



**CITY OF HARPER WOODS
REGULAR COUNCIL MEETING
MARCH 17, 2025
7:00 P.M.**

**19617 HARPER AVENUE, HARPER WOODS, MI 48225
CITY COUNCIL CHAMBERS**

MEETING AGENDA

A. CALL TO ORDER - MOMENT OF SILENCE - PLEDGE OF ALLEGIANCE:

B. ROLL CALL:

C. APPROVAL OF MINUTES:

- 1) Regular City Council meeting held on March 3, 2025
- 2) Beautification Commission meeting held on November 12, 2024

D. PUBLIC COMMENTS ON AGENDA ITEMS:

E. CONSENT AGENDA:

- 1) Approval of Accounts Payable Listing. (\$458,193.65)
- 2) Payment to SAFEbuilt LLC. (\$28,185.78).
- 3) Payment to Doxim. (\$7,024.63).
- 4) Payment to Guardian Sewers. (\$27,465.00).
- 5) Payment to Turf & Timber LLC. (\$11,500.00).
- 6) Payment to Nu Appearance Maintenance, Inc. (\$6,936.00).
- 7) Payment to Anderson, Eckstein & Westrick. (\$43,586.35).
- 8) Approval of Purchase - City Hall Server. (\$26,124.68).
- 9) Approval of Purchase - Equipment and Maintenance; Equature. (\$32,488.00).
- 10) Payment to McKenna. (\$8,057.57).
- 11) Appointment to Board/Commission.

F. OLD BUSINESS:

G. NEW BUSINESS - CITY MANAGER'S REPORTS:

- 1) Progress Payment No. 2 - City Hall Generator Project, No. 180-291
- 2) Progress Payment No. 2 - DWSRF Lead Water Service Replacement, #180-331
- 3) Progress Payment No. 4 (Final) - 2024 Sanitary Sewer Cleaning and CCTV Investigation, #180-340
- 4) Wayne County Maintenance Permit - Harper Woods High School, Field House
- 5) Wayne County Maintenance Permit - Gas Station, 17700 Vernier Road

CONTINUED. . .

- 6) Contract Extension - Pavement Joint and Crack Sealing Project
- 7) Contract Extension - Sewer Cleaning and CCTV Investigation Program
- 8) Milk River - Principal and Interest
- 9) Amendment to the Guide to Public Participation at Council Meetings

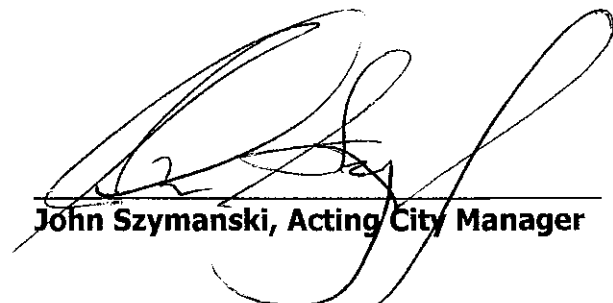
H. CALL TO AUDIENCE:

I. CALL TO COUNCIL:

J. OTHER BUSINESS:

- 1) Closed Session - Civil Action Subject to Attorney/Client Privilege

K. ADJOURNMENT:



John Szymanski, Acting City Manager

"This meeting is open to all members of the public under Michigan's Open Meetings Act."

**CITY OF HARPER WOODS
CITY COUNCIL TRANSMITTAL
CITY COUNCIL MEETING OF MARCH 17, 2025**

AGENDA EXPLANATION

E. CONSENT AGENDA:

Items 1 through 11

Explanation/Remarks:

See attached listing.

Recommended Action:

By RESOLUTION, approve the Consent Agenda Items 1 through 11.

Respectfully Submitted



, Acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled

CITY OF HARPER WOODS

CITY COUNCIL MEETING

MARCH 17, 2025

CONSENT AGENDA

The following items are presented under the Consent Agenda for your review and approval.

1. ACCOUNTS PAYABLE LISTING / PAYROLL VENDOR LISTING

The Accounts Payable/Payroll Vendor listing for the most recent accounting period is attached for your review and approval.

Recommended Action: By Resolution, approve the Accounts Payable/Payroll Vendor listing for Check Numbers 132094 through 132170 in the amount of \$458,193.65 as submitted by the City Manager and Finance Director, and further, authorize the Mayor and City Clerk to sign the listing.

2. PAYMENT TO SAFEUILT LLC

Attached is an invoice for contractual building department services performed by SAFEuilt, LLC for the month of February 2025. I have reviewed this and recommend that this payment be approved.

Recommended Action: By Resolution, approve payment to SAFEuilt, LLC in the amount of \$28,185.78 for the contractual building department services performed during the month of February 2025.

3. PAYMENT TO DOXIM

Attached is an invoice from Doxim, Inc. for the printing, folding and mailing of the monthly water bills for Districts 1, 2 and 3. I have reviewed this and recommend that this payment be approved.

Recommended Action: By Resolution, approve payment to Doxim, Inc. in the amount of \$7,024.63 for the printing, folding and mailing of the monthly water bills for Districts 1, 2 and 3.

4. PAYMENT TO GUARDIAN SEWERS

Attached is a memorandum from the Superintendent of Public Works transmitting invoices from Guardian Sewers for their assistance with several water main breaks at various residential locations. I have reviewed these and recommend that payment be approved.

Recommended Action: By Resolution, to approve payment in the amount of \$27,465.00 to Guardian Sewers for their assistance with several water main breaks at various residential locations.

5. PAYMENT TO TURF & TIMBER LLC

Attached is a memorandum from the DPW Superintendent transmitting invoices for the emergency removal of trees where water main break repairs were being performed. I have reviewed these and recommend that these payments be approved.

Recommended Action: By Resolution, to approve payment to Turf and Timber LLC in the amount of \$11,500.00 emergency removal of trees where water main break repairs were being performed.

6. PAYMENT TO NU APPEARANCE MAINTENANCE, INC.

Attached are invoices from Nu Appearance Maintenance, Inc. for salting and snow removal in various commercial and residential areas of the City following a recent snowfall. I have reviewed these and recommend that this payment be approved.

Recommended Action: By Resolution, approve payment to Nu Appearance Maintenance, Inc. in the amount of \$6,936.00 for salting and snow removal in various residential and commercial areas of the City.

7. PAYMENT TO ANDERSON, ECKSTEIN & WESTRICK, INC.

Attached are invoices from Anderson, Eckstein & Westrick, Inc. for professional services during the month of February 2025 for various projects in the City. I have reviewed these and recommend that these payments be approved.

Recommended Action: By Resolution, to approve payment to Anderson, Eckstein & Westrick, Inc. in the amount of \$43,586.35 for professional services during the month of February 2025 for the following projects: City Hall Generator; Beaconsfield Resurfacing, Misc. Concrete Repair, Joint/Crack Sealing, Sidewalk Program, Miss Digs, Eastland Center Development, Temporary Water Operator, Sanitary Sewer Cleaning, Sanitary Sewer FCIPP, Storm Sewer Repair, DWRP Project Plan, Distribution System Materials, DWRP Lead Service Replacement, DWSD Sewage Discharge, Roscommon Pocket Park, City Hall Evacuation Plan and the FDCVT Grant Application.

8. APPROVAL OF PURCHASE - CITY HALL SERVER

Attached is an invoice for the purchase of the server that provides resources, services, and data over the City Hall network. The current server is at its life end and it is due to be replaced. I have reviewed the quote that was provided to us by our IT provider and request approval.

Recommended Action: By Resolution, approve the purchase of a new Server for City Hall from Simplified Business Solutions in the amount of \$26,124.68.

9. APPROVAL OF PURCHASE - EQUIPMENT AND MAINTENANCE; EQUATURE

Attached is a memorandum from the Public Safety Director requesting the purchase of a server upgrade with a 5-year service agreement from Equature. They provide our 911 and administrative telephone recording equipment and software. As his memo states, in the first year, we would be required to pay a one time server upgrade cost and a professional service fee in the amount of \$8,097.60 and our annual payment for years 2-5 for the maintenance would be \$7,438.03, for a total of \$34,488.00 for the full five years.

Recommended Action: By Resolution to approve the purchase of a server upgrade and a 5-year service agreement from Equature in the amount of \$8,097.60 for the first year, and \$7,438.03 annually for years 2-5, for a total cost of \$34,488.00.

10. PAYMENT TO MCKENNA

Attached are two invoices from McKenna for professional services. The services provided were in conjunction with the Zoning Ordinance update and for providing professional services with the Lennon street vacation and other projects. I have reviewed these and recommend that the payment be approved.

Recommended Action: By Resolution, approve payment to McKenna in the amount of \$8,057.57 for providing professional services in conjunction with the Zoning Ordinance update and the Lennon street vacation and other projects.

11. APPOINTMENT TO BOARD/COMMISSION

Attached is a memorandum from the City Clerk requesting the appointment of Sheila Printup to the Planning Commission. As her memo states, the interview subcommittee recently met and recommended her appointment. I have reviewed her application and concur with their recommendation.

Recommended Action: By Motion, appoint Sheila Printup to the Planning Commission for an unexpired three-year term ending January 2026.



John Szymanski, Acting City Manager

Check Date Bank Check Vendor Vendor Name Description Amount

Bank GEN GENERAL

Check Type: Paper Check

03/04/2025 GEN 132094 007411 HANNAH ARCHITECTS PREDESIGN/SCHEMATIC SVCS-COMMUNITY CNTR 15,885.00

03/06/2025 GEN 132095 001425 ADT SECURITY SERVICES ANNUAL MONITORING SERVICES BLDG 2-REC 506.28
 ANNUAL MONITORING SERVICES BLDG 1-REC 798.60
 1,304.88

03/06/2025 GEN 132096 007382 ALICIA MARTIN MIDC ATTORNEY ON CALL-021825 280.00

03/06/2025 GEN 132097 002438 ANDERSON, ECKSTEIN & WESTRICK 180-0329 ROSCOMMON PKT PK AG030325 1,038.79
 180-0346 KELLY RD SS4A GRANT AG030324 3,762.33
 180-0339 SAN SEWER/CIPP PGM AG030325 152.54
 180-0340 2023 SAN SEWER CLEAN AG030325 107.79
 180-0357 DIST SYSTEM MATERIALS AG030325 406.80
 180-0331 2024 DWRP LEAD WATER AG030325 442.95
 180-0255 MISS DIG AG030325 53.90
 180-0291 CITY HALL GENERATOR 030325 260.88
 180-0253 BEACONSFIELD REPAIRING AG030325 121.73
 180-0350 CBDG SIDEWALK PGM 291.16
 6,638.87

03/06/2025 GEN 132098 005628 APEX SOFTWARE ANNUAL MAINT/SOFTWARE RENEWAL-ASSESSING 260.00

03/06/2025 GEN 132099 000680 BADGER METER, INC. BEACON MBL SERV UNIT FEB25-DPW 513.27
 METER PARTS/SUPPLIES/MAINT-DPW 895.83
 1,409.10

03/06/2025 GEN 132100 001943 BAKER & TAYLOR 1 LIBRARY CD/DVD-AM 11.86
 2 LIBRARY CDS/DVDS-AM 25.78
 37.64

03/06/2025 GEN 132101 006609 BARTON LAW, PLLC MIDC ATTORNEY-24-92886A/B 956.00
 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-012 749.00
 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-203 486.50
 2,191.50

03/06/2025 GEN 132102 001944 BELLE TIRE DISTRIBUTORS SCT #611 REPLACED TIRE SENSOR-HMPD 76.98
 SCT #671 REPLACED 4 NEW TIRES-HMPD 939.96
 1,016.94

03/06/2025 GEN 132103 006495 BEST STOP AUTOMOTIVE, LLC. SCT #671 REAR BRAKESPADS/ROTOR-S-HMPD 552.10
 SCT #671 OIL CHANGE-HMPD 46.00
 SCT #61 REPLACED HEATER HOSE-HMPD 193.99
 SCT #61 OIL CHANGE-HMPD 46.00
 SCT #67 OIL CHANGE-HMPD 46.00
 SCT #61 OIL CHANGE-HMPD 46.00
 SCT #69 OIL CHANGE-HMPD 46.00
 SCT #62 OIL CHANGE-HMPD 46.00
 1,022.09

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/06/2025	GEN	132104	000112	BRODART CO.	2 LIBRARY BOOKS AM	37.98
					5 LIBRARY BOOKS AM	86.45
					4 LIBRARY BOOKS AM	84.22
					5 LIBRARY BOOKS AM	69.36
					1 LIBRARY BOOK AM	87.42
					1 LIBRARY BOOK AM	17.06
					3 LIBRARY BOOKS AM	18.72
					1 LIBRARY BOOK AM	47.66
					1 LIBRARY BOOK AM	18.72
					1 LIBRARY BOOK AM	17.62
						485.21
03/06/2025	GEN	132105	007426	CHARLENA GARIAND	REFUND FIRE ESCROW	15,520.00
03/06/2025	GEN	132106	003371	CITY OF HARPER WOODS REFUSE	REFUSE VARIOUS CITY PROPERTIES	324.00
03/06/2025	GEN	132107	001891	COMCAST	MONTHLY INTERNET/PHONE 2/28-3/27-CH	472.08
03/06/2025	GEN	132108	001891	COMCAST	MAR25 MTHLY PHONE SVCS-DPW, KELLY, PK/RE	1,056.83
03/06/2025	GEN	132109	001891	COMCAST	FEB25 MONTHY CHARGES-ETHERNET-CL	2,239.80
03/06/2025	GEN	132110	005049	CRANDALL-WORTHINGTON, INC.	JANITORIAL SUPPLIES-DPW	1,233.87
					JANITORIAL SUPPLIES-DPW	255.00
						1,488.87
03/06/2025	GEN	132111	002104	CYNERGY PRODUCTS	SCT #67 REPAIR SPOT LIGHT/MAINTENANCE-H	127.50
03/06/2025	GEN	132112	006396	CYNTHIA CZECH	MIDC ATTORNEY-24-93061	514.50
					MIDC ATTORNEY-24-92865A-F	661.50
					MIDC ATTORNEY HOUSE COUNSEL-021925	346.50
					MIDC ATTORNEY ON CALL-021925	140.00
						1,662.50
03/06/2025	GEN	132113	004996	DAVIS VISION, INC.	MAR25 EMPLOYEE PREMIUM-CLERK	395.66
03/06/2025	GEN	132114	007322	DAVONNE DARBY	MIDC ATTORNEY ON CALL-022025	140.00
03/06/2025	GEN	132115	006091	PSST ACQUISITION, LLC	2024 ACA REPORTING/MAILING-FIN	1,997.90
03/06/2025	GEN	132116	003027	DELL MARKETING L.P.	DELL DOCK STATION/NOTEBOOK/MOUNT-HMPD	2,328.00
03/06/2025	GEN	132117	003360	DELTA DENTAL PLAN OF MI	MAR25 EMPLOYEE PREMIUMS-CLERK	7,144.70
03/06/2025	GEN	132118	001746	DES MOINES STAMP	ADDRESS STAMPER-DPW	31.50
03/06/2025	GEN	132119	000552	DETROIT LEGAL NEWS	POLICE ADOCTION AD-CLERK	174.00
03/06/2025	GEN	132120	004959	FIRST CHOICE/BLUE TIGER	MAR25 WATER UNIT RENTAL-CLERK	200.00
03/06/2025	GEN	132121	002693	GRAINGER PARTS OPERATIONS	SUPPLIES/EQUIPMENT/PARTS/MAINT/REPAIR-D	142.12
03/06/2025	GEN	132122	005729	GREAT LAKES WATER AUTHORITY	FEB25 SEWAGE DISPOSAL-TREASURER	14,200.00
03/06/2025	GEN	132123	005799	GREAT LAKES WATER AUTHORITY	JAN25 WATER PURCHASES 4877.17 MCF-TR	88,859.12
03/06/2025	GEN	132124	005043	GROSSE POINTE ANIMAL ADOPTION	REFUND ON ESCROW FENCE PROJ-GPAAS-CL	1,050.04
03/06/2025	GEN	132125	004160	GROSSE POINTE NEWS	#4 HW 2/27 MARCH BOR 02/27/25-CLERK	222.00
03/06/2025	GEN	132126	000006	GUARDIAN SEWERS	MAIN BRK REPAIR AG030325-DPW	3,400.00
					MAIN BRK REPAIR AG030325-DPW	5,800.00
					MAIN BRK REPAIR AG030325-DPW	4,700.00
					MAIN BRK REPAIR AG030325-DPW	4,300.00
					MAIN BRK REPAIR AG030325-DPW	5,300.00
					MAIN BRK REPAIR AG030325-DPW	3,900.00
					MAIN BRK REPAIR AG030325-DPW	2,900.00
					HYDRANT REPLACEMENT AG030325-DPW	4,300.00
					MAIN BRK REPAIR AG030325-DPW	1,900.00
					HYDRANT REPAIR AG030325-DPW	4,800.00
					MAIN BRK REPAIR AG030325-DPW	4,200.00
					MAIN BRK REPAIR AG030325-DPW	700.00
					STOBOX REPAIRS AG030325-DPW	4,600.00
					MAIN BRK REPAIR AG030325-DPW	

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/06/2025	GEN	132127	003083	HARPER WOODS WATER DEPARTMENT	MAIN BRK REPAIR AG030325-DPW	4,300.00
03/06/2025	GEN	132128	000267	HOME DEPOT CREDIT SERVICES	WATER SERVICES VAR CITY PROPERTIES	55,100.00
03/06/2025	GEN	132129	004879	IMAGERFST	HARDWARE-MAINT SUPPLIES-HWPD	135.59
03/06/2025	GEN	132130	006862	INSITUFORM TECHNOLOGIES USA, LLC	HARDWARE-MAINT SUPPLIES-HWPD	57.83
03/06/2025	GEN	132131	006415	JOHN CAHALAN	FEB25 PRISONER BLKTS/MATS CL-HWPD	193.42
03/06/2025	GEN	132132	005665	JOHN GERLACH	180-0339 2024 SEWER REHAB PYMT 2-AG0303	285.20
03/06/2025	GEN	132133	006630	JOHN R. SPRING & TIRE CENTER	MIDC ATTORNEY-24-92992A-C	5,152.10
03/06/2025	GEN	132134	006493	KHARI HATCHETT	MIDC ATTORNEY-25-93105	268.10
03/06/2025	GEN	132135	003311	LANGUAGE LINE SERVICES	MIDC ATTORNEY-21-90543A/B/C	520.10
03/06/2025	GEN	132136	006728	LEXIPOL	MIDC ATTORNEY-25-93056-2-OM	459.90
03/06/2025	GEN	132137	006885	MACQUEEN EQUIPMENT	MIDC ATTORNEY-24-93017	2,543.10
03/06/2025	GEN	132138	002829	MCKENNA ASSOCIATES INC	INTERPRETATION FEES-32A COURT	252.00
03/06/2025	GEN	132139	001772	MICHIGAN LIBRARY ASSOCIATION	(6) ONLINE TRAINING FIRE/(1) EMS -FIRE	268.10
03/06/2025	GEN	132140	001913	MML WORKERS' COMP FUND	EL MAINTENANCE./REPAIRS AG10724-HWFD	520.10
03/06/2025	GEN	132141	000871	NU APPEARANCE	SERVICES FOR ADC-32A	1,478.94
03/06/2025	GEN	132142	000778	O'REILLY, RANCILO, P.C.	SERVICES FOR ADC-32A	150.00
03/06/2025	GEN	132143	003221	OAKLAND COMMUNITY COLLEGE	INTERPRETATION FEES-32A COURT	125.00
03/06/2025	GEN	132144	002259	ODP BUSINESS SOLUTIONS, LLC-LIBRARY	FIRE FIGHTER EQUIPMENT	275.00
					FIRE FIGHTER EQUIPMENT	935.00
					MEMBERSHIP RENEWAL-LIBRARY	22,596.42
					HW ZONING ORD (MISHDA)AG030325-CL	23,531.42
					JAN25 PROFESSIONAL SVCS AG030325-CL	6,440.00
					MEMBERSHIP RENEWAL-LIBRARY	913.57
					PAYROLL AUDIT WC 072023-072024 AG030325	7,353.57
					MUNICIPAL LOC 112 BAGS ICE MELT AG03032	50.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	13,822.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	3,369.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	1,008.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	4,205.00
					MUNICIPAL LOC 168 BAGS ICE MELT AG03032	1,624.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	3,465.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	2,920.00
					MUNICIPAL LOC SALTING/PLOW AG030325-DPW	16,591.00
					MAR25 PROFESSIONAL SVCS-CM	22,843.67
					2 POLICE TRAINING REGIS.	450.00
					OFFICE SUPPLIES-LIBRARY	26.89

Check Date	Bank	Check	Vendor	Vendor Name	Description	Amount
03/06/2025	GEN	132145	004856	ON TIME SUPPLIES	MISC SUPPLIES-CM	209.33
03/06/2025	GEN	132146	007221	PENN CARE, INC.	EMERG MEDICAL SUPPLIES-HWFD EMERG MEDICAL SUPPLIES-HWFD EMERG MEDICAL SUPPLIES-HWFD	80.40 91.40 312.01 87.25 571.06
03/06/2025	GEN	132147	006223	PERKINS LAW GROUP PLLC	FEB25 LEGAL SERVICES-CM	4,950.00
03/06/2025	GEN	132148	006596	LAW OFFICE OF PHYLLIS G-ROBINSON	MIDC ATTORNEY-24-92803 MIDC ATTORNEY-24-92523A & C	220.50 182.70 403.20
03/06/2025	GEN	132149	002176	PITNEY BOWES GLOBAL FINANCIAL	SENDPRO P SERIES POSTAGE MACHINE-CM	930.75
03/06/2025	GEN	132150	001942	PLANTÉ & MORAN, PLLC	PROF SVCS ACC ASST W/ AUDIT RFP-FIN	962.50
03/06/2025	GEN	132151	005293	POINTE ALARM LLC	APRIL25 PUMP SATATION ALARM-CM APR25 SECURITY SYS RADIO UPLINK, WARRANT	2,239.86 1,229.59 3,469.45
03/06/2025	GEN	132152	000689	QUILL CORPORATION	OFFICE SUPPLIES-COURT	69.99
03/06/2025	GEN	132153	004739	ROBSTRONIX AUDIO PRODUCTIONS	PROF SERV-COUNCIL MTG 020325-CM	215.00
03/06/2025	GEN	132154	007424	RONALD WALDON	2024 Sum Tax Refund 42 002 01 1738 000	663.15
03/06/2025	GEN	132155	007423	RUTH A. GARRETT	VISTING JUDGE 022625	400.00
03/06/2025	GEN	132156	005612	SAFEBUYIT, INC.	JAN25 PROFESSIONAL SVCS AG030325	45,999.92
03/06/2025	GEN	132157	006369	SIMPLIFIED BUSINESS SOLUTIONS	JAN25 IT SUPP/RT/SUPPLIES AG030325-CM FEB25 PROFESSIONAL SERVICES AG030325-CM	4,116.23 4,343.59 8,459.82
03/06/2025	GEN	132158	007425	SUPER CONSTRUCTION, LLC	180-0331 DWRP LEAD WATER REPLACEMENT AG	38,205.00
03/06/2025	GEN	132159	006598	THE LAW OFFICE OF C.A. HARRIS, PLLC	MIDC ATTORNEY ON CALL-021125	280.00
03/06/2025	GEN	132160	007249	THOMAS W. JAKUC	MIDC ATTORNEY-24-92824 MIDC ATTORNEY-24-92718 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-011 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-011	739.10 5,029.20 833.00 518.00 7,119.30
03/06/2025	GEN	132161	001148	TOSHIBA FINANCIAL SERVICES	021525-031525 COPIER/PRINTER LEASE-CL	1,292.42
03/06/2025	GEN	132162	007422	TOWANDA DIXON	REFUND SALTER PARK-REC	125.00
03/06/2025	GEN	132163	007381	VASSAL JOHNSON II	MIDC ATTORNEY-24-92942 MIDC ATTORNEY-24-92975A-D	1,008.00 926.10 1,934.10
03/06/2025	GEN	132164	006537	WALKER CONSULTING	ADC COURT SERVICES 021225-022525-32A	891.00
03/06/2025	GEN	132165	005271	WCA ASSESSING	MAR25 CONTRACT ASSESSMENT AG012225-CL	6,384.16
03/10/2025	GEN	132166	006882	TANERSHA BRANTLEY	Professional - Contractual Professional - Contractual	200.00 200.00 400.00

CHECK REGISTER FOR CITY OF HARPER WOODS
CHECK DATE FROM 03/01/2025 - 03/14/2025
CHECK NUMBERS: 132094-132167

Description

Amount

Accounts Payable
Accounts Payable

259.17
241.63
500.80

Total Paper Check:

447,128.43

GEN TOTALS:

Total of 74 Checks:

447,128.43

Less 0 Void Checks:

0.00

Total of 74 Disbursements:

447,128.43

MARIA A. NAWROCKI, ACTING FINANCE DIRECTOR

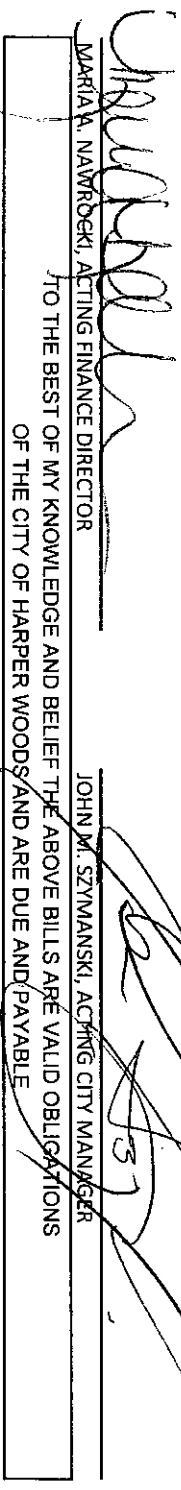
JOHN M. SZYMANSKI, ACTING CITY MANAGER

TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE BILLS ARE VALID OBLIGATIONS
OF THE CITY OF HARPER WOODS AND ARE DUE AND PAYABLE

LESLIE M. FRANK, CITY CLERK

VALERIE J. KINDLE, MAYOR

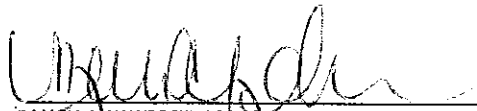
BY RESOLUTION THE BILLS PROCESSED PRESENTED ABOVE ARE HEREBY APPROVED
FOR PAYMENT AT THE REGULAR COUNCIL MEETING




PAYROLL DEDUCTION CHECK REGISTER FOR CITY OF HARPER WOODS
 FOR CHECK DATES 02/29/2025-03/14/2025
 CHECK NUMBERS 132168 thru 132170

Check Date	Check#	Vendor Name	Description	Amount
03/13/2025	132168	MISSION SQUARE	P/R DEDUCTIONS W/H 3/13/2025	8,983.00
03/13/2025	132169	MISDU	P/R DEDUCTIONS W/H 3/13/2025	1,463.22
03/13/2025	132170	NATIONWIDE 457 COMPENSATION PLAN	P/R DEDUCTIONS W/H 3/13/2025	619.00

GRAND TOTAL \$11,065.22



 MARIA A. NAWROCKI, ACTING FINANCE DIRECTOR



 JOHN M. SZYMANSKI, ACTING CITY MANAGER

TO THE BEST OF MY KNOWLEDGE AND BELIEF THE ABOVE PAYROLL DEDUCTIONS ARE VALID OBLIGATIONS
 OF THE CITY OF HARPER WOODS AND ARE DUE AND PAYABLE

 LESLIE M. FRANK, CITY CLERK

 VALERIE J. KINDLE, MAYOR

BY RESOLUTION THE PAYROLL LIABILITIES PROCESSED ARE PRESENTED ABOVE ARE HEREBY APPROVED
 FOR PAYMENT AT THE REGULAR COUNCIL MEETING



Invoice

Invoice Number: 1415261
Invoice Date: 2/28/2025
Terms: Net 30 Days
Due Date: 3/30/2025
Customer #: 08-HRPRWOO
Customer PO #:

Harper Woods, MI, City of
 19617 Harper Aveune
 Harper Woods, MI 48225

Item Code	Description	Quantity	Price	Amount
Building Insp %Fee	Building Insp %Fee	20826.40	\$1.00	\$20,826.40
	Building Permit Services % of Fee	20826.40	\$1.00	\$20,826.40
Building Inspection	Building Inspection	124.00	\$26.64	\$3,303.20
	BDS Permit Tech/Admin/Front Counter	120.00	\$27.36	\$3,283.20
	Building Permit Services Fixed Fee	4.00	\$5.00	\$20.00
Hourly	Hourly	67.00	\$60.54	\$4,056.18
	Code Enforcement Hourly	67.00	\$60.54	\$4,056.18

Please remit to: SAFEbuilt LLC Lockbox #88135
PO Box 88135, Chicago, IL 60680-1135

444 N. Cleveland Ave, Ste 444 / Loveland, CO 80537 / Phone: (866)
 977-4111 / Fax: (877) 203-2704 / www.SAFEbuilt.com

Net Invoice:	\$28,185.78
Freight:	\$0.00
Sales Tax:	\$0.00
Invoice Total:	\$28,185.78

**City of Harper Woods
 19617 Harper Avenue
 Harper Woods, MI 48225**

Building Department Services Invoice
 February 1-28, 2025

February 1-28, 2025	<u>Total Collected</u>	<u>Percent</u>	
	\$ 26,033.00	80%	\$ 20,826.40
	<u>Total Hours</u>	<u>Hourly</u>	
Code Enforcement	67.00	60.54	\$4,056.18
Permit Technician	120.00	27.36	\$3,283.20
	<u>Total</u>	<u>Rate</u>	
Existing Permit Inspections	0.00	\$35.00	\$0.00
Administrative Closure of Records	4.00	\$5.00	\$20.00
Total Due To SAFEbuilt:			\$28,185.78

City of Harper Woods
February 2025

Accounts Receivable Report

From: February 1-28, 2025

Date	Receivable	Revenue
2/3/2025		2,590.00
2/4/2025		1,910.00
2/5/2025		2,052.00
2/6/2025		1,450.00
2/7/2025		100.00
2/10/2025		1,128.00
2/11/2025		2,369.00
2/12/2025		794.00
2/13/2025		500.00
2/18/2025		1,926.00
2/19/2025		1,699.00
2/20/2025		1,455.00
2/24/2025		2,702.00
2/25/2025		1,925.00
2/26/2025		1,561.00
2/27/2025		1,872.00
Total	\$	26,033.00
	Safebuilt Billable Items:	\$ 26,033.00
	Amount Due To Safebuilt:	\$ 20,826.40

26,033.00



City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225-2095

313.343.2500

www.harperwoodscity.org

Mayor:
Valerie Kindle

Mayor Pro Tem:
Regina Williams

City Council:
Vivian M. Sawicki
Cheryl Costantino
Ivery Toussant, Jr.
Tom Jenny
Gerianne LaPratt

Acting City Manager:
John Szymanski

City Clerk:
Leslie M. Frank

March 10, 2025

Memorandum to: John Szymanski, Acting City Manager
Honorable Mayor & City Council

From: Kimberly Keogh, Acting Treasurer

Re: Water Bills & Supplies

The attached invoice #195491, in the amount of \$4668.13, for water bills March 2025 and invoice #195492, in the amount of \$2356.50 for envelope supplies. Total due of \$7,024.63. I recommend payment of both invoices.



1911 Woodslee Drive
 Troy MI 48083
 E-mail: AccountingTeam@doxim.com

Invoice

Document No.	195492
Date	2/26/2025
Currency	USD
Page	1/1
Balance Due (USD)	2,356.50

Bill To:

City Of Harper Woods
 Attn: Kim Keogh
 19617 Harper Avenue
 Harper Woods MI 48225-2772
 United States

Ship To:

City Of Harper Woods
 Attn: Kim Keogh
 19617 Harper Avenue
 Harper Woods MI 48225-2772
 United States

Please Remit Top Portion with Payment

PO Number	Customer ID	Payment Terms	Date In	Rep	Account No.	Job No.
	HARPER	Due Upon Receipt	2/12/2025			N/A
Item Code	Description	Qty	Unit Price	Ext. Price		
ENV	#10 Water Bill Statement Envelopes- 1/0	25,000	0.04609	1,152.25		
BRE	#9 Return Envelopes 1/0	25,000	0.04817	1,204.25		

Comments:

Subtotal	2,356.50
Tax	0.00
Total	2,356.50
Payment/Credit	0.00
Balance Due (USD)	2,356.50

Remittance Information:

Direct deposits (ACH) to: PNC Bank Routing Number: 031207607 Account Number: 8026381629	Make All Checks Payable to: Doxim PO Box 933472 Cleveland, OH 44193	Please send remittance to: ardetroit@doxim.com
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1911 Woodstee Drive
 Troy MI 48083
 E-mail: AccountingTeam@doxim.com

Invoice

Document No.	195491
Date	2/26/2025
Currency	USD
Page	1/1
Balance Due (USD)	4,668.13

Bill To:

City Of Harper Woods
 Attn: Kim Keogh
 19617 Harper Avenue
 Harper Woods MI 48225-2772
 United States

Ship To:

City Of Harper Woods
 Attn: Kim Keogh
 19617 Harper Avenue
 Harper Woods MI 48225-2772
 United States

Please Remit Top Portion with Payment

PO Number	Customer ID	Payment Terms	Date In	Rep	Account No.	Job No.
	HARPER	Due Upon Receipt	2/21/2025			239151
Item Code	Description	Qty	Unit Price	Ext. Price		
DATA	Data Processing Fee	1	159.85355	159.85		
WTR	Print Water Bill Statements	5,820	0.08311	483.70		
FOLDIN	Fold, Insert, Sort & Mail	5,820	0.05754	334.88		
PU	Postage Used	1	3,473.83900	3,473.84		
PRT	Print Water Bill Stock- 8.5x11 w/Perf	5,820	0.03709	215.86		

Comments:

Subtotal	4,668.13
Tax	0.00
Total	4,668.13
Payment/Credit	0.00
Balance Due (USD)	4,668.13

Remittance Information:

Direct deposits (ACH) to: PNC Bank Routing Number: 031207607 Account Number: 8026381629	Make All Checks Payable to: Doxim PO Box 933472 Cleveland, OH 44193	Please send remittance to: ardetroit@doxim.com
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GUARDIAN SEWERS

INVOICE

14429 HARBOR ISLAND
 DETROIT, MI. 48215
 313-995-1165

DATE: March 12, 2025
INVOICE # 9161
FOR: 19959 Vernier

Bill To:
 CITY OF HARPER WOODS

Service Date: 3/4

19600 EAST 8 MILE
 HARPER WOODS, MI 48225
 313-343-2570

PO # 36744

DESCRIPTION	AMOUNT
*****EMERGENCY REPAIR*****	
Dug up and made repair on 8" main due to circular crack. Installed a 8X12.5" sleeve, backfilled to rough grade with 12 yards of sand and cleaned up work site.	\$ 4,800.00
TOTAL	\$ 4,800.00

RECEIVED

MAR 12 2025

THANK YOU FOR YOUR BUSINESS!

DPW - CITY OF
 HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>20238 BEAUFAIT HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1628 DATE: JANUARY 31, 2025</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
---	---

JOB DESCRIPTION	PRICE
1-26-2025 – EMERGENCY SERVICE – WATER MAIN BREAK – REMOVAL + STUMP *INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	\$4,200.00
AMOUNT DUE UPON RECEIPT	\$4,200.00

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

FEB 26 2025

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

SERVICE ADDRESS: 19706 HUNTINGTON HARPER WOODS MI 48225 INVOICE NO.: 1634 DATE: FEBRUARY 7, 2025	BILL TO: DEPT OF PUBLIC WORKS HARPER WOODS MI 48225 EMAIL: HWDPW@HARPERWOODS.NET
--	---

JOB DESCRIPTION	PRICE
2-6-2025 – EMERGENCY SERVICE – WATER MAIN BREAK – REMOVAL + STUMP *INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	\$3,600.00

AMOUNT DUE UPON RECEIPT	\$3,600.00
--------------------------------	-------------------

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

RECEIVED

FEB 26 2025

DPW - CITY OF
HARPER WOODS



21715 HARPER AVENUE, ST. CLAIR SHORES, MI 48080
313-885-9292

TREE SERVICE INVOICE

<p>SERVICE ADDRESS:</p> <p>20842 HOLLYWOOD HARPER WOODS MI 48225</p> <p>INVOICE NO.: 1638 DATE: MARCH 3, 2025</p>	<p>BILL TO:</p> <p>DEPT OF PUBLIC WORKS HARPER WOODS MI 48225</p> <p>EMAIL: HWDPW@HARPERWOODS.NET</p>
---	---

JOB DESCRIPTION	PRICE
3-3-2025 – EMERGENCY SERVICE – WATER MAIN BREAK – REMOVAL + STUMP *INCLUDING CHIPPING BRUSH, HAULING WOOD AND CLEAN UP	\$3,700.00
AMOUNT DUE UPON RECEIPT	\$3,700.00

PLEASE MAKE CHECK PAYABLE TO:

TURF & TIMBER LLC
21715 HARPER AVE
ST CLAIR SHORES MI 48080

THANK YOU FOR YOUR BUSINESS!

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
 Harper Woods, MI 48225
 (313) 884-0515 Fax (313) 886-7276
 nuappearance@comcast.net

Invoice

Date	Invoice #
2/28/2025	33061
Terms	Due Date
Net 30	3/30/2025

H.W. Department of Public Works
 Marjorie Dufort
 19600 E. Eight Mile Road
 Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36772	SAK	

Qty	Description	Rate	Amount
	Snow removal and salting as requested by City of Harper Woods D.P.W. Areas covered per listing and map provided, plus previous conversations with W. Snyder.		
	2/17/25 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
	2/20/25 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 1"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
Thank You For Your Business!		Total	\$3,300.00

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
Harper Woods, MI 48225

(313) 884-0515 Fax (313) 886-7276
nuappearance@comcast.net

Invoice

Date	Invoice #
2/28/2025	33060
Terms	Due Date
Net 30	3/30/2025

H.W. Department of Public Works
Marjorie Dufort
19600 E. Eight Mile Road
Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36772	SAK	

Qty	Description	Rate	Amount
	Snow removal and salting as requested by City of Harper Woods D.P.W. Areas covered per listing and map provided, plus previous conversations with W. Snyder.		
	2/15/25 pm. (snow plowing) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 2" City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	522.50	522.50
1	Labor: Snow 2"	522.50	522.50
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
	2/15/25 pm. (salting)		
1	Labor: 'Ice Melter' Dispersed City Hall, Library, Annexes-2.	100.00	100.00
	2/16/25 am. (snow plowing and salting) I-94 Bridges/Crosswalks; Vernier Crosswalks; Pump Stations, Various Walkways.		
1	Labor: Snow 2"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed City Hall/Police/Fire; Public Library; Annexes 1&2; Johnston/Salter/Danbury Parks; DPW; Various Walks; Kelly Road Crosswalks.	265.00	265.00
1	Labor: Snow 2"	522.50	522.50
1	Labor: 'Ice Melter' Dispersed	265.00	265.00
3	Lots: 19969 Anita, 20321 Roscommon, 20245 Huntington.	25.00	75.00
	2/16/25 pm. City Hall, Library, Annexes-2. (second time)		
1	Labor: Shovel Sidewalks	50.00	50.00
1	Labor: 'Ice Melter' Dispersed	100.00	100.00
Thank You For Your Business!		Total	\$3,020.00

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
 Harper Woods, MI 48225

(313) 884-0515 Fax (313) 886-7276
 nuappearance@comcast.net

Invoice

Date	Invoice #
2/28/2025	33088
Terms	Due Date
Net 30	3/30/2025

H.W. Department of Public Works
 Marjorie Dufort
 19600 E. Eight Mile Road
 Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36772	SAK	

Qty	Description	Rate	Amount
56	1 Pallets (56 bags) 'Ice Melter' product.	11.00	616.00
Thank You For Your Business!		Total	\$616.00



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0291-0
 Invoice No: 156654

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0291-0 CITY HALL GENERATOR
 FOR: CONTRACT ADMINISTRATION
Professional Services from January 01, 2025 to February 09, 2025

Fee

Construction Cost	188,813.00		
Fee Percentage	7.50		
Total Fee	14,160.98		
Percent Complete	100.00	Total Earned	14,160.98
		Previous Fee Billing	14,160.98
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
ENG. AIDE I / GIS ANALYST I				
HARRINGTON, MICHELLE	.50	72.52	36.26	
Generate estimate, draft estimate letter, send through DocuSign for slg.				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.30	137.31	41.19	
Discuss project with contractor, IDR Development				
KERN, RICHARD	.10	137.31	13.73	
Discuss with contractor				
KERN, RICHARD	.20	137.31	27.46	
Pay Estimate Review and Approval				
Totals	1.10		118.64	
Total Labor				118.64
		Total this Invoice		\$118.64

Outstanding Invoices

Number	Date	Balance
156065	2/6/2025	260.88
Total		260.88

Leslie Frank
 245 903 801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0253-0
 Invoice No: 156651

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0253-0 BEACONSFIELD RESURF.-WOODLAND TO VERNIER

Professional Services from January 01, 2025 to February 09, 2025

Phase 03 CONSTRUCTION

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
ENG. AIDE III / GIS ANALYST III				
SWITZER, BRIDGET	1.10	89.49	98.44	
Project Admin & Planning / CM 006 Processing / Needs List				
SWITZER, BRIDGET	1.00	89.49	89.49	
Project Admin & Planning / Draft CM 006 / Needs List / Draft 2 CM 006 / CM 006 Processing				
SWITZER, BRIDGET	.10	89.49	8.95	
Project Admin & Planning / FN File Processing				
SWITZER, BRIDGET	2.50	89.49	223.73	
Project Admin & Planning / Needs List / EOT Processing / Draft CM 006				
SWITZER, BRIDGET	3.30	89.49	295.32	
Project Admin & Planning / Needs List				
SWITZER, BRIDGET	.10	89.49	8.95	
Project Admin & Planning				
SWITZER, BRIDGET	.30	89.49	26.85	
Project Admin & Planning / Needs List				
ENG. AIDE I / GIS ANALYST I				
HARRINGTON, MICHELLE	.10	72.52	7.25	
File mod voucher				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.30	137.31	41.19	
Project Closeout				
Totals	8.80		800.17	
Total Labor				800.17

Billing Limits	Current	Prior	To-Date
Total Billings	800.17	156,175.36	156,975.53
Limit			227,759.97
Remaining			70,784.44

Total this Phase 800.17

Total this Invoice 800.17

Heather Koutout
 202 446 801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0338-0
 Invoice No: 156660

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0338-0 2024 MISCELLANEOUS CONCRETE REPAIRS

FOR: CONTRACT ADMINISTRATION

Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
TEAM LEADER				
VARICALLI, FRANK	.50	107.79	53.90	
Prepare as-builts for GIS				
VARICALLI, FRANK	.50	107.79	53.90	
Review locatons for as-builts				
CONSTRUCTION OBSERVATION				
ENG. AIDE III / GIS ANALYST III				
VARICALLI, JOSEPH	5.00	89.49	447.45	
As-builts Shelby.				
VARICALLI, JOSEPH	4.00	89.49	357.96	
Worked on as-builts in Shelby.				
Totals	10.00		913.21	
Total Labor				913.21
		Total this Invoice		\$913.21

Handwritten signature: Katherine Touche
 203 463 930

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0363-0
 Invoice No: 156671

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0363-0 2025 MISCELLANEOUS CONCRETE REPAIRS
 FOR: CONTRACT DOCUMENT PREPARATION
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.50	137.31	68.66
Lansdowne Estimates			
KERN, RICHARD	.30	137.31	41.19
Review Lansdowne Street for potential limits of improvements			
SECRETARIAL			
SECRETARIAL			
TERRY, ASHLEY	.50	43.77	21.89
Change order contract book			
CONSTRUCTION PLAN DESIGN			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.60	137.31	82.39
Annual Budget Review Meeting			
KERN, RICHARD	.10	137.31	13.73
Discuss project with FDV			
KERN, RICHARD	.50	137.31	68.66
Summarize Lansdowne Quantities			
SPECIFICATIONS			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	.20	107.79	21.56
Spec Document Request			
WILSON, HOLLY	2.50	107.79	269.48
Spec Markups and General Project Documents			
WILSON, HOLLY	1.20	107.79	129.35
Spec updates			
WILSON, HOLLY	.20	107.79	21.56
Updated Specs			
CONTRACT ADMINISTRATION			
TEAM LEADER			
VARICALLI, FRANK	.50	107.79	53.90
Contract Administration			
MEETINGS			
TEAM LEADER			
VARICALLI, FRANK	.50	107.79	53.90
Meeting with City 2025 Projects			

Leslie Frank
 203 463 930

Please include the project number and invoice number on your check.

CONSTRUCTION OBSERVATION

ENG. AIDE III / GIS ANALYST III

VARICALLI, JOSEPH	7.00	89.49	626.43
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 Sketched and measured streets for estimate.

VARICALLI, JOSEPH	.50	89.49	44.75
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 Went over sketches in Shelby.

Totals	15.10		1,517.45
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Total Labor			1,517.45
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Total this Invoice			\$1,517.45
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ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0366-0
 Invoice No: 156674

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0366-0 2025 PAVEMENT JOINT & CRACK SEALING

FOR:

Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount
SECRETARIAL			
SECRETARIAL			
BICKHAM, BRENDA	1.00	43.77	43.77
Contract			
TERRY, ASHLEY	.30	43.77	13.13
Spec book updates			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	.50	107.79	53.90
prepare 2025 construction estimates			
VARICALLI, FRANK	.50	107.79	53.90
Prepare proposal			
CONSTRUCTION PLAN DESIGN			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.50	137.31	68.66
Annual Budget Review Meeting			
QUANTITIES			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	1.00	107.79	107.79
2025 Location Estimate			
WILSON, HOLLY	1.00	107.79	107.79
Estimate for New 2025 Locations			
SPECIFICATIONS			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	1.00	107.79	107.79
Finished specs, ready for internal review			
WILSON, HOLLY	1.00	107.79	107.79
Spec and document updates			
WILSON, HOLLY	1.00	107.79	107.79
Spec Document Request and Joint Sealing Locations			
WILSON, HOLLY	3.00	107.79	323.37
Spec Markups and General Project Documents			
WILSON, HOLLY	.20	107.79	21.56
Spec updates			
WILSON, HOLLY	.20	107.79	21.56
Updated Specs			

Handwritten signature

203 463 930

Please include the project number and invoice number on your check.

CONTRACT ADMINISTRATION

TEAM LEADER

VARICALLI, FRANK	.50	107.79	53.90
Review quantities for contract extension			

GRADUATE ENG/SURV/ARCH

WILSON, HOLLY	1.00	107.79	107.79
Contract Book			

WILSON, HOLLY	1.50	107.79	161.69
Prep for Contract			

MEETINGS

TEAM LEADER

VARICALLI, FRANK	.50	107.79	53.90
Meeting with City 2025 Projects			

GIS UPDATES

GRADUATE ENG/SURV/ARCH

KOWALCHICK, ANTHONY	.50	107.79	53.90
make the 2025 joint location maps			

Totals	15.20		1,569.98
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Total Labor			1,569.98
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Total this Invoice			\$1,569.98
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ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0367-0
 Invoice No: 156675

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0367-0 2025 SIDEWALK REPLACEMENT PROGRAM
 FOR: ENGINEERING DESIGN

Professional Services from January 01, 2025 to February 09, 2025

Fee

Construction Cost	200,000.00
Fee Percentage	6.00
Total Fee	12,000.00

Percent Complete	50.00	Total Earned	6,000.00	
		Previous Fee Billing	0.00	
		Current Fee Billing	6,000.00	
		Total Fee		6,000.00

Total this Invoice \$6,000.00

Elizabeth Tombert

Please include the project number and invoice number on your check.

245-901-801



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

March 06, 2025
 Project No: 0180-0350-0
 Invoice No: 156666

Project 0180-0350-0 2024 CDBG SIDEWALK REPLACEMENT PROGRAM
 FOR: CONTRACT ADMINISTRATION
Professional Services from January 01, 2025 to February 09, 2025

Fee

Construction Cost	259,970.00		
Fee Percentage	6.00		
Total Fee	15,598.20		
Percent Complete	100.00	Total Earned	15,598.20
		Previous Fee Billing	15,598.20
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
ENG. AIDE III / GIS ANALYST III				
ANKAWI, MICHELLE	1.00	89.49	89.49	
Create Draft Estimate, generate IDR, Generate Estimate and send through DocuSign.				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.20	137.31	27.46	
Information to City				
KERN, RICHARD	.20	137.31	27.46	
Revised pay estimate cover letters				
Totals	1.40		144.41	
Total Labor				144.41
		Total this Invoice		\$144.41

Outstanding Invoices

Number	Date	Balance
156072	2/6/2025	291.16
Total		291.16



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0255-0
 Invoice No: 156653

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0255-0 MISS DIG REQUESTS
 FOR: GENERAL MISS DIG ADMINISTRATION
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount	
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
MILLER, JEFFREY	.50	107.79	53.90	
Salter Park utility request				
GRADUATE ENG/SURV/ARCH				
KOWALCHICK, ANTHONY	.50	107.79	53.90	
create two miss dig requests and send to city				
KOWALCHICK, ANTHONY	.50	107.79	53.90	
update watermain breaks from Nov & Dec				
Totals	1.50		161.70	
Total Labor				161.70
Reimbursable Expenses				
REIMBURSABLE OTHER EXPENSE				
2/4/2025 ESRI, INC.			395.91	
Total Reimbursables			395.91	395.91
				Total this Invoice \$557.61

Outstanding Invoices

Number	Date	Balance
156064	2/6/2025	53.90
Total		53.90

Handwritten signature
 101.801.801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0244-0
 Invoice No: 156650

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0244-0 EASTLAND CENTER REDEVELOPMENT
 FOR: CONSTRUCTION ADMINISTRATION
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount	
ADDITIONAL SERVICES				
SENIOR PROJECT ENGINEER				
GUINNANE, PAUL	.50	137.31	68.66	
DPW checking WM leak locations: Eastland Commerce Center - Private WM), emails, calls)				
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
KOWALCHICK, ANTHONY	.30	107.79	32.34	
delete watermain and hydrant from GIS				
FIELD SERVICES				
SENIOR PROJECT ENGINEER				
GUINNANE, PAUL	.50	137.31	68.66	
Follow up with Northpointe and DPW (H395, H456),				
GUINNANE, PAUL	1.50	137.31	205.97	
Northpointe calls, check CO's schedule and calls, (fire loop installations) exceeding leak locations., Markup C2.1 (H456), Email DPW (IDR 2023-08-05 - HDD gas main location and ATT)				
GUINNANE, PAUL	3.00	137.31	411.93	
Observe location on 12" WM west of Bldg 3, 2" domestic connection to Bldg 2. (2" corp and SS repair clamp leak) at ECC. V503 just east of Bldg 2 in parking lot.				
GUINNANE, PAUL	8.00	137.31	1,098.48	
observe SDI locating fire loop leak location on 10" HDPE DR11 main.(SE corner of Bldg One, 45 NE of H452), Test seal blown at Mega-Lug (175 psi). Markup C6.6 (fire loop Bldg 3 - H487 connection, V503 location.) for SDI work 01/31/25.				
GUINNANE, PAUL	3.50	137.31	480.59	
Prep, travel and check repair leak of fire loop leak location on 10" HDPE DR11 main. (SE corner of Bldg One, 45 NE of H452), Test seal at Mega-Lug/ driven pile thrust block (175 psi) return to office.				
GUINNANE, PAUL	5.00	137.31	686.55	
Prep, travel, check abandoned H456, and observe SDI locating leak on fire loop 10" HDPE DR11 main at tee connection for H482				
GUINNANE, PAUL	1.00	137.31	137.31	
SDI calls and check IDR's for fire loops (Bldg's 1,2 and 3) pressure testing documents.				
Totals	23.30		3,190.49	
Total Labor				3,190.49
			Total this Invoice	\$3,190.49

Please include the project number and invoice number on your check.

592 542 801



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0303-0
 Invoice No: 156689

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0303-0 TEMPORARY WATER SYSTEM OPERATOR
 FOR: WATER SYSTEM OPERATIONS
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
SENIOR PROJECT ENGINEER			
GUINNANE, PAUL	1.00	137.31	137.31
AT&T claim, DPW emails and review photos (Guardian MissDig, 03/20/24, 03/27/24 photos)			
CONSTRUCTION ADMINISTRATION			
SENIOR PROJECT ENGINEER			
GUINNANE, PAUL	1.00	137.31	137.31
Follow up calls/ emails: AT&T damage claim: review photos and MissDig documents			
ADDITIONAL SERVICES			
SENIOR PROJECT ENGINEER			
GUINNANE, PAUL	.50	137.31	68.66
H456 removal and return "out of service sign" to DPW			
GUINNANE, PAUL	.50	137.31	68.66
Phase 2 RLCR EGLE			
GIS UPDATES			
GRADUATE ENG/SURV/ARCH			
KOWALCHICK, ANTHONY	.50	107.79	53.90
make watermain age map for frank			
KOWALCHICK, ANTHONY	.50	107.79	53.90
update map for Frank			
FIELD SERVICES			
SENIOR PROJECT ENGINEER			
GUINNANE, PAUL	.50	137.31	68.66
Calls and follow up (8 Mi & Kelly WM break), BP stopbox location			
GUINNANE, PAUL	.50	137.31	68.66
EGLE Cyber Alert (SCADA HMI's) to DPW			
GUINNANE, PAUL	.50	137.31	68.66
Follow up with DPW (AT&T claim)			
GUINNANE, PAUL	.50	137.31	68.66
OIC form in MIEHDWIS per HT email. SS/WSE reqts.			
Totals	6.00		794.38
Total Labor			794.38
Total this Invoice			\$794.38

Heather Tom
 592 542 801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

March 06, 2025
 Project No: 0180-0340-0
 Invoice No: 156662

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0340-0 2024 SANITARY SEWER CLEANING AND TV INSP

FOR: CONTRACT ADMINISTRATION

Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
TEAM LEADER				
VARICALLI, FRANK	.50	107.79	53.90	
Contract Administration				
VARICALLI, FRANK	1.00	107.79	107.79	
Review quantities for contract extension				
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
SVOBODA, JOSEPH	6.10	107.79	657.52	
as-built updates				
Totals	7.60		819.21	
Total Labor				819.21
				Total this Invoice
				\$819.21

Outstanding Invoices

Number	Date	Balance
156069	2/6/2025	107.79
Total		107.79

Leslie Frank
 592 544 801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

March 06, 2025
 Project No: 0180-0365-0
 Invoice No: 156673

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0365-0 2025 SANITARY SEWER CLEANING & TV INSP

FOR:

Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount
SECRETARIAL			
SECRETARIAL			
TERRY, ASHLEY	.50	43.77	21.89
Change order contract book			
TERRY, ASHLEY	.50	43.77	21.89
Spec book updates			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	2.00	107.79	215.58
prepare 2025 construction estimates			
VARICALLI, FRANK	.50	107.79	53.90
Prepare proposal			
CONSTRUCTION PLAN DESIGN			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.60	137.31	82.39
Annual Budget Review Meeting			
SPECIFICATIONS			
GRADUATE ENG/SURV//ARCH			
WILSON, HOLLY	.50	107.79	53.90
Finalized specs for internal review			
WILSON, HOLLY	1.50	107.79	161.69
Reviewed Maps and Specs. Updated proposal and work schedule - resent to Contractor. Possible add on location at City Hall			
WILSON, HOLLY	1.50	107.79	161.69
Spec and document updates and map review			
WILSON, HOLLY	.50	107.79	53.90
Spec Markups			
WILSON, HOLLY	5.00	107.79	538.95
Spec Markups and General Project Documents			
WILSON, HOLLY	.20	107.79	21.56
Updated Specs			
CONTRACT ADMINISTRATION			
GRADUATE ENG/SURV//ARCH			
WILSON, HOLLY	1.00	107.79	107.79
Contract Book			
WILSON, HOLLY	1.50	107.79	161.69
Prep for Contract			

Handwritten signature: Leslie Frank
 592 544 930

Please include the project number and invoice number on your check.

MEETINGS

TEAM LEADER

VARICALLI, FRANK	.50	107.79	53.90
Meeting with City 2025 Projects			

ENGINEERING PLAN REVIEW

GRADUATE ENG/SURV/ARCH			
MILLER, JEFFREY	2.50	107.79	269.48
QA/QC of CCTV mapset			

GIS UPDATES

GRADUATE ENG/SURV/ARCH			
KOWALCHICK, ANTHONY	3.50	107.79	377.27
Creat new CCTV map set and work list			
KOWALCHICK, ANTHONY	.30	107.79	32.34
make small change to map set for Holly			
KOWALCHICK, ANTHONY	1.00	107.79	107.79
make updates to map set			
KOWALCHICK, ANTHONY	2.00	107.79	215.58
update work list and maps with new sewers.			

Totals	25.60		2,713.18
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Total Labor			2,713.18
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Total this Invoice			\$2,713.18
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ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0339-0
 Invoice No: 156661

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0339-0 2024 SANITARY SEWER FCIPP PROGRAM

FOR: CONTRACT ADMINISTRATION

Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
TEAM LEADER				
VARICALLI, FRANK	.50	107.79	53.90	
Contract Administration				
VARICALLI, FRANK	.50	107.79	53.90	
Prepare as-builts for GIS				
VARICALLI, FRANK	.50	107.79	53.90	
Review quantities for contract extension				
ENG. AIDE III / GIS ANALYST III				
ANKAWI, MICHELLE	.50	89.49	44.75	
Generate Final Mod and send through DocuSign.				
ANKAWI, MICHELLE	.50	89.49	44.75	
Generate IDR, Create Draft Final Balancing Mod				
GRADUATE ENG/SURV/ARCH				
WILSON, HOLLY	1.00	107.79	107.79	
Deliverables and Correspondence				
WILSON, HOLLY	.50	107.79	53.90	
Final Deliverable Check				
ENGINEERING PLAN REVIEW				
GRADUATE ENG/SURV/ARCH				
MILLER, JEFFREY	1.00	107.79	107.79	
FCIPP AB QA/QC				
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
SVOBODA, JOSEPH	1.50	107.79	161.69	
as-built updates				
CCTV REVIEW				
GRADUATE ENG/SURV/ARCH				
WILSON, HOLLY	2.00	107.79	215.58	
Post-FCIPP Video Download and Review				
WILSON, HOLLY	1.00	107.79	107.79	
Punch List				
WILSON, HOLLY	.50	107.79	53.90	
Updated and send deliverable punch list to Contractor				
Totals	10.00		1,059.64	
Total Labor				1,059.64

Handwritten signature
 592 544 801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0364-0
 Invoice No: 156672

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0364-0 2025 SANITARY SEWER FCIPP PROGRAM

FOR:
Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount
SECRETARIAL			
SECRETARIAL			
TERRY, ASHLEY	.50	43.77	21.89
Change order contract book			
PRINTS			
ENG. AIDE II / GIS ANALYST II			
KAFERLE, KATHLEEN	.30	81.00	24.30
Plans			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	1.00	107.79	107.79
prepare 2025 construction estimates			
VARICALLI, FRANK	1.50	107.79	161.69
Prepare proposal			
CONSTRUCTION PLAN DESIGN			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.60	137.31	82.39
Annual Budget Review Meeting			
SPECIFICATIONS			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	.50	107.79	53.90
Map Review			
WILSON, HOLLY	.50	107.79	53.90
Spec and document updates			
WILSON, HOLLY	2.00	107.79	215.58
Spec Book and Maps Review			
WILSON, HOLLY	.20	107.79	21.56
Spec Document Request			
WILSON, HOLLY	.70	107.79	75.45
Spec Markups			
WILSON, HOLLY	1.50	107.79	161.69
Spec Markups and General Project Documents			
WILSON, HOLLY	.20	107.79	21.56
Spec updates			
WILSON, HOLLY	.20	107.79	21.56
Updated Specs			

Christina Kurbat
 592 544 801

Please include the project number and invoice number on your check.

MEETINGS

TEAM LEADER

VARICALLI, FRANK	.50	107.79	53.90
Meeting with City 2025 Projects			

MAPSET

GRADUATE ENG/SURV/ARCH

DOURJALIAN, ANDREW	8.50	107.79	916.22
Created Map Set			
DOURJALIAN, ANDREW	6.50	107.79	700.64
Updated Map Set			

GIS UPDATES

GRADUATE ENG/SURV/ARCH

SVOBODA, JOSEPH	2.20	107.79	237.14
created 2025 project map			

Totals	27.40		2,931.16
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Total Labor			2,931.16
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Total this Invoice			\$2,931.16
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ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
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INVOICE

March 06, 2025
 Project No: 0180-0337-0
 Invoice No: 156659

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0337-0 2024 STORM SEWER REPAIRS
 FOR: CONTRACT ADMINISTRATION
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
TEAM LEADER				
VARICALLI, FRANK	1.50	107.79	161.69	
VARICALLI, FRANK	.50	107.79	53.90	
Prepare as-builts for GIS				
VARICALLI, FRANK	.50	107.79	53.90	
Review quantities for contract extension				
ENG. AIDE III / GIS ANALYST III				
ANKAWI, MICHELLE	.50	89.49	44.75	
Create Draft Estimate				
GRADUATE ENG/SURV/ARCH				
MARCUS, PATRICK	1.00	107.79	107.79	
Update as-built sheet for last three storm repair projects and send to inspector to fill out				
CONSTRUCTION OBSERVATION				
ENG. AIDE III / GIS ANALYST III				
VARICALLI, JOSEPH	4.00	89.49	357.96	
As-builts at Shelby office.				
VARICALLI, JOSEPH	6.00	89.49	536.94	
As-builts Shelby.				
VARICALLI, JOSEPH	3.50	89.49	313.22	
Worked on as-builts in Shelby.				
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
SVOBODA, JOSEPH	1.00	107.79	107.79	
updated drain structure condition map				
Totals	18.50		1,737.94	
Total Labor				1,737.94
		Total this Invoice		\$1,737.94

Handwritten signature: Andrew Wortant
 592 542 930

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0362-0
 Invoice No: 156670

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0362-0 2025 STORM SEWER REPAIRS
 FOR: CONTRACT DOCUMENT PREPARATION
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount
SECRETARIAL			
SECRETARIAL			
BICKHAM, BRENDA	1.00	43.77	43.77
Spec			
TERRY, ASHLEY	.50	43.77	21.89
Change order contract book			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	2.00	107.79	215.58
prepare 2025 construction estimates			
VARICALLI, FRANK	1.00	107.79	107.79
Prepare proposal			
ENG. AIDE III / GIS ANALYST III			
ANDERSON, KEVIN	1.50	89.49	134.24
Getting structure data for CB's for Frank V.			
CONSTRUCTION PLAN DESIGN			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.60	137.31	82.39
Annual Budget Review Meeting			
KERN, RICHARD	.10	137.31	13.73
Discuss project with FDV			
QUANTITIES			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	2.00	107.79	215.58
Estimate for Proposed 2025 Work			
SPECIFICATIONS			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	5.50	107.79	592.85
Field Check Catch Basin Repair Locations in Harper Woods			
WILSON, HOLLY	1.30	107.79	140.13
Location Map - for Field Check			
WILSON, HOLLY	.50	107.79	53.90
Spec and document updates			
WILSON, HOLLY	1.10	107.79	118.57
Spec Document Request and Estimate			
WILSON, HOLLY	.50	107.79	53.90
Spec Markups			

Handwritten signature

Please include the project number and invoice number on your check.

592542930

Project	0180-0362-0	2025 STORM SEWER REPAIRS	Invoice	156670
WILSON, HOLLY		3.00	107.79	323.37
Spec Markups and General Project Documents				
WILSON, HOLLY		.20	107.79	21.56
Spec updates				
WILSON, HOLLY		3.30	107.79	355.71
Spec Updates and Preliminary Location Sketches				
WILSON, HOLLY		.20	107.79	21.56
Updated Specs				
MEETINGS				
TEAM LEADER				
VARICALLI, FRANK		.50	107.79	53.90
Meeting with City 2025 Projects				
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
DOURJALIAN, ANDREW		9.30	107.79	1,002.45
GIS AB Rehab Updates				
Totals		34.10		3,572.87
Total Labor				3,572.87
			Total this Invoice	\$3,572.87



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0344-0
 Invoice No: 156663

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0344-0 FY2025 DWRF PROJECT PLAN
 FOR: PROJECT PLAN DEVELOPMENT
Professional Services from January 01, 2025 to February 09, 2025
Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	1.00	137.31	137.31	
Compile project plan, Drop off at City Hall				
KERN, RICHARD	1.00	137.31	137.31	
Edits to Project Plan for Public Viewing				
MEETINGS				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	1.80	137.31	247.16	
Attend Public Hearing/Council Meeting, Prepare for Meeting				
KERN, RICHARD	.50	137.31	68.66	
Cover Letter for Council Agenda				
KERN, RICHARD	.50	137.31	68.66	
Prepare for Council Presentation				
Totals	4.80		659.10	
Total Labor				659.10
		Total this Invoice		\$659.10

Richard Kern
 592 542 801

Please include the project number and invoice number on your check.



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0357-0
 Invoice No: 156667

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0357-0 DISTRIBUTION SYSTEM MATERIALS INVENTORY
 FOR: DISTRIBUTION SYSTEM MATERIALS INVENTORY
Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount	
STUDIES				
SENIOR PROJECT ENGINEER				
GUINNANE, PAUL	.50	137.31	68.66	
Resident text, emails AWD, DPW and follow up (19705 Woodmont)				
Totals	.50		68.66	
Total Labor				68.66
		Total this Invoice		\$68.66

Outstanding Invoices

Number	Date	Balance
156073	2/6/2025	406.80
Total		406.80

Anderson Westrick

Please include the project number and invoice number on your check.

592 542 801



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0331-0
 Invoice No: 156658

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0331-0 2024 DWRF LEAD WATER SERVICE REPLACEMENT
 FOR: CONSTRUCTION ADMINISTRATION
Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount
PRELIMINARY ENGINEERING			
GRADUATE ENG/SUR/ARC			
WARNOCK, DAVID	1.50	107.79	161.69
Update Spreadsheet			
CONTRACT ADMINISTRATION			
ENG. AIDE III / GIS ANALYST III			
MILLER, THOMAS	.20	89.49	17.90
Upload and print IDRs.			
MILLER, THOMAS	.20	89.49	17.90
Download data file.			
ENG. AIDE I / GIS ANALYST I			
HARRINGTON, MICHELLE	.80	72.52	58.02
Data transfer, export ebl refresh for inspector, IDR review, set up payroll tracking document for DWRF.			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.10	137.31	13.73
Follow up with contractor			
KERN, RICHARD	.30	137.31	41.19
Follow up with contractor, Discuss with inspection staff			
KERN, RICHARD	.20	137.31	27.46
Respond to contractors questions			
KERN, RICHARD	.50	137.31	68.66
Scheduling			
KERN, RICHARD	.20	137.31	27.46
Scheduling follow up			
KERN, RICHARD	.60	137.31	82.39
Scheduling, Coordinate notice distribution, Information to Contractor			
KERN, RICHARD	.30	137.31	41.19
Scheduling, WM Size Information to Contractor			
KERN, RICHARD	.30	137.31	41.19
Water Main Sizing Summary Review and Submit to Contractor, Scheduling			
CONSTRUCTION OBSERVATION			
TEAM LEADER			
MYNY, JOSEPH	7.50	107.79	808.43
Going over project with the onsite inspector			
ENG. AIDE III / GIS ANALYST III			
BARBARO, VITO	6.00	89.49	536.94
inspection			

Handwritten signature: Leslie Frank

Please include the project number and invoice number on your check.

592 542 801 600

Project	0180-0331-0	2024 DWRP LEAD WATER SERVICE REPLACEMENT		Invoice	156658
	DEFAUW, BRYAN	9.00	89.49	805.41	
	Lead service replace				
	VARICALLI, JOSEPH	8.00	89.49	715.92	
	Contractor stated prep work for water service on Beaconsfield.				
	VARICALLI, JOSEPH	7.00	89.49	626.43	
	Observed contractor clean up on Roscommon.				
	VARICALLI, JOSEPH	3.50	89.49	313.22	
	Observed contractor finish lead service repair on Roscommon.				
	VARICALLI, JOSEPH	9.50	89.49	850.16	
	Observed contractor install copper service on Roscommon and clean up.				
	TEAM LEADER				
	BARNES, JOYCE	.50	107.79	53.90	
	check on crew,				
	BARNES, JOYCE	5.00	107.79	538.95	
	Inspection				
	BARNES, JOYCE	.50	107.79	53.90	
	load files				
	BARNES, JOYCE	1.00	107.79	107.79	
	Site Visit				
	BARNES, JOYCE	.50	107.79	53.90	
	Spot check project request clean-up of site				
	BARNES, JOYCE	1.50	107.79	161.69	
	Spot check project				
	GIS UPDATES				
	GRADUATE ENG/SURV/ARCH				
	DOURJALIAN, ANDREW	.80	107.79	86.23	
	Updated LSLR Data				
	Totals	65.50		6,311.65	
	Total Labor				6,311.65
	Billing Limits		Current	Prior	To-Date
	Labor		6,311.65	6,345.79	12,657.44
	Limit				120,000.00
	Remaining				107,342.56
				Total this Invoice	\$6,311.65
	Outstanding Invoices				
	Number	Date	Balance		
	156067	2/6/2025	442.95		
	Total		442.95		



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0347-0
 Invoice No: 156664

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0347-0 DWSD SEWAGE DISCHARGE DISTRICT
 FOR: FLOW METERING
Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
LICENSED ENG/SUR/ARC			
STING, TAYLOR	.40	131.95	52.78
GRADUATE ENG/SURV/ARCH			
DANDAYUDHAM, RAMYA	2.00	107.79	215.58
harper woods meter graphs			
GONZALEZ, JACK	1.40	107.79	150.91
Generated January Meter Data Graphs			
PRELIMINARY ENGINEERING			
LICENSED ENG/SURV/ARCH			
PATHIRANA, DULANGA	.50	131.95	65.98
Downloaded the Meter data			
PATHIRANA, DULANGA	.50	131.95	65.98
Harper wood meter data downloaded			
FIELD SERVICES			
ENG. AIDE III / GIS ANALYST III			
BIRKETT, CHRISTOPHER	11.00	89.49	984.39
Download and service meters			
Totals	15.80		1,535.62
Total Labor			1,535.62
		Total this Invoice	\$1,535.62

Leslie Frank

Please include the project number and invoice number on your check.

592 544 801



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0329-0
 Invoice No: 156657

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0329-0 ROSCOMMON POCKET PARK
 FOR: ENGINEERING DESIGN
Professional Services from January 01, 2025 to February 09, 2025

Fee

Construction Cost	244,420.00		
Fee Percentage	8.50		
Total Fee	20,775.70		
Percent Complete	95.00	Total Earned	19,736.92
		Previous Fee Billing	19,736.92
		Current Fee Billing	0.00
		Total Fee	0.00

Professional Personnel

	Hours	Rate	Amount	
CONSTRUCTION PLAN DESIGN				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	2.30	137.31	315.81	
Prepare for Public Meeting, Attend Public Meeting				
KERN, RICHARD	.20	137.31	27.46	
Review results of public meeting with DB				
KERN, RICHARD	.20	137.31	27.46	
Submit documents for public information meeting				
MEETINGS				
LICENSED ENG/SURV//ARCH				
BONEV, DOBROMIR	5.00	131.95	659.75	
preparing for resident meeting/ resident meeting with city				
BONEV, DOBROMIR	2.00	131.95	263.90	
preparing sheets and board easels for resident meeting				
BONEV, DOBROMIR	6.00	131.95	791.70	
updates to concept plan per resident meeting				
Totals	15.70		2,086.08	
Total Labor				2,086.08
		Total this Invoice		\$2,086.08

Outstanding Invoices

Number	Date	Balance
156066	2/6/2025	1,038.79
Total		1,038.79

Please include the project number and invoice number on your check.

409 756 801



ANDERSON, ECKSTEIN & WESTRICK, INC.
 CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19817 HARPER AVE
 HARPER WOODS, MI 48225-2095

March 06, 2025
 Project No: 0180-0360-0
 Invoice No: 156668

Project 0180-0360-0 CITY HALL EVACUATION FLOOR PLAN
 FOR: EVACUATION FLOOR PLAN DEVELOPMENT
Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount
RESEARCH/REVIEW			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.50	137.31	68.66
Coordinate with architecture			
KERN, RICHARD	.30	137.31	41.19
Mark up original floor plans			
DESIGN DEVELOPMENT			
SENIOR PROJECT ARCHITECT			
SZCZEPANSKI, JEFFREY	18.00	137.31	2,471.58
Plan development			
Totals	18.80		2,581.43
Total Labor			2,581.43
		Total this Invoice	\$2,581.43



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS SURVEYORS ARCHITECTS
 51301 SCHOENHERR RD. SHELBY TOWNSHIP, MI 48315
 www.aewinc.com p(586)726-1234

INVOICE

March 06, 2025
 Project No: 0180-0361-0
 Invoice No: 156669

CITY OF HARPER WOODS
 ATTN: LESLIE FRANK, CITY CLERK
 19617 HARPER AVE
 HARPER WOODS, MI 48225-2095

Project 0180-0361-0 2025 FDCVT GRANT APPLICATION
 FOR: GRANT APPLICATION ASSISTANCE
Professional Services from January 01, 2025 to February 09, 2025

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	4.50	137.31	617.90	
Grant Application Development				
KERN, RICHARD	2.30	137.31	315.81	
Grant Application Development and Submittal				
KERN, RICHARD	2.50	137.31	343.28	
Meeting to discuss applications, Prepare for Meeting				
KERN, RICHARD	.20	137.31	27.46	
Prepare for Meeting				
KERN, RICHARD	.20	137.31	27.46	
Review applications				
KERN, RICHARD	.20	137.31	27.46	
Review applications with Finance				
PRELIMINARY ENGINEERING				
GRADUATE ENG/SUR/ARC				
WARNOCK, DAVID	2.50	107.79	269.48	
estimate update				
ARCHITECT				
SENIOR PROJECT ARCHITECT				
BERGE, MATTHEW	2.00	137.31	274.62	
Create estimate for grant				
Totals	14.40		1,903.47	
Total Labor				1,903.47
		Total this Invoice		\$1,903.47

Please include the project number and invoice number on your check.

101.801.801



Simplified Business Solutions, LLC
310 Huron Ave.
Suite 3
Port Huron, MI 48060
(810) 990-4479

Bill To
City of Harper Woods Attn: Leslie Frank 19617 Harper Harper Woods, MI 48225 United States

Date	Proposal
3/06/25	SBS-SVR2025CHW
Account	
HWoods-2025	

Products Details - All products are *New*		Quantity	Extended
Dell PowerEdge R550 Server		1.00	\$26,124.68
Description	SKU		
PowerEdge R550 Server	210-AZEG		
2.5 Chassis	379-BDTF		
SAS/SATA Backplane	379-BDSS		
Trusted Platform Module 2.0 V5	461-AAIG		
16x2.5" SAS/SATA, 1 CPU, V3	321-BKJN		
Intel Xeon Gold 5318Y 2.1G, 24C/48T, 11.2GT/s, 36M Cache, Turbo, HT (165W) DDR4-2933	338-CBWO		
16GB RDIMM, 3200MT/s, Dual Rank	370-AEVQ	- 6	
960GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD	400-AXSW	- 14	
960GB SSD SATA Mixed Use 6Gbps 512 2.5in Hot-plug AG Drive, 3 DWPD	400-AZVM	- 2	

<p align="center">Please fill in Quantities and extended Price in the Extended Field and Sign at the bottom</p> <p align="center">**Prices Above only guaranteed while supplies last. New quotes needed After 2/28/25**</p> <p align="center">Please Make checks payable to Simplified Business Solutions, LLC</p>	Totals below Based on Options and quantity above													
	<table border="1"> <tr> <td align="right">Sales Tax</td> <td align="right">\$0.00</td> </tr> <tr> <td align="right">Invoice</td> <td align="right">\$26,124.68</td> </tr> <tr> <td align="right">Total</td> <td align="right">\$0.00</td> </tr> <tr> <td align="right">Payments</td> <td align="right">\$0.00</td> </tr> <tr> <td align="center" colspan="2">Credits</td> </tr> <tr> <td align="right">Invoice Subtotal</td> <td align="right">\$26,124.68</td> </tr> <tr> <td align="right">Balance Due</td> <td align="right">\$26,124.68</td> </tr> </table>	Sales Tax	\$0.00	Invoice	\$26,124.68	Total	\$0.00	Payments	\$0.00	Credits		Invoice Subtotal	\$26,124.68	Balance Due
Sales Tax	\$0.00													
Invoice	\$26,124.68													
Total	\$0.00													
Payments	\$0.00													
Credits														
Invoice Subtotal	\$26,124.68													
Balance Due	\$26,124.68													



PowerEdge R550 Rack Server

Model: R550

Description	SKU	Unit Price	Quantity	Subtotal
PowerEdge R550 Server	210-AZEG	-	1	-
2.5 Chassis	379-BDTF	-	1	-
SAS/SATA Backplane	379-BDSS	-	1	-
Trusted Platform Module 2.0 V5	461-AAIG	-	1	-
16x2.5" SAS/SATA, 1 CPU, V3	321-BKJN	-	1	-
Intel Xeon Gold 5318Y 2.1G, 24C/48T, 11.2GT/s, 36M Cache, Turbo, HT (165W) DDR4-2933	338-CBWO	-	1	-
No Additional Processor	374-BBBX	-	1	-
High Performance Heatsink	412-AAVT	-	1	-
CPU Blank	412-AAXL	-	1	-
Performance Optimized	370-AAIP	-	1	-
3200MT/s RDIMMs	370-AEVR	-	1	-
Unconfigured RAID	780-BCDS	-	1	-
PERC H755 SAS Front	405-AAZB	-	1	-
Front PERC Mechanical Parts, rear load	750-ACFQ	-	1	-
Power Saving Dell Active Power Controller	750-AABF	-	1	-
UEFI BIOS Boot Mode with GPT Partition	800-BBDM	-	1	-
No Energy Star	387-BBEY	-	1	-
Standard Fan Cold Swap 2U,V2 x5	750-ADIN	-	1	-
Dual, (1+1) Redundant, Hot-Plug Power Supply, 800W MM (100-240Vac)	450-AIQX	-	1	-
1 CPU, 1x16 LP+ 1x8(x4 link) LP	330-BBWI	-	1	-
PowerEdge R550 Motherboard with Broadcom 5720 Dual Port 1Gb On-Board LOM	329-BGIB	-	1	-
No OCP 3.0 mezzanine NIC card, Blank Filler Only	330-BBT1	-	1	-
PowerEdge 2U LCD Bezel	325-BEBV	-	1	-
Dell EMC Luggage Tag R550	350-BCFM	-	1	-
BOSS-S2 controller card + with 2 M.2 480GB (RAID 1)	403-BCMB	-	1	-
BOSS S2 Cables and Bracket for R750xs/R550	470-BBJK	-	1	-
Windows Server 2022 Standard,16CORE,FI,No Med,No CAL, Multi Language	634-BYJY	-	1	-

Windows Server 2022 Standard,16CORE,DF Recovery Image, Multi Lang, (Downgrade not included)	528-CSCP	-	1	-
Windows Server 2022 Standard,16CORE,Media Kit, Multi Lang, (Downgrade not included)	634-BYLJ	-	1	-
Windows Server 2022 Standard,No Media,WS2016 Std Downgrade DF Media, Multi Language	528-CSCL	-	1	-
Windows Server 2022 Standard,No Media, WS2016 Std Downgrade w/DVD Media,Multi Lang	634-BYLP	-	1	-
Windows Server 2022 Standard,No Media,WS2019 Std Downgrade DF Media, Multi Language	528-CSCQ	-	1	-
Windows Server 2022 Standard,No Media, WS2019 Std Downgrade w/DVD Media,Multi Lang	634-BYLQ	-	1	-
Dell Connectivity Client - Enabled	379-BFXS	-	1	-
Dell Connectivity Module	634-CYDF	-	1	-
iDRAC9, Basic 15G	385-BBRB	-	1	-
No Quick Sync	350-BCER	-	1	-
iDRAC,Factory Generated Password	379-BCSF	-	1	-
iDRAC Service Module (ISM), NOT Installed	379-BCQX	-	1	-
iDRAC Group Manager, Disabled	379-BCQY	-	1	-
Hyper-V role enabled with pre-installed Standard or Datacenter Ed OS on incl Virtual HDD	618-BBEC	-	1	-
Cable Management Arm, 2U	770-BDRQ	-	1	-
ReadyRails Sliding Rails (B21)	770-BECC	-	1	-
No Internal Optical Drive	429-AAIQ	-	1	-
No Systems Documentation, No OpenManage DVD Kit	631-AACK	-	1	-
PowerEdge R550 Shipping	340-CVKM	-	1	-
PowerEdge R550 Shipping Material	343-BBRT	-	1	-
PowerEdge INMETRO Label	389-DYHB	-	1	-
PowerEdge 2U CCC Marking, No CE Marking	389-DYMO	-	1	-
Basic Next Business Day 36 Months	709-BBFL	-	1	-
ProSupport and Next Business Day Onsite Service Initial, 36 Month(s)	865-BBMY	-	1	-
ProSupport and Next Business Day Onsite Service Extension, 24 Month(s)	865-BBMZ	-	1	-
No Field Deployment	883-BBFN	-	1	-
Infrastructure Deployment Selected	701-6538	-	1	-
16GB RDIMM, 3200MT/s, Dual Rank	370-AEVQ	-	6	-
960GB SSD SATA Read Intensive 6Gbps 512 2.5in Hot-plug AG Drive, 1 DWPD	400-AXSW	-	14	-
960GB SSD SATA Mixed Use 6Gbps 512 2.5in Hot-plug AG Drive, 3 DWPD	400-AZVM	-	2	-
Power Cord - C13, 3M, 125V, 15A (North America, Guam, North Marianas, Philippines, Samoa, Vietnam)	450-AALV	-	2	-
Intel Ethernet i350 Quad Port 1GbE BASE-T Adapter, PCIe Low Profile, V2, FIRMWARE RESTRICTIONS APPLY	540-BDII	-	1	-
Windows Server 2022 Standard Edition, Add License,16CORE,NO MEDIA/KEY	634-BYJV	-	2	-



CITY OF HARPER WOODS

DEPARTMENT OF PUBLIC SAFETY

19617 HARPER AVENUE • HARPER WOODS, MI 48225
BUS. (313) 343-2530 • ADM. OFC. (313) 343-2585 • FAX (313) 343-2514



Director
Jason M. Hammerle

Deputy Chief
Ted R. Stager

Captain-Fire-EMS:
David C. Mehl
Nathan P. Butler
Kevan P. Kochan

March 12,2025

To: John Szymanski, Acting City Manager

From: Jason Hammerle, Director of Public Safety

Ref: Approval of purchase extended maintenance agreement with Equature

Sir,

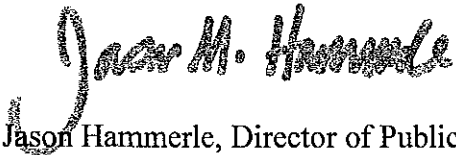
I respectfully request approval of the attached quote from Equature for equipment upgrades and a 5-year service agreement. Equature provides our 911 and administrative telephone recording equipment and software. Our current server is more than 6 years old and requires an upgrade. We will receive credit for the first year of the agreement due to a payment that was made to Equature in February of this year.

Year 1- \$8097.60 (minus credit, depending on installation date of new equipment.)

Years 2-5 \$6097.60 (annual payments)

Total: \$32,488.00

Thank you for your consideration with this matter.


Jason Hammerle, Director of Public Safety

Quote: 3/5/2025

EQUATURE
 18311 W. 10 Mile Road
 Southfield, MI 48075
 866.377.2677



Name: **Harper Woods Police Department**
 Address: **19617 Harper Avenue**
Harper Woods MI 48225
 Attn: **Chief Jason Hammerle**
 Phone: **(313) 343-2530**
 Email: **jhammerle@harperwoods.net**

Date: **March 3, 2025**
 Contact: **Paul G. Frezza II**
 Phone: **(248) 281-1078**
 Email: **pfrezza@equature.com**
 Fax: **(248) 569-6567**

Item	Qty	Model #	Deliverable	Investment
			Equature NG911 Core Solution (Expansion Ready)	
1	1	EQADVSVR	Equature Enterprise Server Chassis	INCLUDED
2	1	EQCORE	Equature NG Virtual Core Software Suite Viewpoint Virtual Core Site License Software	INCLUDED
3	1	EQLD1609	Equature Analog Recording Interface Card	INCLUDED
4	18	EQA001 EQV001	Equature Voice Device License(s) 16 Analog Compliant 2 VoIP Compliant	INCLUDED
5	2	EQTRSC EQSUM EQCAT	Equature Transcription Analytics (100% Content Search) Equature Transcription Analytics (Summarization) Equature Transcription Analytics (Categorization)	OPTIONAL
	1	Warranty	Equature Warranty 24x7x365 Support & Proactive Monitoring	INCLUDED
Professional Services (One-Time)				\$2,000.00
Standard - Premier Partnership Program				\$8,097.60
NextGen - Premier Partnership Program				\$7,438.03

Payment Allocation & Program Selection

Standard - Premier Partnership Program	
Year 1: Solution & Professional Services	\$8,097.60
Year 2 - 5: Solution & Maintenance	\$7,438.03

NextGen - Premier Partnership Program	
Year 1: Solution & Professional Services	\$9,438.03
Year 2 - 5: Solution & Maintenance	\$7,438.03

Printed Name: _____

Date: _____

Signature: _____

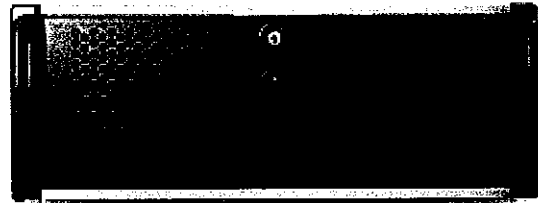
Title: _____

Please fax to Paul G. Frezza II at (248) 569-6567 or E-Mail pfrezza@equature.com



Advanced Server

The Equature Advanced Server is built to last. With mission critical applications in mind, Equature designed the server with durability.



Internal Specifications

CPU:	Intel 2.1 GHz Silver Processor
Memory:	16 GB Ram
Main Board:	Asrock SPC621D8-2T
RAID:	RAID 1 configuration for OS and data - Intel Controller 2 TB storage
Power Supply:	400 W high-efficiency (94%+) AC-DC redundant power supplies AC Input: 100 - 240V, 50 - 60Hz, 1.1 - 4.5 Amp
Fans:	3x80mm PWM fans
Operating System:	Windows Server 2025 Standard
SQL:	SQL Server 2022 Express Advanced

Front Panel

Buttons:	Power On/Off button System Reset button
LEDs:	Power LED Hard drive activity LED 2x Network activity LEDs System Overheat LED

Dimensions

Form:	4U Chassis Support for maximum motherboard size - E-ATX
Height:	6.9" (132 mm)
Width:	16.9" (437 mm)
Depth:	22.3" (548 mm)
Gross Weight:	64 lbs (34.0 kg)

Equature NG9-1-1 Solution Highlights

• Fully NG9-1-1 Compliant (NENA i3)	Included
• Analog & VoIP Capture Engine	Included
• Text-to-911 Capture Engine	Compliant
• Motorola, Harris & EF Johnson P25 Compliant	Compliant
• Screen/Desktop Capture	Compliant
• ANI/ALI & RapidSOS Data Integration	Compliant
• Transcription Analytics (100% Content Search)	Compliant
• Quality Assessment Package	Compliant
• Equature Apprentice (Continuous Learning Programs)	Available

Equature Full-Service Agreement

Equature provides full hardware, software, and proactive alert response measures for the life cycle of the agreement.

Equature Service Inclusions

- Installation and configuration of PSAP recording hardware and software.
- Regular maintenance, updates, and upgrades of hardware and software components to ensure optimal performance and compliance with relevant standards.
- Technical support and troubleshooting assistance, available [24/7] throughout the duration of the Agreement by Chat, Phone and On-Site.
- Training sessions for Client's personnel on the proper use and management of the PSAP recording system.

Equature Software Agreement

Throughout the lifetime of our partnership, Equature guarantees you will have the latest, most up-to-date recording software available from Equature to the market. As an Equature partner you will receive annual software updates and enhancements at no additional costs or fees.

Equature Direct Advantage

Equature focuses on a direct marketing model. We manufacture, sell, support, service, and train all right here in the United States. We provide 24x7x365 Proactive Onsite Support anywhere in the U.S. within 4 hours. Our Equature Direct Advantage model allows us to build functionality faster based on our PSAP client's needs.

EQUATURE
18311 W. 10 Mile Road
Southfield, MI 48075
866.377.2677



March 3, 2025



Thank you for investing your valuable time in Equature! Having been an Equature recording partner for the past fifteen years, we are excited and grateful for the opportunity to continue our partnership into the future. With that in mind, we have created a Strategic Recording Plan with the highest level of recording capability.

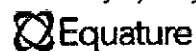
The Strategic Recording Plan features:

- Replacement of Existing Hardware
- Next Generation 911 Capture Software
- Unlimited Client Access License(s)
- Lifetime Software Upgrades & Training
- 24/7/365 Technical Support (Remote & On-Site)
- 24/7/365 Proactive Alert & Monitoring
- Self-Healing Software
- Internal & External Archive Data Storage



Paul G. Frezza II, ENP, PMP

Public Safety Professional



A: 18311 W. Ten Mile Road, Southfield MI-48075

P: 248.281.1078 | M: 248.752.0115 | F: 248.569.6567

W: www.equature.com | E: pfrezza@equature.com

BUILT TO SERVE PUBLIC SAFETY

Equature (hereunder referred to as "PROVIDER"), upon acceptance of this Agreement by an authorized officer of its corporation, agrees to furnish to the above-designated entity (hereinafter referred to as "CUSTOMER") under the terms and conditions contained herein, maintenance and service on the listed equipment.

I. Terms of Agreement

- a) The PROVIDER agrees to provide turn-key services as outlined in the Scope of Work, including all required hardware, software, maintenance, support, warranty and monitoring to the CUSTOMER for a period of five (5) years.
- b) CUSTOMER agrees that this purchase is a designated fully funded project with full award and payments directed to PROVIDER. PROVIDER is accepting multi-annual payments to facilitate the purchase. Under no circumstances, less than a breach of this agreement by PROVIDER, does PROVIDER forgo the amount owed and due in its entirety, at PROVIDER'S sole discretion. This agreement and its due payments are not predicated upon any changes in CUSTOMER'S organizational status, alignments, personnel changes, or any changes not defined herein. At any time that a due payment becomes late, past 30 days, PROVIDER will demand that the remaining balance is immediately paid in full.

II. PAYMENT TERMS

- a) The CUSTOMER shall make annual payments in equal installments for the entire duration of the Agreement.
- b) Payments shall be due within [30] days of the invoice date provided by the PROVIDER.
- c) The payment amount for each year will be locked in at the beginning of the Agreement and shall not be subject to any increase throughout the five (5) year period provided the Scope of Work does not change.
- d) CUSTOMER agrees to pay the (Annual Dues) plus \$ (Professional Services Fee) due in full 30 days upon contract acceptance and (Annual Dues) annually on the anniversary of the Effective Date.
- e) The term of this Agreement shall be for five (5) years from the Effective Date.

III. Maintenance Agreement Charge

- a) This Maintenance Agreement charge is payable annually in advance at the beginning of each term. The Agreement price shall remain fixed during the initial period (5 years).
- b) Charges include unlimited calls for remote support, available 24 X7, with a 4-hour response time, Equature software updates, remote access, remote alerts, all parts, and labor not excluded in section c or d.
- c) Charges do not include consumable, expendable, supply items, such as, CD disks, or External Archive Drives. The use of supplies other than those recommended by PROVIDER may cause adverse equipment performance. Maintenance required to correct inadequate performance or equipment malfunctions caused by inferior supplies shall be charged to the CUSTOMER at the current hourly maintenance rates.
- d) Charges do not include labor costs, installation charges, or equipment costs associated with system upgrades or changes to the PROVIDER configured system recommended or mandated by either party. Any changes to the PROVIDER configured systems, whether initiated by the CUSTOMER or

EQUATURE

18311 W. 10 Mile Road
Southfield, MI 48075
866.377.2677



third parties not authorized by PROVIDER and resulting in a malfunction, will be addressed by PROVIDER on a time and material basis. Additionally, onsite support configurations for changes made by the CUSTOMER or third parties not authorized by PROVIDER will incur charges on a time and material basis. Any malfunctions caused by the CUSTOMER, or third parties not authorized by PROVIDER will also be subject to charges on a time and material basis.

- f) The Provider is not responsible for any data loss that is caused by factors outside of its control, including but not limited to:
 - i. Acts of God, such as natural disasters, terrorist attacks, or war.
 - ii. Malicious attacks, such as hacking, ransomware, or data breaches.
 - iii. Technical problems, such as hardware failures or software errors caused by power outages or user error.
- e) The PROVIDER is not responsible for Microsoft Windows hot fixes, updates, and service packs. The PROVIDER is not responsible for anti-virus, anti-malware, and anti-spyware software. If the CUSTOMER encounters a virus the PROVIDER may assist at a cost and at the PROVIDERS discretion.
- f) All invoices are due and payable Net30.
- g) Failure to renew this agreement will result in the customer forfeiting their priority support status. All service and support activities will transition to a time and materials-based billing structure at the PROVIDER's prevailing hourly rates. Prior to initiating any analysis, troubleshooting, training, or other activities directly related to the PROVIDER's platform, the PROVIDER will require the customer to issue a purchase order based on the PROVIDER's estimate.
 - i. Time and materials-based support requests will be addressed on a first-come, first-served basis, with priority accorded to partners with active maintenance agreements.
 - ii. Renewal options include both multi-year agreements and the option to establish a one-year maintenance agreement.

IV. Maintenance of Equipment

PROVIDER will furnish maintenance, technical support, and service for the recording system per the terms herein.

- a) Support Coverage: Support includes hardware, software, interfaces, and any custom integrations that were explicitly agreed to by PROVIDER as part of the original scope of work. Support does not extend to any custom integrations developed separately from the original agreement.
- b) Technical Support: PROVIDER will provide 24/7/365 technical support by phone at 888-305-3428 or email at support@equature.com. Upon notification of an equipment malfunction from the CUSTOMER, PROVIDER will assign a service technician to make necessary repairs. The customer shall permit the service technician free access to the equipment while making the repair, including relevant password for normal system use. Remote troubleshooting will be attempted first to resolve any issues. If unsuccessful, onsite support can be dispatched as needed. Any malfunctions caused by the CUSTOMER, or third parties not authorized by PROVIDER will be subject to charges on a time and material basis.
- c) Monitoring and Alerts: PROVIDER monitors the system in real-time from the PROVIDER Network Operations Centers and responds to alerts based on severity level. Critical failures are addressed immediately, high priority failures by the next business day, and standard failures within 2 business days.

- d) **Maintenance Process:** Issues are reported by CUSTOMER via phone or email and assigned a severity level by PROVIDER based on impact. PROVIDER troubleshoots issues, escalating to engineering or vendors as needed. Status updates are communicated throughout. Onsite visits are scheduled if required.
- e) **Escalation:** If PROVIDER support personnel are unable to diagnose and resolve the issue within a reasonable time, PROVIDER will escalate the Issue to its Engineering Department, or to the appropriate Vendor as determined by the nature of the Issue.

V. Excusable Delays / Force Majeure

PROVIDER shall not be liable or deemed in default for any delay or failure in performance under this Agreement or interruption of service resulting directly from acts of God, acts of government, war or national emergency, accident, fires, riots, strikes, labor disputes, action or inaction where action is required by the CUSTOMER, damage to or delay of equipment in route, or for any indirect or consequential damage for any delay or failure or performance under this Agreement.

VI. Termination

- a) Early termination by the CUSTOMER before the expiration of the full 5-year term will incur a penalty equal to 100% of the fees still outstanding for the remainder of the 5-year term, except in the case of a material breach by the PROVIDER.
- b) Either party may terminate this Agreement due to a material breach by the other party by following the procedures outlined in the Material Breach clause of this Agreement.

VII. Transfer of Maintenance Service

If CUSTOMER relocates the equipment from the site shown herein, it shall be at the sole option of the PROVIDER to continue to provide maintenance under this Agreement, and this may result in additional cost to CUSTOMER. CUSTOMER should arrange for continuing maintenance with PROVIDER prior to relocation of equipment.

VIII. Assignment

This Agreement may not be assigned, transferred, sublet, or pledged by the CUSTOMER without prior written consent of an authorized officer of the PROVIDER Corporation. However, this agreement may be assigned to an entity controlling, controlled by, or under common control with customer or any successor by merger.

IX. Warranty

- a) The PROVIDER warrants that all hardware and software provided shall be free from defects in material and workmanship for the entire duration of this agreement.
- b) The PROVIDER shall promptly replace or repair any defective hardware or software at no additional cost to the Client during the warranty period.

X. Material Breach Clause

In the event of a material breach of this Agreement by either party, the non-breaching party shall have the right to terminate this Agreement with immediate effect. A material breach shall be deemed to have occurred if any of the following events take place:

- a) **Failure to Make Payments:** The CUSTOMER fails to make any payment due under this Agreement, and such failure continues for a period of [90] days after receiving written notice from the PROVIDER.
- b) **Non-Compliance with Terms:** Either party fails to fulfil any material obligation or condition stipulated in this Agreement, and such failure continues for a period of [90] days after receiving written notice from the other party.
- c) **Unauthorized Disclosure:** Any unauthorized disclosure of confidential information by either party or its employees, agents, or representatives, which results in significant harm or damage to the other party.
- d) **Substantial Impairment:** Any act or omission that substantially impairs the rights or interests of the other party or prevents the fulfillment of the essential purpose of this Agreement.
- e) **Violation of Laws or Regulations:** Either party engages in any unlawful, fraudulent, or unethical activities that are in direct violation of applicable laws or regulations, and such violation has a material adverse effect on the other party.
- f) **Breach of Warranty:** The PROVIDER fails to remedy any defects in hardware or software provided under this Agreement, as stipulated in the warranty section, within a reasonable time after receiving written notice from the CUSTOMER.

Notice of Breach:

In the event of a material breach, the non-breaching party shall provide written notice to the breaching party specifying the nature of the breach and providing a reasonable opportunity for the breaching party to cure the breach. The breaching party shall have a period of [90] days from the receipt of the notice to remedy the breach.

Termination:

If the material breach is not cured within the specified cure period or if the breach is of such a nature that it cannot be reasonably cured, the non-breaching party shall have the right to terminate this Agreement immediately by providing written notice to the breaching party.

Effect of Termination:

Upon termination due to a material breach, the non-breaching party shall be relieved of any further obligations under this Agreement, except for any rights or remedies that have already accrued. The breaching party shall be liable for any damages incurred by the non-breaching party as a result of the material breach.

No Waiver:

The failure of either party to enforce any provision of this Agreement at any time shall not be deemed a waiver of that provision or any other provision, nor shall it be deemed a waiver of the right to enforce such provision in the future.

XI. Governing Law

This Agreement shall be governed by and construed in accordance with the laws of the State of Michigan exclusive of its conflicts of law provisions.

XII. Survival of Obligations

All obligations accrued but unfulfilled prior to expiration or termination of this Agreement shall survive.

XIII. Entire Agreement

This document and the documents incorporated herein constitute the entire Agreement between the CUSTOMER and PROVIDER. This Agreement supersedes any prior proposals, agreements, commitments, or representations of any kind, whether oral or written, with respect to PROVIDER service.



HEADQUARTERS
 235 East Main Street
 Suite 105
 Northville, Michigan 48167

O 248.596.0920
 F 248.596.0930
 MCKA.COM

City of Harper Woods
 19617 Harper Ave.
 Harper Woods, MI 48225

March 13, 2025
 Invoice No: 24-032 - 11

Project 24-032 Harper Woods Zoning Ordinance

TOTAL CONTRACT AMOUNT \$87,000.

Professional Services from February 1, 2025 to February 28, 2025

Task 1 - Project Initiation and Training

Contract Amount

Total Fee	2,500.00		
Percent Complete	100.00	Total Earned	2,500.00
		Previous Fee Billing	2,500.00
		Total Fee	0.00

Task 2 - Steering Committee Creation

Contract Amount

Total Fee	3,000.00		
Percent Complete	100.00	Total Earned	3,000.00
		Previous Fee Billing	3,000.00
		Total Fee	0.00

Task 3 - Zoning Diagnostic Report

Contract Amount

Total Fee	15,500.00		
Percent Complete	100.00	Total Earned	15,500.00
		Previous Fee Billing	15,500.00
		Total Fee	0.00

Task 4 - Public Engagement

Contract Amount

Total Fee	12,000.00		
Percent Complete	100.00	Total Earned	12,000.00
		Previous Fee Billing	12,000.00
		Total Fee	0.00

Task 5 - Zoning Ordinance First Draft

Contract Amount

Total Fee	15,000.00		
Percent Complete	100.00	Total Earned	15,000.00
		Previous Fee Billing	15,000.00
		Total Fee	0.00

Project	24-032	Harper Woods Zoning Ordinance	Invoice	11
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Task 6 - Public Hearings and Adoption

Contract Amount

Total Fee	2,000.00			
Percent Complete	0.00	Total Earned	0.00	
		Previous Fee Billing	0.00	
		Total Fee		0.00

Task 8 - Additional Project Funds

Contract Amount

Total Fee	37,000.00			
Percent Complete	47.00	Total Earned	17,390.00	
		Previous Fee Billing	10,360.00	
		Total Fee		\$7,030.00

Invoice Total \$7,030.00

Outstanding Invoices

Number	Date	Balance
10	2/19/2025	6,440.00
Total		\$6,440.00

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



HEADQUARTERS
 235 East Main Street
 Suite 105
 Northville, Michigan 48167

O 248.596.0920
 F 248.596.0930
 MCKA.COM

Ms. Leslie Frank
 City Clerk
 City of Harper Woods
 19617 Harper Ave.
 Harper Woods, MI 48225

March 13, 2025
 Invoice No: 95008 - 97

Project 95008 Harper Woods Ongoing Planning and Zoning Services
Professional Services from February 1, 2025 to February 28, 2025

RETAINER SERVICES

Provide telephone advice, assistance and coordination with City officials and others doing business with the City in all matters pertaining to administrative, advisory and legislative responsibilities, as applied to zoning, subdivision, commercial/industrial/multiple-family and other developmental issues, as requested by the City.

Consult with CED director re: renewable energy inquiry.

Consult with City Admin regarding PUD agreement for Eastland Center, allowable uses.

	474.07	
Total		\$474.07

HOURLY-RATED SERVICES

	Hours	Rate	Amount
Senior Principal Planner			
	1.25	110.00	137.50
Consult with City administration and potential applicant regarding uses at ECC and land vacation process.			
	1.00	110.00	110.00
Fraser Square PUD: Review vacation request and provide memo.			
Associate Planner			
	3.25	68.00	221.00
Drafted Annual Planning Report for the City Planning Commission.			
Total			\$468.50

POUPARD SCHOOL REDEVELOPMENT

	Hours	Rate	Amount
Associate Planner			
	1.25	68.00	85.00
Drafted memorandum regarding Lennon Street Vacation.			
Total			\$85.00

Invoice Total \$1,027.57

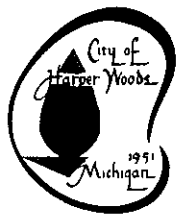
Project	95008	Harper Woods Ongoing Planning and Zoning	Invoice	97
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Outstanding Invoices

Number	Date	Balance
96	2/19/2025	913.57
Total		\$913.57

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

cc: Mr. John Szymnaski



City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225-2095

313.343.2500

www.harperwoodscity.org

Mayor:
Valerie Kindle

Mayor Pro Tem:
Regina Williams

City Council:
Vivian M. Sawicki
Cheryl Costantino
Ivery Toussant, Jr.
Tom Jenny
Gerianne LaPratt

Acting City Manager:
John Szymanski

March 12, 2025

City Clerk:
Leslie M. Frank

MEMORANDUM TO: The Mayor and Members of City Council

SUBJECT: Appointment to Board/Commission

The City Council sub-committee on Boards and Commissions met to interview two residents that expressed interest in serving on the Planning Commission.

After concluding the interview, the subcommittee is recommending that Ms. Sheila Printup be appointed to the Planning Commission for an unexpired 3-year term ending January 2026.

A copy of her application is attached for your review and information. If you have any questions, please let me know.

Leslie M. Frank
City Clerk



CITY OF HARPER WOODS
 19617 Harper Avenue
 Harper Woods, MI 48225

APPLICATION FOR BOARD OR COMMISSION

To be appointed to a board, committee or commission, you must be a registered voter, a resident of the City of Harper Woods and you must not be in default to the City. The term of each board, committee and commission varies and each appointee must be recommended by the City Council interview subcommittee and appointed by the Harper Woods City Council.

Please print or type the application, sign and return it to:

Leslie M. Frank
 City Clerk
 19617 Harper Avenue
 Harper Woods, MI 48225

313-343-2507 fax
lfrank@harperwoods.net

Board or Commission Name Planning Commission

Sheila Printup srprintup@gmail.com
 Applicant's name Email

19249 Berden Harper Woods MI 48225
 Address City State Zip

313-595-0230
 Home/Daytime Phone Cell Phone

Cyber Security Manager Ascension 16 years
 Occupation Employer Length of Residency

Please tell us why you would like to serve on the board, commission or committee you are applying for. _____

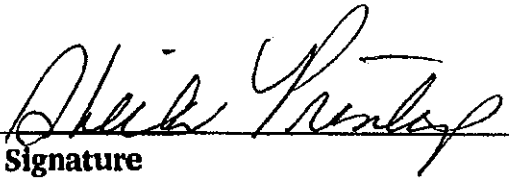
I have been a resident of Harper Woods for 16 years. I have seen many changes to our city. I would like the opportunity to provide insight to the direction that the City is taking. I think it is important to create a city that addresses the diversity of the City. I have regularly attended council meetings in the past and listened to the concerns of our citizens. I would love to see this community flourish. Our proximity to downtown Detroit, should make this a very desirable community to live in. We just need to add some more amenities to the area. I believe we owe it to our community to create an environment that supports the needs of the community.

6:15

List any educational qualifications, work experience, community or volunteer experience or other qualifications that would help you serve on the board, commission or committee you are applying for:

~~I have over 40 years corporate experience that includes Cybersecurity, Finance and General Business experiences. I have a Masters of science in Computer Information Systems and an undergrad degree in Business Management. I am experience with working with a diverse group of team members~~

Have you ever served on or are you presently serving on any other City of Harper Woods board, commission or committee? Yes No If yes, please list: _____



Signature

12/12/2024

Date

CITY OF HARPER WOODS
CITY COUNCIL TRANSMITTAL
CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 1) Progress Payment No. 2 - City Hall Generator Project No. 180-291

Explanation/Remarks:

Attached is a letter from our City Engineers transmitting Progress Payment No. 2 on the City Hall Generator Project No. 180-291.

It is recommended that this payment be approved.

Recommended Action:

By RESOLUTION, approve payment to L.J. Rolls Mechanical in the amount of \$46,084.55 for Progress Payment No. 2 on the City Hall Generator Project No. 180-291.

Respectfully Submitted



, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

March 6, 2025

John Szymanski, Acting City Manager
City of Harper Woods
19617 Harper Avenue
Harper Woods, MI 48225

Reference: Pay Estimate 02
City Hall Generator
City of Harper Woods
AEW Project No. 0180-0291

Dear Mr. Szymanski:

Attached is Pay Estimate 02 for the above-referenced Project. For work completed through March 3, 2025, we recommend issuing payment for the **Net Earnings this Period (see Page 1)** in the amount of **\$46,084.55** to L.J. Rolls Mechanical, 1490 Torrey Road, Fenton, Michigan, 48430.

If you have any questions or need additional information, please contact our office.

Sincerely,

DocuSigned by:

5E691957BEA142C...

Ryan Kern, PE
Senior Project Manager/Construction Services Dept Lead

cc: Heather Toutant, Deputy DPW Director
Leslie Frank, City Clerk
Austin Southerland, L.J. Rolls Mechanical



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

3/6/2025 6:29 AM

FieldManager 5.3c

Contract: .0180-0291, City Hall Generator

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
03/03/2025	2	Michelle Ankawi	Semi-Monthly	No		
Prime Contractor LJ Rolls Mechanical				Managing Office Anderson, Eckstein and Westrick, Inc.		
Comments						
Current Contract Amount: \$188,813.00 % Completed: 62%						

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
_ Natural Gas, Stand By Generator, Comple t e	8267051	0015	0180-0291	0001	0015	00	000	0.350	\$48,584.55
Total Estimated Item Payment:								\$48,584.55	

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0180-0291, City Hall Generator	0002	\$48,584.55	\$0.00	\$48,584.55
Voucher Total:				\$48,584.55

Summary

Current Voucher Total:	\$48,584.55	Earnings to date:	\$117,991.05
-Current Retainage:	\$2,500.00	- Retainage to date:	\$9,440.65
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$46,084.55	Net Earnings to date:	\$108,550.40
		- Payments to date:	\$62,465.85
		Net Earnings this period:	\$46,084.55



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

3/6/2025 6:29 AM

FieldManager 5.3c

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

DocuSigned by:
R. Ryan Kern
589376F95203E4699AE5814F221AE7A08

03/06/2025

R. Ryan Kern, PE AEW, INC.

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 2

3/6/2025 6:29 AM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0180-0291, City Hall Generator

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ Bid Allowance for DTE Electric Service Fees	8267051	0005	0180-0291	0001	1.000		0.000			25,000.00000	
_ Bid Allowance for Gas Meter Upgrade	8267051	0010	0180-0291	0001	1.000		0.000			25,000.00000	
_ Natural Gas, Stand By Generator, Complete	8267051	0015	0180-0291	0001	1.000	0.350	0.850	0.850	85%	138,813.00000	\$117,991.05

Percentage of Contract Completed(curr): 62%
 (total paid to date / total of all authorized work)

Total Amount Paid This Estimate: \$48,584.55
Total Amount Paid To Date: \$117,991.05

CITY OF HARPER WOODS
CITY COUNCIL TRANSMITTAL
CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 2) Progress Payment No. 2 - DWSRF Lead Water Service Replacement Program, #180-331

Explanation/Remarks:

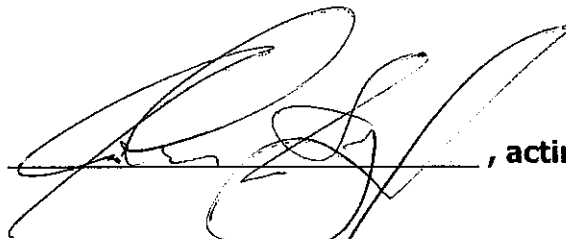
Attached is a letter from our City Engineers transmitting Progress Payment No. 2 on the DWSRF Lead Water Service Replacement Program, #180-331.

It is recommended that this payment be approved.

Recommended Action:

By RESOLUTION, approve payment to Super Construction in the amount of \$11,070.00 for Progress Payment No. 2 on the DWSRF Lead Water Service Replacement Program, #180-331.

Respectfully Submitted



, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

March 12, 2025

John Szymanski, Acting City Manager
City of Harper Woods
19617 Harper Avenue
Harper Woods, MI 48225

Reference: Pay Estimate 02

2024 DWSRF Lead Water Service Replacement Program
City of Harper Woods
AEW Project No. 0180-0331

Dear Mr. Szymanski:

Enclosed please find Construction Pay Estimate No. 2 for the above-referenced project. For work performed through March 09, 2025, we recommend issuing payment for the **Net Earnings this Period (see Page 1)** in the amount of **\$11,070.00** to Super Construction, LLC, 201 Morton Street, Bay City, MI 48706

If you have any questions or need additional information, please contact our office.

Sincerely,

DocuSigned by:

5E691957BEA142C...

Ryan Kern, PE
Senior Project Manager/Construction Services Dept Lead

cc: Heather Toutant, DPW Director
Leslie Frank, City Clerk
Brandon Betrus, Super Construction, LLC
Connie Super, Super Construction, LLC



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

3/12/2025 7:51 AM

FieldManager 5.3c

Contract: .0180-0331, DWRP Lead Water Service Replacement

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
03/09/2025	2	Michelle Ankawi	Semi-Monthly	No		
Prime Contractor Super Construction, LLC				Managing Office Anderson, Eckstein and Westrick, Inc.		

Comments
Current Contract Amount: \$988,400.00 % Completed: 6%
ADDRESSES included in this estimate: 19215 Beaconsfield, 19447 Kenosha

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
_ 1 inch, Water Serv, Short, Water Main to Meter	8237050	0050	0180-0331	0000	0050	00	000	1.000	\$7,000.00
_ 1 inch, Water Serv, Water Main to Curb S top	8237050	0055	0180-0331	0000	0055	00	000	1.000	\$5,300.00
								Total Estimated Item Payment:	\$12,300.00

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0180-0331, DWRP Lead Water Service Replacement	0002	\$12,300.00	\$0.00	\$12,300.00
Voucher Total:				\$12,300.00

Summary

Current Voucher Total:	\$12,300.00	Earnings to date:	\$54,750.00
-Current Retainage:	\$1,230.00	- Retainage to date:	\$5,475.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$11,070.00	Net Earnings to date:	\$49,275.00
		- Payments to date:	\$38,205.00
		Net Earnings this period:	\$11,070.00



Anderson, Eckstein and Westrick, Inc.

Construction Pay Estimate Report

3/12/2025 7:51 AM

FieldManager 5.3c

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document. I also certify the prime contractor is meeting all requirements for minority percentages and the payrolls are current.

DocuSigned by:
R. Ryan Kern
5C9D1670CA1100

R. Ryan Kern, P.E.

03/12/2025

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 2

3/12/2025 7:51 AM

Anderson, Eckstein and Westrick, Inc.

FieldManager 5.3c

Contract: .0180-0331, DWRP Lead Water Service Replacement

Item Description	Item Code	Prop. Line	Project	Category	Authorized Quantity	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
_ Sidewalk, Rem	2047010	0005	0180-0331	0000	1,250.000		125.000	125.000	10%	0.00000	
_ Pavt, Rem	2047011	0010	0180-0331	0000	1,250.000		0.000			0.00000	
_ Aggregate Base, 6 inch	3027011	0015	0180-0331	0000	1,250.000		0.000			0.00000	
_ Pavt Repr, Nonreinf Conc, 8 inch	6037011	0020	0180-0331	0000	1,250.000		0.000			35.00000	
_ Brick Pavers, Rem, Salv, Replace	8037010	0025	0180-0331	0000	100.000		0.000			15.00000	
_ Sidewalk, Conc, 4 inch	8037010	0030	0180-0331	0000	1,100.000		0.000			5.00000	
_ Sidewalk, Conc, 6 inch	8037010	0035	0180-0331	0000	150.000		0.000			7.00000	
_ Site Restoration and Cleanup	8167050	0040	0180-0331	0000	126.000		0.000			400.00000	
_ 1 inch, Water Serv, Long, Water Main to Meter	8237050	0045	0180-0331	0000	62.000		3.000	3.000	5%	7,150.00000	\$21,450.00
_ 1 inch, Water Serv, Short, Water Main to Meter	8237050	0050	0180-0331	0000	61.000	1.000	4.000	4.000	7%	7,000.00000	\$28,000.00
_ 1 inch, Water Serv, Water Main to Curb S top	8237050	0055	0180-0331	0000	3.000	1.000	1.000	1.000	33%	5,300.00000	\$5,300.00

Percentage of Contract Completed(curr): 6%
 (total paid to date / total of all authorized work)

Total Amount Paid This Estimate: \$12,300.00
Total Amount Paid To Date: \$64,750.00

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 3) Progress Payment No. 4 (Final) - 2024 Sanitary Sewer Cleaning and CCTV Investigation, #180-340

Explanation/Remarks:

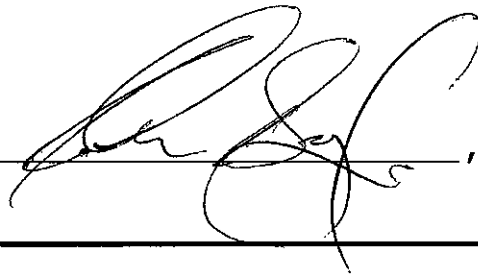
Attached is a letter from our City Engineers transmitting Progress Payment No. 4 (Final) on the 2024 Sanitary Sewer Cleaning and CCTV Investigation, #180-340.

It is recommended that this payment be approved.

Recommended Action:

By RESOLUTION, approve payment to Duke's Root Control in the amount of \$8,400.00 for Progress Payment No. 4 (Final) on the 2024 Sanitary Sewer Cleaning and CCTV Investigation, #180-340.

Respectfully Submitted



, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

March 13, 2025

John Szymanski, Acting City Manager
City of Harper Woods
19617 Harper Avenue
Harper Woods, MI 48225

Reference: Final Pay Estimate – Closeout Documents

2024 Sanitary Sewer Cleaning and CCTV Investigation
City of Harper Woods
AEW Project No. 0180-0340

Dear Mr. Szymanski:

Enclosed please find Final Pay Estimate, Sworn Statement, and Consent of Surety for the above-referenced project. We recommend issuing final payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$8,400.00** to be made to Duke's Root Control, 400 Airport Road, Suite E, Elgin, Illinois 60123.

If you have questions or require additional information, please feel free to contact our office.

Sincerely,

DocuSigned by:
Frank D. Varicalli
C4D17CC8031F4D4...

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Leslie M. Frank, City Clerk
Heather Toutant, Director of Public Works
Ryan Kern, AEW, Inc.
Tyler Lewis, Duke's Root Control



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

2/26/2025 2:23 PM

FieldManager 5.3c

Contract: .0180-0340, 2024 Sewer Cleaning and CCTV Investigation

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
4	2/26/2025	Michelle Ankawi	Final	Anderson, Eckstein and Westrick, Inc.
All Contract Work Completed 2/17/2025		Construction Started Date 6/20/5024	Prime Contractor Duke's Root Control, Inc. 400 Airport Road, Suite E Elgin IL 60123	

Comments

Current Contract Amount: \$60,262.41
% Completed: 100%

Item Usage Summary

Project: 0180-0340, 2024 Sewer Cleaning and CCTV Investigation
Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Traffic Control & Maintenance	LS	1027051	0010	0010	00	000	0.500	5,000.00	\$2,500.00
_ Deliverables	LS	8267051	0060	0060	00	000	1.000	1,200.00	\$1,200.00
Subtotal for Category 0000:									\$3,700.00
Subtotal for Project 0180-0340:									\$3,700.00
Total Estimated Item Payment:									\$3,700.00

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date		\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0180-0340, 2024 Sewer Cleaning and CCTV Investigation	0004	\$3,700.00	\$0.00	\$3,700.00
Voucher Total:				\$3,700.00



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

2/26/2025 2:23 PM

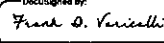
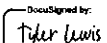
FieldManager 5.3c

Summary

Current Voucher Total:	\$3,700.00	Earnings to date:	\$60,262.41
-Current Retainage:	(\$4,700.00)	- Retainage to date:	\$0.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$8,400.00	Net Earnings to date:	\$60,262.41
		- Payments to date:	\$51,862.41
		Net Earnings this period:	\$8,400.00

Estimate Certification

I certify the items included on this report constitute my estimate of work completed and due the contractor as of the date of this document.

<p><small>DocuSigned by:</small>  <small>FRANK D. VARICALLI</small></p>	<p>03/13/2025</p> <hr/> <p>(Date)</p>
<p>Frank D. Varicalli, AEW, Inc.</p>	
<p><small>DocuSigned by:</small>  <small>TYLER LEWIS</small></p>	<p>03/13/2025</p> <hr/> <p>(Date)</p>
<p>Duke's Root Control, Inc.</p>	



Construction Pay Estimate Amount Balance Report

Estimate: 4

2/26/2025 2:23 PM
FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

Contract: .0180-0340, 2024 Sewer Cleaning and CCTV Investigation

Project: 0180-0340, 2024 Sewer Cleaning and CCTV Investigation

Category: 0000,

Prop. Line	Item Description	Item Code	Authorized Qty.	Unit	Quantity This Estimate	Qty. Paid To Date	Total Qty. Placed	% Cpt	Unit Price	Dollar Amt. Paid To Date
0005	_ Bonds, Insurance, and Initial Set-Up (\$ 2,260.00 Max.)	1027051	1.000	LS		1.000	1.000	100%	2,260.00000	\$2,260.00
0010	_ Traffic Control & Maintenance	1027051	1.000	LS	0.500	1.000	1.000	100%	5,000.00000	\$5,000.00
0015	_ Cleaning 06-12 inch Sanitary Sewers	4027001	17,804.300	Ft		17,804.300	17,804.300	100%	1.25000	\$22,255.38
0020	_ Cleaning 15-21 inch Sanitary Sewers	4027001	664.600	Ft		664.600	664.600	100%	1.50000	\$996.90
0025	_ Final TV Investigation and Log, 06-12 in ch Sanitary Sewers	4027001	18,828.900	Ft		18,828.900	18,828.900	100%	1.25000	\$23,536.13
0030	_ Final TV Investigation and Log, 15-21 in ch Sanitary Sewers	4027001	664.600	Ft		664.600	664.600	100%	1.25000	\$830.75
0035	_ Heavy Cleaning, 06-12 inch Sanitary Sewers	4027001	673.300	Ft		673.300	673.300	100%	2.50000	\$1,683.25
0040	_ Heavy Cleaning, 15-21 inch Sanitary Sewers	4027001	0.000	Ft		0.000			3.00000	
0045	_ Cutting Service Lead Protrusions	4027050	0.000	Ea		0.000			50.00000	
0050	_ Removal of Mineral Deposits	4027050	0.000	Ea		0.000			10.00000	
0055	_ Extra Heavy Cleaning	8167040	10.000	Hr		10.000	10.000	100%	250.00000	\$2,500.00
0060	_ Deliverables	8267051	1.000	LS	1.000	1.000	1.000	100%	1,200.00000	\$1,200.00

Subtotal for Category 0000: 60262.41

Subtotal for Project 0180-0340: 60262.41

Percentage of Contract Completed(curr): 100%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$3,700.00

Total Amount Earned To Date: \$60,262.41

SWORN STATEMENT

Illinois

STATE OF MICHIGAN)
) ss.
 COUNTY OF Kane)

Matt Fishbune, being duly sworn, deposes and says: That Duke's Root Control, Inc. is a/the (contractor)(subcontractor)(supplier) for an improvement to the following described public works situated in _____ County, Michigan, described as follows:

Contract No. 0180-0340 ; Project Name: 2024 Sewer Cleaning and CCTV Investigation

That the following is a statement of each subcontractor and supplier and laborer, for which laborer the payment of wages or fringe benefits and withholdings is due but unpaid, with whom the (contractor)(subcontractor)(supplier) has (contracted)(subcontracted)(supplied material)(supplied labor) for the improvement on the above referenced public works project and that the amounts due to the persons as of the date hereof are correctly and fully set forth opposite their names, as follows:

Name of Subcontractor, Supplier, or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owing	Balance to Complete	Amount of Laborer Wages Due But Unpaid	Retention	Amount of Laborer Fringe Benefits and Withholdings Due But Unpaid
SUB TOTALS								

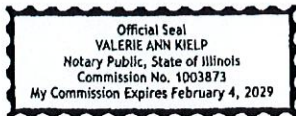
Name of Subcontractor, Supplier, or Laborer	Type of Improvement Furnished	Total Contract Price	Amount Already Paid	Amount Currently Owning	Balance to Complete	Amount of Laborer Wages Due But Unpaid	Retention	Amount of Laborer Fringe Benefits and Withholdings Due But Unpaid
TOTALS								

That the (contractor) (subcontractor) has not procured material from, or subcontracted with, any person other than those set forth on the reverse side and owes no money for the improvement other than the sums set forth on the reverse side.

Deponent further says that he or she makes the foregoing statement as the (contractor)(subcontractor)(supplier) or as _____ of the (contractor)(subcontractor)(supplier) for the purposes of representing to the party from whom payment is requested and to the prime contractor who has furnished a payment bond covering the public works project described on the reverse side and his or her agents that the public works described on the reverse side is free from claims of payment bond liens, or the possibility of payment bond liens, except as specially set forth on the reverse side hereof.

WARNING TO DEPONENT: A PERSON, WHO WITH INTENT TO DEFRAUD, GIVES A FALSE SWORN STATEMENT FOR THE PURPOSE OF OBTAINING PAYMENT IS SUBJECT TO CRIMINAL and CIVIL PENALTIES AS PROVIDED BY LAW.


 _____ (Deponent)



Subscribed and sworn to before me this 6th day of March, 2025.
Valerie Ann Kielp, Notary Public
Kane County, Michigan, Illinois
 My commission expires: February 4, 2029
 Acting in Kane County



AIA[®] Document G707[™] – 1994

Consent of Surety to Final Payment

Bond No. GM236586

PROJECT: *(Name and address)*
2024 Sewer Cleaning and CCTV Investigation

ARCHITECT'S PROJECT NUMBER: 0180-0340

OWNER

CONTRACT FOR:

ARCHITECT

CONTRACTOR

TO OWNER: *(Name and address)*
City of Harper Woods
19617 Harper Ave.
Harper Woods, MI 48225

CONTRACT DATED: April 3, 2024

SURETY

OTHER

In accordance with the provisions of the Contract between the Owner and the Contractor as indicated above, the
(Insert name and address of Surety)

Great Midwest Insurance Company
800 Gessner Rd., Ste. 600
Houston, TX 77024

, SURETY,

on bond of
(Insert name and address of Contractor)

Duke's Root Control, Inc.
400 Airport Rd., Suite E
Elgin, IL 60123

, CONTRACTOR,

hereby approves of the final payment to the Contractor, and agrees that final payment to the Contractor shall not relieve the Surety of any of its obligations to
(Insert name and address of Owner)

City of Harper Woods
19617 Harper Ave.
Harper Woods, MI 48225

, OWNER,

as set forth in said Surety's bond.

IN WITNESS WHEREOF, the Surety has hereunto set its hand on this date: March 6, 2025
(Insert in writing the month followed by the numeric date and year.)

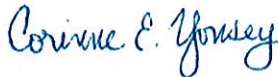
Great Midwest Insurance Company

(Surety)


(Signature of authorized representative)

Meghan J. Hernandez, Attorney-In-Fact
(Printed name and title)

Attest:
(Seal)



CAUTION: You should sign an original AIA Contract Document, on which this text appears in RED. An original assures that changes will not be obscured.

POWER OF ATTORNEY

Great Midwest Insurance Company

KNOW ALL MEN BY THESE PRESENTS, that GREAT MIDWEST INSURANCE COMPANY, a Texas Corporation, with its principal office in Houston, TX, does hereby constitute and appoint:

Corinne E. Yousey, James D. Freyer, Adam J. LaClair, Raechel Eassa, Gia Diep, Antranig J. Almasian, Anthony Ferraiolo, Meghan J. Hernandez

its true and lawful Attorney(s)-In-Fact to make, execute, seal and deliver for, and on its behalf as surety, any and all bonds, undertakings or other writings obligatory in nature of a bond.

This authority is made under and by the authority of a resolution which was passed by the Board of Directors of GREAT MIDWEST INSURANCE COMPANY, on the 1st day of October, 2018 as follows:

Resolved, that the President, or any officer, be and hereby is, authorized to appoint and empower any representative of the Company or other person or persons as Attorney-In-Fact to execute on behalf of the Company any bonds, undertakings, policies, contracts of indemnity or other writings obligatory in nature of a bond not to exceed Twenty-Five Million dollars (\$25,000,000.00), which the Company might execute through its duly elected officers, and affix the seal of the Company thereto.

Resolved, that the signature of the President and the seal of the Company may be affixed by facsimile on any power of attorney granted, and the signature of the Secretary, and the seal of the Company may be affixed by facsimile to any certificate of any such power and any such power or certificate bearing such facsimile signature and seal shall be valid and binding on the Company.

IN WITNESS THEREOF, GREAT MIDWEST INSURANCE COMPANY, has caused this instrument to be signed by its President, and its Corporate Seal to be affixed this 11th day of February, 2021.

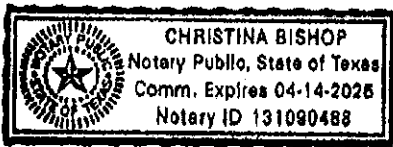


GREAT MIDWEST INSURANCE COMPANY

BY [Signature] Mark W. Haushill President

ACKNOWLEDGEMENT

On this 11th day of February, 2021, before me, personally came Mark W. Haushill to me known, who being duly sworn, did depose and say that he is the President of GREAT MIDWEST INSURANCE COMPANY, the corporation described in and which executed the above instrument; that he executed said instrument on behalf of the corporation by authority of his office under the By-laws of said corporation.



BY [Signature] Christina Bishop Notary Public

CERTIFICATE

I, the undersigned, Secretary of GREAT MIDWEST INSURANCE COMPANY, A Texas Insurance Company, DO HEREBY CERTIFY that the original Power of Attorney of which the foregoing is a true and correct copy, is in full force and effect and has not been revoked and the resolutions as set forth are now in force.

Signed and Sealed at Houston, TX this 6th Day of March, 2025.



BY [Signature] Leslie K. Shaunty Secretary

WARNING: Any person who knowingly and with intent to defraud any insurance company or other person, files and application for insurance of claim containing any materially false information, or conceals for the purpose of misleading, information concerning any fact material thereto, commits a fraudulent insurance act, which is a crime and subjects such person to criminal and civil penalties.

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 4) Wayne County Maintenance Permit - Harper Woods High School Field House

Explanation/Remarks:

Attached is a letter from Wayne County requesting approval of a maintenance agreement permit that conforms to the County's "Storm Water Ordinance." This permit is needed for the City to monitor, maintain and remediate any causes for concern in the areas of sediment accumulation, vegetation, debris access and structural repairs, as necessary for the new Harper Woods high school's Field House.

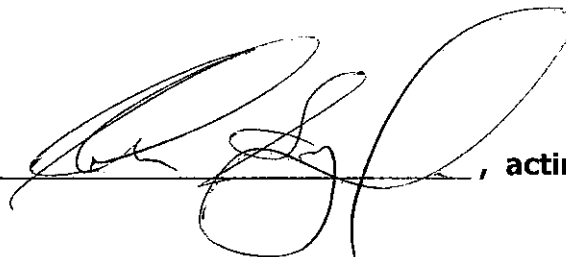
Our City Engineers and Building Department will be performing the inspections in the same manner as we currently do for the Eastland Commerce Center and other developments throughout the City. This permit is required by the Wayne County Department of Public Services.

I have reviewed this request with our building official and our engineers and request that this be approved.

Recommended Action:

By RESOLUTION, to approve the Wayne County Storm Water Maintenance Permit No. M25-0021 and Exhibits A and B for Underground Detention Construction with Storm Sewer Install, and further to authorize the acting City Manager to sign the permit on behalf of the City.

Respectfully Submitted



, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled



Warren C. Evans
Wayne County Executive

February 28, 2025

John Szymanski
CITY OF HARPER WOODS
19617 Harper Ave
Harper Woods, MI 48225

Re: Maintenance of Storm Water Management
Maintenance Permit for Underground Detention Construction with Storm Sewer Inst, NP22-079

Dear John Szymanski,

Enclosed are the Storm Water Maintenance Permit **M25-0021** and Exhibits A & B.

Please sign and date the enclosed maintenance permit and request Council to pass a Resolution as required by the Wayne County Storm Water Ordinance.

http://www.waynecounty.com/doe_wqm_res_standards.htm

Please return complete packet to Wayne County Permit Office. An executed copy of this permit with exhibits will be returned to your attention.

Sincerely,

Fawaz Ghalep
Plan Review Engineer

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 858-2774
FAX (734) 595-6356



Permit No.
M25-0021
ISSUE DATE
5/16/2023 2:29:34PM
REVIEW NO.
R23-0080

72 HOURS BEFORE ANY
CONSTRUCTION CALL
Inspection Staff
(734) 858-2761
FOR INSPECTION

WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES
PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PROJECT NAME: Maintenance Permit for Underground Detention Construction with Storm Sewer Inst, NP22-079

LOCATION: 20225 Beaconsfield St **CITY/TOWNSHIP:** City of Harper Woods

PERMIT HOLDER:
CITY OF HARPER WOODS
19617 Harper Ave
Harper Woods, MI 48225-2095
Contact: John Szymanski
Work: (313) 343-2500
Work Ext:
Mobile:
Home:

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

PERMIT TO MAINTAIN THE STORM WATER MANAGEMENT SYSTEM IN ACCORDANCE WITH THE DRAWING ATTACHED AS EXHIBIT "A", THE TERMS OF THE LONG-TERM MAINTENANCE PLAN ATTACHED AS EXHIBIT "B" AND THE WAYNE COUNTY STORM WATER ORDINANCE AND ADMINISTRATIVE RULES. A RESOLUTION FROM THE LOCAL MUNICIPALITY TO MAINTAIN THE PROPOSED STORM WATER MANAGEMENT SYSTEM AND ITS FACILITIES IS REQUIRED.

THE City of Harper Woods SHALL ASSUME JURISDICTION OVER AND ACCEPT RESPONSIBILITY FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM(S) TO ENSURE THAT THE STORM WATER MANAGEMENT SYSTEM FUNCTIONS PROPERLY AS DESIGNED AND CONSTRUCTED. THE PERMIT HOLDER'S RESPONSIBILITIES UNDER THIS PERMIT SHALL INCLUDE, WITHOUT LIMITATIONS, (A) ANY MONITORING AND PREVENTIVE MAINTENANCE ACTIVITIES SET FORTH IN THE PLAN; (B) ANY AND ALL REMEDIAL ACTIONS NECESSARY TO REPAIR, MODIFY OR RECONSTRUCT THE SYSTEM AND (C) OTHER ACTIVITIES OR RESPONSIBILITIES FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM AS MAY BE SET FORTH IN THE ORDINANCE, ADMINISTRATIVE RULES, THE PLAN OR THIS PERMIT.

THE City of Harper Woods SHALL PERFORM ALL MONITORING, MAINTENANCE, REMEDIAL AND OTHER RESPONSIBILITIES REQUIRED BY THE WAYNE COUNTY ORDINANCE, ADMINISTRATIVE RULES, THE PLAN AND THIS PERMIT, IN PERPETUITY AND AT ITS SOLE COST EXPENSE.

THE City of Harper Woods SHALL PREPARE, EXECUTE AND (IF NECESSARY) RECORD ANY AND ALL AGREEMENTS, CONTRACTS AND OTHER DOCUMENTS THAT MAY BE REQUIRED TO PERFORM ITS OBLIGATIONS HEREUNDER AND ENSURE MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM IN PERPETUITY.

IF WAYNE COUNTY FINDS IT NECESSARY TO ADJUST OR RELOCATE ALL OR ANY PORTION OF THE PERMITTED STORM WATER MANAGEMENT SYSTEM, THE PERMIT HOLDER SHALL CAUSE THIS ADJUSTMENT OR RELOCATION TO BE ACCOMPLISHED AT NO EXPENSE TO THE COUNTY. PRIOR TO ANY WORK BEING PERFORMED IN THE RIGHT-OF-WAY, A PERMIT SHALL BE SECURED FROM THE WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES PERMIT OFFICE.

APPROVED PLANS PREPARED BY
Applicant :

PLANS APPROVED BY
Anthony Amaro
DATE
02/28/2025

REQUIRED ATTACHMENTS
EXHIBIT A: MAP DEPICTING PHYSICAL LIMITS OF STORM WATER MGT SYSTEM
EXHIBIT B: LONG TERM MAINTENANCE PLAN
EXHIBIT C: BINDING AGREEMENT (COMMUNITY RESOLUTION)

(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)

In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

John Szymanski
PERMIT HOLDER NAME / AUTHORIZED AGENT

DATE

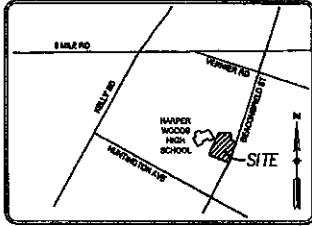
WAYNE COUNTY DEPARTMENT
OF PUBLIC SERVICES

PREPARED BY

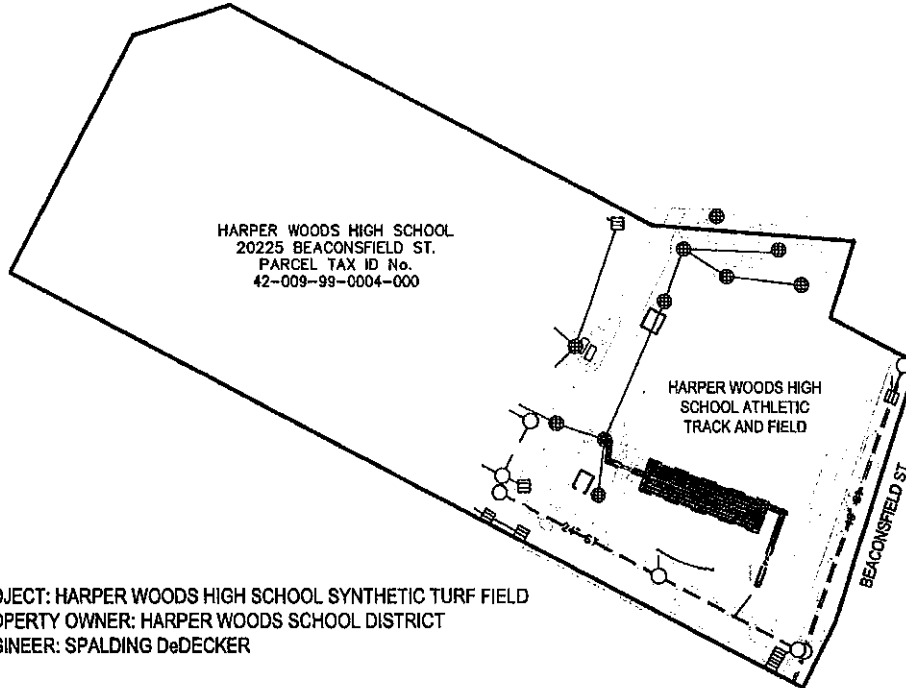
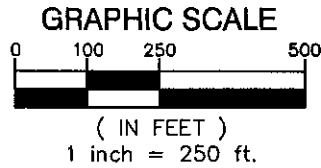
VALIDATED BY PERMIT COORDINATOR

DATE

EXHIBIT "A" (1 OF 2)



LOCATION MAP
NOT TO SCALE



PROJECT: HARPER WOODS HIGH SCHOOL SYNTHETIC TURF FIELD
PROPERTY OWNER: HARPER WOODS SCHOOL DISTRICT
ENGINEER: SPALDING DeDECKER

SEE SHEET 2 OF 2 FOR DETAIL OF PROJECT MAINTENANCE AREAS

WAYNE COUNTY

LEGAL DESCRIPTION

MAY 02 2023

DPS PERMITS

SOURCE: HARPER WOODS TAX ASSESSOR
OWNER: HARPER WOODS SCHOOL DISTRICT
TAX PARCEL ID NO. 42-009-99-0004-000
ADDRESS: 20225 BEACONSFIELD STREET, HARPER WOODS, MI 48225

THE EASTERLY 20 ACRES OF THAT PART OF PRIVATE CLAIM 393, TOWN 03 SOUTH, RANGE 13 EAST, CITY OF HARPER WOODS, WAYNE COUNTY, MICHIGAN, DESCRIBED AS:

BEGINNING AT A POINT ON THE SOUTHERLY LINE OF PRIVATE CLAIM 393 DISTANT S59°53'18"E 102.00 FEET FROM THE SOUTHWESTERLY CORNER OF PRIVATE CLAIM 393 AND PROCEEDING THENCE S59°53'18"E ALONG SAID SOUTHERLY LINE 3403.83 FEET TO THE CENTERLINE OF BEACONSFIELD ROAD; THENCE ALONG SAID CENTERLINE N29°33'36"E 128.00 FEET AND N20°35'23"E 482.41 FEET; THENCE N59°49'08"W ALONG THE NORTHERLY LINE OF SAID PRIVATE CLAIM 3321.59 FEET; THENCE S30°33'W ALONG THE EASTERLY LINE OF KELLY ROAD 588.08 FEET TO THE POINT OF BEGINNING;

EXCEPT THE NORTHWESTERLY TRIANGULAR PART OF SAID 20 ACRES PARCEL MEASURING 123.42 FEET ON THE NORTHERLY LINE AND 123.42 FEET ON THE WESTERLY LINE OF SAID PARCEL.

ALSO, THAT PART OF PRIVATE CLAIM FF DESCRIBED AS:
BEGINNING AT A POINT ON THE SOUTHERLY LINE OF PRIVATE CLAIM FF DISTANT N59°48'20"W 167.41 FEET FROM THE INTERSECTION WITH THE CENTERLINE OF BEACONSFIELD AVENUE AND PROCEEDING THENCE N59°48'20"W ALONG SAID SOUTHERLY LINE 343.87 FEET; THENCE S82°48'E 348.59 FEET; THENCE S20°32'52"W 138.10 FEET TO THE POINT OF BEGINNING.

CONTAINING 20.37 ACRES.

Plotted: Apr 4, 2023, 8:9 PM by user: 938 - Saved: 4/4/2023 by user: 938
N:\NP\NLD Projects\NP22079 - Harper Woods HS\DWG\NP22079EAS.dwg



SPALDING DeDECKER
Engineers | Surveyors

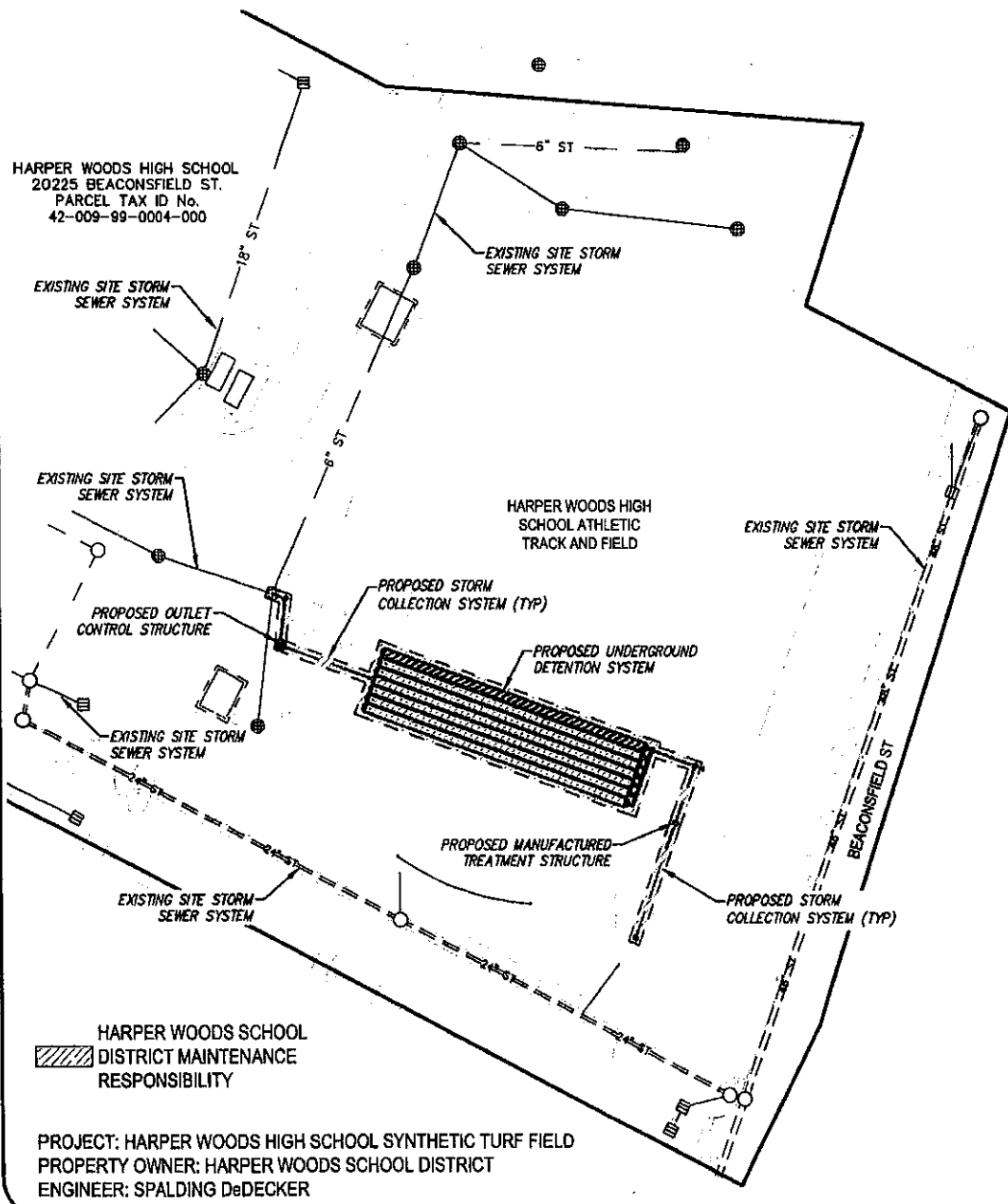
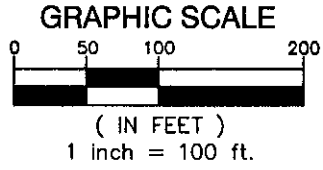
905 South Blvd. East
Rochester Hills, MI 48307

Phone: (248) 844-5400
Fax: (248) 844-5440

www.sda-eng.com

DRAWN: J.SERBINSKI	DATE: 04-04-23
CHECKED: J.ENSLEY	DATE: 04-04-23
MANAGER: J.ENSLEY	SCALE: 1" = 250'
JOB No. NP22-079	SHEET: 1 OF 2
PRIVATE CLAIM 393 TOWN 3 S RANGE 13 E	
CITY OF HARPER WOODS WAYNE COUNTY, MI	

EXHIBIT "A" (2 OF 2)



Plotted: Apr. 4, 2023, 8:10 PM by user: 938 - Saved: 4/4/2023 by user: 938
 N: \\NP\NLD\Projects\NP22079 - Harper Woods HS\DWG\NP22079EAS.dwg



SPALDING DeDECKER
Engineers | Surveyors

905 South Blvd. East
Rochester Hills, MI 48307

Phone: (248) 844-5400
Fax: (248) 844-5440

www.sda-eng.com

DRAWN: J.SERBINSKI	DATE: 04-04-23
CHECKED: J.ENSLEY	DATE: 04-04-23
MANAGER: J.ENSLEY	SCALE: 1" = 100'
JOB No. NP22-079	SHEET: 2 OF 2
PRIVATE CLAIM 393 TOWN 3 S RANGE 13 E	
CITY OF HARPER WOODS WAYNE COUNTY, MI	

EXHIBIT B
STORM WATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE PLAN

Wayne County DPS Permit No.: M -
Wayne County DPS Plan Review No.: R23 - 0080

A. Physical Limits of the Storm Water Management System

The storm water management system (SWMS) subject to this long-term maintenance plan (Plan) is depicted on Exhibit A to the permit and includes without limitation the storm sewers, catch basins, drainage swales, site drains, manholes, manufactured treatment system, underground detention system, outlet control structure and outlet pipe connection that conveys flow from the site underground detention system to the existing site storm sewer system. For the purposes of this plan, this storm water management system and all of its components as shown in Exhibit A is referred to as "Harper Woods High School SWMS".

B. Time Frame for Long-Term Maintenance Responsibility

Harper Woods School District is responsible for maintaining the Harper Woods High School SWMS, including complying with applicable requirements of the local or Wayne County soil erosion and sedimentation control program until Wayne County releases the construction permit. Long-term maintenance responsibility for the Harper Woods High School SWMS commences when defined by the maintenance permit issued by the County. Long-term maintenance continues in perpetuity.

C. Manner of Insuring Maintenance Responsibility

Harper Woods School District has assumed responsibility for long-term maintenance of the Harper Woods High School SWMS and shall perform the maintenance activities required by this plan. The resolution by which Harper Woods School District has assumed maintenance responsibility is attached to the permit as Exhibit C. To ensure that the Harper Woods High School SWMS is maintained in perpetuity, the map of the physical limits of the storm water management system (Exhibit A), this plan (Exhibit B), and the resolution attached as Exhibit C, will be recorded with the Wayne County Register of Deeds. Upon recording, a copy of the recorded documents will be provided to the County.

D. Long-Term Maintenance Plan and Schedule

Table 1 identifies the maintenance activities to be performed, organized by category (monitoring/inspections, preventative maintenance and remedial actions). While performing maintenance, chemicals should not be applied to the watercourses. Table 1 also identifies site-specific work needed to ensure that the storm water management system functions properly as designed.

MAINTENANCE ACTIVITIES	SYSTEM COMPONENTS							FREQUENCY
	Storm Collection System (Sewers, Catch Basins, Swales, Drains, Manholes)	Manufactured Treatment System	Underground Detention System	Outlet Control Structure	Outlet Pipes	Pavement Areas		
Monitoring / Inspection								
Inspect for Sediment Accumulation	X	X	X	X	X			As Needed / Semi - Annually
Inspect For Floatables, Dead Vegetation & Debris	X		X		X			Annually & After Major Events
Inspect For Erosion And Integrity of System	X		X	X	X			Annually & After Major Events
Inspect During Wet Weather & Compare to As-Built	X	X	X	X	X			Annually
Ensure Maintenance Access Remain Open/Clear	X	X	X	X	X			Annually
Preventive Maintenance								
Mowing	X							As Needed
Remove Accumulated Sediment*	X	X	X	X	X			As Needed*
Remove Floatables, Invasive & Dead Vegetation & Debris	X							As Needed
Sweeping of Paved Surfaces, Remove Oil Spills Immediately						X		As Needed
Remedial Action								
Repair/Stabilize Areas of Erosion, Reseed Bare Areas	X							As Needed
Replace Dead Plantings, Lawn	X							As Needed
Structural Repairs	X	X	X	X	X	X		As Needed
Make Adjustments/Repairs to Ensure Proper Functioning	X	X	X	X	X	X		As Needed

NOTES: *Manufactured Treatment & Underground Detention Systems to be cleaned according to the manufacturer's recommendations; at a minimum, whenever sediments accumulate to a depth of 6-12 inches, or if sediment re-suspension is observed.

PROPERTY INFORMATION: Harper Woods High School 20225 Beaconsfield Street Harper Woods, MI 48225	PROPERTY OWNER: Harper Woods School District 19851 Anita Street Harper Woods, MI 48225 Contact: Steven McGhee Phone: (586) 209-2400	ENGINEER: Spalding DeDecker 905 South Boulevard East Rochester Hills, MI 48307 Phone: (248) 844-5400 Fax: (248) 844-5404	DATE: 04 / 04 / 2023
			SHEET 1 OF 1

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 5) Wayne County Maintenance Permit - Gas Station, 17700 Vernier Road

Explanation/Remarks:

Attached is another letter from Wayne County requesting approval of a maintenance permit, similar in nature as the previous agenda item. The permit is needed for the City of Harper Woods to monitor, maintain and remediate any causes for concern in the areas of sediment accumulation, vegetation, debris access and structural repairs as necessary for the new gas station located at Vernier and Kelly Road.

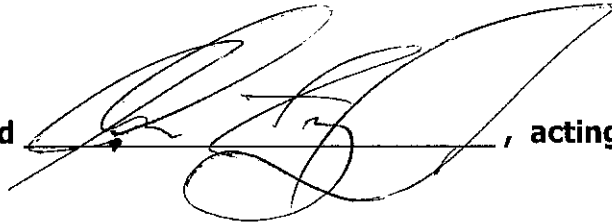
As mentioned in the previous item, our City Engineers and Building Department will be performing the inspections and this permit is required by the Wayne County Department of Public Services.

I have reviewed this request with our building official and our engineers and request that this be approved.

Recommended Action:

By RESOLUTION, to approve the Wayne County Storm Water Maintenance Permit, #M25-0026 and Exhibits A and B for Commercial, New Gas Station, and further to authorize the acting City Manager to sign the permit on behalf of the City.

Respectfully Submitted



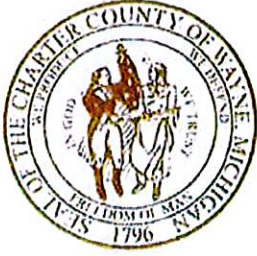
, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote

Tabled



Warren C. Evans
Wayne County Executive

March 07, 2025

John Szymanski
CITY OF HARPER WOODS
19617 Harper Ave
Harper Woods, MI 48225

Re: Maintenance of Storm Water Management
Maintenance Permit for Commercial- New Gas Station- 22-122

Dear John Szymanski,

Enclosed are the Storm Water Maintenance Permit **M25-0026** and Exhibits A & B.

Please sign and date the enclosed maintenance permit and request Council to pass a Resolution as required by the Wayne County Storm Water Ordinance.

http://www.waynecounty.com/doe_wqm_res_standards.htm

Please return complete packet to Wayne County Permit Office. An executed copy of this permit with exhibits will be returned to your attention.

Sincerely,

Fawaz Ghalep
Plan Review Engineer

PERMIT OFFICE
33809 MICHIGAN AVE
WAYNE, MI 48184
PHONE (734) 858-2774
FAX (734) 595-6356



Permit No.
M25-0026
ISSUE DATE
8/4/2023 12:54:04PM
REVIEW NO.
R23-0212

72 HOURS BEFORE ANY
CONSTRUCTION CALL
Inspection Staff
(734) 858-2761
FOR INSPECTION

WAYNE COUNTY
DEPARTMENT OF PUBLIC SERVICES

PERMIT TO CONSTRUCT, OPERATE, USE AND/OR MAINTAIN

PROJECT NAME: Maintenance Permit for Commerical- New Gas Station- 22-122

LOCATION: Vernier Rd (8 mile rd) and Kelly Rd **CITY/TOWNSHIP:** City of Harper Woods

PERMIT HOLDER:
CITY OF HARPER WOODS Work: (313) 343-2500
19617 Harper Ave Work Ext:
Harper Woods, MI 48225 Mobile:
Contact: John Szymanski Home:

DESCRIPTION OF PERMITTED ACTIVITY (72 HOURS BEFORE YOU DIG, CALL MISS DIG 1-800-482-7161, www.missdig.org)

PERMIT TO MAINTAIN THE STORM WATER MANAGEMENT SYSTEM IN ACCORDANCE WITH THE DRAWING ATTACHED AS EXHIBIT "A", THE TERMS OF THE LONG-TERM MAINTENANCE PLAN ATTACHED AS EXHIBIT "B" AND THE WAYNE COUNTY STORM WATER ORDINANCE AND ADMINISTRATIVE RULES. A RESOLUTION FROM THE LOCAL MUNICIPALITY TO MAINTAIN THE PROPOSED STORM WATER MANAGEMENT SYSTEM AND ITS FACILITIES IS REQUIRED.

THE City of Harper Woods SHALL ASSUME JURISDICTION OVER AND ACCEPT RESPONSIBILITY FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM(S) TO ENSURE THAT THE STORM WATER MANAGEMENT SYSTEM FUNCTIONS PROPERLY AS DESIGNED AND CONSTRUCTED. THE PERMIT HOLDER'S RESPONSIBILITIES UNDER THIS PERMIT SHALL INCLUDE, WITHOUT LIMITATIONS, (A) ANY MONITORING AND PREVENTIVE MAINTENANCE ACTIVITIES SET FORTH IN THE PLAN; (B) ANY AND ALL REMEDIAL ACTIONS NECESSARY TO REPAIR, MODIFY OR RECONSTRUCT THE SYSTEM AND (C) OTHER ACTIVITIES OR RESPONSIBILITIES FOR MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM AS MAY BE SET FORTH IN THE ORDINANCE, ADMINISTRATIVE RULES, THE PLAN OR THIS PERMIT.

THE City of Harper Woods SHALL PERFORM ALL MONITORING, MAINTENANCE, REMEDIAL AND OTHER RESPONSIBILITIES REQUIRED BY THE WAYNE COUNTY ORDINANCE, ADMINISTRATIVE RULES, THE PLAN AND THIS PERMIT, IN PERPETUITY AND AT ITS SOLE COST EXPENSE.

THE City of Harper Woods SHALL PREPARE, EXECUTE AND (IF NECESSARY) RECORD ANY AND ALL AGREEMENTS, CONTRACTS AND OTHER DOCUMENTS THAT MAY BE REQUIRED TO PERFORM ITS OBLIGATIONS HEREUNDER AND ENSURE MAINTENANCE OF THE STORM WATER MANAGEMENT SYSTEM IN PERPETUITY.

IF WAYNE COUNTY FINDS IT NECESSARY TO ADJUST OR RELOCATE ALL OR ANY PORTION OF THE PERMITTED STORM WATER MANAGEMENT SYSTEM, THE PERMIT HOLDER SHALL CAUSE THIS ADJUSTMENT OR RELOCATION TO BE ACCOMPLISHED AT NO EXPENSE TO THE COUNTY. PRIOR TO ANY WORK BEING PERFORMED IN THE RIGHT-OF-WAY, A PERMIT SHALL BE SECURED FROM THE WAYNE COUNTY DEPARTMENT OF PUBLIC SERVICES PERMIT OFFICE.

APPROVED PLANS PREPARED BY
Applicant : _____

PLANS APPROVED BY
Anthony Amaro

DATE
03/07/2025

REQUIRED ATTACHMENTS
EXHIBIT A: MAP DEPICTING PHYSICAL LIMITS OF STORM WATER MGT SYSTEM
EXHIBIT B: LONG TERM MAINTENANCE PLAN
EXHIBIT C: BINDING AGREEMENT (COMMUNITY RESOLUTION)

(PERMIT VALID ONLY IF ACCOMPANIED BY ABOVE ATTACHMENTS)

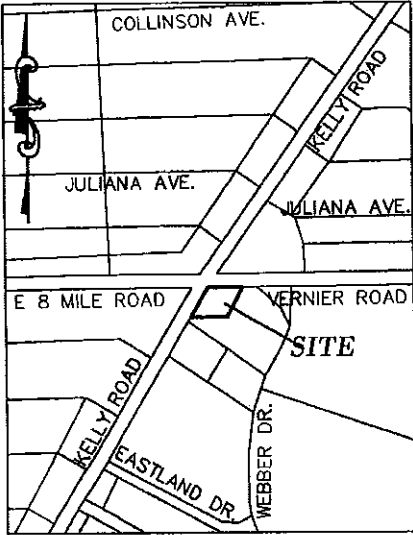
In consideration of the Permit Holder and Contractor agreeing to abide and conform with all the terms and conditions herein, a Permit is hereby issued to the above named to Construct, Operate, Use and/or Maintain within the Road Right of Way, County Easement, and/or County Property. The permitted work described above shall be accomplished in accordance with the Approved Plans, Maps, Specifications and Statements filed with the Permit Office which are integral to and made part of this Permit. The General Conditions as well as any Required Attachments are incorporated as part of this Permit.

John Szymanski DATE _____
PERMIT HOLDER NAME / AUTHORIZED AGENT OF PUBLIC SERVICES PREPARED BY

VALIDATED BY PERMIT COORDINATOR DATE

EXHIBIT "A"

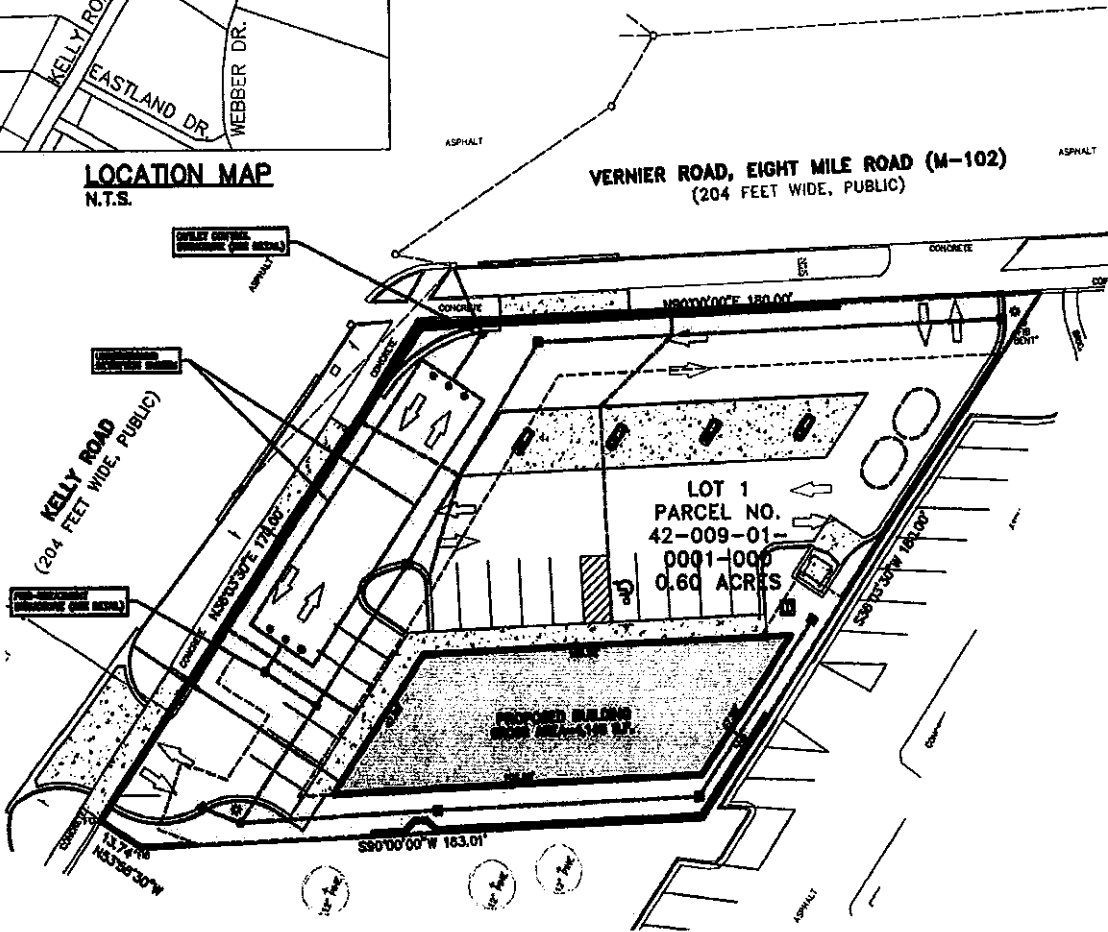
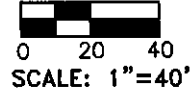
PHYSICAL LIMITS OF STORM WATER MANAGEMENT SYSTEM



LOCATION MAP
N.T.S.

LEGEND

CITY OF HARPER WOODS STORM MAINTENANCE RESPONSIBILITY



LEGAL DESCRIPTION (BY OTHERS):

LOT 1 OF "EASTLAND CENTER SUB. NO. 1", A SUBDIVISION OF PART OF PRIVATE CLAIM "FF", TOWN 1 SOUTH, RANGE 13 EAST, CITY OF HARPER WOODS, WAYNE COUNTY, MICHIGAN, AS RECORDED IN LIBER 100 OF PLATS, PAGES 56 & 57, WAYNE COUNTY RECORDS.

WAYNE COUNTY

JUL 12 2023

DPS PERMITS

<p>PROJECT: 17700 Vernier Rd. Gas Station 17700 Vernier Road Harper Woods, MI 48225</p>	<p>PROPERTY OWNER: Sadina Real Estate LLC 17700 Vernier Rd. Harper Woods, MI 48225 Contact: Hanan Amhaz Phone: (313) 658-8888</p>	<p>ENGINEER: GREENTECH Engineering, Inc. 51147 W. Pontiac Trail Wixom, MI 48393 Phone: (248) 668-0700 Fax: (248) 668-0701</p>	<p>DATE: 06/23/2023</p> <hr/> <p>SHEET 1 OF 2</p>
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EXHIBIT "B" - STORM WATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE PLAN

Wayne County DPS Permit No.: M –
Wayne County DPS Plan review No.: R23-0212

A. Physical Limits of the Storm Water Management System

The storm water management system (SWMS) subject to this long-term maintenance plan (Plan) is depicted on Exhibit A to the permit and includes without limitation the storm sewers, swales, catch basins, manholes, inlets, manufactured treatment system, underground detention system, flow restrictor structure and outlet pipe that conveys flow from the underground detention system to the Vernier Road storm sewer system. For the purposes of this plan, this SWMS and all of its components as shown in Exhibit A is referred to as "17700 Vernier Road SWMS".

B. Time Frame for Long-Term Maintenance Responsibility

Sadina Real Estate LLC is responsible for maintaining the 17700 Vernier Road SWMS including complying with applicable requirements of the local or Wayne County soil erosion and sedimentation control program until Wayne County releases the construction permit. Long-term maintenance responsibility for the 17700 Vernier Road SWMS commences when defined by the maintenance permit issued by the County. Long-term maintenance continues in perpetuity.

C. Manner of Insuring Maintenance Responsibility

The City of Harper Woods has assumed responsibility for long-term maintenance of the 17700 Vernier Road SWMS. The resolution by which The City of Harper Woods has assumed maintenance responsibility is attached to the permit as Exhibit C. Sadina Real Estate LLC, through a maintenance agreement with the City of Harper Woods, has agreed to perform the maintenance activities required by this plan. The City of Harper Woods retains the right to enter the property and perform the necessary maintenance of the 17700 Vernier Road SWMS if Sadina Real Estate LLC fails to perform the required maintenance activities.

To ensure that the 17700 Vernier Road SWMS is maintained in perpetuity, the map of the physical limits of the storm water management system (Exhibit A), this plan (Exhibit B), the resolution attached as Exhibit C, and the maintenance agreement between the City of Harper Woods and the property owner will be recorded with the Wayne County Register of Deeds. Upon recording, a copy of the recorded documents will be provided to the County.

D. Long-Term Maintenance Plan and Schedule

Table 1 identifies the maintenance activities to be performed, organized by category (monitoring/inspections, preventative maintenance and remedial actions). Table 1 also identifies site-specific work needed to ensure that the storm water management system functions properly as designed.

TABLE 1 STORM WATER MANAGEMENT SYSTEM LONG-TERM MAINTENANCE SCHEDULE							
MAINTENANCE ACTIVITIES	SYSTEM COMPONENTS	Storm Collection System (Sewers, Swales, Catch Basins, Manholes)	Manufactured Treatment System	Underground Detention System	Flow Restrictor Structure & Outlet Pipe	Pavement Areas	FREQUENCY
Monitoring/Inspection							
Inspect for Sediment Accumulation/Clogging*		X	X	X	X	X	Annually & After Major events
Inspect For Floatables, Dead Vegetation & Debris		X	X	X	X	X	Annually & After Major Events
Inspect For Erosion And Integrity of System		X	X	X	X	X	Annually & After Major Events
Inspect All Components During Wet weather & Compare to As-Built Plans		X	X	X	X	X	Annually
Ensure Maintenance Access Remain Open/Clear		X	X	X	X	X	Annually
Preventative Maintenance							
Remove Accumulated sediments*		X	X	X	X	X	As Needed (See Note Below)
Remove Floatables, Dead Vegetation & Debris		X	X			X	As Needed
Sweeping of Paved Surfaces						X	As Needed
Remedial Actions							
Repair/Stabilize Areas of Erosion		X				X	As Needed
Replace Dead Plantings & Reseed Bare Areas		X					As needed
Structural Repairs		X	X	X	X	X	As Needed
Make Adjustments/Repairs to Ensure Proper Functioning		X	X	X	X	X	As Needed

NOTE: * Manufactured treatment system and underground detention system to be cleaned according to the manufacturer's recommendations; at a minimum, whenever sediments accumulate to a depth of 6-12 inches, or if sediment resuspension is observed.

PROJECT: 17700 Vernier Rd. Gas Station 17700 Vernier Road Harper Woods, MI 48225	PROPERTY OWNER: Sadina Real Estate LLC 17700 Vernier Rd. Harper Woods, MI 48225 Contact: Hanan Amhaz Phone: (313) 658-8888	ENGINEER: GREENTECH Engineering, Inc. 51147 W. Pontiac Trail Wixom, MI 48393 Phone: (248) 668-0700 Fax: (248) 668-0701	DATE: 06 / 23 / 2023
			SHEET 2 OF 2

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 6) Contract Extension - Pavement Joint and Crack Sealing Project

Explanation/Remarks:

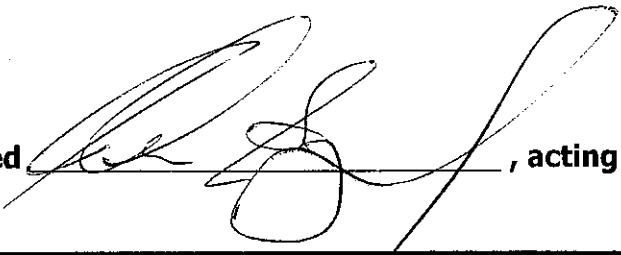
Attached is correspondence from our City Engineers regarding our Pavement Joint Sealing Program. We have been reviewing an offer from Michigan Joint Sealing, who did last year's project, to honor their existing prices for an extension for 2025.

By extending this contract, we save the cost of preparing new bid specifications, advertising and other startup costs. Further, based on other recent bids we do not feel that bidding will result in lower prices. This work is spread throughout the City and contractors usually bid higher because of this and it would not be cost-effective to re-bid it.

I have discussed this at length with the engineers and agree with their recommendation. We recommend that the modification be approved.

Recommended Action:

By RESOLUTION, approve the Contract Modification in an amount not to exceed \$80,000.00 with Michigan Joint Sealing for the 2025 Miscellaneous Concrete Pavement Repair Program, #180-366.

Respectfully Submitted  , acting City Manager

CITY COUNCIL ACTION: Approved Disapproved
 Vote Tabled



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

February 26, 2025

John Szymanski, Acting City Manager
City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225

Reference: 2025 Pavement Joint and Crack Sealing
City of Harper Woods
AEW Project No. 0180-0366

Dear Mr. Szymanski:

We have received a proposal from Michigan Joint Sealing (see attached), who is currently under contract for the 2024 Pavement Joint and Crack Sealing Program, offering to perform the work for the proposed 2025 program on streets west of I-94 and south of Vernier Road.

The unit prices in the current contract are at or below unit prices for similar projects which were recently bid in nearby communities. Further considering the cost savings in not bidding a new project, the performance and quality of work performed by Michigan Joint Sealing, we feel it is in the best interest of the City of Harper Woods to approve a contract extension.

We will wait your authorization before processing a contract modification for the 2025 Program. The contract modification will be in the amount budgeted for joint sealing from the major/local road fund. It is our understanding the total amount currently proposed is \$80,000.00.

Please advise if you may have any questions or require additional information.

Sincerely,

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Heather Toutant, Director of Public Works
Leslie M. Frank, City Clerk
Ryan Kern, PE, AEW

Enclosure

[M:\0180\0180-0366\Project Mgmt\Correspondence\Drafts\SzymanskiFDV250213.docx](#)

MICHIGAN JOINT SEALING, INC.
28830 W. 8 MILE, STE 103
FARMINGTON HILLS, MI 48336
PHONE 248.476.4120
FAX 248.476.7639

February 5, 2025

Anderson, Eckstein, and Westrick, Inc.
51301 Schoenherr Road
Shelby Township, MI 48315

Attn: Frank Varricalli

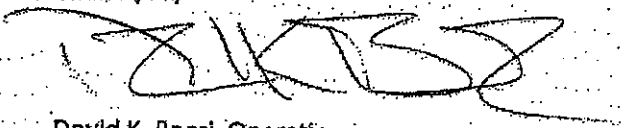
Re: City of Harper Woods 2025 Joint Sealing Program

Dear Sir,

In regards to the above referenced project, Michigan Joint Sealing, Inc. agrees to extend our 2024 contract prices for the 2025 Joint Sealing Program.

If you need anything further, please do not hesitate to contact us at (248) 476-4120.

Thank you,



David K. Bacci, Operations
Michigan Joint Sealing, Inc.

MICHIGAN JOINT SEALING, INC IS AN EQUAL OPPORTUNITY EMPLOYER

PROPOSAL

CITY OF HARPER WOODS
2025 Pavement Joint and Crack Sealing Program

AEW PROJECT NO. 0180-0366

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Proposal Unit Price</u>	<u>Proposal Price</u>
1.	Bonds, Insurance and Initial Setup Expense (3% Max)	1	LS	\$ 2,000.00	\$ 2,000.00
2.	Cleaning and Sealing Existing Joints and Random Cracks	93,400	FT	\$ 0.71	\$ 66,314.00
4.	Traffic Maintenance and Control	1	LS	\$ 100.00	\$ 100.00
PROPOSAL GRAND TOTAL					\$ 68,414.00

Michigan Joint Sealing, Inc.

Bidder/Company

Signature

Printed Name

Attest Signature

Attest Printed Name

28830 W. 8 Mile
Address

Ste 103
Address

248 476 4620
Telephone

mjsinc1@yahoo.com
Email Address

1/21/2025
Date of Signature

*Contractor will be required to submit and/or update insurance and bonds for this project

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 7) Contract Extension - Sewer Cleaning and CCTV Investigation Program

Explanation/Remarks:

Attached is correspondence from our City Engineers regarding our Sewer Cleaning and CCTV Investigation Program. We have been reviewing an offer from Duke's Root Control, who did last year's project, to honor their existing prices for an extension for 2025.

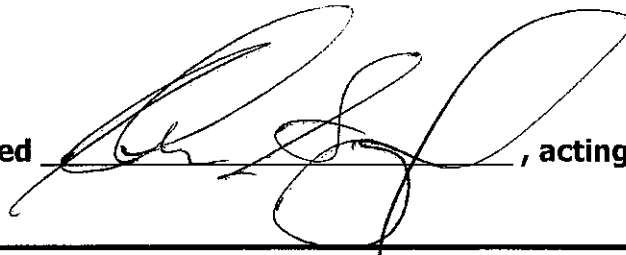
As with the previous item by extending this contract, we save the cost of preparing new bid specifications, advertising and other startup costs. Further, based on other recent bids we do not feel that bidding will result in lower prices. This work is spread throughout the City and contractors usually bid higher because of this and it would not be cost-effective to re-bid it.

I have discussed this at length with the engineers and agree with their recommendation. We recommend that the modification be approved.

Recommended Action:

By RESOLUTION, approve the Contract Modification in an amount not to exceed \$85,325.00 with Duke's Root Control for the 2025 Miscellaneous Concrete Pavement Repair Program, #180-365.

Respectfully Submitted



, acting City Manager

CITY COUNCIL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved
	<input type="checkbox"/> Vote	<input type="checkbox"/> Tabled



ANDERSON, ECKSTEIN & WESTRICK, INC.
CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia
586.726.1234 | www.aewinc.com

February 26, 2025

John Szymanski, Acting City Manager
City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225

Reference: 2025 Sewer Cleaning and CCTV Investigation
City of Harper Woods
AEW Project No. 0180-0365

Dear Mr. Szymanski:

We have received a proposal from Dukes Root Control (see attached), who is currently under contract for the 2024 Sanitary Sewer Cleaning and CCTV Investigation Program, offering to perform the work for the proposed 2025 program on streets west of I-94 and South of Vernier Road.

The unit prices in the current contract are at or below unit prices for similar projects which were recently bid in nearby communities. Further considering the cost savings in not bidding a new project, the performance and quality of work performed by Duke's, we feel it is in the best interest of the City of Harper Woods to approve a contract extension.

We will wait your authorization before processing a contract modification for the 2025 Program. The contract modification will be in the amount budgeted for CCTV Investigation from the water/sewer fund. It is our understanding the total amount currently proposed is \$100,000.00.

Please advise if you may have any questions or require additional information.

Sincerely,

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Heather Toutant, Director of Public Works
Leslie M. Frank, City Clerk
Ryan Kern, PE, AEW

Enclosure

M:\0180\0180-0365\Project Mgmt\Correspondence\Drafts\SzymanskiFDV250217.docx

February 20, 2025

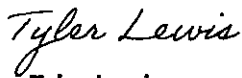
City of Harper Woods
19617 Harper Ave
Harper Woods, MI 48225

Subject: Price Extension – 2024 Sanitary Sewer Cleaning and CCTV Investigation
AEW Contract No. 0180-0340

I am writing to formally confirm that Duke's Root Control agrees to extend the pricing from the 2024 Sanitary Sewer Cleaning and CCTV Investigation contract into 2025. The extension will maintain the same per-foot pricing, adjusted based on the 2025 quantities.

We appreciate the opportunity to continue our partnership and look forward to another successful year providing services to the City of Harper Woods. Please feel free to reach out if any further details or discussions are needed.

Sincerely,



Tyler Lewis
Sr. Project Manager
Duke's Root Control, Inc.

PROPOSAL

**CITY OF HARPER WOODS
2025 SEWER CLEANING AND CCTV INVESTIGATION**

AEW PROJECT NO. 0180-0365

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Proposal Unit Price</u>	<u>Proposal Price</u>
1.	_Bonds, Insurance, and Initial Set-Up (\$2,500.00 Max.)	1	LS	\$ 2,500.00	\$ 2,500.00
2.	_Cleaning 06-12 inch Sanitary Sewers	19,700	FT	\$ 1.25	\$ 24,625.00
3.	_Cleaning 15-21 inch Sanitary Sewers	2,400	FT	\$ 1.50	\$ 3,600.00
4.	_Heavy Cleaning 06-12 inch Sanitary Sewers	4,950	FT	\$ 2.50	\$ 12,375.00
5.	_Heavy Cleaning 15-21 inch Sanitary Sewers	600	FT	\$ 3.00	\$ 1,800.00
6.	_Extra Heavy Cleaning	24	Hrs	\$ 250.00	\$ 6,000.00
7.	_Final TV Investigation and Log, 06-12 inch Sanitary Sewers	19,700	FT	\$ 1.25	\$ 24,625.00
8.	_Final TV Investigation and Log, 15-21 inch Sanitary Sewers	2,400	FT	\$ 1.25	\$ 3,000.00
9.	_Cutting Service Lead Protrusions	10	EA	\$ 50.00	\$ 500.00
10.	_Removal of Mineral Deposits	10	EA	\$ 10.00	\$ 100.00
11.	_Traffic Control and Maintenance	1	LS	\$ 5,000.00	\$ 5,000.00
12.	_Deliverables	1	LS	\$ 1,200.00	\$ 1,200.00
PROPOSAL GRAND TOTAL					\$ 85,325.00

Duke's Root Control, Inc.
 Bidder/Company

 Signature

 Tyler Lewis
 Printed Name

 Samantha Harris
 Attest Signature

 Samantha Harris
 Attest Printed Name

15155 Fogg St
 Address

 Plymouth, MI 48170
 Address

 249.533.5822
 Telephone

 tlewis@dukes.com
 Email Address

 1/23/25
 Date of Signature

*Contractor will be required to submit and/or update Insurance and bonds for this project
 * Water shall be obtained through the Harper Woods DPW

CITY OF HARPER WOODS
CITY COUNCIL TRANSMITTAL
CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

G. NEW BUSINESS:

ITEM NUMBER: 8) Milk River - Principal and Interest

Explanation/Remarks:

Attached is an invoice from Wayne County for the Milk River Drain principal and interest payments on the SRF Bond programs, No. 5446-01 and No. 5445-02.

It is recommended that these payments be approved, since they are equal to or less than the amount on the calculated debt schedule.

Recommended Action:

By RESOLUTION, approve payment in the amount of \$1,058,532.12 to Wayne County for the Milk River Drain principal and interest payments; \$905,951.69 principal and interest on the SRF Bond #5446-01 and \$151,780.43 principal and interest on the SRF Bond #5446-02.

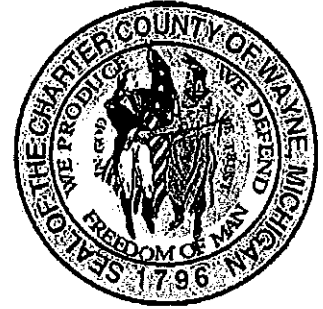
Respectfully Submitted  _____, acting City Manager

CITY COUNCIL ACTION:	<input type="checkbox"/> Approved	<input type="checkbox"/> Disapproved	
	<input type="checkbox"/> Vote	<input type="checkbox"/> Tabled	

Invoice Number
321500

Invoice Date
02/15/25

COUNTY OF WAYNE
Warren C. Evans - County Executive
500 Griswold, Detroit, Michigan 48226



Invoice

Send Remittance to:

Wayne County
Environmental Services Division
400 Monroe, Suite 300
Detroit, Michigan 48226

Customer:

City of Harper Woods
19617 Harper Avenue
Harper Woods MI 48225

Customer Number

500014

Direct Inquiries to:

Telephone (313) 224-4658

Environmental Services Division

Line No.	Due Date	Description of Item, Material, Services or Work	Amount
001	03/17/25	PRINCIPAL DUE MILK RIVER DRAINS DRAINAGE DISTRICT SRF PROGRAM 5446-01 Acct# 44724.581000 Cash Acct# 830.010724	732,960.00
002	03/17/25	INTEREST DUE MILK RIVER DRAINS DRAINAGE DISTRICT SRF PROGRAM 5446-01 Acct# 44724.581001 Cash Acct# 830.010724	164,629.69
003	03/17/25	PRINCIPAL DUE MILK RIVER DRAINS DRAINAGE DISTRICT SRF PROGRAM 5446-02 Acct# 44724.581000 Cash Acct# 830.010724	128,220.00
004	03/17/25	INTEREST DUE MILK RIVER DRAINS DRAINAGE DISTRICT SRF PROGRAM 5446-02 Acct# 44724.581001 Cash Acct# 830.010724	23,560.43
005	03/17/25	INTEREST DUE MRDDD SEPT 2024 INTEREST ADJUSTMENT SRF PROGRAM 5446-01 Acct# 44724.581001 Cash Acct# 830.010724	9,162.00

Please Pay This Amount => \$ 1,058,532.12

Return Remittance Copy of Invoice with Payment

Invoice Number
321500

Invoice Date
02/15/25



City of Harper Woods
19617 Harper Avenue
Harper Woods, Michigan 48225-2095

313.343.2500

www.harperwoodscity.org

Mayor:
Valerie Kindle

Mayor Pro Tem:
Regina Williams

City Council:
Vivian M. Sawicki
Cheryl Costantino
Ivery Toussant, Jr.
Tom Jenny
Gerieanne LaPratt

Acting City Manager:
John Szymanski

February 27, 2025

City Clerk:
Leslie M. Frank

MEMORANDUM TO: Mayor and Members of City Council

SUBJECT: Amendment to the 'Guide to Public Participation at Council Meetings'

Following some suggestions from our City Attorney and additional considerations for an updated "guide" I offer the attached amendment. The current guide and the proposed one are attached here for your review. I plan to bring it up at your next meeting for formal adoption, unless you have questions or concerns.

Please let me know as soon as possible if you have thoughts on this amendment, otherwise it will be presented to you as is at the March 17 meeting.


John Szymanski
acting City Manager

JS/lmf



CITY OF HARPER WOODS

GENERAL GUIDE TO PUBLIC COMMENT AT COUNCIL MEETINGS

Welcome to the Harper Woods City Council meeting. The Mayor and City Council appreciate and welcome your comments. The following is to aid persons attending and wishing to speak at council meetings during the COMMENTS ON AGENDA ITEMS and the CALL TO AUDIENCE section of the meeting. All regular City Council meetings follow the order of business presented in the agenda. The agenda is available in the lobby of City Hall the day of the scheduled Council Meeting which is located at:

Harper Woods City Hall
19617 Harper Ave.
Harper Woods, MI. 48225

Citizens may speak publicly during the "PUBLIC COMMENTS ON AGENDA" and the "CALL TO AUDIENCE" portion of the meeting as shown on the meeting agenda.

1. Speakers must wait to be recognized by the Mayor who is the chair of the meeting. Speakers may raise their hand or may be requested by the Mayor to form a line if they desire to speak.
2. Speakers should approach the podium and state their name.
3. Speakers should refrain from engaging in banter with other audience members.
4. Remember this is time for public **comment**; the Mayor and Council do not typically respond to questions during public comment. Persons are encouraged to contact the city directly during regular business hours with questions.
5. During PUBLIC COMMENT ON AGENDA ITEMS, each speaker is permitted to speak ONE TIME on an item listed in the agenda for up to 2 minutes.
6. During CALL TO AUDIENCE, each speaker is permitted to speak ONE TIME for up to 3 minutes.
7. Time allotted to speakers during either PUBLIC COMMENT ON AGENDA ITEMS and CALL TO AUDIENCE, may not be saved or transferred to another speaker.
8. The clerk will maintain the official times and notify the speakers when their time is up as set forth above.
9. The Mayor may call to order any person who is being disorderly by speaking out of order, acting in such a manner that disrupts the proceedings; for example, but not limited to: loud talking or shouting from the audience, speaking longer than the allotted time or using obscene language.
10. If a person continues to be disorderly and disrupts the meeting, the Mayor may direct that person to be removed from the meeting. Persons face removal from a public meeting only where there is an actual breach or disturbing of the peace committed at the meeting.

Breach or disturbing the peace may include the following: conduct that threatens public safety, threatens violence to other persons, disrupts the peace and quiet of other persons present, interferes with the ability of other persons to perform lawful actions or their legal duties.¹

¹ See e.g. *People v Mash*, 45 Mich App 459 (1973); *People v Weinberg*, 6 Mich App 345 (1967); MCrIm JI 40.1.; MCL 750.170.



Guide to Public Participation at Council Meetings

Welcome to the Harper Woods City Council meeting. We hope that the following information will help citizens to understand the rules for public participation and comments which can be made during the COMMENTS ON AGENDA and CALL TO AUDIENCE section of the meeting.

The Mayor and City Council appreciate and encourage your participation and offer these rules of procedure and conduct to ensure that each person who wishes to speak is given an equal opportunity in a civil and respectful environment. Thank you in advance for your cooperation with these guidelines.

All regular City Council meetings follow the order of business presented in the agenda. The agenda is available in the City Hall lobby the day of the scheduled Council Meeting.

Harper Woods City Hall
19617 Harper Ave.
Harper Woods, MI. 48225

General Information about Speaking at City Council Meetings

Citizens may speak publicly during the "PUBLIC COMMENTS ON AGENDA" and the "CALL TO AUDIENCE" portion of the meeting as shown on the meeting agenda.

All public comments should be framed to provide a point of view, to offer valuable information or to express a concern. It is not the practice of Council to respond directly to questions during this portion of the meeting.

In order to be recognized by the Mayor, any citizen who wishes to speak should raise his or her hand and wait to be called upon.

When called on, speakers should provide their name and address. All comments should be directed to the Mayor and Council, not to other audience members.

Audience Participation Guidelines

A. Acceptable Conduct

1. All comments offered by speakers **MUST BE CIVIL AND RESPECTFUL**. Personal attacks on a member of City Council, an officer or employee of the City are prohibited and will not be tolerated. Infractions will result in the loss of remaining time, by order of the Chair, after one warning.
2. Members of the audience are expected to respect the views of others and refrain from interrupting or harassing speakers. Persons who do not follow this or other rules of conduct may be expelled from the council chambers by order of the Chair after one warning.
3. Speakers should not engage in banter with members of the City Council or with other audience members.

B. Time limitations

Each audience member may speak **ONE TIME** for a maximum of 2 minutes for PUBLIC COMMENT ON AGENDA and a maximum of 3 minutes for CALL TO AUDIENCE. The City Clerk shall be the time keeper and will announce "TIME" when the allotted time is up. A speaker may not yield time to another speaker.

CITY OF HARPER WOODS

CITY COUNCIL TRANSMITTAL

CITY COUNCIL MEETING OF MARCH 17, 2025

AGENDA EXPLANATION

J. OTHER BUSINESS:

ITEM NUMBER: 1) Closed Session - Civil Action Subject to Attorney Client Privilege

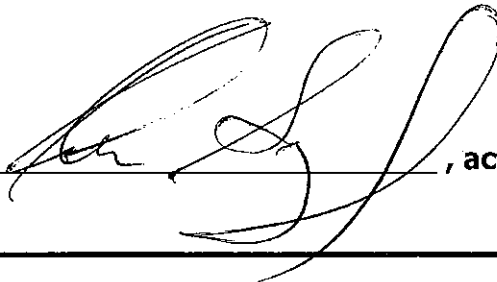
Explanation/Remarks:

I would request a closed session to discuss information related to a civil action subject to attorney/client privilege.

Recommended Action:

By MOTION, adjourn to closed session for the purpose of discussing information related to a civil action subject to attorney/client privilege.

Respectfully Submitted



, acting City Manager

CITY COUNCIL ACTION:

Approved Disapproved

Vote Tabled