLANNING COMMISSION  
MINUTES 5-24-22 – 17

The next item on the agenda was the **Council Reports**.

- Commissioner O’Keefe reported on the May 2<sup>nd</sup> & 16<sup>th</sup>, 2022 Council meetings.

The next item on the agenda was the **Council Representatives for June 6<sup>th</sup> and 20<sup>th</sup> Council meetings**. Vice Chair Gerhart to attend both.

Under **New Business**, the following items were discussed:

- 2020 Plan: nothing to report
- Crosswalk: nothing to report
- Streetscape: nothing to report

Under **Public Comment**, the following wished to be heard:

- Council Member, Tom Vaughn:
  - Solar Ordinance and Colonial Design Ordinance 2<sup>nd</sup> reading,
  - Memorial Day Ceremony at the Circle of Honor,
  - GPW Foundation received donations that fully funds Chene-Trombley tot-lot
  - Intersection Improvement update regarding grants and funding status

**MOTION** by Hamborsky, seconded by Gerhart, to adjourn at 7:31 p.m.

Motion carried by the following vote:

YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe  
 NO: None  
 Absent: Fenton, Vitale

Respectfully Submitted,  
 Josie Modrack  
 Administrative Assistant to the Building Official

MEMO 22-33

TO: Frank Schulte, City Administrator  
FROM: James Kowalski, Director of Public Services *J.K.*  
DATE: July 27, 2022  
SUBJECT: Purchase – John Deere Gator

**RECEIVED**  
AUG 02 2022  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

The Department of Parks and Recreation needs to replace the 2005 John Deere Gator that is two years past its life expectancy of 15 years. It has had the frame welded several times and the gears for the transmission are stripped and failing. This piece of equipment is a viable asset to park maintenance due to its ability to drive all the parks' grounds because of its weight. The department recommends to purchase one new John Deere Gator.

Weingartz Supply Co. has provided a quote from Deere & Company to purchase one new John Deere Gator through the MiDeal Program for \$10,545.61. The MiDeal Program is a cooperative purchasing program for state and government agencies and the city can take advantage of the government pricing offered.

Therefore, I recommend the purchase of one new John Deere Gator from Deere & Company, 2000 John Deere Run, Cary, NC 27513 in the amount of \$10,545.61. Funds are included for this purchase in the Fiscal Year 2022/2023 Budget in the Motor Vehicles Capital Equipment – Parks & Rec account No. 640-852-977.799.

If you have any questions concerning this matter please contact me.

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

*7-29-22*  
\_\_\_\_\_  
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

*Shawn Murphy*  
\_\_\_\_\_  
Shawn Murphy, Treasurer/Comptroller

*8-1-2022*



**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**  
 Weingartz Supply Co.  
 46061 Van Dyke Avenue  
 Utica, MI 48317  
 586-731-7240  
 ken@weingartz.com

**Quote Summary**

**Prepared For:**  
 GROSSE POINTE WOODS CITY OF  
 20025 MACK PLAZA DR  
 GROSSE POINTE, MI 48236  
 Business: 313-343-2460

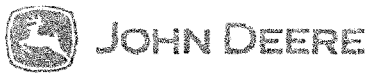
**Delivering Dealer:**  
 Weingartz Supply Co.  
 Ryan Schroeder  
 46061 Van Dyke Avenue  
 Utica, MI 48317  
 Phone: 586-731-7240  
 rschroeder@weingartz.com

**Quote ID:** 27128448  
**Created On:** 25 July 2022  
**Last Modified On:** 25 July 2022  
**Expiration Date:** 31 August 2022

Equipment Summary	Selling Price	Qty	=	Extended
JOHN DEERE GATOR™ XUV560E (Model Year 2023) Contract: MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22) Price Effective Date: November 2, 2020	\$ 10,545.61	1	=	\$ 10,545.61
<b>Equipment Total</b>				<b>\$ 10,545.61</b>

* Includes Fees and Non-contract items	<b>Quote Summary</b>	
	Equipment Total	\$ 10,545.61
	Trade In	
	SubTotal	\$ 10,545.61
	Est. Service	\$ 0.00
	Agreement Tax	
	Total	\$ 10,545.61
	Down Payment	(0.00)
	Rental Applied	(0.00)
	<b>Balance Due</b>	<b>\$ 10,545.61</b>

**Salesperson : X** \_\_\_\_\_ **Accepted By : X** \_\_\_\_\_



# Selling Equipment

Quote Id: 27128448      Customer Name: GROSSE POINTE WOODS CITY OF

**ALL PURCHASE ORDERS MUST BE MADE OUT TO (VENDOR):**  
 Deere & Company  
 2000 John Deere Run  
 Cary, NC 27513  
 FED ID: 36-2382580; DUNS#: 60-7690989

**ALL PURCHASE ORDERS MUST BE SENT TO DELIVERING DEALER:**  
 Weingartz Supply Co.  
 46061 Van Dyke Avenue  
 Utica, MI 48317  
 586-731-7240  
 ken@weingartz.com

## JOHN DEERE GATOR™ XUV560E (Model Year 2023)

Hours:

Stock Number:

Contract: MI Ag, Grounds, and Roadside 071B7700085 (PG 3W CG 22)

Selling Price \*  
 \$ 10,545.61

Price Effective Date: November 2, 2020

\* Price per item - includes Fees and Non-contract items

Code	Description	Qty	List Price	Discount%	Discount Amount	Contract Price	Extended Contract Price
578CM	GATOR™ XUV560E (Model Year 2023)	1	\$ 11,849.00	11.00	\$ 1,303.39	\$ 10,545.61	\$ 10,545.61
<b>Standard Options - Per Unit</b>							
001A	US / CANADA	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
0501	PR - Base Package	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
1000	25" Terra Hawk all-terrain tires on 12" Yellow Steel Wheels	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
2007	Bench Seat- Black	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
2500	Green & Yellow	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
3002	Cargo Box without Box Rails	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
3100	Manual Lift	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
4000	OPS with Nets	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
4049	Less Roof	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
4149	Less Protection	1	\$ 0.00	11.00	\$ 0.00	\$ 0.00	\$ 0.00
<b>Standard Options Total</b>			<b>\$ 0.00</b>		<b>\$ 0.00</b>	<b>\$ 0.00</b>	<b>\$ 0.00</b>
Value Added Services Total			\$ 0.00			\$ 0.00	\$ 0.00
<b>Total Selling Price</b>			<b>\$ 11,849.00</b>		<b>\$ 1,303.39</b>	<b>\$ 10,545.61</b>	<b>\$ 10,545.61</b>



Quotes are valid for 30 days from the creation date of the quote OR until the contract expires.

**A Purchase Order or Letter of Intent is required for all orders.**

To expedite the delivery of equipment, the below information must be included on your Purchase Order or Letter of Intent.

For any questions, please contact:

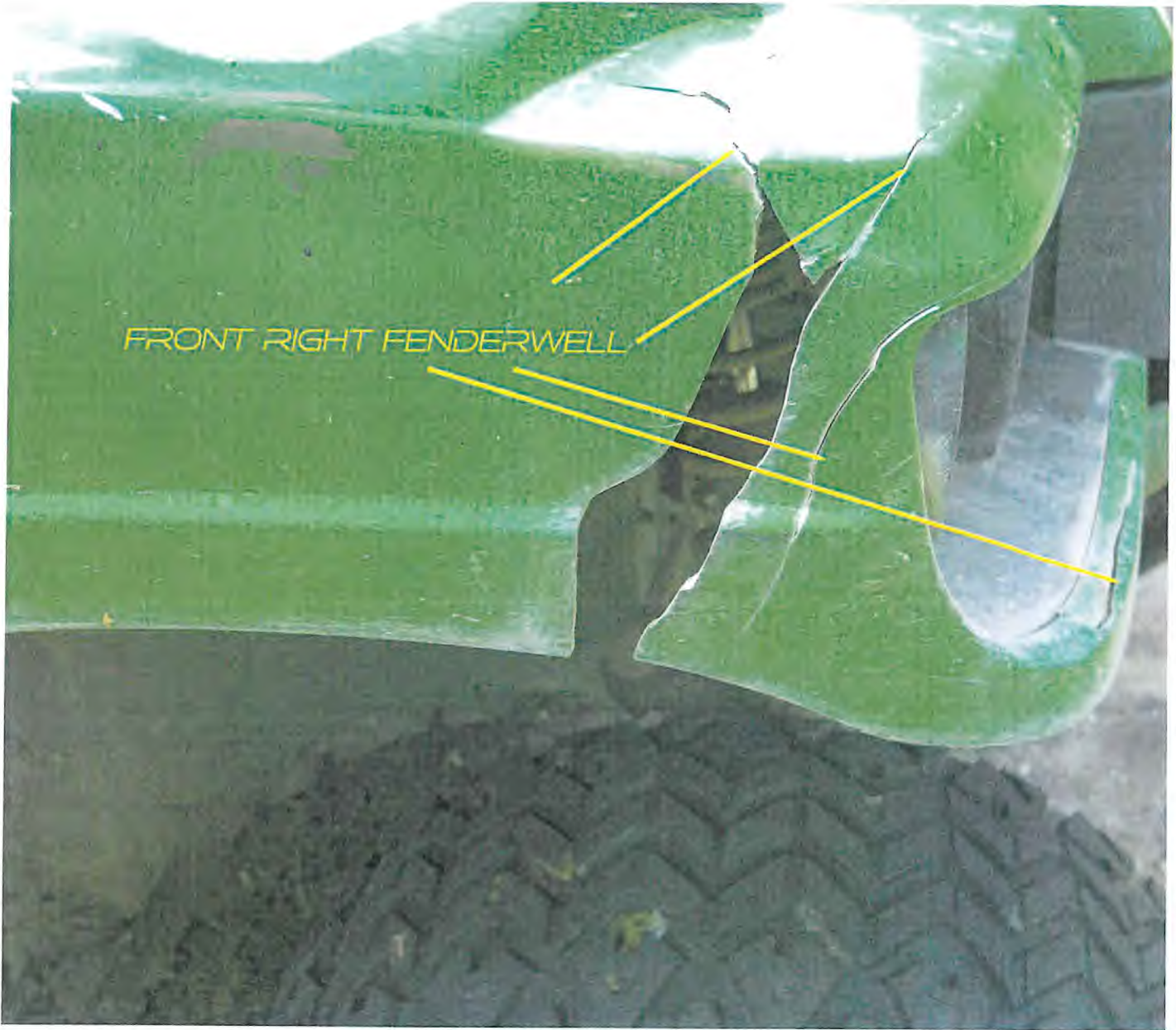
**Ryan Schroeder**

Weingartz Supply Co.  
46061 Van Dyke Avenue  
Utica, MI 48317

Tel: 586-731-7240  
Fax: 586-731-9319  
Email: [rschroeder@weingartz.com](mailto:rschroeder@weingartz.com)

- Vendor: Deere & Company
- 2000 John Deere Run  
Cary, NC 27513
- Signature
- Shipping address
- Billing address
- Billing email address

**If information is not included, the Purchase Order or Letter of Intent will be returned.**







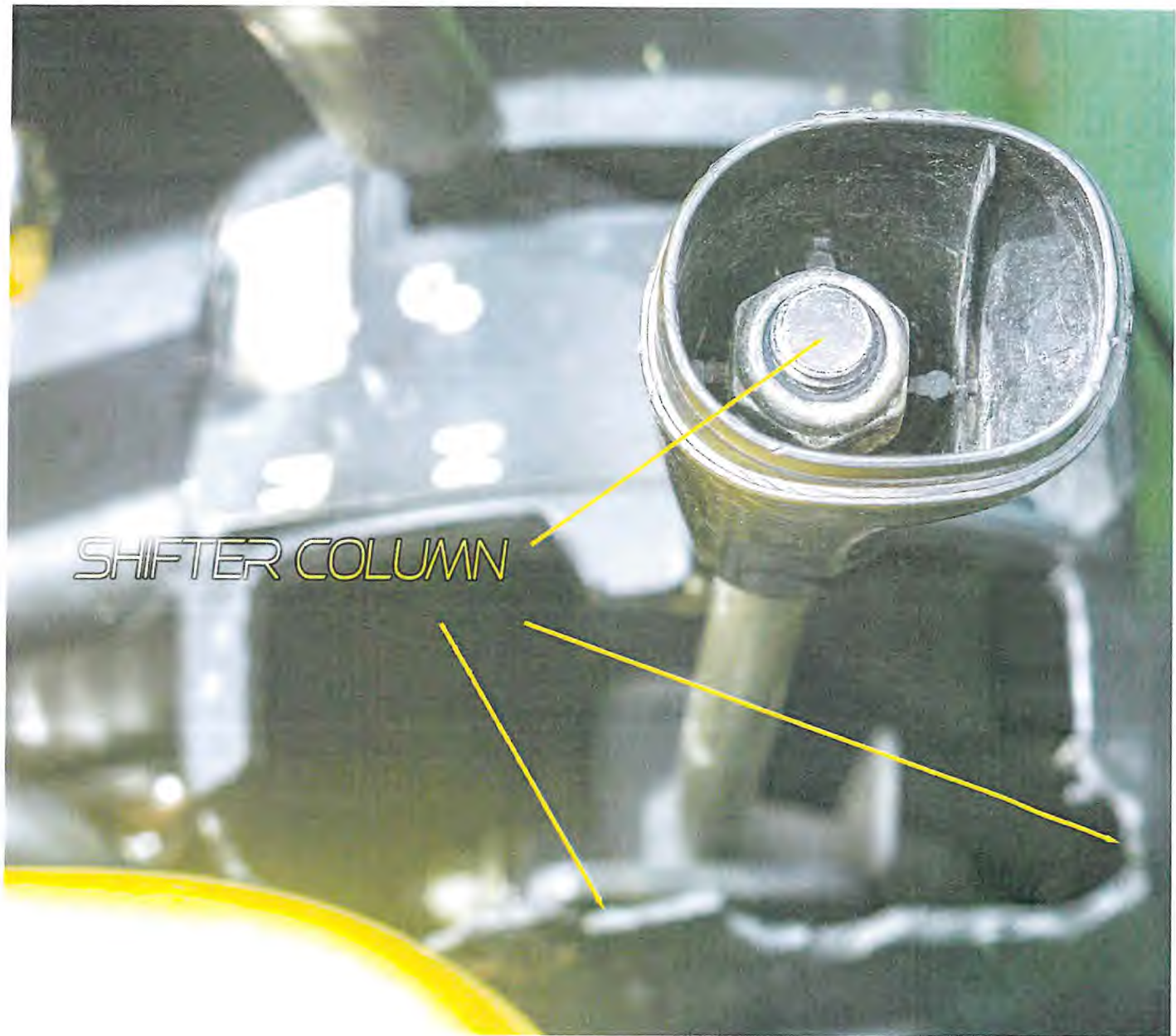






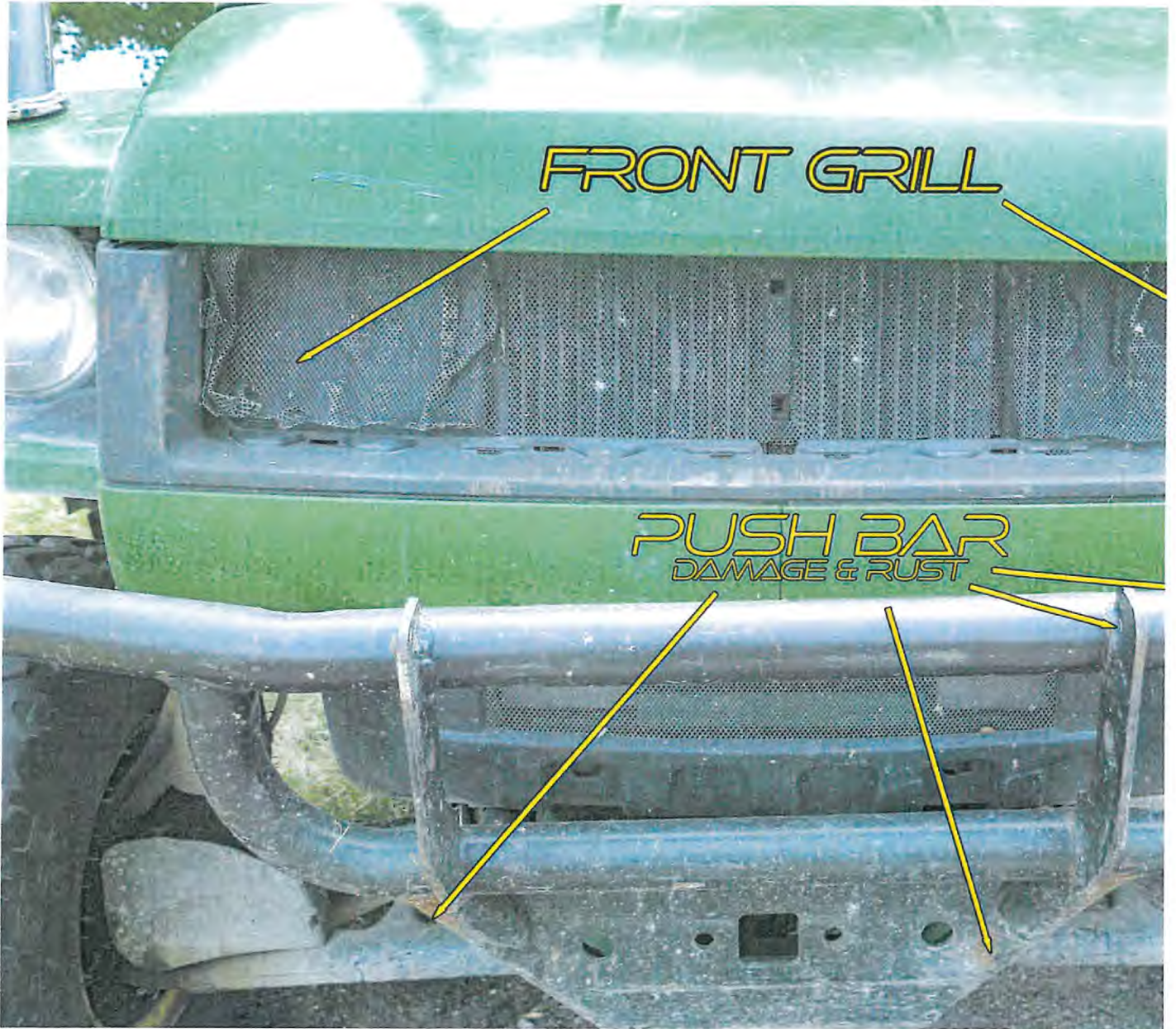
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SHIFTER COLUMN



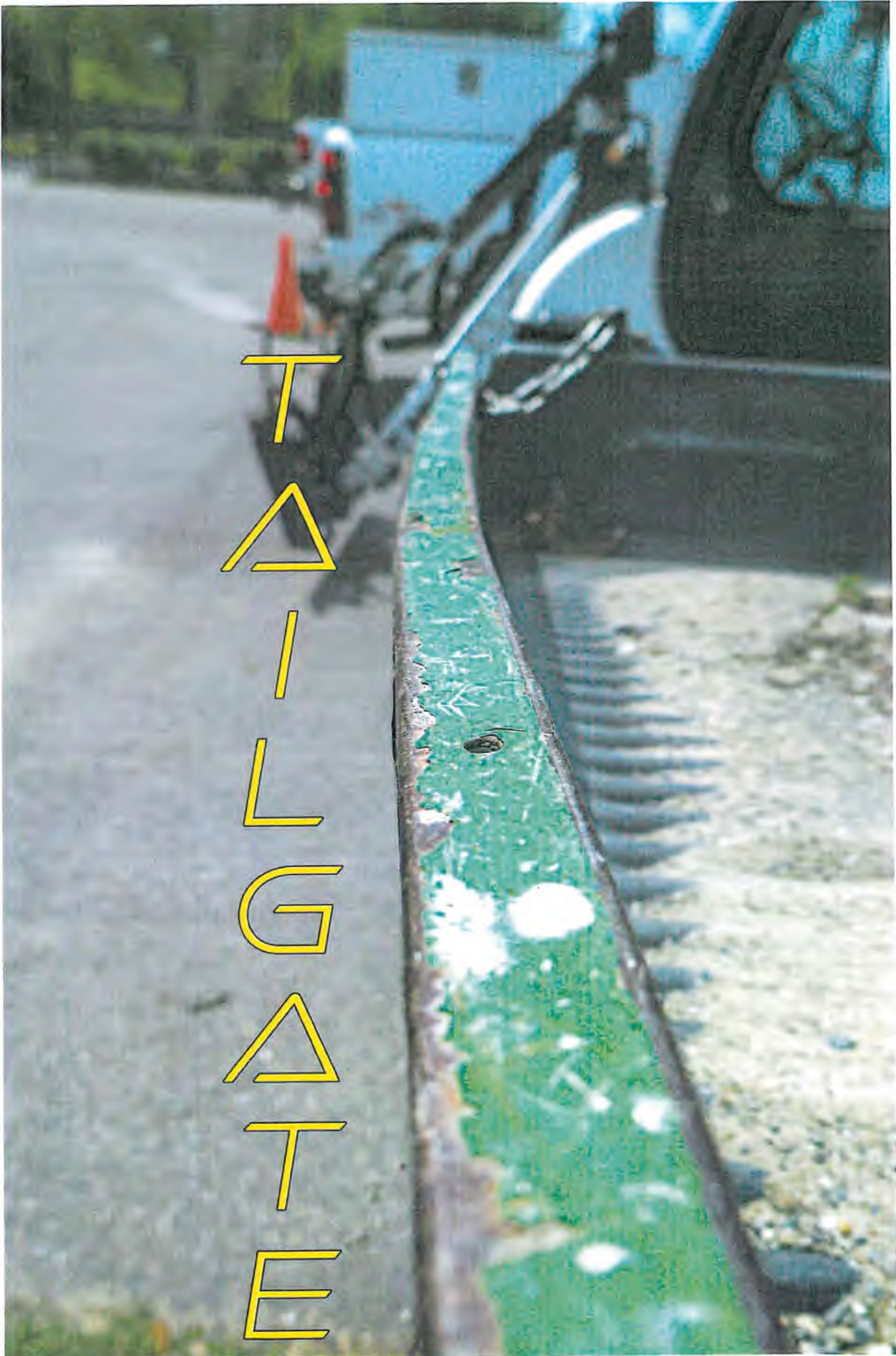
















MEMO 22-34

TO: Frank Schulte, City Administrator  
FROM: James Kowalski, Director of Public Services *JK*  
DATE: August 1, 2022  
SUBJECT: Purchase – Scag 61" Turf Tiger Riding Mower

**RECEIVED**  
AUG 02 2022  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

The Department of Public Works and Parks & Recreation currently uses five riding mowers on a daily basis to mow grass in all city owned parks and grass medians located throughout the City of Grosse Pointe Woods. Currently, one of those mowers is eight years old and has over 1,800 hours of service, is in poor condition, and needs to be replaced.

We have received the following quotes to provide one Scag 61" Turf Tiger Riding Mower with diesel engine and Hurricane mulch system.

All Seasons Outdoor Equipment, Eastpointe, MI	\$18,984.00
Shell's Equipment, Woodhaven, MI	\$21,629.00
Billings Lawn Equipment, Clawson, MI	No Inventory

All Seasons Outdoor Equipment submitted the lowest quote in the amount of \$18,984.00.

Therefore, I recommend that we purchase one Scag 61" Turf Tiger riding mower with diesel engine and Hurricane mulch system from All Seasons Outdoor Equipment, 15130 East 10 Mile Road, Eastpointe, MI 48021 in the amount of \$18,984.00. Funds are included for this purchase in the Fiscal Year 2022/2023 Budget in the Motor Vehicles Capital Equipment – Public Works account No. 640-852-977.599.

If you have any questions concerning this matter please contact me.

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

*8-1-22*  
\_\_\_\_\_  
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

*Shawn Murphy*  
\_\_\_\_\_  
Shawn Murphy, Treasurer/Comptroller

*8-1-2022*  
\_\_\_\_\_  
Date



**ALL SEASONS OUTDOOR EQUIPMENT**  
15130 E. 10 MILE  
EASTPOINTE, MI 48021  
(586)771-4949

Status : **Quote**

Invoice # : **286698**  
Date : 07/26/2022  
P.O. # :  
Ref. Number :

For 313-343-2460 313-343-2785F  
CITY OF GROSSE POINTE WOODS - DPW  
20025 MACK PLAZA DR.  
GROSSE POINTE WOODS MI 48236

Part Number	Description	Qty	Unit Price	Ext. Price W
QSCSTTII-61V-25KBD	SCAG TURF TIGER II 61" KUBOTA DIESEL	1	\$18,240.00	\$18,240.00
MI-PREP	ASSEMBLY AND PREP, SHIPPING	1	\$400.00	\$400.00
ASC9285	HURRICANE MULCH KIT FOR 61" VELOCITY DEC	1	\$344.00	\$344.00

**Invoice Notes:**  
SPECIAL BID PRICING.....NET PRICE  
PRICE SUBJECT TO CHANGE DUE TO MARKET FLUTCUATIONS

CUSTOMER SIGNATURE \_\_\_\_\_

Shop Materials: \$0.00	Taxable Parts: \$18,584.00
EPA Charge: \$0.00	Non Taxable Parts: \$400.00
Labor: \$0.00	\$0.00
Approval: _____	<b>TOTAL: \$18,984.00</b>

Balance: \$18,984.00



# CITY OF GROSSE POINTE WOODS MEMORANDUM

**DATE: August 4, 2022**

**TO: Mayor and City Council**

**CC: Shawn Murphy, Treasurer/Comptroller**

**FROM: Frank Schulte, City Administrator** FS.

**SUBJECT: SMART Municipal and Community Credits Contract for FY 2023**

Attached is the *FY-2023 Municipal Credit and Community Credit Contract* between SMART and the City, which runs July 1, 2022 through June 30, 2023. The contract outlines that the city will receive \$15,428 in Municipal Credits and \$28,380 in Community Credits.

The *Projected FY-2023 Operating Budget* (Exhibit B) outlining how funds will be expended is as follows:

<b>OPERATING EXPENSES</b>	
Administrative Fee	\$2,500
Driver Wages	\$3,000
Gasoline & Lubricants	\$4,000
Vehicle Insurance	\$583
Other – Transfer to PAATS	\$24,625
Charter Service	\$7,000
Capital Purchases	\$2,100
<b>Total</b>	<b>\$43,808</b>
<b>REVENUES</b>	
Municipal Credit Funds	\$15,428
Community Credit Funds	\$28,380
<b>Total Revenue</b>	<b>\$43,358</b>

**RECEIVED**  
AUG 04 2022  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

I recommend approval authorizing the Mayor to sign the *SMART Municipal and Community Credit Contract for FY-2023*.

Attachments

# MUNICIPAL CREDIT and COMMUNITY CREDIT CONTRACT FOR FY 2023

I, Arthur W. Bryant, as the Mayor of the City of Grosse Pointe Woods (hereinafter, the "Community") hereby apply to SMART and agree to the terms and conditions herein, for the receipt and expenditure of **Municipal Credits** available for the period July 1, 2022 through June 20, 2023 (Section 1 below), and **Community Credits** available for the period July 1, 2022 to June 20, 2023 (Section 2 below); and further agree that the **Municipal and Community Credits Master Agreement** between the parties is incorporated herein by reference. A description of the service the Community shall provide hereunder is set forth in **Exhibit A**, and the operating budget for that service is set forth in **Exhibit B**, both of which are attached hereto and incorporated herein.

1. The Community agrees to use **\$15,428** in **Municipal Credit** funds as follows:

- (a) Transfer to TRANSFEREER COMMUNITY Funding of: \$ \_\_\_\_\_
- (b) Van/Bus Operations At the cost of: \$ 7,000  
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ \_\_\_\_\_  
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Services Purchased from Subcontractor At the cost of: \$ 8,428  
PAATS  
(NAME OF SUBCONTRACTOR)  
(See attached Subcontractor Service Agreement)

**Total \$15,428**

SMART intends to provide Municipal Credit funds under this contract to the extent funds for the program are made available to it by the Michigan Legislature pursuant to Michigan Public Act 51 of 1951. Municipal Credit funds made available to SMART through legislative appropriation are based on the State's approved budget. In the event that revenue actually received is insufficient to support the Legislature's appropriation, it will result in an equivalent reduction in funding provided to the Community pursuant to this Contract. In such event, SMART reserves the right, without notice, to reduce the payment of Municipal Credit funds by the amount of any reduction by the legislature to SMART. All Municipal Credit funding must be spent by June 30, 2025; all funds not spent by that date will revert back to SMART pursuant to Michigan Public Act 51 of 1951, for expenditure consistent with Michigan law and SMART policy.

2. The Community agrees to use **\$28,380** in **Community Credit** funds available as follows:

- (a) Transfer to \_\_\_\_\_ Funding of: \$ \_\_\_\_\_  
TRANSFEREER COMMUNITY
- (b) Van/Bus Operations At the cost of: \$ 10,083  
(Including Charter and Taxi services)
- (c) Services Purchased from SMART At the cost of: \$ \_\_\_\_\_  
(Including Tickets, Shuttle Services/Dial-a-Ride)
- (d) Capital Purchases At the cost of: \$ 2,100

(e) Services Purchased from Subcontractor PAATS At the cost of: \$ 16,197  
(NAME OF SUBCONTRACTOR)  
(See attached Subcontractor Service Agreement)

**Total \$28,380**

To the extent that this Contract calls for a payment of funds directly from SMART to a subcontractor, Community hereby acknowledges that it is the party entitled to receive such funds and is affirmatively authorizing and directing SMART to pay such funds directly to the subcontractor on its behalf. Capital purchases permitted with Community Credits are subject to applicable state and federal regulations, and SMART policy, including procurement guidelines. When advantageous, SMART may make procurements directly. Reimbursement for purchases made by Community requires submission of proper documentation to support the purchase (i.e. purchase orders, receiving reports, invoices, etc.). Community Credit dollars available in FY 2023, may be required to serve local employer transportation needs per the coordination requirements set forth in the aforementioned Master Agreement. All Community Credit funds must be spent by June 30, 2026; any funds not spent by that date may revert back to SMART for expenditure consistent with SMART policy.

The Parties acknowledge and agree that this Agreement may be executed by electronic signature, which shall be considered as an original signature for all purposes and shall have the same force and effect as an original signature. The Parties agree that the electronic signatures appearing on this Agreement are the same as handwritten signatures for the purposes of validity, enforceability and admissibility. Without limitation, "electronic signature" shall include faxed versions of an original signature or electronically scanned and transmitted versions (e.g., via pdf) of an original signature.

This Agreement shall be binding once signed by both parties.

**SUBURBAN MOBILITY AUTHORITY  
FOR REGIONAL TRANSPORTATION**

**CITY OF GROSSE POINTE WOODS**

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Signature

\_\_\_\_\_  
Printed Name

**Arthur W. Bryant**  
\_\_\_\_\_  
Printed Name

\_\_\_\_\_  
Title

**Mayor**  
\_\_\_\_\_  
Title

\_\_\_\_\_  
Date

\_\_\_\_\_  
Date

## **EXHIBIT A**

### **Project Descriptions**

#### **Van Operations**

Recreational and cultural activities are provided to Grosse Pointe Woods residents and non-residents through a charter bus service. Travel accommodations are provided for individuals with special needs. The charter bus service program travels to destinations within Wayne, Oakland, Macomb, St. Clair and Monroe counties.

**Service Times:** Reservations: 8:30 am – 5:00 pm, Monday through Friday (313.343.2408). Trip times vary according to the event scheduled.

**Eligible User Groups:** Grosse Pointe Woods residents and non-residents of any age.

**Fare Structure:** Program participants pay a trip fare that includes the cost of transportation.

**Service Mode:** The level of service is subject to availability based upon a first come, first served basis. Buses used in the program may transport up to 55 passengers. Wheelchair lift equipped buses are provided upon request when sufficient notice is given.

#### **Bus Service**

Utilized for smaller various city events. Additionally, utilized to pick-up/drop-off residents and their guests from various sites throughout the city and transport them to various destinations within the City of Grosse Pointe Woods and Lake Front Park.

#### **Service Times:**

- Summer: Mid-June through mid-July / 8:30 am – 4:30 pm
- 2022 Polar Express event: December 1,2, 3, 4, 5, 9, 10, 11, 12, 16 and 17.
- Various city events as needed

**Eligibility Criteria:** Residents and non-resident guests of any age.

**Fare Structure:** Program participants do not pay a trip fare for the summer bus transportation; however, there is a \$10.00 fee for anyone one over the age of one for Polar Express.

**Service Mode:** The level of service is subject to availability based upon a first come, first served basis and passengers are picked up at designated stops (see attached flyer). The bus can transport up to 24 passengers and is lift equipped.

**Capital Improvement – Software** When residents and non-residents are interested in participating in a trip, RecPro software is used to assign people to trips, print out rosters, send out itineraries, as well as to create weekly, monthly, and annual reports.

**EXHIBIT B**

**PROJECT OPERATING BUDGET**

Municipality: GROSSE POINTE WOODS

Contract Period: July 1, 2022 – June 30, 2023

Account Number: 48117

**OPERATING EXPENSES:**

Administrative Fee: <i>(All employees other than drivers and dispatchers)</i> (10% max. of MC & CC funds)	\$2,500	
Driver Wages	\$3,000	
Fringe Benefits		
Gasoline & Lubricants	\$4,000	
Vehicle Insurance	\$ 583	
Parts, Maintenance Supplies		
Mechanic Wages		
Fringe Benefits		
Dispatch Wages		
Other (Specify)		
<b>Sub-Total (Operating Expenses)</b>		<b>\$10,083</b>

**PURCHASED SERVICE:**

Taxi Service		
Charter Service	\$7,000	
SMART Bus Tickets		
SMART Shuttle Service		
SMART Dial-A-Ride		
Other (Specify) <i>Transfer to PAATS</i>	\$24,625	
<b>Sub-Total (Purchased Service)</b>		<b>\$31,625</b>

**CAPITAL EQUIPMENT:**

*(Only list purchases to be made with Community Credits)*

Computer Equipment		
Software	\$2,100	
Vehicle		
Maintenance Equipment		
Other (Specify)		
<b>Sub-Total (Capital Equipment)</b>		<b>\$2,100</b>

<b><u>TOTAL EXPENSES</u></b> <u>Operating</u>		
<b>Expenses, Purchased Service, and</b>		
<b>Capital Equipment:</b>		<b>\$43,808</b>

**EXHIBIT B, continued (Page 2)**

**REVENUES:**

Municipal Credit Funds	\$15,428	_____
Community Credit Funds	\$28,380	_____
Specialized Services Funds		_____
General Funds		_____
Farebox Revenue		_____
In-Kind Service		_____
Special Fares (Contracted Service)		_____
Other (Specify)		_____

**TOTAL REVENUE:** 43,808 \_\_\_\_\_

**(Note: *TOTAL EXPENSES* must equal *TOTAL REVENUE*)**

**MC & CC Contract for FY 2023**

**City/Agency Name:** City of Grosse Pointe Woods

**Primary Contact Person Name:** Frank Schulte

Title: City Administrator

Office Telephone Number: 313.343.2450

Cell Phone Number: 313.806.2509

Fax Number: 313.343.2658

Email Address: [fschulte@gpwmi.us](mailto:fschulte@gpwmi.us)

Street Address, City, Zip Code: 20025 Mack Plaza Drive, Grosse Pointe Woods MI 48236

**Secondary Contact Person Name:** Susan Como

Title: Assistant City Administrator

Office Telephone Number: 313.343.2445

Cell Phone Number: 586.242.2782

Fax Number: 313.343.2658

Email Address: [scomo@gpwmi.us](mailto:scomo@gpwmi.us)

Street Address, City, Zip Code: 20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236

*\*Responsible for submitting quarterly reports.*

***\*Please indicate the staff person who sends the weekly and quarterly reports***



**Susan Como**

---

**From:** Hightower, Melissa <MHightower@smartbus.org>  
**Sent:** Wednesday, June 29, 2022 3:55 PM  
**To:** Susan Como  
**Cc:** Lynda Attovilla  
**Subject:** GROSSE POINTE WOODS FY'23 MCCC CONTRACT FOR YOU SIGNATURE  
**Attachments:** GROSSE POINTE WOODS FY 23 MCCC Annual Agreement.pdf  
  
**Importance:** High

**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:**

Hello Sue

Attached is City of GROSSE POINTE WOODS FY'23 MC & CC annual contract for your signature. You may notice that FY '23 Community Credit funding amounts have increased by 1.0330% and Municipal Credits may have increased or decreased based upon 2020 Census.

Please complete 1<sup>st</sup> page and indicate on 1(d) and 2(e) the amount to be transferred to PAATS and sign page 2. You may contact PAATS/Lynda for the completed exhibits A and B, EEOC and contact page that is reference in the attached contract. And also complete the exhibits, EEOC and contact information for you communities transit program.

Please email/scan the attached documents to me in pdf format for final execution.

As always, if you have any questions please contact me via email or by cell phone at 313-461-4519.

I hope all is well and enjoy your summer.

Be well and be safe...  
Melissa V. Hightower  
SMART Ombudsperson (Wayne, Monroe & Washtenaw Counties)  
30000 Industrial Drive  
Inkster, MI 48141  
[mhightower@smartbus.org](mailto:mhightower@smartbus.org)  
313-461-4519 (cell)



RECEIVED

AUG 01 2022

August 1, 2022

Mayor Arthur W. Bryant  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, MI 48236

RECEIVED

AUG 02 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Dear Mayor Bryant:

September 17 - 23 is Constitution Week. In 1955, the National Society Daughters of the American Revolution petitioned Congress with a resolution; this week of observance for the foundation of the American form of government was signed into law by President Dwight D. Eisenhower on August 2, 1956. The commitment of the National Society Daughters of the American Revolution (NSDAR) is to encourage study and educate the public about the Constitution, which was adopted by the American Congress of the Confederation on September 17, 1787.

As a member of the local Louisa St. Clair Chapter NSDAR, I am writing today to ask you to join your fellow government leaders, including the other Mayors of the Grosse Pointes and our Michigan Governor, in signing a proclamation of Constitution Week 2022 (copy enclosed). This proclamation encourages our citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves. Our Grosse Pointe Public School System students will also celebrate Constitution Day on September 17<sup>th</sup> with curriculum designed to teach students about our Constitution. Please sign and return the enclosed proclamation to me at the following address:

Mrs. Deann Newman  
Chapter Director  
Louisa St. Clair Chapter NSDAR  
155 Country Club Drive  
Grosse Pointe Farms, MI. 48236

If you have questions or would like to discuss further, please feel free to contact me at 313.886.3498 or [denewman@comcast.net](mailto:denewman@comcast.net).

Respectfully submitted,

Deann F. Newman

Encl: Constitution Week Proclamation

**Mayoral Proclamation  
City of Grosse Pointe Woods  
Constitution Week September 17-23, 2022**

**WHEREAS:** It is the privilege and duty of the American people to commemorate the two hundred and thirty-fourth anniversary of the drafting of the Constitution of the United States of America with appropriate ceremonies and activities; and

**WHEREAS:** Public Law 915 guarantees the issuing of a proclamation each year by the President of the United States of America designating September 17 through 23 as Constitution Week,

**NOW, THEREFORE I,** Arthur Bryant, by virtue of the authority vested in me as Mayor of the City of Grosse Pointe Woods in the State Michigan do hereby proclaim the week of September 17 through 23 as

**CONSTITUTION WEEK**

and urge all citizens to study the Constitution and reflect on the privilege of being an American with all the rights and responsibilities which that privilege involves.

**IN WITNESS WHEREOF,** I have hereunto set my hand and caused the Seal of the City to be affixed this \_\_\_\_\_ day of \_\_\_\_\_ in the year of our Lord two thousand twenty-one.

Signed \_\_\_\_\_ SEAL Attest \_\_\_\_\_



**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

July 12, 2022  
 Project No: 0160-0433-0  
 Invoice No: 0138251

**RECEIVED**

AUG 02 2022

Project 0160-0433-0 ALLARD RD RECON. CHESTER/HARPER (WCL)  
 PURCHASE ORDER #21-46705 - \$180,000.00  
 FOR: CONSTRUCTION OBSERVATION, CONTRACT ADMINISTRATION, SURVEY STAKING  
Professional Services from June 6, 2022 to June 30, 2022

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT

**Professional Personnel**

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER	4.00	108.20	432.80
CONTRACT ADMINISTRATION			
LICENSED ENG/SUR/ARC	17.70	108.20	1,915.14
TEAM LEADER	3.00	87.70	263.10
ENGINEERING AIDE III	9.40	73.50	690.90
ENGINEERING AIDE I	.60	58.80	35.28
CONSTRUCTION OBSERVATION			
ENGINEERING AIDE III	184.80	73.50	13,582.80
ENGINEERING AIDE II	6.50	65.10	423.15
Totals	226.00		17,343.17
<b>Total Labor</b>			<b>17,343.17</b>

**Reimbursable Expenses**

REIMB. MISC. EXPENSE			
6/28/2022 G2 CONSULTING GROUP Invoice #221135			3,744.00
<b>Total Reimbursables</b>			<b>3,744.00</b>

**Unit Billing**

2 PERSON CREW-CONSTRUCTION STAKEOUT	14.0 HOURS @ 148.10	2,073.40	
<b>Total Units</b>		<b>2,073.40</b>	<b>2,073.40</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	23,160.57	115,368.36	138,528.93
Limit			180,000.00
Remaining			41,471.07

**Total this Invoice \$23,160.57**

**Outstanding Invoices**

Number	Date
0137698	6/15/2022
<b>Total</b>	

PO 21-46705  
 Balance #202-451-974.201 \$ 926.42  
 30,551.72 #202-451-975.310 \$ 463.21  
 30,551.72 #203-451-974.201 \$ 926.42  
 #203-451-975.310 \$ 1,158.03  
 #203-451-977.803 \$ 13,664.74  
 #592-537-975.401 \$ 6,021.75

FY 21-22 AS-2-28-22

OK - J.K SM 7/27/22

**G2 Consulting Group, LLC**  
**1866 Woodslee Street**  
**Troy, MI 48083**

# INVOICE

Invoice Number: 221135  
 Invoice Date: May 31, 2022  
 Page Number: 1

**Voice: 248.680.0400**  
**Fax: 248.680.9745**

**Bill To:** Accounts Payable  
 Anderson, Eckstein & Westrick  
 51301 Schoenherr Road  
 Shelby Township, MI 48315

Customer ID	Purchase Order No.	G2 Project No.	
AEW001	AEW No. 0160-0433	220161	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	June 30, 2022		

Quantity	Description	Unit Price	Amount
31.00	Engineering Technician, Regular Hours, each	68.00	2,108.00
1.50	Engineering Technician, Regular Hours - Cylinder Pick-Up on 5/25/22	68.00	102.00
6.00	Project Manager, per hour	156.00	936.00
2.50	Administrative Assistant, per hour	60.00	150.00
2.00	Troxler Nuclear Moisture/Density Gauge, each	40.00	80.00
23.00	Compressive Strength Test Cylinders, each	16.00	368.00
	Allard Avenue Reconstruction, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 3/10/22 through 6/3/22  Client Contact: Brad Smith		

**Total Invoice Amount      \$      3,744.00**

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.



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

**INVOICE**

July 12, 2022  
Project No: 0160-0446-0  
Invoice No: 0138252

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

Project 0160-0446-0 VERNIER ROAD WATER MAIN REPLACEMENT  
PURCHASE ORDER #21-46704 - \$217,000.00  
FOR: CONTRACT AWARD, CONTRACT ADMINISTRATION  
Professional Services from June 6, 2022 to June 30, 2022

**Professional Personnel**

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER	1.00	108.20	108.20
SECRETARIAL			
SECRETARIAL	.50	34.70	17.35
PRINTS			
ENGINEERING AIDE II	.30	65.10	19.53
ENGINEERING AIDE TRAINEE	2.00	42.50	85.00
CONTRACT ADMINISTRATION			
LICENSED ENG/SUR/ARC	3.00	108.20	324.60
ENGINEERING AIDE III	1.00	73.50	73.50
Totals	7.80		628.18
<b>Total Labor</b>			<b>628.18</b>

Billing Limits	Current	Prior	To-Date
Total Billings	628.18	52,465.76	53,093.94
Limit			217,000.00
Remaining			163,906.06
		<b>Total this Invoice</b>	<b>\$628.18</b>

**Outstanding Invoices**

Number	Date	Balance
0137699	6/15/2022	6,225.76
<b>Total</b>		<b>6,225.76</b>

pd 7/14/22

**RECEIVED**

AUG 02 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

FY 21-22

PO 46704  
#592-537-977.310  
OK - J.K  
SM 7/21/22  
FS 7-28-22



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

**INVOICE**

July 12, 2022  
Project No: 0160-0449-0  
Invoice No: 0138253

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

Project 0160-0449-0 SEWER SYSTEM EVALUATION  
PURCHASE ORDER #22-46947 - \$107,000.00  
FOR: COORDINAITON WITH LEVEL SENSOR VENDORS  
Professional Services from June 6, 2022 to June 30, 2022

Phase 01 MONITORING EQUIP: SELECT, INSTALL, MAINT

**Professional Personnel**

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
LICENSED ENG/SUR/ARC	1.00	108.20	108.20	
MEETINGS				
PRINCIPAL ENGINEER	.80	108.20	86.56	
Totals	1.80		194.76	
<b>Total Labor</b>				<b>194.76</b>
		<b>Total this Phase</b>		<b>\$194.76</b>
		<b>Total this Invoice</b>		<b>\$194.76</b>

F4 21-22

PO 46947  
#592537-818.000  
OK - J.K  
SM 7/27/22  
A 7-28-22

**RECEIVED**  
AUG 02 2022  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT



**ANDERSON, ECKSTEIN & WESTRICK, INC.**  
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

10000 Lakeshore Blvd., Suite 2000, Grosse Pointe Woods, MI 48230  
313.281.1100 • Fax: 313.281.1101

August 2, 2022

**RECEIVED**

**AUG 03 2022**

**CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT**

Shawn Murphy, Controller  
City of Grosse Pointe Woods  
20025 Mack Avenue  
Grosse Pointe Woods, Michigan 48236-2397

Reference: Allard Reconstruction (Harper – Chester)  
City of Grosse Pointe Woods  
AEW Project No. 0160-0433

Dear Mrs. Murphy:

Enclosed please find Construction Pay Estimate No. 4 for the above referenced project. For work performed through July 31, 2022 we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$192,881.33** to Florence Cement Company, 51515 Corridor, Shelby Twp., MI 48315.

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

Sincerely,

*Ross Wilberding*

Ross T. Wilberding  
Project Manager

*PO 22-46943*  
*#202-451-974.200 \$5,786.44*  
*#202-451-975.300 \$3,857.63*  
*#203-451-974.200 \$5,786.44*  
*#203-451-975.300 \$5,786.44*  
*#203-451-977.804 \$123,444.05*  
*#592-537-975.400 \$48,220.33*

*ok - J.K.*

*SM 8/3/22*

*AI - 8/3/22*

cc: Frank Schulte, City Administrator  
Jim Kowalski, Director of Public Services  
Jeanne Duffy, Grosse Pointe Woods  
Susan Como, Assistant City Administrator  
Frank Prano, Florence Cement Company





## Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

8/2/2022 10:21 AM

FieldManager 5.3c

**Contract: .0160-0433, Allard Reconstruction (Harper-Chester)**

<b>Estimate No.</b> 4	<b>Estimate Date</b> 7/31/2022	<b>Entered By</b> Michelle Ankawi	<b>Estimate Type</b> Semi-Monthly	<b>Managing Office</b> Anderson, Eckstein and Westrick, Inc.
<b>All Contract Work Completed</b>		<b>Construction Started Date</b>	<b>Prime Contractor</b> Florence Cement Company 51515 Corridor Shelby Township MI 48315	
<b>Comments</b> Current Contract Amount: \$1,029,769.79 % Completed: 74%				

### Item Usage Summary

**Project: Allard Recons, Harper to Chester**

**Category: 0001, Reconstruction**

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
Sidewalk, Rem	Syd	2040055	0045	0045	00	000	124.630	8.10	\$1,009.50
Ero Con, Inlet Protection, Fabric Drop	Ea	2080020	0065	0065	00	000	15.000	103.00	\$1,545.00
Aggregate Base, 11 inch	Syd	3020028	0075	0075	00	000	2,716.500	15.50	\$42,105.75
Dr Structure Cover, Adj, Case 1	Ea	4030005	0110	0110	00	000	1.000	515.00	\$515.00
Dr Structure Cover, Adj, Case 2	Ea	4030006	0115	0115	00	000	1.000	254.00	\$254.00
_ Catch Basin Cover, Restricted, GPW	Ea	4037050	0130	0130	00	000	7.000	253.00	\$1,771.00
_ External Structure Wrap, 18 inch	Ea	4037050	0140	0140	00	000	8.000	436.50	\$3,492.00
HMA, 4E1	Ton	5010050	0165	0165	00	000	412.440	105.00	\$43,306.20
Conc Pavt w/ Int Curb, Nonreinf, 8 inch	Syd	6020164	0175	0175	00	000	55.820	65.00	\$3,628.30
Driveway, Nonreinf Conc, 6 inch	Syd	8010005	0185	0185	00	000	345.700	50.50	\$17,457.85
Driveway, Nonreinf Conc, 8 inch	Syd	8010007	0190	0190	00	000	31.490	60.00	\$1,889.40
Curb and Gutter, Conc, Det F2	Ft	8020036	0195	0195	00	000	1,814.000	20.50	\$37,187.00
Driveway Opening, Conc, Det M	Ft	8020050	0200	0200	00	000	51.000	25.50	\$1,300.50
Detectable Warning Surface	Ft	8030010	0205	0205	00	000	80.000	40.00	\$3,200.00
Sidewalk, Conc, 4 inch	Sft	8030044	0215	0215	00	000	659.000	6.00	\$3,954.00
Sidewalk, Conc, 6 inch	Sft	8030046	0220	0220	00	000	387.600	7.00	\$2,713.20
_ Sidewalk Ramp, Conc, 8 inch	Sft	8037010	0225	0225	00	000	443.250	8.50	\$3,767.63
_ Traffic Control, Minor Street	LS	8127051	0230	0230	00	000	0.500	34,690.00	\$17,345.00
_ Pollution Liability Insurance Policy	LS	1027051	0325	0325	SA	001	1.000	1,553.00	\$1,553.00
Pedestrian Type II Barricade, Temp	Ea	8120026	0330	0330	SA	001	8.000	110.00	\$880.00
Dr Structure, Tap, 12 inch	Ea	4030312	0335	0335	SA	001	4.000	664.25	\$2,657.00



## Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

8/2/2022 10:21 AM  
FieldManager 5.3c

### Item Usage Summary

**Project:** Allard Recons, Harper to Chester  
**Category:** 0001, Reconstruction

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Sewer Bulkhead, 6 inch	Ea	4027050	0340	0340	SA	001	9.000	150.00	\$1,350.00
<b>Subtotal for Category 0001:</b>									<b>\$192,881.33</b>
<b>Subtotal for Project Allard Recons:</b>									<b>\$192,881.33</b>
<b>Total Estimated Item Payment:</b>									<b>\$192,881.33</b>

### Time Charges

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

### Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
Allard Recons, Harper to Chester	0004	\$192,881.33	\$0.00	\$192,881.33
<b>Voucher Total:</b>				<b>\$192,881.33</b>

### Summary

Current Voucher Total:	\$192,881.33	Earnings to date:	\$762,169.41
-Current Retainage:	\$0.00	- Retainage to date:	\$48,989.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
<b>Total Estimated Payment:</b>	<b>\$192,881.33</b>	Net Earnings to date:	\$713,180.41
		- Payments to date:	\$520,299.08
		<b>Net Earnings this period:</b>	<b>\$192,881.33</b>

### Estimate Certification

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

<hr style="width: 80%; margin: 0 auto;"/> Ross T. Wilberding, PE	08/02/2022 <hr style="width: 80%; margin: 0 auto;"/> (Date)
--	--



### Construction Pay Estimate Amount Balance Report

Estimate: 4

8/2/2022 10:21 AM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

**Contract: .0160-0433, Allard Reconstruction (Harper-Chester)**

**Project: Allard Recons, Harper to Chester**

**Category: 0001, Reconstruction**

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Reimbursed Permit Fees	1027060	1,000.000	Dir		720.000	720.000	72%	1.00000	\$720.00
0010	Mobilization, Max 3%	1500001	1.000	LS		1.000	1.000	100%	28,537.28000	\$28,537.28
0015	Tree, Rem, 19 inch to 36 inch	2020002	7.000	Ea		7.000	7.000	100%	2,000.00000	\$14,000.00
0020	Tree, Rem, 37 inch or Larger	2020003	1.000	Ea		0.000			3,500.00000	
0025	Tree, Rem, 6 inch to 18 inch	2020004	9.000	Ea		9.000	9.000	100%	225.00000	\$2,025.00
0030	Dr Structure, Rem	2030011	17.000	Ea		19.000	19.000	112%	345.25000	\$6,559.75
0035	Sewer, Rem, Less than 24 inch	2030015	325.000	Ft		318.000	318.000	98%	23.15000	\$7,361.70
0040	Pavt, Rem	2040050	6,250.000	Syd		5,670.860	5,670.860	91%	5.35000	\$30,339.10
0045	Sidewalk, Rem	2040055	250.000	Syd	124.630	250.640	250.640	100%	8.10000	\$2,030.18
0050	_ Station Grading	2057002	19.000	Sta		18.000	18.000	95%	3,382.00000	\$60,876.00
0055	_ Subgrade Undercutting, Modified	2057021	143.000	Cyd		93.400	93.400	65%	60.00000	\$5,604.00
0060	_ Subgrade Undercutting, Special	2057021	150.000	Cyd		0.000			52.10000	
0065	Ero Con, Inlet Protection, Fabric Drop	2080020	17.000	Ea	15.000	15.000	15.000	88%	103.00000	\$1,545.00
0070	Aggregate Base, 6 inch	3020016	110.000	Syd		0.000			15.40000	
0075	Aggregate Base, 11 inch	3020028	5,900.000	Syd	2,716.500	5,433.000	5,433.000	92%	15.50000	\$84,211.50
0080	Maintenance Gravel	3060020	500.000	Ton		0.000			19.00000	
0085	Sewer, CI IV, 12 inch, Tr Det B	4020987	325.000	Ft		316.000	316.000	97%	123.00000	\$38,868.00
0090	Sewer, CI IV, 15 inch, Tr Det B	4020988	8.000	Ft		8.000	8.000	100%	161.00000	\$1,288.00
0095	_ Sewer, Sch 40 PVC, 10 inch, Tr Det B	4027001	6.000	Ft		13.000	13.000	217%	190.00000	\$2,470.00
0100	_ Sewer Connection, 10 inch	4027050	1.000	Ea		2.000	2.000	200%	232.00000	\$464.00
0105	_ Sewer Connection, 15 inch	4027050	2.000	Ea		2.000	2.000	100%	290.00000	\$580.00
0110	Dr Structure Cover, Adj, Case 1	4030005	2.000	Ea	1.000	1.000	1.000	50%	515.00000	\$515.00
0115	Dr Structure Cover, Adj, Case 2	4030006	2.000	Ea	1.000	1.000	1.000	50%	254.00000	\$254.00
0120	Dr Structure, 24 inch dia	4030200	7.000	Ea		7.000	7.000	100%	1,967.00000	\$13,769.00
0125	Dr Structure, 48 inch dia	4030210	2.000	Ea		3.000	3.000	150%	3,089.00000	\$9,267.00
0130	_ Catch Basin Cover, Restricted, GPW	4037050	14.000	Ea	7.000	14.000	14.000	100%	253.00000	\$3,542.00
0135	_ Dr Structure, 36 inch dia	4037050	7.000	Ea		7.000	7.000	100%	2,452.00000	\$17,164.00
0140	_ External Structure Wrap, 18 inch	4037050	21.000	Ea	8.000	17.000	17.000	81%	436.50000	\$7,420.50
0145	_ Storm Manhole Cover, GPW	4037050	5.000	Ea		2.000	2.000	40%	348.00000	\$696.00

Contract: .0160-0433

Estimate: 4

Page 1 of 3



### Construction Pay Estimate Amount Balance Report

Estimate: 4

Anderson, Eckstein and Westrick, Inc.

8/2/2022 10:21 AM

FieldManager 5.3c

Project: Allard Recons, Harper to Chester

Category: 0001, Reconstruction

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0150	Underdrain, Subgrade, 4 inch	4040071	3,650.000	Ft		3,645.000	3,645.000	99%	11.00000	\$40,095.00
0155	_ Pop-Up Emitter, Storm Drain, Residential	4047050	2.000	Ea		0.000			584.00000	
0160	HMA Surface, Rem	5010005	4,850.000	Syd		4,684.450	4,684.450	97%	1.65000	\$7,729.35
0165	HMA, 4E1	5010050	860.000	Ton	412.440	898.880	898.880	105%	105.00000	\$94,382.40
0170	HMA, 5E1	5010056	570.000	Ton		0.000			115.00000	
0175	Conc Pavt w/ Int Curb,Nonreinf,8 inch	6020164	100.000	Syd	55.820	100.820	100.820	101%	65.00000	\$6,553.30
0180	Lane Tie, Epoxy Anchored	6030030	50.000	Ea		0.000			10.00000	
0185	Driveway, Nonreinf Conc, 6 inch	8010005	825.000	Syd	345.700	741.960	741.960	90%	50.50000	\$37,468.98
0190	Driveway, Nonreinf Conc, 8 inch	8010007	75.000	Syd	31.490	61.010	61.010	81%	60.00000	\$3,660.60
0195	Curb and Gutter, Conc, Det F2	8020036	3,800.000	Ft	1,814.000	3,629.400	3,629.400	96%	20.50000	\$74,402.70
0200	Driveway Opening, Conc, Det M	8020050	100.000	Ft	51.000	97.400	97.400	97%	25.50000	\$2,483.70
0205	Detectable Warning Surface	8030010	99.500	Ft	80.000	80.000	80.000	80%	40.00000	\$3,200.00
0210	Sidewalk Ramp, Conc, 4 inch	8030034	1,000.000	Sft		0.000			7.50000	
0215	Sidewalk, Conc, 4 inch	8030044	120.000	Sft	659.000	1,066.180	1,066.180	888%	6.00000	\$6,397.08
0220	Sidewalk, Conc, 6 inch	8030046	50.000	Sft	387.600	387.600	387.600	775%	7.00000	\$2,713.20
0225	_ Sidewalk Ramp, Conc, 8 inch	8037010	1,225.000	Sft	443.250	511.250	511.250	42%	8.50000	\$4,345.63
0230	_ Traffic Control, Minor Street	8127051	1.000	LS	0.500	1.000	1.000	100%	34,690.00000	\$34,690.00
0235	_ Proposed Trees	8157050	20.000	Ea		0.000			650.00000	
0240	Sodding	8160055	3,250.000	Syd		0.000			3.36000	
0245	Topsoil Surface, Furn, 3 inch	8160061	3,250.000	Syd		0.000			3.16000	
0250	Water, Sodding/Seeding	8160090	100.000	Unit		0.000			55.00000	
0255	_ Staking First Row of Sod	8167001	3,500.000	Ft		0.000			0.43000	
0260	Water Shutoff, Adj, Case 1	8230421	1.000	Ea		0.000			951.01000	
0265	_ Irrigation Pipe	8237001	1,600.000	Ft		0.000			3.00000	
0270	_ Sprinkler Head	8237050	160.000	Ea		0.000			60.00000	
0275	_ Sprinkler Head, Adj	8237050	20.000	Ea		0.000			60.00000	
0280	_ Audio Visual Record of Construction Area	8507051	1.000	LS		1.000	1.000	100%	840.00000	\$840.00
0285	_ Rubbish Pickup	8507051	1.000	LS		0.000			5,300.00000	

Contract: .0160-0433

Estimate: 4

Page 2 of 3



## Construction Pay Estimate Amount Balance Report

Estimate: 4

8/2/2022 10:21 AM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

**Project:** Allard Recons, Harper to Chester

**Category:** 0001, Reconstruction

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0325	_ Pollution Liability Insurance Policy	1027051	1.000	LS	1.000	1.000	1.000	100%	1,553.00000	\$1,553.00
0330	Pedestrian Type II Barricade, Temp	8120026	8.000	Ea	8.000	8.000	8.000	100%	110.00000	\$880.00
0335	Dr Structure, Tap, 12 inch	4030312	4.000	Ea	4.000	4.000	4.000	100%	664.25000	\$2,657.00
0340	_ Sewer Bulkhead, 6 inch	4027050	9.000	Ea	9.000	9.000	9.000	100%	150.00000	\$1,350.00
<b>Subtotal for Category 0001:</b>										<b>665508.95</b>

**Category:** 0002, Maintenance

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0290	_ Curb and Gutter, Rem, Modified	2047001	100.000	Ft		0.000			46.00000	
0295	_ Pavt Joint and Crack Repr, Det 7, Special	5017001	5,250.000	Ft		2,330.100	2,330.100	44%	10.40000	\$24,233.04
0300	_ HMA Surface, Rem, Modified	5017011	1,500.000	Syd		987.940	987.940	66%	43.00000	\$42,481.42
0305	_ Hand Patching, Modified	5017031	420.000	Ton		241.500	241.500	58%	124.00000	\$29,946.00
0310	_ Curb and Gutter, Conc, Det F2, Modified	8027001	100.000	Ft		0.000			30.00000	
0345	_ Remobilization, Bonds, Traffic Control, Sanitary Facilities	1027051	1.000	LS		0.000			4,950.00000	
<b>Subtotal for Category 0002:</b>										<b>96660.46</b>

**Subtotal for Project Allard Recons: 762169.41**

**Percentage of Contract Completed(curr): 74%**  
 (total earned to date / total of all authorized work)

**Total Amount Earned This Estimate: \$192,881.33**  
**Total Amount Earned To Date: \$762,169.41**



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

**INVOICE**

July 14, 2022  
Project No: 0160-0442-0  
Invoice No: 0138412

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

Project 0160-0442-0 DPW BARN ADDITION

Professional Services from June 6, 2022 to July 3, 2022

Phase 02 CONTRACT ADMINISTRATION

<b>Fee</b>				
Total Fee	3,500.00			
Percent Complete	50.00	Total Earned	1,750.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	1,750.00	
		<b>Total Fee</b>		<b>1,750.00</b>
		<b>Total this Phase</b>		<b>\$1,750.00</b>
		<b>Total this Invoice</b>		<b>\$1,750.00</b>

Fy 21-22

PO 21-46811  
# 598-787977.103  
OK - J.K

SM 7/27/22

FJ 7-28-22

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AUG 02 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT



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CIVIL ENGINEERS SURVEYORS ARCHITECTS  
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**INVOICE**

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

July 19, 2022  
Project No: 0160-0413-0  
Invoice No: 0138429

Project 0160-0413-0 2019 SEWER OPEN CUT REPAIR PROGRAM  
FOR: IDR AND QUANTITY REVIEW FOR PAY ESTIMATE, CONCRETE AND RESTORATION INSPECTION  
P.O. 19-45637 - (106,000)

Professional Services from June 6, 2022 to July 3, 2022

**Professional Personnel**

	Hours	Rate	Amount
QUANTITIES			
ENGINEERING AIDE II	3.00	65.10	195.30
CONTRACT ADMINISTRATION			
TEAM LEADER	3.00	87.70	263.10
ENGINEERING AIDE III	2.00	73.50	147.00
Totals	8.00		605.40
<b>Total Labor</b>			<b>605.40</b>

Billing Limits	Current	Prior	To-Date
Total Billings	605.40	99,434.95	100,040.35
Limit			106,000.00
Remaining			5,959.65
<b>Total this Invoice</b>			<b>\$605.40</b>

P019-45637  
#592-537-976.001  
OK - J.K  
SM 7/27/22  
EB 7.28.22

FY 21-22

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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**

July 19, 2022  
Project No: 0160-0426-0  
Invoice No: 0138430

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

Project 0160-0426-0 2020-2021 WATER MAIN REPLACEMENT PROGRA  
FOR: CONSTRUCTION ADMINISTRATION AND OBSERVATION  
PURCHASE ORDER #20-46057  
PURCHASE ORDER #21-46244

Professional Services from June 6, 2022 to July 3, 2022

**Professional Personnel**

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER	1.00	108.20	108.20	
LICENSED ENG/SUR/ARC	9.50	108.20	1,027.90	
ENGINEERING AIDE III	5.50	73.50	404.25	
CONSTRUCTION OBSERVATION				
ENGINEERING AIDE III	9.00	73.50	661.50	
Totals	25.00		2,201.85	
<b>Total Labor</b>				<b>2,201.85</b>

Billing Limits	Current	Prior	To-Date	
Total Billings	2,201.85	251,393.07	253,594.92	
Limit			325,000.00	
Remaining			71,405.08	
		<b>Total this Invoice</b>		<b>\$2,201.85</b>

*Fy 21-22*

*PO 20-46057  
# 592-537-977.310  
OK - J.K  
SM 7/27/22  
B 7-28-22*

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CITY OF GROSSE POINTE WOODS  
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51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315  
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**INVOICE**

July 19, 2022  
Project No: 0160-0429-0  
Invoice No: 0138431

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

Project 0160-0429-0 SEWER REHABILITATION - LINING  
FOR: IDR AND QUANTITY REVIEW FOR PAY ESTIMATE  
PURCHASE ORDER #20-46058

Professional Services from June 6, 2022 to July 3, 2022

**Professional Personnel**

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER	1.00	108.20	108.20
Totals	1.00		108.20
<b>Total Labor</b>			<b>108.20</b>

Billing Limits	Current	Prior	To-Date
Total Billings	108.20	62,274.71	62,382.91
Limit			75,000.00
Remaining			12,617.09

**Total this Invoice \$108.20**

Please close P.O.

Fy 21-22

Thanks.

PO 20-46058  
# 592-537-976.001  
OK - J.K.  
SM 7/21/22  
FB 7-28-22

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AUG 02 2022

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

July 19, 2022  
Project No: 0160-0430-0  
Invoice No: 0138432

Project 0160-0430-0 SEWER REHABILITATION - OPEN CUT  
FOR: CONSTRUCTION INSPECTION AND CONTRACT ADMINISTRATION  
PURCHASE ORDER #20-46059

Professional Services from June 6, 2022 to July 3, 2022

**Professional Personnel**

	Hours	Rate	Amount
RESEARCH/REVIEW			
PRINCIPAL ENGINEER	1.00	108.20	108.20
CONTRACT ADMINISTRATION			
TEAM LEADER	1.00	87.70	87.70
Totals	2.00		195.90
<b>Total Labor</b>			<b>195.90</b>

Billing Limits	Current	Prior	To-Date
Total Billings	195.90	110,486.72	110,682.62
Limit			175,000.00
Remaining			64,317.38
		<b>Total this Invoice</b>	<b>\$195.90</b>

*Fy 21-22*

*PO 20-46059  
#592-537-976.001*

*OK - G.K*

*SM 7/27/22*

*ES 7-28-22*

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**AUG 02 2022**

**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**

July 19, 2022  
 Project No: 0160-0435-0  
 Invoice No: 0138433

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

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Project 0160-0435-0 2021 MISC. CONCRETE REPAIR  
 P.O. 21-46682  
 FOR: CONSTRUCTION INSPECTION AND ADMINISTRATION  
Professional Services from June 6, 2022 to July 3, 2022

CITY OF GROSSE POINTE WOODS  
 CLERK'S DEPARTMENT

**Professional Personnel**

	Hours	Rate	Amount	
QUANTITIES				
ENGINEERING AIDE III	40.50	73.50	2,976.75	
CONTRACT ADMINISTRATION				
TEAM LEADER	3.50	87.70	306.95	
ENGINEERING AIDE III	4.70	73.50	345.45	
ENGINEERING AIDE I	.30	58.80	17.64	
Totals	49.00		3,646.79	
<b>Total Labor</b>				<b>3,646.79</b>

**Reimbursable Expenses**

REIMB. MISC. EXPENSE				
6/28/2022 G2 CONSULTING GROUP Invoice #221147			1,117.00	
<b>Total Reimbursables</b>			<b>1,117.00</b>	<b>1,117.00</b>

**Billing Limits**

	Current	Prior	To-Date
Total Billings	4,763.79	76,386.35	81,150.14
Limit			109,000.00
Remaining			27,849.86

**Total this Invoice \$4,763.79**

**Outstanding Invoices**

Number	Date	Balance
0137863	6/15/2022	3,084.75
<b>Total</b>		<b>3,084.75</b>

*pd 7/14/22*

*RY 21-22*

*PO 21-46682  
 #202-451-974.201 \$1,095.67  
 #203-451-974.201 \$714.57  
 #585-561-978.300 \$1,857.88  
 #592-537-975.401 \$1,095.67*

*OK - J.K SM 7/27/22 FA 7-28-22*

**G2 Consulting Group, LLC**  
**1866 Woodslee Street**  
**Troy, MI 48083**

**INVOICE**

Invoice Number: 221 147  
 Invoice Date: May 31, 2022  
 Page Number: 1

**Voice: 248.680.0400**  
**Fax: 248.680.9745**

**Bill To:** Accounts Payable  
 Anderson, Eckstein & Westrick  
 51301 Schoenherr Road  
 Shelby Township, MI 48315

<b>Customer ID</b>	<b>Purchase Order No.</b>	<b>G2 Project No.</b>	
AEW001	AEW No. 0160-0435	210483	
<b>Payment Terms</b>	<b>Due Date</b>	<b>Ship Date</b>	<b>Shipping Method</b>
Net 30 Days	June 30, 2022		

Quantity	Description	Unit Price	Amount
6.50	Engineering Technician, Regular Hours, each	68.00	442.00
3.00	Engineering Technician, Regular Hours - Cylinder Pick-Up on 5/26/22 and 6/1/22	68.00	204.00
1.50	Project Manager, per hour	156.00	234.00
0.75	Administrative Assistant, per hour	60.00	45.00
12.00	Compressive Strength Test Cylinders, each	16.00	192.00
	Grosse Pointe Woods Streets - 2022 Phase, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 5/25/22 through 5/31/22		
	Client Contact: Brad Smith		

**Total Invoice Amount \$ 1,117.00**

If you have any questions concerning this invoice, call Mark W. Smolinski, (248) 680-0400. Client agrees to pay a charge of 1.5 percent per month on accounts past due 30 days from invoice date.

Make all checks payable to: G2 Consulting Group, LLC.



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

**INVOICE**

July 19, 2022  
Project No: 0160-0440-0  
Invoice No: 0138434

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

Project 0160-0440-0 2021 SEWER REHAB. BY FCIPP  
PURCHASE ORDER #21-46701  
FOR: CONSTRUCTION OBSERVATION AND ADMINISTRATION  
Professional Services from June 6, 2022 to July 3, 2022

**Professional Personnel**

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
TEAM LEADER	1.00	87.70	87.70
Totals	1.00		87.70
<b>Total Labor</b>			<b>87.70</b>

Billing Limits	Current	Prior	To-Date
Total Billings	87.70	34,153.58	34,241.28
Limit			41,000.00
Remaining			6,758.72
<b>Total this Invoice</b>			<b>\$87.70</b>

FY 21-22

PO 21-46701  
# 592-537-976.001  
OK - J.K

SM 7/27/22

ES 7-28-22

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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**

July 26, 2022  
Project No: 0160-0445-0  
Invoice No: 0138741

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

Project 0160-0445-0 2021-2022 GENERAL ENGINEERING  
PURCHASE ORDER #21-46530 - \$15,000.00  
FOR: GENERAL ENGINEERING, PROJECT STATUS AND UPDATES  
Professional Services from June 6, 2022 to June 30, 2022  
Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER				
LOCKWOOD, SCOTT	1.50	108.20	162.30	
GLWA Contract Reopener				
LOCKWOOD, SCOTT	2.00	108.20	216.40	
Water Reservoir Settings and correspondence with GLWA				
Totals	3.50		378.70	
<b>Total Labor</b>				<b>378.70</b>
<b>Billing Limits</b>	<b>Current</b>	<b>Prior</b>	<b>To-Date</b>	
Total Billings	378.70	14,630.46	15,009.16	
Limit			15,000.00	
<b>Adjustment</b>				<b>(9.16)</b>
			<b>Total this Invoice</b>	<b>\$369.54</b>

FY 21-22

Close PO  
⊖

PO 21-46530  
# 101-444-818.000 \$ 123.20  
# 101-444-818.000 \$ 123.19  
# 592-537-818.000 \$ 123.15  
OK - J.K  
SM 7/27/22  
FD 7-28-22

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AUG 02 2022  
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**

July 26, 2022  
Project No: 0160-0443-0  
Invoice No: 0138742

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

Project 0160-0443-0 2021-2022 GIS MAINTENANCE  
P.O.# 21-46529

Professional Services from June 6, 2022 to June 30, 2022  
**Professional Personnel**

	Hours	Rate	Amount
GIS UPDATES			
GRADUATE ENG/SUR/ARC	7.80	87.70	684.06
Totals	7.80		684.06
<b>Total Labor</b>			<b>684.06</b>

Billing Limits	Current	Prior	To-Date
Total Billings	684.06	12,191.36	12,875.42
Limit			21,000.00
Remaining			8,124.58
<b>Total this Invoice</b>			<b>\$684.06</b>

**Outstanding Invoices**

Number	Date	Balance
<del>0198448</del>	<del>7/18/2022</del>	<del>684.06</del>
<del>Total</del>		<del>684.06</del>

*] AEW to Remove*

*FY 21-22*  
*PO 21-46529*  
*#592-537-977-000*  
*OK - J.K*  
*SM 7/27/22*

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AUG 02 2022

*H 7-28-22* CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

**KELLER THOMA**  
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW  
26555 EVERGREEN  
SUITE 550  
SOUTHFIELD, MICHIGAN 48076  
313.965.7610  
FAX 313.965.4480  
[www.kellerthoma.com](http://www.kellerthoma.com)

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

July 01, 2022  
Client: 000896  
Matter: 000000  
Invoice #: 122375

**Attention: Frank Schulte, City Administrator**

Page: 1

**RECEIVED**

AUG 02 2022

RE: GENERAL MATTERS

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

For Professional Services Rendered through June 30, 2022

DATE	ATTY	DESCRIPTION	HOURS
6/1/2022	TLF	Attention to review of employee settlement agreement; telephone call to Mr. Schulte regarding reference for former employee.	0.50
6/2/2022	GSR	Attendance at TPOAM negotiations.	4.75
6/7/2022	GSR	Attendance at Dispatch and PSO negotiations.	4.50
6/9/2022	GSR	Correspondence with Mr. Schulte regarding Command TA.	0.25
6/10/2022	GSR	Correspondence with Mr. Schulte regarding TPOAM TA.	0.25
6/14/2022	GSR	Telephone call from Mr. Schulte regarding pending matters; correspondence with Ms. Murphy regarding PSO negotiations.	0.50
6/17/2022	GSR	Telephone call from Ms. Murphy and Ms. Como regarding labor negotiations.	0.50
6/20/2022	GSR	Attendance at closed session.	2.75
6/21/2022	GSR	Attendance at patrol negotiations.	3.25
6/24/2022	GSR	Telephone call from Mr. Schulte regarding employee matters; preparation of letter to employee.	0.50
6/28/2022	GSR	Attendance at remote meeting regarding EROP proposal.	0.50
6/29/2022	GSR	Correspondence with Mr. Schulte regarding EROP.	0.25
6/30/2022	GSR	Attendance at closed session.	1.00

Total Services \$3,412.50

ATTORNEY	HOURS	RATE	AMOUNT
TLF THOMAS L. FLEURY	0.50	\$175.00	\$87.50



**KELLER THOMA**  
A PROFESSIONAL CORPORATION

CITY OF GROSSE POINTE WOODS  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236  
**Attention: Frank Schulte, City Administrator**

July 01, 2022  
Client: 000896  
Matter: 000000  
Invoice #: 122375

Page: 2

RE: GENERAL MATTERS

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<b>ATTORNEY</b>		<b>HOURS</b>	<b>RATE</b>	<b>AMOUNT</b>
GSR	GOURI SASHITAL	19.00	\$175.00	\$3,325.00

**DISBURSEMENTS**

6/29/2022	Document Reproduction			\$37.60
			<b>Total Disbursements</b>	<b>\$37.60</b>

**Total Amount Due** **\$3,450.10**

101210810.000

Sm 7/18/22

FJ 7-18-22

**KELLER THOMA**  
*A PROFESSIONAL CORPORATION*

COUNSELORS AT LAW  
26555 EVERGREEN  
SUITE 550  
SOUTHFIELD, MICHIGAN 48076  
313.965.7610  
FAX 313.965.4480  
[www.kellerthoma.com](http://www.kellerthoma.com)

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

July 01, 2022  
Client: 000896  
Matter: 000000  
Invoice #: 122375

**Attention: Frank Schulte, City Administrator**

REGARDING: GENERAL MATTERS

For professional services rendered and expenses incurred relative to the above matter:

TOTAL \$3,450.10

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION  
Attorneys and Counselors  
ONE WOODWARD AVENUE, SUITE 2400  
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS  
ATTN: BRUCE J SMITH  
CITY ADMINISTRATOR  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236

JUNE 25, 2022  
FILE # 2371.002582  
INVOICE # 540255

REGARDING: CITY OF GROSSE POINTE WOODS

FOR PROFESSIONAL SERVICES RENDERED

05/11/22 MJW E-MAIL DISCUSSIONS WITH CLIENTS AND WASH DC .30  
COUNSEL REGARDING NO NEED TO RESPOND TO RESCOM

TOTAL HOURLY CHARGES \$90.00

-----RECAP-----			
TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	0.30	90.00
TOTALS		0.30	90.00

CURRENT AMOUNT DUE \$90.00

TOTAL AMOUNT DUE \$90.00

101210812.000

SM 7/18/22

ES 7-18-22

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AUG 02 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

RECEIVED

JUL 18 2022

**KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK**

A PROFESSIONAL CORPORATION  
Attorneys and Counselors

ONE WOODWARD AVENUE, SUITE 2400  
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS  
ATTN: BRUCE J SMITH  
CITY ADMINISTRATOR  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236

JUNE 25, 2022  
  
FILE # 4297.005841  
INVOICE # 540267

REGARDING: AT&T CELL TOWER RENEWAL - 5TH AM

FOR PROFESSIONAL SERVICES RENDERED

05/05/22 MJW	PHONE AND EMAIL DISCUSSIONS WITH AT&T COUNSEL AND CLIENT RE \$50,000 BOND REQUIREMENT AND GENERATOR INSTALLATION REQUEST; REVIEW LICENSE RENEWAL RE GENERATOR ISSUE AND ADVISE CLIENT AND AT&T ACCORDINGLY	.50
05/06/22 MJW	FOLLOW UP WITH CLIENT AND AT&T RE BOND AND GENERATOR ISSUES; DISCUSSION WITH GENE TUTAG RE SPACE AND DEVELOPMENT ISSUES RELATED TO GENERATOR PLACEMENT	.50
05/10/22 MJW	PHONE CALL WITH CLIENT RE T-MOBILE EXPANSION OF T-MOBILE WIRELESS CHURCH SITE AND LETTER FROM RESCOM RE NATIONAL ENVIRONMENTAL IMPACT; RECEIPT AND REVIEW LETTER AND COMMENT RE SAME TO CLIENT ABOUT THE HISTORIC ISSUE AS WELL AS THE ZONING ISSUES IMPLICATED IN THE LETTER AND ATTACHED PLANS; DISCUSSION WITH CLIENT RE AT&T GENERATOR REQUEST - DENIED; FOLLOW UP WITH AT&T COUNSEL	2.50
05/11/22 MJW	FURTHER EMAIL BOND DISCUSSIONS WITH CLIENTS	.30
05/11/22 KE	EXCHANGE EMAILS WITH M WATZA AND GP ADMINISTRATION RE FINALIZED VERSION OF 5TH AMENDMENT	.10
05/12/22 MJW	PHONE AND EMAIL FROM AT&T COUNSEL RE REMAINING BOND ISSUE; FORWARD AT&T EMAIL TO CLIENT FOR COMMENT	.30
05/13/22 MJW	PHONE CALL FROM AT&T COUNSEL RE BOND ISSUE AND GENERATOR ISSUE	.20

TOTAL HOURLY CHARGES

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\$1,313.00

AUG 02 2022

**RECEIVED**

JUL 18 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

KITCH DRUTCHAS WAGNER VALITUTTI & SHERBROOK

A PROFESSIONAL CORPORATION  
Attorneys and Counselors  
ONE WOODWARD AVENUE, SUITE 2400  
DETROIT, MICHIGAN 48226-5485

313-965-7900

IRS # 38-1896224

CITY OF GROSSE POINTE WOODS  
FILE NUMBER: 4297.005841  
INVOICE NO.: 540267

Jun 25, 2022

PAGE 2

-----RECAP-----

TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	4.30	1,290.00
KAITLYN ELIAS	230.00	0.10	23.00
TOTALS		4.40	1,313.00

CURRENT AMOUNT DUE	\$1,313.00
TOTAL AMOUNT DUE	\$1,313.00

101210 812.00

SM 7/18/22  
FJ 7-18-22



HEADQUARTERS  
235 East Main Street  
Suite 105  
Northville, Michigan 48167

O 248.596.0920  
F 248.596.0930  
MCKA.COM

Mr. Bruce Smith  
City Administrator  
City of Grosse Pointe Woods  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

July 7, 2022  
Invoice No: 21849 - 54

Project 21849 Grosse Pointe Woods Building Services

**Professional Services from June 1, 2022 to June 30, 2022**

Monthly Retainer  
Conduct Plumbing and Mechanical Inspections as directed by the City.  
See Attached.

1,500.00  
**Total \$1,500.00**

**INSPECTIONS OVER 30 PER MONTH**

Inspection Services - Per Inspection

61.0 inspection @ 55.00 3,355.00

**Subtotal \$3,355.00**

**Invoice Total \$4,855.00**

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

Email: cbehrens@gpwmi.us

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AUG 02 2022

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

PO# 22-47107  
101-100-810.000  
F.S. 7-19-22

*Handwritten signature*  
/JCM  
7-19-22

2/22

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
McKenna-Tim Israel						
	1 PM220044	Final	2001 HUNT CLUB DR	06/02/22	Approved	\$35.00
	2 PM220007	Final-Htg/A-C	20739 TOLES LN	06/02/22	Approved	\$35.00
	3 PM220176	Final A/C	988 CANTERBURY RD	06/02/22	Locked Out	<del>\$0.00</del> 35
	4 PM220208	Final	1387 EDMUNDTON DR	06/02/22	Approved	\$35.00
	5 PM220209	Final	857 HAWTHORNE RD	06/02/22	Approved	\$35.00
	6 PM220218	Final A/C	1985 FLEETWOOD DR	06/02/22	Disapproved	\$35.00
	7 PM220213	Final-Htg/A-C	651 S OXFORD RD	06/02/22	Disapproved	\$35.00
	<del>PM190185</del>	<del>Final A/C</del>	<del>1973 HUNTINGTON BLVD</del>	<del>06/01/22</del>	<del>Canceled</del>	<del>\$0.00</del>
	8 PP220086	Rough/Final?	2138 ROSLYN RD	06/02/22	Disapproved	\$35.00
	9 PP220063	Final	1729 HAMPTON RD	06/07/22	Approved	\$35.00
	10 PM220231	Final	541 S ROSEDALE CT	06/07/22	Approved	\$35.00
	11 PM220226	Rough	2039 ROSLYN RD	06/07/22	Approved	\$35.00
	12 PM220176	Final A/C	988 CANTERBURY RD	06/07/22	Approved	\$35.00
	13 PP220096	Rough	19857 WEDGEWOOD DR	06/07/22	Approved	\$35.00
	14 PP220067	Rough	1836 ANITA AVE	06/07/22	Approved	\$35.00
	15 PP220099	Rough	1549 HAMPTON RD	06/07/22	Approved	\$35.00
	16 PP220033	Final	2065 LENNON ST	06/07/22	Approved	\$35.00
	17 PM220211	Final	1170 HAWTHORNE RD	06/07/22	Approved	\$35.00
	18 PM210355	Final	1621 OXFORD RD	06/07/22	Approved	\$35.00
	19 PM220122	Final	1621 OXFORD RD	06/07/22	Approved	\$35.00
	20 PP210192	Final	1621 OXFORD RD	06/07/22	Approved	\$35.00
	21 PP220101	Underground	1993 ANITA AVE	06/09/22	Approved	\$35.00

22/23

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
22	PM220245	Air Test/Gas Line	1240 ELFORD CT	06/09/22	Approved	\$35.00
23	PM220200	Final A/C	2056 COUNTRY CLUB DR	06/09/22	Approved	\$35.00
24	PM220221	Final	591 SHOREHAM RD	06/09/22	Approved	\$35.00
25	PP210213	Final	1866 LITTLESTONE RD	06/09/22	Approved	\$35.00
26	PP220022	Final	639 CANTERBURY RD	06/09/22	Disapproved	\$35.00
27	PM220233	Final	2166 BEAUFAIT DR	06/09/22	Disapproved	\$35.00
28	PM220239	Final Furnace	1973 HUNTINGTON BLVD	06/14/22	Disapproved	\$35.00
29	PM190185	Final A/C	1973 HUNTINGTON BLVD	06/14/22	Disapproved	\$35.00
30	PM220199	Final-Htg/A-C	1228 BRYD DR	06/14/22	Locked Out	\$0.0035
31	PM220204	Final A/C	1635 ANITA AVE	06/14/22	Approved	\$35.00
32	PP220078	Final	583 VERNIER RD	06/14/22	Approved	\$35.00
33	PM220249	Rough?	2080 BEAUFAIT DR	06/14/22	Approved	\$35.00
34	PM220236	Final A/C	899 BRIARCLIFF DR	06/14/22	Approved	\$35.00
35	PP220101	Rough Wall	1993 ANITA AVE	06/14/22	Approved	\$35.00
36	PM220212	Final-Htg/A-C	1059 BLAIRMOOR CT	06/14/22	Approved	\$35.00
	<del>PM220239</del>	<del>Final Furnace</del>	<del>1973 HUNTINGTON BLVD</del>	<del>06/16/22</del>	<del>Canceled</del>	<del>\$0.00</del>
37	PM220179	Final-Htg/A-C	1974 HUNTINGTON BLVD	06/16/22	Approved	\$35.00
38	PM220243	Final A/C	844 FAIRFORD RD	06/16/22	Approved	\$35.00
39	PM220166	Final-Htg/A-C	645 BIRCH LN	06/16/22	Approved	\$35.00
40	PM220213	Final-Htg/A-C	651 S OXFORD RD	06/16/22	Locked Out	\$0.0035
41	PP220037	Final	676 PERRIEN PL	06/16/22	Approved	\$35.00
42	PM220112	Final	676 PERRIEN PL	06/16/22	Approved	\$35.00
43	PM220233	Final	2166 BEAUFAIT DR	06/16/22	Disapproved	\$35.00



22/23

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
	44 PP210162	Final	818 LOCHMOOR BLVD	06/16/22	Approved	\$35.00
	45 PM220254	Final-Htg/A-C	2021 VERNIER RD	06/16/22	Disapproved	\$35.00
	46 PP220109	Rough	2051 SHOREPOINTE RD	06/16/22	Approved	\$35.00
	47 PP220092	Final	1548 HOLLYWOOD AVE	06/21/22	Partially Approved	\$35.00
	48 PM220196	Final	20081 E BALLANTYNE CT	06/21/22	Approved	\$35.00
	49 PM220191	Final-Htg/A-C	991 WOODS LN	06/21/22	Approved	\$35.00
	50 PP210159	Final	1313 HAWTHORNE RD	06/21/22	Approved	\$35.00
	51 PM220252	Final	19975 W WILLIAM CT	06/21/22	Approved	\$35.00
	52 PP220100	Rough	1131 N OXFORD RD	06/21/22	Disapproved	\$35.00
	53 PM220187	Final-Htg/A-C	20691 WEDGEWOOD DR	06/21/22	Approved	\$35.00
	54 PM220258	Final	20691 WEDGEWOOD DR	06/21/22	Approved	\$35.00
	55 PM210311	Final-Htg/A-C	549 HAWTHORNE RD	06/21/22	Approved	\$35.00
	56 PP220022	Final	639 CANTERBURY RD	06/21/22	Approved	\$35.00
	57 PP220105	Final-Water Htr	1865 NEWCASTLE RD	06/21/22	Approved	\$35.00
	58 PM220190	Final-Htg/A-C	830 FAIRFORD RD	06/23/22	Approved	\$35.00
	59 PM220213	Final-Htg/A-C	651 S OXFORD RD	06/23/22	Approved	\$35.00
	60 PM220260	Final-Htg/A-C	1977 ANITA AVE	06/23/22	Approved	\$35.00
	<del>PM220230</del>	<del>Final-Htg/A-C</del>	<del>1750 VERNIER RD APT 27</del>	<del>06/22/22</del>	<del>Canceled</del>	<del>\$0.00</del>
	61 PM220217	Final-Htg/A-C	1114 VERNIER RD	06/23/22	Approved	\$35.00
	62 PM220106	Final	1616 BRYD DR	06/23/22	Approved	\$35.00
	63 PM220138	Final Furnace	1699 LOCHMOOR BLVD	06/23/22	Approved	\$35.00
	64 PM220232	Final	20383 SUNNINGDALE PARK	06/23/22	Approved	\$35.00
	65 PM220223	Final-Htg/A-C	1565 FAIRCOURT ST	06/23/22	Locked Out	\$0.00 35

23/23

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
66	PP210203	Final	2064 ROSLYN RD	06/23/22	Approved	\$35.00
67	PM220244	Rough	1993 ANITA AVE	06/23/22	Approved	\$35.00
68	PM220069	Final	639 CANTERBURY RD	06/23/22	Disapproved	\$35.00
69	PP220092	Final	1548 HOLLYWOOD AVE	06/23/22	Approved	\$35.00
70	PM220072	Final	1866 LITTLESTONE RD	06/23/22	Approved	\$35.00
71	PP220108	Rough/Sh. Pan	619 N ROSEDALE CT	06/23/22	Approved	\$35.00
72	PM220214	Final	2009 STANHOPE ST	06/28/22	Approved	\$35.00
73	PM220255	Final-Htg/A-C	1937 SEVERN RD	06/28/22	Approved	\$35.00
74	PM220218	Final A/C	1985 FLEETWOOD DR	06/28/22	Approved	\$35.00
75	PM220220	Final	814 ANITA AVE	06/28/22	Approved	\$35.00
76	PM220230	Final-Htg/A-C	1750 VERNIER RD APT 27	06/28/22	Approved	\$35.00
77	PM220248	Final-Htg/A-C	589 ANITA AVE	06/28/22	Approved	\$35.00
78	PM220216	Final-Htg/A-C	944 HOLLYWOOD AVE	06/28/22	Approved	\$35.00
79	PP220085	Final	1152 LOCHMOOR BLVD	06/28/22	Approved	\$35.00
80	PP220100	Rough	1131 N OXFORD RD	06/28/22	Disapproved	\$35.00
81	PM220223	Final-Htg/A-C	1565 FAIRCOURT ST	06/28/22	Approved	\$35.00
82	PM220273	Final-Htg/A-C	1610 HAWTHORNE RD	06/28/22	Disapproved	\$35.00
83	PM220239	Final Furnace	1973 HUNTINGTON BLVD	06/30/22	Approved	\$35.00
84	PM220270	Final A/C	1973 HUNTINGTON BLVD	06/30/22	Approved	\$35.00
85	PM190185	Final A/C	1973 HUNTINGTON BLVD	06/30/22	Approved	\$35.00
86	PM220206	Final-Htg/A-C	1780 VERNIER RD APT 4	06/30/22	Approved	\$35.00
87	PM220268	Rough	619 N ROSEDALE CT	06/30/22	Approved	\$35.00
88	PP220114	Final	1982 LITTLESTONE RD	06/30/22	Approved	\$35.00

3/4

Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
	89 PM220251	Final	960 N OXFORD RD	06/30/22	Approved	\$35.00
	90 PM220273	Final-Htg/A-C	1610 HAWTHORNE RD	06/30/22	Approved	\$35.00
	91 PP220026	Final	19699 MACK AVE	06/30/22	Disapproved	\$35.00
	<del>PM220251</del>	<del>Final</del>	<del>960 N OXFORD RD</del>	<del>06/28/22</del>	<del>Canceled</del>	<del>\$0.00</del>
<b>Total for Inspector:</b>						<b>95 \$2610.00</b>
<b>Total for Report:</b>						<b>95 \$2610.0</b>

21  
22  
22  
23  
3

---

91 inspections

30 insp @ \$50 = \$1,500

61 insp @ \$55 = \$3,355

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91 insp = \$4,855

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.  
27555 Executive Drive, Suite 250  
Farmington Hills, MI 48331  
(248) 489-4100 Tax ID# 38-3107356

July 13, 2022

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

Invoice # 1077736

RECEIVED

AUG 02 2022

In Reference To: General Counsel

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Professional Services Rendered Through June 30, 2022

	<u>Hrs/Rate</u>	<u>Amount</u>
<u>City Council</u>		
6/3/2022 DAW Begin review of Council and Committee of the Whole Agendas and packets for 6/6 meeting	0.50 \$145.00/hr	72.50
6/6/2022 DAW Review of Council meeting and Committee of the Whole meeting agendas and packets	0.50 \$145.00/hr	72.50
6/18/2022 SSM Begin review of packet; memo regarding same	0.80 \$145.00/hr	116.00
6/20/2022 SSM Continued review of packet; Prepare for closed session	0.70 \$145.00/hr	101.50
SSM Attend City Council meeting	2.80 \$145.00/hr	406.00
6/27/2022 DAW Receipt/review of summary of 6/20/22 meeting	0.30 \$145.00/hr	43.50
SUBTOTAL:	[ 5.60	812.00]

		<u>Hrs/Rate</u>	<u>Amount</u>
<u>General Administration</u>			
6/1/2022	DAW Telephone conference with City Administrator regarding panhandling and GFL flood debris pick-up invoice	0.30 \$145.00/hr	43.50
	DAW Receipt/review of documents received from former City Attorney Berschback regarding street solicitation	0.50 \$145.00/hr	72.50
	DAW Telephone conference with City Administrator, Public Safety Director and Treasurer regarding panhandling and upcoming closed session regarding retiree pension payments	0.50 \$145.00/hr	72.50
	DAW Telephone conference with City Treasurer regarding Agenda item (2)	0.20 \$145.00/hr	29.00
	DAW Telephone conference with Attorney Van Overbeke regarding closed session; Left message at office and cell phone	0.10 \$145.00/hr	14.50
	DAW Telephone conference with Attorney Van Overbeke	0.10 \$145.00/hr	14.50
	DAW Correspondence to City Clerk regarding closed session	0.30 \$145.00/hr	43.50
	DAW Continued research of panhandling legal issues	1.20 \$145.00/hr	174.00
6/2/2022	DAW Receipt/review correspondence from City Clerk regarding closed session; Correspondence to City Clerk	0.20 \$145.00/hr	29.00
	DAW Continued research of panhandling; Prepare Memo to City Council	4.20 \$145.00/hr	609.00
	DAW Telephone conference with City Administrator regarding USSIC policy refund issues	0.20 \$145.00/hr	29.00
6/3/2022	DAW Receipt/review correspondence from City Administrator regarding Juneteenth Holiday implementation	0.10 \$145.00/hr	14.50

		<u>Hrs/Rate</u>	<u>Amount</u>
6/3/2022	DAW Telephone conference with City Administrator regarding insurance issue; Juneteenth holiday and upcoming council agenda	0.30 \$145.00/hr	43.50
	DAW Receipt/review correspondence from City Clerk with Council meeting and Committee of the Whole meeting packets; Sent revised document for Committee of the Whole agenda	0.70 \$145.00/hr	101.50
	DAW Correspondence to Assistant Attorney General Elworth regarding proposed Charter amendment	0.20 \$145.00/hr	29.00
	DAW Receipt/review correspondence between City Administrator and the City's former insurance broker (R. Bucko)	0.20 \$145.00/hr	29.00
	DAW Receipt/review correspondence from Assistant Attorney General Elworth; Edit/revise ballot question and send to City Clerk	0.20 \$145.00/hr	29.00
6/4/2022	DAW Receipt/review correspondence from City Administrator regarding 4 insurance policies from Lloyd's/Neptune; Review 4 policies: Correspondence to City Administrator and insurance broker Johnson	0.60 \$145.00/hr	87.00
6/6/2022	DAW Receipt/review correspondence from Nickel & Saph agent Johnson regarding insurance coverage	0.10 \$145.00/hr	14.50
	DAW Telephone conference with City Administrator regarding cancellation of insurance coverage	0.10 \$145.00/hr	14.50
	DAW Receipt/review correspondence from City Administrator regarding cancellation of certain flood coverages	0.10 \$145.00/hr	14.50
	DAW Telephone conference with City Administrator regarding court closing on June 20th	0.30 \$145.00/hr	43.50
	DAW Correspondence to City Administrator regarding court closing	0.20 \$145.00/hr	29.00

		<u>Hrs/Rate</u>	<u>Amount</u>
6/7/2022	DAW Research and revise excel spreadsheet regarding purchasing thresholds; Mt. Clemens, Eastpointe and St. Clair Shores added	1.30 \$145.00/hr	188.50
	DAW Research question by City Clerk concerning minimum age for solicitation permit; Correspondence to City Clerk	0.80 \$145.00/hr	116.00
	DAW Telephone conference with City Administrator regarding excel spreadsheet information regarding purchasing thresholds	0.30 \$145.00/hr	43.50
6/8/2022	DAW Continued legal research and continued preparation of spreadsheet concerning other communities' purchasing thresholds	0.50 \$145.00/hr	72.50
	DAW Receipt/review correspondence from resident at 1875 Hawthorne; Correspondence to City Administrator	0.10 \$145.00/hr	14.50
	DAW Continued research of question whether a minor can obtain a vendor license	1.10 \$145.00/hr	159.50
	DAW Begin review of Restrictive Covenant for Department of Public Works property	0.40 \$145.00/hr	58.00
	DAW Receipt/review correspondence from Assistant City Administrator regarding approval of insurance certificate for Corby Energy Services; Correspondence to Assistant City Administrator	0.30 \$145.00/hr	43.50
6/9/2022	DAW Continued review of Restrictive Covenant for Department of Public Works property; Correspondence to City Administrator	0.90 \$145.00/hr	130.50
	DAW Review of Corby Energy Services insurance certificate and contractual requirements; Correspondence to Assistant City Administrator	0.60 \$145.00/hr	87.00
	DAW Receipt/review correspondence from Assistant City Administrator; Review of janitorial contract and insurance	0.30 \$145.00/hr	43.50

		<u>Hrs/Rate</u>	<u>Amount</u>
6/9/2022	DAW Receipt/review correspondence from ExtNet Systems; Correspondence to City Administrator	0.20 \$145.00/hr	29.00
6/10/2022	DAW Receipt/review correspondence from Assistant City Administrator regarding contract for CCTV	0.10 \$145.00/hr	14.50
	DAW Receipt/review correspondence from City Administrator regarding ExtNet Systems	0.10 \$145.00/hr	14.50
	DAW Receipt/review correspondence from City Administrator regarding Restrictive Covenant for Department of Public Works yard	0.10 \$145.00/hr	14.50
	DAW Receipt/review correspondence from City Administrator regarding Michigan Tax Tribunal settlement authority; Correspondence to City Administrator in response	0.30 \$145.00/hr	43.50
	DAW Correspondence to City Administrator and City Clerk with WCA contract and Council resolution regarding Michigan Tax Tribunal settlement authority	0.20 \$145.00/hr	29.00
	DAW Edit/revise proposed Charter amendment ballot question; Correspondence to City Administrator and City Clerk	0.40 \$145.00/hr	58.00
	DAW Telephone conference with City Administrator regarding Michigan Tax Tribunal settlement authority and restrictive covenant for Department of Public Works yard	0.20 \$145.00/hr	29.00
6/14/2022	DAW Receipt/review correspondence from Assistant City Administrator regarding Clean Net Bond (x2); Send contract and insurance approvals	0.10 \$145.00/hr	14.50
6/15/2022	DAW Receipt/review correspondence from Assistant City Administrator with SCADA Services contract and insurance certificate; Correspondence to Assistant City Administrator	0.30 \$145.00/hr	43.50
	DAW Begin preparation of letters from City Clerk to Governor and Attorney General regarding ballot question for City Charter amendment	1.10 \$145.00/hr	159.50



		<u>Hrs/Rate</u>	<u>Amount</u>
6/16/2022	DAW Receipt/review correspondence from Director of Public Services regarding GLWA contract amendment; Review proposed contract amendment; Correspondence in reply	0.90 \$145.00/hr	130.50
6/17/2022	DAW Continued preparation of work and finish transmittal letters for Charter Amendment; Correspondence to City Clerk	1.40 \$145.00/hr	203.00
	DAW Receipt/review correspondence from Public Safety Director regarding soliciting complaint; Correspondence in reply	0.40 \$145.00/hr	58.00
6/27/2022	DAW Receipt/review correspondence from City Clerk and Governor Whitmer's office regarding proposed Charter amendment	0.10 \$145.00/hr	14.50
	DAW Receipt/review correspondence from City Clerk (6) regarding tree limb claim at 1357 Fairholme Drive	0.50 \$145.00/hr	72.50
	DAW Receipt/review correspondence from Assistant Attorney General acknowledging receipt of proposed Charter amendment ballot question	0.40 \$145.00/hr	58.00
	DAW Receipt/review correspondence from Public Safety Director; Review contract; Correspondence to Public Service Director	0.90 \$145.00/hr	130.50
	DAW Review of requested information obtained from outside counsel for semi-annual litigation report	0.80 \$145.00/hr	116.00
	DAW Receipt/review correspondence from City Clerk concerning Historical Commission's request to change how often it meets; Research and respond to the request	0.70 \$145.00/hr	101.50
6/28/2022	DAW Receipt/review correspondence from City Clerk regarding Historical Commission proposed bylaw change; Correspondence to City Clerk	0.40 \$145.00/hr	58.00
	DAW Receipt/review correspondence from City Administrator regarding Restrictive Covenant for Department of Public Works property;	0.30 \$145.00/hr	43.50

		<u>Hrs/Rate</u>	<u>Amount</u>
Correspondence to City Administrator			
6/28/2022	DAW	Receipt/review correspondence from Clerk regarding tire damage claim at 1565 Ford Court; Correspondence to insurance agent, City Clerk and Public Services Director	0.30 \$145.00/hr 43.50
6/29/2022	DAW	Receipt/review correspondence from City Administrator (2) and insurance agent (2) regarding tire damage at 1565 Ford Court	0.20 \$145.00/hr 29.00
	DAW	Receipt/review correspondence from City Administrator; Correspondence in reply regarding special meeting on June 30, 2022	0.10 \$145.00/hr 14.50
6/30/2022	DAW	Preparation of pending litigation report	2.80 \$145.00/hr 406.00
SUBTOTAL:		[ 30.80	4,466.00]

Litigation

6/6/2022	DAW	Begin preparation of outside counsel litigation report; Correspondence to all outside counsel on litigation matters requesting updated information	1.70 \$145.00/hr 246.50
6/7/2022	DAW	Receipt/review correspondence from Attorney Diemer regarding USSIC v Grosse Pointe Woods; Correspondence to Attorney Diemer	0.20 \$145.00/hr 29.00
6/8/2022	DAW	Receipt/review of new lawsuit: Brys v Grosse Pointe Woods; Correspondence to City Clerk	0.50 \$145.00/hr 72.50
6/14/2022	DAW	Receipt/review correspondence from City Clerk regarding insurance response to Summons and Complaint by Daniel Brys	0.20 \$145.00/hr 29.00
6/28/2022	DAW	Receipt/review correspondence from Clerk regarding Summons & Complaint on Ally Bank v Grosse Pointe Woods, Stabenow and Official towing; Review	0.70 \$145.00/hr 101.50

		<u>Hrs/Rate</u>	<u>Amount</u>
Complaint; Correspondence to Clerk			
6/30/2022	DAW Telephone conference with attorney Landa from McGraw Morris regarding Brys v Grosse Pointe Woods and Nurse v Grosse Pointe Woods	0.20 \$145.00/hr	29.00
SUBTOTAL:		[ 3.50	507.50]
<u>Michigan Tax Tribunal</u>			
6/1/2022	SSM Welltower: Receipt/review of memo from Assessor; File review regarding same; Contact opposing counsel; Receipt/review of offer of settlement; Memos to and from Assessor regarding same; Memo to opposing counsel; Note to file	0.60 \$145.00/hr	87.00
6/2/2022	SSM Welltower: Receipt/review of memo from Assessor; Respond to same	0.10 \$145.00/hr	14.50
6/7/2022	SSM Welltower: File analysis; Memos to and from opposing counsel regarding settlement offers	0.30 \$145.00/hr	43.50
6/8/2022	SSM Welltower: Analysis regarding file status; Memo to opposing counsel regarding same	0.20 \$145.00/hr	29.00
6/9/2022	SSM Welltower: Memos to and from opposing counsel regarding settlement; Receipt of confirmation of settlement and proposed Stipulations; Memo to Assessor regarding same; Note to file	0.60 \$145.00/hr	87.00
6/10/2022	SSM Welltower: Receipt/review of memo regarding settlement authorization; Respond to same; Note to file	0.30 \$145.00/hr	43.50
6/13/2022	SSM Welltower: Receipt/review of memo from E. Dunlap; Telephone conference with E. Dunlap; Receipt of memo to Council from Dunlap regarding closed session; Note to file	0.40 \$145.00/hr	58.00
6/21/2022	SSM Welltower: Finalize Stipulation and memo regarding same to opposing counsel	0.60 \$145.00/hr	87.00

General Counsel

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		<u>Hrs/Rate</u>	<u>Amount</u>
6/23/2022	SSM Welltower: Receipt/review of Consent Judgment; Correspondence regarding same	0.30 \$145.00/hr	43.50
	SSM Cook Road 2017, LLC - 2022 case: Receipt/review of Petition; Preparation of Answer and Affirmative Defenses; Correspondence regarding same	1.40 \$145.00/hr	203.00
	SSM Cook Road 2017, LLC - 2022 case: Preparation of discovery requests; Correspondence regarding same	0.60 \$145.00/hr	87.00
6/24/2022	SSM Welltower: Preparation of Appearance and correspondence regarding same for 2022 filing	0.40 \$145.00/hr	58.00
	SSM Cook Road 2017 - 2020 case: Review of file; Memo to Appraiser regarding meeting; Note to file	0.30 \$145.00/hr	43.50
	SSM Cook Road 2020: Research regarding trial procedure and ability to call experts; Work on Motion to Dismiss	2.10 \$145.00/hr	304.50
6/27/2022	SSM Cook Road 2022: Memos to and from Appraiser regarding Petition	0.10 \$145.00/hr	14.50
6/29/2022	SSM Cook Road 2020: Analysis regarding witness availability; Memo to file regarding same	0.30 \$145.00/hr	43.50
6/30/2022	SSM Cook Road 2020: Research expert witness testimony parameters for purposes of Motion for Summary Disposition; Continue drafting motion	2.80 \$145.00/hr	406.00
	SUBTOTAL:	<u>11.40</u>	<u>1,653.00</u>
	For professional services rendered	<u>51.30</u>	<u>\$7,438.50</u>

Additional charges:

Qty/Price

City Council

6/20/2022	Attorney Mileage - City Council meeting [S. Morita]	73	42.34
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General Counsel

Page 10

	<u>Qty/Price</u>	<u>Amount</u>
	0.58	
SUBTOTAL:		[ 42.34]
Total costs		\$42.34
Total amount of this bill		\$7,480.84
Previous balance		\$3,754.34
6/23/2022 Payment - thank you. Check No. 63660		(\$3,754.34)
Balance due		<u>\$7,480.84</u>

Please include your Invoice Number on your payment. Thank you.

Attorney Summary

<u>Name</u>	<u>Hours</u>	<u>Rate</u>
Debra A. Walling, Associate	35.60	145.00
Stephanie Simon-Morita, Associate	15.70	145.00

101210801.000 5827.84  
 101210801.300 1153.00

SM 7/14/22  
 FS 7-14-22



RECEIVED  
AUG 02 2022  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

July 25, 2022

Invoice 06162022

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

RE: August 2022 Services

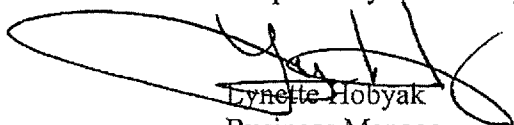
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**For contract assessing services rendered:**

Contract Fee (\$78,102 ÷ 12)..... \$ 6,508.50

**TOTAL AMOUNT DUE ..... \$ 6,508.50**

Respectfully submitted,

  
~~Lynette Hobyak~~  
Business Manager

101 224 818 000

SM 7/25/22  
FS 7-26-22

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

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

# York, Dolan & Tomlinson, P.C.

# INVOICE

22600 Hall Road, Ste. 205  
Clinton Township, MI 48036

Invoice # 12  
Date: 08/01/2022  
Due On: 08/31/2022

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

RECEIVED

AUG 02 2022

## 00003-City of Grosse Pointe Woods

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

### Planning and Zoning

Type	Date	Notes	Quantity	Rate	Total
Service	07/06/2022	TC w/ Tutag	0.20	\$155.00	\$31.00
Service	07/15/2022	TC w/ Tutag, Email	0.20	\$155.00	\$31.00
Service	07/15/2022	TC w/ Tutag	0.20	\$155.00	\$31.00
Service	07/15/2022	TC-w/ Tutag; Rev; Email	0.30	\$155.00	\$46.50
Service	07/21/2022	TC w/ Tutag re OMA	0.20	\$155.00	\$31.00
Service	07/25/2022	Conf. w/ Admin and Councilman Vaughn to review sign ordinance	1.00	\$155.00	\$155.00
Service	07/25/2022	Review Giffels proposed contract; Reply email w/ comments	1.00	\$155.00	\$155.00
<b>Subtotal</b>					<b>\$480.50</b>

## 00008-City of Grosse Pointe Woods

### Prosecutions

Type	Date	Notes	Quantity	Rate	Total
Service	07/01/2022	P v Creamer - Rec and Rev email w/ incident report w/ S/C request; Rec and Rev supplemental report; Reply email	1.00	\$155.00	\$155.00
Service	07/08/2022	Review files and prepare pleas for 7/13 docket; Conf w/ DB	2.00	\$155.00	\$310.00
Service	07/13/2022	P v Carlisle - Rec and Rev incident report w/ request for S/C; Reply email	0.70	\$155.00	\$108.50

Invoice # 12 - 08/01/2022

Service	07/13/2022	Prepare and attend Pretrials	2.60	\$155.00	\$403.00
Service	07/15/2022	Review files and prepare pleas for 7/20 docket	1.00	\$155.00	\$155.00
Service	07/15/2022	Rec and Rev email form court; Reply email	0.30	\$155.00	\$46.50
Service	07/18/2022	P v Marcin - TC w/ DB; Rec and Rev incident report w/ request for S/C. Reply email; Denied	0.50	\$155.00	\$77.50
Service	07/18/2022	P v Asiani - TC w/ DB; Rec and Rev incident report w/ request for S/C; Reply email - Denied	0.50	\$155.00	\$77.50
Service	07/20/2022	Prepare and attend Pretrials	2.30	\$155.00	\$356.50
Service	07/22/2022	Rec and Rev email from Court re: docket	0.20	\$155.00	\$31.00
Service	07/25/2022	TC w/ Ofc. Kapoor	0.20	\$155.00	\$31.00
Service	07/26/2022	P v Suhan - Rec and Rev email from D's atty; Email Court; Reply email from court; Reply email to D's atty	0.40	\$155.00	\$62.00
Service	07/27/2022	P v Polek - Review Incident report w/ S/C request - authorize	0.50	\$155.00	\$77.50
Service	07/27/2022	P v Wagner - Review Incident report w/ S/C request - authorize	0.50	\$155.00	\$77.50
Service	07/27/2022	Prepare and Attend Pretrials	2.00	\$155.00	\$310.00
Service	07/27/2022	P v Czygan - TC w/ D	0.20	\$155.00	\$31.00
Service	07/29/2022	Review email w/ docket	0.20	\$155.00	\$31.00
				<b>Subtotal</b>	<b>\$2,340.50</b>
				<b>Total</b>	<b>\$2,821.00</b>

**Detailed Statement of Account**

**Current Invoice**

Invoice Number	Due On	Amount Due	Payments Received	Balance Due
12	08/31/2022	\$2,821.00	\$0.00	\$2,821.00
			<b>Outstanding Balance</b>	<b>\$2,821.00</b>
			<b>Total Amount Outstanding</b>	<b>\$2,821.00</b>

Please make all amounts payable to: York, Dolan & Tomlinson, P.C.

101210801.200 480.50  
 FS. 8-1-22 101210801.100 2340.50  
 SM 8-1-2022



Invoice # 12 - 08/01/2022

Please pay within 30 days.

COMMITTEE-OF-THE-WHOLE EXCERPT  
06-06-22

The next item discussed was regarding **Food Truck Ordinance**. The Building Official stated that businesses and churches have been requesting food trucks on their property. Currently, there is no regulation as to what a food truck is or what circumstances are required to be in the community. This ordinance has been discussed at numerous Planning Commission meetings and received input from Council Representative Vaughn. The purpose of this ordinance is not to prohibit Food Trucks, but to regulate them.

An ordinance has been drafted and review by the City Attorney and prepared for Council's review. The Mayor stated he has had a discussion with Council Representative Vaughn and claims the ordinance is ready to go.

Motion by Gafa, seconded by Brown, regarding the **Food Truck Ordinance**, that the Committee-of-the-Whole refer this item to the next Council Meeting for Council's approval.

Brief discussion ensued regarding types of fees and the application of the ordinance for local businesses.

Motion carried by the following vote:  
Yes: Brown, Bryant, Gafa, Koester  
No: None  
Absent: Granger, McConaghy, Vaughn

PLANNING COMMISSION EXCERPT  
PENDING MINUTES 5-24-22

**MOTION** by Gerhart, seconded by Bailey to refer the final draft of the Mobile Food Vending ordinance to the June 6, 2022 COW Agenda.

Motion carried by the following vote:

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

Discussion ensued between City Attorney Tim Tomlinson, Building Official Tutag, Planning Commissioners, and Council Representative Tom Vaughn regarding the recommended changes brought forward at tonight’s meeting to the final draft of Mobile Food Vending ordinance. City Attorney Tim Tomlinson stated he would make the revisions and send it over to the Building Department for distribution to the COW.

**MOTION** by Gerhart, seconded by O’Keefe, for continued support for the recommended changes to the Mobile Food Vending ordinance and the final draft as revised be referred to the June 6, 2022 COW Agenda.

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

**MOTION** by Gerhart, seconded by Bailey, that the above motions be immediately certified.

- YES: Bailey, Fuller, Gerhart, Gilezan, Hamborsky, McNelis, O’Keefe
- NO: None
- Absent: Fenton, Vitale

CITY OF GROSSE POINTE WOODS  
WAYNE COUNTY, MICHIGAN

ORDINANCE NO. \_\_\_\_\_

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, *CHAPTER 10 – BUSINESSES*, BY ADDING *ARTICLE XVII – MOBILE FOOD VENDING*, TO REGULATE MOBILE FOOD VENDING, PROVIDE DEFINITIONS, PERMITTING, APPLICATION PROCESS, FEES, PERMIT EXPIRATION, LIMITATIONS ON PERMIT TRANSFER, EXCEPTIONS, LOCATIONS, HOURS OF OPERATION, APPEALS, VIOLATIONS AND TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.

THE CITY OF GROSSE POINTE WOODS ORDAINS:

**Section 1.** The City of Grosse Pointe Woods Code of Ordinances, *Chapter 10 – Businesses*, is hereby amended by adding *Article XVII – Mobile Food Vending*, as follows:

**ARTICLE XVII - MOBILE FOOD VENDING**

**Sec. 10-640 - Definitions.**

The following words, terms and phrases, when used in this Article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning.

*Mobile Food Vending* means vending, serving, or offering for sale food and/or beverages from a mobile food vending unit, which may include the ancillary sales of other items consistent with the food provided, such as a tee shirt that bears the name of the organization engaged in mobile food vending.

*Mobile Food Vending Unit* means any motorized or non-motorized vehicle, trailer, cart, or other similar device designed to be portable and not permanently attached to the ground from which food is vended, served, or offered for sale. This definition does not apply to vehicles which dispense food or beverages that move from place to place and are stationary in the same location for no more than 15 minutes at a time, such as ice cream trucks.

*Operate* means all activities associated with the conduct of business, including set up and take down and/or actual hours where the mobile food vending unit is open for business.

*Special Event* means the following:

- (1) store opening
- (2) fair

- (3) church function
- (4) community sports event
- (5) block party
- (6) sidewalk sale
- (7) Other event as determined by the City Administrator or resolution of City Council.

*Vendor* shall mean any entity, person or group of persons engaged in the business of mobile food vending. If more than one person or entity is operating a single stand, cart or other means of conveyance, then vendor shall mean all persons or entities operating such single stand, cart or other means of conveyance.

**Sec. 10-641 - Permit Required.**

It shall be unlawful for any person to operate a mobile food vending unit in the City without first obtaining a permit as provided in this Article.

**Sec. 10-642 - Application.**

A person desiring to operate a mobile food vending unit shall make written application for a permit to the City Clerk. Mobile food vending shall only be permitted at a special event. The application for a permit shall be on forms provided by the City Clerk, and shall include the following:

- (1) Name, signature, business address, telephone number, and email contact information of the applicant.
- (2) Information on the mobile food vending unit, to include a copy of the current vehicle registration and dimensions, which shall not exceed thirty-six feet (36') in length or ten feet (10') in width.
- (3) A plan which includes information setting forth the proposed location of operation, dates of operation (rain date, if applicable), hours of operation, plans for power access, water supply and wastewater disposal, and written property use agreements, if applicable.
- (4) Copies of all necessary licenses or permits issued by Wayne County and the State of Michigan.
- (5) Insurance coverage:
  - (a) Proof of Commercial Liability Insurance policy with limits of no less than One Million Dollars (\$1,000,000) combined Single Limit

coverage issued by an insurer licensed to do business in this state, and which names the City as an additional insured.

- (b) Proof of Commercial Auto Policy with bodily injury and property damage with limits of no less than One Million Dollars (\$1,000,000) per accident issued by an insurer licensed to do business in this state.
- (6) At the time of filing the application, a fee as established by resolution of the City Council to cover the cost of the review and administrative processing, no part of which shall be refundable.
- (7) A signed statement that the licensee shall indemnify and hold harmless the City, its officers, agents, and employees for any claims, damages, or injuries to persons or property which arise out of any activity by the licensee, its employees, or agents carried on under the terms of the license.

**Sec. 10-643 - Review of Application and Issuance.**

- (1) Upon receipt of an application, the original shall be forwarded to the City Clerk, the Public Safety Department, the Building Department and any other necessary City departments for review as to compliance with all applicable laws and Ordinances.
- (2) If as a result of such review the application is found not to be in compliance with all applicable laws and ordinances, the City Clerk shall endorse on the application disapproval and the reasons for disapproval, and shall notify the applicant that the application is disapproved and that no permit will be issued.
- (3) If as a result of such review the application is satisfactory, the City Clerk shall approve the application. The City Clerk, upon payment of the prescribed fee, shall issue a permit. All such permits shall contain the signature of the City Clerk, and show the name and address of the applicant, a description of the mobile food vending unit, the amount of the fee paid, and the date(s) and description of the special event.

**Sec. 10-644 - Fees.**

An applicant for a mobile food vending unit permit shall pay a daily fee as established by resolution of City Council.

**Sec. 10-645 - Limitations on Transfer of Permits.**

- (1) A permit issued under this Article shall not be transferable from person-to-person, from business-to-business, from vendor-to-vendor, from member/shareholder-to-member/shareholder, or any combination thereof.
- (2) A permit is valid for one mobile food vending unit, and shall not be transferred between mobile food vending units.

**Sec. 10-646 - Exceptions.**

A permit issued under this Article shall not be required for the following:

- (1) any school-sponsored mobile food vending unit operating on school property.
- (2) any City sponsored event.
- (3) a private party so long as the mobile food vending unit is wholly situated within the owner's private property, and not within any public street, right-of-way or public place.
- (4) restaurants who operate a permanent business physically present in the City while mobile vending on their own private property with their own mobile food vending unit, but shall not be permitted to subcontract or hire such vendors in an attempt to evade this Article.
- (5) mobile food vending that occurs entirely indoors, located inside a building.

Groups and individuals who are exempt under this Article from permitting must still receive written permission from the City before operating on public property under the control or jurisdiction of the City or Wayne County.

**Sec. 10-647 - Locations.**

- (1) Appropriate locations for mobile food vending units shall be limited to (i) private property with a written agreement signed by the property owner, and (ii) public areas, including on-street parking, parking lots or parks, with written permission from the City and/or Wayne County.
- (2) The issuance of a mobile food vending unit permit does not grant or entitle the vendor to the exclusive use of any service route or space.

**Sec. 10-648 - Hours of Operation.**

- (1) Mobile food vending units shall be permitted to operate between 9am and 9pm unless for a private party.
- (2) A mobile food vending unit shall not be parked overnight on public or private property, or left unattended and unsecured at any time food is in the vehicle or at the location. Any mobile food vehicle unit found to be unattended shall be considered a public safety hazard and may be ticketed and impounded.
- (3) Mobile food vending units shall be permitted to operate on private property during the hours of operation of the primary use business and shall not operate as an accessory use before or after the primary use business is open for business. The private property owner may dictate mobile vending operations less than their business hours.

**Sec. 10-649 - Regulations.**

- (1) Customers of mobile food vending units shall be provided with single service articles such as plastic utensils and paper plates.
- (2) All mobile food vending units shall provide a waste container for public use which the vendor shall empty at its own expense. All on-site trash and garbage originating from the operation of mobile food vending units shall be collected and disposed of off-site by the operators each day, and in such a manner so as to not allow overflowing containers during the course of operations. Spills of food or food by-products shall be cleaned up, and no dumping of gray water is permitted.
- (3) No mobile food vending unit shall make or cause to be made any unreasonable or excessive noise. The operation of all mobile food vehicles shall meet the City noise ordinance, including generators. No loud music, other high-decibel sounds, horns, "crying out" or any other audible methods to gain attention are permitted.
- (4) Signage is permitted when placed on mobile food units, so long as it does not extend above or beyond the mobile vending unit itself. One free-standing temporary sign of no more than six square feet (6') in residential districts or twenty-four square feet (24') in commercial or industrial districts is permitted but the signage must be located entirely within twenty feet (20') of the mobile vending unit. The vendor must otherwise follow the City's sign ordinance, including sandwich board signs.



- (5) No flashing or blinking lights, or strobe lights, are allowed on mobile food vending units or related signage at any time, unless part of an approved Special Events Application. All exterior lights with over sixty (60) watts shall contain opaque hood shields to direct the illumination downward.
- (6) Awnings for mobile food vehicles shall have a minimum clearance of seven feet (7') between the ground level and the lowest point of the awning. Seating, tables, waste disposal or cleaning apparatus of the vendor shall be located within twenty feet (20') of the vending unit and shall not constitute a danger or impedance to the public.
- (7) Any power required for the mobile food vending unit shall be self-contained, and a mobile food vending unit shall not use utilities drawn from the public right-of-way. Mobile food vending units on private property may use electrical power drawn from the property being occupied or an adjacent property, but only if the property owner provides written consent to do so. No power cable or equipment shall be extended at or across any City street, alley, or sidewalk.
- (8) The vendor shall make the mobile food vending unit permit available for inspection by any member of law enforcement or the Building Department at any time the vendor is operating.
- (9) The vendor shall follow all local, state and federal laws, rules and regulations in their operation of the mobile vending unit. A permit obtained under this Article shall not relieve the vendor of the responsibility of obtaining any other permit or authorization required by other ordinance, statute or administrative rule.
- (10) The vendor shall not represent the granting of a permit under this article to be in any way an endorsement by the City.
- (11) All permits and licenses shall be prominently displayed on the mobile food vending unit.

**Sec. 10-650 - Revocation.**

- (1) Permits issued under the provisions of this Article may be revoked by the City Administrator or Building Director after notice and hearing, by a preponderance of the evidence, for any of the following causes:
  - (a) Fraud, misrepresentation, or false statement contained in the application for permit or made in the course of operating a mobile food vending unit; or

- (b) Conducting the business of a mobile food vending unit in an unlawful manner or in such a manner as to constitute a breach of the peace or to constitute a menace to the health, safety, or general welfare of the public; or
  - (c) Any violation of this Article; or
  - (d) Failure to possess or maintain any required food safety licensure.
- (2) Notice of the hearing for revocation of a permit shall be given in writing, setting forth specifically the grounds of complaint and the time and place of hearing. Such notice shall be mailed, postage prepaid, to the applicant at the address provided at least five days prior the date set for the hearing.
- (3) Permits issued under the provisions of this Article may be immediately suspended by any law enforcement, health safety officer, City Administrator or Building Director prior to notice and hearing if continued operations of the mobile vending unit would be harmful to the health or safety of the general public. Any permit suspended under this section shall remain suspended until such time as a notice and hearing may take place regarding the truth of the accusation made regarding the health or safety effects of the mobile vending unit.

**Sec. 10-651 - Appeals.**

Any person aggrieved by the action of the City Clerk, law enforcement, health safety officer, City Administrator or Building Director in the denial of an application for a mobile vending permit, or in the decision with reference to the revocation or suspension of a permit, as provided in this Article shall have the right of appeal to the City Council. Such appeal shall be taken by filing with the Council, within 14 days after notice of the action complained of has been mailed to such person's last known address, a written statement setting forth fully the grounds for the appeal. The City Council shall set a time and place for a hearing on such appeal, and a notice of such hearing shall be given the appellant in the same manner as provided for notice of a hearing on revocation. The decision and order of the City Council on such appeal shall be final and conclusive.

**Sec. 10-652 - Violations.**

Except as otherwise provided by state law, persons who violate any of the provisions of this Article are responsible for a municipal civil infraction punishable by a fine of \$500. Each day that a violation exists shall be considered a new and separate offence and shall have imposed a new a separate municipal civil infraction.

**Section 2. Repealer Clause.** Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3. Validity and Severability.** Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

**Section 4. Effective Date.** This Ordinance shall be effective twenty (20) days from and after its adoption and publication by the City of Grosse Pointe Woods City Council.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
Arthur W. Bryant, Mayor

Attested:

\_\_\_\_\_  
Paul P. Antolin, City Clerk

**CERTIFICATION OF CLERK**

I, Paul P. Antolin, City Clerk of the City of Grosse Pointe Woods, Wayne County, Michigan, do hereby certify that Ordinance No. \_\_\_\_\_ was adopted by the City Council of Grosse Pointe Woods, assembled in regular session on \_\_\_\_\_, 2022. Said Ordinance was posted in the following places:

Notice of said posting was published in \_\_\_\_\_ (*Grosse Pointe News*) on \_\_\_\_\_, 2022.

\_\_\_\_\_  
Paul P. Antolin, City Clerk

First Reading: \_\_\_\_\_

Proposed Second Reading: \_\_\_\_\_

Published by Title: \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Published Final: \_\_\_\_\_

COMMITTEE-OF-THE-WHOLE MINUTES EXCERPT  
PENDING APPROVAL  
06-20-22

The first item discussed was regarding **Proposed Ordinance Amendment to Chapter 8 – Solid Fences**. The Building Official provided an overview of his memo dated June 15, 2022. He stated that the current fence ordinance only permits solid fences when facing a street or an alley. Many residents request to install a solid fence when not facing a street or alley and gets denied resulting in a variance request and/or unhappy residents.

After many discussions with the Mayor, Council and City Attorney Tomlinson, the Building Official recommends getting rid of the requirements for solid fences and amending the ordinance to make solid fences permissible all together. The only change in the ordinance would be that residents will be permitted to install a solid fence, up to 6’ in height, even if they do not face a street or alley, with the neighbor’s signature.

A brief discussion ensued regarding the history of the ordinance, fence maintenance, and the comparison to the other communities.

Motion by McConaghy, seconded by Brown, regarding the **Proposed Ordinance Amendment to Chapter 8 – Solid Fences**, that the Committee-of-the-Whole refer this item to the next City Council meeting for Council’s approval.

Motion carried by the following vote:

- Yes: Brown, Bryant, Granger, McConaghy, Vaughn
- No: Koester
- Absent: Gafa

**CITY OF GROSSE POINTE WOODS**

Building Department

**MEMORANDUM**

DATE: June 15, 2022

TO: The Committee-of-the-Whole GT

FROM: Gene Tutag, Building Official

SUBJECT: Proposed Amendments to Chapter 8 of City Code regarding Solid Fences

Our current fence ordinance states that solid fences are only permitted when facing a street or an alley. Many residents request a solid fence and their permits get denied due to their fence not facing a street or an alley; these denials often turn into variance requests or unhappy residents.

After many discussions with Mayor Bryant and City Attorney, Tim Tomlinson, we have considered getting rid of the requirements for solid fences, and amending the ordinance to make solid fences permissible all together.

Please see the attached:

- Proposed Draft Copy: Fences 8-274 – 8-284
- Proposed Clean Copy: Fences 8-274 – 8-284

Thank you,

Gene Tutag  
Building Official

CITY OF GROSSE POINTE WOODS  
WAYNE COUNTY, MICHIGAN

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 8 – BUILDING AND BUILDING REGULATIONS, ARTICLE IX FENCES, TO DELETE CERTAIN DEFINITIONS RELATED TO OPEN FENCES, SEMI-OPEN FENCES AND SOLID FENCES, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

**THE CITY OF GROSSE POINTE WOODS ORDAINS:**

**Section 1.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 8 – Building and Building Regulations, Article IX Fences, Sec. 8-274, is hereby amended as follows:

**Sec. 8-274. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

*Adjacent property* means a property having a common boundary line.

*Fence* means any structure erected or placed along or within four feet of the property line to act as a boundary marker or erected for the purpose of restricting access to or from a lot or parcel of land, whether enclosing all or a part of said lot or parcel in all zoning districts.

*Front yard* means that portion of the front yard established between the sidewalk and ten feet behind the front most main building line. If a sidewalk does not exist, the front yard shall mean that portion of the front yard established between the end of the city right-of-way and ten feet behind the front most main building line.

~~*Open fence* means and includes fences commonly known as chain link, post and rail, wrought iron, and picket, which allow 50 percent or more open space between the boards, slats, or rails. Examples of open fences are on file and available for inspection with the building department.~~

*Ornamental tops* means wood, vinyl or metal decorative caps placed on the tops of fence posts, corners, ends or gateposts.

*Property grade line*, for determining the height of a fence or landscaping used in place of fencing, means the level of the ground or pavement adjacent to the fence or landscaping.

*Rear yard* means that portion of the yard between the rearmost corner of the main building line and the rear property line.

~~*Semi-open fence* means and includes fences commonly known as "shadowbox" and "board on board" fences, which allow spacing between the boards, slats, and rails when viewed from a 45 degree angle. Examples of semi-open fences are on file and available for inspection with the building department.~~

*Side yard* means that portion of the yard between the residential home and side property line, beginning at ten feet back from the front most main building line to the rearmost corner of the main building line.

*Solid fence* means a fence constructed of opaque or substantially opaque material (such as wood or vinyl) that prevents viewing the other side of the fence, thereby providing a visual barrier. A visual barrier exists if less than 50 percent of the vertical or horizontal surface of the entire fence is open to the free passage of air and light, and the distance or open space between the boards, slats, or rails is less than or equal to two inches when viewed

at 90 degrees to the fence line. Solid fences includes fences commonly referred to as privacy fences and other sight obscuring fences. Examples of solid fences are on file and available for inspection with the building department. Determination of whether a fence is solid or not shall be made by the building official utilizing this article and the examples on file with the building department.

**Section 2.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 8 – Building and Building Regulations, Article IX Fences, Sec. 8-279, is hereby amended as follows:

**Sec. 8-279. General requirements and maintenance.**

The following are general requirements for fences:

- (1) *Approved fence materials.* All fence material must be approved by the building official and include materials normally manufactured for and used as fencing material such as; wrought iron or other decorative metals suitable for fence construction, wood, chain link and vinyl composite manufactured specifically as fencing material. Alternative material may be approved by the building official if the official finds that the proposed design is satisfactory and complies with the intent of this article and that the materials are at least the equivalent permitted in this article with respect to quality, strength, effectiveness, durability and safety.
- (2) Fences shall not be constructed with sharp points at the uppermost portion of the fence.
- (3) The supporting framework of any fence shall not face adjacent properties or streets.
- (4) Fences shall not be attached to existing fences, i.e., cyclone fence attached to wooden fence.
- (5) No fence shall be erected adjacent to another fence.
- (6) No fence shall have barbed wire, razor wire, electrical current, concertina wire or other similar material.
- (7) The owner of any fence shall maintain their fence in accordance with the provisions of this Code.
- (8) All fences shall be maintained plumb and true with adequate support in a safe manner. The owner of a fence shall remove and/or repair a fence that is dangerous, dilapidated or otherwise in violation of this Code.
- (9) Any person who erects, builds and/or constructs any fence upon property which such person owns and/or leases shall be responsible for the repair, upkeep and maintenance of the fence.
- (10) Any person who owns property upon which a fence has been constructed by a previous owner shall be responsible for the care, upkeep and maintenance of the fence.
- (11) It shall be the responsibility of the person installing the fence to ensure such fence is placed on or within their own property line.
- ~~(12) Solid fences are prohibited except as provided in section 8-284(3).~~
- ~~(13) Semi open fences are permitted provided that they meet the two inch spacing requirement in section 8-274 and other requirements of this article.~~
- ~~(14) Open fences are permitted provided they meet the other requirements of this article.~~



**Section 3.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 8 – Building and Building Regulations, Article IX Fences, Sec. 8-284, is hereby amended as follows:

**Sec. 8-284. Exceptions to this article.**

(a) *Exceptions.* Notwithstanding anything to the contrary provided in this article, exceptions from the provisions of this article shall be made under the following circumstances:

(1) *Rear fences.* Rear yard fences may be constructed to a maximum height of six feet from the property grade line with the adjacent property owners' consent. Consent from the adjacent property owners must be submitted to the building department in writing with the permit application. If a rear yard is directly parallel to a public street and not a residential lot, property owners are then the city, and consent from the city administrator is required.

(2) *Side yard fences.* Side yard fences may be constructed to a maximum height of six feet from the property grade line with the adjacent property owners' consent. Consent from the adjacent property owners must be submitted to the building department in writing with the permit application. If a side yard is directly parallel to a public street and not a residential lot, property owners are then the city, and consent from the city administrator is required.

~~(3) *Solid fences.* Notwithstanding the general requirements found in subsection 8-279(1), solid fences are permitted under the following circumstances:~~

- ~~a. For that portion of a fence that faces a street on a corner lot;~~
- ~~b. When a fence faces an alley.~~

~~(4)~~(3) *Special circumstances.* Applications meeting the requirements of this article and subsections (a)(1), (2) or (3) above do not require a public hearing, and shall be approved by the building inspector if the application otherwise meets the requirements of this chapter. All other exceptions from the provisions of this article require a public hearing and approval from the city council. The council may consider any or all of the following, along with other information:

- a. Balancing the relative hardships between the property owner and adjacent property owners;
- b. Whether special circumstances or conditions exist;
- c. Whether pedestrian or vehicular vision will be affected;
- d. The general health, safety and welfare of the neighborhood.

(b) *Public hearing.* Any applicant seeking a hearing under the provisions of this article shall pay to the city a hearing notice fee set by council resolution for the scheduling of such hearing. Payment shall be made at the time the application is made for a hearing. The public hearing fee may be modified by a resolution of the city council as adopted from time to time. The city shall mail notice of the hearing to adjacent property owners at least seven days prior to the hearing date.

**Section 4. Repealer Clause.** Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 5. Validity and Severability.** Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

**Section 6. Effective Date.** This Ordinance shall be effective twenty (20) days from and after its adoption by the City of Grosse Pointe Woods City Council.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
Arthur W. Bryant, Mayor

Attested:

\_\_\_\_\_  
Paul P. Antolin, City Clerk

**CERTIFICATION OF CLERK**

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Notice of said posting was published in \_\_\_\_\_ (*insert newspaper*) on June \_\_\_\_, 2022.

\_\_\_\_\_  
Paul P. Antolin, City Clerk

First Reading: \_\_\_\_\_

Proposed Second Reading: \_\_\_\_\_

Published by Title: \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Published Final: \_\_\_\_\_

CITY OF GROSSE POINTE WOODS  
WAYNE COUNTY, MICHIGAN

ORDINANCE NO. \_\_\_\_\_

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES OF THE CITY OF GROSSE POINTE WOODS, CHAPTER 8 – BUILDING AND BUILDING REGULATIONS, ARTICLE IX FENCES, TO DELETE CERTAIN DEFINITIONS RELATED TO OPEN FENCES, SEMI-OPEN FENCES AND SOLID FENCES, TO PROVIDE FOR REPEALER, SEVERABILITY AND EFFECTIVE DATE.**

**THE CITY OF GROSSE POINTE WOODS ORDAINS:**

**Section 1.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 8 – Building and Building Regulations, Article IX Fences, Sec. 8-274, is hereby amended as follows:

**Sec. 8-274. Definitions.**

The following words, terms and phrases, when used in this article, shall have the meanings ascribed to them in this section, except where the context clearly indicates a different meaning:

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*Fence* means any structure erected or placed along or within four feet of the property line to act as a boundary marker or erected for the purpose of restricting access to or from a lot or parcel of land, whether enclosing all or a part of said lot or parcel in all zoning districts.

*Front yard* means that portion of the front yard established between the sidewalk and ten feet behind the front most main building line. If a sidewalk does not exist, the front yard shall mean that portion of the front yard established between the end of the city right-of-way and ten feet behind the front most main building line.

*Ornamental tops* means wood, vinyl or metal decorative caps placed on the tops of fence posts, corners, ends or gateposts.

*Property grade line*, for determining the height of a fence or landscaping used in place of fencing, means the level of the ground or pavement adjacent to the fence or landscaping.

*Rear yard* means that portion of the yard between the rearmost corner of the main building line and the rear property line.

*Side yard* means that portion of the yard between the residential home and side property line, beginning at ten feet back from the front most main building line to the rearmost corner of the main building line.

**Section 2.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 8 – Building and Building Regulations, Article IX Fences, Sec. 8-279, is hereby amended as follows:

**Sec. 8-279. General requirements and maintenance.**

The following are general requirements for fences:

- (1) *Approved fence materials.* All fence material must be approved by the building official and include materials normally manufactured for and used as fencing material such as; wrought iron or other decorative metals suitable for fence construction, wood, chain link and vinyl composite manufactured specifically as fencing material. Alternative material may be approved by the building official if the

official finds that the proposed design is satisfactory and complies with the intent of this article and that the materials are at least the equivalent permitted in this article with respect to quality, strength, effectiveness, durability and safety.

- (2) Fences shall not be constructed with sharp points at the uppermost portion of the fence.
- (3) The supporting framework of any fence shall not face adjacent properties or streets.
- (4) Fences shall not be attached to existing fences, i.e., cyclone fence attached to wooden fence.
- (5) No fence shall be erected adjacent to another fence.
- (6) No fence shall have barbed wire, razor wire, electrical current, concertina wire or other similar material.
- (7) The owner of any fence shall maintain their fence in accordance with the provisions of this Code.
- (8) All fences shall be maintained plumb and true with adequate support in a safe manner. The owner of a fence shall remove and/or repair a fence that is dangerous, dilapidated or otherwise in violation of this Code.
- (9) Any person who erects, builds and/or constructs any fence upon property which such person owns and/or leases shall be responsible for the repair, upkeep and maintenance of the fence.
- (10) Any person who owns property upon which a fence has been constructed by a previous owner shall be responsible for the care, upkeep and maintenance of the fence.
- (11) It shall be the responsibility of the person installing the fence to ensure such fence is placed on or within their own property line.

**Section 3.** The City of Grosse Pointe Woods Code of Ordinances, Chapter 8 – Building and Building Regulations, Article IX Fences, Sec. 8-284, is hereby amended as follows:

**Sec. 8-284. Exceptions to this article.**

- (a) *Exceptions.* Notwithstanding anything to the contrary provided in this article, exceptions from the provisions of this article shall be made under the following circumstances:
  - (1) *Rear fences.* Rear yard fences may be constructed to a maximum height of six feet from the property grade line with the adjacent property owners' consent. Consent from the adjacent property owners must be submitted to the building department in writing with the permit application. If a rear yard is directly parallel to a public street and not a residential lot, property owners are then the city, and consent from the city administrator is required.
  - (2) *Side yard fences.* Side yard fences may be constructed to a maximum height of six feet from the property grade line with the adjacent property owners' consent. Consent from the adjacent property owners must be submitted to the building department in writing with the permit application. If a side yard is directly parallel to a public street and not a residential lot, property owners are then the city, and consent from the city administrator is required.
  - (3) *Special circumstances.* Applications meeting the requirements of this article and subsections (a)(1), (2) or (3) above do not require a public hearing, and shall be approved by the building inspector if the application otherwise meets the requirements of this chapter. All other exceptions from the provisions of this article require a public hearing and approval from the city council. The council may consider any or all of the following, along with other information:

- a. Balancing the relative hardships between the property owner and adjacent property owners;
- b. Whether special circumstances or conditions exist;
- c. Whether pedestrian or vehicular vision will be affected;
- d. The general health, safety and welfare of the neighborhood.

(b) *Public hearing.* Any applicant seeking a hearing under the provisions of this article shall pay to the city a hearing notice fee set by council resolution for the scheduling of such hearing. Payment shall be made at the time the application is made for a hearing. The public hearing fee may be modified by a resolution of the city council as adopted from time to time. The city shall mail notice of the hearing to adjacent property owners at least seven days prior to the hearing date.

**Section 4. Repealer Clause.** Any ordinances or parts of ordinances in conflict herewith are hereby repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 5. Validity and Severability.** Should any portion of this Ordinance be found invalid for any reason, such a holding shall not be construed as affecting the validity of the remaining portions of the Ordinance.

**Section 6. Effective Date.** This Ordinance shall be effective twenty (20) days from and after its adoption by the City of Grosse Pointe Woods City Council.

AYES \_\_\_\_\_

NAYS \_\_\_\_\_

ABSENT \_\_\_\_\_

\_\_\_\_\_  
Arthur W. Bryant, Mayor

Attested:

\_\_\_\_\_  
Paul P. Antolin, City Clerk

**CERTIFICATION OF CLERK**

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Notice of said posting was published in \_\_\_\_\_ (*insert newspaper*) on June \_\_\_\_, 2022.

\_\_\_\_\_  
Paul P. Antolin, City Clerk

First Reading: \_\_\_\_\_

Proposed Second Reading: \_\_\_\_\_

Published by Title: \_\_\_\_\_

Adopted: \_\_\_\_\_

Effective: \_\_\_\_\_

Published Final: \_\_\_\_\_

COMMITTEE-OF-THE-WHOLE MINUTES EXCERPT  
PENDING APPROVAL  
06-20-22

The next item discussed was regarding **Vicious Dog Ordinance Amendment: Section 6-95**. The City Administrator provided an overview of his memo dated May 13, 2022. He stated that Administration is requesting to amend Section 6-95 of the City Ordinance regarding vicious dogs.

There are three court dates a month making it difficult for administration to conduct on-going business when there is constant interruption with the plaintiffs, defendants and determining whether to remove the dog from the city or contain them at home until the ticket of the court date is written. It would make it easier for Administration to set a court date following conditions of the new ordinance specifying that once a ticket is written, it will be set for the closest court date and in turn, the dog will have to be leashed in its own backyard by an adult and contained until the judge determines if it has to be removed from the city.

The purpose of the ordinance amendment is to eliminate additional hearings that has to be held by Administration and to keep the dog in confinement until the court date.

Discussion ensued regarding the history of the ordinance and procedures of local communities. It was stated that there has been four incidents regarding vicious dogs since January of 2022.

Motion by Granger, seconded by Vaughn, regarding the **Vicious Dog Ordinance Amendment: Section 6-95**, that the Committee-of-the-Whole refer this item to the next Council Meeting for Council's approval.

Motion carried by the following vote:

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



# CITY OF GROSSE POINTE WOODS

## MEMORANDUM

**Date:** May 13, 2022  
**To:** Mayor and Council  
**From:** Frank Schulte, City Administrator *FS*  
**Subject:** Vicious Dog Ordinance Amendment

Administration is requesting to amend City Ordinance Section 6-95 Administrative hearings concerning *vicious dogs*.

The ordinance requires an Administrative Hearing to be held by the City Administrator “whenever a violation ticket is issued by a member of the department of public safety or the animal warden of the city which complaint alleges that a person is in possession of or is harboring a *vicious dog*” in the city.

The hearing is held to allow the City Administrator to review all documents, hear statements from the complainant, dog owner and witnesses to make an interim decision about the vicious dog prior to the court date. The decision ranges from confinement in the home to having the animal removed from the city with documentation that is has been removed until the Vicious Dog Complaint is adjudicated by the Municipal Court.

The city’s Municipal Court is held three times per month. Administration feels that there is not a need to have a separate hearing and recommend they be eliminated and propose the following ordinance amendment:

AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CITY OF GROSSE POINTE WOODS, CHAPTER 6, ANIMALS, ARTICLE II, DOGS, CATS, AND WILD ANIMALS; DIVISION 3, VICIOUS DOGS AND OTHER VICIOUS ANIMALS; TO AMEND SECTION 6-95 TO REQUIRE QUARANTINE OF AN ALLEGED VICIOUS DOG UNTIL THE NEXT AVAILABLE COURT DATE AND TO ELIMINATE A HEARING BY THE CITY ADMINISTRATOR (see attached for complete proposed ordinance)

It is Administration’s recommendation to City Council to approve the proposed amendment to *City Ordinance Section 6-95* Administrative hearings concerning *vicious dogs*.



ORDINANCE # \_\_\_\_\_

**AN ORDINANCE TO AMEND THE CODE OF ORDINANCES FOR THE CITY OF GROSSE POINTE WOODS, CHAPTER 6, ANIMALS, ARTICLE II, DOGS, CATS, AND WILD ANIMALS; DIVISION 3, VICIOUS DOGS AND OTHER VICIOUS ANIMALS; TO AMEND SECTION 6-95 TO REQUIRE QUARANTINE OF AN ALLEGED VICIOUS DOG UNTIL THE NEXT AVAILABLE COURT DATE AND TO ELIMINATE A HEARING BY THE CITY ADMINISTRATOR**

**THE CITY OF GROSSE POINTE WOODS ORDAINS:**

**Section 1. Ordinance Amendment.**

**Chapter 6, Animals, Article II, Dogs, Cats, and Wild Animals; Division 3, Vicious Dogs and Other Vicious Animals; Section 6-95 is hereby amended to read as follows:**

**Sec. 6-95. Hearings concerning vicious dogs.**

(a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, unless the context clearly indicates a different meaning.

*Municipal judge* means the judge in the 32F Municipal Court in Grosse Pointe Woods.

*Vicious dog* means:

- (1) Any dog with a known propensity, tendency or disposition to attack unprovoked, or to cause injury to or otherwise threaten the safety of human beings or domestic animals; or
- (2) Any dog which, without provocation, attacks or bites or has attacked or bitten a human being.

(b) *Quarantine pending hearing required.* Whenever a violation ticket is issued by a member of the department of public safety or the animal control officer of the city which complaint alleges that a person is in possession of or is harboring a vicious dog, the violation ticket will be issued for the person to appear at the next available Municipal Court date. Such person shall quarantine the dog at their residence until further order of the municipal judge, which means that the dog may only have access to a completely fenced rear yard with a closed gate to relieve itself and only when on a leash held by the owner, if that person is an adult, or other responsible adult.

(c) *Violation.* Each day that the owner or person in possession of or harboring the alleged vicious dog which is required to be quarantined pending a hearing fails to confine and control the dog as set forth in (b) shall be deemed to be a separate violation of this Code, and upon conviction thereof such person shall be found guilty of a misdemeanor.

(Code 1975, §§ 8-21-1—8-21-6; Code 1997, § 6-102)

**Section 2 of Ordinance. Repealer.**

All ordinances, parts of ordinances, or sections of the City Code in conflict with this Ordinance are repealed only to the extent necessary to give this Ordinance full force and effect.

**Section 3 of Ordinance. Severability.**

Should any section, subdivision, clause, or phrase of this Ordinance be declared by the courts to be invalid, the validity of the Ordinance as a whole, or in part, shall not be affected other than the part invalidated.

**Section 4 of Ordinance. Savings.**

All proceedings pending and all rights and liabilities existing, acquired or incurred at the time this Ordinance takes effect, are saved and may be consummated according to the law in force when they were commenced.

**Section 5 of Ordinance. Effective Date.**

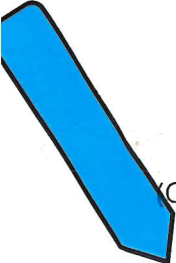
This ordinance shall be effective upon publication as required by law.

**CERTIFICATION OF CLERK**

I hereby certify that the foregoing is a true and complete copy of an Ordinance adopted by the City Council of the City of Grosse Pointe Woods, County of Wayne, State of Michigan, at a regular meeting of the City Council duly called and held on \_\_\_\_\_ day of \_\_\_\_\_, 2022.

\_\_\_\_\_  
Paul Antolin, City Clerk

- First Reading:
- Second Reading:
- Published in GPN:
- Adopted:
- Effective:
- Date Posted:

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- (3) Any *dog* which, without provocation, seriously injures or kills another *dog* or domestic animal.

(Code 1975, § 8-11-9; Code 1997, § 6-101)

**Sec. 6-95. - Administrative hearings concerning *vicious dogs*.**

- (a) *Definitions.* The following words, terms and phrases, when used in this section, shall have the meanings ascribed to them in this subsection, unless the context clearly indicates a different meaning.

*Administrative hearing officer* means the city administrator or the acting city administrator.

*Vicious dog* means:

- (1) Any *dog* with a known propensity, tendency or disposition to attack unprovoked, or to cause injury to or otherwise threaten the safety of human beings or domestic animals; or
  - (2) Any *dog* which, without provocation, attacks or bites or has attacked or bitten a human being.
- (b) *Hearing required.* Whenever a violation ticket is issued by a member of the department of public safety or the animal warden of the city which complaint alleges that a person is in possession of or is harboring a vicious *dog*, such person shall also be given a notice of administrative hearing, which notice shall contain a date and time for an administrative hearing whereat the administrative hearing officer will make a determination whether such animal meets the definition of a vicious *dog* and whether or not the animal shall be removed from the city pending the adjudication of the complaint by the court. The notice of hearing shall establish a hearing date not later than three working days from and after the date of the issuance of the complaint alleging the harboring or possession of a vicious *dog* and notify the person of the administrative hearing fee as set by council resolution from time to time. The fee shall be paid to the municipal court as court costs. The hearing date may be adjourned by the administrative hearing officer at the request of the party to whom the violation ticket was issued, but such adjournment shall not be for a period longer than five working days.
  - (c) *Hearing procedure.*
    - (1)

At the administrative hearing, the administrative hearing officer shall receive and review any reports of the public safety department concerning the events preceding the issuance of the complaint of possessing or harboring a vicious *dog*, and shall hear and consider any statement of the complainant in such matter or any witnesses to such events and any comments or statement of the owner or person alleged to be in possession or harboring the *dog* involved in the complaint.

- (2) The administrative hearing officer shall determine, based upon information received at the administrative hearing, the following:
  - a. The name of the owner or person in possession of or harboring the alleged vicious *dog*.
  - b. Whether such *dog* did or does meet the provisions of the definition of vicious *dog* contained in subsection (a) of this section.
- (d) *Determination.* After conducting the hearing provided for in subsection (b) of this section, the hearing officer shall prepare a written report of his findings of fact and conclusions as to whether the *dog* involved does in fact meet the definition of a vicious *dog*.
- (e) *Order to remove dog from city.* If the conclusion of the administrative hearing officer is that the *dog* is a vicious *dog* as defined in subsection (a) of this section, the administrative hearing officer may order that the owner or person harboring such *dog* shall cause such *dog* to be removed from the city and remain outside of the city until the original vicious *dog* complaint is adjudicated by the municipal court. A copy of the administrative hearing officer's order that the *dog* shall be removed from the city and remain outside of the city pending the adjudication of the court complaint shall be personally delivered and served upon the person found to be the owner of the *dog* or person in possession or harboring such *dog*. The order shall provide that the owner or person in possession of or harboring such *dog* shall have the *dog* removed from the city within 24 hours of receipt of such notice.
- (f) *Failure to abide by order of hearing officer.* Should the owner or person in possession or harboring such *dog* determined to be a vicious *dog*, after receiving the order of the administrative hearing officer directing that such *dog* be removed from the city and remain outside of the city until the court has adjudicated the original complaint that such *dog* is a vicious *dog*, fail to abide by such order, such person shall be deemed to be in violation of the provisions of this Code and may be proceeded against for such violation.
- (g)

*Violation.* Each day that the owner or person in possession of or harboring such vicious *dog* which has been ordered to be removed from the city fails to remove such *dog* from the city shall be deemed to be a separate violation of this Code, and upon conviction thereof such person shall be found guilty of a misdemeanor.

(Code 1975, §§ 8-21-1—8-21-6; Code 1997, § 6-102)

**Sec. 6-96. - State law.**

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Nothing in this division prevents the city from pursuing dangerous animal proceedings under state law.