

.CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Regular City Council Meeting Agenda
Monday, December 7, 2015
7:30 p.m.

1. CALL TO ORDER
2. ROLL CALL
3. PLEDGE OF ALLEGIANCE
4. RECOGNITION OF COMMISSION MEMBERS
5. ACCEPTANCE OF AGENDA

6. PRESENTATIONS
 - A. Department Of Public Safety Life Saving Awards
 1. Officer Jeffry Martel
 2. Officer James Thompson (2)

7. MINUTES
 - A. Council 11/16/15
 - B. Committee-of-the-Whole 11/30/15 and 11/23/15 w/recommendations:
 1. Appointed Officials Compensation
 - a. City Clerk
 - i. Employment Agreement
 - b. City Attorneys
 - C. Compensation & Evaluation Committee 11/02/15, 11/09/15
 - D. Planning Commission 10/27/15, Excerpt 11/24/15 w/recommendation:
 1. Ordinance amendment – Chapter 50 Zoning Section 50-526, Accessory Buildings
 - E. Tree Commission 10/07/15 w/recommendation:
 1. Memorial Tree Marker

8. COMMUNICATIONS
 - A. Resignation: Eric J. Reiter – Beautification Advisory Commission
 1. Letter 11/19/15 – Eric J. Reiter

 - B. Beaufait Parking/Parking Permits
 1. Emails 11/17/15 - 11/18/15 – Lisa Haynes/City Clerk
 2. Letter 11/09/15 – Detective Ryan Schroerlucke
 3. Emails 09/08/15 – 09/22/15 – Lisa Haynes/City Clerk
 4. Photos (4)

- C. 2016 Refuse Vendor Applications
 - 1. Agosta, Vincent
 - 2. Hirth, Ronald
 - 3. Maher, Patrick
 - 4. McLaughlin, Robert
 - 5. Parker, Tracie
 - 6. Tibaudon, Mark
 - 7. Walls, John
- 9. BIDS/PROPOSALS/
CONTRACTS
 - A. Purchase: Annual Fuel
 - 1. Memo 11/24/15 – Director of Public Services
 - B. Emergency Repair: DPW Workhorse Water Van
 - 1. Memo 11/25/15 - Director of Public Services
- 10. ORDINANCE
 - A. First Reading: An Ordinance to Amend Chapter 50 Zoning, Sec. 50-526 Accessory Buildings, By Adding Requirements for Permits, Concrete Slabs and Ratwalls
 - 1. Letter 11/25/15 – City Attorney
 - 2. Planning Commission Report 11/24/15
 - 3. Proposed Ordinance Amendment
- 11. CLAIMS/ACCOUNTS
 - A. City Attorneys
 - 1. Don R. Berschback
 - 2. Charles T. Berschback
- 12. NEW BUSINESS/PUBLIC COMMENT
- 13. ADJOURNMENT

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



CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

BRUCE J. SMITH, Director
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236-2397



6A



DEPARTMENT LIFE SAVING AWARD

awarded to

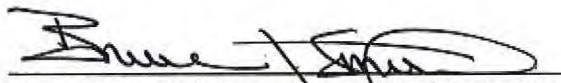
Officer Jeffry Martel

On July 27, 2015, you, Officer James Thompson, and Medic-5 responded to a call for emergency medical services to the Breadsmith shop located at 19487 Mack Avenue on a report of a man down to a possible heart attack. Upon arrival, the subject was found on the floor behind a counter without a pulse. You hooked up the department AED while Officer Thompson immediately started chest compressions. After the AED did its analysis, it advised a shock. The subject was defibrillated once by the AED and CPR was continued. The AED analyzed again and a shock was no longer necessary as the subject's pulse had returned. At that point, Medic 5 initiated Advanced Life Support and transported the subject to St. John Hospital where he received further treatment by a team awaiting his arrival.

Through your efforts you have received the ultimate of rewards, the saving of a human life.

The City of Grosse Pointe Woods Department of Public Safety congratulates you for your exceptional attention to duty and outstanding performance.

Upon the recommendation of the Public Safety Honors Board of Review, I am pleased to award you the Department Life Saving Award in recognition of your service.


Bruce J. Smith/ Director of Public Safety
City of Grosse Pointe Woods

October 29, 2015



City of Grosse Pointe Woods
Department of Public Safety
Office of the Director



LIFE SAVING AWARD

*Upon the recommendation of the Public Safety Board of Review,
the Director Awards a Life Saving Award to*

Public Safety Officer Jeffry Martel

In recognition of his service on July 27, 2015

*The City of Grosse Pointe Woods Department of Public Safety congratulates Public
Safety Officer Jeffry Martel for his exceptional attention to duty and
outstanding performance that resulted in the saving of a life.*

*By Order of the Director of Public Safety this Life Saving Award Shall Be Entered
Into Your Personnel Record*

Mayor of the City of Grosse Pointe Woods

Director of Public Safety





CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

BRUCE J. SMITH, Director
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236-2397



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awarded to

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Mayor of the City of Grosse Pointe Woods

Director of Public Safety





CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY

BRUCE J. SMITH, Director
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236-2397



DEPARTMENT LIFE SAVING AWARD

awarded to

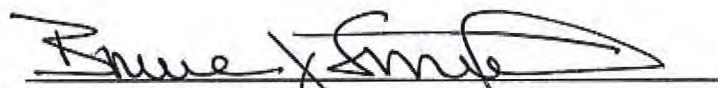
Officer James Thompson

On October 26, 2015, you were dispatched to 1882 Fleetwood on the report of an unresponsive male lying down in the driveway. As the first to arrive on the scene, you rapidly assessed the situation and determined that the patient was in full cardiac arrest confirmed by the absence of a carotid pulse. After connecting the patient to the AED, a shock was administered and you began chest compressions. The patient's pulse returned along with spontaneous respirations due to your action. The patient was then turned over to the Medic 5 team who transported him to St. John Hospital where he received further definitive cardiac treatment.

Through your efforts you have received the ultimate of rewards, the saving of a human life.

The City of Grosse Pointe Woods Department of Public Safety congratulates you for your exceptional attention to duty and outstanding performance.

Upon the recommendation of the Public Safety Honors Board of Review, I am pleased to award you the Department Life Saving Award in recognition of your service.


Bruce J. Smith/ Director of Public Safety
City of Grosse Pointe Woods

November 9, 2015



City of Grosse Pointe Woods
Department of Public Safety
Office of the Director



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the Director Awards a Life Saving Award to*

Public Safety Officer James Thompson

In recognition of his service on October 26, 2015

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Mayor of the City of Grosse Pointe Woods

Director of Public Safety





COUNCIL
11-16-15 - 134

MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, NOVEMBER 16, 2015, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:38 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke
Council members: Bryant, Granger, Ketels, McConaghy
Absent: Koester, Shetler

Also Present: City Administrator Fincham
City Attorney Don Berschback
Treasurer/Comptroller Irby
City Clerk Hathaway
Director of Public Works Ahee
Assessor Colombo

Motion by McConaghy, seconded by Bryant, that Council Members Koester and Shetler be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

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

The following Commission members were in attendance:

Rachelle Koester, Beautification Advisory Commission
Jim Profeta, Planning Commission
Amanda York, Citizens Recreation Commission

Also present was Cub Scout Pack 85 from Montieth Elementary School.

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

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke, Shetler
No: None
Absent: Koester, Shetler

The Mayor **appointed Eric Reiter to the Planning Commission**, with a term to expire December 31, 2016.

Motion by Bryant, seconded by Granger, regarding appointment – Planning Commission, that the City Council concur with the Mayoral appointment of Eric Reiter to the Planning Commission with a term to expire December 31, 2016.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

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

1. City Council Minutes dated November 2, 2015 and November 9, 2015.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by Granger, seconded by Bryant, regarding **contract: Appraiser**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on November 9, 2015, and approve retaining the services of John V. O'Connor to prepare an appraisal and testify in court concerning the Tax Tribunal appeal for 306

Provencal Rd., in an amount not to exceed \$4,000.00, funds to be taken from Account No. 101-210-801.301.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by Ketels, seconded by Bryant, regarding **emergency rescue invoice**, that the City Council concur with the recommendation of the Committee-of-the-Whole at their meeting on November 9, 2015, and approve payment to Ric-Man Construction, without interest, in an amount not to exceed \$31,186.35, funds to be taken from Account No. 101-000-202.050.

Motion by Ketels, seconded by Bryant, to amend the previous motion by adding, "subject to the Ric-Man construction agreeing that no interest will be sought."

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

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

1. Committee-of-the-Whole minutes dated November 9, 2015.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by McConaghy, seconded by Bryant, regarding **application for a permit to Hold a Walk/Run – American Cancer Society – Relay for Life of Grosse Pointe**, that

the City Council approve this event to be held on the front lawn of City Hall on Saturday, May 14, 2016, from 10 a.m. to 10 p.m., subject to proper insurance being provided.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by Bryant, seconded by Granger, regarding **2016 Commission Appreciation Reception**, that the City Council authorize an amount not to exceed \$10,000.00 to hold the 2016 Commission Appreciation Reception, funds to be taken from Account No. 101-101-881.000, and to authorize the City Administrator to sign any necessary contracts.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

The Treasurer/Comptroller requested funds for the event to be held in recognition of City Administrator Alfred "Skip" Fincham's retirement on Wednesday, January 13, 2016, from 4-7 p.m. in an amount not to exceed \$2,000.00, which expense would be split between the City Administrator's budgeted training and membership dues line items.

Motion by Bryant, seconded by McConaghy, regarding **Funds Transfer – City Administrator Retirement**, that the City Council approve holding a suitable event in recognition of City Administrator Skip Fincham's retirement to be held Wednesday, January 13, 2016, from 4-7 p.m. in an amount not to exceed \$2,000.00; \$1,000.00 from 101.172.958.000, and \$1,000.00 101.172.958.001.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by McConaghy, seconded by Granger, regarding **Monthly Financial Report**, that this report be referred to the Finance Committee.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

The Mayor issued a **Proclamation** in recognition of **The Family Center of Grosse Pointe and Harper Woods**.

Motion by Granger, seconded by Bryant, regarding **Second Reading: An Ordinance to Amend Chapter 10 Businesses, Article II Licensing, by adding Sec. 10-28 to require Notification to the City of Changes in Business License Status and by Adding Sec. 10-29 Regulating Going Out of Business Sales**, that the City Council approve this ordinance as presented and make it effective 20 days after its enactment.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by Bryant, seconded by McConaghy, regarding **State of Michigan Department of Environmental Quality – Community Public Water Supply Annual Fee**, that the City Council approve an amount not to exceed \$5,237.59 payable to the State of Michigan Department of Environmental Quality for the community public water supply annual fee, funds to be taken from the Water/Sewer Contractual Services Account No. 592-536-818.000.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke
No: None
Absent: Koester, Shetler

Motion by McConaghy, seconded by Granger, regarding **Labor Attorney**, that the City Council approve the following statement dated November 1, 2015:

1. Labor Attorney Keller Thoma – Invoice #108347 - \$1,680.95.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, McConaghy, Novitke

No: None

Absent: Koester, Shetler

Motion by Granger, seconded by Bryant, to adjourn tonight's meeting at 7:56 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, NOVEMBER 30, 2015, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Ketels, Koester, Shetler
ABSENT: McConaghy
ALSO PRESENT: City Administrator Fincham
Treasurer/Comptroller Irby
City Clerk Hathaway
Assessor Colombo
Pension Attorney VanOverbeke

Mayor Novitke called the meeting to order at 7:31 p.m.

Motion by Bryant, seconded by McConaghy, that Council Member McConaghy be excused from tonight's meeting.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, Novitke, Shetler
No: None
Absent: McConaghy

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

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, Novitke, Shetler
No: None
Absent: McConaghy

The purpose of tonight's meeting was to discuss **defined benefit versus defined contribution pension plans**. As follow-up to a previous meeting, Mr. VanOverbeke returned to reported on additional information. He distributed a document entitled, *Hybrid Pension Plans – Alternatives to Traditional Defined Benefit and Defined Contribution Pension Plans dated November 30, 2015*. There is a necessity to reduce legacy and OPEB costs.

Mr. VanOverbeke is to determine if bonding is still allowed regarding accrued health care costs.

The Chair declared a recess at 8:45 p.m., and reconvened at 8:52 p.m.

Following discussion, Mr. VanOverbeke recommended the City put together a side-by-side defined benefit/defined contribution plan with the long-term goal of lowering the normal cost. He suggested for example the defined benefit could have a reduced multiplier, and that wages be redefined, to a certain degree, that are included in final average compensation. The defined contribution could include creating a plan that is attractive to the employees to save for retirement and to provide predictability. It would include an employee match. He said the City needs to reduce the defined benefit and over time increase the reduction.

He also stated that a buy-in is needed from both the employer and the employee sides, and that a discussion with Sandy Rodwan is needed to design a plan based on figuring accrued liability. The Treasurer/Comptroller provided suggestions to consider when designing the hybrid defined benefit/defined contribution plan.

The Mayor asked the Treasurer/Comptroller, City Administrator, Mr. Colombo, and Mr. VanOverbeke to meet with the Labor Attorney to discuss whether controlling pension costs will play a part in union negotiations and to discuss with Sandy Rodwan if appropriate. The Treasurer/Comptroller provided an overview reporting on the other Grosse Pointe communities' plans. There was a consensus of the committee that the Treasurer/Comptroller is to obtain the other Grosse Pointe communities' actuarial reports, copy of pensions, and summary of annual reports through Freedom of Information.

This item is to remain on the Committee-of-the-Whole.

Motion by Granger, seconded by Ketels, that the meeting of the Committee-of-the-Whole be adjourned at 10:49 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

MINUTES OF THE MEETING OF THE COMMITTEE-OF-THE-WHOLE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, NOVEMBER 23, 2015, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Mayor Novitke
Council Members Bryant, Granger, Ketels, Koester, McConaghy, Shetler

ABSENT: None

ALSO PRESENT: City Administrator Fincham
City Attorney Chip Berschback
City Clerk Hathaway
Assessor Colombo
Director of Public Services Ahee
Recreation Supervisor Byron

Mayor Novitke called the meeting to order at 7:31 p.m.

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

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

The first item on tonight's agenda was regarding the **dog ordinance amendment**. The Mayor provided an overview regarding the necessity to review the City's dog ordinance with regard to types of breeds prohibited. He stated the City Attorney's recommendation is to hold off making any changes to the City's ordinance until there has been a determination on pending legislation at the State. Discussion ensued regarding whether there should be a ban on a specific breeds of dogs.

Jennifer Miller was present and spoke in favor of permitting pit bull breeds. Discussion ensued and comments included adding companion dogs as an exemption to the ordinance, amending the ordinance to eliminate specific breeds and only include any vicious dog, wait to see what happens with State legislation, and to leave the ordinance as is. The City Attorney was asked to gather additional information regarding ADA requirements for companion dogs. There was a consensus of the committee to wait three to four months (April) to allow time for the State to make a decision on pending legislation. This item is to remain on the Committee-of-the-Whole agenda and be readdressed in April.

Next, the Committee discussed **Lake Front Park Entrance Procedures**. The City Administrator provided an overview stating David Mattaliano had voiced concerns

regarding procedures for park entry, as well as other concerns. He stated corrections have been made. Scanners were down for a month therefore passes could not be scanned. Scanners were repaired and spot checking identification was performed. Subsequently an email was received from Mr. Mattaliano praising the work of the Gate Guards for checking passes. Also, new procedures have been implemented including park pass suspension procedures (revoking passes.) The Recreation Supervisor also stated the new implementation of reduced guest punches will help alleviate problems at the park. The Mayor asked whether there is anything else the City should be doing to prevent problems at the park.

Discussion ensued regarding eventually eliminating the benefit of permitting one free guest to enter with a park pass holder without requiring a punch. Guest park privileges is to be added to the Committee-of-the-Whole and to be readdressed the end of July or early August 2016.

Motion by Granger, seconded by Shetler, that park pass entry procedures be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

The Chair declared a recess at 8:29 p.m., and reconvened at 8:36 p.m.

The next item discussed was a **request for a part-time City Forester**. The Mayor stated that the Director of Public Services and other staff are splitting the duties of the previous Forester and that this is a budgeted position. The Director provided an overview and requested to fill a part-time Supervisor/Forester that will be responsible for island and grounds maintenance, trees, and to oversee rubbish routes. The wage is at a rate of \$40,000 for 1,350 hours per year, non-union, and no benefits. The Mayor asked administration to find out if certification is needed. There was a consensus of the Committee to authorize the hiring of a Supervisor/Forester in accordance with the Director of Public Service's memo dated November 18, 2015.

Motion by Bryant, seconded by Shetler, that request for a part-time City Forester be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler

No: None

Absent: None

Commission expenditures were then discussed. The Mayor provided an overview and stated the City Administrator currently has the authority to approve up to \$250.00 for a commission expenditure if budgeted and not changing policy. The City Administrator

stated this policy is working fine. There was a consensus of the Committee to continue with a limit of up to \$250.

Motion by Granger, seconded by Bryant, to remove commission expenditures from the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

The next item discussed was regarding **Appointed Officials compensation/evaluation**. The Mayor stated there are two recommendations from the Compensation and Evaluation Committee regarding the City Clerk and City Attorneys. Following discussion, administration was asked to confirm the date of the last pay increases/wages for all non-union employees.

Motion by Bryant, seconded by Granger, that the Committee-of-the-Whole recommend to City Council that the salary of the City Clerk be increased to \$72,500.00 per year retroactive to July 1, 2015.

Motion by Bryant, seconded by Granger, to amend the previous motion by inserting, "and that her contract be renewed and remain the same including tuition reimbursement."

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

The Mayor stated the next discussion was regarding the City Attorneys' compensation. The Compensation and Evaluation Committee recommended Don Berschback's hourly rate be increased from \$155 to \$160, and Chip Berschback's rate increased from \$140 to \$145 per hour.

The Mayor also discussed making these rates effective retroactive to July 1st; for Don at 72.75 hours will cost \$363.75, and Chip at 147.75 hours will cost \$738.75.

Motion by Bryant, seconded by Shetler, that the Committee-of-the-Whole recommend to City Council that the hourly rate of Don Berschback be increased \$5.00 per hour to \$160.00, and the hourly rate of Chip Berschback be increased \$5 per hour to \$145.00, both retroactive to July 1, 2015.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Motion by McConaghy, seconded by Shetler, that appointed officials compensation be removed from the Committee-of-the-Whole.

Motion carried by the following vote:

Yes: Bryant, Granger, Ketels, Koester, McConaghy, Novitke, Shetler
No: None
Absent: None

Under New Business/Public Comment:

- The Mayor discussed the trolley being utilized in the parade and arrangements for City Council.
- The City Administrator discussed Judith Burkhardt's request to hold a one-hour vigil in recognition of the loss due to the recent massacre in Paris. The vigil is to be held on November 29, 2015 at 4:30 p.m.
- Council Member Granger received a call from Bill Babcock who said Little League wants to host little league tournaments but national regulations require the fence-line to be raised to prevent baseballs from hitting people in the stands. Mr. Babcock was referred to the Director of Public Services.
- Council Member Granger discussed NG911 (Next Generation).

Motion by Ketels, seconded by Shetler, that the meeting of the Committee-of-the-Whole be adjourned at 9:59 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

City of Grosse Pointe Woods

CITY CLERK

EMPLOYMENT AGREEMENT

THIS AGREEMENT, signed this _____ day of December, 2015, by the CITY OF GROSSE POINTE WOODS, State of Michigan, a municipal corporation, hereinafter called the "City", and LISA HATHAWAY, hereinafter called "Hathaway", both of whom agree as follows:

WITNESSETH:

WHEREAS, the City desires to employ the services of Hathaway as City Clerk of the City of Grosse Pointe Woods as provided by the City Charter, Code and state law; and,

WHEREAS, it is the desire of the City to provide certain benefits, establish certain conditions of employment and to set working conditions of said employment; and,

WHEREAS, Hathaway desires to accept employment as City Clerk.

NOW, THEREFORE, in consideration of the mutual covenants herein contained, the parties agree as follows:

Section 1 – DUTIES:

City agrees to employ Hathaway as City Clerk of the City to perform the functions and duties which are expressed and implied in the Charter and Code of the City of Grosse Pointe Woods, and all other functions and duties which are implicit by virtue of the nature of the office. Hathaway shall also perform such other legally permissible and proper duties and functions as the City Council, the City Code, and the City Charter may, from time to time, assign. Hathaway shall maintain any required licenses and/or levels of certification necessary for the performance of such duties as a condition of continued employment with the City. _____

Section 2 – SALARY:

City agrees to pay Hathaway at the rate of an annual base salary of Seventy-Two Thousand Five Hundred (\$72,500.00) Dollars, effective July 1, 2015 payable in installments at the same time as other employees of the City are paid. Upon finding satisfactory performance in the future, the City Council may make appropriate adjustments.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to adjust salary in response to annual budget consideration.

Section 3 – TERM:

- A. The term of this agreement shall be effective from July 1, 2015 through June 30, 2016 unless terminated by either of the parties. HATHAWAY will be employed on an at-will status as City Clerk to perform the functions and duties of the

position as required by the Code and Charter. She shall also perform such duties and functions as the City Council may, from time to time, prescribe. She shall serve at the pleasure of the City Council and be subject to removal by the City Council at any time with or without cause.

Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to terminate the services of HATHAWAY with or without cause, with or without notice, at any time.

- B. HATHAWAY shall be employed on an AT-WILL BASIS as City Clerk to perform the function duties of the position as required by the Code and Charter.
- C. THERE SHALL BE NO EXPECTATION OF RENEWAL OR EXTENSION OF THIS AGREEMENT UNLESS MUTUALLY AGREED UPON IN WRITING BY BOTH PARTIES.
- D. Nothing in this Agreement shall prevent, limit, or otherwise interfere with the right of HATHAWAY to resign at any time from her position with the City. However, HATHAWAY shall be required to provide thirty (30) days written notice to the City prior to her resigning.
- E. HATHAWAY agrees to remain the exclusive employee of the City and neither to accept other employment nor to become employed by any other employer thereafter as long as she remains in the employ of the City.

Section 4 – TERMINATION AND SEVERANCE PAY:

In the event that HATHAWAY is terminated without cause then, in that event, HATHAWAY shall receive severance pay equaling sixty (60) days (2 months of her regular pay) of her annual salary. Upon receipt of severance pay, HATHAWAY shall sign a Settlement and Release Agreement waiving any and all rights under this Agreement, and she shall agree not to file any lawsuit or engage in any litigation against the City, its agents, assigns, Council Members, (either in their representative capacity or in their individual capacities). Such Release shall also apply to the Pension Plan, its Administrator, Trustees in their individual capacities, Agents, Successors, and assigns.

Section 5 – FRINGE BENEFITS:

Except as otherwise provided herein, the City agrees to provide Hathaway with fringe benefits as listed in the Employee Handbook. The current benefits under the Handbook are attached to this Agreement as Appendix A. Notwithstanding any language in the Employee Handbook regarding tuition reimbursement relating to employees, Hathaway shall be entitled to tuition reimbursement in an amount not to exceed \$1,500.00 per year for higher education attained by attending an accredited educational institution, course of study subject to prior approval of the Council.

Section 6 – BONDING:

The City shall bear the full cost of any fidelity or other bonds required of Hathaway under any law or ordinance.

Section 7 – DUES AND SUBSCRIPTIONS:

The City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for the professional dues and subscriptions of HATHAWAY which are necessary for the continuation and full participation in national, regional, state, and local associations and organizations which are immediately related to continued professional participation, growth and advancement, and for the general good of the City.

Section 8 – PROFESSIONAL DEVELOPMENT

- A. City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for travel and subsistence expenses of HATHAWAY for professional and official travel, meetings and occasions which are necessary to continue the professional development of HATHAWAY and to adequately pursue necessary official and other functions for the City.
- B. City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, pay for the travel and subsistence expenses of HATHAWAY for short courses, institutes and seminars that may be required by law in connection with duties performed for the City.
- C. City and Hathaway agree that the pursuit of an appropriate additional Degree from an accredited institution of higher learning will be of benefit to both the City and Hathaway and, to that end, City agrees to endeavor (but is not obligated) to annually budget and, upon prior approval of the City Council, and prior approval of both the institution and Degree program, to reimburse Hathaway for tuition expenses.
- D. Any professional development requiring airfare or overnight accommodations requires prior Council approval.

Section 9 - OTHER TERMS AND CONDITIONS OF EMPLOYMENT:

- A. Hathaway's scheduling of time at work at municipal facilities, meetings and events is expected to be without maximum limitation and shall meet the needs of the City, its businesses and inhabitants.
- B. The minimum workweek shall be 40 hours and there shall be no added compensation for hours worked longer than 40 hours per week.
- C. The City shall be Hathaway's sole and exclusive employer except as may be approved by the City Council.

- D. During the term of this contract, the City may establish evaluation criteria, procedures and timetables. This evaluation program is subject to approval by City Council.

Section 10 – GENERAL PROVISIONS:

- A. This is the entire Agreement between the parties. This Agreement supercedes any and all other Agreements or contracts, either oral or written between the parties.
- B. Notices pursuant to this Agreement shall be deemed given if served personally in the same manner as is applicable to judicial practice or if deposited in the custody of the United States Postal Service, postage prepaid addressed as follows:

(1) City Attorney
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236.

(2) Lisa Hathaway

- C. This Agreement is effective July 1, 2015.
- D. The parties acknowledge that both the City and Hathaway have drafted this Agreement and have had the opportunity to have the Agreement reviewed by counsel.
- E. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement, or portion thereof, shall not be affected and shall remain in full effect.

IN WITNESS WHEREOF, the parties have signed this Agreement below.

CITY OF GROSSE POINTE WOODS

BY: _____
ROBERT E. NOVITKE

Its: Mayor

Dated: December _____, 2015

LISA K. HATHAWAY

Dated: December _____, 2015

APPROVED FOR SIGNATURE:



DON R. BERSCHBACK, City Attorney

Dated: December 3, 2015

7C

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, November 2, 2015, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Council Member Arthur Bryant
Members: Mayor Robert E. Novitke, Council Member Todd A. McConaghy
ABSENT: None

ALSO PRESENT: Council Member Richard Shetler

The meeting was called to order by Chair Bryant at 8:30 p.m.

Motion by Novitke, seconded by McConaghy, 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, McConaghy, Novitke
No: None
Absent: None

The purpose of tonight's meeting was to discuss compensation of appointed officials.

Motion by McConaghy, second by Novitke that the salary of the City Clerk, Lisa Hathaway, be increased to \$72,500 per year retroactive to July 1, 2015.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Novitke, that the meeting be adjourned at 9:35 p.m.

Respectfully submitted,

Arthur Bryant

COMPENSATION AND EVALUATION COMMITTEE

11-9-2015

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, November 9, 2015, IN THE CONFERENCE ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Council Member Arthur Bryant
Members: Mayor Robert E. Novitke, Council Member Todd A. McConaghy
ABSENT: None

ALSO PRESENT: George McMullen

The meeting was called to order by Chair Bryant at 7:05 p.m.

Motion by McConaghy, seconded by Novitke, 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, McConaghy, Novitke
No: None
Absent: None

Motion by Novitke, seconded by McConaghy, that the minutes of the meeting of 11-2-2015 be approved.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

The purpose of tonight's meeting was to discuss compensation of appointed officials.

Motion by McConaghy, second by Novitke that the hourly rate of City Attorney, Don Berschback, be increased \$5.00 to \$160.00 per hour, and the hourly rate of City Attorney, Chip Berschback, be increased \$5.00 to \$145.00 per hour.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, second by Novitke, to immediately certify the minutes of tonight's meeting.

Motion carried by the following vote:

Yes: Bryant, McConaghy, Novitke
No: None
Absent: None

Motion by McConaghy, seconded by Novitke, that the meeting be adjourned at 7:20 p.m.

Respectfully submitted,

Arthur Bryant

Approved by Commis 7D
11/24/15

PLANNING COMMISSION
10/27/15 – 21

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, OCTOBER 27, 2015, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:36 p.m. by Chair Vitale.

Roll Call: Chair Vitale
Fuller, Gilezan, Hamborsky, Rozycki, Vaughn

Absent: Profeta, Stapleton

Also Present: Building Official Tutag
City Attorney Chip Berschback
Deputy City Clerk Gerhart

Motion by Vaughn, seconded by Gilezan, that Commission Members Profeta and Stapleton be excused from tonight's meeting.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Rozycki, Vitale, Vaughn
NO: None
ABSENT: Profeta, Stapleton

Motion by Rozycki, seconded by Fuller, 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: Fuller, Gilezan, Hamborsky, Rozycki, Vitale, Vaughn
NO: None
ABSENT: Profeta, Stapleton

Motion by Vaughn, seconded by Gilezan, regarding **Approval of Minutes**, that the Planning Commission minutes dated September 22, 2015, be approved as corrected.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Rozycki, Vitale, Vaughn
NO: None
ABSENT: Profeta, Stapleton

PLANNING COMMISSION
10/27/15 – 22

The next item on the agenda was a **Site Plan Review Continued: Screen for Rooftop Mechanical Unit - Churchill's Bistro Cigar Bar, 19271 Mack Ave.** Paul Weisberger, Counsel for Churchill's Bistro Cigar Bar, and Ed Etchen of Etchen Gumma Limited, were present for questions and discussion. Mr. Tutag then provided an overview of the project and recommended approval of the site plan dated October 14, 2015.

Motion by Gilezan, seconded by Hamborsky, regarding the Site Plan Review Continued: Screen for Rooftop Mechanical Unit: Churchill's Bistro Cigar Bar, 19271 Mack Ave, to approve the site plan dated October 14, 2015, with the Building Official to have final approval regarding the height of the third story windows and the building material used on the screening as to provide an adequate match to the second story.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Rozycki, Vitale, Vaughn
NO: None
ABSENT: Profeta, Stapleton

The next item on the agenda was regarding **scheduling a public hearing to amend the Zoning Ordinance, Section #50-526 Accessory Buildings.** Building Official Tutag provided an overview of the proposed amendment.

Motion by Rozycki, seconded by Vaughn, that the Planning Commission schedule a **Public Hearing** at the regular meeting **on November 24, 2015, to amend Chapter 50 Zoning, Section 50-526 Accessory Buildings.**

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Rozycki, Vitale, Vaughn
NO: None
ABSENT: Profeta, Stapleton

The next item on the agenda was the **Building Official's Monthly Report – September 2015.** Mr. Tutag reported the following:

- A veterinary clinic will replace Bellissima Boutique at 20419 Mack;
- The Building Department has been extremely busy with home improvement permits;
- Commission Member Vaughn attended the open house at the Rivers. It was very well attended, and he complimented the facility.

Regarding the **October 2015 Council Reports:**

- Member Gilezan had nothing to report.

Commission Member Hamborsky will attend the Council Meetings in November.

PLANNING COMMISSION
10/27/15 – 23

Under **New Business**, the following **Subcommittee Reports** were provided:

2020 Plan – Commission Members Hamborsky, Vitale, and Fuller reported that additional work has taken place and the plan will be presented at the next meeting.

Special Sign – Commission Members Vaughn and Fuller reported that Reed v. Town of Gilbert, Arizona will have some impact on the sign ordinance but any changes could be brought before the full commission. The City Attorney then provided an overview of the Supreme Court case. He stated the ruling was limited in scope to non-commercial signage and the City Ordinance will be reviewed to ensure compliance with the opinion.

Motion by Vaughn, seconded by Fuller, to disband the Special Sign Committee.

MOTION CARRIED by the following vote:

YES: Fuller, Gilezan, Hamborsky, Rozycki, Vitale, Vaughn

NO: None

ABSENT: Profeta, Stapleton

The City Attorney then provided an oral report on a potential zoning ordinance amendment pertaining to special land uses permitted in the C-2 zoning district. He intends on having a draft of the proposed ordinance for a public hearing in the spring of 2016.

Motion by Hamborsky, seconded by Rozycki, that the Planning Commission Meeting be adjourned at 8:44 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Steve Gerhart
Deputy City Clerk

PLANNING COMMISSION EXCERPT
11/24/15

The next item on the agenda was a **Public Hearing: to amend Chapter 50 Zoning, Section 50-526, Accessory Buildings, by adding requirements for permits, concrete slabs and ratwalls.** Building Official Tutag provided an overview of the proposed ordinance.

The meeting was thereupon opened at 7:35 P.M. for a public hearing to amend Chapter 50 Zoning, Section 50-526, Accessory Buildings, by adding requirements for permits, concrete slabs and ratwalls.

The Chair stated for the record that no one in the audience wished to speak either in favor of, nor in opposition to, the proposed ordinance.

The following individual was heard regarding general comments:

- Margaret Potter, 1834 Allard Ave

Motion by Vaughn, seconded by Stapleton, that the Public Hearing be closed at 7:37 p.m.
Passed unanimously.

The Chair opened the floor for discussion among Commission Members regarding the proposed ordinance amendment.

Motion by Profeta, seconded by Rozycki, regarding the amendment to Chapter 50 Zoning, Section 50-526, Accessory Buildings, by adding requirements for permits, concrete slabs and ratwalls, that the Planning Commission adopt the proposed resolution as prepared by the City Attorney, and recommend to the City Council that the proposed ordinance amending Section 50-526 regarding Accessory Buildings be adopted by the City Council.

MOTION CARRIED by the following vote:

YES: Gilezan, Hamborsky, Profeta, Reiter, Rozycki, Stapleton, Vitale, Vaughn
NO: None
ABSENT: Fuller

Motion by Vaughn, seconded by Stapleton, that the Planning Commission immediately certify the previous motion.

MOTION CARRIED by the following vote:

YES: Gilezan, Hamborsky, Profeta, Reiter, Rozycki, Stapleton, Vitale, Vaughn
NO: None
ABSENT: Fuller



Approved by commission
11-4-15

GROSSE POINTE WOODS TREE COMMISSION
Meeting Minutes of October 07, 2015

RECEIVED
OCT 14 2015
CITY OF GROSSE POINTE WOODS

Chairman, Stephen Chan, called the meeting to order at 7:32 p.m.

Present: Rogers, Chan, DiCicco, Gaffney, Groschne Greening, Backer, L. Gaskin, and Council Representative Koester.

Absent: Pegg and Profeta.

Guest: George R. McMullen, Jr.

Approval of the Agenda for the meeting of October 07, 2015. Motion by Groschner and seconded by Gaffney to approve the agenda as presented with a correction for item 5. Add an s to the name Van. It should read Vans. All members present approved the agenda as presented with this addition.

Approval of the meeting minutes of 09/02/15.

Motion by Backer and seconded by Laura Gaskin to approve the minutes as presented with one correction under Old Business, 1st column, the word bullish should read publish. All members present approved the motion with this correction.

Treasurer's Report, September 30, 2015:

Cash Reserve 07/01/2015 \$12,103.18

No expenses thru 09/30/15 0

Donations thru 09/30/15 0

Balance thru 09/30/15 \$12,103.18

(Balance carries forward)

Approved budget 07/01/15 \$1,633.00

Expended thru 09/30/15 0.00

Remaining thru 06/30/16 \$1,633.00

(Balance does not carry forward).

All expenses require prior Council approval.

09/30/15 expense report is attached.

Old Business:

The 09/30/15 treasurer's report confirms that the Council has approved the Tree Commissions budget for the current fiscal year in the amount of \$1,633.00, Attached is Vans Pines Nursery quotation for a sales order of 350 Red Maple tree seedlings as requested by the Chair, S. Chan.

The total cost of \$945.67 includes packaging, shipping and an Early Bird discount when the order is placed by the end of October. The selection of the Red Maple seedling was made by the Tree Commission members at their meeting in September.

Motion by Groschner and seconded by Greening that the Council approve our request to purchase 350 Red Maple seedlings for our 2016 Arbor Day program. The total cost is less than the \$1,000 budgeted for this program.

All members present approved the motion.

Motion by Groschner and seconded by Greening that the previous Motion be immediately certified. All members present approved the motion.

Replacement of commission membership for George Malley who is deceased.

Timothy Butler attended the commission's meeting in September and expressed an interest in becoming a member of the Tree Commission. The attached Biographical Sketch of Dr. Butler was reviewed, discussed and recommend his membership to the Council.

Motion by Greening and seconded by Laura Gaskin that the Council approve Dr. Timothy Butler as a member of the Tree Commission. All members present approved the motion.

Motion by Greening and seconded by Gaskin that the previous Motion be immediately certified. All members present approved the motion.

Gaskin reported a suggested list of names of 2016 commission officers. They are Chan as Chair, Profeta as Vice Chair, Rogers as Secretary and **the Treasurer position is not determined at this time.**

Memorial Tree for George Malley

A memorial tree with a marker costs \$285.00. The current Tree Commission budget does not have an open end line item to pay for the tree. There will be \$55.00 available from the line item

NOTE

to purchase Arbor Day tree seedlings. The commission members present agree that a memorial would be an appropriate action. After discussion Gaskin made the motion and seconded by Backer that the Council consider providing the necessary funds to purchase the tree and marker. All members present agreed with the motion.

Application for the "Tree City USA" award. Chan will check with the Department of Public Services and request them to start the application process.

New Business:

Fall Tree Planting program:

For the Tree Commission members to participate in the program, we will need a document showing the city zone and location where each tree is to be planted and wooden stakes to establish the planting location. Koester will request these materials from the Department of Public Services and have them available for our November meeting.

Commission tasks for 2016:

All task items' were reviewed and commission members responsible are listed on the attached list.

Adjournment: Motion by Laura Gaskin and seconded by Groschner that the meeting be adjourned at 8:22 p.m.

Submitted by



Wilson G. Rogers

Secretary (313) 886-7660

November 19, 2015

8A
RECEIVED
NOV 20 2015
CITY OF GROSSE PTE. WOODS

The Honorable Robert Novitke
Mayor, City of Grosse Pointe Woods
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236

Dear Mayor,

This letter should serve as written notice of my resignation from the Beautification Advisory Commission effective today, Thursday, November 19, 2015.

Sincerely,



Eric J. Reiter

Cc: Lisa K. Hathaway, City Clerk

Lisa Hathaway

From: Haynes, Lisa [haynes@butzel.com]
Sent: Wednesday, November 18, 2015 11:23 AM
To: Lisa Hathaway
Cc: Ryan Schroerlucke
Subject: RE: Beaufait Parking Situation/Parking Permits, Etc.
Attachments: IMG_9384.jpg; IMG_6791.jpg; IMG_8095.jpg; SCAN_20151118_11131629599.PDF

Ms. Hathaway:

Good Morning and thank you for getting back to me promptly!

Below I have tweaked the information I previously sent to you on this matter back on September 8, 2015 in an email and I have also added additional paragraphs.

Per your request, I am writing to giving you some history behind the parking situation on Beaufait between Mack Avenue and Jackson. My address is 1915 Beaufait. I live on the same side of the street as Champs and Little Tony's and four houses away. As I mentioned, there has always been no parking on our side of the street and the other side of the street is the fire lane so there is no parking. At some point in July, my husband and other neighbors noticed a blue compact type car parking in the street by the first home (gray farm house) on my side of the street. My husband and others called the police because the car sat there for days. The police were called and the car was ticketed. My time line might not be exactly right here but I'm sure it is right in there. It is my understanding that the blue car belongs to the house directly across the street which is a gray brick home right behind the cleaners and is also a RENTAL property. That home's garage is in the alley and it appears to be a two car garage. It is our understanding that the lady who lives in that home may have been using the business parking by her home and was probably told she could not park there so she called the city because she supposedly has three to four cars and no where to park them. She was given some kind of permit but it must not have been the right kind of sticker as she did end up getting a ticket. She probably complained and said she was given parking and she was given a new sticker and I assume that is when the signs that were there that stated no parking were taken down and changed to two hour parking between 2 pm and 6 pm and then obviously you are free to park any time after that. Since that time, we have noticed cigarette butts on our property, people have been running over our grass and as you can see from the attached pictures, someone had the nerve to block our driveway one night. We of course called the police and that car was ticketed. People are using our driveway now to turn around and park and while doing so they are running over our grass. They don't care as they don't live there and the person who blocked my driveway was from Southfield! There is ample parking for the restaurants across the street on the Parcels side and on Jackson. If you recall, several years ago, there was a possibility of a parking lot being placed in place of the farm house right behind Champs and Little Tony's and one of my neighbors hired an attorney, we fought it at a city council meeting and we made the news because of it and we won! Some of the residents in the short block have lived there since 1974, 1976, 1983 and my husband I have lived there since 1993. We love our short, clean and safe block and we want to keep it that way! Remember, that is a RENTER that has asked for a permit. What happens when this woman leaves and we are all stuck with this situation? I don't know of another street in Grosse Pointe Woods that has two restaurants next to each other that are so popular and are dealing with what we are dealing with!

The above paragraph is what first brought this situation to come and after my continual calls to the city and some time spent with Detective Schroerlucke on this matter, we were told that the signs would be put back to the way they were which restricted parking completely. In my last conversation with Detective Schroerlucke, who personally made calls to the other residents on my street asking them how they felt about the parking situation, we discussed the fact that some of the neighbors said they would like it if they too could park in the street. I clearly remember telling Detective Schroerlucke that I did not think that was a good idea and I would not be happy with that but what could I do. I got the impression that no specific request was made by a resident to park on the street and hopefully this issue was resolved and nothing would come of it.

Since the signs have been put back up and the RENTER continues to park, cars still come to the restaurants and park behind her. Calls have been made by another neighbor and the city has placed three orange flags on each of the poles where there is a "NO PARKING" sign but amazingly people still continue to pull up and park. Recently I witnessed a police officer ticketing two cars that were parked illegally behind the renter and at times three cars have been behind her and gotten away with it.

Two days ago I received a letter (attached) from Detective Schroerlucke that all of the residents in the short block received, allowing them to get a permit to park on the street if they wanted to. I called Detective Schroerlucke on Monday, November 16 to address this issue and I was shocked and disappointed that we now are offering this to the residents. This DEFEATS the whole purpose of the NO PARKING signs that are in place. Considering we are having continual problem with people parking behind the renter, if we allow the residents to park on the street now, people coming to the restaurants will fill in the rest of the available spots.

Let us remember that when the people in the short block moved to this street they were aware that there was no parking in the short block. And now, because of one person, we are not only going to allow everyone to park in the street but you are going to allow the people who come to the restaurants to park there too! I have lived here quite a few years and I'm sure I can pick who probably asked for a permit and none of them have lived here as long as my husband and I (or the resident that called and asked for the orange flags to be hung) and I just don't think they realize what will happen once they start parking their cars on the street. All of the residents in the short block besides the renter have long driveways that lead back to their garages with ample garage and driveway parking.

Last night which was Tuesday, November 17, a pick-up truck parked behind the renter and I called the police at 7:30 p.m. Unless I missed the officer, no one ever came and the pick-up truck left at approximately 8:30 p.m. Obviously this is not a resident and on top of it the truck was parked up on the curb.

As I stated above, if I am not mistaken, we are the only street in Grosse Pointe Woods that has two popular restaurants on the corner! I think this should be a big factor when making the final decision about how this situation is going to be handled. We are asking the city not to allow the residents a permit to park and if you cannot come up with a better situation for the renter who probably won't be there as long as most of the residents on the short block, then I guess you continue to allow her to have a permit and we will continue to call the city every time a car is parked illegally on the street.

I will await your confirmation regarding this matter being placed on the December 7 agenda.

Thank you, Lisa Haynes

Lisa L. Haynes
Assistant to Michael J. Lavoie, Clifford J. De Vine
and David J. DeVine
haynes@butzel.com
313.983.6940



150 West Jefferson Ave. Suite 100
Detroit, MI 48226
Office: 313.225.7000 | Fax: 313.225.7080
www.butzel.com
Michigan | New York | Washington, D.C.

A LexMundi Member



From: Lisa Hathaway [mailto:LHathaway@gpwwmi.us]
Sent: Wednesday, November 18, 2015 10:33 AM
To: Haynes, Lisa
Cc: Ryan Schroerlucke
Subject: RE: Beaufait Parking Situation/Parking Permits, Etc.

Good morning Ms. Haynes:

Please provide in your written request, how this matter has not been completely resolved in addition to what exactly you are asking of the City in order to resolve this issue. I can then add it to the agenda for 12/07.

Sincerely,

*Lisa Kay Hathaway, CMMC/MMC
City Clerk/F.O.I.A. Coordinator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
313 343-2447
313 343-5667 (Fax)*

*Director-Michigan Association of Municipal Clerks (MAMC)
Chair - MAMC Membership/CMMC Program
Member - MAMC Legislative Committee*

From: Haynes, Lisa [mailto:haynes@butzel.com]
Sent: Tuesday, November 17, 2015 3:50 PM
To: Lisa Hathaway
Cc: Ryan Schroerlucke
Subject: Beaufait Parking Situation/Parking Permits, Etc.
Importance: High

Good Afternoon Lisa:

As the matters relating to the parking situation on Beaufait have not been completely resolved, I would appreciate being put on the agenda for the City Council meeting that will be held on December 7. Can you please confirm that you will add this matter to the agenda?

Thank you, Lisa

Lisa L. Haynes
Assistant to Michael J. Lavoie, Clifford J. De Vine
and David J. DeVine
haynes@butzel.com
313.983.6940

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150 West Jefferson Ave. Suite 100
Detroit, MI 48226
Office: 313.225.7000 | Fax: 313.225.7080
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A LexMundi Member



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**CITY OF GROSSE POINTE WOODS
DEPARTMENT OF PUBLIC SAFETY**

*BRUCE SMITH, Director
20025 Mack Plaza
Grosse Pointe Woods, MI 48236-2397*



November 9, 2015

Resident
Beaufait Ave.
Grosse Pointe Woods, MI 48236

Dear Resident:

The Grosse Pointe Woods Department of Public Safety is authorizing permit parking on the street for all residents who live on Beaufait Ave. between Mack and Jackson. This privilege is available only for residents and will be provided at no cost.

If you are interested in obtaining a parking permit, you may obtain one at our Records Department which is located next to the Dispatch window in our Public Safety Department at 20025 Mack Plaza. You will need to bring proof of residency and proof that your vehicle is registered in your name at your Grosse Pointe Woods address. The Records Department is open from 8:30 am to 5:00 pm Monday through Friday.

If you have any questions regarding the procedure for obtaining a permit, please contact the Records Department at (313) 343-2428.

Sincerely,

A handwritten signature in black ink, appearing to read "Ryan Schroerlucke".

Detective Ryan Schroerlucke
Traffic Safety Officer
Dept. of Public Safety
(313) 343-2412
rschroerlucke@gpwmi.us

Lisa Hathaway

From: Haynes, Lisa [haynes@butzel.com]
Sent: Tuesday, September 22, 2015 4:26 PM
To: Lisa Hathaway
Cc: Dee Ann Irby; Ryan Schroerlucke
Subject: RE: Agenda for Next City Council Meeting Scheduled for 10/5/15

Ms. Hathaway:

I received a telephone call from Detective Schroerlucke this afternoon and it is my understanding that this situation has been resolved and that the signs stating "no parking" will be put back on Beaufait in the short block. As this is the case, there is no reason for us to attend the city council meeting scheduled for 10/5 and we do not need to be added to the agenda.

Thank you, Lisa

From: Haynes, Lisa
Sent: Tuesday, September 22, 2015 1:42 PM
To: lhathaway@gpwmi.us
Cc: dairby@gpwmi.us; rschroerlucke@gpwmi.us
Subject: Agenda for Next City Council Meeting Scheduled for 10/5/15

Ms. Hathaway:

In follow-up to our prior conversations and my conversations with others at the City, and my email to you dated September 8, 2015, we would like to be added to the agenda for the 10/5 City Council meeting if that is possible regarding the parking situation on Beaufait. This matter has still not been resolved and we would like to have the opportunity to speak with the city council members about the issue.

I would appreciate you confirming whether or not you will add us to that agenda.

Thank you, Lisa

Lisa L. Haynes
Assistant to Michael J. Lavoie, Clifford J. De Vine
and David J. DeVine
haynes@butzel.com
313.983.6940



150 West Jefferson Ave. Suite 100
Detroit, MI 48226
Office: 313.225.7000 | Fax: 313.225.7080
www.butzel.com
Michigan | New York | Washington, D.C.

A LexMundi Member



Confidentiality Statement: This message, including attachments, may be confidential and legally privileged. If not for you, do not review, use or share it; notify us immediately and delete it. Thank you.

Lisa Hathaway

From: Lisa Hathaway
Sent: Tuesday, September 08, 2015 11:40 AM
To: Dee Ann Irby
Subject: FW: Pictures Attached Per Your Request Regarding Beaufait
Attachments: IMG_9384.jpg; IMG_6791.jpg; IMG_8095.jpg

Dee Ann,

Here is her written request.

*Lisa Kay Hathaway, CMMC/MMC
City Clerk/F.O.I.A. Coordinator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
313 343-2447
313 343-5667 (Fax)*

*Director-Michigan Association of Municipal Clerks (MAMC)
Chair - MAMC Membership/CMMC Program*

From: Haynes, Lisa [mailto:haynes@butzel.com]
Sent: Tuesday, September 08, 2015 11:10 AM
To: Lisa Hathaway
Subject: FW: Pictures Attached Per Your Request Regarding Beaufait

Lisa:

Thank you again for your time this morning on the telephone. Per your request, I am writing to giving you some history behind the parking situation on Beaufait between Mack Avenue and Jackson. My address is 1915 Beaufait. I live on the same side of the street as Champs and Little Tony's and four houses away. As I mentioned, there has always been no parking on our side of the street and the other side of the street is the fire lane so there is no parking. At some point in July, my husband and other neighbors noticed a blue compact type car parking in the street by the first home (gray farm house) on my side of the street. My husband and others called the police because the car sat there for days. The police were called and the car was ticketed. My time line might not be exactly right here but I'm sure it is right in there. It is my understanding that the blue car belongs to the house directly across the street which is a gray brick home right behind the cleaners and is also a RENTAL property. That home's garage is in the alley and it appears to be a two car garage. It is our understanding that the lady who lives in that home may have been using the business parking by her home and was probably told she could not park there so she called the city because she supposedly has three to four cars and no where to park them. She was given some kind of permit but it must not have been the right kind of sticker as she did end up getting a ticket. She probably complained and said she was given parking and she was given a new sticker and I assume that is when the signs that were there that stated no parking were taken down and changed to two hour parking between 2 pm and 6 pm and then obviously you are free to park any time after that. Since that time, we have noticed cigarette butts on our property, people have been running over our grass and as you can see from the attached pictures, someone had the nerve to block our driveway one night. We of course called the police and that car was ticketed. My neighbor next to me said their driveway was also blocked at one point and their daughter could not get out to get to her job. People are using our driveway now to turn around and park and while doing so they are running over our grass. They don't care as they don't live there and the person who blocked my driveway was from Southfield! There is ample parking for the restaurants across the street on the Parcels side and on Jackson. If you recall, several years ago, there was a possibility of a parking lot being placed in place of the farm house right behind

Champ's and Little Tony's and one of my neighbors hired an attorney, we fought it at a city council meeting and we made the news because of it and we won! Some of the residents in the short block have lived there since 1974, 1976, 1983 and my husband I have lived there since 1993. We love our short, clean and safe block and we want to keep it that way! Remember, that is a RENTER that has asked for a permit. What happens when this woman leaves and we are all stuck with this situation? I don't know of another street in Grosse Pointe Woods that has two restaurants next to each other that are so popular and are dealing with what we are dealing with!

I am sure I could come up with some other things that have been discussed amongst the neighbors about this situation but we beg of you to consider us first and not the RENTER who will be gone long before us! This is a simple request, put the signs back that were there for more than 40 years!

Thank you for your time and consideration regarding this matter and I hope to hear back from either yourself or Mr. Smith before the week is up as I have asked all of my neighbors to attend the City Council meeting which is scheduled for Monday, September 14. Again, my cell phone number is 313-690-0110.

Sincerely, Lisa

Lisa L. Haynes
Assistant to Michael J. Lavoie, Clifford J. De Vine
and David J. DeVine
haynes@butzel.com
313.983.6940



150 West Jefferson Ave. Suite 100
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Michigan | New York | Washington, D.C.

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Confidentiality Statement: This message, including attachments, may be confidential and legally privileged. If not for you, do not review, use or share it; notify us immediately and delete it. Thank you.









RECEIVED 8C

NOV 02 2015

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: Vincent G Agosta Birth Date: _____Home address: 19389 Elkhart Telephone: 313-918-8293Harperwoods MI 48225 Driver's License No. _____Business Name: Vincent G Agosta Telephone: 313-918-8293Business Address: 19389 Elkhart Harperwoods MI 48225Description of Business: Refuse Vendor

Assistants: _____

Name	Address	Date of Birth

If vehicle used, describe: 2000 Chevrolet pickup DHT-5597Other cities served: Stclair ShoresYears previously licensed in Grosse Pointe Woods: None _____ 20 13 20 14 20 15 20 _____**VENDOR:** Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).**REFUSE VENDOR:** Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).**SOLICITOR:** Shall not walk on residential or commercial lawns; must use sidewalk.**NO PERSON:** Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295Signed: [Signature] Date: 11-2-15State of Michigan)
County of Wayne) ss.Subscribed & sworn to before me this
2 day of November, 20 15Linda M. Mauer
Signature of Notary Public
My Commission expires: 4-17-2022

	Approve	Deny
Public Safety:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
City Clerk:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Action:	<input type="checkbox"/>	<input type="checkbox"/>
Plate No.:	_____	
Date Issued:	_____	
By:	_____	

RECEIVED

OCT 29 2015

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: Ronald M Hirth Birth Date: _____

Home address: 19380 EIKHART Telephone: 586-298-4737

Harper Woods 48225 Driver's License No. _____

Business Name: _____ Telephone: _____

Business Address: _____

Description of Business: Refuse Vendor

Assistants: _____

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

If vehicle used, describe: 2000 CHCV GMC CMV-5640
Year Make Type License #

Other cities served: _____

Years previously licensed in Grosse Pointe Woods: None _____ 20 12 20 13 20 14 20 15

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

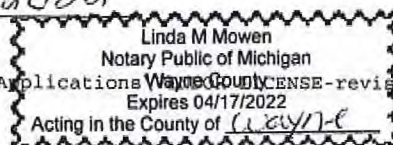
LICENSE: The license issued shall expire on December 31 of the year issued. The license fee is to be paid at the time of issuance.

Signed: Ronald M Hirth Date: 10-28-15

State of Michigan)
County of Wayne) ss.

Acknowledged by Ronald M. Hirth
before me on the 28 day of October, 2015

Linda M. Mowen
Signature of Notary Public
My Commission expires: 4-17-2023



	Approve	Deny
Public Safety:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
City Clerk:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Action:	<input type="checkbox"/>	<input type="checkbox"/>
Plate No.:	_____	
Date Issued:	_____	
By:	_____	

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

RECEIVED

NOV 02 2015

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: PATRICK MAHER Birth Date: 7.1.82

Home address: 1576 Brys Telephone: 313 729-0477

G.P. Woods 48236 Driver's License No. 3B2 9162

Business Name: _____ Telephone: _____

Business Address: _____

Description of Business: SCRAPING

Assistants: _____

Name	Address	Date of Birth

If vehicle used, describe: 1997 Gmc Pick-up BRF 9162
Year Make Type License #

Other cities served: _____

Years previously licensed in Grosse Pointe Woods: None _____ 20 15 20 _____ 20 _____ 20 _____

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

LICENSE: The license issued shall expire on December 31 of the year issued. The license fee is to be paid at the time of issuance.

Signed: [Signature] Date: 10/30/15

State of Michigan)
County of Wayne) ss.

Acknowledged by Pamela Angelotti
before me on the 30 day of Oct, 2015

Pamela Angelotti
Signature of Notary Public
My Commission expires: Oct 26, 2019

PAMELA ANGELLOTTI
Notary Public - Michigan
St Joseph County
My Commission Expires Oct 26, 2019
Acting in the County of Wayne

	Approve	Deny
Public Safety:	<u>[Signature]</u>	<u>[Signature]</u>
City Clerk:	<u>[Signature]</u>	<u>[Signature]</u>
Council Action:	_____	_____
Plate No.:	_____	_____
Date Issued:	_____	_____
By:	_____	_____

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

RECEIVED

NOV 04 2015

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: Robert J. McLaughlin Birth Date: _____

Home address: 21822 Maxine St Telephone: (910) 548-5242

St Clair Shores, MI 48080 Driver's License No. _____

Business Name: Red Oak Recycling Telephone: (910) 548-5242

Business Address: 21822 Maxine St St Clair Shores, MI 48080

Description of Business: Scrap metal and antique salvage

Assistants: _____

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

If vehicle used, describe: 1999 Dodge Ram DEN 0854
Year Make Type License #

Other cities served: St Clair Shores (3 years)

Years previously licensed in Grosse Pointe Woods: None ☒ 20 ☐ 20 ☐ 20 ☐ 20

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

LICENSE: The license issued shall expire on December 31 of the year issued. The license fee is to be paid at the time of issuance.

Signed: [Signature] Date: 11-4-15

State of Michigan)
County of Wayne) ss.

Acknowledged by Robert McLaughlin
before me on the 4 day of November, 2015

[Signature]
Signature of Notary Public
My Commission expires: 09/27/2018

	Approve	Deny
Public Safety:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
City Clerk:	<input checked="" type="checkbox"/>	<input type="checkbox"/>
Council Action:	<input type="checkbox"/>	<input type="checkbox"/>
Plate No.:	_____	
Date Issued:	_____	
By:	_____	

RECEIVED

NOV 02 2015

CITY OF GROSSE PTE. WOODS

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220
Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: Tracie Parker Birth Date: 7-8
Home address: 19381 Elkhart Telephone: 586.859.3167
Harper Wds, Mi. 48225 Driver's License No.
Business Name: Tracie Parker Telephone: 586.859.3167
Business Address: 19381 Elkhart
Description of Business: Refuse Vendor
Assistants: Charles Coleman 22731 Rosedale S.C.S. 48080 5.14.52
Name Address Date of Birth
Name Address Date of Birth
Name Address Date of Birth
If vehicle used, describe: 2002 Chevy S-10 DB36E
Year Make Type License #
Other cities served: Saint Clair Shores
Years previously licensed in Grosse Pointe Woods: None ☒ 20 ☐ 20 ☐ 20 ☐ 20

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

SOLICITOR: Shall not walk on residential or commercial lawns; must use sidewalk.

NO PERSON: Shall deliver or deposit residential handbills at any residential home or apartment where a sign or notice has been posted in a conspicuous location, which sign or notice states "no handbills" or "no vendors or solicitors." Sec. 10.295

Signed: Tracie M. Parker Date: 11.2.15

State of Michigan)
County of Wayne) ss.

Subscribed & sworn to before me this
2 day of November, 20 15

Dinda M. Mauer

Signature of Notary Public

My Commission expires: 4-17-2022

	Approve	Deny
Public Safety:	<u>[Signature]</u>	<u>[Signature]</u>
City Clerk:	<u>[Signature]</u>	<u>[Signature]</u>
Council Action:	<u> </u>	<u> </u>
Plate No.:	<u> </u>	<u> </u>
Date Issued:	<u> </u>	<u> </u>
By:	<u> </u>	<u> </u>

RECEIVED

OCT 29 2015

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220
Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: MARK TIBAUDO Birth Date: 10-15-1959

Home address: 1110 S. RENAUD Telephone: 313-881-9589

GRWS 48236 Driver's License No. 1-13-02

Business Name: _____ Telephone: 313-433-1959

Business Address: _____

Description of Business: _____

Assistants: REFUSE

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

Name	Address	Date of Birth
------	---------	---------------

Year	Make	Type	License #
1999	GMC	SAVANA	41500 BYG
1996	CHEV	CUBE VAN	3500 CAH

Other cities served: _____

Years previously licensed in Grosse Pointe Woods: None _____ 20 _____ 20 _____ 20 _____ 20 _____

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

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Signed: Mark Tibaudo Date: 10-29-15

State of Michigan)
County of Wayne) ss.

Subscribed & sworn to before me this
29 day of October, 2015

[Signature]
Signature of Notary Public
My Commission expires: 09/02/2018

	Approve	Deny
Public Safety:	<u>[Signature]</u>	
City Clerk:	<u>[Signature]</u>	
Council Action:		
Plate No.:	_____	
Date Issued:	_____	
By:	_____	

RECEIVED

OCT 26 2015

CITY OF GROSSE POINTE WOODS
20025 MACK AVENUE
GROSSE POINTE WOODS, MI 48236
(313) 343-2440

CITY OF GROSSE PTE. WOODS

APPLICATION FOR PERMIT/LICENSE – VENDOR/SOLICITOR/PEDDLER, ET AL

Chapter 10 Businesses. Section 10-220

Permit Fees: Annual \$75; Month \$20; Day \$10

Applicant: John A Walls Birth Date: 10/14/83

Home address: 21900 AVALON Telephone: (586) 774-0989

ST. CLAIR SHRS. 48080 Driver's License No. 17-1

Business Name: _____ Telephone: _____

Business Address: _____

Description of Business: Refuse Vendor

Assistants: John L Walls 2/14/83
Name Address Date of Birth

Name Address Date of Birth

Name Address Date of Birth

If vehicle used, describe: 1997 FORD RANGER CDQ 7151
Year Make Type License #

Other cities served: ST. CLAIR SHRS

Years previously licensed in Grosse Pointe Woods: None _____ 20 _____ 20 13 20 14 20 15

VENDOR: Valid for use from 9 a.m. to dusk or 7 p.m., local time, whichever occurs first, Sec. 10.224(e).

REFUSE VENDOR: Shall not collect, remove or cart away any materials between the hours of 10 p.m. and 6 a.m. the following morning, Sec. 10.221(a).

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LICENSE: The license issued shall expire on December 31 of the year issued. The license fee is to be paid at the time of issuance.

Signed: John A Walls Date: 10/26/15

State of Michigan)
County of Wayne) ss.

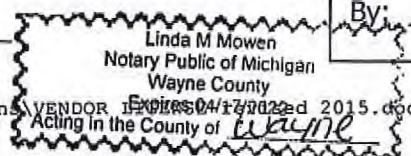
Acknowledged by John A. Walls
before me on the 26 day of October, 2015

Linda M. Mowen

Signature of Notary Public

My Commission expires: 4-17-2022

	Approve	Deny
Public Safety:	<u>X</u>	
City Clerk:	<u>[Signature]</u>	
Council Action:		
Plate No.:	_____	
Date Issued:	_____	
By:	_____	



TO: Alfred Fincham, City Administrator

FROM: Joseph J Ahee, Director of Public Services *JA*

DATE: November 24, 2015

SUBJECT: Annual Fuel Purchase Contract

RECEIVED
NOV 30 2015
CITY OF GROSE POINTE WOODS

During mid-October we spoke with the City of Sterling Heights, the host municipality for the Michigan Intergovernmental Trade Network (MITN) cooperative fuel bid (formerly tri-county cooperative), regarding our purchase of fuel through the cooperative fuel contract for the upcoming two-year contract period of February 1, 2016 through January 31, 2018. We have purchased fuel through the MITN cooperative fuel contract since February 1, 2000. The MITN cooperative bid prices are lower for both gasoline and diesel fuel when compared to the State of Michigan MiDeal contract. RKA Petroleum Companies was the lowest qualified bidder for tank wagon deliveries (5,000 gallons or less) for the upcoming contract period. They have provided fuel on previous contracts and their performance has been satisfactory. RKA's bid factor for both gasoline and diesel fuel was +.0848 per gallon while the MiDeal bid factors for mid-grade gasoline and diesel fuel were +.1702 and +.1119, respectively for Wayne County. Pricing is calculated based on the OPIS (Oil Price Information Service) Rack Average for Detroit, Michigan. Pursuant to a consensus of the fuel cooperative members and the agreement of the vendors the City Council for the City of Sterling Heights approved the fuel purchasing contract for the two-year period February 1, 2016 through January 31, 2018.

The MITN cooperative bid is made up of 18 member communities in Macomb, Oakland and Wayne Counties including the City of Grosse Pointe Woods. Prices charged to municipalities fluctuate with market conditions but are substantially lower than consumer pump prices. This is the most economical way for the city to purchase fuel and there would be no advantage to going out for additional bids. Therefore, I recommend that we purchase fuel from RKA Petroleum Companies, 28340 Wick Rd., Romulus, MI, 48174 based upon the MITN cooperative fuel bid for tank wagon deliveries of gasoline and diesel fuel for the contract period of February 1, 2016 through January 31, 2018 in an amount not to exceed \$175,000.00 annually. This is a budgeted item with funds included in each fiscal year budget in vehicle maintenance account 640-851-939.500 for gasoline and diesel fuel purchases.

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

c.c. Dee Ann Irby
Fuel File
O/F

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

Alfred Fincham
Alfred Fincham, City Administrator

11-29-15
Date

Dee Ann Irby
Dee Ann Irby, City Treasurer/Comptroller

11-30-15
Date

Council Approval Required

9B

MEMO 15 - 39

TO: Alfred Fincham, City Administrator
FROM: Joseph J Ahee, Director of Public Services JR
DATE: November 25, 2015
SUBJECT: Emergency Repair of 2006 Workhorse Water Van Vehicle #5

REC'D
DEC - 1 2015
CITY OF GROSSEILLE

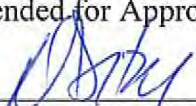
In August DPW staff began to experience difficulties with the 2006 Workhorse Water Van DPW Vehicle #5 that is used primarily for emergency water main break and sewer repairs. The 2006 model year included new emission standards enacted by the Federal government and this particular engine has had ongoing problems. The vehicle was extremely difficult to start and was sluggish and losing power when being driven. The vehicle was sent to Tri-County International Trucks, Inc. in Dearborn for diagnostic testing to pinpoint the cause of the problems. Tests revealed several bad sensors and a bad catalytic converter that required replacement. Since the vehicle was at Tri-County, the authorized dealer, and disassembled down to and including the intake manifold we had them complete the repairs; however, the costs exceeded the amount anticipated.

I request council approval to issue a purchase order in the amount of \$7,029.57 to Tri-County International Trucks, Inc., 5701 Wyoming Ave., Dearborn, MI 48126 for the emergency repairs to the 2006 Workhorse Water Van DPW Vehicle #5. Unexpended funds are available in the 2015/2016 budget in DPW Vehicle Maintenance account 640-851-939.100.

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

c.c. Dee Ann Irby
O/F

Recommended for Approval as Submitted:



Alfred Fincham, City Administrator

12/1/15
Date



Dee Ann Irby, City Treasurer/Comptroller

12/1/15
Date

Council Approval Required



TRI-COUNTY INTERNATIONAL TRUCKS, INC.

5701 Wyoming Ave, Dearborn MI 48126

Phone: (313) 884-7090 Fax: (313) 584-5681

WWW.TRICOTRUCK.COM

Remit To: 118 S. Dort Hwy., Flint, MI 48503

Registration Number F-724072

IDEALISE



REVIEW

Sold To: GROSSE POINTE WOODS, CITY OF

20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236Ship To:
GROSSE POINTE WOODS, CITY OF20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236Work Order
DS111895Invoice Date
11-16-15

Year	Make / Model	VIN	License	Mileage	Customer Number
2008	WORKHORSE / UTILMASTER	8B4KPD28563417700		21247	83030
Delivery Date	Open Date / Time	Engine Model / Serial #	P.O. Number	Complete	Unit/Stock
10-06-04	08-17-16 / 12:42PM	VT275 4.3L V6 / 4.5HU2Y0320051		11-16-15	5
Delivery Mileage	Notes	Transmission Model/Serial #			Service Writer
					DRXX
Engine Hours	Rear Hours	Standby Hours			

1 ENGINE IS LOOSING POWER, CHECK AND ADVISE

CAUSE:

CORRECTION:

WENT THROUGH DIAGNOSTIC TESTS. FOUND ACTIVE CODE 149-2 - MASS AIR FLOW IN RANGE AND 171-3 AIR INLET TEMP OUT OF RANGE. REMOVED ENGINE COVER. REMOVED MAP AND MAT. BOTH ARE BAD. FOUND BOOST PRESSURE TUBE BROKEN - NEEDS TO BE REPLACED. REPLACED BOOST PRESSURE TUBE. REPLACED MAP AND MAT SENSOR. REPLACED MASS AIR FLOW SENSOR. RAN ENGINE UP TO TEMP. NO CODES. FUEL GAUGE SHOWING OUT OF FUEL. ADDED 8 GALLONS OF FUEL. STILL SHOWING LOW FUEL. WENT TO TAKE ON ROADTEST. ENGINE QUIT. NO ICP. WENT THROUGH DIAGNOSTIC TESTS FOR LOW ICP. REMOVED BOTH VALVE COVERS. PUT AIR TO OIL RAILS. NO LEAKS AT INJECTORS. REMOVED TURBO, OIL FILTER HOUSING, INTAKE MANIFOLD, HIGH PRESSURE OIL PUMP COVER. STC FITTING LEAKING AT REAR OF PUMP. REMOVED PUMP. REPLACED FITTING. PUT AIR TO OIL SYSTEM. CAN HEAR NO MORE LEAKS IN SYSTEM. PUT BACK TOGETHER. ENGINE RUNS. STEAM CLEANED ENGINE. LET RUN TO OP TEMP. ENGINE STARTS OK HOT. ROADTESTED. LOW BOOST PRESSURE 3.8PSI WITH EXHUAUST PIPE OFF AT REAR OF TURBO HAVE 24.6PSI OF BOOST PRESSURE COVERTOR PLUGGED. REPLACED COVERTOR MOUNTING BRACKETS AND CLAMPS. ROADTESTED OK.

TOTAL LABOR \$3,072.00
TOTAL PARTS \$3,751.57
TOTAL FREIGHT \$96.00

OVERTIME HOURS 5.25

CAREY, STEVEN
HARTLEY, NICKY
MAYVILLE, TIMCERT # M221515
CERT # M250116
CERT # M103113

Qty	Part Number	Desc	Unit	Extended
1	1836539C91	SENSOR	40.35	40.35
1	1839416C91	EGR/MAP/S	101.52	101.52
1	RH19330121	MAF SENS.	279.66	279.66
1	1854425C4	TUBE	21.03	21.03
1	279024R91	CLAMP	1.87	1.87
1	576172C1	CLAMP	10.26	10.26
1	1879930C93	BRANCH TU	51.10	51.10
1	1844032C1	GASKET	16.45	16.45
1	1836552C1	GASKET	5.66	5.66
3	1844156C1	SEAL	2.58	7.74
4	1821640C1	BOLT	7.28	29.12
4	1848431C2	BOLT	16.61	66.44
4	40066R1	NUT	0.86	3.44
1	1847177C94	KIT	232.20	232.20
4	7480	2" SCOTCH	1.71	6.84
1	RHW0007897	GASKET	24.81	24.81

TERMS: DUE ON RECEIPT, ALL PAST DUE AMOUNTS WILL BE CHARGED 1.5% PER MONTH

STATEMENT OF DISCLAIMER: THE FACTORY WARRANTY CONSTITUTES ALL OF THE WARRANTIES

WITH RESPECT TO THE SALE OF THIS ITEM/ITEMS. THE SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A

PARTICULAR PURPOSE. SELLER NEITHER ASSUMES FOR IT ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS ITEM/ITEMS. CERTIFICATION: ALL REPAIRS AND PARTS LISTED IN COMPLIANCE WITH MICHIGAN AUTO REPAIR ACT (PA. 300)

ALL PARTS NEW UNLESS OTHERWISE INDICATED

X
CUSTOMER: XDATE
DATE

Sold To: GROSSE POINTE WOODS, CITY OF
20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236

Ship To:
GROSSE POINTE WOODS, CITY OF

Work Order
DS111895

20025 MACK PLAZA DR
GROSSE POINTE WOODS, MI 48236

Invoice Date
11-16-15

Authorization #: Page 2 of 2

Year	Make / Model	VIN	License	Mileage	Customer Number
2006	WORKHORSE / UTILIMASTER	5B4KPD25563417Y00		21247	93030
Delivery Date	Open Date / Time	Engine Model / Serial #	P.O. Number	Complete	Unit/Stock
10-06-04	08-17-15 / 12:43PM	VT275 4.5L V8 / 4.6HU2Y0320061		11-16-15	8
Delivery Mileage	Memo			Transmission Model/Serial #	Service Writer
				/	DBXX
Engine Hours	Reefer Hours		Standby Hours		

1	RHW0007842	CAT/CONV	2,803.58	2,803.58
2	FLTXS825115	STRAP	20.17	40.34
1	FLT30PLA	EX CLAMP	9.16	9.16
1	FREIGHT		23.00	23.00
	NDA--1847177C94			
1	FREIGHT		25.00	25.00
	DIRECT SHP FROM WORKHORSE			
	RHW0007897			
1	FREIGHT		48.00	48.00
	DIRECT SHP FROM WORKHORSE			
	OUT OF RENO NEVADA.			
	RHW0007842			

SHOP SUPPLIES \$75.00
COMPUTER FEE \$35.00

MACHINE EARNINGS \$35.00
SALES PTS SHOP CUST \$3,751.57
SALES LABOR CUST \$3,072.00
FREIGHT COLLECTED \$96.00
SHOP SUPP COLLECTED \$75.00
PLEASE PAY THIS TOTAL \$7,029.57

TERMS: DUE ON RECEIPT. ALL PAST DUE AMOUNTS WILL BE CHARGED 1.5% PER MONTH. STATEMENT OF DISCLAIMER: THE FACTORY WARRANTY CONSTITUTES ALL OF THE WARRANTIES WITH RESPECT TO THE SALE OF THIS ITEM/ITEMS. THE SELLER HEREBY EXPRESSLY DISCLAIMS ALL WARRANTIES EITHER EXPRESS OR IMPLIED, INCLUDING ANY IMPLIED WARRANTY OF MERCHANTABILITY OR FITNESS FOR A PARTICULAR PURPOSE. SELLER NEITHER ASSUMES NOR IS LIABLE FOR ANY LIABILITY IN CONNECTION WITH THE SALE OF THIS ITEM/ITEMS. CERTIFICATION: ALL REPAIRS AND PARTS LISTED IN COMPLIANCE WITH MICHIGAN AUTO REPAIR ACT (P.A. 300) ALL PARTS NEW UNLESS OTHERWISE INDICATED

X

DATE

CUSTOMER: X

DATE

10A

RECEIVED

NOV 30 2015

CITY OF GROSSE PTE. WOODS

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

CHARLES T. BERSCHBACK

DON R. BERSCHBACK

OF COUNSEL

November 25, 2015

The Honorable Mayor and City Council
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: Amendment to Zoning Chapter / "Shed Ordinance"

Dear Mayor and Council:

Mr. Tutag has recommended that we amend the zoning ordinance to require permits, concrete slabs and rat walls for "accessory buildings" as defined by the zoning ordinance.

Pursuant to the ordinance requiring a "report" from the Planning Commission (Sec. 50-120), the Planning Commission conducted a public hearing on November 24, 2015. Notice of the ordinance was published in the Grosse Pointe News on November 5, 2015. Although Margaret Potter had some general questions at the public hearing, no one else was in attendance and no one provided any public comment for or against the ordinance.

The report of the Planning Commission is attached to this letter and recommends adoption of the proposed amendment. No further official "public hearings" are required but this matter does need to be placed on a regular Council agenda for adoption. It would be the prerogative of Council to adopt the proposed ordinance to amend Sec 50-526 of Chapter 50 Zoning to add requirements for permitting, concrete slabs, and rat walls relating to accessory buildings.

Should you have any questions please call.

Very truly yours,


CHIP BERSCHBACK

CTB:gmr

Enclosure

cc: Alfred Fincham
Lisa Hathaway
Gene Tutag
Don Berschback

THE CITY OF GROSSE POINTE WOODS

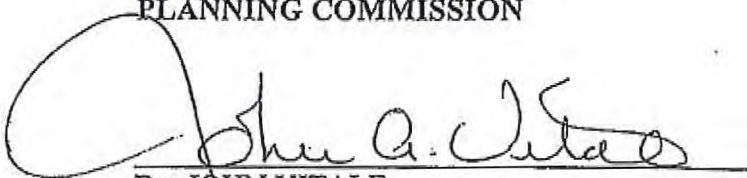
PLANNING COMMISSION REPORT

WHEREAS, the Grosse Pointe Woods Planning Commission conducted a public hearing on November 24, 2015 and reviewed a proposed amendment to Chapter 50 Zoning, Section 50-526 Accessory Buildings which would add requirements for permits, concrete slabs, and rat walls for certain accessory buildings, and;

WHEREAS, the Planning Commission has reviewed the proposed ordinance, and after an opportunity for the public to be heard and discussion believes that the proposed ordinance should be adopted by the City Council.

NOW THEREFORE, Grosse Pointe Woods Planning Commission hereby submits this report to the City Council pursuant to Section 50-120 of the Grosse Pointe Woods City Code and recommends that the City Council adopt the proposed amendment.

GROSSE POINTE WOODS
PLANNING COMMISSION



By: JOHN VITALE

Its: Planning Commission Chair

Dated: November 24, 2015

Votes: No 0

Yes 8

ORDINANCE # _____

**AN ORDINANCE TO AMEND CHAPTER 50 ZONING,
SEC. 50-526 ACCESSORY BUILDINGS,
BY ADDING REQUIREMENTS FOR PERMITS,
CONCRETE SLABS AND RATWALLS**

THE CITY OF GROSSE POINTE WOODS ORDAINS:

Sec. 50-526(1):

(g) Accessory buildings not exceeding 200 square feet require a zoning compliance permit issued by the Building Inspector, shall be placed on a 4 inch concrete slab over 4 inches of compacted sand, and shall have a 4 inch by 24 inch concrete rat wall below existing grade.

(h) Accessory buildings in excess of 200 square feet require a building permit issued by the Building Inspector, shall have a 4 inch by 24 inch rat wall, and shall have a 4 inch concrete slab or a frost protected foundation as required by State Building Code as amended.

11A

DON R. BERSCHBACK
ATTORNEY AND COUNSELOR AT LAW
24053 JEFFERSON AVENUE
ST. CLAIR SHORES, MICHIGAN 48080-1530

(586) 777-0400
FAX (586) 777-0430
E-MAIL donberschback@yahoo.com

OF COUNSEL
CHARLES T. BERSCHBACK

December 1, 2015

RECEIVED

DEC -2 2015

CITY OF GROSSE PTE. WOODS

Skip Fincham, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: November 2015 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
10.28.15	Work on wage issue (.50); conference call and follow up on GPCDA (.50)	1.00
11.2.15	Review of weekend packet and follow up (1.00); Court TCs (.25); work on CC and COW matters and attendance at CC meeting (1.00)	2.25
11.3.15	Additional work on CC and COW matters (1.00)	1.00
11.4.15	Municipal Court appearance (1.00); work on contractual matters and CC matters and FOIA (1.75); warrant review (.25)	3.00
11.5.15	Work on CC and COW matters, contracts, mutual aid agreements (2.00)	2.00
11.6.15	Additional work on contractual issues, expenditure of funds; mutual aid pact matters; memos, TCs and emails (3.00)	3.00
11.9.15	Review of weekend packet (.25); emails, TCs on City matters (1.00); work on mutual aid agreement with Harper Woods (.25); work on two contracts for CC to approve at a later date (1.00)	2.50
11.10.15	Work on CC and COW items, TCs to Doug Touma, emails re. payment to Ric-man (1.25)	1.25
11.11.15	Work on outside litigation (.50); FOIA and COW work (.50)	1.00
11.12.15	TCs and emails on FOIA (.25); additional work on CND (.50)	0.75
11.16.15	Review of weekend packet and CC work (1.00); review of Court cases (.50); miscellaneous TCs and emails on City matters (1.00); work on contractual issues (.50); attendance at CC meeting (.50)	3.50
11.17.15	Work on outside litigation (.50); FOIA (.25); letter to attorney for Ric-Man (.25)	1.00
11.18.15	Attendance at Municipal Court and follow up (3.00); warrant review (.50); FOIA (.25)	3.75
11.23.15	Review of weekend packet and follow up on CC and COW matters (2.00); work on excavation project (.50)	2.50
11.24.15	Finalized two contracts (.50)	0.50

11.30.15	Review of weekend packet and continued work on CC and COW items (1.25); review of Court cases (.25); work on citizen complaint (.50)	2.00
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DRB = 31.00 hours x \$160.00	
BALANCE DUE:	\$ 4,960.00

<u>Breakdown</u>	General	26.25 hours
	Municipal Court	4.75 hours
	Bldg/Planning Comm.	0 hours
	MTT	0 hours

TC - Telephone	LKH - Lisa K. Hathaway	GT - Gene Tutag
CTB - Charles T. Berschback	CC - City Council	CEW-Conference of Eastern Wayne
DRB - Don R. Berschback	PC - Planning Commission	SF - Skip Fincham
DAI - DeeAnn Irby	C&E - Comp and Eval	LFP - Lakefront Park
GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority		MTT - Michigan Tax Tribunal

CHARLES T. BERSCHBACK

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(586) 777-0400

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blbwlaw@yahoo.com

CHARLES T. BERSCHBACK

DON R. BERSCHBACK
OF COUNSEL

November 30, 2015

Alfred "Skip" Fincham
City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: November Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
10.30.15	Call with LH, review of FOIA memo, TCs on Municipal Court cases, TC Tom C (.50)	0.50
11.02.15	Review of FOIA appeal, letter to William (.50); review and discuss file, TC GT (.50); review of Municipal Court docket (.50); Drone research (1.00)	2.50
11.03.15	Work on Drone Ordinance; review of all research; draft of Memo for COW (4.00); work on DiCicco file (.25); attendance at Municipal Court (2.25); meeting with LH, revisions to Business License Ordinance (.25)	6.75
11.05.15	TC GT; TC BN; work on pending ordinance, review of new Drone Ordinance (1.00); calls and emails on Municipal Court cases (.25)	1.25
11.06.15	Work on Drone Ordinance, TC Dir. Smith; review of State Police Policy (.50)	0.50
11.09.10	Continued work on Drone Ordinance; preparation for meeting (1.00); review of OWI DVD for Municipal Court motion, call with expert witness (.50); TC GT, draft of letter on DiCicco property (.25); attendance at COW (3.00)	4.75
11.10.15	Follow up on COW agenda items, research OMA (.50); work on Pit Bull Ordinance; review of file, and draft of letters (1.50)	2.00
11.16.15	Work on Pit Bull cover letter for COW (.75); review of Rumph Answer and Jury Demand (.25); TCs on FOIA (.25)	1.25
11.17.15	Work on FOIA case, TC LH, research (.50); TC GT, preparation of PC resolution (.25)	0.75

11.18.15	Register of Deed recording issue, letter to Joe Ahee; meeting with LH, SF re. FOIA; call with attorney and letter (1.25); attendance at GPF for GPW case, meeting with victim (1.00)	2.25
11.19.15	Calls on FOIA issues and Municipal Court (.25)	0.25
11.23.15	Calls on Municipal Court cases, review of docket (.50); TC BN, SF, research (.25); work on RL (.25); attendance at COW (2.50)	3.50
11.24.15	TC LH, business owner and attorney regarding quota license (.25) attendance at PC meeting (.50)	0.75
11.25.15	Municipal Court docket, meeting with expert for OWI trial; review of warrants (3.00); Letter to M/C on shed ordinance, review of parking lot issue (.25)	3.25
11.30.15	Attendance in Probate Court on RL; motion adjourned, calls with attorneys (.25); calls on new DV case (.25)	0.50

CTB = 30.75 hours at \$145.00 per hour

TOTAL DUE: \$ 4,458.75

TC - Telephone	GT - Gene Tutag
SF - Skip Fincham	LH - Lisa Hathaway
JM - Julie Moore	Det. Bur. - Detective Bureau
DAI - DeeAnn Irby	PC - Planning Commission
M/C - Mayor and Council	TT - Tax Tribunal
RL - Rumph Litigation	

Breakdown

General	21.50 hours
Municipal Court	8.50 hours
Building/Planning Commission	.75 hours
Tax Tribunal	0 hours