

CITY OF GROSSE POINTE WOODS
Electronic Regular City Council Meeting Agenda
Monday, October 5, 2020
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 May 4, 2020. 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/96334192556?pwd=eDZVYnpZZEpKZ2R2Wk1uVHpXYUZWUT09>

Meeting ID: 963 3419 2556

Passcode: 740904

Join by phone:

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 963 3419 2556

Passcode: 740904

Facilitator's Statement

1. CALL TO ORDER
2. ROLL CALL
3. ACCEPTANCE OF AGENDA
4. MINUTES
 - A. Council 09/28/20, 09/21/20
 - B. Committee-of-the-Whole 09/28/20
 - C. Election Commission 09/24/20, w/recommendation:
 1. Inspector Rates of Pay
 - D. Citizens' Recreation Commission 09/15/20, w/recommendation:
 1. 2021 Winterfest Funds
5. COMMUNICATIONS
 - A. A Gingerbread House Christmas Reverse Parade – Grosse Pointe Chamber Foundation
 1. Email 09/28/20 – Grosse Pointe Chamber of Commerce
 2. Parade Sponsorships
 - B. Lake Front Park Pool Filter Sand Change
 1. Memo 09/28/2 – Director of Public Services/Recreation Supervisor
 2. Service Call Acceptance 01/09/20

- C. Lake Front Park Tennis Court Resurfacing
 - 1. Memo 09/22/20 – Director of Public Services
 - 2. Proposal 09/11/20 – Tennis Courts Unlimited
- 6. CLAIMS/ACCOUNTS
 - A. Professional Auditing Services
 - 1. Plante Moran Invoice No. 1897396 09/15/20 - \$8,775.00.
 - B. Assessing Services
 - 1. WCA Assessing Invoice No. 09182020 09/18/2020 \$6,258.22.
 - C. City Engineer – Anderson, Eckstein & Westrick
 - 1. Bournemouth Wm Replacement Invoice No. 0127739 09/08/20 - \$15,983.75;
 - 2. Beaufait Rd Reconstruction-Mack to WCL Invoice No. 0127738 09/08/20 - \$241.50.
 - D. City Attorney
 - 1. Charles T. Berschback Invoice 09/30/20 - \$7,788.75.
- 7. NEW BUSINESS/
PUBLIC COMMENT
- 8. CLOSED EXECUTIVE
SESSION
 - A. Consideration of Written Legal Opinion of Counsel
- 9. 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/96334192556?pwd=eDZVYnpZZEpkZ2R2Wk1uVHpXYUZWUT09>

Meeting ID: 963 3419 2556

Passcode: 740904

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
877 853 5247 US Toll-free
888 788 0099 US Toll-free
Meeting ID: 963 3419 2556
Passcode: 740904

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 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:

Mayor Robert E. Novitke	mayornovitke@comcast.net	586 899-2082
Art Bryant, Council Member	arthurwbryant@gmail.com	313 885-2174
Ken Gafa, Council Member	kgafa@comcast.net	313 580-0027
Vicki Granger, Council Member	grangergpw@aol.com	313 882-9878
Mike Koester, Council Member	koester.gpw@gmail.com	313 655-4190
Todd McConaghy, Council Member	todd.mcconaghygpw@yahoo.com	248 765-0628
George McMullen, Council Member	george@grmcmullen.net	313 549-6363
Lisa Hathaway, City Clerk	lhathaway@gpwmi.us	313 343-2447

You may contact Lisa Hathaway, City Clerk, at 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



COUNCIL
09-28-20 - 131

MINUTES OF THE SPECIAL CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, SEPTEMBER 28, 2020.

The Facilitator's statement was provided.

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

Roll Call: Mayor Novitke
Council Members: Bryant, Gafa, Granger, Koester, McConaghy, McMullen
Absent: None

Also Present: City Administrator Smith
City Attorney Berschback
Treasurer/Comptroller Behrens
City Clerk Hathaway
Deputy City Clerk/Facilitator Antolin

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

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

Motion by Gafa, seconded by Koester, regarding **purchase/budget amendment: Elections – High Speed Letter Openers**, that the City Council approve the purchase of three (3) Ovation 210 High-Speed Letter Openers including installation, training, and one-year warranty at a cost of \$4,204.13 each, for a total cost in the amount of \$12,612.39, authorize the City Administrator to sign the Agreement; and, approve a budget amendment in the amount of \$12,612.39 from Prior Year Fund Balance Account No. 101-000-699.000 into the City Clerk's Election Account No. 101-215-731.000.

Motion carried by the following vote:

Yes: Bryant, Gafa, Koester, McMullen, Novitke
No: Granger, McConaghy
Absent: None

Motion by Gafa, seconded by Koester, regarding **purchase/budget amendment: Elections – Laptops for ePoll Books (EPB)**, that the City Council approve the purchase of six (6) Latitude 3510 laptops from Dell at a cost of \$774.91 each, a total cost of \$4,649.46 for six (6) election laptop replacements; and, approve a budget amendment in the amount of \$4,649.46 from Prior Year Fund Balance Account No. 101-000-699.000 into the City Clerk's Election Account No. 101-215-731.000.

Motion carried by the following vote:

Yes: Bryant, Gafa, Koester, McMullen, Novitke
No: Granger, McConaghy
Absent: None

Nobody wished to be heard under New Business.

Nobody wished to be heard under Public Comment.

Motion by Bryant, seconded by Koester, to adjourn tonight's meeting at 7:34 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD REMOTELY ON MONDAY, SEPTEMBER 21, 2020.

The Facilitator's statement was provided.

The meeting was called to order at 7:04 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council Members: Bryant, Gafa, Granger, Koester, McConaghy, McMullen
Absent: None

Also Present: City Administrator Smith
City Attorney Berschback
Treasurer/Comptroller Behrens
Deputy Clerk Antolin
Administrative Clerk/Facilitator Miotto
Attorney Steve Joppich

Motion by Bryant, 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: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

The Comprehensive Annual Financial Report (CAFR) Award for FY ended June 30, 2019, was presented and received by the City Council.

Motion by Bryant, seconded by Granger, that the following minutes be approved as amended:

1. City Council Minutes dated September 14, 2020.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

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

1. Zoning Board of Appeals Minutes dated September 14, 2020.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

Motion by Koester, seconded by Gafa, regarding **Budget Amendment – FY 2020/21 Liability Insurance**, that the City Council approve the budget amendment as identified in the Treasurer/Comptroller's memo dated September 14, 2020, to cover the increased cost for the 2020/21 liability insurance premium with Stevenson Company.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Koester, regarding **Monthly Financial Report – August 2020**, that the City Council refer this report to the Finance Committee.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

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

- A. Liability Insurance – Stevenson Company
 1. Invoice 09/14/20 - \$159,944.00; various accounts ending in 914.000.
- B. Bournemouth Water Main Replacement
 1. Fontana Construction Services Pay Estimate No. 1 08/30/20 - \$381,613.05; Account No. 592-537-977.300.

C. Building Department Monthly Services

1. Invoice No. 21849-28 09/09/20 - \$2,985.00; Account No. 101-180-818.000.

D. City Engineer – Anderson, Eckstein & Westrick

1. Vernier Rd Resurfacing-Fairway to ECL Invoice No. 0127735 09/08/20 - \$11,770.75; Account No. 202-451-974.803.
2. 2019 Sewer Structure Rehab Invoice No. 0127736 09/08/20 - \$763.45; Account Nos.:
 - a. 202-451-974.201 - \$6.88;
 - b. 203-451-974.201 - \$144.44;
 - c. 592-537-975.401 - \$97.94;
 - d. 592-537-976.001 - \$514.19.
3. 2019 Sewer Open Cut Repair Program Invoice No. 0127737 09/08/20 - \$4,068.20; Account No. 592-537-976.001.
4. 2020/21 General Engineering Invoice No. 0127740 09/08/20 - \$3,158.55; Account Nos.:
 - a. 101-441-818.000 - \$1,052.85;
 - b. 101-444-818.000 - \$1,052.85;
 - c. 592-537-818.000 - \$1,052.85.
5. LFP Vehicular Bridge Replacement Invoice No. 0127741 09/08/20 - \$11,219.40; Account No. 401-903-977.109.
6. 2020/21 Water Main Replacement Program Invoice No. 0127742 09/08/20 - \$21,637.20; Account No. 592-537-977.310.
7. REN Complex Generator Invoice No. 0127743 09/08/20 - \$1,514.30; Account No. 420-451-974.201.
8. 2020 Concrete Pavement Repair Program Invoice No. 0127744 09/08/20 - \$3,981.00; Account Nos.:
 - a. 202-451-974.201 - \$742.72;
 - b. 203-451-974.201 - \$505.05;
 - c. 585-561-978.300 - \$1,990.51;
 - d. 592-537-975.401 - \$742.72.
9. Sewer Rehab-Lining Invoice No. 0127745 09/08/20 - \$3,750.00; Account No. 592-537-976.001.
10. Sewer Rehab/Open Cut Invoice No. 0127746 09/08/20 - \$2,587.50; Account No. 592-537-976.001.
11. Oxford Rd Recon – Mack/Holiday Invoice No. 0127750 09/08/20 - \$19,836.00; Account No. 203-451-977.803.

- E. Professional Services - Rosati, Schultz, Joppich & Amtsbuechler, P.C.
 - 1. Jana Brownell Invoice No. 1074374 - \$10,550.00; Account No. 101-210-801.300.
- F. Metro Act Professional Services
 - 1. Kitch Drutchas Wagner Valitutti & Sherbrook Invoice No. 476237 07/31/20 - \$540.00; Account No. 101-210-812.000.

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

- The City Administrator requested approval for **signage on the Robert E. Novitke Municipal Center.**

Motion by Bryant, seconded by McConaghy, regarding signage on the Robert E. Novitke Municipal Center, that City Council approve Universal Sign, Inc. to install the signage in the amount of \$5,780.00, and approve a budget amendment in the amount of \$5,780.00 from Account No. 101-000-699.000, Prior Year Fund Balance into Account No. 401-902-977.105, Improvements-City Hall.

Motion by Bryant, seconded by McConaghy, that City Council allow Mayor Novitke to abstain from voting on the prior motion.

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen
No: None
Absent: None
Abstain: Novitke

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen
No: None
Absent: None
Abstain: Novitke

- The City Administrator, on behalf of the City Clerk, requested City Council to authorize the City Clerk to apply for the COVID-19 Response Grant – Center for Tech and Civic Life. The grant may reimburse COVID-19 expenses at a minimum of \$5,000.00.

Motion by Bryant, seconded by Koester, that the City Council authorize the City Clerk to apply for the COVID-19 Response Grant – Center for Tech and Civic Life.

Motion by Bryant, seconded by Koester, to insert into the previous motion “and to authorize the City Clerk to sign the grant application subject to the City Attorney’s review ensuring no adverse obligation or effect on the City of Grosse Pointe Woods.”

Motion carried by the following vote:

Yes: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
No: None
Absent: None

- Council Member Granger discussed the Commissions meetings and upcoming calendar events. The Mayor stated this item will be discussed in a future Committee-of-the-Whole meeting.

Nobody wished to be heard under Public Comment.

Motion by Bryant, seconded by Koester, that the City Council recess the regularly scheduled City Council meeting at 7:23 p.m. and convene in Closed Executive Session for the purpose of discussing pending litigation regarding Annexation/State Boundary Commission at which time the City Council may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

Bryant - Yes
Gafa - Yes
Granger - Yes
Koester - Yes
McConaghy -Yes
McMullen -Yes
Novitke - Yes

The City Council reconvened in regular session at 8:42 p.m.

Motion by Granger, seconded by McMullen, to adjourn tonight’s meeting at 8:42 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Paul P. Antolin
Deputy City Clerk

Robert E. Novitke
Mayor

4B

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF
GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, SEPTEMBER 28, 2020.

- PRESENT: Mayor Novitke
Council Members Bryant, Gafa, Granger, Koester, McConaghy,
McMullen
- ABSENT: None
- ALSO PRESENT: City Administrator Smith
Treasurer/Comptroller Behrens
City Attorney Berschback
City Clerk Hathaway
Metro Act Attorney Watza

The Facilitator's statement was provided.

Mayor Novitke called the meeting to order at 7:36 p.m.

Motion by Bryant, 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: Bryant, Gafa, Granger, Koester, McConaghy, McMullen, Novitke
- No: None
- Absent: None

Hearing no objections, the following item was discussed under New Business:

- Council Member McConaghy suggested offering Tim Dinan an opportunity to apply for the City Attorney position.

Nobody wished to be heard under Public Comment.

Motion by Gafa, seconded by Bryant, that the Committee recess the regularly scheduled Committee-of-the-Whole meeting at 7:39 p.m. and convene in Closed Executive Session for the purpose of discussing a legal opinion regarding License Agreement with AT&T at which time the Committee may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

McConaghy	Yes
McMullen	Yes
Novitke	Yes
Bryant	Yes
Gafa	Yes
Granger	Yes
Koester	Yes

The Committee reconvened in regular session at 8:13 p.m.

Motion by McMullen, seconded by Bryant, that the meeting of the Committee-of-the-Whole be adjourned at 8:14 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Robert E. Novitke
Mayor



MINUTES OF THE ELECTION COMMISSION MEETING OF THE CITY OF GROSSE POINTE WOODS
HELD REMOTELY ON THURSDAY, SEPTEMBER 24, 2020.

Facilitator's Statement was waived as no guests were in attendance.

The Chair called the meeting to order at 10:00 a.m.

Roll Call: Chair/City Clerk Lisa Hathaway
Council Representative Gafa
City Attorney Chip Berschback

Absent: None

Also Present: City Clerk Hathaway
Deputy City Clerk/Facilitator Paul Antolin

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

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway
No: None
Absent: None

Motion by Gafa, seconded by Berschback, regarding **Certification of Election Inspectors and Receiving Boards and Rates of Pay** for the November 3, 2020, General Election, that the Election Commission approve the Certification of Election Inspectors as presented and recommend the City Council approve the rates of pay as presented.

Motion carried by the following vote:

Yes: Berschback, Gafa, Hathaway
No: None
Absent: None

Nobody wished to be heard under New Business.

Nobody wished to be heard under Public Comment.

Motion by Gafa, seconded by Berschback, that the meeting be adjourned at 10:05 a.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
Chair/City Clerk



CITY OF GROSSE POINTE WOODS

20025 Mack Plaza Drive
Grosse Pointe Woods, Michigan 48236-2397



Certification of Board of Election Inspectors

The undersigned, members of the Election Commission of the City of Grosse Pointe Woods, for the **November 3, 2020, General Election**, do hereby certify the following:

1. The number of members of the Board of Election Inspectors shall be seven (7) in each precinct, seven (7) each in three (3) absent voter counting boards; one (1) of whom shall be designated as Chair, and one (1) of whom shall be designated as Co-Chair. One additional Inspector may be appointed to some precincts as needed.
2. The flat rate compensation for all regular precincts and absent voter counting board(s) shall be as follows:

\$175.00	Chair
160.00	Co-Chair
135.00	Inspector
90.00	Intern
3. If necessary, the City Clerk is authorized to appoint Election Inspectors to vacancies on the Board of Inspectors due to refusal or failure to serve. There shall be at all times during the times the polls are open a majority of Board of Election Inspectors on duty and there shall be at least one from each major political party: Republican and Democrat.
4. The number of members of the three Receiving Boards shall be six (6) total. The flat rate compensation for all receiving board members shall be \$50.00.
5. The members of the Board of Election Inspectors and Receiving Board for the above election are listed on the attached summary.

Respectfully submitted,

ELECTION COMMISSION

Lisa Kay Hathaway, City Clerk/Chair
Kenneth Gafa, Council Member Representative
Charles T. Berschback, City Attorney
Dated: September 24, 2020

Attachment

11-03-20 General Election Workers List

5	HIGLEY	DENVER	2041 STANHOPE ST	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313 805-2705
5	LEO	JUDITH	20718 YOUNG LANE	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM	313-310-9936
5	VANASSCHE	JOHN	2134 VAN ANTWERP	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-618-4849
5	DABOUL	RITA	1297 LOCHMOOR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-407-2242
5	STRONG	JAMES	199721 W. WILLIAM CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	248-677-1712
5	CHANDLER	KYLE	1638 BOURNEMOUTH RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-930-3300
5	FIGUEROA	RODRIGO	1732 PRESTWICK RD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	248-346-5757
6	MCGOVERN	ROBERT D.	808 SHOREHAM RD	GROSSE POINTE WOODS, MI 48236	CHAIR	REP	313-715-3253
6	OTIOTIO	JOSEPHINE	2022 ROSLYN	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	DEM	414-336-5868
6	PRIMO	JANICE	1748 SEVERN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-886-8595
6	JAKUBIEC	THOMAS	1361 YORKTOWN	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-948-5227
6	PFAENDTNER	JEAN	2057 COUNTRY CLUB DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-608-9569
6	EISENBREY	LOUISE	1930 LENNON	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-884-8824
6	HOWES	JOHN	19967 E. DOYLE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-882-2794
CB-7	ADAMS	SANDRA	1178 WHITTIER RD	GROSSE POINTE PARK, MI 48230	CHAIR	REP	313-401-4785
CB-7	KUMMER	CYNTHIA	21905 RIDGEWAY ST	ST. CLAIR SHORES, MI 48080	CO-CHAIR	DEM	586-634-9385
CB-7	BOZELL	BARBARA	883 BRIARCLIFF	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-806-6624
CB-7	BURLESON	DONNA	1694 NEWCASTLE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	313-550-4224
CB-7	ROMANO	CAROL	40 RIVER LANE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-575-5439
CB-7	BURKHARDT	JUDITH	2039 COUNTRY CLUB DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-530-5595
CB-7	MOULTON	AMY	19792 IDA LANE W.	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-330-4012
CB-8	GOERKE	MARY	920 S. OXFORD	GROSSE POINTE WOODS, MI 48236	CHAIR	DEM	313-885-9498
CB-8	DOBZECZOWSKI	MICHAEL	1090 ANITA	GROSSE POINTE WOODS, MI 48236	CO-CHAIR	REP	586 530-6919
CB-8	ROMANO	KATHLEEN	2040 ALLARD AVE	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-824-0534
CB-8	BAERGEN	ELIZABETH	1600 FORD CT	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	313-701-7109
CB-8	KOHL	EDWARD	1812 ANITA	GROSSE POINTE WOODS, MI 48236	INSPECTOR	LIB	313-969-1109
CB-8	BAUMER	JULIE	1382 HOLLYWOOD	GROSSE POINTE WOODS, MI 48236	INSPECTOR	REP	586-601-8578
CB-8	DILLAMAN	KAREN	850 S. BRYN DR	GROSSE POINTE WOODS, MI 48236	INSPECTOR	DEM	248-882-0464

Commission approved
9/15/20

4D

Citizen's Recreation Commission Meeting Minutes
Meeting of the Citizen's Recreation Commission was held on September 15,
2020 at Grosse Pointe Woods, Michigan.

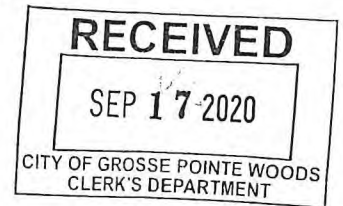
CALLED TO ORDER: 7:02

PRESENT:

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

ABSENT:

Angela Brown
Lindsey Fratarolli
Tom Jerger



ALSO, PRESENT:

Art Bryant and Nicole Gerhart

Adjustment to the Agenda:

Add acceptance of minutes from July 14, 2020

Motion was made for acceptance of the corrected September 15, 2020 Agenda by Gib Heim. and seconded by Mark Miller.

Approval of motion:

Yes: Heim, Janutol, Miller, Rennpage, Seger, and York.

No: None

Absent: Brown, Fratarolli, and Jerger

Motion to accept the minutes from July 14, 2020 was made by Mark Miller and seconded by Gib Heim.

Approval of motion:

Yes: Heim, Janutol, Miller, Rennpage, Seger, and York.

No: None

Absent: Brown, Fratarolli, and Jerger

SUPERVISOR'S REPORT:

- The pool closed at the end of Labor Day weekend.
- There were 20,816 users/reservations.
- Preparation for startup of fitness classes, operating within the state/city guidelines, has begun.

- Inquiries into the safety/facilitation of kayak use has begun with a small informal committee. More information will be discussed under New Business.

COUNCIL MEETING REPORT:

- Councilman Art Bryant reported that Council is processing ongoing business.

OLD BUSINESS:

- DIA Inside Out, somewhat abbreviated program, is up and running with 3 picture placements. Two are located in front of City Hall, and one is located in a sitting area near Churchill's Bistro and Cigar Bar. They have agreed to leave up as long as possible for more viewing time.
- Amanda, through discussion with the program facilitators, said they invited us to reapply for next year due to our time being cut short. They can't guarantee that we'll be chosen, but will consider the "pandemic issue" in their choice.
- Amanda will reapply for the program by the deadline.
- Planning for the Winter Fest is continuing.
 - All agreed that use of heated tents would be a problem, due to large gathering issues. We will go ahead with planning for all outdoor activities for this event and make appropriate choices for seating/food trucks closer to the event.
 - Nicole will check with supervisors from other parks at their upcoming meeting, to see what they are planning for winter activities.
 - Amanda contacted the Princess group. They require a nonrefundable deposit, but it will apply to a later booking if we have to postpone the event.
 - Angela has not been able contact the DJ and Photo Booth folks. She suggested a new magician that appeared at a virtual Library event.
 - Barb has reached out to Chamberlin Pony rides for information regarding their cancellation policy. They also have not returned the phone call. They were already booked for the last weekend in January, 2021 with a deposit of \$50.00. The posted date for the event is really the 23rd of January. Barb will make sure of the booking date and check their cancellation policy.

MOTION was made by Mark Miller and seconded by Gib Heim to ask Council to release \$6,000.00 from our budgeted funds to plan and implement Winter Fest 2021 under the guidelines of our State/City regulations.

Approval of motion:

Yes: Heim, Janutol, Miller, Rennpage, Seger, and York.

No: None

Absent: Brown, Fratarolli, and Jerger



NEW BUSINESS:

- Due to the increasing congestion at the boat ramp, a small committee has begun discussion regarding new placement of a kayak entry ramp and the storage racks.
 - Feasibility of placement of a floating ramp attached near the south end of the fishing pier with rack storage nearby, has begun. Parking for this facility change would be in the activities building parking lot.
 - Considerations would include cost of dock purchase/installation, ADA regulations, and DNR approval.
 - Sightlines to the water should also be considered in this move.
 - Much work/discussion needs to take place.
- Administration met with the Grosse Pointe Woods Foundation to discuss improvements at Chene Trombley Park. Commission members were happy to see some movement on this issue and hope that their suggestions for improvement submitted to Council in February will be utilized.

MOTION was made by Mark Miller and seconded by Gib Heim to immediately certify these minutes (September 15, 2020) to allow for a prudent timeline for release of funds for Winter Fest planning.

Approval of the motion:

Yes: Heim, Janutol, Miller, Rennpage, Seger, and York.

No: None

Absent: Brown, Fratarolli, and Jerger

ADJOURNMENT:

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

Approval of Motion:

Yes: Heim, Janutol, Miller, Rennpage, Seger, and York.

No: None

Absent: Brown, Fratarolli, and Jerger

Meeting Adjourned at 8:21 pm.

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

Lisa Hathaway

5A

From: Grosse Pointe Chamber of Commerce <info@grossepointechamber.com>
Sent: Monday, September 28, 2020 10:02 AM
To: Lisa Hathaway
Subject: Grosse Pointe Santa Claus Parade Sponsorship Opportunities!

Grosse Pointe Chamber of Commerce Presents



Instead of the usual parade, the Chamber will be hosting a reverse parade with stationary floats and entertainment for the spectators to enjoy as they drive-by.

Your sponsorship support will allow the Chamber to put on the best parade yet!

* * * * *

Bring holiday magic to your business by sponsoring a gingerbread house, decorating it and displaying it in your business window throughout the holiday season.

All participants will be included in a map showcasing the locations of all the Gingerbread Houses.

Your will also be entered in a contest for most creative Gingerbread House.

First Place \$500 - Second Place \$300 - Third Place \$150

Sponsorship Information



Grosse Pointe Chamber of Commerce | 106 Kercheval Ave., Grosse Pointe Farms, MI 48236

[Unsubscribe LHathaway@gpwmi.us](#)

[Update Profile](#) | [About our service provider](#)

Sent by info@grossepointechamber.com powered by



PARADE SPONSORSHIPS

Gingerbread House (\$10,000)

- Be the first vehicle to lead the drive-by parade
- Prominently listed as Leading Sponsor on all promotional and marketing materials
- Recognition in parade video
- Business name/logo and link on the Grosse Pointe Chamber of Commerce Parade website
- Feature story and post on the Chamber's social media outlets
- A Gingerbread House Kit (decorate your house, display it in your business which will be promoted on the community map of Gingerbread Houses)

Lollipops (\$5,000)

- Sponsorship recognition on all promotional and marketing materials
- Business name/logo and link on the Grosse Pointe Chamber of Commerce Parade website
- Recognition in parade videotape
- Post on the Chamber's social media outlets
- A Gingerbread House Kit (decorate your house, display it in your business which will be promoted on the community map of Gingerbread Houses)

Gumdrops (\$1,000)

- Business name or logo on all parade promotional and marketing materials
- Business name on the Grosse Pointe Chamber of Commerce Parade website
- Business name displayed on the parade video
- A Gingerbread House Kit (decorate your house, display it in your business which will be promoted on the community map of Gingerbread Houses)

Peppermints (\$250)

- Business name on the Grosse Pointe Chamber of Commerce Parade website
- Recognition on parade posters
- Business name displayed on parade video
- A Gingerbread House Kit (decorate your house, display it in your business which will be promoted on the community map of Gingerbread Houses)

Candy Canes (\$50)

- A Gingerbread House Kit
- The location of your Gingerbread House will be included on the community map of Gingerbread Houses to increase foot-traffic to our business districts throughout the holiday season
- Automatically entered in the *Most Creative Gingerbread House* contest

Grosse Pointe Santa Claus Parade - November 27, 2020

THEME: A Gingerbread House Christmas

Sponsorship Deadline: Friday, November 1, 2020

(Please circle the sponsorship level requested)

\$10,000 Gingerbread House

\$5,000 Lollipops

\$1,000 Gumdrops

\$250 Peppermints

\$50 Candy Canes

~~~~~

Organization

Contact Name:

Address:

Telephone:

Email Address:

~~~~~

Please email or send the completed form with payment to:

Grosse Pointe Chamber Foundation

106 Kercheval, Grosse Pointe Farms, MI 48236

Payment Method (all payments MUST be received by November 3, 2020)

Check (made out to GP Chamber Foundation) or Visa/MC/American Express

Name on Card:

Credit Card #:

Expiration date:

Security Code:

Address: _____ State/Zip: _____

Questions? Please contact the Grosse Pointe Chamber: (313)881-4722

Email: Info@grossepointechamber.com or Visit: www.grossepointechamber.com

MEMO 20-49

5b

TO: Bruce Smith, City Administrator

FROM: Frank Schulte, Director of Public Services *F.S.*
Nicole Gerhart, Recreation Supervisor *NG*

DATE: September 28, 2020

SUBJECT: Recommendation – Lake Front Park Pool Filter Sand Change

RECEIVED
SEP 29 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

The Lake Front Park Aquatic Facility installed the main pool and diving well sand media in the filtration system in 1998. Typically the sand media lasts approximately 15 – 20 seasons before replacement.

The City of Grosse Pointe Woods requested quotes from Aquatic Source and B and B Pools.

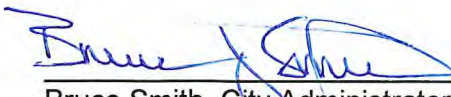
- Aquatic Source submitted a quote with two options:
 - Option 1: \$47,000.00
 - Aquatic Source would remove and dispose of the old sand media and parts.
 - Aquatic Source would replace all sand, gravel, laterals, and manway gaskets on the main pool and diving well filtration systems.
 - Option 2: \$33,483.34
 - Grosse Pointe Woods Department of Public Works would remove and dispose of the old sand media and parts.
 - Aquatic Source would replace all sand, gravel, laterals, and manway gaskets on the main pool and diving well filtration systems.
- B and B Pools did not submit a quote.

By utilizing the Department of Public Works staff and equipment to remove and dispose of the old sand media and parts, the City would save approximately \$13,516.66.

I recommend option #2, and for council to approve Aquatic Source, 190 Summit St., Brighton, MI 48116 to replace all sand, gravel, laterals, and manway gaskets on the main pool and diving well filtration systems in the amount of \$33,483.34. This item is included in the Fiscal Year 2020/2021 Budget in the Parks and Recreation account no. 101-774-977.000.

Please contact me if you have any questions concerning this matter.

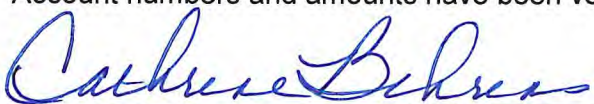
I do not believe any benefit will accrue to the City by seeking further bids. Approved for Council consideration.


Bruce Smith, City Administrator

9/29/2020
Date

Fund Certification:

Account numbers and amounts have been verified as presented.


Cathrene Behrens, Treasurer/Comptroller

9/29/2020
Date



190 Summit St
Brighton, MI 48116
Phone: 248.366.0606
Fax: 248.366.0605
www.aquaticsource.com

Service Call Acceptance

Date	Estimate #
1/9/2020	10404

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

Grosse Pointe Woods - Lakefront Park
23000 E. Jefferson
St. Clair Shores, MI 48080
Nikki cell 313-363-1258

Re: Service Call Acceptance

Dear

This is confirmation of the necessary repairs we have discussed with you or your organization prior to sending this letter. Repairs include the following:

Description	Qty	Cost	Total
ESTIMATED LABOR TO REPLACE SAND, GRAVEL AND LATERALS IN ALL FILTERS AND INSTALL NEW SAND, GRAVEL AND LATERALS	1	10,000.00	10,000.00
DOMES - O-RING - COMM. - PF - TR100/140 - 8.5 in.	2	19.44	38.88
LATERAL - PF - 36 in. (TR140)	16	26.78	428.48
HUB - PF - TR-100C/TR140C	2	127.67	255.34
FILTER SAND .45-.55MM - BAG - 50 LB	36	17.41	626.76
LABOR FOR TR-140'S	1	1,500.00	1,500.00
FOR 102SDC	1	0.00	0.00
FILTER SAND .45-.55MM - BAG - 50 LB	456	12.00	5,472.00
PEA GRAVEL - 50 LB	456	10.00	4,560.00
LATERALS AND MANWAY GASKETS	1	8,317.88	8,317.88
FOR 78 SFR	1	0.00	0.00
FILTER SAND .45-.55MM - BAG - 50 LB	122	12.00	1,464.00
PEA GRAVEL - 50 LB	82	10.00	820.00
city to remove sand and gravel			
Rep	BB	Total	\$33,483.34

It is our intent to communicate thoroughly with our customers in an attempt to ensure ease of processing and complete understanding by all parties involved. In addition, we want your pool to be problem free and we're sure you do as well.

As always, thank you for choosing Aquatic Source for all your swimming pool needs.

If you would like to approve the work to be completed, sign below and send this sheet back to us. Upon receipt of approval, Aquatic Source personnel will begin scheduling a crew for you.

ACCEPTANCE

Please schedule the necessary repairs to be completed by Aquatic Source, LLC

Accepted By: _____ Signature: _____ Date: _____

RECEIVED

SEP 28 2020

CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT



MEMO 20-52

TO: Bruce Smith, City Administrator
FROM: Frank Schulte, Director of Public Services *FS*
DATE: September 22, 2020
SUBJECT: Recommendation – Lake Front Park Tennis Court Resurfacing

On August 24, 2020, quotes were requested for the preparation, patching and repainting of Lake Front Park tennis courts five and six. Only one quote was received:

Tennis Courts Unlimited	\$13,800.00
Goddard Coatings Sport Surfaces	No quote received
The Courtsmiths	No quote received

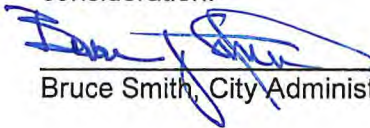
Tennis Courts Unlimited submitted the low quote in the amount of \$13,800.00. Tennis Courts Unlimited consistently has been the lowest bidder and was retained by the city in 2013, 2015, 2017 and 2018 to patch and resurface Lake Front Park tennis courts. Their work has been satisfactorily.

There is a high demand for additional pickleball courts at Lake Front Park. Tennis courts five and six are not utilized often for tennis. To best meet the needs of our residents, it is the recommendation of staff to convert courts five and six into four pickleball courts.

Therefore, I recommend the preparation, patching and repainting of Lake Front Park tennis courts five and six into pickleball courts by Tennis Courts Unlimited, P.O. Box 156, Watervliet, MI 49098 in the amount of \$13,800.00. This item is included in the Fiscal Year 2020/2021 Budget in the Parks and Recreation account no. 101-774-818.102.

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

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

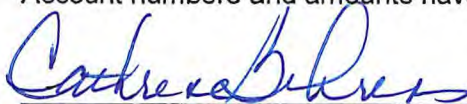


Bruce Smith, City Administrator

Date 9/24/2020

Fund Certification:

Account numbers and amounts have been verified as presented.



Cathrene Behrens, Treasurer/Comptroller

TENNIS COURTS UNLIMITED
P.O. BOX 156
WATERVLIET, MI 49098
PHONE (269)463-7103
FAX (815)331-5199
email: tenniscourtsunlimited@gmail.com

PROPOSAL SUBMITTED TO:	PHONE:	DATE:
City of Grosse Pointe Woods, John Salter	313-363-1260	09/11/2020
STREET	JOB NAME	
1200 Parway	Lakefront Park Courts 5-6	
CITY, STATE, AND ZIP CODE	JOB LOCATION	
Grosse Pointe Woods, MI 48236	2300 E Jefferson St Clair Shores, MI 49080	

Tennis Courts Unlimited hereby submits specification and estimates for:
Color coat two existing tennis courts and stripe four pickleball courts.

1. Clean, and power wash court as needed.
2. Fill approx. 310' linear feet of cracks with court patch binder (fence and net post footings excluded).
3. Apply RiteWay Crack Repair System to filled cracks.
4. Apply one coat of acrylic resurfacer to entire surface.
5. Apply two coats of texture course color
6. Stripe four pickleball courts according to USAPBA guidelines.

NOTE: The RiteWay Crack Repair System does not prevent new cracks from forming outside the membrane system. It also does not prevent an existing crack that has RiteWay system from extending. Any movement caused by moisture from underneath the base can cause lifting, and micro-cracking of the system and possible failure in that area.

WE PROPOSE hereby to furnish material and labor _ complete in accordance with above specifications, for the sum of:

THIRTEEN THOUSAND EIGHT HUNDRED 00/100 DOLLARS (13,800.00)

Payments to be made as follows

PAID IN FULL UPON COMPLETION

All material is guaranteed to be as specified. All work to be completed in a workmanlike manner according to standard practices. Any alteration or deviation from above specifications involving extra charge over and above the estimate will result in additional charges. All agreements are contingent upon strikes, accidents or delays beyond our control. Owner to carry fire, tornado, and other necessary insurance. Our workers are fully covered by Workmen's Compensation Insurance. Tennis Courts Unlimited is not responsible for any pre-existing subsurface conditions under asphalt.

Authorized

Signature CRAIG THURMAN

NOTE: This proposal may be withdrawn by us if
Not accepted within 30 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 _____



RECEIVED
SEP 21 2020
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

Plante & Moran, PLLC
1098 Woodward Avenue
Grosse Pointe, MI 48226-1906
Tel: 313.496.7200
Fax: 313.496.7201



INVOICE

City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pte. Woods, MI 48236

Date: September 15, 2020
Client No: 64954
Invoice No: 1897396
Page: 1

For Professional Services Rendered

Progress bill for services rendered in connection with the June 30, 2020 City of Grosse
Pointe Woods financial statement audit engagement 6,725.00

Accounting services provided from January 1 through September 15, 2020 related to 2,050.00
the following (Bill Brickey 3.5 hours Josh Yde 7 hours - billed at discounted rates):

General accounting and budget consulting provided throughout the year
Pension accounting activity
Milk River drainage district activity and accounting entries

Balance Due \$ 8,775.00 USD

SEE ATTACHED

9/18/2020

Chakras Bruce Janfer 9/21/2020

Remittance information:

Check:

Plante & Moran, PLLC
16060 Collections Center Drive
Chicago, IL 60693

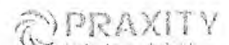
Wire Transfer:

Bank
Routing/ABA#
Bank Address
Account Number
Account Name

Bank of America
026009593
100 West 33rd Street
New York, NY 10001
9890996003
Plante & Moran, PLLC

ACH:

Bank of America
071000039
1401 Elm Street 2nd Floor
Dallas, TX 75202
9890996003
Plante & Moran, PLLC



Audit Fee Distribution
20-21

	Budgeted Funds	1st pmt	2nd pmt	FINAL PAYMENT	To-Date Total	Budget Remaining
101-223-818.000	44,883	8,775			8,775	36,108
101-136-818.000	5,400	0			0	5,400
202-482-818.000	4,052	0			0	4,052
203-482-818.000	4,052	0			0	4,052
226-528-818.000	3,859	0			0	3,859
365-993-818.000	6,064	0			0	6,064
592-536-818.000	5,250	0			0	5,250
632-854-818.000	4,052	0			0	4,052
640-851-818.000	2,756	0			0	2,756
	80,368	8,775	0	0	8,775	71,593

RECEIVED

SEP 21 2020



CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT PO #20-45840
101-224-818.000
09/21/2020

[Handwritten signature]
[Handwritten signature] 9/21/2020

September 18, 2020

Invoice 09182020

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

RE: October 2020 Services

For contract assessing services rendered:

Contract Fee (\$75,099 ÷ 12)..... \$ 6,258.25

TOTAL AMOUNT DUE \$ 6,258.25

Respectfully submitted,

[Handwritten signature]
Lynette Hobyak
Business Manager

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

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

6C



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

INVOICE

RECEIVED

SEP 17 2020

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

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

September 8, 2020
 Project No: 0160-0417-0
 Invoice No: 0127739

Project 0160-0417-0 BOURNEMOUTH WM REPLACEMENT
 P.O. 19-45552 - (\$197,500.00)

Professional Services from July 20, 2020 to August 16, 2020
Professional Personnel

	Hours	Rate	Amount
PRINTS			
ENGINEERING AIDE I	.50	56.00	28.00
CONTRACT ADMINISTRATION			
PRINCIPAL ENGINEER	13.50	103.00	1,390.50
LICENSED ENG/SUR/ARC	6.00	103.00	618.00
TEAM LEADER	5.50	83.50	459.25
ENGINEERING AIDE III	2.00	70.00	140.00
ENGINEERING AIDE II	.50	62.00	31.00
CONSTRUCTION OBSERVATION			
TEAM LEADER	22.00	83.50	1,837.00
ENGINEERING AIDE III	164.00	70.00	11,480.00
Totals	214.00		15,983.75
Total Labor			15,983.75

Billing Limits	Current	Prior	To-Date
Total Billings	15,983.75	66,426.77	82,410.52
Limit			197,500.00
Remaining			115,089.48

Total this Invoice \$15,983.75

Outstanding Invoices

Number	Date	Balance
0127459	8/7/2020	1,967.10
Total		1,967.10

PO #19-45552
592-537-977.310 \$15,983.75
9/8/2020

[Signature]
[Signature] 9/15/2020
 F.B.

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



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

INVOICE

*Rec'd 9/17/20
JPL*

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

September 8, 2020
Project No: 0160-0414-0
Invoice No: 0127738

Project 0160-0414-0 BEAUFAIT ROAD RECONSTRUCTION-MACK TO WCL
FOR: INCLUDES OXFORD ROAD JACKSON TO HELEN
P.O. 19-45151 \$85,000
P.O. 19-45495 - \$180,000

Professional Services from July 20, 2020 to August 16, 2020

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
LICENSED ENG/SUR/ARC	.50	103.00	51.50
ENGINEERING AIDE III	.50	70.00	35.00
ENGINEERING AIDE II	2.50	62.00	155.00
Totals	3.50		241.50
Total Labor			241.50

Billing Limits	Current	Prior	To-Date
Total Billings	241.50	202,999.28	203,240.78
Limit			265,000.00
Remaining			61,759.22
Total this Invoice			\$241.50

Outstanding Invoices

Number	Date	Balance
0127451	8/10/2020	1,093.00
0127458	8/7/2020	772.70
Total		1,865.70

PO #19-45495

202-451-974.201	\$20.13
203-451-977.803	\$161.00
203-451-974.201	\$17.44
592-537-975.401	<u>\$42.93</u>
	\$241.50

9/8/2020

C. Dehress

Bruce Smith 9/15/2020

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

F.S

6D

CHARLES T. BERSCHBACK

ATTORNEY AT LAW

24053 EAST JEFFERSON AVENUE

ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400

FAX (586) 777-0430

blbwlaw@yahoo.com

September 30, 2020

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

101-210-801.000 \$5,270.00

101-210-801.100 \$2,402.50

101-000-801.300 \$ 116.25

09/30/2020

RE: September Billing


 9/30/2020

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
9.1.2020	Initial review of first insurance quote, TC Bucko (.75); review of Municipal Court docket, follow up calls, review of new warrant, calls on new dog bite case (2.00); review of FOIA issue, TC JK, email to Belisle (.25)	3.00
9.2.2020	Work on GLWA; RTS, TCs (1.00); TC Belisle, follow up with JK (.25); TCs BS (.25); work on Employee Handbook (1.00)	2.50
9.3.2020	TCs Municipal Court (.25); TCs, emails, LH, BS, GT (.25); TCs CB on Act 51; Zoom call with School System, follow up (.75)	1.25
9.4.2020	Review of WCA contract, emails, T.T. review of two Petitions, check docket (.25); work on SBC matters (.50)	0.75
9.8.2020	TCs Municipal Court docket, review of two new warrants (.75); TCs re. SBC (.75); work on fence ordinance (.50)	2.00
9.9.2020	Attendance at Municipal Court, Zoom docket (2.50); work on T.T. Case (.25); TC GT on church zoning issue, initial research (.50); TCs Dep. Clerk, CB, TC Joppich (.50); continued review of insurance quotes (.50); continued review of Employee Handbook and call with Fleury (.75)	5.00
9.10.2020	Continued reviews of insurance quotes, TCs (.50); TCs Municipal Court matter, TC Det. Bureau, warrant review (.75)	1.25
9.11.2020	Review of insurance quote memo, TCs, review of Staples discount purchasing agreement (.50); work on Municipal Court cases, TCs, emails, research on Motion (.75); TC Watza, review of email (.25); additional Municipal Court docket review (.50)	2.00
9.14.2020	Review of all meeting agenda items, preparation for meetings, numerous TCs (3.00); review of assessing/FOIA issues (.50); attendance at Council, ZBA and COW Zoom meetings (2.50)	6.00

9.15.2020	Follow up on agenda items (WCA, Safe Rides) (2.00); TC BN (.50); Municipal Court calls (.75); review of 2 new potential claims, TCs LH, BS (.25); TCs regarding Broadstone (.50)	4.00
9.16.2020	Attendance at Municipal Court (Zoom), follow up calls with DV victims, TC Detective (2.50); work on SRTS, TCs (1.50); Review of Brys claim (.25); research on closed session (1.00); research on sidewalk issue; TC FS (.25)	5.50
9.17.2020	All calls on agenda items and SRTS (.75)	0.75
9.21.2020	Review of agendas, continued OMA research (.75); TCs and review/reply to miscellaneous emails; claims, contract, meetings (1.00); TC LH re: election procedure (.25); TCs, emails re: Brys claim (.25); review of new TT case, email to Assessor; dismissal email on 2nd TT case (.25); TC Joppich (.25); TCs LH, Det. Seidel, meeting with staff (.50); attendance at Council meeting (1.50)	4.75
9.22.2020	TCs BN, GT, Joppich, Municipal Court (.50); review of FOIA issue (.50)	1.00
9.23.2020	Municipal Court calls (.50); prep for and meeting with GT and Church (1.00); TCs GT, homeowner (.25)	1.75
9.24.2020	Review of Municipal Court files, calls with defense counsel, review of new warrant request (1.25); attendance at Election Commission meeting, TC GT, TC LH on election issue (.25); TCs, review of Brys claim (.25)	1.75
9.25.2020	TCs BN, Watza, LH (.25); TCs GT, FS (.25); TC BS (.25)	0.75
9.26.2020	Review of Versus file, prep for meeting (.50)	0.50
9.28.2020	TCs GT, draft of letter to Church (.50); review of election commission agenda item, contracts, TCs emails (.75); attendance at Council meeting and closed session (1.50)	2.75
9.29.2020	PC Zoom meeting on design standards ordinance, TCs GT (.50); TCs Municipal Court (.75)	1.25
9.30.2020	Attendance at Municipal Court docket (1.75)	1.75

CTB = 50.25 hours at \$155.00 per hour

TOTAL DUE: \$ 7,788.75

TC - Telephone	GT - Gene Tutag	M/C - Mayor and Council
BS - Bruce Smith	LH - Lisa Hathaway	Det. Bur. - Detective Bureau
PC - Planning Commission	CB - Cathrene Behrens	ED - Eric Dunlap
JK - Dir. John Kosanke	TT - Tax Tribunal	FS - Frank Schulte
DV - Domestic Violence		

Breakdown

General	34 hours	Building/Planning Commission	
Municipal Court	15.50 hours	Tax Tribunal	.75 hours