

**CITY OF GROSSE POINTE WOODS**  
**20025 Mack Plaza**  
**Regular City Council Meeting Agenda**  
**Monday, November 4, 2013**  
**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. MINUTES
  - A. Council 10/21/13
  - B. Planning Commission 09/24/13
  - C. Beautification Advisory Commission 09/11/13
7. CLAIMS/  
ACCOUNTS
  - A. City Attorney
    1. Don R. Berschback
    2. Charles T. Berschback
8. NEW BUSINESS/PUBLIC COMMENT
9. ADJOURNMENT

**Lisa Kay Hathaway, 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.

<b>NOTE TO PETITIONERS: YOU, OR A REPRESENTATIVE, ARE REQUESTED TO BE IN ATTENDANCE AT THE MEETING SHOULD COUNCIL HAVE QUESTIONS REGARDING YOUR REQUEST</b>
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MINUTES OF THE REGULAR CITY COUNCIL MEETING OF THE CITY OF GROSSE POINTE WOODS HELD ON MONDAY, OCTOBER 21, 2013, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK PLAZA, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:33 p.m. by Mayor Novitke.

Roll Call: Mayor Novitke  
Council members: Bryant, Granger, Ketels, Koester, McConaghy, Shetler  
Absent: None

Also Present: City Administrator Fincham  
City Attorney Chip Berschback  
City Clerk Hathaway  
City Assessor Vandemergel

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

The following Commission members were in attendance:

Debbie McCarthy, Beautification Commission

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

Motion carried by the following vote:

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

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

1. City Council Minutes dated 10/07/13.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Certification of Election Inspectors/Receiving Board**, that the City Council concur with the Election Commission at their meeting on October 8, 2013, and approve the Certification of Board of Election Inspectors and Receiving Board and authorize rates of pay as presented.

Motion carried by the following vote:

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

Motion by Bryant, seconded by Shetler, regarding **Overtime Pay – AV Office Staff**, that the City Council concur with the Election Commission at their meeting on October 8, 2013, and authorize payment of overtime on Election Day after eight hours of work has accrued for absent voter office staff in accordance with the Employee Handbook Section 4.05 Overtime.

Motion carried by the following vote:

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

The Chair stated that the City Attorney advised the Employee Handbook is currently being revised by adding "if approved" after "all time worked over eight hours in a day."

Motion by Bryant, seconded by Shetler, regarding **dissolution of Local Board of Canvassers**, that the City Council dissolve the Local Board of Canvassers due to the passing of HB 4171, and being signed into law.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Monthly Report August 2013**, to refer this report to the Finance Committee.

Motion carried by the following vote:

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

The Mayor issued the following **proclamations**:

- **Breast Cancer Awareness;**
- **Grosse Pointe Woods Presbyterian Church 75<sup>th</sup> Anniversary.**

Motion by Bryant, seconded by Shetler, that City Council voice no objection to issuance of the above stated Mayoral Proclamations.

Motion carried by the following vote:

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

Motion by Koester, seconded by Bryant, regarding **resolution – Asian Carp**, that the City Council adopt the proposed resolution as presented, and directed the City Clerk to forward the certified resolution to Governor Snyder, all Grosse Pointe Communities, the Watershed Council, Great Lakes Consortium, and the Michigan Department of Environmental Quality.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, regarding **Labor Attorney**, that the City Council City Council approve the following statement dated October 1, 2013:

1. Labor Attorney Keller Thoma - \$446.25.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Bryant, that the Council recess the regularly scheduled Council meeting at 7:47 p.m. and convene in Closed Executive Session for the purpose of discussing pending litigation at which time the City Council may or may not reconvene in regular session to address additional items as necessary, in accordance with the Open Meetings Act 1976 PA 267.

Motion carried by the following roll call vote:

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

The City Council reconvened in regular session at 8:26 p.m.

Motion by Granger, seconded by Ketels, to adjourn tonight's meeting at 8:27 p.m.  
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway  
City Clerk

PLANNING COMMISSION  
09/24/13 – 028

MINUTES OF THE PLANNING COMMISSION OF THE CITY OF GROSSE POINTE WOODS HELD ON TUESDAY, SEPTEMBER 24, 2013, IN THE COUNCIL-COURT ROOM OF THE MUNICIPAL BUILDING, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

The meeting was called to order at 7:32 p.m. by Chair Evola.

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

Absent: None

Also Present: Building Official Tutag  
City Attorney C. Berschback  
Recording Secretary Babij Ryska

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

Chair Evola welcomed Planning Commission Representative, Council Member Kevin Ketels.

Motion by Vaughn, seconded by Rozycki, regarding **Approval of Minutes**, that the Planning Commission Meeting minutes dated August 27, 2013 be approved.

MOTION CARRIED by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:35 P.M. FOR A PUBLIC HEARING **UNDER THE PROVISIONS OF MICHIGAN COMPILED LAWS, SECTIONS 125.3101 THROUGH 125.3702 AS AMENDED, AND IN ACCORDANCE WITH GROSSE POINTE WOODS CITY ORDINANCE SECTIONS 50-32, 50-34 AND 50-615, TO CONSIDER THE APPLICATION OF HALEY LAW FIRM PLC ON BEHALF OF AT&T REQUESTING SPECIAL LAND USE AND SITE PLAN REVIEW TO CONSTRUCT A STEALTH WIRELESS FACILITY AT THE MILK RIVER PUMP STATION, ALSO KNOWN AS THE MILK RIVER LIFT STATION, LOCATED AT THE MILK RIVER FACILITIES AT 1190 PARKWAY DRIVE, GROSSE POINTE WOODS.**

PLANNING COMMISSION  
09/24/13 – 029

Motion by Rozycki, seconded by Vitale, that for purposes of the public hearing the following items be received and placed on file:

- A. Letter – 08/05/13 – Hadley Law Firm PLC
- B. Site Plan Review/Special Land Use Application – Rec'd 08/07/13 – Wallace R. Haley on behalf of AT&T Mobility
- C. Project Summary – Rec'd 08/07/13 – AT&T Mobility by Haley Law Firm PLC
- D. 10 Project Site Plan Sheets (MI-1040-01, LSI, MI-1040-01A, MI-1040-02, MI-1040-03, MI-1040-04, MI-1040-06, MI-1040-07, MI-1040-08 & MI-1040-09)
- E. Planning Commission Excerpt – 08/27/13
- F. Memo – 09/17/13 – Building Official (Tutag)
- G. GPW Ordinance, Article VI, Wireless Communications Facilities, Sections 50-615 through 50-625
- H. Letter – 09/19/13 – City Attorney (C. Berschback)
  - 1. Resolution Recommending Approval - City Attorney (C. Berschback)
  - 2. Resolution Recommending Denial - City Attorney (C. Berschback)
- I. Affidavit of Property Owners Notified – 09/05/13
- J. Overhead Map & Photo of 1000' Notification - 09/05/13
- K. Notice of Legal Publication – 09/05/13 *(NOTE: Affidavit of Legal Publication will be presented at meeting)*

MOTION CARRIED by the following vote:

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

Building Official Tutag gave an overview of the project and distributed photos to the Commission Members for their review.

Motion by Stapleton, seconded by Rozycki, that the six (6) photos distributed by Building Official Tutag be received and placed on file as item L.

MOTION CARRIED by the following vote:

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

City Attorney Berschback clarified that Milk River Pump Station and Milk River Lift Station are interchangeable terms and explained that the Planning Commission will make a recommendation to City Council regarding the application and outlined the procedure.

The Chair asked if anyone wished to speak in favor of the application for a stealth wireless facility. The following individuals were heard:

PLANNING COMMISSION  
09/24/13 – 030

Wallace Haley, on behalf of AT&T  
10059 Bergin Rd  
Howell, MI 48843

Kathryn Oska  
21640 Eastbrook

Michael Moore  
21885 River Rd

George McMullen  
1382 Hollywood

The Chair asked if anyone wished to speak in opposition to the application for a stealth wireless facility. The following individuals were heard:

Maryanne Darca  
1242 Edmundton

Edward Szandzik  
21671 River Rd

Dorothy Lilly  
1232 Edmundton

Judith Sheehy  
941 Woods Ln

The following individuals spoke in favor of the application for a stealth wireless facility:

Stanley Oska  
21640 Eastbrook

The following individuals spoke in opposition to the application for a stealth wireless facility:

Dorothy Bejin  
970 Woods Ln

Judith Sheehy  
941 Woods Ln

Tomas Darca  
1242 Edmundton

Motion by Gilezan, seconded by Rozycki, that the public hearing be closed at 8:30 p.m. Passed unanimously.

The Chair opened discussion among Commission Members regarding the proposed special land use and site plan approval. A question and answer session ensued between Commission Members, Building Official, City Attorney, and Mr. Haley regarding the concerns of the public.

Motion by Vaughn, seconded by Vitale, that the Planning Commission table this matter to the next meeting and request that AT&T submit information regarding the feasibility of co-locating on the Crossepointe Christian Church steeple.



PLANNING COMMISSION  
09/24/13 – 031

Motion failed by the following ROLL CALL vote:

Evola	No	Stapleton	No
Fuller	No	Rozycki	Yes
Gilezan	No	Vaughn	Yes
Hamborsky	No	Vitale	Yes

Motion by Hamborsky, seconded by Fuller, regarding the **Special Land Use and Site Plan Approval to Construct a Stealth Wireless Facility at the Milk River Pump Station, also known as the Milk River Lift Station, located at the Milk River Facilities at 1190 Parkway Drive**, that the Planning Commission adopt the following resolution recommending that City Council approve the AT&T Stealth Wireless Facility:

**THE CITY OF GROSSE POINTE WOODS  
PLANNING COMMISSION RESOLUTION  
RECOMMENDING APPROVAL OF  
AT&T COMMUNICATION FACILITY**

**WHEREAS**, AT&T has filed an application under the Wireless Communication Facilities (WCF) ordinance to construct a WCF at 1190 Parkway Drive, Grosse Pointe Woods; and,

**WHEREAS**, AT&T's application is now before the Planning Commission for a public hearing and consideration of the application under the WCF ordinance; and,

**WHEREAS**, the WCF ordinance provides that the application shall be reviewed in accordance with the conditions of the WCF ordinance as a special land use; and,

**WHEREAS**, the WCF ordinance requires written recommendation to the City Council regarding the application; and,

**WHEREAS**, at a public hearing held on September 24, 2013 the Planning Commission reviewed AT&T's application, site plan, and all supporting documents which have been received and placed on file as part of the public hearing.

**NOW THEREFORE IT IS HEREBY RESOLVED AS FOLLOWS:**

I. Site Plan Resolution. Pursuant to Sec. 50-37, the Planning Commission has reviewed the site plan together with the supporting documents. Since further review is required by the City Council, the Planning Commission recommends approval of the site plan. The findings and reasons for this recommendation are contained further in this Resolution.

II. Special Land Use Resolution. IT IS FURTHER RESOLVED that AT&T's application has been reviewed under the terms of the WCF ordinance as a special land use. Pursuant to 50-620, the Planning Commission finds that the application has met the criteria for consideration as a WCF as a special land use as follows:

- (a) the applicant has demonstrated that there is no reasonable means of satisfying the service needs of the system through adaptation or addition to facilities inside or outside the City;
- (b) there is no feasible alternative or other means of satisfying the service needs;

PLANNING COMMISSION  
09/24/13 – 032

- (c) the WCF is of a form which is compatible with the existing character of the proposed site, neighborhood and general area;

III. WCF Ordinance Resolution. IT FURTHER RESOLVED that pursuant to Sec. 50-619(b)(3), which requires a recommendation on the WCF application as a whole, the Planning Commission recommends approval of AT&T's application to the City Council.

The factual findings and reasons for these recommendations are based on the record and supporting documentation submitted as of this date including the agenda items received and placed on file, as well as the comments and representations made at the public hearing before this body on September 24, 2013 including but not limited to the following;

1. That the installation is consistent with Section 50-615(a), which states: It is the general purpose and intent of the city to carry out the will of the United States Congress by authorizing communication facilities needed to operate wireless communication systems as may be required by law. However, it is the further purpose and intent of the city to provide for such authorization only in a manner which will retain the integrity of neighborhoods and the character, with property values and aesthetic quality of the community at large. In fashioning and administering the provisions of this article, an attempt has been made to balance these potentially competing interests.
2. That the siting of the antenna on an existing building is consistent with Section 50-618(e)(2)b.
3. That the installation of the WCF is compatible with the Wayne County Milk River Pump Station and surrounding area.
4. That the installation of the WCF will eliminate any visual intrusion and impact of a typical WCF tower installation.
5. That no other structures or alternative means of satisfying service needs are found in this area of the City.

IV. Immediate Consideration: Having reviewed this Resolution, the Planning Commission moves for immediate adoption of this Resolution.

MOTION CARRIED by the following vote:

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

Chair Evola declared a recess at 9:16 p.m., and reconvened at 9:21 p.m.

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

- SEMCOG is offering the Placemaking Tools Workshop on October 15, 2013 in Detroit if any Commission Members are interested.
  - Commission Members Fuller and Vitale will attend the workshop.
- Rivers project is moving at a fast pace with sod and green space being installed.
- Two new businesses are opening; a second Grosse Pointe Dance Studio and ATI Physical Therapy.

PLANNING COMMISSION  
09/24/13 – 033

- Will have an appeal next month from Biggby Coffee for their corporate installed awning that is not in compliance with the Code. The owners are doing a phenomenal job with the renovations.

Commission Member Gilezan did not attend the September 9<sup>th</sup> Council Meeting; Council Member Ketels indicated that there was nothing of interest to the Planning Commission.

Commission Member Vaughn reported the September 16<sup>th</sup> Council Meeting, stating that the Council approved the Stealth Wireless Facility at Crosspointe Christian Church.

Commission Member Rozycki will attend the October Council meetings.

The following **Subcommittee Reports** were provided:

**2020 Plan** – Nothing to report.

**Special Sign Ordinance** – Nothing to report.

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

- Commission Member Hamborsky inquired about the format of Public Hearings and asked if our process is a requirement. City Attorney Berschback stated that there are no official rules, only common practices within the City and the Chair may use discretion.

Motion by Hamborsky, seconded by Vaughn, to adjourn at 9:43 p.m. Passed unanimously.



Beautification Advisory Commission  
GPW City Hall  
Meeting – September 11, 2013

**Present:** Briggs, Cadreau, Cook, Hage, Hilton, Janowski, McCarthy, Reiter, Sauter

**Also Present:** City Council Representative Granger, DPW Representative Mathews

**Excused:** Arslanian, DiClemente, Hagen, Hyduk, Martin-Rahaim, Rozycki

**Guests:** None

**Call to Order:** The meeting was called to order by Chairperson E. Reiter at 7:33 p.m..

**Minutes:** *C. Briggs moved to accept the August 14<sup>th</sup> minutes as amended and P. Hage seconded the motion without further discussion. The motion passed.* E. Reiter indicated that in a conversation with the City Clerk's office, there may be protocol that would require the BAC to accelerate the preparation of the monthly minutes. V. Granger will follow-up with the City Clerk's office and with the City Attorney for a final disposition.

**Treasurer's Report:** G. Hilton presented the Treasurer's report for August with subdued activity. *D. McCarty moved to accept the Treasurer's report as presented. J. Cook seconded the motion which passed by acclamation.*

**Chairperson's Report:** Chairman E. Reiter indicated there was nothing specific to report.

**Council Report:** E. Reiter was in attendance at the August 19<sup>th</sup> Council meeting. The June BAC minutes were well received and filed. The Mayor recognized the achievements of the local Little League team attending the World Series. P. Hage and E. Cadreau attended the September 9<sup>th</sup> Council meeting. At this meeting, the requested \$250 BAC allocation for the Legacy Award painting was approved. V. Granger reported that the previously discussed meter review was, for the moment, held for future consideration. It is possible that new meters with coin and credit card payments options will be deployed. Further discussion ensued around the reengagement of

the Construction Committee after an extended absence. There will be neighborhood road reviews and repair classifications available on the GPW web-site. There was additional discussion with regard to the September 21<sup>st</sup> Little League Parade and Fall Festival. There will also be an October 18<sup>th</sup> Hob Nobbin Party at the Lake Front Park. There are numerous openings for BAC Council attendance through November, December, and January. D. Janowski will represent the BAC at the October 7<sup>th</sup> Council meeting.

**DPW:** D. Mathews reported that Rizzo continues to distribute recycle barrels with approximately 300 left to deliver. Moreover, October 19<sup>th</sup> has been reserved for hazardous waste drop-off at the GPW City yard. Four bags of shredded paper will also be permitted.

**Flower Sale:** D. McCarthy indicated that the review plant selections from a new service provider is under consideration for the May 2014 Flower Sale. E. Cadreau expressed interest and will be joining the Flower Committee.

**Tile/Mug Programs:** V. Granger reported that there is consideration being given by a GPW church facility for a 2014 new tile edition.

**Awards Program:**

D. McCarthy confirmed that all Residential and Commercial Awards vetting in accordance with predefined criterion will be completed by September 16<sup>th</sup> and coordinated with GPW City recommendations. All property descriptions will also be completed in similar fashion. D. Mathews will have an invitation list for the Awards Ceremony prepared by October 1<sup>st</sup> pending the aforementioned approvals. D. Mathews elicited the support of C. Briggs in crafting the verbiage around the Legacy Award as well as Letters of Appreciation. E. Cadreau will assume review responsibilities for Area #5 with P. Hage and D. Janowski.

**Old Business:** None

**New Business:** None

The meeting was adjourned by unanimous acclamation at 8:13 pm.

Respectfully submitted,

Dennis Janowski

7A

**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 \*  
\* ALSO ADMITTED IN FLORIDA

October 28, 2013

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

RE: October 2013 Billing/DRB

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
10/4/2013	Personnel investigation and follow up (1.00); CC and COW work (1.00)	2.00
10/7/2013	Review of weekend packet, FOIA, emails and letter correspondence (1.50); personnel work (1.00); CC meeting and follow up (1.50)	4.00
10/9/2013	Municipal Court (2.50); warrant review (.50); meeting with Dept. heads and follow up on City matters (1.25); attendance at Election Committee meeting (.25) work on GPCRDA Agreement and meeting with all City attorneys from Authority (3.00)	7.50
10/10/2013	Work and completion of audit letter (1.00); ordinance review and memo (.50)	1.50
10/21/2013	Review of weekend packet, emails and letters (.75); work on personnel issues and follow up correspondence (1.00); ordinance review and FOIA (.50); work on tuition reimbursement matter (.25); outside litigation work (.25)	2.75
10/22/2013	Continued ordinance review, TCs and emails on miscellaneous City matters (1.25); meeting with SF and Department Heads (1.25)	2.50
10/23/2013	Meetings with SF and DAI and follow up (1.50)	1.50
10/25/2013	Preparation for and meeting with Department Head and employee and necessary follow up including meeting with SF (2.25)	2.25

DRB = 24.00 hours x \$155.00

BALANCE DUE: \$ 3,720.00

<u>Breakdown</u>	
General	21.25 hours
Municipal Court	2.50 hours
Bldg/Planning Comm.	.25 hours
MTT	0.00

TC - Telephone  
CTB - Charles T. Berschback  
DRB - Don R. Berschback  
DAI - DeeAnn Irby  
GPCRDA - Grosse Pointe Clinton Refuse Disposal Authority

LKH - Lisa K. Hathaway  
CC - City Council  
PC - Planning Commission  
C&E - Comp and Eval

GT - Gene Tutag  
CEW-Conference of Eastern Wayne  
SF - Skip Fincham  
LFP - Lakefront Park  
MTT - Michigan Tax Tribunal

**CHARLES T. BERSCHBACK**

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CHARLES T. BERSCHBACK

DON R. BERSCHBACK  
OF COUNSEL

October 30, 2013

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

RE: October Billing/ CTB Only

<u>DATE</u>	<u>DESCRIPTION OF SERVICES</u>	<u>TIME</u>
10.1.13	Continued research on AG Opinion (.50); TCs SV, appraiser contract review and emails, letter to appraiser (.50); Municipal Court matters, call with victim (.25)	1.25
10.2.13	Municipal Court, research on dog ordinance, call with new attorney (.50); TT work on pending files (.50); review of in-custody warrant, TC Det. Chalut (.25)	1.25
10.3.13	Meeting with AT&T, request for additional info., meeting with DAI and review of TV commercial contract (1.25)	1.25
10.4.13	Work on agenda items (.25); Municipal Court calls (.25)	0.50
10.7.13	Work on agenda items (1.00)	1.00
10.8.13	Work on AT&T WCF file (1.50)	1.50
10.9.13	Municipal Court docket (1.00); work on Hampton Road, receipt of insurance draft, emails to endorsees (.25)	1.25
10.10.13	Meeting with SF, TCs, emails on TT; zoning research (.50)	0.50
10.14.13	Calls on Municipal Court cases, review of docket (.50); calls on TT cases (.25)	0.75
10.15.13	Meeting with Clerk (.25); review of docket and calls with attorneys on Municipal Court cases (.50); research on Canvassing law (.50)	1.25
10.16.13	Municipal Court a.m. docket and follow up (3.75); prep for and TT meeting with Rivers (1.75)	5.50
10.17.13	Work on Hampton Road (.75); Code research on back tax issue, TCs (.25); work on TT cases (1.00); Municipal Court matters; TCs and review of Clerk Contract (.50)	2.50
10.18.13	Meeting with SF (.50)	0.50
10.21.13	Review of Council agenda, TCs, emails on pending matters (.50); research on election law (.75); review of Municipal Court docket and TCs (.50); review of all pending TT cases and prep for closed session (1.75); attendance at Council meeting and closed session (1.00)	4.50

10.22.13	Follow up with Rivers (.25); TCs Clerk, attorneys and witnesses on Municipal Court matters (.75); tax exemption research, prep for St. John's meeting (1.00)	2.00
10.23.13	Municipal Court a.m. docket, warrant review, follow up calls (2.75); meeting at St. John (1.25); work on AT&T letter, review of legal summary on cell tower legislation (.25)	4.25
10.25.13	Calls, work on Municipal Court matters (.25)	0.25
10.29.13	Finalized River TT case (.25); work on Municipal Court matters (.25)	0.50
10/30/2013	Letter re: 1328 Hampton, TC S. Como (.25)	0.25

CTB = 30.75 hours at \$140.00 per hour

**TOTAL DUE:**

**\$ 4,305.00**

TC - Telephone  
SF - Skip Fincham  
JM - Julie Moore  
DAI - DeeAnn Irby  
DAP Director Andrew Pazuchowski  
M/C - Mayor and Council

GT - Gene Tutag  
LH - Lisa Hathaway  
Det. Bur. - Detective Bureau  
PC - Planning Commission  
TT - Tax Tribunal  
SV - Scott Vandemergel

**Breakdown**

General	10.75 hours
Municipal Court	11.50 hours
Building/Planning Commission	0.00 hours
Tax Tribunal	8.50 hours