

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for the Regular Council Meeting of December 18, 2023**

- Item 1      CALL TO ORDER  
Prerogative of the Mayor to call this meeting to order.
- Item 2      ROLL CALL  
Prerogative of the Mayor to request a Roll Call from the City Clerk.
- Item 3      PLEDGE OF ALLEGIANCE  
Prerogative of the Mayor to lead the City Council, Administration, and members of the audience in the Pledge of Allegiance.
- Item 4      RECOGNITION OF COMMISSION MEMBERS  
Prerogative of the Mayor to request Commission Members in attendance at tonight's meeting to approach the podium and introduce themselves and the Commission on which they serve.
- Item 5      ACCEPTANCE OF THE AGENDA  
Prerogative of the City Council that all items on tonight's agenda be received, placed on file, and taken in order of appearance.
- Item 6      CONSENT AGENDA  
All items listed under the consent agenda are considered routine by the Council and will be enacted by one motion and a second. There will be no separate discussion of these items. If discussion of an item is required, it will be removed from the consent agenda and considered. One member may request that an item be removed and no second is required.

Prerogative of the City Council to approve all items (6A-6E) listed under the consent agenda as presented.

**A. Re-Appointments**

1. Citizen/Council Re-Appointments to Commissions and Boards
  - a) Memo 12/15/23 – Administrative Clerk

**B. Approval of Minutes**

1. Council 12/04/23
2. Committee-of-the-Whole 12/04/23 and 11/20/23
3. Citizens' Recreation Commission 11/14/23
4. Historical Commission 09/14/23

5. Tree Commission 11/01/23 with recommendation\*

\*Recommendation requesting to increase budget to \$2000.00 due to increased expenses from improvements made to the Arbor Day program.

**C. Monthly Financial Report**

1. November 2023

**D. Bids/Proposals/Contracts**

1. MIDC Grant Agreement FY 2023-2024 and Grosse Pointe Woods Indigent Defense/Independent Contractor Agreement for the Managed Assigned Counsel Coordinator Serving the 32F Municipal Court Agreement between the City and Michael P. Kavanaugh
  - a) Memo 12/13/23 - Assistant City Administrator
  - b) Proposed MIDC Grant Agreement FY 2023-2024
  - c) Proposed Independent Contractor Agreement for the Managed Assigned Counsel Coordinator Serving the 32F Municipal Court
  - d) Certificate of Liability 12/11/23 – Michael P. Kavanaugh, LLC
  - e) Certificates of Liability- Professional Liability Coverage\*

\*Approval contingent upon receipt of Professional Liability Coverage

2. Cross Connection Control Program
  - a) Memo 11/29/23 - Director of Public Services
  - b) Proposal 11/07/23 – HydroCorp, LLC
  - c) Certificate of Liability 12/12/23 – HydroCorp, LLC
  - d) Certificate of Liability 12/05/23 – City of Grosse Pointe Woods

**E. Claims and Accounts**

1. Anderson, Eckstein & Westrick, Inc. (AEW) City Engineers
  - a) Vernier Rd. Water Main Replacement - Invoice No. 147364 - Proj. No. 0160-0446 - 11/29/23 - \$10,132.58.
  - b) Hampton Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 147365 - Proj. No. 0160-0456 - 11/29/23 - \$363.45.
  - c) Roslyn Rd. Water Main & Resurface (Mack/Marter) - Invoice No. 147366 - Proj. No. 0160-0464 - 11/29/23 - \$22,418.43.
  - d) 2023 Sewer CCTV Investigation - Invoice No. 147367 - Proj. No. 0160-0467 - 11/29/23 - \$487.35.
  - e) 2023 Sewer Rehab Program - Invoice No. 147368 - Proj. No. 0160-0468 - 11/29/23 - \$2,156.55.
  - f) 2023-2024 General Engineering - Invoice No. 147369 - Proj. No. 0160-0472 - 11/29/23 - \$1,298.94.
  - g) Torrey Rd. Pump Station Generator - Invoice No. 147370 - Proj. No. 0160-0473 - 11/29/23 - \$27,840.00.
  - h) 707 N. Renaud Plot Plan Review - Invoice No. 147565 - Proj. No. 0160-0474 - 12/06/23 - \$171.45.
  - i) 2022 Sidewalk Repair Program - Proj. No. 0160-0452 - Pay Estimate No. 6 - JB Contractors, Inc. - 12/06/23 - \$40,723.30.
  - j) Roslyn Rd. Water Main & Resurfacing Project - Proj. No. 0160-0464

- Pay Estimate No. 3 - Pamar Enterprises, Inc. - 12/08/23 - \$528,238.80.

2. Hallahan & Associates, P.C. - Professional Services - Invoice No. 21076 - November 2023 - 12/04/23 - \$12,326.62.
3. Keller Thoma - Legal Services - Invoice No. 125133 - November 2023 - 12/01/23 - \$175.00.
4. Rosati, Schultz, Joppich & Amtsbuechler, P.C. - Legal Services - Invoice No. 1080535 - November 2023 - 12/07/23 - \$2,990.00.
5. WCA Assessing - Assessing Services - Invoice No. 120123 - January 2024 - 12/01/23 - \$7,175.58.
6. York, Dolan & Tomlinson, P.C. - Legal Services - Invoice No. 146 - November 2023 - 12/04/23 - \$4,789.50.

Item 7        PRESENTATION

Item 7A      SENIOR CENTER MILLAGE – PRUDENCE COLE-KLIMISCH (PRESIDENT OF THE HELM)

Prerogative of the City Council to receive and place on file.

Item 8        NEW BUSINESS/PUBLIC COMMENT

Prerogative of the Mayor to ask if there is any New Business to come before the City Council from the City Council or Administration; and then, to ask members of the audience if there is any Public Comment to come before the City Council.

Item 9        ADJOURNMENT

Upon the conclusion of the Closed Session with no further business to be conducted by the City Council, prerogative of the City Council to motion for adjournment of tonight's meeting.

Respectfully submitted,



Frank Schulte  
City Administrator