

COUNCIL ADMINISTRATIVE MEMO  
December 7, 2021

OFFICE OF THE CITY ADMINISTRATOR

**Subject: Recommendations for Council Meeting of December 13, 2021**

- 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 INTERVIEW ATTORNEY TIM DIEMER Prerogative of the City Council to interview Attorney Diemer to serve as legal counsel regarding U.S. Specialty Insurance Co.
- Item 7 COMMUNICATIONS
- Item 7A RETAINER AGREEMENT Prerogative of the City Council to appoint legal counsel and approve the Retainer Agreement for legal counsel to represent the City in U.S. Specialty Insurance Co. v Grosse Pointe Woods, U.S. district court case no. 21-cv-12546, and authorize the City Administrator to sign the letter from the Jacobs and Diemer law firm dated December 8, 2021.
- 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 CONSIDERATION OF A CLOSED SESSION UNDER SECTION 8(E) OF THE OPEN MEETINGS ACT TO CONSULT WITH THE CITY ATTORNEY REGARDING TRIAL OR SETTLEMENT STRATEGY IN CONNECTION WITH U.S. DISTRICT COURT CASE NO. 21-CV-12546, U.S. SPECIALTY INSURANCE COMPANY V GROSSE POINTE WOODS, WHERE AN OPEN MEETING WOULD HAVE A DETRIMENTAL FINANCIAL EFFECT ON THE CITY'S LITIGATION AND SETTLEMENT POSITION A motion, second, and roll call vote with a minimum 2/3 of Council voting in the affirmative is required to meet in Closed Session.

Prerogative of the City Council to recess the City Council Meeting and convene in Closed Session to consult with the City Attorney regarding trial or settlement strategy in connection with U.S. District Court Case No. 21-CV-12546, U.S. Specialty Insurance Company v Grosse Pointe Woods, at which time this body may or may not reconvene in regular session to address additional items as necessary.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Bruce J. Smith". The signature is written in a cursive style with a large, stylized initial "B".

Bruce J. Smith  
City Administrator