

CITY OF GROSSE POINTE WOODS
Electronic Regular City Council Meeting Agenda
Monday, July 19, 2021
7:00 p.m.

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

Join Zoom Meeting

<https://us06web.zoom.us/j/81328544735?pwd=ejcrWHRma0NnM1Nlc05aUThZNHZJdz09>

Meeting ID: 813 2854 4735

Passcode: 920407

Join by phone:

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 813 2854 4735

Passcode: 920407

Facilitator's Statement

1. CALL TO ORDER
2. ROLL CALL
3. RECOGNITION OF COMMISSION MEMBERS
4. ACCEPTANCE OF AGENDA
5. MINUTES
 - A. Council 07/12/21
 - B. Zoning Board of Appeals (ZBA) 07/12/21
 - C. Compensation & Evaluation Committee 06/14/21
 - D. Compensation & Evaluation Committee 07/08/21, w/
recommendations:
 1. Contract/Compensation - City Administrator
 2. Contract/Compensation – Treasurer/Comptroller
 3. Contract/Compensation – City Clerk
 - E. Citizen's Recreation Commission 06/15/21,
w/recommendation:
 1. Appointment (Council)
 - a. Biographical Sketch
 - i. Amanda Starkey
 - F. Historical Commission 05/13/21
 - G. Tree Commission 06/02/21

6. COMMUNICATIONS

- A. Coronavirus Local Fiscal Recovery Fund - Non-Entitlement Units
 - 1. Memo 07/12/21 – City Administrator/Treasurer/Comptroller
 - 2. Funding Election and Budget Certification
 - 3. American Rescue Plan Act – Eligible Funding Amounts for Non-Entitlement Units (NEUs)
 - 4. Award Terms and Conditions Agreement
 - 5. Assurance of Compliance with Title VI of the Civil Rights Act of 1964
 - 6. Budget Document validating the Top-Line Budget
- B. Request to Use Lake Front Park Tennis Courts – University Liggett
 - 1. Memo 07/09/21 – Director of Public Services
 - 2. Application for Community Use of Recreational Facilities 07/06/21
 - 3. Schedule
- C. Michigan Municipal League (MML) Annual Meeting Notice
 - 1. Email 07/09/21 – City Clerk
- D. Monthly Financial Report – June 2021

7. BIDS/PROPOSALS/
CONTRACTS

- A. Contract: Electrical Inspector
 - 1. Memo 07/13/21 – Building Official
 - 2. Independent Contractor Agreement

8. RESOLUTIONS

- A. Terminating State of Disaster and Rules Permitting Remote Public Meetings for All City Public Bodies
- B. Establishing Procedures for Remote Participation at Public Meetings for Members Absent Due to a Medical Condition or Military Duty

9. CLAIMS/ACCOUNTS

- A. Claim No. 199679 – Gary Gozdzinski (Deductible Recovery)
 - 1. Tokio Marine HCC Invoice 07/14/21 - \$5,440.00.
- B. Building Services – McKenna
 - 1. Invoice No. 21849-40 07/14/21 - \$2,875.00.
- C. Legal Services – York, Dolan & Tomlinson, P.C.
 - 1. Building/Court Invoice – June 2021 07/08/21 - \$4,185.00;
- D. City Attorney – Rosati, Schultz, Joppich & Amtsbuechler, P.C.
 - 1. Invoice No. 1075862 07/09/21 - \$11,423.50;
- E. Labor Attorney – Keller Thoma
 - 1. Invoice #120604 07/01/21 - \$2,957.50.

10. NEW BUSINESS/PUBLIC COMMENT
11. ADJOURNMENT

**Lisa Kay Hathaway, MiPMC-3/MMC
City Clerk**

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

The City of Grosse Pointe Woods will provide necessary, reasonable auxiliary aids and services to individuals with disabilities. Closed captioning and audio will be provided for all electronic meetings. All additional requests must be made in advance of a meeting.

Instructions for meeting participation

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

Join Zoom Meeting

<https://us06web.zoom.us/j/81328544735?pwd=ejcrWHRma0NnM1Nlc05aUThZNHZJdz09>

Meeting ID: 813 2854 4735

Passcode: 920407

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

Dial by your location

877 853 5247 US Toll-free

888 788 0099 US Toll-free

Meeting ID: 813 2854 4735

Passcode: 920407

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

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

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

1. To assist with meeting flow and organization, all public comment will be taken at the end of the meeting unless it is moved to a different location on the agenda upon a consensus of the City Council;
2. The phone-in audience, when making public comment please state your name (optional) when called upon;

3. Audience participants will be muted upon entry and will have a chance to speak during the public comment portion of the meeting at the end of the agenda, at which time the microphones will be unmuted.
4. Those joining by Zoom will also be muted and may use the virtual raised “hand” to request to be heard under Public Comment.
5. Those joining by telephone need to dial in using the phone number provided on the agenda. When prompted, enter the meeting number and the password also located on the agenda. Dial *9 to be heard under Public Comment.
6. The published agenda invites participants from the community to provide written questions, comments, and concerns in advance of the meeting to any Elected Official or the City Clerk regarding relevant City business and may be read under Public Comment. Emails may be sent to:

Art Bryant, Mayor	arthurwbryant@gmail.com	313 885-2174
Angela Coletti Brown, Council Member	acoletti@hotmail.com	248 520-6714
Ken Gafa, Council Member	kgafa@comcast.net	313 580-0027
Vicki Granger, Council Member	grangergpw@aol.com	313 460-5250
Mike Koester, Council Member	koester.gpw@gmail.com	313 655-4190
Todd McConaghy, Council Member	todd.mcconaghygpw@yahoo.com	248 765-0628
Tom Vaughn, Council Member	thomasvaughngpw@gmail.com	313 882-9573
Lisa Hathaway, City Clerk	lhathaway@gpwmi.us	313 343-2447

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

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



MINUTES OF THE RESCHEDULED CITY COUNCIL MEETING OF THE CITY OF GROSSE
POINTE WOODS HELD REMOTELY ON MONDAY, JULY 12, 2021.

The Facilitator's statement was provided.

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

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

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

Also in attendance were the City Engineers, Scott Lockwood and Ross Wilberding.

The following Commission Member(s) was/were in attendance:

- Mike Fuller, Planning Commission

The Mayor stated the City Engineer would be providing an overview regarding recent flooding, and the subject would be addressed momentarily as soon as he joins the meeting.

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

Motion carried by the following vote:

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

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

1. City Council Minutes dated June 21, 2021.

Motion carried by the following vote:

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

The City Council recessed the Rescheduled City Council Meeting and convened as a Zoning Board of Appeals at 7:06 p.m. Upon conclusion of the Zoning Board of Appeals meeting, the City Council reconvened at 7:23 p.m.

The City Engineer was now in attendance. Mr. Lockwood provided an overview of the City's sewer system and the flooding that occurred, and he stated that additional answers are needed. He also stated that the City's pumps and sewer system ran correctly. There were no issues with City equipment. The City will be hosting a Town Hall Meeting by Zoom this Thursday, July 15, 2021, at 7 p.m. to provide additional information and provide opportunity for public comments, questions, and answers. The City Administrator stated the Zoom link and meeting notice will be available on the City's website tomorrow. The City Clerk discussed FEMA and City Notice of Claim letters and forms, and ensured residents and businesses that all forms submitted are being processed.

Motion by McConaghy, seconded by Granger, regarding **Purchase: 2021 Global Street Sweeper**, that the City Council approve the purchase of a new 2021 Global M3 3-Wheel Sweeper from MTech Company in the amount of \$219,604.00, funds to be taken from Motor Vehicles Capital Equipment – Public Works Account No. 640-852-977.599.

Motion carried by the following vote:

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

Motion by Gafa, seconded by McConaghy, regarding **Purchase: Compact Tractor with Bucket**, that the City Council approve the purchase of a new John Deere 3033R Compact Utility Tractor with

Bucket from AIS Construction Equipment in the amount of \$51,357.78, funds to be taken from Motor Vehicles Capital Equipment – Public Works Account No. 640-852-977.599.

Motion carried by the following vote:

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

Motion by Vaughn, seconded by McConaghy, regarding **Property Maintenance Inspector – Full-Time Position**, that the City Council approve making the current part-time Property Maintenance Inspector position a full-time position; funds to be taken from Account No. 101-180-702.000 in the amount not to exceed \$44,000.00.

Motion carried by the following vote:

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

Motion by Brown, seconded by McConaghy, regarding **Michigan Association of Mayors Summer Workshop**, that the City Council approve the Mayor's request to attend the Michigan Association of Mayors Summer Workshop in Sault Ste. Marie, Michigan from August 11-13, 2021, at a total cost not to exceed \$450.00 funds to be taken from Account No. 101-172-958.001, and to reimburse for expenses incurred upon presentation and verification by the Finance Committee of an itemized expense report.

Motion carried by the following vote:

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

Motion by Koester, seconded by McConaghy, regarding **Proposed DAAA FY 2022 Annual Implementation Plan**, that the City Council approve the Detroit Area Agency on Aging (DAAA) 2022 Annual Implementation Plan as submitted, and to authorize the City Administrator to sign the approval form.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Granger, seconded by McConaghy, regarding **Contracts/Agreements: 2021 City Event Entertainment**, that the City Council concur with the Community Events Committee at their meeting held June 15, 2021, and approve the entertainment contracts of Buggs Beddow and the Good Stuff (September 18, 2021-Fall Fest) and Sonic Freeway (August 27, 2021-Music on the Lawn) provided they do not exceed a fee greater than 10% of their 2019 fees, authorize the City Administrator to sign the contracts, and funds to be taken from the Community Events Account No. 205-870-820.130:

Buggs Beddow and the Good Stuff	09-18-21/Fall Fest	\$1,500.00
Sonic Freeway	08-27-21/Music on the Lawn	\$1,100.00

Motion carried by the following vote:

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

No: None

Absent: None

Motion by McConaghy, seconded by Koester, regarding **Agreement: Court Recording Services**, that the City Council approve the contract for Recording Clerk Michele Stabile commencing July 1, 2021, through June 30, 2022, including a 2.5% increase, in an amount not to exceed \$7,200.00, funds to be taken from Account No. 101-136-818.000, and to authorize the City Administrator to sign said contract.

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Vaughn, seconded by McConaghy, regarding **Proposal: Lake Front Park Tennis Court Resurfacing**, that the City Council approve preparing, patching and repainting of Lake Front Park tennis courts three and four into pickle ball courts with work to be completed by Tennis Courts Unlimited in the amount not to exceed \$18,000.00; funds to be taken from Parks and Recreation Account No. 101-774-818.102; and, to authorize the City Administrator to sign said agreement.

Motion carried by the following vote:

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

Motion by Brown, seconded by Granger, regarding **Contract: 2021 Concrete Pavement and Parking Repair Program**, that the City Council approve a contract for the 2021 Concrete Pavement and Parking Repair Program with L. Anthony Construction, Inc. in the amount of \$541,000.00 including construction engineering fees at a cost not to exceed \$109,000.00 for a total project cost not to exceed \$650,000.00; authorize the City Administrator to sign the contract; and funds to be taken as follows:

Construction Major Streets	202-451-974.200	\$125,000.00
Construction Local Streets	203-451-974.200	83,000.00
Construction Parking	585-561-977.000	208,000.00
Construction Water/Sewer	592-537-975.400	125,000.00
Total Construction		\$541,000.00
Engineering Major Streets	202-451-974.201	25,000.00
Engineering Local Streets	203-451-974.201	17,000.00
Engineering Parking	585-561-978.300	42,000.00
Engineering Water/Sewer	592-537-975.401	25,000.00
Total Engineering		\$109,000.00
Total Project		\$650,000.00

Motion carried by the following vote:

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

Motion by Gafa, seconded by McConaghy, regarding **Agreement: Giffels Webster for Clearzoning software and services**, that the City Council approve the Giffels Webster Agreement for Clearzoning software and services in an amount not to exceed \$30,000.00, funds to be taken from Account No. 101-180-818.000; and to authorize the City Administrator to sign the agreement.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Koester, regarding **Resolution – Milk River/Grosse Gratiot Drain Budget/Millage Request**, that the City Council adopt the resolution approving the Milk River/Grosse Gratiot Drain millage of 4.374 mills to be placed on the 2021 winter tax bill.

Motion by McConaghy, seconded by Koester, to amend the previous motion by deleting, “4.374” and inserting, “4.3734”.

Motion carried by the following vote:

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

Motion by McConaghy, seconded by Granger, regarding **Claims/Accounts**, that the City Council approve payment of Items 10A – 10G as listed on the Council agenda and as identified in the pink sheet in the respective amounts and accounts listed, as follows:

A.	2019 Sewer Open Cut Repair Program 1. Fontana Construction Services Pay Estimate No. 9 06/30/21 - \$5,108.20; Account No. 592-537-976.002.
B.	2020 Concrete Pavement and Parking Repair Program 1. L. Anthony Construction Inc. Pay Estimate No. 5 06/30/21 - \$58,806.94; Account Nos.: a. 202-451-974.200 - \$11,173.32; b. 203-451-974.200 - \$7,056.83; c. 585-561-977.000 - \$29,403.47; d. 592-537-975.400 - \$11,173.32.
C.	Oxford Rd. Reconstruction – Mack to Holiday 1. Pamar enterprises, Inc. Pay Estimate No. 4 06/30/21 - \$268,871.38; Account Nos.: a. 202-451-974.200 - \$21,509.71; b. 203-451-977.804 - \$220,474.53; c. 592-537-975.400 - \$26,887.14.
D.	City Engineers – Anderson, Eckstein & Westrick 1. DPW Water & Sewer Barn Invoice No. 0131836 06/17/21 - \$200.00; Account No. 592-537-978.300; 2. 2020/21 GIS Maintenance Invoice No. 0131948 06/18/21 - \$403.00; Account No. 592-537-977.000; 3. 2020-2021 General Engineering Invoice No. 0131865 06/17/21 - \$257.50; Account Nos.:

	<p style="text-align: right;">COUNCIL 07-12-21 - 86</p> <ol style="list-style-type: none"> a. 101-441-818.000 - \$85.83; b. 101-444-818.000 - \$85.83; c. 592-537-818.000 - \$85.84. <ol style="list-style-type: none"> 4. 2019 Sewer Open Cut Repair Program Invoice No. 0131996 06/21/21 - \$865.00; Account No. 592-537-976.001. 5. Bournemouth WM Replacement Invoice No. 0131997 06/21/21 - \$586.00; Account No. 592-537-977.310. 6. Oxford Road Recon-Mack to Holiday Invoice No. 0131998 06/21/21 - \$25,374.00; Account Nos.: <ol style="list-style-type: none"> a. 202-451-974.201 - \$2,029.92; b. 203-451-977.803 - \$20,806.68; c. 592-537-975.401 - \$2,537.40. 7. 2020 Concrete Pavement Repair Program Invoice No. 0131999 06/21/21 - \$5,875.50; Account Nos.: <ol style="list-style-type: none"> a. 202-451-974.201 - \$1,116.35; b. 203-451-974.201 - \$705.05; c. 585-561-978.300 - \$2,937.75; d. 592-537-975.401 - \$1,116.35. 8. Sewer Rehab-Lining Invoice No. 0132000 06/21/21 - \$744.50; Account No. 592-537-976.001. 9. Sewer Rehab – Open Cut Invoice No. 0132001 06/21/21 - \$4,727.25; Account No. 592-537-976.001. 10. 2021/22 Rate Study Invoice No. 0132002 06/21/21 - \$103.00; Account No. 592-537-818.000. 11. Risk and Resiliency Invoice No. 0132003 06/21/21 - \$1,900.00; Account No. 592-537-818.000.
E.	FOIA Attorney – McGraw Morris P.C. 1. Statement 7916 06/24/21 - \$1,015.00; Account No. 101-210-801.000.
F.	Assessing Services – WCA 1. June 2021 Tax Tribunal Services 07/01/21 - \$72.42; Account No. 101-224-833.000.
G.	Professional Services 1. Hallahan & Assoc, P.C. Invoice #18698 07/02/21 - \$267.41; Account No. 101-210-801.300.

Motion carried by the following vote:

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

Nobody wished to be heard under New Business.

The following individuals were heard under Public Comment:

- Mike Fuller
- Wayne Wegner, 677 Briarcliff Dr.
- Maria Allard

Motion by Granger, seconded by Gafa, to adjourn tonight's meeting at 7:59 p.m. PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

Arthur W. Bryant
Mayor



MINUTES OF THE ZONING BOARD OF APPEALS MEETING OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON MONDAY, JULY 12, 2021.

The Facilitator's statement was provided.

The meeting was called to order at 7:08 p.m. by Mayor Bryant.

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

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

Also in attendance were the City Engineers, Scott Lockwood and Ross Wilberding.

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

Motion carried by the following vote:

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

THE MEETING WAS THEREUPON OPENED AT 7:08 P.M. FOR A ZONING BOARD OF APPEAL HEARING UNDER THE PROVISIONS OF CHAPTER 50, SECTION 50-181 OF THE 2017 CITY CODE TO HEAR THE APPEAL OF JOSEPH MAZZARA, 1993 COUNTRY CLUB DR, WHO IS APPEALING THE DENIAL OF THE BUILDING INSPECTOR TO ISSUE A BUILDING PERMIT TO INSTALL SOLAR PANELS DUE TO NON COMPLIANCE WITH SEC. 50-539(5) SOLAR ENERGY SYSTEMS, ASSESSIBILITY. A VARIANCE IS THEREFORE REQUIRED.

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

- a. Letter 04/07/21 – J. Mazzara
- b. Building Permit Application – Zoning Compliance and Plan Review 02/09/21
- c. Electrical Permit 02/09/21
- d. Solar Energy System Purchase & Installation Agreement – Power Home 12/26/21
- e. Letter 01/28/21 – Right Angle Engineering
- f. Site Plans:
 - i. PV-1 Plot Plan & Vicinity Map
 - ii. PV-2 Roof Plan & Modules

- iii. PV-2A String Layout
- iv. PV-3 Attachment Detail
- v. PV-4 Electrical Line Diagram
- vi. PV-5 Wiring Calculations
- vii. PV-6 Equipment Specification
- viii. PV-7 Equipment Specification
- ix. PV-8 Equipment Specification
- x. PV-9 Equipment Specification
- xi. PV-10 Equipment Specification
- xii. PV-11 Equipment Specification
- xiii. PV-11A Equipment Specification
- xiv. PV-11B Equipment Specification
- xv. PV-11C Equipment Specification
- xvi. PV-12 Equipment Specification
- g. Memo 06/02/21 – Building Official
- h. Memo 06/04/21 – Fire Inspector
- i. Memo 06/21/21 – Director of Public Services
- j. Photos
- k. Affidavit of Legal Publication
- l. Affidavit of Property Owners Notified
- m. Aerial Views (2)

The Building Official provided an overview of the Petitioner's request in accordance with his memo dated June 2, 2021.

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

Joe and Erica Mazzara
1993 Country Club Dr.

Colleen Kelly
1953 Country Club Dr.

The Chair asked if anyone from the audience wished to speak in opposition to the proposed request. Nobody wished to be heard.

Motion by Granger, seconded by Gafa, that the public hearing be closed at 7:15 p.m. PASSED UNANIMOUSLY.

Motion by Granger, seconded by Gafa, regarding Zoning Board of Appeal: Joseph Mazzara, 1993 Country Club Dr., who is seeking a variance to install Solar Panels, that the Board of Appeals grant a variance from Sec. 50-539(5) to permit the installation of 4 solar panels on the south roof of the house and 11 solar panels on the detached garage's south roof slope at 1993 Country Club Dr. based upon the facts and recommendations as contained in the memos from the Building Official dated June 2, 2021, and the Fire Inspector dated June 4, 2021, including the stipulations as follows:

1. No additional panels be installed in the future unless the entire system is modified, which could include the removal of one or more panels, to meet the access requirements of the jurisdiction at that time;

2. Homeowner be made aware that if a fire occurs directly under the area where the panels are placed, they could suffer additional fire/water damage as a result of our reduced ability to access that particular roof area;
3. The job is to commence within six months and be completed within the year.

Motion carried by the following vote:

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

No: None

Absent: None

Nobody wished to be heard under New Business.

Nobody wished to be heard under Public Comment.

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

Motion carried by the following vote:

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

No: None

Absent: None

Motion by Granger, seconded by McConaghy, that tonight's meeting be adjourned at 7:22 p.m.
PASSED UNANIMOUSLY.

Respectfully submitted,

Lisa Kay Hathaway
City Clerk

50

COMPENSATION AND EVALUATION COMMITTEE

June 14, 2021

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD REMOTELY ON JUNE 14, 2021.

PRESENT: Chair: Mayor Arthur W Bryant
Member: Council Member Todd McConaghy

ABSENT: None

ALSO PRESENT: City Clerk Lisa Hathaway
Facilitator/Deputy City Clerk Paul Antolin

The meeting was called to order by Chair Bryant at 8:33 p, m.

Motion by McConaghy, second by Bryant 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
No: None
Absent: None

Motion by McConaghy, second by Bryant, to approve the minutes of the Compensation and Evaluation meetings of 04/12/21 and 05/03/21.

Motion carried by the following vote:

Yes: Bryant, McConaghy
No: None
Absent: None

A Discussion was held with City Clerk Lisa Hathaway on Compensation and Evaluation.

Motion by McConaghy, second by Bryant, to recommend to the Compensation and Evaluation Committee to extend the contract of the City Clerk from July 1, 2021 through June 30, 2022 with a 2.5 percent increase in compensation. Any documentation added to Ms. Hathaway's file as part of the compensation and evaluation process may or may not remain as is warranted under the circumstances.

Motion carried by the following vote:

Yes:	Bryant, McConaghy
No:	None
Absent:	None

Heard under Public Comment: Paul Antolin

Motion by McConaghy, second by Bryant, that the meeting be adjourned at 9:53 p. m.

Motion carried by the following vote:

Yes:	Bryant, McConaghy
No:	None
Absent:	None

Respectfully submitted,

Arthur Bryant



COMPENSATION AND EVALUATION COMMITTEE

July 8, 2021

MINUTES OF THE MEETING OF THE COMPENSATION AND EVALUATION COMMITTEE OF THE CITY OF GROSSE POINTE WOODS HELD ON THURSDAY, JULY 7, 2021, IN THE CONFERENCE ROOM OF THE ROBERT E. NOVITKE MUNICIPAL CENTER, 20025 MACK AVENUE, GROSSE POINTE WOODS, MICHIGAN.

PRESENT: Chair: Mayor Arthur W Bryant
 Member: Council Member Todd McConaghy
ABSENT: None

The meeting was called to order by Chair Bryant at 5:00 p. m.

Motion by McConaghy, second by Bryant 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
No: None
Absent: None

Motion by McConaghy, second by Bryant, to approve the minute of the meeting of June 14, 2021.

Motion carried by the following vote:

Yes: Bryant, McConaghy
No: None
Absent: None

A Discussion was held on Compensation and Evaluation Recommendations for the City Councils' consideration.

Motion by McConaghy, second by Bryant, to recommend to the Grosse Pointe Woods City Council to extend the contract of the City Administrator from July 1, 2021 through June 30, 2022 with a 2.5 percent increase in compensation.

The motion carried by the following vote:

Yes:	Bryant, McConaghy
No:	None
Absent:	None

Motion by McConaghy, second by Bryant, to recommend to the Grosse Pointe Woods City Council to extend the contract of the City Treasurer/Comptroller from July 1, 2021 through June 30, 2022 with a 2.5 percent increase in compensation.

The motion carried by the following vote:

Yes:	Bryant, McConaghy
No:	None
Absent:	None

Motion by McConaghy, second by Bryant, to recommend to the Grosse Pointe Woods City Council to extend the contract of the City Clerk from July 1, 2021 through June 30, 2022 with a 2.5 percent increase in compensation. It is further recommended that labor council address certain issues raised during the compensation and evaluation process.

Motion carried by the following vote:

Yes:	Bryant, McConaghy
No:	None
Absent:	None

Motion by McConaghy, second by Bryant that the minutes of the meeting of July 8, 2021 be immediately certified.

The motion carried by the following vote:

Yes: Bryant, McConaghy

No: None

Absent: None

Motion by McConaghy, second by Bryant, that the meeting be adjourned at 5:18 p. m.

Motion carried by the following vote:

Yes: Bryant, McConaghy

No: None

Absent: None

Respectfully submitted,

Arthur Bryant

Commission approved
7/13/21



Citizen's Recreation Commission Meeting Minutes

Virtual meeting of the Citizen's Recreation Commission was held on June 15, 2021 at Grosse Pointe Woods, Michigan.

CALLED TO ORDER: 7:01

PRESENT:

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

ABSENT:

Tom Jerger

RECEIVED
JUN 16 2021
CITY OF GROSSE POINTE WOODS
CLERK'S DEPARTMENT

ALSO, PRESENT:

Angela Coletti Brown, Nicole Gerhart, Catherine Domke Derbyshire and Melinda Billingsly.

APPROVAL OF THE AGENDA:

Motion was made for acceptance of the agenda for June 15, 2021 by Mark Miller, and seconded by Gib Heim.

Approval of motion:

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

APPROVAL OF THE MINUTES:

Motion to accept the minutes from May 11, 2021 was made by Gib Heim and seconded by Sarah Seger

Approval of motion:

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

COUNCIL MEETING REPORT:

- No pertinent business to report.

SUPERVISOR'S REPORT:

- Swim team practice starts next week.
- Registration for swim lessons began today. 160 + registrations were taken today for the first session.
- The main pool will be closed during lessons, due to staff shortages. This will allow for more instructors available for lessons.
- No decision regarding the possibility of having the City Picnic has been made at this date.
- Discussion regarding the startup of Music on the Lawn in August is ongoing.

OLD BUSINESS:

- We will assume that the Fishing Derby will happen this summer. The committee formed to plan the Derby timeline and activity specifics met. Covid restrictions were discussed.
 - The subcommittee took into account COVID restrictions while recommending the following guidelines:
 - Registration fee is \$5.00.
 - 2 sessions will be held. (8:00am – 9:30am) (10:30 – 12pm) allowing for about 50 registrants per session. No registrations will be taken after July 30th.
 - No “winner” ceremony will take place at the Fishing Derby. Names of winners in each category will be published in the GPW Happenings, and awards will be delivered personally. Some favorable discussion took place regarding the possibility of having the awards given out at the August 27th Music on the Lawn if it happens.
 - Awards categories include (Largest Fish and Most Fish Caught) for each age group (5 and under, 6 – 10, and 11 – 16).
 - Each session will have its own awards.
 - Goody bags will include a *t-shirt*, drink and snacks, various trinkets, bobbers and fishing tackle. Amanda and Gib Heim are working on other possible donations to add to the bags.
 - Moe’s will supply worms.
 - Registrants must supply their own buckets to keep the fish in as they are caught.
 - Amanda York will design the flyer for the Fishing Derby.
 - Nikki will take care of ordering the trophies.

A **Motion** was made by Mark Miller and seconded by Gib Heim to approve the release of \$1500.00 from the Recreation Commission 2020/21 budget to cover the 2021 Fishing Derby t shirt purchase.

Approval of motion:

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

No: None

Absent: Jerger

A **Motion** was made by Mark Miller and seconded by Gib Heim to **immediately certify** the motion to approve the release of \$1500.00 from the Recreation Commission 2020/21 budget to purchase the Fishing Derby t shirts.

Approval of motion:

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

No: None

Absent: Jerger

A **Motion** was made by Mark Miller and seconded by Tony Rennpage to approve a request to release \$1000.00 from the 2021/22 Recreation Commission budget for the remaining cost of the 2021 Fishing Derby.

Approval of motion:

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

No: None

Absent: Jerger

A **Motion** was made by Mark Miller and seconded by Sarah Seger to **immediately certify** the motion to approve the release of 1000.00 from the 2021/22 Recreation Commission budget to cover the remaining cost of the 2021 Fishing Derby.

Approval of motion:

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

No: None

Absent: Jerger

- After some discussion, the following motion was made regarding the open seat on the Citizen's Recreation Commission.

A **Motion** was made by Mark Miller and seconded by Sarah Seger to recommend to Council to approve Amanda Starkey to fill the vacant seat on the Citizen's Recreation Commission.

Approval of motion:

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

No: None

Absent: Jerger

NEW BUSINESS:

- Important: Dates for next year's events need to be picked and turned in so they can be added to next year's calendar.

PUBLIC COMMENT:

A suggestion was made Melinda Billingsly to include the pertinent award information on each Fishing Derby trophy (size of fish and amount of fish caught).

She also let us know that Music on the Lawn and the Fall Fest dates have been officially added to the published event calendar.

ADJOURNMENT:

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

Approval of motion:

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

No: None

Absent: Jerger

Meeting Adjourned at 8:03 pm.

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

cc: Mayor
Comm. Chair



CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236



BIOGRAPHICAL SKETCH

✓ I am interested in making application to serve as a member on the following Board/Commission:

<input type="checkbox"/> Beautification Commission	<input type="checkbox"/> Building Authority
<input type="checkbox"/> Board of Review	<input type="checkbox"/> Community Tree Commission
<input checked="" type="checkbox"/> Citizens' Recreation Commission	<input type="checkbox"/> Downspout Board of Appeals
<input type="checkbox"/> Construction Board of Appeals	<input type="checkbox"/> Historical Commission
<input type="checkbox"/> Community Events Committee	<input type="checkbox"/> Mack Avenue Business Study Committee
<input type="checkbox"/> Local Officers' Compensation Commission	<input type="checkbox"/> Planning Commission
<input type="checkbox"/> Pension Board	<input type="checkbox"/> Other:
<input type="checkbox"/> Senior Citizens' Commission	

NAME: Amanda Starkey

ADDRESS: 1748 Brys

TELEPHONE: Home: (586) 933-16303 Office: _____

E-Mail: amanda.starkey@outlook.com

OCCUPATION: Industrial / organizational Psychologist

OF YEARS RESIDENT OF GROSSE POINTE WOODS (Minimum 2 yrs. required): 6

PERSONAL SKILLS OR AREAS OF EXPERTISE RELATIVE TO THE COMMISSION:

Involved parent, project management, + organizational development

EDUCATION: Master's Degree in I/O Psychology UD Meray

PROFESSIONAL / SERVICE CLUB AFFILIATIONS: Mason PTO

DESCRIBE WHY YOU WOULD BE AN ASSET TO THE COMMISSION/BOARD: I am a parent

to young children and have a vested interest in making
Grosse Pointe Woods a fun and welcoming community for all.

Amanda York
Signature of sponsor

Amanda Starkey
Signature of applicant

Date: 5-5-2021

Return to Clerk's Office

NOTE: Biographical sketches will be retained on file for one year. Please resubmit a new form after that time.

City of Grosse Pointe Woods
Historical Commission Minutes
20025 Mack Plaza Drive, Grosse Pointe Woods, MI 48236
Zoom Meeting with Introduction and Facilitated by Gretchen Miotto
May 13, 2021



1. Call to Order

The regular meeting of the Grosse Pointe Woods Historical Commission was called to order at 7:35 pm by Chair Sean Patrick Murphy..

2. Roll Call

Present: Del Harkenrider, Suzanne Kent, Lynne Millies, Jim Motschall, Sean Murphy, Frank Romano, Becky Veitengruber, Giles Wilborn and Mary Kaye Ferry

Excused: Stephanie Listman

Not Excused: Shirley Hartert

Also Present: Guests: Catherine Dumke, Melinda Billingsley and Council Representative, Kenn Gafa

3. Approval of Minutes:

Motion by Motschall, seconded by Millies to approve the corrected minutes of April 8, 2021. Ayes: all.

4. Items:

A. Report of Treasurer

Motschall reported the balance of the Commission \$1,810.00 and the balance of Cook Schoolhouse \$30,553.11.

5. Old Business

A. Memorial Day

Memorial Day Video:

The 1997 Memorial Day Video is on the GPW Web Site with an introduction. Kent recommended that a copy of the program be put on the city web site. Sue Como might know how many times the video has been viewed. Ferry will check.

Discussion followed regarding possibly converting other VHS and DVD Memorial Day Videos. Giles will check our files to see how many we have. Gafa reported that the Memorial Day video was mentioned at Council Meeting and the members approved.

6. New Business:

Cook School:

Millies reported that she has items to be put in Cook School basement. Flowers have been planted in Ghesquiere Park and hopefully will be watered by DPW.

There has been no word from City Hall as to when we can resume open houses.

Veitenbruber will look into laminating our reproduced Historic Sears Catalog.

Gafa suggested that we consider activities such as a Classic Car Show with Food Trucks at Cook School. Ferry suggested an old time baseball game featuring the Greenfield Village Team and Little League Fathers

8. Public and Commissioner Comments:

A. Council Representative Gafa updated the Commission on city matters.

Historical Commission Meeting—5-14-21 continued:

9. **Adjournment:**

The meeting was adjourned at 8:18.

Respectfully submitted,

Mary Kaye Ferry, Secretary

The next meeting of the Grosse Pointe Woods Historical Commission will take place by Zoom on June 10, 2021 at 7:30pm.

Commission Approved
7/7/21

56

Minutes of the Grosse Pointe Woods Tree Commission Meeting June 2, 2021.



The meeting was called to order by Chairman Lechner at 7:32 p.m.

The following members were present:

Dave Andrews
Ted Colborn
Maria Galbo
Laura Gaskin
Peter Groschner
Paul Lechner
Mary Ellen Meyering

The following members were excused:

Tim Butler
Randy Rennpage

The following members were absent:

Jeff Profeta
Robert Greening

The following were also in attendance:

Gretchen Miotto, Moderator

Motion by Groschner, seconded by Galbo to approve the agenda for the meeting June 2, 2021
passed by the following vote:

Yes: 6 No: 0 Excused: 2

Motion by Andrews, seconded by Galbo to approve the minutes for the meeting May 5, 2021
passed by the following vote:

Yes: 6 No: 0 Excused: 2

Treasurer's Report:

There was no treasurer's report

Old Business:

Chairman Lechner thanked everyone for their efforts on the Arbor Day programming. Ted Colborn handled the plaques and will distribute the T-shirts. At Gaskin's suggestion the extra shirt will be distributed to a runner-up.

There was discussion of the write-up on the Arbor Day activities of other cities in the Grosse Pointe News. All agreed that we should seek out similar recognition of our activities in the future. The city's redesigned website may help with that.

Colborn told us that his tree plug is growing well, and that "Civilization is when old men plant trees under the shade of which they will never sit." A fine sentiment indeed. Chairman Lechner's tree is growing and the 12 that Andrews planted at Ghesquire Park are doing well. The date change for the Memorial Tree Ceremony is on the next Council agenda. There are no attendance limits to outdoor events at this time. We have the pavilion at Lake Front Park reserved, but may change to the Community Room if we are allowed to, for the easier logistics. Lechner will speak to the coordinator about that and also attend the Council meeting.

For the Ceremony: Profeta is the lead, Gaskin is the MC, Groschner will read the introduction and description of the Tree Commission, Councilperson Koester will read the prayer and Galbo will handle refreshments. As lead, Profeta will send out the invites. Gaskin will check with Greening about certificates for the Donors.

Andrews reported that there was no activity on the DPW project to GPS ID city trees.

New Business:

There was no new business.

Council representative Michael Koester was absent and did not provide an update of current city business.

Motion to adjourn at 8:22 p.m. moved by Andrews, and seconded by Gaskin, was unanimous.

Submitted by: Mary Ellen Meyering Office Held: Secretary Cell: 313 505 2352



CITY OF GROSSE POINTE WOODS MEMORANDUM



Date: July 12, 2021

To: Mayor and City Council

From: Bruce J. Smith, City Administrator
Shawn Murphy, Treasurer/Comptroller

Re: Coronavirus Local Fiscal Recovery Fund-Non-Entitlement Units

The Michigan Department of Treasury is now accepting applications for the acceptance of Coronavirus Local Fiscal Recovery Funds. (CLFRF) As of June 17, 2021, the Michigan Department of Treasury has estimated the funding for The City of Grosse Pointe Woods to be \$1,604,778. These funds will be received in 2 separate payments, 50% in 2021 and 50% in 2022.


The following documents are required to be signed by the Chief Administrative Officer and submitted to the Michigan Department of Treasury by July 27, 2021.

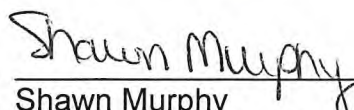
- Funding Election and Budget Certification
- Award Terms and Conditions Agreement
- Assurance of Compliance with Title VI of the Civil Rights Act of 1964
- Budget document validating the Top-Line Budget

The city attorney has reviewed the documents required by the Michigan Department of Treasury.

I respectfully request City Council to authorize Bruce Smith, City Administrator to sign the above mentioned documents, accepting the Coronavirus Local Fiscal Recover Funds and to submit these documents to the Michigan Department of Treasury.

Thank you.


Bruce J. Smith
City Administrator


Shawn Murphy
Treasurer/Comptroller

Coronavirus Local Fiscal Recovery Fund (CLFRF) Non-Entitlement Unit of Local Government (NEU) Funding Election and Budget Certification

Completed and signed form must be uploaded in the [ELITE System](#).

PART 1: NON-ENTITLEMENT UNIT OF LOCAL GOVERNMENT INFORMATION			
Local Unit Name City of Grosse Pointe Woods		Local Unit County Name Wayne	
Local Unit Municipal Code 82-2130		Contact Email Address bsmith@gpwwmi.us	
Contact Name Bruce J. Smith	Contact Title City Administrator	Contact Telephone Number (313) 343-2450	Extension
PART 2: ELECTION OF CORONAVIRUS LOCAL FISCAL RECOVERY FUND (CLFRF) FUNDING			
<p>Select one of the options below indicating the CLFRF funding option your local unit elects. The selected option will apply to both the 2021 and 2022 CLFRF funding distributions. A local unit cannot change the elected option once this form is submitted to the Michigan Department of Treasury.</p> <p><input checked="" type="checkbox"/> Option One: NEU accepts the CLFRF funding and requests payment from the State of Michigan. Complete the remainder of the form.</p> <p><input type="checkbox"/> Option Two: NEU declines the CLFRF funding allocation for the NEU and requests the funds be transferred to the State of Michigan. The NEU must complete and sign the U.S. Treasury Notice of Transferring CLFRF Funds to the State. Complete Parts 3 and 5 and skip Part 4.</p> <p><input type="checkbox"/> Option Three: NEU declines the CLFRF funding by selecting neither Option One or Option Two; and therefore, the NEU's CLFRF funds will be distributed proportionately to NEUs that elected Option One. For U.S. Treasury purposes, the NEU will be classified as "non-responsive." Skip Parts 3 and 4 and complete Part 5.</p>			
PART 3: CERTIFIED TOP-LINE BUDGET TOTAL			
An NEU that elected Option One or Option Two in Part 2 must enter the NEU's Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) as of January 27, 2020.		Top-Line Budget \$ 39,417,769.00	
PART 4: REQUIRED NOTIFICATION			
<p>NEUs that elected Option One in Part 2, accepting the CLFRF funding, will be required to report and upload the documents below as part of the NEU's first reporting to the U.S. Treasury. The first report is due October 31, 2021.</p> <ul style="list-style-type: none">• Copy of signed Award Terms and Conditions Agreement• Copy of signed Assurances of Compliance with Title VI of the Civil Rights Act of 1964• Copy of actual budget documents validating the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) amount provided to the State of Michigan in Part 3 above			
PART 5: CERTIFICATION			
<p>The undersigned Chief Administrative Officer, following approval by the governing board where applicable, of the local unit indicated in Part 1 hereby certifies to the Michigan Department of Treasury the following:</p> <p>1) The Chief Administrative Officer elected an Option in Part 2 to either accept or decline the Coronavirus Local Fiscal Recovery Fund (CLFRF) funding. Acknowledges that this election is a one-time election and cannot be modified for future CLFRF distributions.</p> <p>2) The Chief Administrative Officer reviewed the federal and state guidance related to the determination and calculation of the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5), and certifies to the Michigan Department of Treasury that the Top-Line Budget (as defined in Michigan Department of Treasury Numbered Letter 2021-5) amount as of January 27, 2020, provided in Part 3 above, is accurate.</p> <p>3) The Chief Administrative Officer read the information provided in Part 4 above and acknowledges and understands the documents that will be required to be provided to the U.S. Treasury as part of the first federal reporting due October 31, 2021.</p>			
Chief Administrative Officer Signature (as defined in MCL 141.422b)		Printed Name of Chief Administrative Officer (as defined in MCL 141.422b) Bruce J. Smith	
Title City Administrator		Date 07/13/2021	

American Rescue Plan Act

Eligible Funding Amounts for Non-Entitlement Units (NEUs)

Estimates Generated by the Michigan Department of Treasury as of June 17, 2021

Local Unit Code	Name	County	Population 2019	Funding Estimate
812030	Saline City	Washtenaw	9,343	\$ 977,918
812040	Ypsilanti City	Washtenaw	20,171	\$ 2,111,269
813005	Barton Hills Village	Washtenaw	307	\$ 32,133
813030	Manchester Village	Washtenaw	2,154	\$ 225,456
821010	Brownstown Charter Township	Wayne	32,081	\$ 3,357,872
821030	Grosse Ile Township	Wayne	10,137	\$ 1,061,025
821050	Huron Charter Township	Wayne	16,247	\$ 1,700,550
821060	Northville Township	Wayne	29,342	\$ 3,071,185
821070	Plymouth Charter Township	Wayne	27,035	\$ 2,829,714
821090	Sumpter Township	Wayne	9,365	\$ 980,221
821100	Van Buren Charter Township	Wayne	28,396	\$ 2,972,168
822010	Allen Park City	Wayne	26,940	\$ 2,819,771
822020	Belleville City	Wayne	3,896	\$ 407,789
822060	Ecorse City	Wayne	9,570	\$ 1,001,678
822070	Flat Rock City	Wayne	10,004	\$ 1,047,104
822080	Garden City City	Wayne	26,408	\$ 2,764,087
822090	Gibraltar City	Wayne	4,519	\$ 472,997
822100	Grosse Pointe City	Wayne	5,154	\$ 539,462
822110	Grosse Pointe Farms City	Wayne	9,114	\$ 953,949
822120	Grosse Pointe Park City	Wayne	11,050	\$ 1,156,588
822125	Village of Grosse Pointe Shores City	Wayne	2,794	\$ 292,444
822130	Grosse Pointe Woods City	Wayne	15,332	\$ 1,604,778
822140	Hamtramck City	Wayne	21,599	\$ 2,260,736
822150	Harper Woods City	Wayne	13,746	\$ 1,438,774
822160	Highland Park City	Wayne	10,775	\$ 1,127,804
822170	Inkster City	Wayne	24,284	\$ 2,541,771
822200	Melvindale City	Wayne	10,248	\$ 1,072,643
822210	Northville City	Wayne	5,958	\$ 623,615
822220	Plymouth City	Wayne	9,154	\$ 958,136
822230	River Rouge City	Wayne	7,419	\$ 776,536
822240	Riverview City	Wayne	12,032	\$ 1,259,372
822250	Rockwood City	Wayne	3,158	\$ 330,543
822260	Romulus City	Wayne	23,573	\$ 2,467,352
822270	Southgate City	Wayne	28,959	\$ 3,031,097
822290	Trenton City	Wayne	18,157	\$ 1,900,467
822300	Wayne City	Wayne	16,814	\$ 1,759,897
822320	Woodhaven City	Wayne	12,469	\$ 1,305,112
822330	Wyandotte City	Wayne	24,859	\$ 2,601,956
831010	Antioch Township	Wexford	831	\$ 86,980
831020	Boon Township	Wexford	570	\$ 59,661
831030	Cedar Creek Township	Wexford	1,811	\$ 189,555
831040	Cherry Grove Township	Wexford	2,412	\$ 252,461
831050	Clam Lake Township	Wexford	2,196	\$ 229,852
831060	Colfax Township	Wexford	855	\$ 89,492
831070	Greenwood Township	Wexford	600	\$ 62,801
831080	Hanover Township	Wexford	883	\$ 92,422
831090	Haring Charter Township	Wexford	3,549	\$ 371,469
831100	Henderson Township	Wexford	168	\$ 17,584

OMB Approved No. 1505-0271
Expiration Date: November 30, 2021

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS STATE AND LOCAL FISCAL RECOVERY FUNDS

Recipient name and address: [Recipient to provide] City of Grosse Pointe Woods 20025 Mack Plaza Drive Grosse Pointe Woods, MI 48236	DUNS Number: [Recipient to provide] 076328970 Taxpayer Identification Number: [Recipient to provide] 38-6007179 Assistance Listing Number: 21.027
-------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------------------------------------------------------------------------------

Sections 602(b) and 603(b) of the Social Security Act (the Act) as added by section 9901 of the American Rescue Plan Act, Pub. L. No. 117-2 (March 11, 2021) authorize the Department of the Treasury (Treasury) to make payments to certain recipients from the Coronavirus State Fiscal Recovery Fund and the Coronavirus Local Fiscal Recovery Fund.

Recipient hereby agrees, as a condition to receiving such payment from Treasury, to the terms attached hereto.

Recipient:

Authorized Representative:

Title: City Administrator

Date signed:

U.S. Department of the Treasury:

Authorized Representative:

Title:

Date:

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 15 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.

U.S. DEPARTMENT OF THE TREASURY
CORONAVIRUS LOCAL FISCAL RECOVERY FUND
AWARD TERMS AND CONDITIONS

1. Use of Funds.
 - a. Recipient understands and agrees that the funds disbursed under this award may only be used in compliance with section 603(c) of the Social Security Act (the Act), Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. Recipient will determine prior to engaging in any project using this assistance that it has the institutional, managerial, and financial capability to ensure proper planning, management, and completion of such project.
2. Period of Performance. The period of performance for this award begins on the date hereof and ends on December 31, 2026. As set forth in Treasury's implementing regulations, Recipient may use award funds to cover eligible costs incurred during the period that begins on March 3, 2021, and ends on December 31, 2024.
3. Reporting. Recipient agrees to comply with any reporting obligations established by Treasury as they relate to this award.
4. Maintenance of and Access to Records
 - a. Recipient shall maintain records and financial documents sufficient to evidence compliance with section 603(c) of the Act, Treasury's regulations implementing that section, and guidance issued by Treasury regarding the foregoing.
 - b. The Treasury Office of Inspector General and the Government Accountability Office, or their authorized representatives, shall have the right of access to records (electronic and otherwise) of Recipient in order to conduct audits or other investigations.
 - c. Records shall be maintained by Recipient for a period of five (5) years after all funds have been expended or returned to Treasury, whichever is later.
5. Pre-award Costs. Pre-award costs, as defined in 2 C.F.R. § 200.458, may not be paid with funding from this award.
6. Administrative Costs. Recipient may use funds provided under this award to cover both direct and indirect costs.
7. Cost Sharing. Cost sharing or matching funds are not required to be provided by Recipient.
8. Conflicts of Interest. Recipient understands and agrees it must maintain a conflict of interest policy consistent with 2 C.F.R. § 200.318(c) and that such conflict of interest policy is applicable to each activity funded under this award. Recipient and subrecipients must disclose in writing to Treasury or the pass-through entity, as appropriate, any potential conflict of interest affecting the awarded funds in accordance with 2 C.F.R. § 200.112.

9. Compliance with Applicable Law and Regulations.

- a. Recipient agrees to comply with the requirements of section 603 of the Act, regulations adopted by Treasury pursuant to section 603(f) of the Act, and guidance issued by Treasury regarding the foregoing. Recipient also agrees to comply with all other applicable federal statutes, regulations, and executive orders, and Recipient shall provide for such compliance by other parties in any agreements it enters into with other parties relating to this award.
- b. Federal regulations applicable to this award include, without limitation, the following:
 - i. Uniform Administrative Requirements, Cost Principles, and Audit Requirements for Federal Awards, 2 C.F.R. Part 200, other than such provisions as Treasury may determine are inapplicable to this Award and subject to such exceptions as may be otherwise provided by Treasury. Subpart F – Audit Requirements of the Uniform Guidance, implementing the Single Audit Act, shall apply to this award.
 - ii. Universal Identifier and System for Award Management (SAM), 2 C.F.R. Part 25, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 25 is hereby incorporated by reference.
 - iii. Reporting Subaward and Executive Compensation Information, 2 C.F.R. Part 170, pursuant to which the award term set forth in Appendix A to 2 C.F.R. Part 170 is hereby incorporated by reference.
 - iv. OMB Guidelines to Agencies on Governmentwide Debarment and Suspension (Nonprocurement), 2 C.F.R. Part 180, including the requirement to include a term or condition in all lower tier covered transactions (contracts and subcontracts described in 2 C.F.R. Part 180, subpart B) that the award is subject to 2 C.F.R. Part 180 and Treasury's implementing regulation at 31 C.F.R. Part 19.
 - v. Recipient Integrity and Performance Matters, pursuant to which the award term set forth in 2 C.F.R. Part 200, Appendix XII to Part 200 is hereby incorporated by reference.
 - vi. Governmentwide Requirements for Drug-Free Workplace, 31 C.F.R. Part 20.
 - vii. New Restrictions on Lobbying, 31 C.F.R. Part 21.
 - viii. Uniform Relocation Assistance and Real Property Acquisitions Act of 1970 (42 U.S.C. §§ 4601-4655) and implementing regulations.
 - ix. Generally applicable federal environmental laws and regulations.
- c. Statutes and regulations prohibiting discrimination applicable to this award include, without limitation, the following:
 - i. Title VI of the Civil Rights Act of 1964 (42 U.S.C. §§ 2000d et seq.) and Treasury's implementing regulations at 31 C.F.R. Part 22, which prohibit discrimination on the basis of race, color, or national origin under programs or activities receiving federal financial assistance;

- ii. The Fair Housing Act, Title VIII of the Civil Rights Act of 1968 (42 U.S.C. §§ 3601 et seq.), which prohibits discrimination in housing on the basis of race, color, religion, national origin, sex, familial status, or disability;
 - iii. Section 504 of the Rehabilitation Act of 1973, as amended (29 U.S.C. § 794), which prohibits discrimination on the basis of disability under any program or activity receiving federal financial assistance;
 - iv. The Age Discrimination Act of 1975, as amended (42 U.S.C. §§ 6101 et seq.), and Treasury's implementing regulations at 31 C.F.R. Part 23, which prohibit discrimination on the basis of age in programs or activities receiving federal financial assistance; and
 - v. Title II of the Americans with Disabilities Act of 1990, as amended (42 U.S.C. §§ 12101 et seq.), which prohibits discrimination on the basis of disability under programs, activities, and services provided or made available by state and local governments or instrumentalities or agencies thereto.
10. Remedial Actions. In the event of Recipient's noncompliance with section 603 of the Act, other applicable laws, Treasury's implementing regulations, guidance, or any reporting or other program requirements, Treasury may impose additional conditions on the receipt of a subsequent tranche of future award funds, if any, or take other available remedies as set forth in 2 C.F.R. § 200.339. In the case of a violation of section 603(c) of the Act regarding the use of funds, previous payments shall be subject to recoupment as provided in section 603(e) of the Act.
11. Hatch Act. Recipient agrees to comply, as applicable, with requirements of the Hatch Act (5 U.S.C. §§ 1501-1508 and 7324-7328), which limit certain political activities of State or local government employees whose principal employment is in connection with an activity financed in whole or in part by this federal assistance.
12. False Statements. Recipient understands that making false statements or claims in connection with this award is a violation of federal law and may result in criminal, civil, or administrative sanctions, including fines, imprisonment, civil damages and penalties, debarment from participating in federal awards or contracts, and/or any other remedy available by law.
13. Publications. Any publications produced with funds from this award must display the following language: "This project [is being] [was] supported, in whole or in part, by federal award number [enter project FAIN] awarded to [name of Recipient] by the U.S. Department of the Treasury."
14. Debts Owed the Federal Government.
- a. Any funds paid to Recipient (1) in excess of the amount to which Recipient is finally determined to be authorized to retain under the terms of this award; (2) that are determined by the Treasury Office of Inspector General to have been misused; or (3) that are determined by Treasury to be subject to a repayment obligation pursuant to section 603(e) of the Act and have not been repaid by Recipient shall constitute a debt to the federal government.
 - b. Any debts determined to be owed the federal government must be paid promptly by

Recipient. A debt is delinquent if it has not been paid by the date specified in Treasury's initial written demand for payment, unless other satisfactory arrangements have been made or if the Recipient knowingly or improperly retains funds that are a debt as defined in paragraph 14(a). Treasury will take any actions available to it to collect such a debt.

15. Disclaimer.

- a. The United States expressly disclaims any and all responsibility or liability to Recipient or third persons for the actions of Recipient or third persons resulting in death, bodily injury, property damages, or any other losses resulting in any way from the performance of this award or any other losses resulting in any way from the performance of this award or any contract, or subcontract under this award.
- b. The acceptance of this award by Recipient does not in any way establish an agency relationship between the United States and Recipient.

16. Protections for Whistleblowers.

- a. In accordance with 41 U.S.C. § 4712, Recipient may not discharge, demote, or otherwise discriminate against an employee in reprisal for disclosing to any of the list of persons or entities provided below, information that the employee reasonably believes is evidence of gross mismanagement of a federal contract or grant, a gross waste of federal funds, an abuse of authority relating to a federal contract or grant, a substantial and specific danger to public health or safety, or a violation of law, rule, or regulation related to a federal contract (including the competition for or negotiation of a contract) or grant.
- b. The list of persons and entities referenced in the paragraph above includes the following:
 - i. A member of Congress or a representative of a committee of Congress;
 - ii. An Inspector General;
 - iii. The Government Accountability Office;
 - iv. A Treasury employee responsible for contract or grant oversight or management;
 - v. An authorized official of the Department of Justice or other law enforcement agency;
 - vi. A court or grand jury; or
 - vii. A management official or other employee of Recipient, contractor, or subcontractor who has the responsibility to investigate, discover, or address misconduct.
- c. Recipient shall inform its employees in writing of the rights and remedies provided under this section, in the predominant native language of the workforce.

17. Increasing Seat Belt Use in the United States. Pursuant to Executive Order 13043, 62 FR 19217 (Apr. 18, 1997), Recipient should encourage its contractors to adopt and enforce on-the-job seat belt policies and programs for their employees when operating company-owned, rented or personally owned vehicles.

18. Reducing Text Messaging While Driving. Pursuant to Executive Order 13513, 74 FR 51225 (Oct. 6, 2009), Recipient should encourage its employees, subrecipients, and contractors to adopt and enforce policies that ban text messaging while driving, and Recipient should establish workplace safety policies to decrease accidents caused by distracted drivers.

ASSURANCES OF COMPLIANCE WITH CIVIL RIGHTS REQUIREMENTS

ASSURANCES OF COMPLIANCE WITH TITLE VI OF THE CIVIL RIGHTS ACT OF 1964

As a condition of receipt of federal financial assistance from the Department of the Treasury, the recipient named below (hereinafter referred to as the “Recipient”) provides the assurances stated herein. The federal financial assistance may include federal grants, loans and contracts to provide assistance to the Recipient’s beneficiaries, the use or rent of Federal land or property at below market value, Federal training, a loan of Federal personnel, subsidies, and other arrangements with the intention of providing assistance. Federal financial assistance does not encompass contracts of guarantee or insurance, regulated programs, licenses, procurement contracts by the Federal government at market value, or programs that provide direct benefits.

The assurances apply to all federal financial assistance from or funds made available through the Department of the Treasury, including any assistance that the Recipient may request in the future.

The Civil Rights Restoration Act of 1987 provides that the provisions of the assurances apply to all of the operations of the Recipient’s program(s) and activity(ies), so long as any portion of the Recipient’s program(s) or activity(ies) is federally assisted in the manner prescribed above.

1. Recipient ensures its current and future compliance with Title VI of the Civil Rights Act of 1964, as amended, which prohibits exclusion from participation, denial of the benefits of, or subjection to discrimination under programs and activities receiving federal financial assistance, of any person in the United States on the ground of race, color, or national origin (42 U.S.C. § 2000d *et seq.*), as implemented by the Department of the Treasury Title VI regulations at 31 CFR Part 22 and other pertinent executive orders such as Executive Order 13166, directives, circulars, policies, memoranda, and/or guidance documents.
2. Recipient acknowledges that Executive Order 13166, “Improving Access to Services for Persons with Limited English Proficiency,” seeks to improve access to federally assisted programs and activities for individuals who, because of national origin, have Limited English proficiency (LEP). Recipient understands that denying a person access to its programs, services, and activities because of LEP is a form of national origin discrimination prohibited under Title VI of the Civil Rights Act of 1964 and the Department of the Treasury’s implementing regulations. Accordingly, Recipient shall initiate reasonable steps, or comply with the Department of the Treasury’s directives, to ensure that LEP persons have meaningful access to its programs, services, and activities. Recipient understands and agrees that meaningful access may entail providing language assistance services, including oral interpretation and written translation where necessary, to ensure effective communication in the Recipient’s programs, services, and activities.
3. Recipient agrees to consider the need for language services for LEP persons when Recipient develops applicable budgets and conducts programs, services, and activities. As a resource, the Department of the Treasury has published its LEP guidance at 70 FR 6067. For more information on taking reasonable steps to provide meaningful access for LEP persons, please visit <http://www.lep.gov>.

4. Recipient acknowledges and agrees that compliance with the assurances constitutes a condition of continued receipt of federal financial assistance and is binding upon Recipient and Recipient's successors, transferees, and assignees for the period in which such assistance is provided.
5. Recipient acknowledges and agrees that it must require any sub-grantees, contractors, subcontractors, successors, transferees, and assignees to comply with assurances 1-4 above, and agrees to incorporate the following language in every contract or agreement subject to Title VI and its regulations between the Recipient and the Recipient's sub-grantees, contractors, subcontractors, successors, transferees, and assignees:

The sub-grantee, contractor, subcontractor, successor, transferee, and assignee shall comply with Title VI of the Civil Rights Act of 1964, which prohibits recipients of federal financial assistance from excluding from a program or activity, denying benefits of, or otherwise discriminating against a person on the basis of race, color, or national origin (42 U.S.C. § 2000d et seq.), as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, which are herein incorporated by reference and made a part of this contract (or agreement). Title VI also includes protection to persons with "Limited English Proficiency" in any program or activity receiving federal financial assistance, 42 U.S.C. § 2000d et seq., as implemented by the Department of the Treasury's Title VI regulations, 31 CFR Part 22, and herein incorporated by reference and made a part of this contract or agreement.

6. Recipient understands and agrees that if any real property or structure is provided or improved with the aid of federal financial assistance by the Department of the Treasury, this assurance obligates the Recipient, or in the case of a subsequent transfer, the transferee, for the period during which the real property or structure is used for a purpose for which the federal financial assistance is extended or for another purpose involving the provision of similar services or benefits. If any personal property is provided, this assurance obligates the Recipient for the period during which it retains ownership or possession of the property.
7. Recipient shall cooperate in any enforcement or compliance review activities by the Department of the Treasury of the aforementioned obligations. Enforcement may include investigation, arbitration, mediation, litigation, and monitoring of any settlement agreements that may result from these actions. The Recipient shall comply with information requests, on-site compliance reviews and reporting requirements.
8. Recipient shall maintain a complaint log and inform the Department of the Treasury of any complaints of discrimination on the grounds of race, color, or national origin, and limited English proficiency covered by Title VI of the Civil Rights Act of 1964 and implementing regulations and provide, upon request, a list of all such reviews or proceedings based on the complaint, pending or completed, including outcome. Recipient also must inform the Department of the Treasury if Recipient has received no complaints under Title VI.
9. Recipient must provide documentation of an administrative agency's or court's findings of non-compliance of Title VI and efforts to address the non-compliance, including any voluntary compliance or other

agreements between the Recipient and the administrative agency that made the finding. If the Recipient settles a case or matter alleging such discrimination, the Recipient must provide documentation of the settlement. If Recipient has not been the subject of any court or administrative agency finding of discrimination, please so state.

10. If the Recipient makes sub-awards to other agencies or other entities, the Recipient is responsible for ensuring that sub-recipients also comply with Title VI and other applicable authorities covered in this document. State agencies that make sub-awards must have in place standard grant assurances and review procedures to demonstrate that they are effectively monitoring the civil rights compliance of sub-recipients.

The United States of America has the right to seek judicial enforcement of the terms of this assurances document and nothing in this document alters or limits the federal enforcement measures that the United States may take in order to address violations of this document or applicable federal law.

Under penalty of perjury, the undersigned official(s) certifies that official(s) has read and understood the Recipient's obligations as herein described, that any information submitted in conjunction with this assurances document is accurate and complete, and that the Recipient is in compliance with the aforementioned nondiscrimination requirements.

City of Grosse Pointe Woods

Recipient

July 13, 2021

Date

Signature of Authorized Official

PAPERWORK REDUCTION ACT NOTICE

The information collected will be used for the U.S. Government to process requests for support. The estimated burden associated with this collection of information is 30 minutes per response. Comments concerning the accuracy of this burden estimate and suggestions for reducing this burden should be directed to the Office of Privacy, Transparency and Records, Department of the Treasury, 1500 Pennsylvania Ave., N.W., Washington, D.C. 20220. DO NOT send the form to this address. An agency may not conduct or sponsor, and a person is not required to respond to, a collection of information unless it displays a valid control number assigned by OMB.



GRETCHEN WHITMER
GOVERNOR

STATE OF MICHIGAN
DEPARTMENT OF TREASURY
LANSING

RACHAEL EUBANKS
STATE TREASURER

NUMBERED LETTER 2021-5

Issued By: Community Engagement and Finance Division (CEFD)
Bureau of Local Government and School Services

Effective Date: July 1, 2021

2021-5 Top-line budget definition – American Rescue Plan Act
(ARPA)

Intended Audience: Non-Entitlement units of local governments requesting or declining Coronavirus Local Fiscal Recovery Fund payments under ARPA.

Summary:

U.S. Treasury released guidance on June 30, 2021, entitled "Update on Interpretation for the 75 Percent Budget Cap Calculation." Under the guidance, the State of Michigan must adopt a uniform standard to define how non-entitlement units of local government calculate their top-line budget, defined by ARPA as the most recent budget as of January 27, 2020.

Definition of Top-Line Budget:

The Michigan Department of Treasury, within the framework prescribed by U.S. Treasury, defines top-line budget to include the sum of the following:

All budgeted expenditures (including other financing uses) for the general, special revenue, debt service, capital projects, and permanent funds; including transfers out for enterprise funds. This calculation includes all governmental and enterprise funds but excludes internal service and fiduciary funds. Budgeted expenditures are as of January 27, 2020.

Funds that do not have an adopted budget will use the actual expenditures (including other financing uses for governmental funds) or expenses (including both operating and nonoperating expenses and transfers out for enterprise funds) found in the most recent audited financial statements for the period ending prior to January 27, 2020.

If you have any questions, please visit [Michigan.gov/ARPA](https://michigan.gov/ARPA) or email our office at TreasLocalGov@michigan.gov. For ARPA specific questions e-mail Treas-ARPA@michigan.gov

CITY OF GROSSE POINTE WOODS
BUDGET REPORT
JULY 1, 2019-JANUARY 27, 2020
LOCAL UNIT MUNICIPAL CODE: 82-2130

GL NUMBER	DESCRIPTION	2019-2020 ORIGINAL BUDGET
Fund 101 - GENERAL FUND		
TOTAL BUDGET		14,954,923
	AMENDMENTS 7.1.2019-1.27.2020	998,072
		TOTAL GENERAL FUND 15,952,995
Fund 202 - MAJOR STREET FUND		
TOTAL BUDGET		1,609,302
	AMENDMENTS 7.1.2019-1.27.2020	0
		TOTAL MAJOR STREET FUND 1,609,302
Fund 203 - LOCAL STREET FUND		
TOTAL BUDGET		2,004,232
	AMENDMENTS 7.1.2019-1.27.2020	93,288
		TOTAL LOCAL STREET FUND 2,097,520
Fund 205 - PARKWAY BEAUTIFICATION		
TOTAL BUDGET		52,500
	AMENDMENTS 7.1.2019-1.27.2020	2,000
		TOTAL PARKWAY BEAUTIFICATION FUND 54,500
Fund 211 - ACT 302 TRAINING FUND		
TOTAL BUDGET		32,700
	AMENDMENTS 7.1.2019-1.27.2020	0
		TOTAL ACT 302 TRAINING FUND 32,700
Fund 226 - SOLID WASTE/DISPOSAL		
TOTAL BUDGET		1,751,220
	AMENDMENTS 7.1.2019-1.27.2020	113,215
		TOTAL SOLID WASTE/DISPOSAL FUND 1,864,435
Fund 261 - 911 EMERGENCY SERVICE		
TOTAL BUDGET		114,193
	AMENDMENTS 7.1.2019-1.27.2020	0
		TOTAL 911 EMERGENCY SERVICE FUND 114,193
Fund 265 - DRUG ENFORCEMENT FUND		
TOTAL BUDGET		7,300
	AMENDMENTS 7.1.2019-1.27.2020	0
		TOTAL DRUG ENFORCEMENT FUND 7,300
Fund 275 - SOM MIDC GRANT		
TOTAL BUDGET		23,151
	AMENDMENTS 7.1.2019-1.27.2020	2,533
		TOTAL SOM MIDC GRANT FUND 25,684
Fund 304 - ROAD BOND FUND- VOTER APPROVED NOV 2014		
TOTAL BUDGET		978,318
	AMENDMENTS 7.1.2019-1.27.2020	0
		TOTAL ROAD BOND FUND 978,318
Fund 307 - 2018 CAPITAL IMPROVEMENT BOND		
TOTAL BUDGET		225,863
	AMENDMENTS 7.1.2019-1.27.2020	0
		2018 CAPITAL IMPROVEMENT BOND FUND 225,863
Fund 365 - GROSSE GRATIOT DRAIN FUND		
TOTAL BUDGET		3,305,328
	AMENDMENTS 7.1.2019-1.27.2020	279,238
		TOTAL GROSSE GRATIOT DRAIN FUND 3,584,566

CITY OF GROSSE POINTE WOODS
 BUDGET REPORT
 JULY 1, 2019-JANUARY 27, 2020
 LOCAL UNIT MUNICIPAL CODE: 82-2130

GL NUMBER	DESCRIPTION	2019-2020 ORIGINAL BUDGET
Fund 401 - MUNICIPAL IMPRV FUND		
TOTAL BUDGET		218,454
	AMENDMENTS 7.1.2019-1.27.2020	762,695
	TOTAL MUNICIPAL IMPROVEMENT FUND	981,149
Fund 406 - ROAD BOND CONSTRUCTION		
TOTAL BUDGET		268,823
	AMENDMENTS 7.1.2019-1.27.2020	0
	TOTAL ROAD BOND CONSTRUCTION FUND	268,823
Fund 585 - PARKING FUND		
TOTAL BUDGET		853,620
	AMENDMENTS 7.1.2019-1.27.2020	0
	TOTAL PARKING FUND	853,620
Fund 592 - WATER / SEWER FUND		
TOTAL BUDGET		10,438,852
	AMENDMENTS 7.1.2019-1.27.2020	116,664
	TOTAL WATER /SEWER FUND	10,555,516
Fund 594 - BOAT DOCK FUND		
TOTAL BUDGET		160,785
	AMENDMENTS 7.1.2019-1.27.2020	0
	TOTAL BOAT DOCK FUND	160,785
Fund 598 - COMMODITY SALES		
TOTAL BUDGET		50,500
	AMENDMENTS 7.1.2019-1.27.2020	0
	TOTAL COMMODITY SALES FUND	50,500
	TOTAL ORIGINAL BUDGET	37,050,064
	TOTAL BUDGET AMENDMENTS 7.1.2019-1.27.2020	2,367,705
	TOTAL AMENDED BUDGET	39,417,769

MEMO 21-39

LB



TO: Bruce Smith, City Administrator

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

DATE: July 9, 2021

SUBJECT: Request of Lake Front Park Facilities

The University Liggett is requesting the use of six tennis courts at Lake Front Park for the following dates:

Tennis:

Tuesday, August 24	8 a.m. – 3 p.m.
Saturday, August 28	8 a.m. – 3 p.m.
Saturday, September 11	8 a.m. – 3 p.m.
Saturday, September 18	8 a.m. – 3 p.m.
Saturday, September 25	8 a.m. – 3 p.m.
Tuesday, October 5	3:30 p.m. – 6:30 p.m.
Thursday, October 7	8 a.m. – 3 p.m.

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

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

RECOMMENDED FOR APPROVAL AS SUBMITTED:

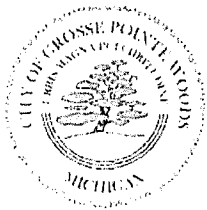


City Administrator



Date

Council approval required



City of Grosse Pointe Woods Parks and Recreation Department

20025 Mack Plaza, Grosse Pointe Woods, Michigan 48236

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

Application for Community Use of Recreational Facilities

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

ORGANIZATION INFORMATION

Date of Application: _____ Name of Organization: UNIVERSITY LIGGETT SCHOOL
Organization Contact Person: MICHELLE HICKS City, State, Zip: G.P.W., MI 48236
Phone Number: 313-884-4444 X 605 Email: mhicks@uls.org

ORGANIZATION TYPE

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

GPW RESIDENT INFORMATION

Name of GPW Resident: _____ Home Phone: _____
Address of GPW Resident: _____ Cell Phone: _____
Email: _____

EVENT DETAILS

☐ Ghesquiere Baseball Diamond # _____ ☐ Ghesquiere Hockey Rink
☐ Bramcaster Soccer Field ☐ Jackson Soccer Field
☒ Lake Front Park Tennis Court # 1-6 ☐ Other: _____

Requested Use Date: _____ Start Time: _____ End Time: _____

Estimated Total # Attendance _____ Estimated # of GPW Residents in Attendance: _____

Purpose for which premises to be used: M/S & W/S TENNIS PROGRAM

PLEASE
SEE
ATTACHMENT

HOLD HARMLESS AGREEMENT

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

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

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

I agree to follow the guidelines put in place by the Michigan Department of Health and Human Services.

Applicant Signature

Date

7-6-21

OFFICE USE ONLY

Class Type: _____ Insurance submitted with application: ☐ Yes ☐ No Insurance rating: _____

Recommended for approval as submitted: ☐ Yes ☐ No

Signature & Date: _____

Department Head

Date

Recommended for approval as submitted: ☐ Yes ☐ No

Signature & Date: _____

City Administrator

Date

Council Approval Date: _____

University Liggett School
Tennis Court Request Fall 2021

- **Tuesday, 8/24** **8:00am – 3:00pm**

- **Saturday, 8/28** **8:00am – 3:00pm**

- **Saturday, 9/11** **8:00am – 3:00pm**

- **Saturday, 9/18** **8:00am – 3:00pm**

- **Saturday, 9/25** **8:00am – 3:00pm**

- **Tuesday, 10/5** **3:30pm- 6:30pm**

- **Thursday, 10/7** **8:00am – 3:00pm**



Paul Antolin

From: Lisa Hathaway
Sent: Friday, July 9, 2021 11:38 AM
To: Paul Antolin
Cc: Gretchen Miotto
Subject: Fwd: MML Annual Meeting Notice

For the 07/19 council meeting.

Ty

Sent from my iPhone

Begin forwarded message:

From: Michigan Municipal League <kwozniak@mml.org>
Date: July 9, 2021 at 11:30:25 AM EDT
To: Lisa Hathaway <LHathaway@gpwmi.us>
Subject: MML Annual Meeting Notice
Reply-To: kwozniak@mml.org



Michigan Municipal League Annual Meeting - *Here's Your Official Notice*

Two of the most important things Michigan Municipal League members do for the organization is elect the League board members and set legislative priorities for the year. And the chance to do those things will happen during the League's "Annual Meeting" at 4:15 pm on Wednesday, September 22 in Ambassador Ballroom East at the Amway Grand Hotel during the League's Convention in Grand Rapids, MI.

Specific purposes of the meeting are electing trustees, voting on the proposed Core Legislative Principles document, and any resolutions presented by the League Board of Trustees.

Having your community represented at this annual meeting is extremely important. Here's what we need you to do:

Designation of Voting Delegate Process

League Bylaws request that each member community, by action of its governing body, select one of their officials to serve as the official representative to cast the vote of the municipality. This local designee needs to attend the Annual Meeting at the Convention in order to vote. We also ask that each local municipality select one other official to serve as the alternate voting delegate. Please submit this information through the League website by visiting <http://www.mml.org/delegate> no later than August 20, 2021.

For more details, the complete version of the Annual Meeting Notice is available at <http://www.mml.org/delegate>.

Attending this annual meeting is highly important to the basic functions of the MML, so we hope you will be able to send a delegate. Thank you for your assistance in this matter.

And while you're at the Annual Meeting, we will have some great education sessions, mobile workshops, and networking opportunities during the Convention happening around the Annual Meeting. Check out all the [Convention details and agenda here](#).



Michigan Municipal League | 1675 Green Road, Ann Arbor, MI 48105

[Unsubscribe lhathaway@gpwwmi.us](mailto:lhathaway@gpwwmi.us)

[Update Profile](#) | [Constant Contact Data Notice](#)

Sent by kwozniak@mml.org

7A

**MEMORANDUM
CITY OF GROSSE POINTE WOODS
BUILDING DEPARTMENT**

TO: Bruce Smith, City Administrator
FROM: Gene Tutag, Building Official
DATE: July 13, 2021
SUBJECT: Electrical Inspector Hire

GT

Due to the recent resignation of City Electrical Inspector, Dave Caldwell, we are requesting the approval of the attached contract in order to bring Tom Hernden on board as the City's Electrical Inspector.

Tom Hernden is qualified with the necessary credentials, experienced, and familiar with the City of Grosse Pointe Woods.

Compensation for this position is derived from electrical permit fees.

It is essential that this vacancy be filled so there is no interruption of services that we provide to our residents and businesses.

RECOMMEND FOR APPROVAL



Bruce J. Smith, City Administrator

CITY OF GROSSE POINTE WOODS

INDEPENDENT CONTRACTOR AGREEMENT

THIS AGREEMENT is entered into and effective this _____ day of July, 2021, between the CITY OF GROSSE POINTE WOODS, a municipal corporation, hereinafter called the "City," and Tom Hernden, hereinafter called "Hernden," both of whom agree as follows:

WHEREAS, the City desires to employ the services of Hernden as a contractual Electrical/Property Maintenance Inspector for the City of Grosse Pointe Woods; and,

WHEREAS, Hernden desires to work as a contractual Electrical/Property Maintenance Inspector of the City.

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

Section 1 – DUTIES:

- A. The above referenced position is an independent contractor position excluded from any bargaining unit and not represented by any labor organization.
- B. The primary duties shall consist of serving as Electrical/Property Maintenance Inspector.
- C. Hernden shall maintain all licenses and/or certifications as may be required for the position at his expense.

Section 2 – SALARY/BENEFITS:

- A. The City agrees to pay Hernden for services rendered at the rate of \$35.00 per inspection, payable in monthly installments. Hernden will supply his own insured vehicle, business machines, internet access, telephones and other necessary equipment and supplies.
- B. Nothing in this Agreement shall prevent, limit or otherwise interfere with the right of the City to adjust salary, hours, or other specifics in response to annual budget considerations.
- C. Hernden understands that no employment benefits of any kind are included in this contract.

Section 3 – HOURS OF EMPLOYMENT:

- A. The total hours worked by Hernden will not exceed 1,350 hours during any specific fiscal year. There is no guarantee regarding the amount of hours for any given week.

Section 4 – TERM:

The terms of the Agreement shall be from the date of signing this Agreement until terminated by either of the parties, as follows:

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

- C. It is acknowledged that both the City and Hernden have drafted this contractual employment agreement, including the language and provisions contained therein, and both have had the opportunity to have such reviewed by counsel of their choosing.
- D. If any provisions, or any portion thereof, contained in this Agreement are held unconstitutional, invalid or unenforceable, the remainder of this Agreement or any portion thereof, shall not be affected and shall remain in full effect.

CITY OF GROSSE POINTE WOODS

TOM HERNDEN

Bruce J. Smith, City Administrator

Tom Hernden

Date:

Date:

Approved for Signature:

Lisa A. Anderson, City Attorney



**CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN**

**RESOLUTION TERMINATING STATE OF DISASTER AND RULES PERMITTING
REMOTE PUBLIC MEETINGS FOR ALL CITY PUBLIC BODIES**

At a regular meeting of the City Council of the City of Grosse Pointe Woods, Wayne County, Michigan, held the 19th day of July, 2021, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and
seconded by _____:

WHEREAS, previously, COVID-19, and the possible exposure to persons afflicted with it, constituted a clear and present danger to the health, safety, and welfare of City personnel and persons doing business with or residing in the City. Federal, state, and county orders, directives, guidelines, and recommendations, including from the Michigan Department of Health and Human Services (MDHHS) and the Centers for Disease Control (CDC), had been issued in an effort to control the COVID-19 Coronavirus pandemic declared by the World Health Organization (WHO); and

WHEREAS, these federal, state, and county orders, directives, guidelines, and recommendations included closing business establishments; cancelling and limiting the numbers at gatherings of people; limiting the number of persons permitted to physically attend public meetings; and calling for appropriate steps to be taken by local governments in an effort to control the spread of COVID-19; and

WHEREAS, in accordance with the Open Meetings Act, MCL 15.261 , *et seq.*, as amended, the Emergency Management Act, MCL 30.401, *et seq.*, the City's Emergency Preparedness Ordinance at Section 18-19 to 18-28 of the City Code of Ordinances, and federal, state, and county orders, directives, guidelines, and recommendations, including but not limited to Orders of the MDHHS, the Mayor of the City of Grosse Pointe Woods declared a State of Disaster in the City on November 16, 2020 as a result of the COVID-19 outbreak; and

WHEREAS, City Council adopted a Resolution Confirming the State of Disaster on November 16, 2020, that authorized the Emergency Management Coordinator and/or the City Administrator to take appropriate measures to protect City citizens, businesses, and personnel from the declared State of Disaster; and

WHEREAS, the Resolution provided that the State of Disaster will remain in effect until December 31, 2021, or until the clear and present danger of COVID-19 has passed as determined by City Council based on federal, state, and county orders, directives, guidelines, and recommendations, and further established rules for remote attendance at public meetings for City Council, employees, members of other City public bodies, and members of the public; and

WHEREAS, on June 22, 2021, Governor Whitmer and the MDHHS rescinded the COVID-19 emergency orders on gatherings and masking requirements; and

WHEREAS, given the foregoing, it is appropriate and consistent with the spirit and intent of the initial Declaration, the City Council's Resolution, and the laws on which it is based, to consider whether the State of Disaster needs to continue. After consideration, the City Council determines that the clear and present danger of COVID-19 has sufficiently passed to warrant the termination of the State of Disaster in the City of Grosse Pointe Woods and deems it appropriate to terminate the State of Disaster and the authority to participate in remote meetings as provided in the Resolution under Rules for Remote Attendance and Participation at Public Meetings; and

WHEREAS, this action, taken at this time and under the circumstances described above, does not limit or impair the right of the Mayor or the City Council to declare a further state of disaster if and when that becomes necessary.

NOW THEREFORE, IT IS HEREBY RESOLVED that the State of Disaster declared by the Mayor and confirmed by the City Council by Resolution dated November 16, 2020, and the Rules for Remote Attendance and Participation at Public Meetings established by the Resolution are TERMINATED effective July 20, 2021.

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

The resolution declared adopted.

Lisa Kay Hathaway, City Clerk

CERTIFICATION

I, Lisa Kay Hathaway, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on July 19, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

Lisa Kay Hathaway, City Clerk

8B

**CITY OF GROSSE POINTE WOODS
WAYNE COUNTY, MICHIGAN**

**RESOLUTION ESTABLISHING PROCEDURES FOR REMOTE PARTICIPATION AT
PUBLIC MEETINGS FOR MEMBERS ABSENT DUE TO A MEDICAL CONDITION
OR MILITARY DUTY**

At a regular meeting of the City Council of the City of Grosse Pointe Woods, Wayne County, Michigan, held the 19th day of July, 2021, at 7:00 p.m.

PRESENT: _____

ABSENT: _____

The following resolution was offered by _____ and
seconded by _____:

WHEREAS, the Mayor of the City of Grosse Pointe Woods declared a State of Disaster in the City as a result of the COVID-19 outbreak on November 16, 2020, in accordance with the Open Meetings Act, MCL 15.261 , *et seq.*, as amended, the Emergency Management Act, MCL 30.401, *et seq.*, the City's Emergency Preparedness Ordinance at Section 18-19 to 18-28 of the City Code of Ordinances, and pursuant to federal, state, and county orders, directives, guidelines, and recommendations, including orders from the Michigan Department of Health and Human Services (MDHHS) and the Centers for Disease Control (CDC), that had been issued in an effort to control the COVID-19 Coronavirus pandemic declared by the World Health Organization (WHO); and

WHEREAS, City Council adopted a Resolution Confirming the State of Disaster on November 16, 2020, that authorized the Emergency Management Coordinator and/or the City Administrator to take appropriate measures to protect City citizens, businesses, and personnel from the declared State of Disaster; and

WHEREAS, among other things, the Resolution authorized City Council, City employees, members of other City public bodies, and members of the public to attend all meetings of City public bodies remotely according to the rules established in the Resolution as permitted by the Open Meetings Act; and

WHEREAS, on June 22, 2021, Governor Whitmer and the MDHHS rescinded the COVID-19 emergency orders on gatherings and masking requirements, which placed restrictions on and limited the number of people who could attend public meetings; and

WHEREAS, on July 19, 2021, the City Council terminated the State of Disaster and the Rules for Remote Attendance and Participation at Public Meetings for all City public bodies, effective July 20, 2021; and

WHEREAS, City Council wishes to establish new procedures to accommodate the absence of any member of a City public body due to military duty or a medical condition as permitted by the Open Meetings Act, MCL 15.263.

NOW THEREFORE, IT IS HEREBY RESOLVED that City Council hereby establishes the following Procedures for Remote Attendance and Participation at Public Meetings.

A. AUTHORITY TO ATTEND AND PARTICIPATE REMOTELY IN PUBLIC MEETINGS.

1. Beginning on July 20, 2021 and remaining in effect until December 31, 2021, only those members of City Council or other City public body absent due to military duty or a medical condition may participate in a public meeting remotely. Any member who is not on military duty or does not have a medical condition must be physically present at the meeting to participate.
2. After December 31, 2021, unless otherwise permitted by law or further amendment of the Open Meetings Act, a member of a public body may participate in a public meeting remotely only if absent due to military duty.

B. CONDUCT OF THE MEETING:

1. A member of a public body absent for the reasons permitted under this Resolution may participate in, and vote on, business before the public body remotely by telephone or electronic platform only in a manner that permits 2-way communication so that members of the public body participating remotely can hear and be heard by other members of the public body, and so that public participants during a public comment period can hear and be heard by members of the public body participating remotely.
2. As provided by the Open Meetings Act, MCL 15.263a(2), a member's remote attendance at a public meeting shall be considered attendance for the purpose of establishing a quorum.
3. Any vote by a member participating remotely pursuant to this resolution shall be counted in the total number of votes for any matter and shall not be held invalid for the reason that it was cast by a member remotely.
4. Roll call votes shall be taken if it is clear that the vote was not unanimous, or in any event, at the request of the Chair or City Clerk.
5. At each initial roll call, each member participating shall, if participating remotely, indicate that he or she is participating remotely. If the member is attending the meeting remotely due to a medical condition, the member must indicate the city and state presently located.
6. A member of a public body who will be absent from a meeting for the reasons permitted under this Resolution must notify and provide the City Clerk with an email address or phone number where the absent member may be contacted. This information must be provided sufficiently in advance of the meeting to allow the public to be notified of the absence and how to contact the member to provide input on any business that will come before the public body.
7. For closed sessions conducted under this resolution, each member attending remotely shall not allow anyone else to hear or view the closed session.

8. Emails, texting, or other forms of electronic communication by or between members during the meeting shall not be allowed.
9. All other requirements of the Open Meetings Act shall be followed.

C. EFFECTIVE DATE AND TERM:

This Resolution and procedures shall take effect July 20, 2021 and remain in effect until modified by City Council.

AYES:

NAYS:

ABSENT:

ABSTENTIONS:

The resolution declared adopted.

Lisa Kay Hathaway, City Clerk

CERTIFICATION

I, Lisa Kay Hathaway, Clerk of the City of Grosse Pointe Woods, do hereby certify that the foregoing constitutes a true and complete copy of a resolution adopted by the City Council on July 19, 2021, and that said meeting was conducted and public notice of said meeting was given pursuant to and in full compliance with the Open Meetings Act being Act 267, Public Acts of Michigan, 1976, and that the minutes of said meeting have been kept and will be, or have been, made available as required by said Act.

Lisa Kay Hathaway, City Clerk



**TOKIO MARINE
HCC**

Tokio Marine HCC - Public Risk Group
1700 Opdyke Court, Auburn Hills, Michigan 48326
main 248 371 3100 / 800 225 6561 facsimile 248 371 3091

9A

INVOICE

Date: July 14, 2021

To: City Of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pte Woods, MI 48236

Claim #: 199679
Bottomline Code: MI6-199679
Carrier: U.S. Specialty Insurance Company
Terms: Due within 30 days

Insured: City Of Grosse Pointe Woods

Policy # /Eff. Date: PKG81510016 / October 1, 2020

Date of Loss: November 18, 2020

Claimant: Gozdzieski, Gary

Loss Description: Please be advised that the above-referenced policy has a \$15,000.00 deductible applicable to the coverage under this claim. The deductible applies to both loss and expense (i.e. defense) payments. To date, we have incurred loss and expense payments of \$5,440.00. At this time, we are requesting reimbursement of \$5,440.00 under your deductible for the handling of this Gozdzieski - Claimant tripped & fell at 19793 Edshire Lane.

Deductible Information:

Billing Item: (Deductible Recovery)

Amount

Invoice Total

\$5,440.00

Remit Payment To:
Tokio Marine HCC – Public Risk Group
1700 Opdyke Court
Auburn Hills, MI 48326
Attn: Claim 199679 / Bryant Noel

101 210 812.00

Copy to: THE STEVENSON COMPANY

Questions Regarding This Invoice: Contact Bryant Noel at 463-217-1116 or Main Office: 800-225-6561

Bryant Noel
7/15/21

SM 7/15/2021

Bryant Noel
Sr. Claims Adjuster
Tokyo marine HHC â€™ Public Risk Group
1700 Opdyke Road
Auburn Hills, MI 48326

Mr. Noel,

The Grosse Pointe Woods City Council has authorized Tokyo Marine HHC to manage Claim #199052 under Coverage C Medical Payments of the insurance policy up to the \$10,000.00 limit. Please keep City Clerk Lisa Hathaway informed of future actions in this matter.

Sincerely,

Bruce J. Smith
City Administrator
Police Commissioner
20025 Mack Plaza Drive
Grosse Pointe Woods, MI 48236
Phone: #313.343.2450
Cell: #313.319.8493
Email: bsmith@gpwmi.us
Website: www.gpwmi.us



MCKENNA

HEADQUARTERS
235 East Main Street
Suite 105
Northville, Michigan 48167

O 248.596.0920
F 248.596.0930
MCKA.COM

9B

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

July 14, 2021

Invoice No: 21849 - 40

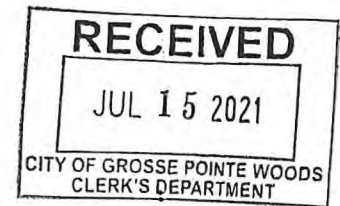
Project 21849 Grosse Pointe Woods Building Services

Professional Services from June 1, 2021 to June 30, 2021

Monthly Retainer

Conduct Plumbing and Mechanical Inspections as directed by the City.

- 1 6/1/21 899 Anita Ave PP210108
- 2 6/1/21 20227 Mack Ave PP210105
- 3 6/1/21 21151 Mack Ave PP210072
- 4 6/1/21 1769 Roslyn Ave PM210096
- 5 6/3/21 564 Thorn Tree Rd PP210110
- 6 6/3/21 20871 Mack Ave PP210094
- 7 6/3/21 1412 Brys Dr PP210073
- 8 6/3/21 1461 Brys Dr PP210098
- 9 6/3/21 1461 Brys Dr PM210126
- 10 6/3/21 1267 Sunningdale Dr PP210086
- 11 6/3/21 19451 Mack Ave PP200153
- 12 6/3/21 1080 N Oxford Rd PM210078
- 13 6/8/21 1025 Blairmoor Ct PM210124
- 14 6/8/21 1610 Fairholme Rd PP210101
- 15 6/8/21 1610 Fairholme Rd PM210109
- 16 6/8/21 21229 River Rd PM210099
- 17 6/8/21 1060 Fairholme Rd PP210103
- 18 6/10/21 572 Thorn Tree Rd PM210136
- 19 6/10/21 1267 Sunningdale Dr PP210086
- 20 6/15/21 1010 N Renaud Rd PP210112



Signatures →

Project	21849	Grosse Pointe Woods Building Services	Invoice	40
21	6/15/21	1794 Bournemouth Rd PM210133		
22	6/15/21	1015 Hawthorne rd PM210137		
23	6/15/21	1956 Allard Ave PP210116		
24	6/15/21	1267 Sunningdale Dr PP210086		
25	6/17/21	1301 Torrey Rd PP210120		
26	6/17/21	979 Hidden Ln PM210134		
27	6/17/21	1598 Newcastle Rd PM210135		
28	6/17/21	1632 Hampton Rd PM210083		
29	6/17/21	1898 Hunt Club Dr PM210149		
30	6/17/21	20871 Mack Ave PM210156		
31	6/17/21	2223 Roslyn Rd PM210128		
32	6/17/21	564 Thorn Tree Rd PP210110		
33	6/17/21	1177 Elford Ct PP180283		
34	6/22/21	1079 Anita Ave PM210151		
35	6/22/21	542 Saddle Ln PM210148		
36	6/22/21	1688 Roslyn Rd PM210152		
37	6/22/21	20720 Marter Rd PM210139		
38	6/22/21	1301 Torrey Rd PP210120		
39	6/22/21	1315 Hampton Rd PM210125		
40	6/22/21	1898 Hunt Club Dr PM210149		
41	6/22/21	1240 Fairholme Rd PM210158		
42	6/22/21	1240 Fairholme Rd PP210118		
43	6/22/21	1006 Blairmoor Ct PP210123		
44	6/24/21	1177 Elford Ct PP180283		
45	6/24/21	1301 Torrey Rd PP210120		
46	6/24/21	20052 Ghesquiere Ct PM210147		
47	6/24/21	564 Thorn Tree Rd PM210119		
48	6/24/21	564 Thorn Tree Rd PM210120		
49	6/29/21	1176 Vernier Rd PM210163		
50	6/29/21	1375 Edmundton Dr PM210153		
51	6/29/21	1592 Hampton Rd PP210122		
52	6/29/21	1678 Newcastle Rd PM210178		

Project	21849	Grosse Pointe Woods Building Services	Invoice	40
53	6/29/21	923 Avon Ct PM210175		
54	6/29/21	21500 Van K Dr PM210063		
55	6/29/21	21500 Van K Dr PP210048		
Total			1,500.00	\$1,500.00

INSPECTIONS OVER 30 PER MONTH

Inspection Services - Per Inspection

25.0 inspection @ 55.00

1,375.00

Subtotal

\$1,375.00

Invoice Total **\$2,875.00**

THANK YOU. Please remit to above address and indicate project number on voucher.

Email: cbehrens@gpwmi.us

PO # 20-45837
101-180-818.000

Heidi Sut / JCM

7-15-2021

Sm 7/18/2021.



Inspector	Record Number	Inspection Type	Address	Complete Date	Result	Commission
McKenna-Tim Israel						
	PM210096	Final	1769 ROSLYN RD	06/01/21	Approved	\$30.00
	PP210072	Rough	21151 MACK AVE	06/01/21	Approved	\$30.00
	PP210105	Rough/Underground	20227 MACK AVE	06/01/21	Approved	\$30.00
	PP210108	Rough	899 ANITA AVE	06/01/21	Approved	\$30.00
	PP210110	In Floor/Undergro	564 THORN TREE RD	06/03/21	Approved	\$30.00
	PP210094	In Wall	20871 MACK AVE	06/03/21	Approved	\$30.00
	PP210073	Rough	1412 BRYN DR	06/03/21	Approved	\$30.00
	PP210098	Rough	1461 BRYN DR	06/03/21	Approved	\$30.00
	PM210126	Rough	1461 BRYN DR	06/03/21	Approved	\$30.00
	PP210086	Meet w/ Owner	1267 SUNNINGDALE DR	06/03/21	Disapproved	\$30.00
	PP200153	Final	19451 MACK AVE	06/03/21	Approved	\$30.00
	PM210078	Gas Pressure Test	1080 N OXFORD RD	06/03/21	Approved	\$30.00
	PM210124	Final	1025 BLAIRMOOR CT	06/08/21	Approved	\$30.00
	PP210086	Sh. Pan Test	1267 SUNNINGDALE DR	06/08/21	Canceled	\$0.00
	PP210101	Rough	1610 FAIRHOLME RD	06/08/21	Approved	\$30.00
	PM210109	Rough	1610 FAIRHOLME RD	06/08/21	Approved	\$30.00
	PM210099	Final	21229 RIVER RD	06/08/21	Approved	\$30.00
	PP210103	Rough	1060 FAIRHOLME RD	06/08/21	Approved	\$30.00
	PM210136	Final-Htg/A-C	572 THORN TREE RD	06/10/21	Approved	\$30.00
	PP210086	Sh. Pan/Rough	1267 SUNNINGDALE DR	06/10/21	Disapproved	\$30.00
	PP210112	Rough	1010 N RENAUD RD	06/15/21	Approved	\$30.00
	PM210133	Final-Htg/A-C	1794 BOURNEMOUTH RD	06/15/21	Approved	\$30.00

21/22

<i>Inspector</i>	<i>Record Number</i>	<i>Inspection Type</i>	<i>Address</i>	<i>Complete Date</i>	<i>Result</i>	<i>Commission</i>
	PM210137	Final-Htg/A-C	1015 HAWTHORNE RD	06/15/21	Approved	\$30.00
	PP210116	Rough	1956 ALLARD AVE	06/15/21	Approved	\$30.00
	PP210086	Rough/Shower Pan	1267 SUNNINGDALE DR	06/15/21	Approved	\$30.00
	PP210120	Final	1301 TORREY RD	06/17/21	Disapproved	\$30.00
	PM210134	Final A/C	979 HIDDEN LN	06/17/21	Approved	\$30.00
	PM210135	Final A/C	1598 NEWCASTLE RD	06/17/21	Approved	\$30.00
	PM210083	Final	1632 HAMPTON RD	06/17/21	Approved	\$30.00
	PM210149	Final	1898 HUNT CLUB DR	06/17/21	Disapproved	\$30.00
	PM210156	In Wall	20871 MACK AVE	06/17/21	Approved	\$30.00
	PM210128	Final	2223 ROSLYN RD	06/17/21	Approved	\$30.00
	PP210110	Shower Pan	564 THORN TREE RD	06/17/21	Approved	\$30.00
	PP180283	Final	1177 ELFORD CT	06/17/21	Not Ready	\$0.00 30.00
	PM210151	Final-Htg/A-C	1079 ANITA AVE	06/22/21	Approved	\$30.00
	PM210148	Final	542 SADDLE LN	06/22/21	Approved	\$30.00
	PM210152	Final	1688 ROSLYN RD	06/22/21	Approved	\$30.00
	PM210139	Final	20720 MARTER RD	06/22/21	Approved	\$30.00
	PP210120	Final	1301 TORREY RD	06/22/21	Disapproved	\$30.00
	PM210125	Final A/C	1315 HAMPTON RD	06/22/21	Approved	\$30.00
	PM210149	Final	1898 HUNT CLUB DR	06/22/21	Approved	\$30.00
	PM210158	Rough	1240 FAIRHOLME RD	06/22/21	Approved	\$30.00
	PP210118	Rough	1240 FAIRHOLME RD	06/22/21	Approved	\$30.00
	PP210123	Final	1006 BLAIRMOOR CT	06/22/21	Approved	\$30.00
	PP180283	Final	1177 ELFORD CT	06/24/21	Approved	\$30.00

23/23

<i>Inspector</i>	<i>Record Number</i>	<i>Inspection Type</i>	<i>Address</i>	<i>Complete Date</i>	<i>Result</i>	<i>Commission</i>
	PP210120	Final	1301 TORREY RD	06/24/21	Approved	\$30.00
	PM210147	Final	20052 GHESQUIERE CT	06/24/21	Approved	\$30.00
	PM210119	Rough	564 THORN TREE RD	06/24/21	Approved	\$30.00
	PM210120	Rough	564 THORN TREE RD	06/24/21	Approved	\$30.00
	PM210163	Final	1176 VERNIER RD	06/29/21	Approved	\$30.00
	PM210153	Final A/C	1375 EDMUNDTON DR	06/29/21	Approved	\$30.00
	PP210122	Final	1592 HAMPTON RD	06/29/21	Approved	\$30.00
	PM210150	Final	2089 ANITA AVE	06/29/21	Canceled	\$0.00
	PM210178	Final-Htg/A-C	1678 NEWCASTLE RD	06/29/21	Approved	\$30.00
	PM210175	Final	923 AVON CT	06/29/21	Approved	\$30.00
	PM210063	Final	21500 VAN K DR	06/29/21	Approved	\$30.00
	PP210048	Final	21500 VAN K DR	06/29/21	Approved	\$30.00
<i>Total for Inspector:</i>						57 \$1620.00
<i>Total for Report:</i>						57 \$1620.0

11/12

Josephine Modrack

From: Gina Sloan <GSloan@mcka.com>
Sent: Wednesday, July 14, 2021 4:02 PM
To: Josephine Modrack
Cc: Gene Tutag; Marguerite Kelpin
Subject: Building Services Invoice ME June 2021
Attachments: 21849-40.pdf

Attached please find the above invoice for building services for month end June 2021, including inspections performed.

I hope this email finds you well. Please let us know if you need any additional information and thank you.

Gina Sloan

—
MCKENNA

O 248.596.0920 | C 313.920.0360 | F 248.596.0930
235 East Main Street, Suite 105 | Northville, MI 48167
gsloan@mcka.com | mcka.com

FACEBOOK | LINKEDIN



YORK, DOLAN & TOMLINSON, P.C.
Attorneys and Counselors at law
22600 Hall Road, Suite 205
Clinton Township, Michigan 48036
586-263-5060
Fax 586-263-4763

John A. Dolan (jdolan@yorkdolanlaw.com)
Timothy D. Tomlinson (ttomlinson@yorkdolanlaw.com)

Fred A. York (1930-1989)

July 8, 2021

Via Email (bsmith@gpwmi.us)
Mr. Bruce Smith, City Administrator
City of Grosse Pointe Woods
20025 Mack Plaza
Grosse Pointe Woods, MI 48236

RE: YORK, DOLAN & TOMLINSON, P.C. – LEGAL BILLING

Dear Mr. Smith:

Enclosed is our statement for legal services rendered for the month of June, 2021. If you have any questions regarding same, please do not hesitate to contact us. We remain,

Very truly yours,

YORK, DOLAN & TOMLINSON, P.C.

Timothy D. Tomlinson
Timothy D. Tomlinson

TDT/jabh
Enclosure

cc: Sue Como, Via Email (scomo@gpwmi.us) w/Enclosure
Shawn Murphy, Via Email (smurphy@gpwmi.us) w/Enclosure
Lisa Kay Hathaway, Via Email (lhathaway@gpwmi.us) w/Enclosure

YORK, DOLAN & TOMLINSON, P.C.
Attorneys and Counselors at law
22600 Hall Road, Ste. 205
Clinton Township, Michigan 48036
586-263-5060
Fax 586-263-4763

John A. Dolan (jdolan@yorkdolanlaw.com)
Timothy D. Tomlinson (ttomlinson@yorkdolanlaw.com)

Fred A. York (1930-1989)

July 8, 2021

CITY OF GROSSE POINTE WOODS
ITEMIZED LIST OF LEGAL SERVICES RENDERED
June, 2021

SUBJECT	DATE	SERVICES	TIME	
BUILDING/PLANNING:				
	06/02/21	Review Giffels & Webster Contract; Email Building/Planning	1.0	
	06/03/21	Receipt & review email regarding Clear Zoning; Reply email	.2	
	06/14/21	TC w/Anderson regarding Committee of the Whole	.3	
	06/14/21	Conference w/Tutag regarding ordinance Amendments	.3	
	06/16/21	Receipt & review email regarding 1894 Broadstone	.2	
	06/23/21	TC w/Tutag regarding sign ordinance	.2	
	06/28/21	TC w/Det. Bon regarding fence issue; TC w/Tutag	.4	
	06/29/21	Receipt & review email w/corresp regarding 1894 Broadstone	.5	
	06/29/21	Review email regarding 1537 Brys; Open file; Dictate	1.0	
TOTAL BUILDING/PLANNING:			4.1	\$635.50

SUBJECT	DATE	SERVICES	TIME	
MUNICIPAL COURT:				
GENERAL MATTERS	06/01/21	Receipt & review email from Det. Wasek regarding Summons/ Complaint procedures; TC w/Det. Wasek	.5	
	06/02/21	Receipt & review email from Records Dept regarding Subpoena request; Reply email	.2	
	06/29/21	2 TCs w/Clerk's office regarding Business License Ordinance prosecution	<u>.5</u>	
			1.2	186.00
PROSECUTIONS	06/02/21	Prepare & attend pretrial hearings	2.4	
	06/03/21	Review files & prepare pleas for 6/9 docket	.9	
	06/09/21	Prepare & attend pretrial hearings	3.0	
	06/17/21	Review files & prepare pleas for 6/23 docket	.9	
	06/23/21	Prepare & attend pretrial hearings	2.7	
	06/30/21	Review files & prepare pleas for 7/7 docket	<u>1.0</u>	
			10.9	1,689.50
SPECIFIC FILES				
<i>People v Abdellaoui</i>	06/01/21	Receipt & review Incident Report w/warrant & complaint request; Reply email	.5	
<i>People v Burke</i>	06/09/21	Receipt & review email from DPS	.2	
	06/14/21	Receipt & review discovery materials	.6	
<i>People v Cracchiolo</i>	06/11/21	Receipt & review Substance Abuse Evaluation w/email	.5	
<i>People v Crisman</i>	06/01/21	Review; TC w/victim	.3	
<i>People v Emerson</i>	06/28/21	Receipt & review email w/warrant & complaint request; Review Incident Report; Reply email to DB	.5	
<i>People v Gover</i>	06/25/21	Receipt & review email w/Incident Report & warrant/complaint request; Email DPS	.6	
<i>People v Kezhy</i>	06/29/21	Receipt & review warrant & complaint request; Review Incident Report; TC w/DB; Reply email	1.0	

<i>People v Knott</i>	06/30/21	Receipt & review email	.2
	06/14/21	Review file for subpoena requests	.3

SUBJECT	DATE	SERVICES	TIME	
<i>People v Lux</i>	06/09/21	Receipt & review email from Defendant's Attorney w/medical records; Reply email	.6	
	06/10/21	Receipt & review 2 emails; 2 reply emails; Review file	.5	
<i>People v McDonald</i>	06/18/21	Receipt & review warrant request w/Incident Report; Email Det. Seidel	.7	
<i>People v Pryzbicki</i>	06/08/21	Receipt & review sentencing memorandum	.3	
<i>People v Radulovich</i>	06/07/21	Receipt & review email from Defendant's Attorney regarding Incident Report; Reply email; Review warrant/complaint request; Reply email	.8	
	06/08/21	Receipt & review revised Incident Report & Revise warrant/complaint; Reply email	.5	
	06/18/21	Receipt & review discovery w/videos	1.0	
<i>People v Rosa-Jimenez</i>	06/08/21	Receipt & review revised Incident Report w/warrant & complaint request; Reply email	.5	
<i>People v Sipari</i>	06/25/21	Receipt & review Incident Report w/warrant & complaint request; Email DPS	.6	
<i>People v Weaver</i>	06/23/21	Receipt & review warrant request w/Incident Report; Reply email	.6	
			10.8	1,674.00
TOTAL MUNICIPAL COURT:			22.9	\$3,549.50


SUBJECT	DATE	SERVICES	TIME	
TOTAL HOURS (155/HR) & FEES – June, 2021			27.0	\$4,185.00

COSTS:

TOTAL FEES & COSTS – June, 2021 Rf 20-21 **\$4,185.00**

Breakdown:

Building/Planning:	4.1 hrs	635.50	101210801.200
Municipal Court	22.9 hrs	\$3549.50	101210801.100

SM 7/12/2021
 7/12/2021

ROSATI, SCHULTZ, JOPPICH & AMTSBUECHLER, P.C.
27555 Executive Drive, Suite 250
Farmington Hills, MI 48331
(248) 489-4100 Tax ID# 38-3107356



July 9, 2021

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

Invoice # 1075862

In Reference To: General Counsel

Professional Services Rendered Through June 30, 2021

			<u>Hrs/Rate</u>	<u>Amount</u>
	<u>City Council</u>			
6/2/2021	LAA	Review of information related to waiver of Council salary; Telephone conference with Council Member regarding same	0.50 \$155.00/hr	77.50
6/4/2021	LAA	Telephone conference and email with Assistant Attorney General regarding Charter amendment	0.80 \$155.00/hr	124.00
6/7/2021	LAA	Receipt/review of agenda materials for Council meeting	0.90 \$155.00/hr	139.50
	LAA	Attend City Council meeting	1.00 \$155.00/hr	155.00
6/8/2021	LAA	Preparation of Resolution approving Charter amendment; Review Home Rule Cities Act and Attorney General materials regarding charter amendment process	1.30 \$155.00/hr	201.50
6/14/2021	LAA	Attend Committee of the Whole meeting	2.00 \$155.00/hr	310.00

			<u>Hrs/Rate</u>	<u>Amount</u>
6/17/2021	LAA	Correspondence to Clerk regarding Council agenda	0.20 \$155.00/hr	31.00
6/21/2021	LAA	Receipt/review of agenda materials for Council meeting	2.50 \$155.00/hr	387.50
	LAA	Attend Council meeting	2.00 \$155.00/hr	310.00
	LAA	Telephone conference with Council Member regarding Charter amendment procedure	0.60 \$155.00/hr	93.00
6/22/2021	LAA	Correspondence to Clerk regarding Resolution for Charter Amendment	0.30 \$155.00/hr	46.50
	LAA	Preparation of letter to the Governor regarding ballot language for Charter Amendment; Telephone conference with the Governor's office; Correspondence with City Administrator and Clerk regarding same	0.90 \$155.00/hr	139.50
	LAA	Preparation of letter to the Attorney General regarding ballot language for Charter Amendment	0.40 \$155.00/hr	62.00
SUBTOTAL:			[13.40	2,077.00]

General Administration

6/1/2021	LAA	Receipt/review correspondence from ExteNet representative regarding small cell facilities	0.30 \$155.00/hr	46.50
	LAA	Correspondence with Council Member regarding issues related to Council salary	0.30 \$155.00/hr	46.50
6/2/2021	LAA	Receipt/review of information regarding solar ordinance revision; Correspondence with Building Official regarding same; Review documents regarding same	2.00 \$155.00/hr	310.00
6/3/2021	LAA	Telephone conference with Building Official regarding solar ordinance	0.40 \$155.00/hr	62.00

			<u>Hrs/Rate</u>	<u>Amount</u>
6/3/2021	LAA	Receipt/review of information regarding outside litigation report	0.30 \$155.00/hr	46.50
	LAA	Telephone conference with Clerk regarding questions related to closed session meeting minutes; Review case law and Open Meetings Act in follow-up	0.90 \$155.00/hr	139.50
6/4/2021	LAA	Receipt/review of information regarding COVID testing requirements for student athletes; Correspondence with Recreation Supervisor regarding same; Prepare Waiver regarding mandatory testing requirements in compliance with public health orders	2.70 \$155.00/hr	418.50
6/7/2021	SPJ	Annexation: Review prior negotiation notes and status, as well as all calculations and potential scenarios previously discussed; Attend internal pre-meeting with B. Smith and S. Murphy; Attend second negotiation meeting with Grosse Pointe Farms representatives	4.30 \$155.00/hr	666.50
	SPJ	Annexation: Prepare legal opinion, advice and status update report to City Council	1.60 \$155.00/hr	248.00
	LAA	Receipt/review of information from Clerk regarding insurance requirements for Metro Act Permit holder	0.20 \$155.00/hr	31.00
	LAA	Receipt/review correspondence from City Administrator regarding South Macomb Disposal Authority Transfer Station; Review Agreement and advise City Administrator on relevant terms	1.50 \$155.00/hr	232.50
	LAA	Review Michigan election law and Secretary of State regulations to determine appropriate timing requirements for deadline for certification of ballot proposal for November election	1.00 \$155.00/hr	155.00
	LAA	Correspondence with Clerk regarding history of solar ordinance and proposed amendments; Review meeting agendas and minutes from previous meetings where amendment was discussed to determine status and history of ordinance amendment	0.90 \$155.00/hr	139.50

			<u>Hrs/Rate</u>	<u>Amount</u>
6/7/2021	LAA	Telephone conference and email correspondence with Clerk regarding political sign issue; Telephone conference with Attorney Tomlinson in follow-up	0.40 \$155.00/hr	62.00
	LAA	Email and telephone conference with Clerk regarding agenda items on upcoming Committee of the Whole agenda	0.40 \$155.00/hr	62.00
6/8/2021	LAA	Correspondence with Clerk regarding Committee of the Whole agenda; Review agenda	0.30 \$155.00/hr	46.50
	LAA	Correspondence with Clerk and Administrator regarding issues related to the Grosse Pointe Woods Foundation	0.30 \$155.00/hr	46.50
	LAA	Receipt/review of information regarding the PAATS Agreement, Grosso Trucking & Supply Co., Tree Removal and Janitorial Services Agreements	0.60 \$155.00/hr	93.00
	LAA	Telephone conference with Building Official regarding outdoor seating area for restaurant	0.30 \$155.00/hr	46.50
6/9/2021	LAA	Receipt/review correspondence from Clerk regarding designation of individual to take minutes at closed session meeting; Correspondence with Michigan Municipal League General Counsel and Mayor regarding same	0.80 \$155.00/hr	124.00
	LAA	Continued review of public health orders regarding weekly testing for athletics; Review and revise waiver form for swim team; Correspondence with Recreation Supervisor regarding same	2.90 \$155.00/hr	449.50
	LAA	Correspondence with Director of Public Services regarding South Macomb Disposal Authority Transfer Station Agreement	0.20 \$155.00/hr	31.00
6/10/2021	LAA	Receipt/review Committee of the Whole agenda	0.20 \$155.00/hr	31.00

			<u>Hrs/Rate</u>	<u>Amount</u>
6/10/2021	LAA	Receipt/review correspondence from Clerk regarding upcoming dates and activities for Election Commission	0.20 \$155.00/hr	31.00
6/11/2021	LAA	Telephone conference with Mayor regarding Compensation and Evaluation Committee procedures	0.20 \$155.00/hr	31.00
	LAA	Telephone conference with Clerk regarding minutes for closed session meetings	0.30 \$155.00/hr	46.50
6/14/2021	LAA	Telephone conference with Mayor regarding procedure for closed session meetings pertaining to compensation evaluation committee; Review issues regarding same	0.90 \$155.00/hr	139.50
	LAA	Review of items on Committee of the Whole agenda; Telephone conference with Mayor and City Administrator to discuss agenda items; Correspondence with Clerk regarding solar ordinance	1.20 \$155.00/hr	186.00
	LAA	Correspondence to City Administrator regarding fireworks and special events regulations	0.30 \$155.00/hr	46.50
6/15/2021	LAA	Correspondence to Treasurer regarding Sedgwick Claims Administration Agreement; Research and review prior Agreements to evaluate previously agreed-upon terms; Review and revise Sedgwick Agreement	3.80 \$155.00/hr	589.00
	LAA	Ferlito's Restaurant: Correspondence with restaurant owner regarding Certificate of Insurance for outdoor dining; Review Certificate; Discuss matters with Building Official	0.60 \$155.00/hr	93.00
6/16/2021	LAA	Telephone conference with Building Official regarding request for a temporary outdoor dining area; Review ordinance for regulations on patios and outdoor seating areas; Review road jurisdiction and County regulations pertaining to outdoor seating areas; Prepare Indemnity Agreement and Rules/Regulations pertaining to outside seating area	2.50 \$155.00/hr	387.50

			<u>Hrs/Rate</u>	<u>Amount</u>
6/16/2021	LAA	Telephone conference with Treasurer regarding Claims Administration Service Contract; Telephone conference with Sedwick Claims Management Services Representative regarding same; Correspondence with Clerk regarding insurance requirements; Continued preparation of contract revisions	1.80 \$155.00/hr	279.00
	LAA	Receipt/review correspondence from resident regarding zoning violation; Correspondence with City Administrator and Building Official regarding same	0.60 \$155.00/hr	93.00
	LAA	Receipt/review correspondence from Director of Public Safety regarding Fire Protection Services Agreement; Review and revise Agreement	1.00 \$155.00/hr	155.00
	SPJ	Annexation: Continue work on, revise and finalize status report to City Council; Review and compile support materials for status report in closed session purposes; Prepare correspondence to B. Smith and L. Hathaway regarding same	1.20 \$155.00/hr	186.00
6/17/2021	LAA	Continued preparation of Indemnity Agreement and Rules of Use for outdoor seating area; Correspondence with Building Official and City Administrator regarding same	2.00 \$155.00/hr	310.00
	LAA	Receipt/review correspondence from Director of Public Safety regarding Fire Protection Services Agreement; Review and revise Agreement	2.00 \$155.00/hr	310.00
	LAA	Correspondence to Director of Public Services regarding revised public health order; Review and analyze new public health orders in follow-up	1.00 \$155.00/hr	155.00
	SPJ	Annexation: Receipt/review reply correspondence from L. Hathaway; Reply to same	0.10 \$155.00/hr	15.50
	SPJ	Annexation: Telephone conference with L. Hathaway	0.10 \$155.00/hr	15.50

			<u>Hrs/Rate</u>	<u>Amount</u>
6/18/2021	LAA	Telephone conference with Building Official to discuss a Notice of Violation related to a resident property	0.10 \$155.00/hr	15.50
	LAA	Correspondence to the restaurant owner regarding Indemnification Agreement for outdoor seating area	0.30 \$155.00/hr	46.50
	LAA	Correspondence to Director of Public Safety regarding Fire Protection Services Agreement	0.40 \$155.00/hr	62.00
6/21/2021	LAA	Correspondence to Sedgwick Representative regarding proposed revisions to contract terms; Correspondence with Treasurer regarding contract terms; Continued review and revisions of contract	1.50 \$155.00/hr	232.50
	LAA	Receipt/review of attorney demand letter for alleged sewer backup; Review issues related to same	0.50 \$155.00/hr	77.50
	SPJ	Annexation: Review, prepare for and attend closed session meeting with City Council	1.30 \$155.00/hr	201.50
6/22/2021	LAA	Ferlito's Restaurant: Receipt/review Certificate of Insurance regarding restaurant outdoor seating area; Correspondence with Clerk regarding Certificate of Insurance; Discuss necessary revisions to Insurance Certificate with restaurant owner; Telephone conference with Building Official regarding Indemnification Agreement for outdoor seating area; Revise Agreement	0.70 \$155.00/hr	108.50
	LAA	Correspondence to Attorney Tomlinson regarding Notice of Zoning Violation to resident	0.30 \$155.00/hr	46.50
	LAA	Correspondence to Director of Public Safety regarding Fire Protection Services Agreement; Telephone conference with Cintas Representative to discuss Terms and Conditions of the Agreement	0.40 \$155.00/hr	62.00
	LAA	Begin preparation of special events ordinance; Review special events ordinances from surrounding communities to evaluate appropriate terms	1.50 \$155.00/hr	232.50

			<u>Hrs/Rate</u>	<u>Amount</u>
6/23/2021	SPJ	Annexation: Prepare correspondence to B. Smith regarding status	0.30 \$155.00/hr	46.50
	LAA	Correspondence to Governor's office regarding ballot language for proposed Charter Amendment	0.30 \$155.00/hr	46.50
	LAA	Ferlito's Restaurant: Receipt/review of Indemnification Agreement from restaurant owner; Correspondence with owner regarding same	0.40 \$155.00/hr	62.00
	LAA	Correspondence to Director of Public Services regarding claim related to alleged sewer backup	0.30 \$155.00/hr	46.50
6/24/2021	LAA	Telephone conference and email correspondence with Director of Public Services regarding claim related to alleged sewer backup; Telephone conference with Building Official; Review documents related to same	0.40 \$155.00/hr	62.00
6/25/2021	LAA	Telephone conference with City Administrator regarding public health orders	0.20 \$155.00/hr	31.00
	LAA	Continued correspondence to Director of Public Services regarding claim related to alleged sewer backup	0.20 \$155.00/hr	31.00
	LAA	Telephone conference with and email correspondence with Sedgwick Representative regarding contract	0.30 \$155.00/hr	46.50
	SPJ	Annexation: Receipt/review correspondence from B. Smith	0.10 \$155.00/hr	15.50
6/28/2021	LAA	Receipt/review of revised Sedgwick Service Agreement for Administration of Claims; Continued revision of Agreement; Correspondence with Sedgwick representative regarding same	0.40 \$155.00/hr	62.00
6/29/2021	LAA	Receipt/review of written correspondence from Governor's office regarding Charter amendment	0.20 \$155.00/hr	31.00
	LAA	Receipt/review of finalized Sedgwick Service Agreement for Administration of Claims; Correspondence with City Administrator and Treasurer	0.30 \$155.00/hr	46.50

			<u>Hrs/Rate</u>	<u>Amount</u>
		regarding same		
6/29/2021	LAA	Telephone conference with Clerk regarding Freedom of Information Act request related to rain event	0.30 \$155.00/hr	46.50
	LAA	Telephone conference and email correspondence with City Administrator regarding rain event; Receipt/review information related to sewer backup events; Review statutory requirements regarding same; Correspondence with City Administrator, Director of Public Services, and Clerk regarding County state of emergency and related matters	1.00 \$155.00/hr	155.00
6/30/2021	LAA	Telephone conference with Attorney Morris regarding Wayne County Circuit Court litigation; Correspondence with Clerk regarding Freedom of Information Act request	0.30 \$155.00/hr	46.50
	LAA	Telephone conference with Director of Public Services regarding proposed Amendment of Refuse Collection Contract; Receipt/review Refuse Contract and proposed Amendment; Review issues pertaining to same	0.90 \$155.00/hr	139.50
	LAA	Ferlito's Restaurant: Correspondence with Building Official and City Administrator regarding Indemnification Agreement	0.20 \$155.00/hr	31.00
	LAA	Correspondence to Cintas' representative regarding Fire Services Agreement	0.20 \$155.00/hr	31.00
SUBTOTAL:			[55.90	8,664.50]

Michigan Tax Tribunal

6/2/2021	LAA	Welltower Propco: Telephone conference with and email correspondence with Attorney Silvey regarding Motion to Compel Discovery and Motion to Hold Case in Abeyance; Telephone conference with	1.00 \$155.00/hr	155.00
----------	-----	-----------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------	--------

			<u>Hrs/Rate</u>	<u>Amount</u>
		Assessor regarding same; Review and revise Motion to Hold Appeal in Abeyance		
6/3/2021	LAA	Welltower Propco: Correspondence with Assessor regarding property appraisal	0.20 \$155.00/hr	31.00
6/7/2021	LAA	DRSN Real Estate: Receipt/review of Petition for tax appeal	0.30 \$155.00/hr	46.50
6/9/2021	LAA	Welltower Propco: Receipt/review Order from Tribunal adjourning valuation disclosure deadline; Correspondence with Assessor regarding Tribunal Order and appraisal of property	0.30 \$155.00/hr	46.50
	LAA	DRSN Real Estate: Correspondence to Assessor regarding Petition for tax appeal	0.30 \$155.00/hr	46.50
6/10/2021	LAA	DRSN Real Estate: Correspondence with Assessor regarding 2021 Petition for tax appeal	0.10 \$155.00/hr	15.50
6/16/2021	LAA	Lochmoor Club: Receipt/review Petition for tax appeal	0.20 \$155.00/hr	31.00
6/21/2021	LAA	Lochmoor Club: Receipt/review correspondence from Assessor regarding Petition for tax appeal	0.10 \$155.00/hr	15.50
	LAA	DRSN Real Estate: Receipt/review correspondence from Assessor regarding Petition for tax appeal	0.10 \$155.00/hr	15.50
6/23/2021	LAA	Lochmoor Club: Review Petition for tax appeal; Preparation of Answer to Petition	0.70 \$155.00/hr	108.50
6/28/2021	LAA	DRSN Real Estate: Correspondence with Attorney Hallahan regarding status of tax appeal	0.20 \$155.00/hr	31.00
6/30/2021	LAA	DRSN Real Estate: Telephone conference with City Administrator regarding issues pertaining to assessment of property; Receipt/review information related to same; Research issues related to property assessments; Telephone conference with Attorney Hallahan to discuss Tax Tribunal matters	0.90 \$155.00/hr	139.50

	<u>Hrs/Rate</u>	<u>Amount</u>
SUBTOTAL:	[4.40	682.00]
For professional services rendered	73.70	\$11,423.50
Previous balance		\$15,928.36
6/9/2021 Payment - thank you. Check No. 60370		(\$7,254.86)
6/23/2021 Payment - thank you. Check No. 60490		(\$8,673.50)
Balance due		\$11,423.50

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

Attorney Summary		
<u>Name</u>	<u>Hours</u>	<u>Rate</u>
Lisa A. Anderson, Shareholder	64.70	155.00
Steven P. Joppich, Shareholder	9.00	155.00

Fy 20-21

101210801.000 \$ 10,741.50
 101210 801.300 \$ 682.00
 \$ 11423.50

SM 7/12/2021
 [Signature]
 7/13/21

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 550
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

RECEIVED

JUL 12 2021

9E

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: **Bruce Smith, City Manager**

July 01, 2021
Client: 000896
Matter: 000000
Invoice #: 120604

REGARDING: GENERAL MATTERS

For professional services rendered and expenses incurred relative
to the above matter:

Fy 20-21

TOTAL

\$2,957.50

101210810.000

SM 7/12/21
Bruce Smith
7/13/21

KELLER THOMA
A PROFESSIONAL CORPORATION

COUNSELORS AT LAW
26555 EVERGREEN
SUITE 550
SOUTHFIELD, MICHIGAN 48076
313.965.7610
FAX 313.965.4480
www.kellerthoma.com

FEDERAL I.D. 38-1996878

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: **Bruce Smith, City Manager**

July 01, 2021
Client: 000896
Matter: 000000
Invoice #: 120604

Page: 1

RE: GENERAL MATTERS

For Professional Services Rendered through June 30, 2021

DATE	ATTY	DESCRIPTION	HOURS
6/1/2021	GSR	Correspondence with Mr. Smith regarding MIOSHA emergency rules; telephone call from Director Kosanke regarding grievance and review of documents relative to the same.	1.00
6/2/2021	GSR	Telephone call from Director Kosanke and Mr. Smith regarding grievance and employee investigation.	0.25
6/3/2021	GSR	Attention to preparation of grievance response; correspondence with Director Kosanke regarding the same; telephone call from Mr. Smith regarding the same.	0.75
6/8/2021	KEJ	Attention to preparation of emails to Public Safety Director Kosanke and Complainant regarding independent investigation and telephone conversation with Director Kosanke regarding the same.	0.50
6/10/2021	GSR	Telephone call from Director Kosanke and Mr. Smith regarding employee investigation.	0.50
6/11/2021	TLF	Telephone call from Mayor Bryant regarding employment matter.	0.50
6/15/2021	TLF	Telephone call from and correspondence from Mr. Smith regarding employee handbook; telephone call from Mayor Bryant regarding employee complaint and contracts for appointed officials.	0.50
6/15/2021	KEJ	Attention to preparation of witness interview regarding independent investigation related to disparate treatment complaint.	1.25
6/16/2021	TLF	Telephone call from Council member Todd McConaughy regarding employee matter.	0.50
6/16/2021	KEJ	Attention to preparation and attendance of witness interview for independent investigation.	2.50
6/17/2021	GSR	Telephone call from Mr. Tutag regarding employee termination matter; attention to review of termination letters; correspondence to Mr. Tutag regarding the same.	0.50

KELLER THOMA
A PROFESSIONAL CORPORATION

CITY OF GROSSE POINTE WOODS
20025 Mack Plaza
Grosse Pointe Woods, MI 48236
Attention: **Bruce Smith, City Manager**

July 01, 2021
Client: 000896
Matter: 000000
Invoice #: 120604

Page: 2

RE: GENERAL MATTERS

DATE	ATTY	DESCRIPTION	HOURS
6/21/2021	GSR	Correspondence and telephone call to Mr. Smith regarding employee matter.	0.25
6/22/2021	GSR	Correspondence with Director Kosanke regarding employee matter.	0.25
6/23/2021	GSR	Attention to preparation for employee arbitration; attention to preparation of employee agreements for Mr. Shulte and Director Kosanke; correspondence from and to Mr. Smith regarding the same.	3.50
6/24/2021	GSR	Telephone call from Director Kosanke regarding employee arbitration.	0.50
6/24/2021	KEJ	Attention to preparation and drafting of summary of findings for investigation of complaint claiming disparate treatment; attention to telephone conversation with Public Safety Director Kosanke regarding OSHA's emergency temporary standard and daily screening questionnaire.	2.00
6/25/2021	GSR	Attention to preparation for employee arbitration hearing; telephone conversation with union attorney regarding the same.	1.50
6/25/2021	KEJ	Attention to preparation and drafting of summary of findings for investigation of complaint claiming disparate treatment.	0.75
Total Services			\$2,957.50

ATTORNEY		HOURS	RATE	AMOUNT
TLF	THOMAS L. FLEURY	1.50	\$175.00	\$262.50
KEJ	KATHRYN E. JONES	7.00	\$160.00	\$1,120.00
GSR	GOURI SASHITAL	9.00	\$175.00	\$1,575.00

Total Amount Due \$2,957.50