

**CITY OF GROSSE POINTE WOODS**  
**Electronic Regular City Council Meeting Agenda**  
**Monday, May 3, 2021**  
**7:00 p.m.**

**The City Council will be conducting a meeting of the Grosse Pointe Woods City Council by video (Zoom) and telephone conference in accordance with the City of Grosse Pointe Woods City Council resolution adopted November 16, 2020, establishing rules for remote attendance pursuant to the Open Meetings Act as amended. This notice is being provided to ensure that those wishing to participate in the meeting have an opportunity to do so. Additional instructions are listed below.**

Join Zoom Meeting:

<https://zoom.us/j/94515894297?pwd=Y1NMS2NITExuV2J6MWxGWetzMdYxQT09>

Meeting ID: 945 1589 4297

Passcode: 960423

Join by phone:

Dial by your location

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 945 1589 4297

Passcode: 960423

**Facilitator's Statement**

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF AGENDA
4. APPOINTMENTS
  - A. Council Representatives to Commissions:
    1. Planning Commission (Mayoral) – Tom Vaughn;
    2. Citizens Recreation Commission (Council) – Angela Brown.
5. MINUTES
  - A. Council 04/19/21
  - B. Committee-of-the-Whole 04/26/21, w/recommendations:
    1. Budget Amendment/Transfer – Allard Road;
    2. Deputy Treasurer/Comptroller Salary
  - C. Historical Commission 03/11/21
  - D. Beautification Commission 03/10/21
  - E. Recreation Commission 03/09/21
6. COMMUNICATIONS
  - A. Proposed FY 2021-22 Budget
    1. Committee-of-the-Whole Excerpt 04/26/21
    2. Memo 05/03/21 – Treasurer/Comptroller
    3. Draft Proposed Notice of Public Hearing

- B. Ghesquiere Field Use – Grosse Pointe Redbirds
      - 1. Memo 04/20/21 – Director of Public Services/ Recreation Supervisor
      - 2. Application for Community Use of Recreational Facilities 04/16/21
    - C. Lake Front Park Gazebo Use – Boy Scouts
      - 1. Memo 04/20/21 – Director of Public Services/ Recreation Supervisor
      - 2. Application for Community Use of Recreational Facilities 04/15/21
      - 3. Letter 04/14/21 – Scoutmaster/Committee Chairman
    - D. Purchase: Elevated Light Pole Planters w/Flowers
      - 1. Memo 04/15/21 – Director of Public Services
      - 2. Photos (2)
      - 3. Estimate 04/15/21 – Jos. Kutchey & Sons, LLC
      - 4. Quote 03/30/21 – Tree Top Products
      - 5. Letter – Mary Aubrey-Rogers
      - 6. Email 03/30/21 – Planning Commission Chair
    - E. Pool Fence Repair
      - 1. Memo 04/26/21 – Director of Public Services/ Recreation Supervisor
      - 2. Proposal 04/26/21 – Shamrock Fence Co. Inc.
      - 3. Photos
- 7. BIDS/PROPOSALS/ CONTRACTS
  - A. Contract: Workers Compensation Third Party Administrator
    - 1. Memo 04/14/21 – Treasurer/Comptroller
    - 2. Letter/Proposal 03/10/21 – Sedgwick
- 8. PROCLAMATIONS
  - A. Rainy Day Art & Framing Co.
  - B. Emergency Medical Services Week
  - C. Peace Officers Memorial Day
  - D. National Public Works Week
- 9. CLAIMS/ACCOUNTS
  - A. City Engineers – Anderson, Eckstein & Westrick
    - 1. Invoice No. 0130002 02/26/21 - \$1,077.90;
    - 2. Invoice No. 0130001 02/26/21 - \$124.25.
  - B. Metro Act Attorney - Kitch Drutchas Wagner Valitutti & Sherbrook
    - 1. Invoice No. 497107 04/22/21 - \$330.00.
  - C. FOIA Attorney – McGraw Morris P.C.
    - 1. Statement 7669 03/18/21 - \$262.50;
    - 2. Statement 7732 04/12/21 - \$192.50.
  - D. City Attorney – Rosati, Schultz, Joppich & Amtsbuechler, P.C.

1. Invoice No. 1075433 04/14/21 - \$10,246.50.

10. NEW BUSINESS/PUBLIC COMMENT

11. ADJOURNMENT

**Lisa Kay Hathaway, MiPMC-3/MMC  
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 to individuals with disabilities. Closed captioning and audio will be provided for all electronic meetings. All additional requests must be made in advance of a meeting.

**Instructions for meeting participation**

1. **To join through Zoom:** The meeting may be joined by clicking on the link provided on the agenda at the start time posted on the agenda, enter the meeting identification number, and password. Zoom may provide a couple of additional instructions for first time use. As an alternative to using the link, accessibility to the meeting may be obtained by using the browser at join.zoom.us. If having trouble logging in, try a different browser e.g. Chrome.

Join Zoom Meeting:

<https://zoom.us/j/94515894297?pwd=Y1NMS2NITExuV2J6MWxGWetzMdYxQT09>

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2. **Join by telephone:** Dial the toll-free conferencing number provided and enter the meeting identification number, and password. Dial \*9 to be heard under Public Comment.

Dial by your location

888 788 0099 US Toll-free

877 853 5247 US Toll-free

Meeting ID: 945 1589 4297

Passcode: 960423

In an effort to alleviate feedback and disruption of the meeting, choose one of the media options, either phone or Zoom, not both.

Meeting notices are posted on the City of Grosse Pointe Woods website home page at [www.gpwmi.us](http://www.gpwmi.us) and the on-line calendar, both containing a link to the agenda. The agenda contains all pertinent information including business to be conducted at the meeting, a hyperlink to participate using Zoom, and call-in telephone number with necessary meeting identification, and a password. Agendas will also be posted on six (6) City bulletin boards along Mack Avenue.

The following are procedures by which persons may contact members of the public body to provide input or ask questions:

1. To assist with meeting flow and organization, all public comment will be taken at the end of the meeting unless it is moved to a different location on the agenda upon a consensus of the City Council;
2. The phone-in audience, when making public comment please state your name (optional) when called upon;
3. Audience participants will be muted upon entry and will have a chance to speak during the public comment portion of the meeting at the end of the agenda, at which time the microphones will be unmuted.
4. Those joining by Zoom will also be muted and may use the virtual raised “hand” to request to be heard under Public Comment.
5. Those joining by telephone need to dial in using the phone number provided on the agenda. When prompted, enter the meeting number and the password also located on the agenda. Dial \*9 to be heard under Public Comment.
6. The published agenda invites participants from the community to provide written questions, comments, and concerns in advance of the meeting to any Elected Official or the City Clerk regarding relevant City business and may be read under Public Comment. Emails may be sent to:

Art Bryant, Mayor	<a href="mailto:arthurwbryant@gmail.com">arthurwbryant@gmail.com</a>	313 885-2174
Angela Coletti Brown, Council Member	<a href="mailto:acoletti@hotmail.com">acoletti@hotmail.com</a>	248 520-6714
Ken Gafa, Council Member	<a href="mailto:kgafa@comcast.net">kgafa@comcast.net</a>	313 580-0027
Vicki Granger, Council Member	<a href="mailto:grangergpw@aol.com">grangergpw@aol.com</a>	313 640-5250
Mike Koester, Council Member	<a href="mailto:koester.gpw@gmail.com">koester.gpw@gmail.com</a>	313 655-4190
Todd McConaghy, Council Member	<a href="mailto:todd.mcconaghygpw@yahoo.com">todd.mcconaghygpw@yahoo.com</a>	248 765-0628
Tom Vaughn, Council Member	<a href="mailto:thomasvaughngpw@gmail.com">thomasvaughngpw@gmail.com</a>	313 882-9573
Lisa Hathaway, City Clerk	<a href="mailto:lhathaway@gpwmi.us">lhathaway@gpwmi.us</a>	313 343-2447

You may contact Lisa Hathaway, City Clerk, at [lhathaway@gpwmi.us](mailto:lhathaway@gpwmi.us) should you have any questions prior to the meeting starting.

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

5A

COUNCIL  
04-19-21 - 48

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, APRIL 19, 2021.

The Facilitator's statement was provided.

The meeting was called to order at 7:01 p.m. by Mayor Bryant.

Roll Call\*: Mayor Bryant  
Council Members: Brown, Gafa, Granger, Koester, McConaghy (Southfield, MI), Vaughn (Detroit, MI)  
Absent: None  
(\*Unless specifically identified otherwise, Council Members attended remotely from Grosse Pointe Woods, MI.)

Also Present: City Administrator Smith  
City Attorney Anderson  
Treasurer/Comptroller Murphy  
City Clerk Hathaway  
Director of Public Services Schulte  
Facilitator/Deputy City Clerk Antolin

Motion by Granger, 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, Vaughn  
No: None  
Absent: None

Motion by Granger, seconded by Gafa, that the following minutes be approved as submitted:

1. City Council Minutes dated April 12, 2021.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Capital Improvement Bond Fund-Budget Amendment**, that the City Council approve a budget amendment in the amount of \$8,650.00 from Prior Year Reserves Account No. 101-000-699.000 into Capital Improvement Bond Fund Account No. 307-990-995.000.

Motion carried by the following vote:

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

Motion by Gafa, seconded by McConaghy, regarding **2021 Business License Update-Request to Extend Deadline**, that the City Council extend the due date for delinquent Business Licenses from April 1, 2021, to October 1, 2021.

Motion carried by the following vote:

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

The Mayor accepted the following resignations, and directed the City Clerk to send appropriate thanks and recognition:

1. Rachel Moran, Beautification Commission (accepted with regret);
2. Thomas S. Vaughn, Planning Commission (appointed to City Council);
3. Angela Coletti Brown, Recreation Commission (appointed to City Council).

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – March 2021**, that the City Council refer this report to the Finance Committee.

Motion carried by the following vote:

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

The Mayor issued to the following Proclamations:

1. University Liggett 50<sup>th</sup> Anniversary;
2. National Military Appreciation Month.

Motion by Granger, seconded by Vaughn, regarding **claims/accounts**, that the City Council approve payment of Items 7A – 7J as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

A.	<p>Oxford Road Reconstruction – Mack to Holiday</p> <p>1. Pamar Enterprises Pay Estimate No. 1 04/12/21 - \$11,340.00; Account Nos.:</p> <p>a. 202-451-974.200 - \$907.20;</p> <p>b. 203-451-977.804 - \$9,298.80;</p> <p>c. 592-537-975.400 - \$1,134.00.</p>
B.	<p>2019 Sewer Open Cut Repair Program</p> <p>1. Fontana Construction Services Pay Estimate No. 8 04/08/21 - \$19,353.65; Account No. 592-537-976.002.</p>
C.	<p>Lake Front Park Bridge Replacement</p> <p>1. E.C. Korneffel Co Pay Estimate No. 5 04/08/21 - \$65,887.50; Account No. 401-903-977.109.</p>
D.	<p>2020 Concrete Pavement and Parking Repair Program</p> <p>1. L. Anthony Construction Inc. Pay Estimate No. 4 04/08/21 - \$29,666.90; Account Nos.:</p> <p>a. 202-451-974.200 - \$5,636.71;</p> <p>b. 203-451-974.200 - \$3,560.03;</p> <p>c. 585-561-977.000 - \$14,833.45;</p> <p>d. 592-537-975.400 - \$5,636.71.</p>
E.	<p>2020 Sewer Rehabilitation by Full Length CIPP Lining</p> <p>1. Corby Energy Services Pay Estimate No. 3 03/30/21 - \$158,323.60; Account No. 592-537-976.002.</p>
F.	<p>Building Services</p> <p>1. McKenna Invoice No. 21849-35 04/09/21 - \$2,985.00; 101-180-818.000.</p>
G.	<p>Assessing Services</p> <p>1. WCA Assessing Invoice No. 04122021 04/12/21 - \$6,258.25; Account No. 101-224-818.000.</p>
H.	<p>City Engineers – Anderson, Eckstein &amp; Westrick, Inc.</p> <p>1. Water/Sewer Barn Invoice No. 0130515 03/24/21 - \$400.00; Account No. 592-537-978.300.</p> <p>2. Vernier Rd Resurfacing-Fairway to ECL Invoice No. 0130602 03/30/21 - \$1,135.50; Account No. 202-451-974.803.</p> <p>3. 2019 Sewer Open Cut Repair Program Invoice No. 0130603 03/30/21 - \$3,676.25; Account No. 592-537-976.001.</p> <p>4. Beaufait Rd Reconstruction-Mack to WCL Invoice No. 0130604 03/30/21 - \$1,149.35; Account Nos.:</p> <p>a. 202-451-974.201 - \$91.95;</p> <p>b. 203-451-977.803 - \$770.06;</p> <p>c. 203-451-974.201 - \$80.46;</p> <p>d. 592-537-975.401 - \$206.88.</p>

	<p style="text-align: right;">COUNCIL 04-19-21 – 51</p> <ol style="list-style-type: none"> <li>5. 2020-21 General Engineering Invoice No. 0130605 03/30/21 - \$463.50; Account Nos.:             <ol style="list-style-type: none"> <li>a. 101-441-818.000 - \$154.50;</li> <li>b. 101-444-818.000 - \$154.50;</li> <li>c. 592-537-818.000 - \$154.50.</li> </ol> </li> <li>6. LFP Vehicular Bridge Replacement Invoice No. 0130606 03/30/21 - \$21,127.75; Account No. 401-903-977.109.</li> <li>7. Sewer Rehabilitation-Lining Invoice No. 0130607 03/30/21 - \$11,070.40; Account No. 592-537-976.001.</li> <li>8. Bournemouth Wm Replacement Invoice No. 0130610 03/30/21 - \$135.00; Account No. 592-537-977.310.</li> <li>9. Oxford Rd Reconstruction-Mack to Holiday Invoice No. 0130611 03/30/21 - \$515.00; Account Nos.:             <ol style="list-style-type: none"> <li>a. 202-451-974.201 - \$41.20;</li> <li>b. 203-451-977.803 - \$422.30;</li> <li>c. 592-537-975.401 - \$51.50.</li> </ol> </li> <li>10. 2020-21 GIS Maintenance Invoice No. 0130810 04/09/21 - \$320.50; Account No. 592-537-977.000.</li> </ol>
I.	<p>City Attorney-York, Dolan &amp; Tomlinson PC</p> <ol style="list-style-type: none"> <li>1. March 2021 Invoice 04/06/21 - \$3,720.00; Account Nos.:             <ol style="list-style-type: none"> <li>a. 101-210-801.200 - \$232.50;</li> <li>b. 101-210-801.100 - \$3,487.50.</li> </ol> </li> </ol>
J.	<p>Labor Attorney – Keller Thoma</p> <ol style="list-style-type: none"> <li>1. Invoice No. 120123 04/01/21 - \$481.25; Account No. 101-210-810.000.</li> </ol>

Under discussion, the City Administrator was asked to review and advise Council regarding Item 7H-4 - Beaufait Road Reconstruction as this project was completed long ago.

Motion carried by the following vote:

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

Hearing no objections, the following items were heard under New Business:

- Council Member Vaughn requested to attend MML virtual conference at a cost of \$105.00. The City Administrator provided an overview.

Motion by McConaghy, seconded by Gafa, that the City Council authorize the two new City Council Members, Tom Vaughn and Angela Brown, to attend MML's Elected Officials' Training either now or in the future.



Motion carried by the following vote:

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

Nobody wished to be heard under Public Comment.

Motion by McConaghy, seconded by Koester, that the Council recess the regularly scheduled Council meeting at 7:22 p.m. and convene in Closed Session to consider a written attorney letter exempt from disclosure under Section 13(1)(g) of the Freedom of Information Act, at which time this body may or may not reconvene in regular session to address additional items as necessary.

Motion carried by the following roll call vote:

Brown: Yes  
Bryant: Yes  
Gafa: Yes  
Granger: Yes  
Koester: Yes  
McConaghy: Yes  
Vaughn: Yes

The City Council reconvened in regular session at 7:56 p.m.

Motion by McConaghy, seconded by Koester, that the City Council direct the City Administrator and City Attorney's office to proceed as discussed in Closed Session.

Motion carried by the following vote:

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

Motion by Granger, seconded by Vaughn, to adjourn tonight's meeting at 7:57 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

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Lisa Kay Hathaway  
City Clerk

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Arthur W. Bryant  
Mayor

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF  
GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, APRIL 26, 2021.

Facilitator's statement was read.

PRESENT\*: Mayor Bryant  
Council Members Brown, Gafa, Granger, Koester, McConaghy  
(Southfield, MI), Vaughn (Detroit, MI)

ABSENT: None

(\*Unless specifically identified otherwise, Council Members attended remotely from Grosse Pointe Woods, MI.)

ALSO PRESENT: City Administrator Smith  
City Attorney Anderson  
Treasurer/Comptroller Murphy  
City Clerk Hathaway  
Director of Public Safety Kosanke  
Director of Public Services Schulte  
Building Official Tutag  
Information Technology Manager Capps  
Recreation Supervisor Gerhart  
Facilitator/Deputy City Clerk Antolin

Also present was Scott Lockwood, City Engineer from Anderson, Eckstein & Westrick.

Mayor Bryant called the meeting to order at 7:02 p.m.

Motion by Granger, 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, Vaughn

No: None

Absent: None

The first item on tonight's agenda was regarding a **Major Road Budget Transfer to Local Roads**. The Treasurer/Comptroller provided an overview of her memo dated April 26, 2021, regarding her request to transfer funds from Major Roads to Local Roads in 2020/21. She stated that a transfer of 50% is permitted to be made from Major Roads into Local Roads and the transfer may be made every year. There was \$266,000.00 allocated in the proposed 2021/22 budget to assist with funding for the Allard Road project. Instead she is recommending moving the transfer out of the proposed 2021/22 budget into 2020/21 budget as a budget amendment in the amount of \$275,000.00 from Major Roads to Local Roads for the Allard Road project. The Treasurer/Comptroller recommends City Council approve the transfer.

Motion by Granger, seconded by Gafa, regarding Budget Amendment/Transfer – Allard Road, that the Committee-of-the-Whole recommend that City Council approve a budget amendment and transfer in the amount of \$275,000.00 from Major Roads Account No. 202-482-999.203 into Local Roads Account No. 203-000-699.202.

Under discussion, the Treasurer/Comptroller stated that due to excess revenue in the FY 2020/21 budget, there will not be any change in the fund balance. She stated if the budget moved forward as discussed at the Finance Committee, the general fund would be 20%, but if the transfer is made this year the general fund will be at 22% at the end of next year. The Chair stated he forwarded the list of the major and local roads to City Council for review. Auditing standards were briefly discussed regarding transferring funds this year versus next year. The Treasurer/Comptroller stated reserves will be used next year for the local roads.

Motion carried by the following vote:

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

The Chair opened discussion regarding the proposed **2021/22 budget**. The Treasurer/Comptroller provided an overview of her memo dated April 26, 2021, regarding 2020/21 budget analysis and a summary of General Fund expenditures contained in the proposed FY 2021/22 budget. She also stated that reduced revenue in 2020/21 budget had been offset by grants.

Motion by Gafa, seconded by Koester, regarding the proposed 2021/22 budget, that the Committee-of-the-Whole sitting as a Finance Committee recommend that City Council approve the proposed budget for Fiscal Year 2021/22, and set the Public Hearing for May 17, 2021.

Motion carried by the following vote:

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

Hearing no objections, the following items were discussed under New Business:

- Deputy Treasurer/Comptroller discussed a potential new hire to fill the vacant Deputy Treasurer/Comptroller position. He was interviewed, met separately with the Treasurer/Comptroller, and is currently working for a charter school. She believes he is well qualified but his current salary exceeds \$70,000.00. She is requesting Council to increase the salary to \$75,000.00 per year in hopes he will accept the position.



Motion by Koester, seconded by Granger, regarding Deputy Treasurer/Comptroller salary, that the Committee-of-the-Whole recommend City Council approve increasing the salary for the Deputy Treasurer/Comptroller to \$75,000.00.

Motion carried by the following vote:

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



- The Mayor stated he spoke with the Historical Commission regarding the upcoming Memorial Day celebration in light of the current pandemic. He stated instead of the in-person event, there will be a nice video with Mayor Novitke making a presentation about his time as a marine posted to the City's website. He also indicated the other Commissions need direction regarding their respective City events and what they can expect until we get through COVID.

Nobody wished to be heard under Public Comment.

Motion by Granger, seconded by Koester, that the meeting of the Committee-of-the-Whole be adjourned at 7:44 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

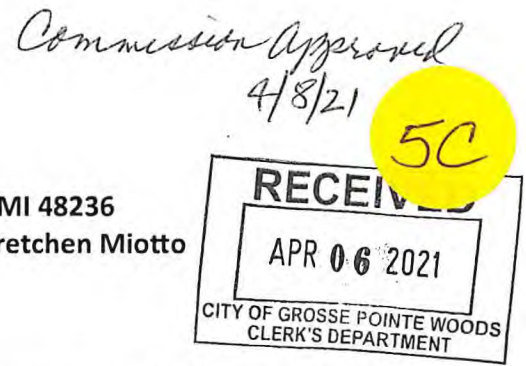
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Lisa Kay Hathaway  
City Clerk

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Arthur W. Bryant  
Mayor

City of Grosse Pointe Woods  
Historical Commission Minutes  
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236  
Zoom Meeting with introduction and Facilitated by Gretchen Miotto  
March 11, 2021



**1. Call to Order**

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:31 pm by Chair Sean Patrick Murphy..

**2. Roll Call**

**Present:** Mary Kaye Ferry, Shirley Hartert, Del Harkenrider, Suzanne Kent, Stephanie Listman, Lynne Millies, Jim Motschall, Sean Murphy. Giles Wilborn and Becky Veitengruber

**Unexcused:** Frank Romano

**Also Present:** Guest, John Parthum, Council Representative, Ken Gafa

**3. Approval of Minutes:**

**Motion** by Motschall, seconded by Millies, to approve the minutes of March 12, 2020. Ayes: all.

**4. Items:**

**A. Report of Treasurer**

Motschall reported the balance of the commission \$1,905.00 and the balance of Cook Schoolhouse \$30,553.11.

**B. Cook School**

Murphy spoke with Nicole about Cook School. The school will be painted where needed, rotting wood replaced, windows washed, interior cleaned. Ferry reported that desks, etc. will be put in place only for Open Houses in order that they won't be damaged when the building is rented out for events.

**5. Old Business**

**A. Memorial Day**

Murphy reported that Bruce Anderson of Moehring Woods Florist had been under contract to provide a 2020 Memorial Day Wreath. He provided the wreath but had not been paid.

**Motion** by Murphy, seconded by Motschall to pay Moehring Woods \$35.00 for the 2020 he provided and 35.00 for the 2021 wreath. Ayes: all.

Murphy spoke with Gary Capps, Webmaster about putting the 1997 Memorial Day Ceremony on the City Web Site.

**B. Internship Update**

Murphy spoke with Dan Gilleran from the Historical Dept. at Grosse Pte. North regarding having interns participate in the Historical Commission for terms of one year.

**C. Lakefront Park Activities Building Photos**

Murphy contacted Jim Kowalski regarding hanging the photos. He is available anytime for however many people want to be present.

**6. A. New Business**

**A MORSA: Motion** by Millies, Seconded by Harkenrider to pay the Michigan One Room School house (MORSA) 2021 dues. Motschall will submit the bill for \$25.00 to the city for payment. Ayes: all.

**B. Budget: Motion** by Motschall, seconded by Ferry to submit the Historical Commission 2022 Budget in the amount of \$1905.00. Ayes: all.

**C. Election of Officers:**

**Motion** by Ferry, seconded by Harkenrider to retain the 2020 Commission Officers for the Year 2021. Ayes: all.

**D. Public and Commissioner Comments:**

None

**7. Adjournment:**

The meeting was adjourned at 8:18 pm by Chairperson, Murphy..

Respectfully submitted,

Mary Kaye Ferry, Secretary

**The next meeting of the Grosse Pointe Historical Commission will take place by Zoom on April 8, 2021 at 7:30 pm.**



*Commission Approved*  
*4/14/21*



**Beautification Advisory Commission**  
**Electronic Meeting Minutes - Zoom**  
**Grosse Pointe Woods**  
**Meeting – March 10, 2021– 7:00 p.m.**

**Present:** Arslanian, Casinelli, Hage, R. Koester, McCarthy, Miller, Moran, Spreder, Stephens, Stewart

**Not Excused:** Hess, Wettstein

**Also Present:** M. Koester, G. Miotto, L. Hathaway

**Guests:** Dave Andrews

**Call to Order:** The meeting was called to order by Chairperson, McCarthy at 7:08 p.m.

**Minutes:** The February 10, 2021 minutes were distributed and reviewed.

Motion by Casinelli, seconded by Miller, to approve the February 10, 2021 minutes as presented.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Hage, R. Koester, McCarthy, Miller, Moran, Spreder, Stephens, Stewart

**No:** none

**Not Excused:** Hess, Wettstein

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

Motion by Casinelli, seconded by Miller to approve the treasurers report as presented

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Hage, R. Koester, McCarthy, Miller, Moran, Spreder, Stephens, Stewart

**No:** none

**Not Excused:** Hess, Wettstein

**Chairperson's Report:** McCarthy presented Chairperson report. Two openings on Beautification Advisory Commission.

**Awards Program:** Stephens updated committee on Awards Program. Reviewed packet and area assignments with members.

**Flower Sale:** Arslanian updated committee on 2021 Flower Sale on May 7 & 8, 2021.

**Council Report:** M. Koester presented council report.

**Old Business:** L. Hathaway reviewed commission bi-laws, process, and procedures with committee members.

**Open Commission Roles:** McCarthy shared biographical sketch for Dave Andrews with committee members. He is serving on Tree Commission and not able to serve on two committees.

**New Business/Public Comment:** None

Motion by Miller, seconded by Casinelli to adjourn the Beautification Advisory Commission meeting at 8:45 pm.

Motion carried by the following vote:

**Yes:** Arslanian, Casinelli, Hage, R. Koester, McCarthy, Miller, Moran, Spreder, Stephens, Stewart

**No:** none

**Not Excused:** Hess, Wettstein

Respectfully submitted,

Rachelle Koester



*Commission Approved*  
*4/13/21*

**Citizen's Recreation Commission Meeting Minutes**  
Virtual meeting of the Citizen's Recreation Commission was held on March 9, 2021 at Grosse Pointe Woods, Michigan.



**CALLED TO ORDER: 7:05**

**PRESENT:**

Angela Brown  
Gib Heim  
Barb Janutol  
Mark Miller  
Tony Rennpage  
Sarah Seger  
Amanda York

**ABSENT:**

Lindsey Fratarolli  
Tom Jerger

**ALSO, PRESENT:**

Art Bryant, Nicole Gerhart, and Catherine Derbyshire

**APPROVAL OF THE AGENDA:**

**Motion** was made for acceptance of the agenda for March 9, 2021 by Gib Heim, and seconded by Mark Miller.

**Approval of motion:**

**Yes:** Brown, Heim, Janutol, Miller, Rennpage, Seger and York  
**No:** None  
**Absent:** Fratarolli, and Jerger

**APPROVAL OF THE MINUTES:**

**Motion** to accept the minutes from February 9, 2021 was made by Mark Miller and seconded by Gib Heim.

**Approval of motion:**

**Yes:** Brown, Heim, Janutol, Miller, Rennpage, Seger and York  
**No:** None  
**Absent:** Fratarolli, and Jerger

**COUNCIL MEETING REPORT:**

- The plan to update Mack Avenue accessibility is back on track. Using Community Block Development Grant dollars, improvements include additional bike racks along with new benches, and additional trash cans.
- The car-bridge construction over the Milk River at Lakefront Park is ahead of schedule. It should be finished by Memorial weekend.

### **SUPERVISOR'S REPORT:**

- The Easter Egg Stroll tickets are available. At this time, 80% have been reserved.
- Lifeguard training classes are being held in anticipation of the upcoming pool opening.
- There is no definitive date as yet for opening the pool to the public.
  - Decisions on park activities including opening the pool will be made closer to usual starting dates.

### **OLD BUSINESS:**

#### **Snow Creation Contest:**

- The Contest ran through February 28<sup>th</sup>.
- 16 entries were submitted, with 33 family member participants. All participants will receive gift cards from TCBY, along with the top 3 “winner” trophies.
- Mark Miller will compose the participation acknowledgement letter.

#### **Kayak Update:**

- The updates were approved by Council.
- The updates presently include adding a new storage rack, along with an entry way with a dedicated ramp, located in the open slip next to the boat ramp. The cost for this downsized project will be covered by rack rental fees and should be paid off in about 3 years.
- Improvements should be completed by mid-May.

#### **Chene-Trombley Park:**

- This will be an ongoing project.

### **NEW BUSINESS:**

Mark Miller expressed his concern that the walking path obstacle on the other side of the canal has not been addressed. Nikki will look into this.

The Fishing Derby will be added to the April agenda, so we can get a jump on organization for this event, in case it becomes a viable activity this summer.

**ADJOURNMENT:**

Motion was made to adjourn the meeting by Gib Heim and seconded by Mark Miller.

**Approval of motion:**

**Yes:** Brown, Heim, Janutol, Miller, Rennpage, Seger and York

**No:** None

**Absent:** Fratarolli, and Jerger

**Meeting Adjourned at 7:36 pm.**

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



Committee-of-the-Whole Excerpt  
04-26-21  
Pending Approval

The Chair opened discussion regarding the proposed **2021/22 budget**. The Treasurer/Comptroller provided an overview of her memo dated April 26, 2021, regarding 2020/21 budget analysis and a summary of General Fund expenditures contained in the proposed FY 2021/22 budget. She also stated that reduced revenue in 2020/21 budget had been offset by grants.

Motion by Gafa, seconded by Koester, regarding the proposed 2021/22 budget, that the Committee-of-the-Whole sitting as a Finance Committee recommend that City Council approve the proposed budget for Fiscal Year 2021/22, and set the Public Hearing for May 17, 2021.

Motion carried by the following vote:

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



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

**Date:** May 3, 2021  
**To:** Mayor and City Council  
**From:** Shawn Murphy, Treasurer/Comptroller  
**Re:** Public Hearing Date

**RECEIVED**  
**APR 26 2021**  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

SM

Pursuant to Section 8.2 of the City Charter, I am requesting the City Council set a public hearing date of May 17, 2021 for accepting public comment on the proposed budget for fiscal year 2021 –2022.

The Finance Committee met on March 31, 2021 to discuss the proposed budget and the budget was presented to the Committee of the Whole on April 26, 2021.

Thank you for your consideration.

**CITY OF GROSSE POINTE WOODS**  
**Notice of Public Hearing**  
On the Proposed 2021-22 General Budget  
And  
Various Other Fund Budgets

NOTICE IS HEREBY GIVEN that the Mayor and the City Council of the City of Grosse Pointe Woods will be meeting electronically on May 13, 2021 at 7:00 p.m. for the purpose of conducting a public hearing on the proposed 2021-22 General Fund Budget as well as the various other Fund Budgets of the said City. The agenda and remote meeting accessibility instruction will be available on the on-line calendar at [www.gpwmi.us](http://www.gpwmi.us).

The subject of this hearing is the property tax millage rate of 17.2043 proposed to be levied on July 1, 2021 to support the proposed General Fund, Public Relations, Solid Waste and Road Budgets. If adopted, the proposed millage will generate \$13,198,055 in operating revenue from ad valorem property taxes for all funds, which is a \$407,515 or a 3% increase compared to the 2020-21 total collection of \$12,790,540. It is anticipated that the winter millage levied for the Milk River Drainage tax will be 3.9550 mills.

Purpose of Millage	Millage Rate	Revenue Generated
General Operating	13.1293	\$10,071,954
Road Bond Debt	1.5000	\$1,150,712
Act 359-Public Relations	.0651	\$49,941
Act 298-Solid Waste	2.5099	\$1,925,448
<b>Total Special Acts Millage</b>	<b>2.5750</b>	<b>\$1,946,284</b>

<b>TOTAL GENERAL, PUBLIC RELATIONS SOLID WASTE &amp; ROAD DEBT MILLAGE</b>	<b>17.2043</b>	<b>\$13,198,055</b>
--	----------------	---------------------

The City Council expects to take action on the proposed millage rates as well as taking action to approve the aforementioned budgets at the Council meeting immediately following the public hearing. The taxing unit publishing this notice, identified above, has complete authority to establish the number of mills to be levied from within its authorized millage rate.

2021 - 22 PROPOSED BUDGET SUMMARY  
City of Grosse Pointe Woods

	<u>2021 - 22 PROPOSED</u>
<b><u>GENERAL FUND</u></b>	
General Government	\$3,786,151
Public Safety	\$6,737,511
Public Works	\$2,127,779
Management Info. Systems	\$560,125
Parks & Recreation	\$1,848,028
Total General Fund	\$15,059,594
<b><u>SPECIAL REVENUE</u></b>	
Major Street	\$1,389,241
Local Street	\$1,600,804
Parkway Beautification	\$55,500
Cable Fund	-
Act 302 Training	\$5,000
Solid Waste	\$1,896,164
CDBG	20,000
911 Service Fund	\$121,671
Drug Forfeiture	\$6,000
SOM MIDC Grant	\$21,148
Total Special Revenue	\$5,115,528
<b><u>DEBT SERVICE FUND</u></b>	
Grosse Gratiot Drain (Milk River)	
Road Bond Debt	\$1,033,544
Capital Improvement Debt	\$222,363
Total Debt Funds	\$1,255,907
<b><u>CAPITAL PROJECTS FUND</u></b>	
Municipal Improvement	\$30,000
Total Capital Projects Fund	\$30,000
<b><u>INTERNAL SERVICE FUNDS</u></b>	
Workmen's Compensation	\$130,149
Motor Vehicle Fund	\$1,189,461
Total Internal Service Funds	\$1,319,610
<b><u>ENTERPRISE FUNDS</u></b>	
Water & Sewer	\$9,168,484
Parking	\$658,277
Boat Dock	\$205,867
Commodity Sales	\$151,000
Total Enterprise Funds	\$10,183,628

**FIDUCIARY FUNDS**

Supplemental Annuity	\$274,290
Pension Trust Funds	\$3,617,171
Total Fiduciary Funds	\$3,891,461
<b>Budget Total</b>	<b>\$36,855,727</b>

A copy of the proposed budget will be available for inspection during regular business hours at the office of the City Administrator. Public comments, oral and/or written, will be welcome at the public hearing on the aforesaid proposed General Fund Budget and the various other Fund Budgets.

**Bruce J. Smith**  
City Administrator



MEMO 21-22

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services  
Nicole Gerhart, Recreation Supervisor

FS

DATE: April 20, 2021

SUBJECT: Request of Ghesquiere Field Use – Grosse Pointe Redbirds

6B

RECEIVED  
APR 23 2021  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

Grosse Pointe Redbirds youth baseball team is requesting use of the 90' Marstiller diamond (located adjacent to the Jackson parking lot) at Ghesquiere Park from May 9 – July 18 (see attached for specific dates and times). In the past the Redbirds have used the Grosse Pointe School System facilities, but due to COVID-19 the school system has not allowed facility use by outside groups.

I have no objection to the approval of this request contingent upon meeting the following guidelines:

1. Teams will follow all park rules and MHSAA rules including clearing the courts during storms.
2. Teams will clean up trash around the field after use.
3. Teams will submit current rosters.
4. The team shall provide the City with evidence of at least One Million (\$1,000,000.00) Dollars of liability insurance showing the CITY OF GROSSE POINTE WOODS as an additional named insured of such insurance. The City shall be entitled to notice of any change in such policy. The insurance company issuing this policy shall have an A or better rating.
5. Use of recreational facilities must be in compliance with the guidelines in place by the Michigan Department of Health and Human Services on the date(s) requested.

RECOMMENDED FOR APPROVAL AS SUBMITTED:

  
\_\_\_\_\_  
City Administrator

4/22/2021  
\_\_\_\_\_  
Date

Council approval required





# City of Grosse Pointe Woods Parks and Recreation Department

20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236

Telephone: 313-343-2408 • Fax: 313-642-5105 • Email: comctr@gpwmi.us

## Application for Community Use of Recreational Facilities

Applications should be submitted 60 days prior to requested use date and must have approval by City Council to use Recreational Facilities.

### ORGANIZATION INFORMATION

Date of Application: 4-16-21 Name of Organization: Grosse Pointe REOBIRDS  
Organization Contact Person: Adam Abraham City, State, Zip: 20635 vernier cir  
Phone Number: 313 623 6952 Email: adam.abraham20@gmail.com

### ORGANIZATION TYPE

☐ Public School in GPW ☐ Public School in Grosse Pointe District ☐ Private School In GPW

☒ Non-Profit (provide 501(c)3 number): ☒ Other: youth sports team

### GPW RESIDENT INFORMATION

Name of GPW Resident: Adam Abraham Home Phone: 313 623 6952  
Address of GPW Resident: 20635 vernier cir Cell Phone: " " "  
Email: \_\_\_\_\_

### EVENT DETAILS

☒ Ghesquiere Baseball Diamond # 90ft ☐ Ghesquiere Hockey Rink  
☐ Bramcaster Soccer Field ☐ Jackson Soccer Field  
☐ Lake Front Park Tennis Court # \_\_\_\_\_ ☐ Other: \_\_\_\_\_

Requested Use Date: multiple DATES Start Time: \_\_\_\_\_ End Time: \_\_\_\_\_

Estimated Total # Attendance: PARENTS Estimated # of GPW Residents in Attendance: 15

Purpose for which premises to be used: \_\_\_\_\_

### HOLD HARMLESS AGREEMENT

The undersigned agrees to make financial restitution to the City for any damage to or loss of City property or equipment caused by the above named group or any individual present at this event. Further, the undersigned does hereby release and hold harmless the City of Grosse Pointe Woods, its elected or appointed officials, employees and volunteers from any and all claims or loss resulting in bodily injury or property damages caused by the undersigned or any third party present at this event. Further, the undersigned agrees to financial reimbursement to the City if additional cleanup is necessary by city employees. The City reserves the right to cancel arrangements in case of emergencies with or without notice.

Liability insurance coverage must be submitted in the amount of one million dollars with the application. Such insurance shall state "The City of Grosse Pointe Woods is listed as an additional insured." under "Description of Operations" be in a form acceptable to the City and certificates of such insurance coverage shall be furnished upon request and prior to the use of the facilities. If deemed necessary, the user will provide security coverage as directed, and will also be responsible for associated costs.

Use of Recreational Facilities must be in compliance with the guidelines in place by the Michigan Department of Health and Human Services on the date(s) requested.

I have read and agree to follow the Community Use of Recreational Facilities Guidelines. AA

Applicant Initials

Applicant Signature [Signature] Date 4-16-21

### OFFICE USE ONLY

Class Type: III Insurance submitted with application: ☒ Yes ☐ No s ☒ No Insurance rating: \_\_\_\_\_  
Recommended for approval as submitted: ☒ Yes ☐ No Signature & Date: [Signature] 4-22-21  
Department Head Date  
Recommended for approval as submitted: ☒ Yes ☐ No Signature & Date: [Signature] 4/22/2021  
City Administrator Date  
Council Approval Date: \_\_\_\_\_

Day of Week	Month/Day	Time
<del>Sunday</del>	<del>9-May</del>	<del>10-2:30</del>
Sunday	9-May	10-2:30
Sunday	16-May	10-2:30
Sunday	23-May	10-2:30
Tuesday	1-Jun	5 - 8pm
Wednesday	2-Jun	5 - 8pm
Thursday	3-Jun	5 - 8pm
Saturday	5-Jun	10 - 2:30
Sunday	6-Jun	10 - 2:30
Tuesday	8-Jun	5 - 8pm
Wednesday	9-Jun	5 - 8pm
Saturday	12-Jun	10 - 2:30
Sunday	13-Jun	10 - 5Pm
Tuesday	15-Jun	5 - 8pm
Friday	18-Jun	5 - 8Pm
Sunday	20-Jun	5 - 8pm
Wednesday	23-Jun	5 - 8pm
Sunday	27-Jun	10-2:30
Wednesday	30-Jun	5 - 8PM
Tuesday	6-Jul	5 - 8PM
Thursday	8-Jul	5-8pm
Saturday	10-Jul	10-2:30
Tuesday	13-Jul	5 - 8Pm
Saturday	17-Jul	10 - 5Pm
Sunday	18-Jul	10 - 2:30



MEMO 21-21

TO: Frank Schulte, Acting City Administrator

FROM: Nicole Gerhart, Recreation Supervisor

DATE: April 20, 2021

SUBJECT: Request of Lake Front Park Facilities – Boy Scouts

6C  
RECEIVED  
APR 29 2021  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

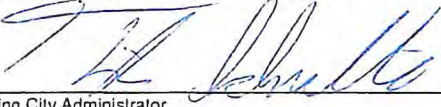
Boy Scout troop 96 is requesting the use of the Grosse Pointe Woods Lake Front Park Gazebo #2 and the field north of the Activities Building to hold a "Boy Scout Court of Honor Ceremony" on Monday, June 14. In the past the event is held at the Grosse Pointe Memorial Church, but due to COVID restrictions the event is not able to be held indoors.

The scouts will be responsible for set up at the event and the family members of the scouts will provide their own portable chairs.

I have no objection to the approval of this request contingent upon meeting the following guidelines:

1. Troop shall submit listing of non-residents and residents in attendance.
2. The troop shall provide the City with evidence of at least One Million (\$1,000,000.00) Dollars of liability insurance showing the CITY OF GROSSE POINTE WOODS as an additional named insured of such insurance. The City shall be entitled to notice of any change in such policy. The insurance company issuing this policy shall have an A or better rating.
3. Use of recreational facilities must be in compliance with the guidelines in place by the Michigan Department of Health and Human Services in regards to COVID-19 restrictions on the date(s) requested.

RECOMMENDED FOR APPROVAL AS SUBMITTED:

  
Acting City Administrator

4-29-21  
Date

Council approval required



# City of Grosse Pointe Woods Parks and Recreation Department

20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236

Telephone: 313-343-2408 • Fax: 313-642-5105 • Email: comctr@gpwmil.us

## Application for Community Use of Recreational Facilities

Applications should be submitted 60 days prior to requested use date and must have approval by City Council to use Recreational Facilities.

### ORGANIZATION INFORMATION

Date of Application: April 15, 2021 Name of Organization: Troop 96 BSA  
Organization Contact Person: Adam Prokop City, State, Zip: GP Shores  
Phone Number: 248 761 9652 Email: adam.j.prokop@gmail.com

### ORGANIZATION TYPE

☐ Public School in GPW ☐ Public School in Grosse Pointe District ☐ Private School In GPW  
☒ Non-Profit (provide 501(c)3 number): ☐ Other:

### GPW RESIDENT INFORMATION

Name of GPW Resident: Paul Spiteri Home Phone: \_\_\_\_\_  
Address of GPW Resident: 1829 Allard Cell Phone: 313 282 3971  
Email: \_\_\_\_\_

### EVENT DETAILS

☐ Ghesquiere Baseball Diamond # \_\_\_\_\_ ☐ Ghesquiere Hockey Rink  
☐ Bramcaster Soccer Field ☐ Jackson Soccer Field  
☐ Lake Front Park Tennis Court # \_\_\_\_\_ ☒ Other: Lakefront Park Gazebo 2  
Requested Use Date: June 14th Start Time: 6pm End Time: 9pm  
Estimated Total # Attendance 100 Estimated # of GPW Residents in Attendance: 50

Purpose for which premises to be used: Boy Scout Troop court of honor

### HOLD HARMLESS AGREEMENT

The undersigned agrees to make financial restitution to the City for any damage to or loss of City property or equipment caused by the above named group or any individual present at this event. Further, the undersigned does hereby release and hold harmless the City of Grosse Pointe Woods, its elected or appointed officials, employees and volunteers from any and all claims or loss resulting in bodily injury or property damages caused by the undersigned or any third party present at this event. Further, the undersigned agrees to financial reimbursement to the City if additional cleanup is necessary by city employees. The City reserves the right to cancel arrangements in case of emergencies with or without notice.

Liability insurance coverage must be submitted in the amount of one million dollars with the application. Such insurance shall state "The City of Grosse Pointe Woods is listed as an additional insured." under "Description of Operations" be in a form acceptable to the City and certificates of such insurance coverage shall be furnished upon request and prior to the use of the facilities. If deemed necessary, the user will provide security coverage as directed, and will also be responsible for associated costs.

Use of Recreational Facilities must be in compliance with the guidelines in place by the Michigan Department of Health and Human Services on the date(s) requested.

I have read and agree to follow the Community Use of Recreational Facilities Guidelines.

Applicant Initials

Applicant Signature

Date

### OFFICE USE ONLY

Class Type: III Insurance submitted with application: ☒ Yes ☐ No

Insurance rating: \_\_\_\_\_

Recommended for approval as submitted: ☒ Yes ☐ No

Signature & Date: FS 4-22-21

Department Head

Date

Recommended for approval as submitted: ☒ Yes ☐ No

Signature & Date: [Signature] 4/22/21

City Administrator

Date

Council Approval Date: \_\_\_\_\_



April 14, 2021

To Whom It May Concern:

Thank you for considering our request to use the outdoor area north of the activities building for our Boy Scout Court of Honor award ceremony on June 14, 2021. This has been a difficult year for our kids and the Boy Scouts. Many parents that I have talked to have appreciated that Boy Scouts has continued to keep a program going through the pandemic as their kids needed some kind of outside activity.

We are requesting use of the field area north of the activities building to hold an outdoor court of honor, which recognizes our scouts achievements over the past 18 months. We normally have this event at the Grosse Pointe Memorial Church but our Troop has not been able to meet inside for over a year. During this time, six boys have earned the Eagle Scout Rank and the Court of Honor award ceremony is when they are officially recognized.

Our vision for the event, is for our scouts, parents and family to all bring their own chairs and sit on the grass, socially distanced, as we hold the award ceremony. State of Michigan Covid policies do allow for larger groups to meet outside...and many of our parents have been vaccinated. All guests will be required to wear masks.

Again, we hope you can approve our request as this is one of our only options to hold this event...and some of our boys have been waiting more than a year to be recognized as Eagle Scouts.

Feel free to call or e-mail me with any questions. Thank you.

Adam Prokop  
Scoutmaster  
Troop 96  
248 761 9652

Paul Spiteri  
Committee Chairman  
Troop 96  
1829 Allard, GP Woods  
313 282 3971

MEMO 21-20

TO: Bruce Smith, City Administrator  
FROM: Frank Schulte, Director of Public Services *F.S.*  
DATE: April 15, 2021  
SUBJECT: Mack Avenue Streetscape Items

RECEIVED  
APR 27 2021  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

6D

After Council's approval of the Mack Avenue Streetscape Items on March 8, 2021, a discussion took place between the Department of Public Works, the Planning Commission, and Avenue in the Woods on the best way to move forward with the implementation of the trash containers, bike racks, and flower containers. During this discussion, it was determined that elevated light pole flower planters (photos attached) would better enhance the Mack Avenue Streetscape than the ground flower containers proposed on March 8. The ground flower containers would be empty for a portion of the year and tend to turn into a dumpsite for trash in surrounding communities that currently use them.

After investigation, it was discovered Grosse Pointe Park and Grosse Pointe City both have elevated light pole flower planters. I have received two quotes from their vendors for 86 elevated light pole planters with flowers.

Jos. Kutchev & Sons, LLC	\$20,468.00
Eckert's Greenhouse	\$23,875.00


These planters would better serve the intentions to beautify Grosse Pointe Woods business area along Mack Avenue and the entrance to our city on Vernier Road from the expressway. TreeTop Products Inc., the vendor the city was going to purchase the ground flower containers from, do not sell elevated light pole flower planters. The ground flower containers from TreeTop Products Inc. also do not come planted with flowers like the elevated light pole planters.

At the March 8, 2021 Council meeting, a budget amendment in the amount of \$98,724.40 was approved to purchase trash containers, bike racks, and flower containers. TreeTop Products, Inc. provided an updated quote without the flower containers for \$77,492.80 (attached). We are requesting to purchase the 86 elevated light pole planters with flowers with the remaining balance of \$21,231.60 in the budget.

Attached are the recommendations from the Planning Commission and Avenue in the Woods in favor of the proposed change.

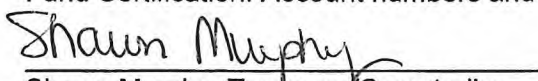
Therefore, I recommend the purchase of 86 elevated light pole planters with flowers in the amount of \$20,468.00 from Jos. Kutchev & Sons, LLC, 17110 26 Mile Rd., Macomb, MI 48042 in lieu of the ground flower containers. Funds are available in Fiscal Year 2020/2021 Budget in the Municipal Improvement – General account no. 401-902-977.101.

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

  
Bruce Smith, City Administrator

*4/27/2021*  
Date

Fund Certification: Account numbers and amounts have been verified as presented.

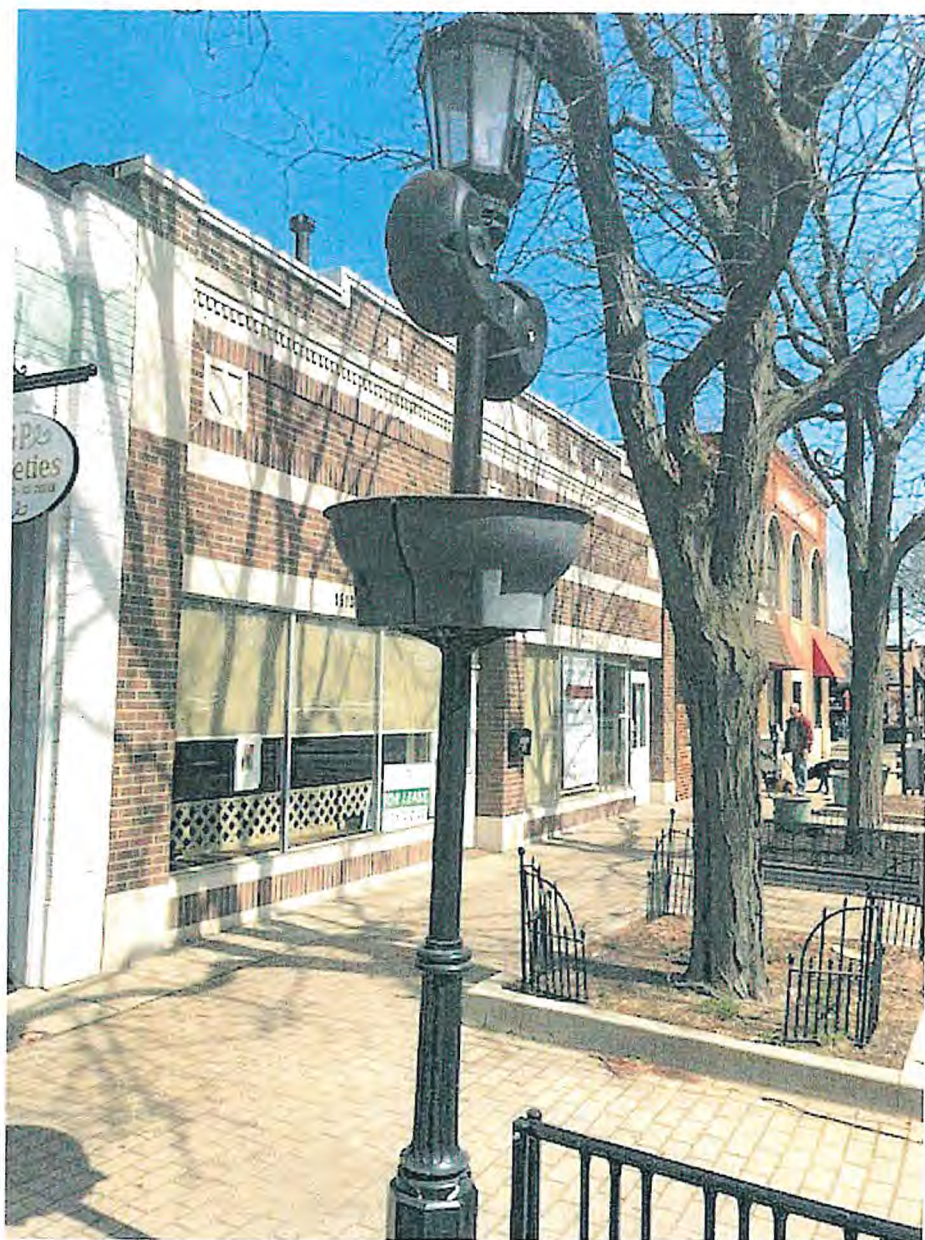
  
Shawn Murphy, Treasurer/Comptroller

*4/27/2021*  
Date



Warren Golde Lewes In Bloom - Delaware





Jos. Kutchey & Sons, LLC

17110 26 Mile Rd  
Macomb, MI 48042

## Estimate

Date	Estimate #
4/15/2021	21-0043-1

Name / Address
City of Grosse Pointe Woods

			Project
Description	Qty	Rate	Total
New Full Circle Planter for City Light Poles Complete Sets (PLANTERS WILL NOT BE AVAILABLE UNTIL APPROXIMATELY JUNE 10, 2021)	86	185.00	15,910.00
PLANTERS FILLED WITH SOIL MIX, FLOWERING PLANTS & VINES	86	59.00	5,074.00
Discount		-516.00	-516.00
REVISED QUOTE			
		<b>Total</b>	\$20,468.00



**TreeTopProducts.com**  
Lowest Prices Guaranteed

# Quote

Account Number - 42996

Treetop Products Inc.  
222 State Street  
Batavia IL 60510  
(866) 511-5642  
keyaccounts@treetopproducts.com

Estimate # QUOTRE8903

3/30/2021

**Customer**  
George Bailey  
City Of Grosse Pointe Woods  
20025 Mack Plaza Drive  
Grosse Pointe Woods MI 48236

**Ship To**  
City Of Grosse Pointe Woods  
1200 Parkway Dr.  
Grosse Pointe Woods MI 48236  
(313) 343-2460

Item	Qty	Rate	Amount
<b>22T2086-BK</b> Northgate Metal Bench with Arched Back/ 6' Bench/ Black	60	\$618.02	\$37,081.20
<b>7ZT7042-BK</b> Park-It Bike Racks/ 7-Bike Rack/ Surface Mount/ Black	30	\$157.14	\$4,714.20
<b>4ZT4049-BK</b> Northgate Receptacle/ 32 Gal Flat Lid Receptacle/ Black Onyx	60	\$521.34	\$31,280.40

<b>Subtotal</b>	\$73,075.80
<b>Tax Total (%)</b>	\$0.00
<b>Shipping</b>	\$4,417.00
<b>Total</b>	\$77,492.80

**PRICING FOR THIS QUOTE IS LOCKED IN FOR 30 DAYS**

Dear City Council,

I am Mary Aubrey-Rogers a Director from the Avenue in the Woods. As we are Beautifying Mack Ave, the 2020 plan is amazing and very exciting. The plan was started in 2017 as today is 2021. My recommendation is to buy 86 Flowerpots/Buckets to go around the Woods light poles in the air as the visibility is way attractive and seen, as the flower pots that were originally slated for the ground, which eventually will be used as trash container and cigarette boxes when the flowers are not in there.

I have researched the Mack ave light poles and the ones on Vernier Rd. as well. It will make a statement coming into our city.

Please consider the money allotted for the flower pots be use for the flower pots/ buckets now for around our city light poles.

Thank you for your time,

Mary Aubrey-Rogers

## Frank Schulte

---

**From:** George Bailey <george@bailey-built.com>  
**Sent:** Tuesday, March 30, 2021 8:03 AM  
**To:** Frank Schulte  
**Cc:** mary@clickonmary.com; Jeanne Duffy  
**Subject:** Re: Mack Avenue Streetscape Items

Good Morning Frank

I think it is a great idea to purchase new elevated light pole flower containers in lieu of the on the ground type and the bronze plaques that we had originally proposed in our Streetscape Improvement Proposal. The fact that these elevated planters would service Mack Avenue from the cities north to the south end and extend along Vernier from Mack Avenue to the west city limit by the expressway is amazing.

These planters are definitely in the spirit of what the Planning Commission is trying to achieve, which is enhancing the areas along and around Mack Avenue to help attract customers and new businesses alike.

I am in full support of this change.

Please let me know if you need anything else from me or from the Commission.

Thanks. Regards.

**George Bailey**  
**Planning Commission - Chair**  
**City of Grosse Pointe Woods**

--  
george bailey, aia, ncarb  
architect

313.451.1462 office  
972.679.8829 cell

bailey built, pllc



On Fri, Mar 26, 2021 at 2:37 PM Frank Schulte <[fschulte@gpwmi.us](mailto:fschulte@gpwmi.us)> wrote:

Hello George,

MEMO 21-23

6E

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services  
Nicole Gerhart, Recreation Supervisor

F.S.  
NG

DATE: April 26, 2021

SUBJECT: Recommendation – Pool fence repair

The self-closing gate at the Lake Front Park Aquatic Facility is broken and is in need of replacement. In order for the Lake Front Park Aquatic Facility to open for the 2021 season, the gate needs to be replaced.

The Parks and Recreation Department has contacted multiple fence contractors for quotes and only

All Pointes Fencing	no quote received
Shamrock Fence Company	\$6,900.00
Tom's Fence	no quote received

Shamrock Fence Company submitted the only bid in the amount of \$6,900.00.

Therefore, I recommend Shamrock Fence Company, located at 4836 Calf Road Carleton, MI 48117, to replace the pool fencing and self-closing gate in an amount not to exceed \$6,900.00. This is a budgeted item in the 2020/2021 budget included in Parks and Recreation Pool Maintenance Contractual Services account no. 101-774-818.103.

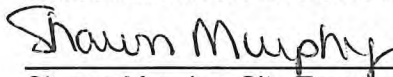
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.

  
Bruce Smith, City Administrator

4/26/2021  
Date

Fund Certification:

Account numbers and amounts have been verified as presented.

  
Shawn Murphy, City Treasurer/Comptroller

4-26-2021  
Date



# PROPOSAL

*Shamrock Fence Company, Inc.*

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DATE: April 26, 2021

PROPOSAL SUBMITTED TO: Grosse Pointe Woods Dept of Public Services  
ADDRESS: 1200 Parkway, Grosse Pointe Woods, MI 48236  
PHONE: 313-343-2460  
JOB NAME: Pool fence  
ATT: John Salter

We hereby submit specifications and estimates for:

Install approx. 110 LF of 4' high green vinyl chain link fence including gates. Core holes in concrete to dig footings for posts. Set 2 ½" and 3" posts in concrete footings. Frame with 1 5/8" top rail. Stretch 4' high, 9-gauge wire tight and tie off. Provide (2) – 4' H x 4'W gates with self-closing hinges. All materials to be green vinyl coated.

WE PROPOSE HEREBY TO FURNISH MATERIALS AND LABOR COMPLETE IN ACCORDANCE WITH ABOVE SPECIFICATIONS FOR THE SUM OF: **Six thousand nine hundred and 00/100 dollars** **\$6,900.00**

## 100% DUE UPON COMPLETION

ALL MATERIALS ARE GUARANTEED TO BE AS SPECIFIED. ALL WORK TO BE COMPLETED IN A WORKMAN LIKE MANNER ACCORDING TO STANDARD PRACTICES. ANY ALTERATIONS OR DEVIATIONS FROM ABOVE SPECIFICATIONS INVOLVING EXTRA COSTS WILL BE EXECUTED ONLY UPON WRITTEN ORDERS AND WILL BECOME AN EXTRA CHARGE OVER AND ABOVE THIS ESTIMATE. ALL AGREEMENTS CONTINGENT UPON STRIKES, ACCIDENTS OR DELAYS BEYOND OUR CONTROL. OWNER TO CARRY FIRE, TORNADO, AND OTHER NECESSARY INSURANCE. OUR WORKERS ARE FULLY COVERED BY WORKMANS COMPENSATION INSURANCE.

AUTHORIZED SIGNATURE \_\_\_\_\_

NOTE: THIS PROPOSAL MAY BE WITHDRAWN BY US IF NOT ACCEPTED WITHIN 10 DAYS.

ACCEPTANCE OF PROPOSAL: THE ABOVE PRICES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. YOU ARE AUTHORIZED TO DO THE WORK AS SPECIFIED. PAYMENT WILL BE MADE AS OUTLINED ABOVE.

DATE OF ACCEPTANCE \_\_\_\_\_

SIGNATURE: \_\_\_\_\_

## Lisa Hathaway

---

**From:** Nicole Gerhart  
**Sent:** Wednesday, April 28, 2021 12:55 PM  
**To:** Lisa Hathaway  
**Cc:** Bruce Smith; Frank Schulte  
**Subject:** Fence photos

Please see attached for the fence photos.







Sent from my iPhone



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

7A

**RECEIVED**  
APR 26 2021  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

**Date:** April 14, 2021

**To:** Mayor and City Council

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

**CC:** Bruce J. Smith, City Administrator

**Re:** Sedgwick-Workers Compensation Third Party Administrator

Please find attached a copy of the proposal for the City's Workers Compensation third party administrative services (Sedgwick formerly York Risk Services) presented by Mark Sledzinski of IBEX Insurance Company.

Sedgwick has handled the City's workers compensation third party administration (TPA) since 2007 and is offering the following renewal options with a starting base annual fee of \$21,735.00.

**OPTION #1**

Contract Term-1 Year	Year	Annual Flat Fee
Year 1--3.0% increase	7/1/2021-6/30/2022	\$22,387.00

**OPTION #2**

Contract Term- 3 Years	Year	Annual Flat Fee
Year 1--3.0% increase	7/1/2021-6/30/2022	\$22,387.00
Year 2--2.5% increase	7/1/2022-6/30/2023	\$22,947.00
Year 3--1.5% increase	7/1/2023-6/30/2024	\$23,291.00

Per Mark Sledzinski, the two (2) day Loss Prevention Services that were previously included in the annual flat fee are now a bundled service at an additional cost of:

- \$155.00 per hour plus direct expenses for general safety personnel
- \$170.00 per hour plus direct expenses for specialized industrial hygiene
- \$180.00 per hour plus direct expenses for ergonomists/analytics

Mark has stated that the City has not typically used two (2) full day in recent years. The most recent loss control training was in February 2017.

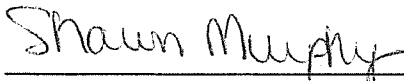
In addition, medical bill review items that were previously included in the annual flat fee are now listed as an a la carte item and will be billed \$8.25 per bill review.

Adequate funds have been budgeted in FY 21-22 for the administrative cost of \$22,387.00 for TPA services, budget line 632-854-914.000, Insurance Premium.

**Staff Recommendation**


Based on the positive working relationship with Sedgwick, it is my recommendation that the City enter a three (3) year contract with Sedgwick at an annual cost of \$22,387 for FY 21-22, \$22,947 for FY 22-23 and \$23,291 for FY 23-24.

Upon receipt of the actual contract from Sedgwick, it will be forwarded to the City Attorney for review and approval.



Shawn Murphy, Treasurer/Comptroller

Recommend approval of the above stated and do not believe any benefit will accrue to the City by seeking further bids.

 4/20/2021  
Bruce Smith, City Administrator

\_\_\_\_\_  
City Council Approval



March 10, 2021

The City of Grosse Pointe Woods  
Shawn Murphy, Human Resources  
C/O Mark Sledzinski, Ibex Agency/ Broker  
27750 Stansbury, Suite 100  
Farmington Hills, MI 48334

**City of Grosse Pointe Woods, 2021 to 2024 Renewal Proposal**

Dear Shawn and Mark,

We are grateful for the opportunity the City of Grosse Pointe Woods has provided Sedgwick in servicing your Workers' Compensation claims program. We appreciate your partnership and look forward to the continued success in the years to come. Sedgwick is providing the City of Grosse Pointe Woods the attached proposal to extend our relationship through 2024.

This letter contains:

- Overview of our partnership with the City of Grosse Pointe Woods
- Our renewal pricing proposal for 2021, 2022 and 2023

**Partnership with the City of Grosse Pointe Woods**

Over the past 10 years, Sedgwick has had the privilege of administering the City of Grosse Pointe Wood's workers' compensation claims. Sedgwick has provided claim handling efficiencies, designated examiners, technological advancements and financial savings. Our collaborative approach has yielded outstanding results. Sedgwick remains committed to delivering exceptional outcomes and will continue to enhance the claims process.

Some of our accomplishments over the past year include:

- Successfully migrated claims program to the Juris system.
- While volume is up in the current year, due to the pandemic, the average incurred is down 20% from the previous year.



## Managed Care

We look forward to continuing to drive the City of Grosse Pointe Woods claims program through our seamless integration of managed care services. In the calendar year 2020, our team has reviewed 18 bills that totaled \$5,343 and taken \$3,408 in reductions resulting in a remarkable 63% gross savings. These numbers represent a return on investment of 64:1.

Our managed care team also offers a Clinical Consultation program and surgical nurse triage options for clients. Sedgwick's 24/7 clinical consultation/nurse triage solution ensures injured employees receive the appropriate care quickly. Our innovative program is designed to help them recover and return to work safely and streamlines the claims process from the onset of the first call to Clinical Consultation.

Surgical nurse triage services include pre-habilitation lessons for the employee to improve pre-operative strength, health and home readiness. During rehabilitation the nurse documents exercises and improvements progress, as well as keeps the claims examiner informed to support the recovery efforts. These enhanced services have proven to drive down claim costs for clients with similar programs.

## Technology

Clients now have the potential to access viaOne which is our new claims management program along with a recently introduced global intake process. The intake process is fully automated to ensure prompt and accurate submission to our examiners. Claims can be reported 24 hours a day, seven days a week, 365 days a year. viaOne has unparalleled reporting capabilities, optimal efficiencies with up to the minute claims and absence data as well as alert capabilities.

With mySedgwick, clients and their employees have quick, easy access to claims information. Clients can see which employees are off work at any time and it offers limited access to a broader group of users based on their roles. Employees can utilize the mySedgwick tool for a self-service option for to provide information or check payments related to their individual claims.

## Highlights from our pricing proposal

Sedgwick has a vested understanding of the intricacies of your program. We value our partnership and are committed to your program. We have a proven designated team that continues to maintain premium services. We will continue to simplify the billing process with a flat rate fee. If the reported claims volume increases significantly, we may propose additional charges.

The renewal budget attached provides full pricing details for a multi-year agreement through 2024. We are pleased to offer two options for renewal. 1 year option will be at a 3% increase, however should option two be selected there is the standard 3% for first-year, the year 2 will only increase by 2.5% with the option 3<sup>rd</sup> year at 1.5%. Also included is pricing for managed care, SIU, loss control and Medicare.

## Commitment

The Renewal Budget provided in the appendix contains full pricing details through 2024. Sedgwick is committed to continuing our long-term partnership with the City of Grosse Pointe Woods and enhancing the program to continue the positive outcomes we have achieved thus far. Additionally, Sedgwick will continue to bring the resources, expertise and results that the City of Grosse Pointe Woods needs and expects on a long-term basis.

Please let me know if you have any questions.

Sincerely,



Karen S. Blair  
Account Executive  
Client Services

Enclosures

# Renewal Fee Proposal for City of Gross Pointe Woods

03/10/2021

**Workers Compensation Contract Term: 07/01/2021 – 06/30/2024**

## Claims handling /Summary of Options and fees

All fees apply to the State of Michigan. While Sedgwick also has capabilities outside these areas, quotes for additional countries/territories are not contemplated in this proposal.

### Annual flat fee pricing

Sedgwick's annual flat fee pricing is based on the annual estimated claim volumes and the estimated required staffing to service those claims. If acquisitions, divestitures, changes in program requirements, or an increase in claim volume impacts the staffing requirements of the unit, Sedgwick reserves the right to modify the annual flat fee. Claims open at contract termination will either be transferred to the new administrator or handled by Sedgwick for an additional annual fee.

#### Option #1

Coverage line	Year 1 07/1/2021 – 06/30/2022 3.0%
---------------	---

22,185  
2 day LC

Annual Flat Fee \$22,387.00

#### Option #2

Coverage line	Year 1 07/1/2021 – 06/30/2022 3.0%	Year 2 07/1/2022 – 06/30/2023 2.5%	Year 3 07/1/2023 – 06/30/2024 1.5% Optional
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Annual Flat Fee \$22,387.00 \$22,947.00 \$23,291.00

Items included in the quoted fees include:

- Claims intake
- Services of client service director
- Telephonic claim reviews (semi-annual)
- RMIS access: which provides a platform-independent, web-based tool for viewing and analyzing claims data. Access provides secure, near real-time information from Sedgwick's proprietary claims information systems.

**Additional bundled services and fees:**

- Subrogation services will be charged 25% of recoveries
- RMIS: Additional user access is \$870 per user per year
- RMIS data feeds: Additional interface files are \$225 per month for monthly file, \$645 per month for weekly file or \$1,945 per month for daily file
- RMIS: System interfaces or custom programming charged at \$185 per hour
- Risk control services are available for \$155 per hour plus direct expenses for general safety personnel, \$170 per hour plus direct expenses for specialized industrial hygiene and \$180 per hour plus direct expenses for ergonomists/analytics
- Escheatment services charged at \$15,850 per year for claim related payments issued from an escrow account in Sedgwick's Tax ID. Under this process, Sedgwick reports un-cashed claim related payments to the appropriate state, according to each states' unclaimed property law. Sedgwick offers an alternative escheatment service for free, however, City of Gross Pointe Woods is responsible for filing unclaimed property to the states.
- OSHA services: Sedgwick provides flexible OSHA recordkeeping solutions. City of Gross Pointe Woods has the option to select one of two levels of service to suit their preferences through our viaOne OSHA proprietary application. The system is able to generate standard reports such as the OSHA 300, 300A, 301 and Sharps logs as well as other reports such as DART and BLS surveys. Our service levels include:
  - Basic - Sedgwick provides initial and ongoing demographic data updates to the application. City of Gross Pointe Woods retains responsibility for other recordkeeping decisions including time tracking, privacy case designation and recordability. Fees are \$6,400 for implementation, \$440 per user per year and \$14 per incident set up in viaOne OSHA.
  - Advanced - Sedgwick's trained OSHA analysts assume responsibility for all recordkeeping updates including time tracking, recordability, injury type designation and privacy. Fees are \$6,400 for implementation, \$440 per user per year and \$30 per incident set up in viaOne OSHA.



## Sedgwick managed care

All claim administration fees and services contemplate the deployment of Sedgwick's managed care services for all medical bill review and clinical case management services.

Service	Rate
<b>Medical bill review</b>	
State fee scheduling/usual, customary and reasonable	\$8.25 per bill
State EDI Reporting in required states	Add \$1.45 per bill
<b>Provider networks</b>	
Enhanced savings	30% of savings
Preferred provider organization (PPO) networks/out of network services	30% of savings
<b>Telephonic Clinical Services</b>	
Telephonic case management: · Telephonic Nurse Case Manager, · Surgery Nurse Case Manager, · Behavioral Health Specialist	\$105 per hour
Customized Nurse Services	\$105 per hour <sup>(1)</sup>
<b>Utilization Review &amp; Peer Review</b>	
Utilization review	\$125 per review
Physician advisor/peer review	\$275 per review
Physician review of records	\$275 per hour
Physician advisor appeal	\$350 per review
Complex pharmacy management	Pharmacy nurse management/pain coaching: \$115 per hour Physician and PharmD management (as needed): \$275 per hour

Service	Rate
<b>Field Case Management</b>	
Medical field case management: Full field	\$105 per hour, plus direct expenses <sup>(1)</sup> Urgent/Catastrophic case management: \$165 per hour <sup>(1)</sup>
Crisis Care RN	\$165 per hour <sup>(1)</sup>
<i>Field Case Management Tasks:</i>	
One visit clinical assessment	\$720 flat fee
Limited Assignment Task	\$105 per hour <sup>(1)</sup>
Specialty task services: Life Care Plan, Expert testimony, customized services	\$165 per hour
<b>Vocational &amp; Work placement solutions</b>	
Transitional work placement (at Not-for-profit)	\$900 for placement or no-show
Return to Work Specialist	\$105 per hour <sup>(1)</sup> Telephonic return-to-work
Work Place Consultation - Program/Policy Design & planning	\$200 per hour, plus direct expenses
Vocational - Full Field Case Management	\$105 per hour, plus direct expenses <sup>(1)</sup>
<i>Vocational field tasks:</i>	
Vocational Assessment/Testing	\$950 flat fee
Labor Market Survey	\$640 flat fee
Automated Transferable Skills Analysis	\$360 flat fee
Job Analysis or Ergonomic Evaluation	\$790 flat fee
<b>Clinical Consultation Services</b>	
Clinical consultation	\$110 per incident
<b>Sedgwick managed care administrative services</b>	

Service	Rate
Lien resolution	28% of the below fee schedule savings subject to minimum fee of \$125 and cap of \$7,500 per lien Expert witness testimony or hearing representation charged at \$125 per hour plus direct expenses
Sedgwick standard medical card	No charge; customization starts at \$3,500
Standard provider panel postings	Included in Sedgwick bill review program fees
PPO Network Panels (Non-Required States)	\$9.00 per panel (1) CAT @ \$185 per hour

## Definitions, terms and conditions

### Definitions

**Life of contract:** Sedgwick will administer all claims received during the contract for the quoted fee. Claims open at contract termination will either be transferred to the new administrator or handled by Sedgwick for an additional annual fee.

**Indemnity claim:** An Indemnity/indemnity claim shall mean any workers' compensation qualified claim as follows:

- For which a payment is made or reserve is posted under the indemnity portion (i.e., not medical and not expense) of the qualified claim or there is time lost from work
- For which an application for adjudication of a claim or hearing notice is received or otherwise involves litigation or communication from or to a petitioner's attorney
- Where incurred medical costs exceed \$3,500
- That is denied but otherwise would have been classified as indemnity claims
- For which City of Gross Pointe Woods requests to be investigated or classified as an indemnity claim
- That Sedgwick determines additional investigation is necessary to determine compensability, to comply with applicable laws, or both
- For which subrogation is investigated or pursued
- That is open longer than 12 months

**Medical only claim:** A medical only claim is defined as any claim that is not an Indemnity claim or an incident-only claim.

**Incident only:** Incident only claims are claims reported by City of Gross Pointe Woods that require no payment or activity other than generating a record in the claims administration system. These claims carry no reserves and no contacts are made by Sedgwick. If contacts are required on incident only cases, additional fees will apply.

**Allocated expenses:** The claim fees agreed to shall include all costs incurred by Sedgwick in handling claims submitted, except those costs normally referred to as "allocated expenses." These expenses will be billed to the individual claim file when incurred.

In some cases, Sedgwick engages subcontractors to assist us in providing services. In order to hold down the cost to our clients, Sedgwick may have arrangements with these subcontractors to cover expense for certain activities, including but not limited to, development of integrated data systems, account management, quality oversight and ongoing projects that improve penetration and efficiency for our examiners. These cooperative service agreements are not transactional-based and are not dependent on any activity generated by City of Gross Pointe Woods. In fact, the flat cooperative service fees remain the same regardless of whether City of Gross Pointe Woods uses these vendors on their program or not.

Allocated expenses include but are not limited to:

- Attorney fees and costs
- Hearing representation in lieu of attorney fees including preparation, travel expenses, attendance and system notations
- Court costs and appeal bonds
- Cost of providing rehabilitation services
- Cost of surveillance activities and other outside investigations
- Cost of expert witnesses, accident reconstruction specialists, or any other specialist necessary for the investigation and/or defense of a claim
- Cost incurred to obtain statements, photographs, records, transcripts, depositions, digital call recording, etc.
- Cost of inspections, appraisals, repair management, rental/replacement, etc.
- Cost of independent medical exam
- Cost of medical bill review, PPO, managed care and other similar programs
- Cost of medical experts, peer review, utilization review, case management, pre-certifications and medical necessity evaluations
- Cost of translation services
- Medicare reporting and compliance services fees and costs
- Index filings
- Cost of vocational evaluations, vocational services, training or other vocational activities
- Cost of outside assistance necessary to prepare or protect a client's subrogation right or Special Disability Trust Fund claim
- Expenses for travel to depositions, mediations, arbitrations, hearings or other legal proceedings at the client's request or as required by law or rule of a federal, state or local agency

### **Terms and conditions**

**Quotation expiration:** All pricing quoted is valid for a period of 90 days from submission unless a written extension is requested.

**Takeover of existing claims:** There is no takeover of existing claims anticipated in this program. If takeover handling is required, additional fees will apply.

**Payment terms:** Claim service and information technology fees are billed on actuals on a monthly basis in arrears. Administrative fees are billed on an annual basis in advance based on annual estimates. The estimates are subject to audit 30 days after the conclusion of each contract year.

**Taxes:** All applicable taxes will be added to the service fees where this is required. Sedgwick may be required, in some jurisdictions, to collect and remit sales tax on the services provided to City of Gross Pointe Woods. If billed, the taxes will be stated separately on the invoice. If Sedgwick is provided an exemption certificate, in good faith, tax will not be charged. In the event that a jurisdiction invalidates or does not accept the exemption certificate, Sedgwick will not be liable for any penalty or interest that may be charged.

**Reverse takeover (RTE) / Exit Data Services:** Upon termination there will be fees to support the final transfer of claim data including exporting of claim transactions, notes, and images in Sedgwick's standard format at \$185 per hour. Requests for customized data layouts will be scoped and charged at \$185 per hour. Fee is due prior to transition of data.

**Submission of all applicable claims:** The fees quoted are based on the assumption that City of Gross Pointe Woods will forward to Sedgwick all claims arising during the applicable time period in a covered jurisdiction. In the event that City of Gross Pointe Woods does not forward all such claims to Sedgwick, we reserve the right to adjust the fees accordingly.

## Medicare Compliance 2021 Workers' Compensation Services

MSA fees are detailed below. Fees may change from time to time upon 60 days written notice.

No.	Service name and description	Price
1	<b>Medicare Set-Aside (MSA):</b> This comprehensive report is primarily used to assist the examiner in determining an appropriate amount of money to set aside for the benefit of Medicare at the time of settlement. This MSA expires after 6 months per CMS guidelines.	\$2,500
2	<b>MSA without submission:</b> This is a compact, evidence based MSA report that will not be submitted to CMS for review. It does not expire.	\$2,000
3	<b>Zero dollar MSA waiver:</b> Preparation and submission of the \$0 MSA to CMS. This is only for DENIED cases where \$0 in medical and indemnity payments have been made.	\$1,750
4	<b>Complex Medicare set-aside (MSA):</b> Any MSA that includes three or more open claims to be included in the same report; catastrophic cases, or more than 200 pages of medical records. In addition to WCMSA fee.	\$650
5	<b>MSA submission:</b> Compiling, reviewing, analyzing and submitting necessary documentation to CMS for approval of an MSA.	\$800
6	<b>Medicare lien search:</b> Sedgwick's lien resolution program will review and obtain conditional payment information from Medicare or Medicare advantage organization when applicable.	\$165
7	<b>Medicare lien appeal:</b> Sedgwick's lien resolution program will file an appeal with Medicare or Medicare advantage organization for any unrelated charges. No charge for liens under \$1,000.	\$350
8	<b>Medical cost projection (MCP):</b> A medical cost projection is similar to an MSA in that it projects the anticipated future medical care for a claimant. However, it could contain non-Medicare covered expenses and is not submitted to CMS for approval. Generally completed on claims with no current Medicare exposure or for reserving purposes.	\$2,250
9	<b>MSA/MCP combination report:</b> This product is a combination of the MSA and MCP. It includes one report that summarizes medical records and two spreadsheets (Medicare and Non Medicare items).	\$3,300
10	<b>MSA update:</b> All updates will be charged at a flat rate. Exception: MSAs older than two years may be charged the full MSA rate for an update.	\$615 per update



11	Social security disability check: We will check to determine if the claimant has applied for or been accepted for Social Security disability benefits.	\$350
12	Rated age request: In certain circumstances, it may be necessary to secure a rated age to minimize the MSA.	\$25

## Special Investigation Unit 2021 Services and Pricing

SIU fees are detailed below. Fees may change from time to time upon 60 days written notice.

Service name	Price
<b>Research services</b>	
Social media investigation	\$275
Smart plus investigation	\$475
Comprehensive background	\$525
Canvassing services	\$250
Skip tracing/individual locate	\$175
Asset check	\$225
Criminal and civil check	\$135 plus cost of records Additional counties: \$35 (per county)
Records request	\$100 plus cost of records
Social media monitoring	\$25/week of monitoring
Other research services	Quote upon request
<b>Surveillance services</b>	
Surveillance	\$85 per hour (portal to portal): All other states \$95 per hour (portal to portal): California, Hawaii and New York <u>Additional expenses to hourly rate:</u> <ul style="list-style-type: none"> <li>Report writing (up to 1/2 hour per day at standard surveillance rates)</li> <li>Pre-surveillance investigation: \$85</li> <li>License plate searches: \$10 (post prelim)</li> </ul>

Service name	Price
Unmanned surveillance	\$700 per day (three-day minimum) Deployment and extraction of stationary device: \$85 per hour: All other states \$95 per hour: California, Hawaii and New York
Video copies	\$60 per additional copy plus shipping
Field Services	
Alive and Well Check - In person	\$325: All other states \$350: California, Hawaii and New York
Alive and Well Check-Virtual Interview	\$125
Activity Check	\$350: All other states \$375: California, Hawaii and New York
AOE/COE	\$85 per hour (portal to portal): All other states
Recorded Statement	\$95 per hour (portal to portal): California, Hawaii and New York
Scene Investigation	Mileage charged at IRS standard mileage rate
Trial/Deposition	
International Investigations	Quote upon request
Other field services	Quote upon request
Assessment services	
Suspect file review	\$95 per hour
Fraud Investigation (includes state reporting)	\$95 per hour
SIU Intelligence program	Workers' compensation and general liability — \$150 per claim triggered (includes up to three claim triage reviews per claim triggered)

Service name	Price
Other assessment services	Quote upon request

A detailed description of each service can be found on the Sedgwick SIU portal page.



## CITY OF GROSSE POINTE WOODS PROCLAMATION

WHEREAS, the City of Grosse Pointe Woods takes great pride in commemorating the 50<sup>th</sup> Anniversary of **RAINY DAY ART & FRAMING CO.'S** business presence in the City of Grosse Pointe Woods, and recognizing its service to our community; and



WHEREAS, The Rainy Day Company was opened by the Snow family in 1971, with the name inspired by the family saying, "good things always seemed to happen to them on rainy days", has been operating continuously under various owners; and

WHEREAS, in 2005, Lisa Amori, a long time fan and patron of Rainy Day, who always wanted to work there, noticed an ad that the store was for sale, and she and her husband made the decision to purchase the art supply store, stating it "was meant to be"; and

WHEREAS, Lisa Amori, owner of **RAINY DAY ART & FRAMING CO.**, graduated with a Bachelor of Fine Arts from the College for Creative Studies, Detroit, Michigan, and featured in publications such as Automobile Magazine in recognition as a female auto illustrator, and the Detroit Free Press Homestyle Section for her structural illustrations. Her most notable commission: an illustration of a Packard automobile for Jay Leno; and

WHEREAS, Lisa Amori and her staff of 3 not only provide art supplies to create the next masterpiece, but also feature organization materials, work surfaces, and custom framing. Artwork, such as custom portraits of homes, pets, a person or a landscape can also be commissioned. **RAINY DAY ART & FRAMING CO.** offers art classes for all ages and skill levels and sees promoting local Grosse Pointe artists as their mission by featuring their works on their gallery wall.

NOW, THEREFORE, I, ARTHUR W. BRYANT, Mayor of the City of Grosse Pointe Woods, Michigan, on behalf of our City Council, administration, and residents, extend our best wishes and appreciation to **RAINY DAY ART & FRAMING CO.** as it celebrates its' 50 years of outstanding service to our community.

  
  
*Arthur W. Bryant*  
Mayor Arthur W. Bryant  
May 3, 2021



8B

## CITY OF GROSSE POINTE WOODS PROCLAMATION

WHEREAS, Emergency Medical Services is a vital public service; and

WHEREAS, the members of Emergency Medical Services teams are ready to provide lifesaving care to those in need 24 hours a day, seven days a week; and

WHEREAS, access to quality emergency care dramatically improves the survival and recovery rate of those who experience sudden illness or injury; and

WHEREAS, Emergency Medical Services teams consist of emergency physicians, emergency nurses, emergency medical technicians, paramedics, firefighters, medical first responders, educators, administrators, and others; and

WHEREAS, the members of Emergency Medical Services teams, whether career or volunteer, engage in thousands of hours of specialized training and continuing education to enhance their lifesaving skills; and

WHEREAS, the residents of Grosse Pointe Woods benefit daily from the knowledge and skills of the paramedics, medical first responders and firefighters of the City of Grosse Pointe Woods; and

WHEREAS, it is appropriate to recognize the value and the accomplishments of emergency medical services providers by designating **EMERGENCY MEDICAL SERVICES WEEK**.

NOW, THEREFORE, I, ARTHUR W. BRYANT, Mayor of the City of Grosse Pointe Woods, Michigan, in recognition of this event do hereby proclaim the week of **May 16 through May 22, 2021** as **EMERGENCY MEDICAL SERVICES WEEK**.



*Arthur W. Bryant*

Arthur W. Bryant

Mayor

May 3, 2021



8C

## CITY OF GROSSE POINTE WOODS

### PROCLAMATION

WHEREAS, the Congress and President of the United States have designated **May 15 as PEACE OFFICERS MEMORIAL DAY**, and the week in which it falls as **NATIONAL POLICE WEEK**; and


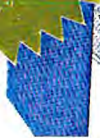

WHEREAS, the members of the Public Safety Department of the City of Grosse Pointe Woods play an essential role in safeguarding the rights and freedoms of the citizens of Grosse Pointe Woods; and

WHEREAS, it is important that all citizens know and understand the problems, duties and responsibilities of their Public Safety Department, and that members of our Public Safety Department recognize their duty to serve the people by safeguarding life and property, by protecting them against violence and disorder, and by protecting the innocent against deception and the weak against oppression and intimidation; and

WHEREAS, the Public Safety Department of the City of Grosse Pointe Woods is a modern and scientific law enforcement agency which unceasingly provides a vital public service.

NOW, THEREFORE, I, ARTHUR W. BRYANT, Mayor of the City of Grosse Pointe Woods, Michigan, call upon all citizens of Grosse Pointe Woods and upon all patriotic, civil and educational organizations to observe the week of **May 9 through 15, 2021**, as **NATIONAL POLICE WEEK** and that all of our residents join in commemorating police officers, past and present, who by their faithful and loyal devotion to their responsibilities have rendered a dedicated service to their communities and, in doing so, have established for themselves an enviable and enduring reputation for preserving the rights and security of all citizens.

I, FURTHER call upon all citizens of Grosse Pointe Woods to observe **Saturday, May 15, 2021, as PEACE OFFICERS MEMORIAL DAY** in honor of those peace officers who, through their courageous deeds, have lost their lives or have become disabled in the performance of duty.



*Arthur W. Bryant*

ARTHUR W. BRYANT

Mayor

May 3, 2021



# CITY OF GROSSE POINTE WOODS

## PROCLAMATION

WHEREAS, public works services provided in our community are an integral part of our citizens' everyday lives; and

WHEREAS, the support of an understanding and informed citizenry is vital to the efficient operation of public works systems and programs such as water, sewers, streets and highways, public buildings, and solid waste collection; and

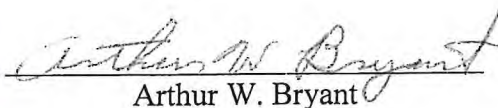
WHEREAS, the health, safety and comfort of this community greatly depends on these facilities and services; and

WHEREAS, the quality and effectiveness of these facilities, as well as their planning, design, and construction, is vitally dependent upon the efforts and skill of public works employees; and

WHEREAS, the efficiency of the qualified and dedicated personnel who staff public works departments is materially influenced by the people's attitude and understanding of the importance of the work they perform,

NOW, THEREFORE, I, ARTHUR W. BRYANT, Mayor of the City of Grosse Pointe Woods, do hereby proclaim the week of **May 16-22, 2021** as **NATIONAL PUBLIC WORKS WEEK** in the City of Grosse Pointe Woods, Michigan and encourage all of our residents to acquaint themselves with the issues involved in providing public works services and to recognize the contributions that public works employees make every day to our health, safety, comfort, and quality of life.





Arthur W. Bryant

Mayor

May 3, 2021



9A



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

# INVOICE

RECEIVED  
APR 26 2021

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

February 26, 2021

Project No: 0160-0423-0

Invoice No: 0130002

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

Project 0160-0423-0 OXFORD ROAD RECON. - MACK TO HOLIDAY

PURCHASE ORDER #20-46056 - \$128,000.00

Professional Services from January 18, 2021 to February 14, 2021

## Professional Personnel

	Hours	Rate	Amount
SECRETARIAL			
SECRETARIAL	1.00	33.00	33.00
PRINTS			
ENGINEERING AIDE II	.80	62.00	49.60
ENGINEERING AIDE I	.30	56.00	16.80
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER	4.50	103.00	463.50
LICENSED ENG/SUR/ARC	5.00	103.00	515.00
Totals	11.60		1,077.90
Total Labor			1,077.90

Billing Limits	Current	Prior	To-Date
Total Billings	1,077.90	43,042.12	44,120.02
Limit			128,000.00
Remaining			83,879.98

Total this Invoice \$1,077.90

## Outstanding Invoices

Number	Date	Balance
0129834	2/3/2021	3,436.58
Total		3,436.58

Pd. 2/23/21

PO 46056  
# 202-451-974.201 \$86.23  
# 203-451-977.803 \$883.88  
# 592-537-975.401 \$107.79  
OK- J.K.

Bruce [Signature] 4/21/21



ANDERSON, ECKSTEIN & WESTRICK, INC.  
CIVIL ENGINEERS SURVEYORS ARCHITECTS  
2315 E. HENHERR RD. SHELBY TOWNSHIP, MI 48315  
www.aewinc.com p(586)726-1234

**INVOICE**

RECEIVED

APR 26 2021

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

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

February 26, 2021

Project No: 0160-0417-0

Invoice No: 0130001

Project 0160-0417-0 BOURNEMOUTH WM REPLACEMENT  
PURCHASE ORDER #19-45552 - \$197,500.00

Professional Services from January 18, 2021 to February 14, 2021

**Professional Personnel**

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
LICENSED ENG/SUR/ARC	.50	103.00	51.50
TEAM LEADER	.50	83.50	41.75
ENGINEERING AIDE II	.50	62.00	31.00
Totals	1.50		124.25
Total Labor			124.25

Billing Limits	Current	Prior	To-Date
Total Billings	124.25	129,524.72	129,648.97
Limit			197,500.00
Remaining			67,851.03

Total this Invoice \$124.25

**Outstanding Invoices**

Number	Date	Balance
0129833	2/3/2021	121.25
Total		121.25

pd 2/3/21

PO 45552

# 592-537-977-310

OK - J.K

SM 4/21/21

*[Signature]*  
4/21/21

# 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

9B

RECEIVED  
APR 27 2021

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

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

APRIL 22, 2021

FILE # 4297.005841  
INVOICE # 497107

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

FOR PROFESSIONAL SERVICES RENDERED

03/05/21 MJW FOLLOW-UP WITH CLIENT AND BLACK AND VEATCH ON STATUS OF RENEWAL NEGOTIATIONS	.50
03/18/21 MJW EMAIL TO CLIENTS TO START ON AN RFP	.30
03/25/21 MJW REVIEW EMAIL HISTORY WITH BLACK AND VEATCH RE LICENSE RENEWAL; EMAIL AND CALL B&V RE SAME	.30

TOTAL HOURLY CHARGES \$330.00

-----RECAP-----			
TIMEKEEPER	RATE	HOURS	AMOUNT
MICHAEL J WATZA	300.00	1.10	330.00
TOTALS		1.10	330.00

CURRENT AMOUNT DUE \$330.00

TOTAL AMOUNT DUE \$330.00

101210812.000

RECEIVED

APR 26 2021

SM 4/26/21

Bruce Smith 4/27/2021

RECEIVED

APR 26 2021

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

McGraw Morris P.C.

TROY

SAGINAW

9C

THOMAS J. MCGRAW  
G. GUS MORRIS  
CRAIG R. NOLAND  
STACY J. BELISLE  
KEVIN K. KILBY  
CHRISTOPHER J. RAITI  
CHARLES E. LOVELL  
AMANDA M. ZDARSKY  
THOMAS D. LANDA  
ERIC C. TURNBULL

2075 W. BIG BEAVER ROAD  
SUITE 750  
TROY, MICHIGAN 48084  
TELEPHONE: (248) 502-4000  
FACSIMILE: (248) 502-4001

March 18, 2021

GLENN A. DIEGEL  
OF COUNSEL

ATTN: BRUCE SMITH  
CITY OF GROSSE POINTE WOODS  
20025 MACK PLAZA  
GROSSE PTE. WOODS, MI 48236

RE: STATEMENT 7669 – LEGAL SERVICES FOR CITY OF GROSSE POINTE WOODS

Balance prior Invoice:	\$927.50
Payment Received :	<u>-927.50</u>

Balance remaining:	\$ 0.00
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STACY J. BELISLE:	1.50 Hours x \$175/hr =	<u>\$262.50</u>
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BALANCE DUE:	<b>\$262.50</b>
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101210801.00



SM 4/20/21

RECEIVED

APR 26 2021  
CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

MCGRAW MORRIS P.C.

2075 WEST BIG BEAVER  
SUITE 750  
TROY, MI 48084  
248-502-4000  
TAX I.D. #27-1058649

Attn: BRUCE SMITH  
CITY OF GROSSE POINTE WOODS  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236

Statement Date: March 15, 2021  
Statement No. 7669  
Account No. 3184.100  
Page: 1

RE: FOIA MATTERS

OUR FILE #3184.1000

Fees

			Hours	
01/18/2021	SJB	REVIEW EMAIL FROM CLIENT REGARDING FOIA REQUEST AND ATTACHED REQUEST DOCUMENTS.	0.40	70.00
01/26/2021	SJB	EMAILS WITH CLIENT REGARDING REQUEST FOR POLICE POLICIES; REVIEW FOIA EXEMPTIONS AND CASE LAW REGARDING EXTENT OF EXEMPTION.	0.50	87.50
02/01/2021	SJB	REVIEW RESIDENT EMAIL REGARDING FOIA REQUEST; REVIEW FOIA MANUAL PROVIDED BY RESIDENT; PREPARE EMAIL TO CLIENT REGARDING FOIA RESPONSE.	0.60	105.00
		For Current Services Rendered	1.50	262.50

Timekeeper  
STACY J. BELISLE

Recapitulation  
Title  
Partner

Hours  
1.50  
Rate  
\$175.00

Previous Balance	\$927.50
Total Current Work	262.50

Payments

01/04/2021	Payment - Thank you	-577.50
01/04/2021	Payment - Thank you	-350.00
	Total Payments	-927.50
	Balance Due	<u>\$262.50</u>



RECEIVED

APR 26 2021

McGRAW MORRIS P.C.

GRAND RAPIDS

TROY

SAGINAW

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

THOMAS J. MCGRAW  
G. GUS MORRIS  
CRAIG R. NOLAND  
STACY J. BELISLE  
KEVIN K. KILBY  
CHRISTOPHER J. RAITI  
CHARLES E. LOVELL  
AMANDA M. ZDARSKY  
THOMAS D. LANDA  
ERIC C. TURNBULL

2075 W. BIG BEAVER ROAD  
SUITE 750  
TROY, MICHIGAN 48084  
TELEPHONE: (248) 502-4000  
FACSIMILE: (248) 502-4001

April 12, 2021

GLENN A. DIEGEL  
OF COUNSEL

ATTN: BRUCE SMITH  
CITY OF GROSSE POINTE WOODS  
20025 MACK PLAZA  
GROSSE PTE. WOODS, MI 48236

**RE: STATEMENT 7732 – LEGAL SERVICES FOR CITY OF GROSSE POINTE WOODS**

Balance prior Invoice:	\$262.50
Payment Received :	<u>- 0.00</u>

Balance remaining: ✓ \$262.50

STACY J. BELISLE: 1.10 Hours x \$175/hr = \$192.50

**BALANCE DUE: \$455.00**

Pay \$192.50

  
101210801.000

SM 4/20/21

RECEIVED  
APR 26 2021

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

MCGRAW MORRIS P.C.

2075 WEST BIG BEAVER  
SUITE 750  
TROY, MI 48084  
248-502-4000  
TAX I.D. #27-1058649

Attn: BRUCE SMITH  
CITY OF GROSSE POINTE WOODS  
20025 MACK PLAZA  
GROSSE POINTE WOODS, MI 48236

Statement Date: April 12, 2021  
Statement No. 7732  
Account No. 3184.100  
Page: 1

RE: FOIA MATTERS

OUR FILE #3184.1000

Fees

			Hours	
03/05/2021	SJB	REVIEW ISSUES REGARDING RESPONSE TO FOIA REQUEST RELATIVE TO CODE ENFORCEMENT AND PREPARE EMAIL TO CLIENT REGARDING RECOMMENDED COURSE OF ACTION.	0.60	105.00
03/19/2021	SJB	TELEPHONE CALL WITH B. MIRO REGARDING FOIA EXEMPTIONS AND COURT DOCUMENTS. EMAILS WITH CLIENT REGARDING FOIA REQUEST INCLUDING COURT DOCUMENTS.	0.50	87.50
		For Current Services Rendered	1.10	192.50

<u>Timekeeper</u>	<u>Recapitulation</u>	<u>Hours</u>	<u>Rate</u>
STACY J. BELISLE	<u>Title</u> Partner	1.10	\$175.00

Previous Balance	\$262.50
Total Current Work	192.50
Balance Due	<u>\$455.00</u>

RECEIVED

APR 26 2021

CITY OF GROSSE POINTE WOODS  
CLERK'S DEPARTMENT

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.

27555 Executive Drive, Suite 250

Farmington Hills, MI 48331

(248) 489-4100 Tax ID# 38-3107356



April 14, 2021

City of Grosse Pointe Woods  
Attn: Bruce Smith, City Adminsitrator  
20025 Mack Plaza  
Grosse Pointe Woods, MI 48236

Invoice # 1075433

In Reference To: General Counsel

Professional Services Rendered Through March 31, 2021

		<u>Hrs/Rate</u>	<u>Amount</u>
<u>City Council</u>			
3/1/2021	LAA Receipt/review of agenda materials for Council meeting; Attend Council meeting	1.20 \$155.00/hr	186.00
3/2/2021	LAA Telephone conference with Clerk about Council minutes	0.20 \$155.00/hr	31.00
3/15/2021	LAA Receipt/review of agenda materials; Attend City Council meeting	1.70 \$155.00/hr	263.50
	LAA Telephone conference with Mayor Pro Tem regarding Council agenda materials	0.30 \$155.00/hr	46.50
3/29/2021	LAA Telephone conference with City Administrator about Council agenda items	0.20 \$155.00/hr	31.00
	LAA Correspondence with Clerk regarding Council agenda items	0.20 \$155.00/hr	31.00
	LAA Telephone conference with Mayor Pro Tem regarding Council meeting	0.40 \$155.00/hr	62.00

Rosati, Schultz, Joppich & Amtsbuechler, P.C.

		<u>Hrs/Rate</u>	<u>Amount</u>
3/29/2021	LAA Receipt/review of agenda materials	1.50 \$155.00/hr	232.50
	LAA Attend City Council meeting	0.50 \$155.00/hr	77.50
	SUBTOTAL:	[ 6.20	961.00]

General Administration

3/1/2021	TRS Work on additional charter amendment regarding city administration vs city manager; Research regarding issues raised	1.10 \$155.00/hr	170.50
	AMM Continued research of City's insurance coverage; Preparation of memorandum for Council	1.80 \$145.00/hr	261.00
	LAA Telephone conference with Mayor Pro Tem regarding Council agenda items; Review of issues in follow up	0.50 \$155.00/hr	77.50
	LAA Receipt/review of Notice of Claim; Telephone conference with Clerk regarding same	0.40 \$155.00/hr	62.00
	LAA Preparation of materials for Committee of the Whole meeting	0.90 \$155.00/hr	139.50
3/2/2021	LAA Telephone conference with Director of Public Works and Clerk regarding Notice of Claim	0.30 \$155.00/hr	46.50
	LAA Preparation of correspondence to Council and materials on Charter Amendment for Committee of the Whole meeting; Correspondence with Clerk regarding same	2.90 \$155.00/hr	449.50
	LAA Receipt/review of new Public Health Order; Correspondence with City Administrator regarding Order; Correspondence with Assessor regarding same	0.70 \$155.00/hr	108.50
	LAA Receipt/review of request for filming permit on City property; Review City Code and relevant materials regarding same; Correspondence with City	0.50 \$155.00/hr	77.50

			<u>Hrs/Rate</u>	<u>Amount</u>
		Administrator and Executive Assistant regarding request		
3/3/2021	LAA	Correspondence to/from Clerk and Mayor regarding professional conference	0.30 \$155.00/hr	46.50
	LAA	Receipt/review correspondence from Clerk regarding receipt of document subpoena; Review subpoena; Correspondence to/from Clerk regarding same	0.50 \$155.00/hr	77.50
	LAA	Correspondence to/from Clerk regarding materials for Committee of the Whole meeting	0.30 \$155.00/hr	46.50
	LAA	Receipt/review of information from Director of Public Works regarding claim notice	0.40 \$155.00/hr	62.00
	LAA	Correspondence to/from City Administrator, Assessor, and Clerk regarding in-person Board of Review meetings under new Public Health Order; Evaluate state of Disaster Resolution to determine procedure and authority for in-person meetings	1.00 \$155.00/hr	155.00
3/4/2021	LAA	Correspondence to/from Clerk regarding document subpoena	0.30 \$155.00/hr	46.50
	LAA	Receipt/review correspondence from AEW regarding the Water and Sewer Garage contract; Review materials; Correspondence to/from AEW and City Administration regarding same	0.50 \$155.00/hr	77.50
	LAA	Telephone conference with City Administrator and Assessor regarding Board of Review meetings; Review and revise public meeting notice	1.90 \$155.00/hr	294.50
	LAA	Receipt/review correspondence from Tokio Marine regarding claim	0.10 \$155.00/hr	15.50
	LAA	Receipt/review of contract for respirator fit testing and contract for vehicle telematics from Public Safety Director	0.20 \$155.00/hr	31.00



			<u>Hrs/Rate</u>	<u>Amount</u>
3/5/2021	JES	Review of Agreement with Ford Smart Mobility	0.30 \$145.00/hr	43.50
	LAA	Telephone conference with City Administrator regarding Board of Review meetings	0.10 \$155.00/hr	15.50
	LAA	Receipt/review correspondence from Clerk regarding claims process; Review information regarding same; Telephone conference with Director of Public Works regarding sidewalk program	0.70 \$155.00/hr	108.50
	LAA	Receipt/review correspondence from Clerk regarding cell tower	0.10 \$155.00/hr	15.50
	LAA	Receipt/review correspondence regarding Escrow Agreement for the Milk River Intercounty Drainage District	0.20 \$155.00/hr	31.00
3/8/2021	JES	Review of the Certificate of Substantial Compliance regarding release of escrow for construction on the Milk River Drainage District; Research whether City Administrator is authorized by law or code to sign the Certificate; Research legal structure of the Milk River Drain	1.00 \$145.00/hr	145.00
	LAA	Telephone conference with Clerk regarding agenda items; Review agenda materials for Committee of the Whole meeting; Attend meeting	2.90 \$155.00/hr	449.50
	LAA	Correspondence to/from Clerk regarding insurance questions; Receipt/review information regarding same	0.40 \$155.00/hr	62.00
3/9/2021	LAA	Telephone conference with City Administrator regarding Milk River Intercounty Drainage District Escrow Agreement; Correspondence with Attorney Brennan regarding request to release escrow; Review of relevant documents regarding same	1.00 \$155.00/hr	155.00
	LAA	Correspondence to/from insurance provider regarding coverage for contract terms; Review coverage documents	0.50 \$155.00/hr	77.50

			<u>Hrs/Rate</u>	<u>Amount</u>
3/9/2021	LAA	Correspondence to/from Director of Public Services regarding Enviroair and Ford Telematics contracts	0.50 \$155.00/hr	77.50
3/10/2021	LAA	Correspondence to/from Assessor regarding settlement discussions; Review applicable City procedures related to settlement; Correspondence with Clerk regarding same	0.50 \$155.00/hr	77.50
	LAA	Correspondence to/from City Administrator regarding Milk River Intercounty Drainage District Escrow Agreement	0.40 \$155.00/hr	62.00
	LAA	Receipt/review correspondence from insurer regarding coverage questions	0.30 \$155.00/hr	46.50
3/11/2021	LAA	Telephone conference with Enviroair representative regarding Agreement	0.30 \$155.00/hr	46.50
	LAA	Telephone conference with Director of Public Works and Clerk regarding Landscaping Agreement; Receipt/review correspondence from insurance agency regarding coverage issues; Telephone conference with contractor regarding same	0.70 \$155.00/hr	108.50
	LAA	Telephone conference with Director of Public Services regarding Telematics and Enviroair Agreements	0.10 \$155.00/hr	15.50
	LAA	Telephone conference with Clerk regarding notice from collection agency; Review notice	0.20 \$155.00/hr	31.00
	LAA	Correspondence to/from City Administrator regarding closed session meeting	0.20 \$155.00/hr	31.00
3/12/2021	LAA	Telephone conference with contractor regarding Agreement for Respirator Fit Testing; Review and revise Agreement; Correspondence with Director of Public Services regarding Agreement	0.70 \$155.00/hr	108.50
	LAA	Telephone conference with contractor regarding Fleet Mobility Services Agreement; Correspondence with Director of Public Services regarding Agreement;	1.10 \$155.00/hr	170.50

			<u>Hrs/Rate</u>	<u>Amount</u>
		Review and revise Agreement		
3/12/2021	LAA	Receipt/review of information from contractor's insurance company regarding certificate of liability insurance; Review material in follow up	0.40 \$155.00/hr	62.00
3/14/2021	LAA	Telephone conference with City Administrator; Review Charter provisions involving vacancies in office, oath of office and role of Mayor Pro Tem	2.00 \$155.00/hr	310.00
3/15/2021	LAA	Telephone conference with Attorney General's Office regarding Charter amendment proposal	0.30 \$155.00/hr	46.50
	LAA	Telephone conference with Building Official regarding variance request on Council agenda	0.20 \$155.00/hr	31.00
	LAA	Preparation of legal opinion on Council vacancy; Telephone conference with City Administrator regarding same	1.80 \$155.00/hr	279.00
	LAA	Correspondence to Clerk regarding insurance issues	0.30 \$155.00/hr	46.50
	LAA	Review CDBG Agreement from County; Correspondence with Executive Assistant regarding same	0.40 \$155.00/hr	62.00
3/16/2021	LAA	Correspondence to Attorney General's Office regarding Charter Amendment proposals	0.30 \$155.00/hr	46.50
	LAA	Receipt/review of Municode Services Agreement	0.50 \$155.00/hr	77.50
	LAA	Correspondence to Attorney Brennan regarding release of escrow funds for Milk River Intercounty Drain Authority	0.20 \$155.00/hr	31.00
3/17/2021	JES	WOW! Business Agreement: Review of Agreement and standard business terms for internet service; Draft a proposed Amendment for WOW! to delete	2.00 \$145.00/hr	290.00

			<u>Hrs/Rate</u>	<u>Amount</u>
		indemnification and modify confidentiality and tax language; Prepare correspondence for City		
3/17/2021	LAA	Telephone conference with Mayor Pro Tem regarding Council vacancy	0.30 \$155.00/hr	46.50
	LAA	Telephone conference with City Administrator and Clerk regarding Council agenda items	0.40 \$155.00/hr	62.00
3/18/2021	JES	Research election question on vacancies and terms of office	1.00 \$145.00/hr	145.00
	LAA	Telephone conference with Building Official regarding resignation from Planning Commission	0.10 \$155.00/hr	15.50
	LAA	Analyze issues related to Council vacancies	0.50 \$155.00/hr	77.50
	LAA	Receipt/review correspondence from resident; Correspondence to Director of Public Services and resident regarding same	0.20 \$155.00/hr	31.00
3/19/2021	LAA	Telephone conference with Clerk to discuss election issues	0.30 \$155.00/hr	46.50
	LAA	Correspondence to/from Clerk and City Administrator regarding remote meetings; Evaluate new Public Health order	0.40 \$155.00/hr	62.00
	LAA	Receipt/review correspondence from Executive Assistant regarding Enviroair contract	0.20 \$155.00/hr	31.00
	LAA	Telephone conference with and correspondence to IT Manager regarding Municode Services Agreement	0.40 \$155.00/hr	62.00
	LAA	Receipt/review correspondence from Director of Public Services regarding Body Cam Policy	0.10 \$155.00/hr	15.50
3/22/2021	LAA	Correspondence to/from City Administrator and Clerk regarding Committee of the Whole agenda items	0.50 \$155.00/hr	77.50

			<u>Hrs/Rate</u>	<u>Amount</u>
3/22/2021	LAA	Telephone conference with Mayor Pro Tem regarding Council vacancies	0.20 \$155.00/hr	31.00
	LAA	Review of agenda items; Attend Committee of the Whole meeting	0.90 \$155.00/hr	139.50
	LAA	Receipt/review of information from Clerk regarding Council vacancies	0.20 \$155.00/hr	31.00
3/23/2021	JES	Review of Grosse Pointe Woods Agreement with Pamar Enterprises for Oxford Road reconstruction - Mack to Holiday Project	2.50 \$145.00/hr	362.50
	LAA	Telephone conference with and correspondence to Municode Account Executive regarding contract terms; Correspondence with IT Manager regarding same	0.50 \$155.00/hr	77.50
	LAA	Receipt/review correspondence from City Administrator regarding insurance limits on claims	0.20 \$155.00/hr	31.00
	LAA	Telephone conference with Clerk regarding closed captioning for public meetings	0.20 \$155.00/hr	31.00
	LAA	Oxford Road Reconstruction: Correspondence with Executive Assistant regarding contract; Review contract terms	0.40 \$155.00/hr	62.00
	LAA	Public Services: Correspondence to Ford representative regarding Telematics Agreement	0.20 \$155.00/hr	31.00
3/24/2021	LAA	Receipt/review correspondence from Attorney General Office regarding Charter Amendment process	0.30 \$155.00/hr	46.50
	LAA	Correspondence to/from IT Manager and Account Executive regarding Municode Services Agreement; Review revised Agreement	0.30 \$155.00/hr	46.50
	LAA	Correspondence to/from Clerk regarding oath of office for appointed official	0.20 \$155.00/hr	31.00



			<u>Hrs/Rate</u>	<u>Amount</u>
3/25/2021	LAA	Correspondence to/from Executive Assistant regarding Municipal Services Agreement	0.20 \$155.00/hr	31.00
	LAA	Correspondence to/from Attorney General regarding Charter Amendment; Prepare information for Attorney General review regarding same	0.90 \$155.00/hr	139.50
3/26/2021	LAA	Telephone conference with and correspondence to Clerk regarding meeting procedures and Council agenda items; Review information related to Council vacancies	0.40 \$155.00/hr	62.00
	LAA	Correspondence to/from Clerk regarding performance bonds for business licensees	0.30 \$155.00/hr	46.50
3/28/2021	HSB	Correspondence to Director Kosanke regarding telephone conference to discuss Body Worn Camera Policy	0.10 \$155.00/hr	15.50
	HSB	Review and edit/revise Grosse Pointe Woods Body Worn Camera Policy	1.40 \$155.00/hr	217.00
3/29/2021	LAA	Review of information regarding sewer claim; Correspondence with Clerk regarding same	0.20 \$155.00/hr	31.00
	LAA	Correspondence with Attorney General's office regarding Charter amendment; Revise ballot proposals in follow-up	0.80 \$155.00/hr	124.00
	LAA	Attend Committee of the Whole meeting	0.50 \$155.00/hr	77.50
	HSB	Correspondence from/to Director Kosanke regarding telephone conference to discuss Body Worn Camera Policy	0.10 \$155.00/hr	15.50
3/30/2021	LAA	Correspondence with City Administrator regarding resident zoning concern	0.20 \$155.00/hr	31.00
	LAA	Receipt/review of new County public health order; Review Resolution Declaring State of Disaster and other laws and regulations related to remote meetings;	0.70 \$155.00/hr	108.50

			<u>Hrs/Rate</u>	<u>Amount</u>
		Correspondence with City Administrator regarding remote meetings		
3/30/2021	LAA	Correspondence with City officials regarding Department of Public Works Water and Sewer Contract	0.20 \$155.00/hr	31.00
3/31/2021	SPJ	Prepare legal correspondence to City Council; Prepare enclosures relating to same to assist in understanding legal correspondence	2.90 \$155.00/hr	449.50
	SPJ	Correspondence to City Administrator Smith and Treasurer Murphy	0.20 \$155.00/hr	31.00
	LAA	Correspondence with Clerk regarding remote meetings	0.30 \$155.00/hr	46.50
	LAA	Correspondence with Clerk regarding sewer claim; Receipt/review correspondence regarding same	0.20 \$155.00/hr	31.00
	LAA	Receipt/review of correspondence regarding zoning concern	0.10 \$155.00/hr	15.50
		SUBTOTAL:	[ 55.40	8,501.00]
		<u>Michigan Tax Tribunal</u>		
3/2/2021	LAA	Receipt/review correspondence from Assessor regarding impact of new Public Health Order on Board of Review meetings	0.20 \$155.00/hr	31.00
3/4/2021	LAA	20515 Mack and B B234, LLC: Receipt/review correspondence from Attorney Conti regarding Tax Tribunal Petitions	0.20 \$155.00/hr	31.00
3/15/2021	LAA	Welltower Propco: Receipt/review correspondence from Petitioner regarding Motion to Extend Valuation Disclosure Deadline; Correspondence to/from Assessor regarding same	0.30 \$155.00/hr	46.50

			<u>Hrs/Rate</u>	<u>Amount</u>
3/17/2021	LAA	Welltower Propco: Receipt/review of Tribunal Order Extending Valuation Disclosure Deadline	0.10 \$155.00/hr	15.50
3/19/2021	LAA	Welltower Propco: Receipt/review correspondence from Attorney Silvey regarding appraisals	0.20 \$155.00/hr	31.00
3/29/2021	LAA	Welltower Propco: Correspondence with Assessor regarding appraisal	0.20 \$155.00/hr	31.00
3/30/2021	LAA	Welltower Propco Group, LLC: Research and analyze property title records and other documents related to the appeal; Telephone conference with Assessor and City Administrator regarding the appeal	1.50 \$155.00/hr	232.50
	LAA	20515 Mack LLC and BB234: Receipt/review correspondence from Attorney Conti regarding tax appeal; Review Petitions and Petitioners' claims	0.50 \$155.00/hr	77.50
	SSM	Analysis regarding case statuses and upcoming deadlines; Memos (x3) to L. Anderson regarding same; Research regarding appraisers and discovery	0.60 \$145.00/hr	87.00
3/31/2021	LAA	Welltower Propco: Correspondence with Assessor regarding Tax Tribunal Petition	0.30 \$155.00/hr	46.50
	LAA	20515 Mack and BB234: Receipt/review correspondence from Attorney Conti regarding settlement of claim; Review comparables and key information regarding property; Telephone conference with Assessor regarding tax appeal	1.00 \$155.00/hr	155.00
SUBTOTAL:			[ 5.10	784.50]
For professional services rendered			66.70	\$10,246.50
Previous balance				\$9,441.50
3/17/2021	Payment - thank you. Check No. 59724			(\$9,441.50)


	<u>Amount</u>
Balance due	<u>\$10,246.50</u>

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

Attorney Summary			
Name		Hours	Rate
Anne McClorey McLaughlin, Associate		1.80	145.00
Holly S. Battersby, Shareholder		1.60	155.00
Joellen Shortley, Associate		6.80	145.00
Lisa A. Anderson, Shareholder		51.70	155.00
Stephanie Simon-Morita, Associate		0.60	145.00
Steven P. Joppich, Shareholder		3.10	155.00
Thomas R. Schultz, Shareholder		1.10	155.00

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4/15/21