



CITY OF GROSSE POINTE WOODS CITY COUNCIL MEETING AGENDA

Monday, September 15, 2025 at 7:00 PM

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

1. CALL TO ORDER

A. Administrative Memo: September 11, 2025

2. ROLL CALL

3. PLEDGE OF ALLEGIANCE

4. RECOGNITION OF COMMISSION MEMBERS

5. ACCEPTANCE OF AGENDA

6. CONSENT AGENDA

A. Reappointment

1. Local Officers' Compensation Commission (Mayor with Council confirmation)

1) Memo 09/09/25 - Administrative Clerk Coyle

2) Greg Ulrich - Term to Expire: 09/30/30

B. Approval of Minutes

1. Council 09/08/25

2. Zoning Board of Appeals 09/08/25

C. Commission Minutes Received and Placed on File

1. Citizens' Recreation Commission 07/08/25 with recommendations

2. Election Commission 05/19/25 with recommendation

D. Bids/Proposals/Contracts

1. St. Michael's (Episcopal) Church - Facility Use Agreement

a) Memo 09/11/25 - City Clerk Antolin

b) Proposed Facility Use Agreement

c) Resolution Designating Voting Location

E. Claims and Accounts

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

a) Torrey Road Pump Station Generator - Invoice No. 160252 - Proj. No. 0160-0473 - 09/02/25 - \$1,516.15.

b) 2024 Miscellaneous Concrete Program - Invoice No. 160253 - Proj. No. 0160-0477 - 09/02/25 - \$255.05.

cc: Council - 7
City Administrator
City Attorney

Treasurer/Comptroller
City Clerk
Email Group/Media

Assistant City Administrator
Post - 4

- c) Ghesquiere Park Walking Path - Invoice No. 160254 - Proj. No. 0160-0482 - 09/02/25 - \$2,358.16.
- d) 2025-2026 GIS Maintenance - Invoice No. 160255 - Proj. No. 0160-0499 - 09/02/25 - \$5,540.95.
- e) Ghesquiere & Lakefront Park Bldg Renovation - Invoice No. 160353 - Proj. No. 0160-0479 - 09/02/25 - \$1,333.30.
- f) Vernier & Mack Ave. Intersection Improvement - Invoice No. 160595 - Proj. No. 0160-0455 - 09/04/25 - \$77,188.69.
- g) Wedgewood Resurface (Vernier-Hawthorne) - Invoice No. 160596 - Proj. No. 0160-0496 - 09/04/25 - \$6,287.58.
- h) Lakefront Park Building Renovation - Proj. No. 0160-0479 - Payment Invoice No. 05 - In-Line Construction - 09/08/25 - \$12,082.69.

7. NEW BUSINESS/PUBLIC COMMENT

We welcome comments from residents. If you wish to speak, please state your name and address. You will have a maximum of three (3) minutes to address the City Council. City Council members will listen to your concerns, but will not answer questions. If you have a question or need additional information, we will be happy to direct you to the appropriate person after the meeting. Thank you for your cooperation.

8. ADJOURNMENT

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

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

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

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

OFFICE OF THE CITY ADMINISTRATOR

Subject: Recommendations for the Regular Council Meeting of September 15, 2025

Item 1 **CALL TO ORDER**

Prerogative of the Mayor to call this meeting to order.

Item 2 **ROLL CALL**

Prerogative of the Mayor to request a Roll Call from the City Clerk.

Item 3 **PLEDGE OF ALLEGIANCE**

Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.

Item 4 **RECOGNITION OF COMMISSION MEMBERS**

Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.

Item 5 **ACCEPTANCE OF THE AGENDA**

Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.

Item 6 **CONSENT AGENDA**

All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

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

A. Reappointment

1. **Local Officers' Compensation Commission (Mayor with Council confirmation)**
 - 1) Memo 09/09/25 - Administrative Clerk Coyle
 - 2) Greg Ulrich - Term to Expire: 09/30/30

B. Approval of Minutes

1. Council 09/08/25
2. Zoning Board of Appeals 09/08/25

C. Commission Minutes Received and Placed on File

1. Citizens' Recreation Commission 07/08/25 with recommendations*
**Request for quotes to put in a permanent shade structure on pool deck.*
***Request for survey of available bike racks along Mack Ave.*
2. Election Commission 05/19/25 with recommendation*
**This recommendation was addressed on 06/16/25.*

D. Bids/Proposals/Contracts

1. St. Michael's (Episcopal) Church - Facility Use Agreement
 - a) Memo 09/11/25 - City Clerk Antolin
 - b) Proposed Facility Use Agreement
 - c) Resolution Designating Voting Location

E. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers
 - a) Torrey Road Pump Station Generator - Invoice No. 160252 - Proj. No. 0160-0473 - 09/02/25 - \$1,516.15.
 - b) 2024 Miscellaneous Concrete Program - Invoice No. 160253 - Proj. No. 0160-0477 - 09/02/25 - \$255.05.
 - c) Ghesquiere Park Walking Path - Invoice No. 160254 - Proj. No. 0160-0482 - 09/02/25 - \$2,358.16.
 - d) 2025-2026 GIS Maintenance - Invoice No. 160255 - Proj. No. 0160-0499 - 09/02/25 - \$5,540.95.
 - e) Ghesquiere & Lakefront Park Bldg Renovation - Invoice No. 160353 - Proj. No. 0160-0479 - 09/02/25 - \$1,333.30.
 - f) Vernier & Mack Ave. Intersection Improvement - Invoice No. 160595 - Proj. No. 0160-0455 - 09/04/25 - \$77,188.69.
 - g) Wedgewood Resurface (Vernier-Hawthorne) - Invoice No. 160596 - Proj. No. 0160-0496 - 09/04/25 - \$6,287.58.
 - h) Lakefront Park Building Renovation - Proj. No. 0160-0479 - Payment Invoice No. 05 - In-Line Construction - 09/08/25 - \$12,082.69.

Item 7 **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.

**Reiterate the 3-minute time limit and Public Comment Sign-up Sheet.*

Item 8 **ADJOURNMENT**

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

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Frank Schulte". The signature is written in a cursive, flowing style with a large initial "F" and "S".

Frank Schulte
City Administrator

MEMO

TO: Paul Antolin
FROM: Elise Coyle
RE: Citizen/Council Re-Appointment to Local Officers' Compensation Commission
DATE: 09/09/25

Mayor	City Code 2-406, 5-yr staggered term, 5 members	Local Officers' Compensation Commission	Greg Ulrich	770 Pear Tree Lane, GPW	09/30/30
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MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD ON MONDAY, SEPTEMBER 8, 2025, IN THE COUNCIL-
COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA
DR., GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:02 p.m. by Mayor Bryant.

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

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

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

The following Commission members were in attendance:

- Catherine Dumke, Senior Citizens' Commission
- Christina Pitts, Tree Commission

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

Motion carried by the following vote:

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

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

A. Appointment

1. Historical Commission (Mayor)
 - a) Biographical Sketch - Krystle English - Term to Expire: 12/31/27

B. Approval of Minutes

1. Council 08/18/25

C. Commission Minutes Received and Placed on File

1. Beautification Advisory Commission 07/09/25
2. Historical Commission 05/08/25 with recommendation*
**This recommendation is being addressed under agenda item A.1. on tonight's agenda.*
3. Planning Commission 07/22/25 with recommendation*
**This recommendation was addressed at the 8/18/25 Council meeting.*
4. Senior Citizens' Commission 05/16/25 with recommendation*
**This recommendation was addressed at the 07/14/25 Council meeting.*

D. Bids/Proposals/Contracts

1. Residential Cross Connection Control Program
 - a) Memo 09/03/25 - Director of Public Services Kowalski
 - b) Proposed Project Plan - HydroCorp
2. Purchase - Rubbish Truck
 - a) Memo 09/04/25 - Director of Public Services Kowalski
 - b) Quote 08/27/25 - Macqueen Equipment, LLC
3. Wedgewood Drive Resurfacing Project - AEW Project No. 0160-0496
 - a) Memo 09/04/25 - Director of Public Services Kowalski
 - b) Letter 09/03/25 - City Engineer Wilberding
 - c) Bid Documents - AL's Asphalt Paving Co.
4. Metro Act Fees PA 48
 - a) Memo 09/08/25 - Treasurer/Comptroller Schmidt
 - b) Right-of-Way Telecommunications Permit Amendment
 - c) Amended Exhibit A - Metro Act Route Map
 - d) Exhibit B - Right-of-Way Performance and Completion Bond
 - e) Arch Insurance Company Statement of Financial Condition (12/31/24)
5. Wayne County Appraisal (WCA) Contract
 - a) Memo 09/08/25 - Treasurer/Comptroller Schmidt - City Administrator Schulte
 - b) Proposed Assessment Contract

- c) Letter - Thomas Agrusa
- d) Certificate of Insurance

E. Proclamations

1. Patriot Day and National Day of Service and Remembrance (9/11)
2. Prostate Cancer Awareness Month (September)

F. Claims and Accounts

1. Anderson, Eckstein & Westrick, Inc. (AEW) - City Engineers - Torrey Rd. Pump Station Generator - Proj. No. 0160-0473 - Pay Application No. 5 - Rauhorn Electric, Inc. - 08/26/25 - \$24,750.00.
2. Keller Thoma - Legal Services - Invoice No. 128093 - August 2025 - 09/01/25 - \$437.50.
3. McKenna - Building/Planning Services
 - a) Invoice No. 21849-112 - Building Services - July 2025 - 08/29/25 - \$58,140.57.
 - b) Invoice No. 22-064-44 - Planning Services - July 2025 - 08/26/25 - \$4,765.00.
 - c) Invoice No. 25-030-3 - GPW MSHDA Zoning Ordinance Update - July 2025 - 08/18/25 - \$3,625.00.
4. State of Michigan - MDOT 00183
 - a) Program # 218128CON (Vernier Rd.) - 08/04/25 - \$2,985.32.
 - b) Program # 219533CON (Sunningdale Dr.) - 08/04/25 - \$10,918.80.
5. WCA Assessing - Assessing Services - Invoice No. 082125 - September 2025 - 08/21/25 - \$7,534.41.
6. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 324 - August 2025 - 09/02/25 - \$2,046.00.

Motion carried by the following vote:

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

Mayor and City Council read aloud the proclamations regarding Prostate Cancer Awareness Month (September) and Patriot Day/National Day of Service and Remembrance (9/11).

The City Council recessed the Regular City Council Meeting and convened as a Zoning Board of Appeals at 7:10 p.m. Upon conclusion of the Zoning Board of Appeals meeting, the City Council reconvened at 7:29 p.m.

Mayor Bryant accepted the resignation of Lillian Korbus from the Beautification Advisory Commission with regret, and direct that appropriate thanks and recognition be sent to Ms. Korbus.

Mayor Bryant stated that there will be no second reading for the proposed rezoning of 20160 Mack Avenue due to the letter of withdrawal submitted by the petitioner.

Motion by Gafa, seconded by McConaghy, that the City Council concur with the Director of Public Services Kowalski's recommendation to approve the ordinance amendment to amend Chapter 44 – Utilities; Article III – Cross Connections: Sections 44-198, 44-199, and 44-204 and set a date of October 6, 2025, for a second reading and final adoption.

Motion carried by the following vote:

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

Under New Business, no one wished to be heard.

Under Public Comment, the following individuals were heard:

1. Lynne Aldridge, 1501 Oxford Rd., opposed to rezoning 20160 Mack Ave. and addressed the Michigan Housing Development Authority grant and the Master Plan update.
2. Helen Taylor, 1430 Oxford Rd., opposed to rezoning 20160 Mack Ave. and suggested the creation of Land Use and Site Plan Advisory Board and Master Plan Advisory Board.
3. Christina Pitts, 1501 Oxford Rd., opposed to rezoning 20160 Mack Ave. and addressed concerns with the withdrawal of the rezoning request.
4. Kristen Buccellato, 1011 S. Renaud Rd., opposed to rezoning 20160 Mack Ave. Addressed design standards of the ordinance and suggested video streaming Council meetings.
5. Steve Lawrence, 1511 Oxford Rd., Opposed to rezoning of 20160 Mack Ave.

Motion by Motschall, seconded by Koester, to **adjourn tonight's meeting** at 7:45p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
City Clerk

Arthur W. Bryant
Mayor

MINUTES OF THE ZONING BOARD OF APPEALS MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, SEPTEMBER 8, 2025, IN THE COUNCIL/COURTROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK PLAZA DR., GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:11 p.m. by Mayor Bryant.

Roll Call: Mayor Bryant
Council members: Brown, Gafa, Granger, Koester, McConaghy, Motschall
Absent: None

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

Motion by Gafa, seconded by McConaghy, that all items on tonight's agenda be received, placed on file, and taken in the order of appearance including documents submitted prior to tonight's meeting.

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:11 P.M. FOR A ZONING BOARD OF APPEALS HEARING UNDER THE PROVISIONS OF MICHIGAN ZONING ENABLING ACT PA 110 OF 2006, MCL 125.3101 ET SEQ, TO HEAR THE APPEAL OF ANDERSON HUGHES, 2086 RIDGEMONT AVENUE, WHO IS APPEALING THE MINIMUM LOT SIZE, MINIMUM LOT WIDTH, AND MINIMUM SIDEYARD, PER SECTION 50-3.1.E; SIDEYARD ABUTTING A SIDE STREET, PER SECTION 50-3.8.A(3); AND THE MINIMUM SIZE DWELLINGS PER SECTION 50-3.4, REQUIREMENTS. DUE TO NONCOMPLIANCE WITH THE ZONING ORDINANCE, A VARIANCE IS THEREFORE REQUIRED.

Secretary's Note: for purposes of the Zoning Board of Appeals hearing, the following items were presented to, and received by, the Zoning Board of Appeals for consideration:

- 1) ZBA Variance Review 08/12/25 - City Planners Haw & Warren
- 2) Memo 07/14/25 - Building Official Collins
- 3) Plot Plan
- 4) Photo of Vacant Lot (1)
- 5) Memo 09/02/25 - Director of Public Services Kowalski
- 6) Memo 09/03/25 - Director of Public Safety Kosanke
- 7) Letter 07/25/25 - Mark Hoffman
- 8) ZBA Application
- 9) Building Permit Application
- 10) Affidavit of Property Owners Notified with List & Parcel Map
- 11) Affidavit of Legal Publication

City Planner Jankowski provided an overview of the Petitioner's request in accordance with the Zoning Board of Appeals review dated August 12, 2025.

Councilmember Koester wanted to ensure that prior to approval, the request is totally compliant with the ordinance. Councilmember Granger confirmed that an attached garage is included with the site plans and directed the city planner to confirm the percentage of lot coverage. Mayor Bryant commented on a house fire that occurred several years ago confirming a house was on the lot, previously.

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

- Anderson Hughes, Petitioner

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

- Mark Supal, 961 S. Renaud Rd., was not opposed to the request, but wanted to address the side yard setbacks for emergency access.

Motion by Motschall, seconded by Koester, that the public hearing be closed at 7:25 p.m. PASSED UNANIMOUSLY.

Motion by McConaghy, seconded by Motschall, regarding the Multi-Variance Request: Anderson Hughes, 2086 Ridgemont Avenue, that the Zoning Board of Appeals approve the variances to Sections 50-3.1.E; 50-3.8.A(3); and 50-3.4, as presented based on the following findings of fact:

1. The subject lot is an established, nonconforming corner lot; strictly following the current R-1E zoning requirements for lot size, lot width, and side yard setbacks would prevent the applicant from building a single-unit home, an otherwise permitted, by right use in this district.
2. The proposed home is consistent with the intent of the R-1E One-Family Residential District, which encourages single-unit, detached residential development.
3. The requested variances are the minimum necessary to allow reasonable use of the property and are in character with the surrounding neighborhood, where similar dimensional conditions exist. A lesser variance would not allow for a functional or proportionate building footprint and would not provide adequate relief.
4. The need for relief is not self-created, as the lot is an existing, nonconforming corner lot.
5. All other applicable zoning requirements have been met, including lot coverage, building height, and front and rear setbacks.
6. Approval of the variances upholds the spirit and intent of the Zoning Ordinance, maintains neighborhood character, and maintains public health and safety.

Motion carried by the following vote:

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

Nobody wished to be heard under **New Business/Public Comment**.

Motion by Granger, seconded by Brown, that tonight's meeting minutes be immediately certified.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Motschall, seconded by Koester, that tonight's meeting be adjourned at 7:28 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
City Clerk

Commission Approved Sept. 9, 2025

Citizens' Recreation Commission Meeting Minutes
Meeting of the Citizens' Recreation Commission was held on July 8, 2025 at
Grosse Pointe Woods, Michigan.

CALLED TO ORDER: 7:05pm

RECEIVED

JUL 09 2025

PRESENT:

Melinda Billingsley

Barb Janutol

Abby Klotz

Amanda Starkey

Dave Andrews

Gib Heim

Amanda York

ABSENT:

Lindsay Fratarolli

ALSO PRESENT: Angela Coletti-Brown, Owen Gafa

APPROVAL OF THE AGENDA:

Motion was made for acceptance of the agenda for July 8, 2025 by Heim and seconded by Barb Janutol.

Approval of motion:

Yes: Billingsley; Janutol; Klotz; York; Andrews; Heim; Starkey

No: None

Absent: Fratarolli

APPROVAL OF THE MINUTES:

Motion was made for the approval of minutes from May 13 2025 by Abby Klotz and seconded by Amanda Starkey.

Approval of motion

Yes: Billingsley; Janutol; Klotz; York; Andrews; Heim; Starkey

No: None

Absent: Fratarolli

DIRECTOR'S REPORT:

- Swim Lesson session 1 went well. Session 2 registration now open
- Adult doubles tennis strategy lessons added
- Pickleball lessons for adults and kids available
- Commissioners ask about bus service longer during the year; and better communication around sudden changes to bus schedule
 - Consider doing survey of residents to better understand how much use the shuttles would get outside of regular swim team and synchro team season

COUNCIL REPORT:

- FYI: 75th Committee meeting July 14 at 7:15 in council chambers
- July 25th Music on the Lawn is special 75th anniversary event
- 75th Anniversary Fitness Challenge running through September 22

TREASURER'S REPORT:

- FY 2025 - 2026 budget begins this month. \$17, 500 for the year.

OLD BUSINESS:

- **Fishing Derby**
 - August 2, 8:00 and 10:30am sessions. Commissioners will arrive before 7:30
 - Giveaway will be buckets with custom vinyl stickers attached
 - Registration open now and flyer e-blast will go out this week
 - Will charge \$5 for registration
 - Winners will be announced Aug Music on the Lawn
- **75th Anniversary Subcommittee**
 - Idea to do a cardboard boat race at city pool
 - Idea to add a costume contest (75 years ago) to a fall event
 - Idea to do a sock hop event (1950s theme) in winter or at October fall fest

NEW BUSINESS:

- Suggestion for more shade on swim pool deck. Parents of swim team are strongly in favor as kids are sitting on hot pool deck for several hours. There are 291 kids on swim team

- Reiterate recommendation from Park Improvement Plan for shade. Ask for possibly getting quote from city that GPW Foundation or swim team parents can fundraise for
- Temporary solution of using 30 x 30 free standing tent for final weeks of swim team season
- Idea of putting in sun sails or shade tents

Motion made to request the city get quotes to put in a permanent shade structure on pool deck, specifically where swim team stages. Motion made by Starkey and seconded by Klotz.

Approval of motion

Yes: Billingsley; Janutol; Klotz; York; Andrews; Heim; Starkey

No: None

Absent: Fratarolli

- Bike Racks:
 - Suggestion to add more bike racks along Mack in order to facilitate a more bikeable community

Motion made for city to do a survey of available bike racks along Mack Ave to find where more need to be added, with a goal of one rack per block. Motion made by Billingsley and seconded by Andrews.

Approval of motion

Yes: Billingsley; Janutol; Klotz; York; Andrews; Heim; Starkey

No: None

Absent: Fratarolli

PUBLIC COMMENT:

- None

ADJOURNMENT:

Motion was made to adjourn the meeting by Dave Andrews and seconded by Barb Janutol.

Approval of motion:

Yes: Billingsley; Janutol; Klotz; York; Andrews; Heim; Starkey

No: None

Absent: Fratarolli

Meeting Adjourned at 8:37pm.

Respectfully submitted by: Melinda Billingsley, Secretary of the Grosse Pointe Woods Citizen's Recreation Commission.

ELECTION COMMISSION
05/19/25

MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, MAY 19, 2025, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA DR., GROSSE POINTE WOODS, MICHIGAN.

The Chair called the meeting to order at 6:34 PM.

Roll Call: Chair/City Clerk Antolin
 City Attorney Walling

Absent: Council Representative Brown

Motion by Walling, seconded by Antolin, that Commission Member Brown, be excused from tonight meeting.

Motion carried by the following vote:

Yes: Antolin, Walling
No: None
Absent: Brown

Motion by Walling, seconded by Antolin, that all items on the agenda be received, placed on file, and taken in order of appearance.

Motion carried by the following vote:

Yes: Antolin, Walling
No: None
Absent: Brown

Motion by Walling, seconded by Antolin, that the minutes of the Election Commission meeting held on October 14, 2024, be approved as presented.

Motion carried by the following vote:

Yes: Antolin, Walling
No: None
Absent: Brown

Discussion ensued regarding an ordinance amendment to consolidate six (6) precincts into three (3) precincts. City Attorney Walling commended City Clerk Antolin for the hard

work put into this project and is familiar with the supporting documents to make a recommendation.

Motion by Walling, seconded by Antolin, regarding an **Ordinance Amendment to Consolidate Six (6) Voting Precincts into Three (3) Precincts** that the Election Commission recommend to City Council the approval of the ordinance amendment as presented.

Motion carried by the following vote:

Yes: Antolin, Walling

No: None

Absent: Brown

Under New Business the following individual was heard:

- City Clerk Antolin stated that if the ordinance amendment to consolidate the precincts is approved, a resolution will be presented designating any new polling site locations with any facility use agreements needed.

Under Public Comment, no one wished to be heard.

Motion by Walling, seconded by Antolin, that today's meeting minutes be immediately certified.

Motion carried by the following vote:

Yes: Antolin, Walling

No: None

Absent: Brown

Motion by Walling, seconded by Antolin, that the meeting be adjourned at 6:41 p.m. PASSED UNANIMOUSLY.


Respectfully submitted,

Paul P. Antolin
Chair/City Clerk

CITY OF GROSSE POINTE WOODS

Office of the City Clerk

Memorandum

DATE: September 11, 2025
TO: Mayor and City Council
FROM: Paul Antolin, City Clerk 
SUBJECT: St. Michael's (Episcopal) Church – Facility Use Agreement

At the June 16, 2025, City Council meeting, a resolution (attached) was adopted to assign polling locations to the new precincts that were consolidated from six to three.

Precinct 1 was assigned to St. Michael's Episcopal Church at 20475 Sunningdale Park and will require a Facility Use Agreement between the City of Grosse Pointe Woods and the church. Precincts 2 and 3 were assigned to City Hall and will not require a Facility Use Agreement.

Therefore, I am requesting City Council to approve the attached Facility Use Agreement between the City of Grosse Pointe Woods and St. Michael's (Episcopal) Church at 20475 Sunningdale Park and authorize the City Administrator to sign the said agreement. The city attorney has already reviewed and approved the agreement.

Thank you for your consideration.

Attachments

FACILITY USE AGREEMENT

WHEREAS, St. Michael's (Episcopal) Church (the "Church") located at 20475 Sunningdale Park Road, Grosse Pointe Woods, MI, and the City of Grosse Pointe Woods through actions by its City Council (the "City") have agreed to this Facility Use Agreement; and

WHEREAS, the Church has agreed to allow the City to use the Fellowship Center (Gym) for the purpose of temporarily holding an election on November 4, 2025, and other necessary activities related to Precinct 1 in accordance with the terms of this Agreement:

NOW THEREFORE it is hereby agreed between the parties as follows:

1. Permission to use facilities: The Church agrees to allow the City, its agents, employees, and related entities to use the church facilities for all purposes necessary to allow the City to comply with State Election Laws regarding establishing a precinct and for elections generally during the term of this Agreement.
2. Consideration: The City will pay to the Church the sum of Five Hundred (\$500.00) dollars for use of the facilities in conjunction with this Agreement.

The City agrees to remove all election equipment the day after the election on Wednesday, November 5, 2025.

3. Exclusive use of portion of the Church: The Church agrees and understands that the City has statutory duties under the Election Laws of the State of Michigan which will require exclusive use of the Fellowship Center (Gym) and use of the main entry and hallway on Election Day, and for set-up the day before the election.

The Church agrees that no other Church events will be scheduled in the Fellowship Center (Gym) location on Election Day. The Church will take the necessary steps to make adequate parking available on Election Day. The Church further agrees to perform regular maintenance on, and guarantee usability, of all electrical outlets and lighting.

4. Term: The agreement is in effect from the date it is signed. The parties agree and understand that, the following Election Day date is scheduled:

- **General Election, November 4, 2025.**

5. The Church agrees and understands that the use of the facilities shall be required by election officials the day prior to the election for set up and after the close of the polls on Election Day to break down and remove election equipment. The Church agrees that campaigners are permitted to campaign at the 100 foot line and beyond.
6. Injunctive Relief: The Church agrees and understands that due to the statutory duties of the City, the City is required to have use of the facilities on Election Day. Accordingly, the Church acknowledges that in the event of the anticipated breach of this Agreement, the Church stipulates to jurisdiction of the Wayne County Circuit Court for purposes of entering injunctive relief, including any necessary Ex Parte

Orders which may be necessary to allow the City of Grosse Pointe Woods to exercise its statutory duties regarding elections.

7. ADA Compliance: The Church agrees and understands that the City has a duty to provide voting facilities which are ADA compliant. Accordingly, the Church agrees to provide facilities that are accessible to all voters and are in compliance with ADA requirements.
8. Insurance and Indemnification: The City agrees to hold harmless the Church from any liability for damages to any person or property on Church property which is related to the performance of the City's responsibilities to provide a suitable location for the election. The City has general liability coverage in excess of \$5,000,000.00 for each occurrence and for general aggregate limits and in addition for each occurrence \$6,000,000.00 for specific and aggregate.
9. Notice: Either party may terminate this agreement based on a minimum 120 days prior written notice to the other party.
10. Liquidated Damages: The Church agrees and understands that the City has a statutory duty to provide election facilities. Accordingly, in the event that the Church willfully refuses to provide such facilities on Election Day in accordance with the terms of this agreement, then the Church agrees that the City's damages arising out of any willful breach of this contract are difficult to determine, and the Church stipulates to liquidated damages for willful breach of this agreement in the amount of \$1,000.00 per willful breach. In addition to liquidated damages, the City may seek relief from a Court of equity to enjoin further breach of any agreement. This provision does not limit the right of any party from seeking other relief or to recover any other damages for breach of any other terms or provisions of this agreement.
11. Entire Agreement: This agreement represents the entire agreement between the parties. Any modifications to this agreement must be in writing.

Dated: _____

CITY OF GROSSE POINTE WOODS

By: Frank Schulte

Its: City Administrator

Dated: _____

ST. MICHAEL'S (EPISCOPAL) CHURCH

By: Fr. Michael Bradley

Its: Rector

CITY OF GROSSE POINTE WOODS

WAYNE COUNTY, MICHIGAN

RESOLUTION DESIGNATING VOTING LOCATIONS

At a regular meeting of the City Council of the City of Grosse Pointe Woods, Wayne County, Michigan, held on the 16th day of June, 2025, at 7:00 p.m.

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

ABSENT: None

The following resolution was offered by Councilmember Granger and seconded by Councilmember Koester:

WHEREAS: The number of voting precincts in the City has been consolidated from six (6) to three (3) in response to the passage of Proposal 2022-2, which allows a geographic precinct to increase the active registered voters from 2,999 to 4,999 in each precinct, and

WHEREAS: The Grosse Pointe Public Schools indicated that voting can no longer take place in its facilities, unless the City has no other alternatives, so the City Administrator and City Clerk secured a substitute location, and

WHEREAS: After a change in polling place has been approved, the City Clerk must provide notice to all affected registered voters by sending an updated voter identification card or sending a separate notice by mail or other methods to reach registered voters, and

WHEREAS: After a change in polling place has been approved, the City Clerk must post signs at the old polling place instructing any voter who appears at the old location to appear at their new location to vote. These signs must include the address of the new polling place, and

WHEREAS: ARTICLE VI. ELECTIONS, Sec. 2-515 of the City Code states that the City Council shall designate a polling place for each election precinct;

NOW, THEREFORE, IT IS HEREBY RESOLVED by the City of Grosse Pointe Woods City Council that the following voting locations are hereby approved:

- Precinct 1 – St. Michael’s Episcopal Church, 20475 Sunningdale Park
- Precinct 2 – GPW City Hall Community Center, 20025 Mack Plaza Drive
- Precinct 3 – GPW City Hall Community Center, 20025 Mack Plaza Drive

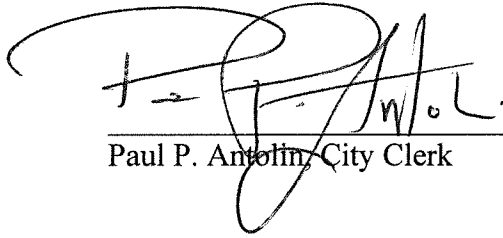
AYES: Brown, Bryant, Gafa, Granger, Koester, McConaghy, Motschall

NAYS: None

ABSENT: None

ABSTENTIONS: None

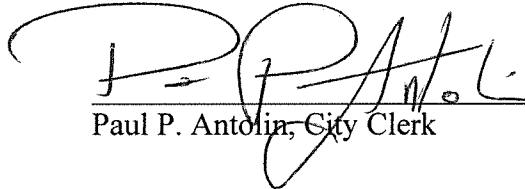
The resolution declared adopted.



Paul P. Antolin, City Clerk

CERTIFICATION

I, Paul P. Antolin, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on June 16, 2025, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.



Paul P. Antolin, City Clerk

RECEIVED

SEP 10 2025

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



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

INVOICE

September 02, 2025

Project No: 0160-0473-0

Invoice No: 160252

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

Project 0160-0473-0 TORREY ROAD PUMP STATION GENERATOR

PURCHASE ORDER #23-48021 - \$200,000.00

FOR: CONTRACT ADMIN. AND CONSTRUCTION STAKING

Professional Services from July 28, 2025 to August 24, 2025

Professional Personnel

	Hours	Rate	Amount	
SECRETARIAL				
ADMINISTRATIVE	1.00	40.40	40.40	
CONTRACT ADMINISTRATION				
PROJECT MANAGER	3.00	140.00	420.00	
TECHNICIAN III	.50	85.70	42.85	
TECHNICIAN I	.40	68.50	27.40	
CONSTRUCTION DOCUMENTS				
SENIOR PROJECT ENG II / SUR II / ARCH II	3.50	138.00	483.00	
Totals	8.40		1,013.65	
Total Labor				1,013.65

Consultants

REIMBURSABLE CONSULTANT EXPENSE				
7/22/2025 G2 CONSULTING GROUP	Invoice# 251648		502.50	
Total Consultants			502.50	502.50

Billing Limits

	Current	Prior	To-Date	
Total Billings	1,516.15	113,448.70	114,964.85	
Limit			200,000.00	
Remaining			85,035.15	
Total this Invoice				\$1,516.15

PO 48021
592-542-818.000
OK - J.K.
SS
HJ

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

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 251648

Invoice Date: June 30, 2025

Page Number: 1

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. 0160-0473	240318	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	July 30, 2025		

Quantity	Description	Unit Price	Amount
3.00	Engineering Technician, Regular Hours, each	74.00	222.00
1.00	Engineering Technician, Regular Hours - Cylinder Pick-Up on 6/28/25	74.00	74.00
0.50	Project Manager, per hour	168.00	84.00
0.50	Administrative Assistant, per hour	65.00	32.50
5.00	Compressive Strength Test Cylinders, each	18.00	90.00
	Torrey Road Pump Station, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 6/27/25		
	Client Contact: Ryan Kern		

Total Invoice Amount \$ 502.50

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

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SEP 10 2025

INVOICE

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

September 02, 2025

Project No: 0160-0477-0

Invoice No: 160253

Project 0160-0477-0 2024 MISCELLANEOUS CONCRETE PROGRAM
PURCHASE ORDER # 24-48437 - \$83,333.00
FOR: CONTRACT ADMIN. & CLOSEOUT

Professional Services from July 28, 2025 to August 24, 2025

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
ENGINEERING AIDE III	.50	81.60	40.80
TECHNICIAN III	2.50	85.70	214.25
Totals	3.00		255.05
Total Labor			255.05

Billing Limits	Current	Prior	To-Date
Total Billings	255.05	65,169.08	65,424.13
Limit			83,333.00
Remaining			17,908.87
Total this Invoice			\$255.05

PO 48437
202-451-974.201 \$ 95.64
203-451-974.201 \$ 63.77
592-532-975.401 \$ 95.64
OK - J.K.
SS



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

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SEP 10 2025

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

INVOICE

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

September 02, 2025
Project No: 0160-0482-0
Invoice No: 160254

Project 0160-0482-0 GHESQUIERE PARK WALKING PATH
P.O. #25-48805 - \$60,000.00
FOR: CONSTRUCTION ENGINEERING AND CONTRACT ADMIN.
Professional Services from July 28, 2025 to August 24, 2025
Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER / SURV / ARCH	6.00	144.10	864.60	
PROJECT MANAGER	7.00	140.00	980.00	
GRADUATE ENG I / SURV I / ARCH I	1.00	102.20	102.20	
TECHNICIAN III	3.50	85.70	299.95	
GIS UPDATES				
GIS ANALYST	1.30	85.70	111.41	
Totals	18.80		2,358.16	
Total Labor				2,358.16
Billing Limits				
	Current	Prior	To-Date	
Total Billings	2,358.16	45,854.03	48,212.19	
Limit			60,000.00	
Remaining			11,787.81	
		Total this Invoice		\$2,358.16

PO 48805
481-902-977.104
OK - J.K.
SS
HJ

RECEIVED

SEP 10 2025

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



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

INVOICE

September 02, 2025

Project No: 0160-0499-0

Invoice No: 160255

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

Project 0160-0499-0 2025-2026 GIS MAINTENANCE
PURCHASE ORDER #25-48970 - \$21,000.00

Professional Services from July 28, 2025 to August 24, 2025

Phase 01 GENERAL

Professional Personnel

	Hours	Rate	Amount	
GIS UPDATES				
GRADUATE ENG/SURV/ARCH	2.50	97.30	243.25	
GRADUATE ENG/SURV/ARCH	40.00	97.30	3,892.00	
GIS MANAGER	10.00	132.00	1,320.00	
GIS ANALYST	1.00	85.70	85.70	
Totals	53.50		5,540.95	
Total Labor				5,540.95

Billing Limits	Current	Prior	To-Date
Total Billings	5,540.95	0.00	5,540.95
Limit			21,000.00
Remaining			15,459.05

Total this Phase \$5,540.95

Total this Invoice \$5,540.95

PO 48970
592-537-977.000
OK-JK
SS
PJ



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

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SEP 10 2025

INVOICE

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

September 02, 2025

Project No: 0160-0479-0

Invoice No: 160353

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

Professional Services from July 28, 2025 to August 24, 2025

Phase 03 LAKEFRONT CA

Fee

Total Fee 13,333.00

Percent Complete

85.00 Total Earned

11,333.05

Previous Fee Billing

9,999.75

Current Fee Billing

1,333.30

Total Fee

1,333.30

Total this Phase

\$1,333.30

Total this Invoice

\$1,333.30

PO 48614
401-902-977.104
OK - J.K.
SS
HJ

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SEP 10 2025



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

INVOICE

September 04, 2025

Project No: 0160-0455-0

Invoice No: 160595

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

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

Professional Services from July 28, 2025 to August 24, 2025

Phase 03 CONSTRUCTION

Professional Personnel

	Hours	Rate	Amount	
CONSTRUCTION STAKEOUT				
SENIOR PROJECT MANAGER	.50	142.00	71.00	
SENIOR TEAM LEADER	2.50	126.00	315.00	
RESEARCH/REVIEW				
PRINCIPAL ENGINEER / SURV / ARCH	14.00	144.10	2,017.40	
CONTRACT ADMINISTRATION				
PRINCIPAL ENGINEER / SURV / ARCH	.40	144.10	57.64	
PROJECT MANAGER	44.00	140.00	6,160.00	
GRADUATE ENG I / SURV I / ARCH I	24.00	102.20	2,452.80	
TECHNICIAN III	34.80	85.70	2,982.36	
TECHNICIAN II	17.30	75.80	1,311.34	
TECHNICIAN I	14.90	68.50	1,020.65	
SENIOR PROJECT MANAGER	2.50	142.00	355.00	
MEETINGS				
SENIOR PROJECT MANAGER	10.50	142.00	1,491.00	
CONSTRUCTION OBSERVATION				
TEAM LEADER	32.50	102.20	3,321.50	
TECHNICIAN I	10.80	68.50	739.80	
GRADUATE ENGINEER II / SURV II / ARCH II	172.00	109.30	18,799.60	
TRAFFIC PLAN				
GRADUATE ENG I / SURV I / ARCH I	.50	102.20	51.10	
Totals	381.20		41,146.19	
Total Labor				41,146.19

Consultants

REIMBURSABLE CONSULTANT EXPENSE				
8/5/2025	RS&H MICHIGAN, INC.	Invoice# 37400110000-1	24,000.00	
8/18/2025	G2 CONSULTING GROUP	Invoice# 251650	3,984.00	
8/25/2025	G2 CONSULTING GROUP	Invoice# 252086	5,678.00	
Total Consultants			33,662.00	33,662.00

Unit Billing

2 PERSON CREW-CONSTRUCTION STAKEOUT	12.8 HOURS @ 172.50	2,208.00	
2 PERSON CREW-EXTRA SERVICES	1.0 HOUR @ 172.50	172.50	
Total Units		2,380.50	2,380.50

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

Project	0160-0455-0	VERNIER & MACK AVE INTERSECTION IMPROVE.	Invoice	160595
---------	-------------	--	---------	--------

Billing Limits	Current	Prior	To-Date	
Total Billings	77,188.69	133,481.72	210,670.41	
Limit			375,000.00	
Remaining			164,329.59	
		Total this Phase		\$77,188.69
		Total this Invoice		\$77,188.69

PO 48747
202-451-974803
OK - J.K.
SS



RS&H Michigan, Inc.
PO Box 931679
Atlanta, GA 31193-1679
904-256-2500/Fax 904-256-2520
Tax ID #59-3478389

Ross Wilberding
Anderson, Eckstein & Westrick, Inc.
51301 Schoenherr Road
Shelby Twp, MI 48315

July 31, 2025
Invoice No: 37400110000 - 1
Invoice Total: \$24,000.00
Project Manager Trent Daavettila

For ACH payments:
Bank Name: Wells Fargo Bank, NA
Routing/Transit (ABA) Number: 121000248
Account Number: 2090003135029
Beneficiary Name: RS&H, Inc.

Project 37400110000 MDOT Steel Fab QA (Sub to AEW)
Contract Number: 0160-0455

Professional Services through June 30, 2025

Phase 0001 JN 82000-218128 Traffic Signal Mast Arms

	Fee	Percent Complete	Earned	Previous Fee Billing	Current Fee Billing
Fabrication QA Professional Services	24,000.00	100.00	24,000.00	0.00	24,000.00
Total Fee	24,000.00		24,000.00	0.00	24,000.00
Total Fee					24,000.00
Total this Phase					\$24,000.00
Total this Invoice					\$24,000.00

Billings to Date

	Current	Prior	Total
Fee	24,000.00	0.00	24,000.00
Totals	24,000.00	0.00	24,000.00

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

Voice: 248.680.0400

Fax: 248.680.9745

INVOICE

Invoice Number: 251650

Invoice Date: June 30, 2025

Page Number:

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. 0160-0455	240966	
Payment Terms	Due Date	Ship Date	Shipping Method
Net30 Days	July 30, 2025		

Quantity	Description	Unit Price	Amount
28.50	Engineering Technician, Regular Hours, each	74.00	2,109.00
1.25	Engineering Technician, Regular Hours - Cylinder Pick-Up on 6/28/25	74.00	92.50
5.50	Project Manager, per hour	168.00	924.00
5.50	Administrative Assistant, per hour	65.00	357.50
1.00	Grain Size Analysis on 6/18/25	97.00	97.00
1.00	Lane Tie Pull Equipment on 6/23/25	100.00	100.00
2.00	Troxler Nuclear Moisture/Density Gauge, each	44.00	88.00
12.00	Compressive Strength Test Cylinders, each	18.00	216.00
	Mack & Vernier Intersection Improvements, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 6/11/25 through 6/27/25		
	Client Contact: Ross Wilberding		

Total Invoice Amount \$ 3,984.00

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.

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

INVOICE

Invoice Number: 252086
 Invoice Date: July 29, 2025
 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. 0160-0455	240966	
Payment Terms	Due Date	Ship Date	Shipping Method
Net 30 Days	August 28, 2025		

Quantity	Description	Unit Price	Amount
40.50	Engineering Technician, Regular Hours, each	78.00	3,159.00
4.00	Engineering Technician, Regular Hours - Cylinder Pick-Up, per hour	78.00	312.00
6.00	Project Manager, per hour	175.00	1,050.00
5.00	Administrative Assistant, per hour	66.00	330.00
6.00	Troxler Nuclear Moisture/Density Gauge, each	45.00	270.00
1.00	Grain Size Analysis, each	125.00	125.00
24.00	Compressive Strength Test Cylinders, each	18.00	432.00
	Mack & Vernier Intersection Improvements, Grosse Pointe Woods, Michigan - Quality Control Observation and Testing Services on 7/1/25 through 7/30/25		
	Client Contact: Ross Wilberding		

Total Invoice Amount \$ 5,678.00

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

RECEIVED

SEP 10 2025

INVOICE

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

September 04, 2025

Project No: 0160-0496-0

Invoice No: 160596

Project 0160-0496-0 WEDGEWOOD RESURF. (VERNIER-HAWTHORNE)

PURCHASE ORDER #25-49195 - \$7,500.00

PURCHASE ORDER #25-49193 - \$33,250.00

FOR: DESIGN ENGINEERING

Professional Services from July 28, 2025 to August 24, 2025

Fee

Construction Cost 414,932.49

Fee Percentage 7.20

Total Fee 29,875.14

Percent Complete

60.00 Total Earned

17,925.08

Previous Fee Billing

11,637.50

Current Fee Billing

6,287.58

Total Fee

6,287.58

Total this Invoice

\$6,287.58

PO 49193
203-451-977.803
OK - J.K.
SS
H



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

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



September 8, 2025

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

Reference: Payment Invoice 05
Lake Front Park Building Renovation
AEW Project No. 0160-0479

Dear Mr. Schmidt:

Enclosed please find the Construction Payment Invoice No. 05 for the above referenced project. For work performed through August 31, 2025, we recommend the City of Grosse Pointe Woods issue the **Current Payment (see Page 1 of the attached)** in the requested amount of **\$12,082.69** to In-Line Construction, 22120 Ryan Road, Warren, Michigan 48091.

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

Sincerely,

Jason R. Arlow
Executive Vice President
Director of Architecture

PO 48852
401-902-977. 104
OK - JK
SS

Enclosure: Application and Certification for Payment

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



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

2025-09-15 Pay App Letter.docx

AIA® Document G702™ – 1992

Application and Certificate for Payment

Acct #: _____
File/Job #: 0160-0479

TO OWNER: City of Grosse Pointe Woods 20025 Mack Plaza Drive Grosse Pointe Woods, MI 48236	PROJECT: GPW Lake Front Park Renovation Project 23000 Jefferson St. Clair Shores, MI	APPLICATION NO: 5 PERIOD TO: 8/31/2025 CONTRACT FOR: CONTRACT DATE: PROJECT NOS: 3/17/2025 /	Distribution to: OWNER <input type="checkbox"/> ARCHITECT <input type="checkbox"/> CONTRACTOR <input type="checkbox"/> FIELD <input type="checkbox"/> OTHER <input type="checkbox"/>
FROM CONTRACTOR: In-Line Construction 22120 Ryan Road Warren, MI 48091	VIA ARCHITECT:		

CONTRACTOR'S APPLICATION FOR PAYMENT

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

1. ORIGINAL CONTRACT SUM	\$	264,309.51
2. NET CHANGE BY CHANGE ORDERS	\$	10,000.00
3. CONTRACT SUM TO DATE (Line 1 ± 2)	\$	274,309.51
4. TOTAL COMPLETED & STORED TO DATE (Column G on G703)	\$	263,470.53
5. RETAINAGE:		
10.00 % of Completed Work (Columns D + E on G703)	\$	25,637.95
0.00 % of Stored Material (Column F on G703)	\$	0.00
Total Retainage (Lines 5a + 5b, or Total in Column I of G703)	\$	25,637.95
6. TOTAL EARNED LESS RETAINAGE	\$	237,838.58
(Line 4 minus Line 5 Total)		
7. LESS PREVIOUS CERTIFICATES FOR PAYMENT	\$	225,755.89
(Line 6 from prior Certificate)		
8. CURRENT PAYMENT DUE	\$	12,082.69
9. BALANCE TO FINISH, INCLUDING RETAINAGE	\$	36,470.93
(Line 3 minus Line 6)		

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

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

CONTRACTOR:
By: Robert A. Chapman
State of: Michigan

Date: 9/2/25

County of: Macomb
Subscribed and sworn to before me this 2nd day of September, 2025
Notary Public: [Signature]
My commission expires: Sept. 29, 2027



ARCHITECT'S CERTIFICATE FOR PAYMENT

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

AMOUNT CERTIFIED \$ 12,082.69
(Attach explanation if amount certified differs from the amount applied. Initial all figures on this Application and on the Continuation Sheet that are changed to conform with the amount certified.)

ARCHITECT:
By: [Signature]

Date: 9/8/25

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

CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

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Document G703™ – 1992

Continuation Sheet

0160-0479

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

Page: 2 of 2

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

In tabulations below, amounts are in US dollars.

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

APPLICATION NO:

5

APPLICATION DATE:

8/31/2025

PERIOD TO:

ARCHITECT'S PROJECT NO:

0160-0479

A	B	C	D	E	F	G		H	I
ITEM NO.	DESCRIPTION OF WORK	SCHEDULED VALUE	WORK COMPLETED		MATERIALS PRESENTLY STORED (Not in D or E)	TOTAL COMPLETED AND STORED TO DATE (D+E+F)	%(G ÷ C)	BALANCE TO FINISH (C – G)	RETAINAGE (If variable rate)
			FROM PREVIOUS APPLICATION (D + E)	THIS PERIOD					
1	General Conditions	1,336.00	650.00	-		650.00	49%	686.00	0.00
2	Site Demolition	10,683.00	10,683.00	-		10,683.00	100%	0.00	1,068.30
3	Construction	10,932.32	100,496.77	8,246.55		108,743.32	98%	2,189.00	10,874.33
4	Painting	8,500.00		4,250.00		4,250.00	50%	4,250.00	425.00
5	Site Work	40,704.32	31,240.07	6,782.13		38,022.20	93%	2,682.13	3,802.22
6	Toilet Accessories	1,654.00		1,230.00		1,230.00	74%	424.00	123.00
7	Plumbing	14,442.00	14,442.00	-		14,442.00	100%	0.00	1,444.20
8	HVAC	16,200.00	12,150.00	4,050.00		16,200.00	100%	0.00	1,620.00
9	Electrical	22,740.00	17,055.00	5,685.00		22,740.00	100%	0.00	2,274.00
10	City of GPW Contingency	10,000.00	8,055.35	1,944.65		10,000.00	100%	0.00	1,000.00
11	Bonding	6,447.00	6,447.00	-		6,447.00	100%	0.00	0.00
12	Supervision	3,407.87	2,726.30	340.79		3,067.09	90%	340.78	306.71
13	Profit and Overhead	27,263.00	21,810.40	2,726.30		24,536.70	90%	2,726.30	2,453.67
	Additional change orders approved					0.00		0.00	0.00
	Heater Relocation (in contingency)					0.00		0.00	0.00
	Additional Beam (in contingency +)			306.35		306.35			30.64
	Replace electrical disconnect (per inspector)			2158.88		2,158.88			215.89
	Grand Totals:	274,309.51	225,755.89	37,720.64	0.00	263,476.53	96%	13,298.21	25,637.95
	GRAND TOTAL								

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