



**CITY OF HARPER WOODS
REGULAR CITY COUNCIL MEETING
MAY 19, 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 May 5, 2025
- D. PUBLIC COMMENTS ON AGENDA ITEMS:**
- E. CONSENT AGENDA:**
 - 1) Approval of Accounts Payable Listing. (\$486,263.13)
 - 2) Payment to Anderson, Eckstein & Westrick, Inc. (\$23,176.36)
 - 3) Payment to SAFEbuilt, LLC. (\$64,803.34)
 - 4) Payment to Nu Appearance Maintenance, Inc. (\$6,064.00)
 - 5) Payment to Plante & Moran, PLLC (\$12,818.75)
 - 6) Payment to Yeo & Yeo (\$42,000.00)
 - 7) Payment to McKenna Associates (\$10,341.07)
 - 8) Payment to Simplified Business Solutions. (\$11,117.55)
- F. OLD BUSINESS:**
- G. NEW BUSINESS - CITY MANAGER'S REPORTS:**
 - 1) Public Hearing - Special Assessment
 - 2) Adopt Resolutions - Special Assessment District
 - 3) Changes in Poverty Guidelines
 - 4) Introduction and First Reading - Draft Zoning Ordinance
 - 5) Progress Payment No.1 - Pavement Joint/Crack Sealing Project No. 180-366
 - 6) Progress Payment No. 1 - Concrete Pavement Repair Project #180-363
 - 7) Progress Payment No. 3 - DWSRF Lead Water Service Replacement, #180-331
 - 8) Progress Payment No. 3 - City Hall Generator Project No. 180-291
 - 9) Contract Extension - 2025 Storm Sewer and Catch Basin Repair Program, #180-362
 - 10) Contract Modification No. 1 - 2025 Sewer Cleaning and CCTV Investigation, #180-365
 - 11) Resolution - Gun Violence Awareness

CONTINUED . . .

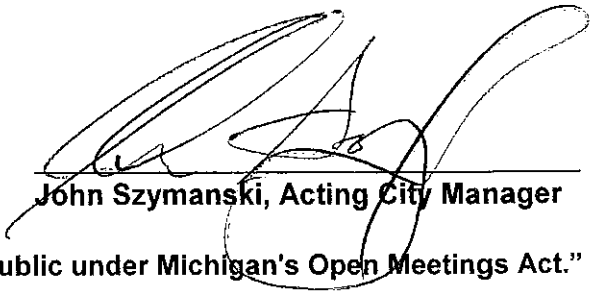
H. CALL TO AUDIENCE:

I. CALL TO COUNCIL:

- 1) Closed Session - Litigation Settlement
- 2) Closed Session - Litigation Strategy

J. OTHER BUSINESS:

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 MEETING OF MAY 19, 2025

AGENDA EXPLANATION

CONSENT AGENDA ITEMS: 1- 8

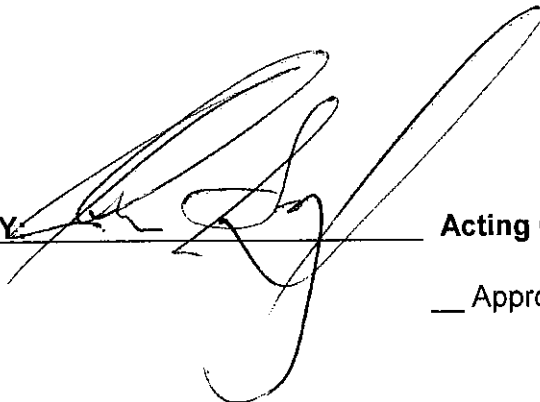
EXPLANATION / SUMMARY

See attached listing

RECOMMENDED ACTION:

By RESOLUTION, approve the Consent Agenda Items 1 through 8.

SUBMITTED BY:

A large, stylized handwritten signature in black ink, likely belonging to John Szymanski, is written over a horizontal line.

Acting City Manager, John Szymanski

☐ Approved ☐ Vote

CITY OF HARPER WOODS

CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

CONSENT AGENDA

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

1. ACCOUNTS PAYABLE LISTING / PAYROLL VENDOR LISTING

Recommended Action: approve the Accounts Payable/Payroll Vendor listing for Check Numbers 132543 through 132631 in the amount of \$486,263.13 as submitted by the City Manager and Finance Director, and further, authorize the Mayor and City Clerk to sign the listing.

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

Recommended Action: approve payment to Anderson, Eckstein & Westrick, Inc. in the amount of \$23,176.36 for professional services during the month of May 2025 for the following projects: Temp Water Operator, #180-303; Beaconsfield Resurfacing, #180-253; 2025 Misc. Concrete Rep. #180-363; 2025 Joint Crack/Seal, #180-366; CDBG Sidewalk Pgm, #180-350; 2025 Sidewalk Pgm, #180-367; Miss Digs, #180-255; Comcast Review, #180-375; Comcast Review, #180-372; 2024 San. Sewer Cleaning #180-340; 2025 San. Sewer Cleaning #180-365; 2024 Storm Sewer Rep. #180-337; 2025 Storm Sewer Rep., #180-362; DWRF Lead Water Svc. Repl., #180-331; DWSD Sewage Dischg District, #180-347; Sen. Peters Appropriation #180-374; DTE Review Vernier #180-376; DTE Review Peerless #180-377; Updated Voting Precinct Map #180-373.

3. PAYMENT TO SAFEUILT LLC

Recommended Action: approve payment to SAFEuilt, LLC in the amount of \$64,803.34 for the contractual building department services performed during the month of May 2025.

4. PAYMENT TO NU APPEARANCE MAINTENANCE, INC.

Recommended Action: approve payment to Nu Appearance Maintenance, Inc. in the amount of \$6,064.00 for contractual lawn cutting and trash pickup in various areas of the City, including City Hall, the annexes, Library and the Parks.

5. PAYMENT TO PLANTE & MORAN PLLC

Recommended Action: approve payment to Plante & Moran PLLC in the amount of \$12,818.00 for the financial/accounting services provided for preparation of the 2024 financial statements.

6. PAYMENT TO YEO & YEO

Recommended Action: approve payment to Yeo & Yeo in the amount of \$42,000.00 for the financial/accounting services provided for preparation of the 2024 financial statements.

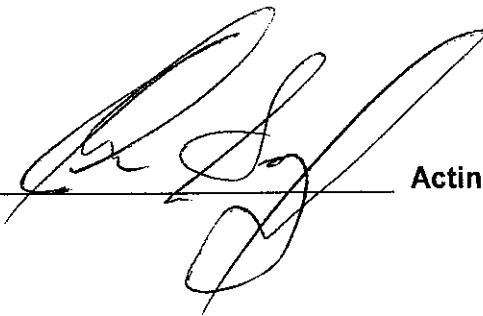
7. PAYMENT TO MCKENNA ASSOCIATES

Recommended Action: approve payment to McKenna Associates, Inc. in the amount of \$10,341.07 for the professional services provided with the update to the Zoning Ordinance and for changes to Voting Precincts and attendance at the Planning meeting.

8. PAYMENT TO SIMPLIFIED BUSINESS SOLUTIONS, LLC

Recommended Action: approve payment to Simplified Business Solutions in the amount of \$11,117.55 for the email hosting, security and backups of our computer system for the month of May and for IT support services for all departments.

SUBMITTED BY:

A handwritten signature in black ink, appearing to be 'J. Szymanski', written over a horizontal line.

Acting City Manager, John Szymanski

Check Date	Check	Vendor Name	Description	Amount
Bank GEN GENERAL				
Check Type: Paper Check				
05/15/2025	132546	3RD MONARCH STRATEGIES, LLC	MICHIGAN LEGISLATURE FY 2026-CM	4,000.00
05/15/2025	132547	ADCS LICALCOHOL & DRUG COMPL	APR25 ALCOHOL/DRUG COMPLIANCE ADC-32A	4,702.00
05/15/2025	132548	ALTER COLLISION	SCF 6-81 MAINTENANCE/REPAIRS-HWPD	6,298.98
05/15/2025	132549	ARROW OFFICE SUPPLY	OFFICE SUPPLIES-HWPD	692.91
05/15/2025	132550	BADGER METER, INC.	BEACON MBL SERV UNIT APRIL25-DPW	513.27
05/15/2025	132551	BELFOR USA	BOARD UP SERVICE-DPW	446.55
05/15/2025	132552	BEST STOP AUTOMOTIVE, LLC.	#610 K-9 UNIT OIL CHANGE-HWPD	46.00
			#62 REPLACED HEATER/HOSE-HWPD	238.95
			#64 MAINTENANCE/REPAIR-HWPD	3,383.54
			#61 MAINTENANCE/REPAIR-HWPD	367.28
				4,035.77
05/15/2025	132553	BOBBY D. LEWIS	MARCH BOARD OF REVIEW (3)-ASSESSING	195.00
05/15/2025	132554	BRODART CO.	2 LIBRARY BOOKS-AM	34.69
			1 LIBRARY BOOK-AM	17.62
			4 LIBRARY BOOKS-AM	123.14
				175.45
05/15/2025	132555	CHARLES BERSCHBACK	VISITING JUDGE 050925-DC	150.00
05/15/2025	132556	CHRISTOPHER LOVEJOY	REIMBURSEMENT FOR VEHICLE IMPOUND-HWPD	350.00
05/15/2025	132557	CLASS A TRAINING CENTER, LLC	PROFESSIONAL SCVS-COUNSELING ADC-32A	160.00
05/15/2025	132558	CLASSIC DRIVING SCHOOL	CDL TRAINING/TESTING-DPW	1,600.00
05/15/2025	132559	COMCAST BUSINESS	MAY25 RECURRING CHARGES (BUS) NET-CM	359.46
05/15/2025	132560	CONTRACTORS CONNECTION	EQUIPMENT MAINT-SUPPLIES-DPW	305.50
05/15/2025	132561	CRANDALL-WORTHINGTON, INC.	JANITORIAL SUPPLIES-DPW	75.00
			JANITORIAL SUPPLIES-DPW	454.30
			JANITORIAL SUPPLIES-DPW	105.00
				634.30
05/15/2025	132562	CREST FORD CENTERLINE	#65 MAINTENANCE/REPAIRS-HWPD	1,144.74
05/15/2025	132563	CYNTHIA CZECH	MIDC ATTORNEY 24-93228	189.00
			MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0502	455.00
			MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0505	465.50
				1,109.50
05/15/2025	132564	DATA WORKS PLUS, LLC	MAINTENANCE FEE FINGERPRINT-HWPD	505.00
05/15/2025	132565	DAVIS VISION, INC.	JUNE25 EMPLOYEE PREMIUM-CLERK	412.19
05/15/2025	132566	DAVONNE DARBY	MIDC ATTORNEY 24-92681	300.30
05/15/2025	132567	DOXIM	APRIL25 MONTHLY WATER BILLS-TR	4,799.78
05/15/2025	132568	DTE ENERGY	APRIL25 STREET LIGHTS/TRAFFIC SIGNALS-DP	36,679.29
05/15/2025	132569	EJ USA, INC	WATER SYSTEM REPAIR PARTS-DPW	944.55
			WATER SYSTEM REPAIR PARTS-DPW	358.25
				1,302.80
05/15/2025	132570	EMILY JAMINET	05/26 MEMORIAL EVENT TRUMPET PLAYER-REC	50.00
05/15/2025	132571	EXWAY ELECTRIC SUPPLY CO.	MAINTENANCE/SUPPLIES-DPW	238.50
05/15/2025	132572	FIRST CHOICE/BLUE TIGER	MAY25 WATER UNIT RENTAL-CLERK	200.00
05/15/2025	132573	FORD MOTOR CREDIT COMPANY	NEW SCT LEASE 1ST PAYMENT-HWPD	17,140.70
05/15/2025	132574	GREAT LAKES WATER AUTHORITY	APRIL25 SEWAGE DISPOSAL-TREASURER	14,200.00

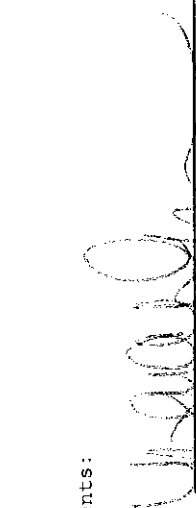
Check Date	Check	Vendor Name	Description	Amount
05/15/2025	132575	GROSSE POINTE ANIMAL ADOPTION	APRIL25 ANIMAL CONTROL SERVICES-HWPD	690.00
05/15/2025	132576	GROSSE POINTE NEWS	#3 HW 4/21 SYN REG MTG-CLERK AD #1 HW 5/1 PHN ASSESS LEVY-CLERK	360.75 138.75 499.50
05/15/2025	132577	GROSSE POINTES CLINTON REFUSE	MAR25 SMDA RUBBISH DISP/COMPOST/ADM-DPW	23,119.71
05/15/2025	132578	HANNAH ARCHITECTS	CC GRANT CONSULTING SERVICES AG050525	40,142.50
05/15/2025	132579	HOME DEPOT CREDIT SERVICES	HARDWARE-MAINT SUPPLIES-HWPD HARDWARE-MAINT SUPPLIES-HWPD HARDWARE-MAINT SUPPLIES-HWPD	46.88 257.97 677.74 982.59
05/15/2025	132580	HONIGMAN LLP	LEGAL SVCS EASTLAND MALL THRU 43025-CM	1,350.00
05/15/2025	132581	HOUSE ARREST SERVICES, INC.	PROFESSIONAL SERVICES ADC-COURT PROFESSIONAL SERVICES ADC-COURT	102.00 136.00 238.00
05/15/2025	132582	HYDROCORP	APRIL25 CROSS CONT CONTROL PROG-DPW	540.00
05/15/2025	132583	IRINA ANDRIANOVA	LIBRARY PROGRAM PRESENTER	350.00
05/15/2025	132584	IRMA HAYES PRODUCTIONS, L3C	JUNE TEENTH EVENT/RENTAL-CM	4,648.00
05/15/2025	132585	JEM INDUSTRIES, INC.	SHOP SUPPLIES-DPW	311.00
05/15/2025	132586	JOHN CAHALAN	MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0430 MIDC ATTORNEY HOUSE COUNSEL/ON CALL-0505	473.90 499.10 973.00
05/15/2025	132587	JOHN GERLACH	MIDC ATTORNEY 25-93301	298.20
05/15/2025	132588	KATHERINE G HAMMOND	TEEN AREA MURAL FEE-LIBRARY	1,000.00
05/15/2025	132589	LANGUAGE LINE SERVICES	INTERPRETATION FEES-32A COURT	320.64
05/15/2025	132590	LEXISNEXIS RISK DATA MGT, LLC	APRIL25 USER FEES-HWPD	256.99
05/15/2025	132591	LITHO PRINTING SERVICE, INC.	(200) DANCE PROGRAMS-REC	180.00
05/15/2025	132592	LOWE'S	HARDWARE/SUPPLIES-DPW HARDWARE/SUPPLIES-DPW HARDWARE SUPPLIES-MAINT HWPD	66.83 105.38 183.73 355.94
05/15/2025	132593	MCCOY MAINTENANCE	WINDOW CLEANING-LIBRARY	795.00
05/15/2025	132594	MR. C'S CAR WASH	APRIL25 (30) POLICE VEHICLE CLEANING	240.00
05/15/2025	132595	NU APPEARANCE	MUNICIPAL LOC/CLEANING/MAINT-DPW	250.00
05/15/2025	132596	O'REILLY, RANCILLO, P.C.	MAY25 PROFESSIONAL SVCS-CM	22,983.11
05/15/2025	132597	OAKLAND COUNTY	QTR CLEMIS MEMBERSHIP/USAGE FEE AG050525	6,845.00
05/15/2025	132598	ODP BUSINESS SOLUTIONS, LLC-CLERK	CONFERENCE REGISTRATION-HWPD	1,125.00
05/15/2025	132599	OTIS ELEVATOR COMPANY	OFFICE SUPPLIES-CLERK	150.96
05/15/2025	132600	P.A.A.T.S.	LIBRARY ELEVATOR UPGRADE AG050525	19,800.00
05/15/2025	132601	PARK RESIDENTIAL & COMMERCIAL SERV	2024-25 PARATRANSIT SRV CDBG REIB AG0505	6,000.00
05/15/2025	132602	PATRICIA J KNOLL	MIDC GRANT SOUND PROOFING (BAL DUE)-DPW	2,930.00
05/15/2025	132603	PERKINS LAW GROUP PLLC	32A SOUND PROOFING (BAL DUE)-DPW	1,298.00
05/15/2025	132604	LAW OFFICE OF PHYLLIS G-ROBINSON	MAY25 *457 DISTRIB/IT WITHELD LEGAL SERVICES 040525-051225-CM	4,228.00 253.63 4,880.00
05/15/2025	132605	LAW OFFICE OF PHYLLIS G-ROBINSON	MIDC ATTORNEY 22-91398 MIDC ATTORNEY 24-93095	562.80 306.60

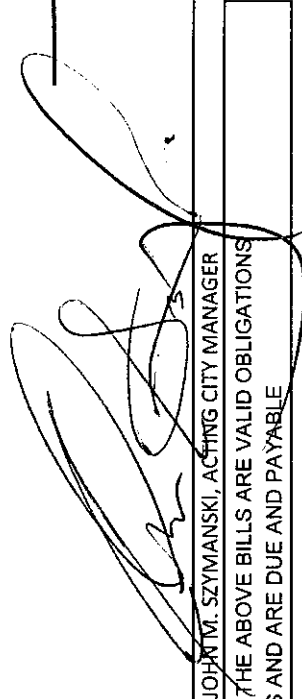
Check Date	Check	Vendor Name	Description	Amount
05/15/2025	132606	PIRTEK MADISON HEIGHTS	MDC ATTORNEY 24-93089	575.40
			MDC ATTORNEY 24-92999A/B	806.40
			MDC ATTORNEY 25-93174	476.70
			MDC ATTORNEY 24-93138A	987.00
			MDC ATTORNEY 24-92767A/B/C/D	1,283.10
			MDC ATTORNEY HOUSE COUNSEL/ON CALL-0509	249.20
				5,247.20
05/15/2025	132607	POINTE ALARM LLC	EQUIPMENT MAINT-PARTS-DPW	510.44
			JUNE25 PUMP SATATION ALARM-CM	2,239.86
			JUNE25 SECURITY SYS RADIO UPLINK, WARRANT	1,229.59
				3,469.45
05/15/2025	132608	POINTE FITNESS	DANCE ROOM RENTAL CITY FITNESS-CM	2,175.00
		POLLARDWATER	EQUIPMENT/MAINTENANCE SHUTOFF TOOL-DPW	364.29
		PRINTING SYSTEMS	VOTERS INFO CARDS-CLERK	1,421.04
		PRIORITY WASTE LLC	MAY25 RESIDENTIAL TRASH COL-DPW	47,679.00
05/15/2025	132612	QUILL CORPORATION	OFFICE SUPPLIES-CLERK	242.57
			OFFICE SUPPLIES-CLERK	995.93
				1,238.50
05/15/2025	132613	ROBBTRONIX AUDIO PRODUCTIONS	APRIL25 DANCE RECITAL RECORDING-REC	330.00
05/15/2025	132614	SIMPLIFIED BUSINESS SOLUTIONS	APR25 PROFESSIONAL SERVICE AG050525	4,343.59
			MAR25 IT SUPPORT/SUPPLIES AG040725-CM	4,237.49
			COURT KIOSK REPLACEMENT	569.47
				9,150.55
05/15/2025	132615	ASCENSION MICHIGAN EMPLOYER	EMPLOYEE PHYSICAL EXAM-CLERK	713.00
		SOUTHEAST MACOMB SANITARY DISTRICT	MAY25 FIXED SEWER CHARGES-TR	113,100.74
		SUSAN DUNN	EDRO PAYOUT-FIN	1,870.96
05/15/2025	132618	TANESHA BRANTLEY	CLEANING SERVICES KELLY RD-DPW	200.00
			CLEANING SERVICES KELLY RD-DPW	200.00
				400.00
05/15/2025	132619	THE HELM	CDBG SENIOR CENTER ACCESS FEE AG050525	14,000.00
		THE TEAM STORE	(49) UNIFORM TSHIRTS-DPW	417.78
		THOMAS W. JAKUC	MDC ATTORNEY HOUSE COUNSEL/ON CALL-0421	770.00
		TOSHIBA FINANCIAL SERVICES	APR25 COPIER/PRINTER LEASE-32A	108.84
05/15/2025	132623	TURF AND TIMBER TREE EXPERTS	(11) GRIND/STUMP REMOVALS AG050525-DPW	1,050.00
			TREE REMOVAL/CLEAN UP AG012225-DPW	700.00
			TREE REMOVAL/CLEAN UP AG050525-DPW	1,100.00
			TREE REMOVAL/CLEAN UP AG050525-DPW	2,700.00
			TREE REMOVAL/CLEAN UP AG050525-DPW	900.00
			TREE REMOVAL/CLEAN UP AG050525-DPW	2,200.00
			(2) TREE REMOVALS/CLEAN UPS AG050525-DPW	2,600.00
			TREE REMOVAL/CLEAN UP AG050525-DPW	1,500.00
			TREE REMOVAL/CLEAN UP AG050525-DPW	1,100.00
			TREE REMOVAL/CLEAN UP AG012225-DPW	1,800.00
				15,650.00
05/15/2025	132624	ULLIANCE, INC.	EMPLOYEE ASST PRG MAY-DEC25-CM	4,333.33
		VERIZON WIRELESS	MAY25 FD TELEMETRY-CM	7.02
		VINCENT VANTEM	MDC ATTORNEY ON CALL-042225	280.00
		WALKER CONSULTING	ADC COURT SERVICES 042225-051125-32A	1,575.00

Check Date	Check	Vendor Name	Description	Amount
05/15/2025	132628	WAYNE COUNTY	OCT2024 TRAFFIC SIGNAL MAINTENANCE-DPW SEPT25 TRAFFIC SIGNAL MAINTENANCE-DPW MAR25 TRAFFIC SIGNAL MAINTENANCE-DPW	44.64 353.74 1,241.27 <u>1,639.65</u>
05/15/2025	132629	WITMER PUBLIC SAFETY GROUP	FIRE EQUIPMENT PARTS-MAINTENANCE SUPPLY FIRE EQUIPMENT PARTS-MAINTENANCE SUPPLY	198.40 449.92 <u>648.32</u>
05/15/2025	132630	WM CORPORATE SERVICES, INC	APRIL25 6 ROLL OFF TRANSPORT-DPW	2,956.79
05/15/2025	132631	WOLVERINE CONTRACTORS, INC.	21 AA ROCK DELIVERED/DIRTOUT/LOAD-DPW 21 AA CRUSHED CONCRETE DELIVERED-DPW	2,221.25 945.00 <u>3,166.25</u>
Total Paper Check:				<u>475,731.91</u>

GEN TOTALS:
Total of 86 Checks:
Less 0 Void Checks:
Total of 86 Disbursements:

475,731.91
0.00
475,731.91


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

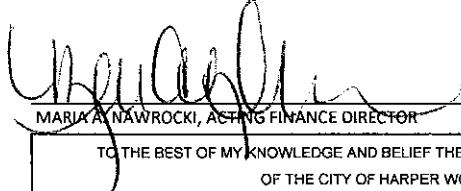
VALERIE J. KINDLE, MAYOR

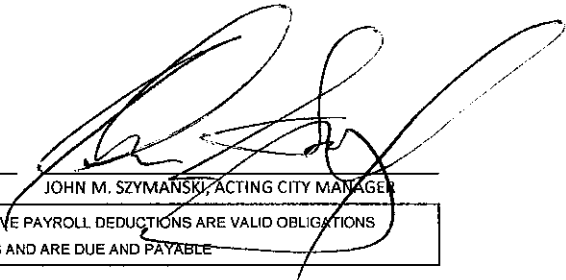
BY RESOLUTION THE BILLS PROCESSED PRESENTED ABOVE ARE HEREBY APPROVED
FOR PAYMENT AT THE REGULAR COUNCIL MEETING

PAYROLL DEDUCTION CHECK REGISTER FOR CITY OF HARPER WOODS
FOR CHECK DATES 05/02/2025-05/16/2025
CHECK NUMBERS 132543 thru 132545

Check Date	Check#	Vendor Name	Description	Amount
05/08/2025	132543	MISSION SQUARE	P/R DEDUCTIONS W/H 5/08/2025	8,368.00
05/08/2025	132544	MISDU	P/R DEDUCTIONS W/H 5/08/2025	1,463.22
05/08/2025	132545	NATIONWIDE 457 COMPENSATION PLAN	P/R DEDUCTIONS W/H 5/08/2025	700.00

GRAND TOTAL \$10,531.22


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



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

May 02, 2025
Project No: 0180-0253-0
Invoice No: 157758

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

Professional Services from March 10, 2025 to April 06, 2025

Phase 03 CONSTRUCTION

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
ENG. AIDE III / GIS ANALYST III			
SWITZER, BRIDGET	.30	89.49	26.85
Project Admin & Planning / 1105 & Final Estimate Inquiry			
SWITZER, BRIDGET	1.70	89.49	152.13
Project Admin & Planning / 1105 Processing / Pay Estimate Processing / Final Estimate Package Processing / Close-out Notice			
SWITZER, BRIDGET	.20	89.49	17.90
Project Admin & Planning / FN File Processing			
ENG. AIDE I / GIS ANALYST I			
HARRINGTON, MICHELLE	1.00	72.52	72.52
File audit for project closeout			
HARRINGTON, MICHELLE	.20	72.52	14.50
Print & file estimate voucher			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.20	137.31	27.46
Final Closeout			
Totals	3.60		311.36
Total Labor			311.36

Billing Limits	Current	Prior	To-Date
Total Billings	311.36	158,049.41	158,360.77
Limit			227,759.97
Remaining			69,399.20

Total this Phase \$311.36

Total this Invoice \$311.36



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

May 02, 2025
Project No: 0180-0338-0
Invoice No: 157763

Project 0180-0338-0 2024 MISCELLANEOUS CONCRETE REPAIRS

FOR: CONTRACT ADMINISTRATION

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
ENG. AIDE I / GIS ANALYST I				
HARRINGTON, MICHELLE	.30	72.52	21.76	
IDR audit				
Totals	.30		21.76	
Total Labor				21.76
		Total this Invoice		\$21.76



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

May 02, 2025
Project No: 0180-0363-0
Invoice No: 157769

Project 0180-0363-0 2025 MISCELLANEOUS CONCRETE REPAIRS
FOR: CONTRACT DOCUMENT PREPARATION
Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

	Hours	Rate	Amount
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	2.50	107.79	269.48
Field check proposed CPR locations			
VARICALLI, FRANK	2.00	107.79	215.58
Field paint proposed CPR locations on Lansdowne			
VARICALLI, FRANK	2.00	107.79	215.58
Prepare 2025 proposal			
VARICALLI, FRANK	1.50	107.79	161.69
Prepare CPR location maps & quantities			
VARICALLI, FRANK	1.00	107.79	107.79
Review & update proposal for 2025			
VARICALLI, FRANK	.50	107.79	53.90
Review proposed CPR locations from City			
QUANTITIES			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	1.30	107.79	140.13
Estimate			
CONTRACT ADMINISTRATION			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	.20	137.31	27.46
Discuss project with FDV			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	1.00	107.79	107.79
Lansdowne map for contractor			
WILSON, HOLLY	1.50	107.79	161.69
Proposal and Correspondence			
CONSTRUCTION OBSERVATION			
ENG. AIDE III / GIS ANALYST III			
MILLER, THOMAS	5.80	89.49	519.04
Measure and sketch proposed Pavement repairs.			
Totals	19.30		1,980.13
Total Labor			1,980.13
Total this Invoice			\$1,980.13



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INVOICE

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

May 02, 2025
Project No: 0180-0366-0
Invoice No: 157771

Project 0180-0366-0 2025 PAVEMENT JOINT & CRACK SEALING
FOR: CONTRACT DOCUMENT PREPARATION
Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
SECRETARIAL				
SECRETARIAL				
TERRY, ASHLEY	.30	43.77	13.13	
Contract book update				
CONTRACT ADMINISTRATION				
GRADUATE ENG/SURV/ARCH				
WILSON, HOLLY	.50	107.79	53.90	
Correspondence - began Contract Execution				
WILSON, HOLLY	.50	107.79	53.90	
Correspondence and Contract Updates				
WILSON, HOLLY	.50	107.79	53.90	
Updated Contract Book				
Totals	1.80		174.83	
Total Labor				174.83
		Total this Invoice		\$174.83



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INVOICE

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

May 02, 2025
Project No: 0180-0350-0
Invoice No: 157766

Project 0180-0350-0 2024 CDBG SIDEWALK REPLACEMENT PROGRAM

FOR: CONTRACT ADMINISTRATION

Professional Services from March 10, 2025 to April 06, 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	.50	89.49	44.75	
Upload and print IDR's, give refresh to the Inspector				
ENG. AIDE I / GIS ANALYST I				
HARRINGTON, MICHELLE	.40	72.52	29.01	
IDR audit				
HARRINGTON, MICHELLE	.30	72.52	21.76	
IDR review				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.30	137.31	41.19	
Funding Summary to City				
KERN, RICHARD	.20	137.31	27.46	
Respond to Stormwater Ordinance Information				
CONSTRUCTION OBSERVATION				
ENG. AIDE II / GIS ANALYST II				
ELGERT, JEFFREY	6.00	81.00	486.00	
Inspection Punch list				
Totals	7.70		650.17	
Total Labor				650.17
		Total this Invoice		\$650.17



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INVOICE

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

May 02, 2025
Project No: 0180-0367-0
Invoice No: 157772

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

Professional Services from March 10, 2025 to April 06, 2025

Fee

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

Percent Complete	85.00	Total Earned	10,200.00
		Previous Fee Billing	6,000.00
		Current Fee Billing	4,200.00
		Total Fee	4,200.00

Total this Invoice \$4,200.00



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INVOICE

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

May 02, 2025
Project No: 0180-0255-0
Invoice No: 157759

Project 0180-0255-0 MISS DIG REQUESTS
FOR: GENERAL MISS DIG ADMINISTRATION
Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

	Hours	Rate	Amount	
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
MILLER, JEFFREY	1.00	107.79	107.79	
Creation of utility map for MissDig request				
MILLER, JEFFREY	1.00	107.79	107.79	
MissDig Request				
MILLER, JEFFREY	.50	107.79	53.90	
Utility Map Request				
MILLER, JEFFREY	1.50	107.79	161.69	
Utility map requests				
MILLER, JEFFREY	.50	107.79	53.90	
Utility Request				
Totals	4.50		485.07	
Total Labor				485.07
		Total this Invoice		\$485.07



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INVOICE

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

May 02, 2025

Project No: 0180-0303-0

Invoice No: 157760

Project 0180-0303-0 TEMPORARY WATER SYSTEM OPERATOR

FOR: WATER SYSTEM OPERATIONS

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount
MEETINGS			
SENIOR PROJECT ENGINEER			
GUINNANE, PAUL	.50	137.31	68.66
Calls and emails (reschedule - reports meeting, check required and schedule)			
GUINNANE, PAUL	5.00	137.31	686.55
Meeting at HWDWP: review and draft annual reports (
GUINNANE, PAUL	1.00	137.31	137.31
TEAMS meeting with EGLE and HWDWP: Follow up to Emergency LSLR VN and required sampling.			
ADDITIONAL SERVICES			
SENIOR PROJECT ENGINEER			
GUINNANE, PAUL	.50	137.31	68.66
Check in with DPW Dir. LCR VN Public Notice invite			
GUINNANE, PAUL	1.00	137.31	137.31
DPW CWS reports, meeting invite and schedule. LSLR report revisions and Emergency Repair VN follow up meeting invite EGLE			
GUINNANE, PAUL	.50	137.31	68.66
GLWA contact: CCR info.			
GUINNANE, PAUL	1.00	137.31	137.31
HWDWP report submittals status HWDWP emails (Pumpage ACT-400750), Monitoring Schedule (ACT-400911)			
GUINNANE, PAUL	1.00	137.31	137.31
Login MIEHDWIS: ACT-379736, follow up with DPW, email JPN (change status, HT email revised LSLR. Follow up to TEAM meeting (permitting and building dept options)			
GUINNANE, PAUL	.50	137.31	68.66
Receive CCR info, schedule reports meeting with HWDWP			
Totals	11.00		1,510.43
Total Labor			1,510.43
Total this Invoice			\$1,510.43



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INVOICE

May 02, 2025
Project No: 0180-0340-0
Invoice No: 157764

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: PROJECT CLOSEOUT

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount
PRINTS			
ENG. AIDE II / GIS ANALYST II			
KAERLE, KATHLEEN	.30	81.00	24.30
Scanning			
KAERLE, KATHLEEN	.30	81.00	24.30
Scanning			
CONTRACT ADMINISTRATION			
ENG. AIDE III / GIS ANALYST III			
ANKAWI, MICHELLE	1.00	89.49	89.49
Create final closeout package and send through DocuSign. Finish Final File Audit			
ANKAWI, MICHELLE	.50	89.49	44.75
Follow up on missing closeout docs			
ENG. AIDE I / GIS ANALYST I			
HARRINGTON, MICHELLE	.20	72.52	14.50
Check plans for markings, deliver to print room for scanning.			
Totals	2.30		197.34
Total Labor			197.34
Total this Invoice			\$197.34



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INVOICE

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

May 02, 2025
Project No: 0180-0365-0
Invoice No: 157770

Project 0180-0365-0 2025 SANITARY SEWER CLEANING & TV INSP
FOR: CONTRACT DOCUMENT PREPARATION
Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
SECRETARIAL				
SECRETARIAL				
TERRY, ASHLEY	.50	43.77	21.89	
Contract book update				
PRELIMINARY ENGINEERING				
TEAM LEADER				
VARICALLI, FRANK	2.00	107.79	215.58	
Contract Administration				
VARICALLI, FRANK	.50	107.79	53.90	
Set up precon, discussion with Contractor				
CONTRACT ADMINISTRATION				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.10	137.31	13.73	
Discuss project with FDV				
GRADUATE ENG/SURV/ARCH				
MARCUS, PATRICK	.50	107.79	53.90	
Prepare notice to proceed and notification letter and verify that DAT file is ready for export				
GRADUATE ENG/SURV/ARCH				
WILSON, HOLLY	1.00	107.79	107.79	
Bonds and Insurance Review				
WILSON, HOLLY	1.00	107.79	107.79	
Correspondence - began Contract Execution				
WILSON, HOLLY	1.00	107.79	107.79	
precon meeting set up				
WILSON, HOLLY	.50	107.79	53.90	
Updated Contract Book				
Totals	7.10		736.27	
Total Labor				736.27
Total this Invoice				\$736.27



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INVOICE

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

May 02, 2025
Project No: 0180-0357-0
Invoice No: 157767

Project 0180-0357-0 DISTRIBUTION SYSTEM MATERIALS INVENTORY
FOR: DISTRIBUTION SYSTEM MATERIALS INVENTORY
Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

	Hours	Rate	Amount	
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
MILLER, JEFFREY	4.50	107.79	485.06	
Combination of CDSMI/water stop box data				
GRADUATE ENG/SURV/ARCH				
DOURJALIAN, ANDREW	9.60	107.79	1,034.78	
Created Water Service Info Layer				
DOURJALIAN, ANDREW	22.70	107.79	2,446.83	
Created Water Service Info Layer				
Totals	36.80		3,966.67	
Total Labor				3,966.67
		Total this Invoice		\$3,966.67



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INVOICE

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

May 02, 2025
Project No: 0180-0337-0
Invoice No: 157762

Project 0180-0337-0 2024 STORM SEWER REPAIRS

FOR: CONTRACT ADMINISTRATION

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
CONTRACT ADMINISTRATION				
ENG. AIDE I / GIS ANALYST I				
HARRINGTON, MICHELLE	.10	72.52	7.25	
File plans, update plan rack				
HARRINGTON, MICHELLE	.30	72.52	21.76	
IDR Audit				
Totals	.40		29.01	
Total Labor				29.01
		Total this Invoice		\$29.01



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INVOICE

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

May 02, 2025
Project No: 0180-0362-0
Invoice No: 157768

Project 0180-0362-0 2025 STORM SEWER REPAIRS
FOR: CONTRACT DOCUMENT PREPARATION
Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

	Hours	Rate	Amount
UTILITIES			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	.50	107.79	53.90
Utility Request Update			
WILSON, HOLLY	1.00	107.79	107.79
Utility requests from various companies to verify conflicts			
PRELIMINARY ENGINEERING			
TEAM LEADER			
VARICALLI, FRANK	5.00	107.79	538.95
Review & update CAD location sketches			
VARICALLI, FRANK	9.00	107.79	970.11
Review GIS data for proposed rehab locations			
QUANTITIES			
GRADUATE ENG/SURV/ARCH			
WILSON, HOLLY	.80	107.79	86.23
Estimate			
GIS UPDATES			
GRADUATE ENG/SURV/ARCH			
SVOBODA, JOSEPH	27.30	107.79	2,942.67
Storm sewer repair sketch maps			
Totals	43.60		4,699.65
Total Labor			4,699.65
		Total this Invoice	\$4,699.65



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INVOICE

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

May 02, 2025
Project No: 0180-0331-0
Invoice No: 157761

Project 0180-0331-0 2024 DWRF LEAD WATER SERVICE REPLACEMENT
FOR: CONSTRUCTION ADMINISTRATION
Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount
CONTRACT ADMINISTRATION			
ENG. AIDE III / GIS ANALYST III			
ANKAWI, MICHELLE	.50	89.49	44.75
Create draft estimate and give to PM			
ANKAWI, MICHELLE	.50	89.49	44.75
Generate Estimate, Create Cover letter and send through DocuSign			
ENG. AIDE I / GIS ANALYST I			
HARRINGTON, MICHELLE	.20	72.52	14.50
Email to contractor asking about fringe benefit status.			
HARRINGTON, MICHELLE	.40	72.52	29.01
Follow up on payroll status			
HARRINGTON, MICHELLE	.30	72.52	21.76
Follow up on payroll status with contractor			
HARRINGTON, MICHELLE	.20	72.52	14.50
Review & file emails.			
HARRINGTON, MICHELLE	.50	72.52	36.26
Review & respond to email, find sample fringe benefit statements to send to contractor.			
HARRINGTON, MICHELLE	.50	72.52	36.26
Review additional certified payroll			
HARRINGTON, MICHELLE	.30	72.52	21.76
Review payroll status, email to contractor.			
SENIOR PROJECT ENGINEER			
KERN, RICHARD	1.50	137.31	205.97
Annual Funding and Grant Information to Finance, Disbursement Request			
KERN, RICHARD	.20	137.31	27.46
Submit Disbursement Request			
KERN, RICHARD	.20	137.31	27.46
Update consent form summary			
KERN, RICHARD	.90	137.31	123.58
Update consent form summary, Follow up on scheduling			
CONSTRUCTION OBSERVATION			
ENG. AIDE II / GIS ANALYST II			
LAW, MICHAEL	8.00	81.00	648.00
Notices			
Totals	14.20		1,296.02
Total Labor			1,296.02

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



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CITY OF HARPER WOODS
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HARPER WOODS, MI 48225-2095

May 02, 2025
Project No: 0180-0347-0
Invoice No: 157765

Project 0180-0347-0 DWSD SEWAGE DISCHARGE DISTRICT

FOR: FLOW METERING

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
RESEARCH/REVIEW				
LICENSED ENG/SUR/ARC				
STING, TAYLOR	.40	131.95	52.78	
Review				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.20	137.31	27.46	
Respond to City e-mails				
GRADUATE ENG/SURV/ARCH				
GONZALEZ, JACK	2.00	107.79	215.58	
February meter data plot preparation.				
GONZALEZ, JACK	1.30	107.79	140.13	
Harper Woods Meter Data Graphs - March 2025				
FIELD SERVICES				
ENG. AIDE III / GIS ANALYST III				
BIRKETT, CHRISTOPHER	4.50	89.49	402.71	
Download and service meters				
Totals	8.40		838.66	
Total Labor				838.66
		Total this Invoice		\$838.66



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19617 HARPER AVE
HARPER WOODS, MI 48225-2095

May 02, 2025
Project No: 0180-0375-0
Invoice No: 157776

Project 0180-0375-0 COMCAST REVIEW-BEACONSFIELD OF VERNIER
FOR: ENGINEERING PLAN REVIEW
Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

	Hours	Rate	Amount	
UTILITIES				
GRADUATE ENG/SUR/ARC				
WARNOCK, DAVID	3.50	107.79	377.27	
utility review				
Totals	3.50		377.27	
Total Labor				377.27
		Total this Invoice		\$377.27



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19617 HARPER AVE
HARPER WOODS, MI 48225-2095

May 02, 2025

Project No:

0180-0372-0

Invoice No:

157773

Project 0180-0372-0 COMCAST REVIEW - 19992 KELLY

FOR: ENGINEERING PLAN REVIEW

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
UTILITIES				
GRADUATE ENG/SUR/ARC				
WARNOCK, DAVID	3.50	107.79	377.27	
comcast utility review				
ENGINEERING PLAN REVIEW				
SENIOR PROJECT ENGINEER				
KERN, RICHARD	.50	137.31	68.66	
Engineering Plan Approval				
KERN, RICHARD	.50	137.31	68.66	
Engineering Plan Review				
KERN, RICHARD	.30	137.31	41.19	
Engineering Plan Review and Response				
KERN, RICHARD	.30	137.31	41.19	
Review updated plans				
Totals	5.10		596.97	
Total Labor				596.97
		Total this Invoice		\$596.97



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HARPER WOODS, MI 48225-2095

May 02, 2025
Project No: 0180-0374-0
Invoice No: 157775

Project 0180-0374-0 FY2026 SEN PETERS APPROPRIATIONS REQUEST
FOR: GRANT APPLICATION ASSISTANCE
Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

		Hours	Rate	Amount	
RESEARCH/REVIEW					
SENIOR PROJECT ENGINEER					
KERN, RICHARD	3/10/2025	.30	137.31	41.19	
CDS Spending Applications					
KERN, RICHARD	3/12/2025	.20	137.31	27.46	
CDS Spending Applications					
KERN, RICHARD	3/14/2025	1.00	137.31	137.31	
CDS Applications					
Totals		1.50		205.96	
Total Labor					205.96
			Total this Invoice		\$205.96



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INVOICE

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

May 02, 2025
Project No: 0180-0376-0
Invoice No: 157777

Project 0180-0376-0 DTE REVIEW - VERNIER ST. LIGHTING IMP
FOR: ENGINEERING PLAN REVIEW
Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

			Hours	Rate	Amount	
UTILITIES						
GRADUATE ENG/SUR/ARC						
WARNOCK, DAVID	3/21/2025		1.50	107.79	161.69	
utility review						
ENGINEERING PLAN REVIEW						
SENIOR PROJECT ENGINEER						
KERN, RICHARD	3/21/2025		.10	137.31	13.73	
Coordinate review						
KERN, RICHARD	4/2/2025		1.00	137.31	137.31	
Engineering Plan Review						
Totals			2.60		312.73	
Total Labor						312.73
				Total this Invoice		\$312.73



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

May 02, 2025
Project No: 0180-0377-0
Invoice No: 157778

Project 0180-0377-0 DTE REVIEW - PEERLESS AND VERNIER

FOR: ENGINEERING PLAN REVIEW

Professional Services from March 10, 2025 to April 06, 2025

Professional Personnel

	Hours	Rate	Amount	
UTILITIES				
GRADUATE ENG/SUR/ARC	1.50	107.79	161.69	
ENGINEERING PLAN REVIEW				
SENIOR PROJECT ENGINEER	.50	137.31	68.66	
Totals	2.00		230.35	
Total Labor				230.35
		Total this Invoice		\$230.35



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

INVOICE

May 02, 2025
Project No: 0180-0373-0
Invoice No: 157774

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

Project 0180-0373-0 UPDATED VOTING PRECINCT MAPPING
FOR: MAP UPDATES

Professional Services from March 10, 2025 to April 06, 2025
Professional Personnel

	Hours	Rate	Amount	
GIS UPDATES				
GRADUATE ENG/SURV/ARCH				
SVOBODA, JOSEPH	3.30	107.79	355.71	
revised voter precinct map and voter list				
Totals	3.30		355.71	
Total Labor				355.71
		Total this Invoice		\$355.71



Invoice

Invoice Number: 1688540

Invoice Date: 4/30/2025

Terms: Net 30 Days

Due Date: 5/30/2025

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	55657.60	\$1.00	\$55,657.60
	Building Permit Services % of Fee	55657.60	\$1.00	\$55,657.60
Building Inspection	Building Inspection	156.00	\$25.64	\$3,999.84
	BDS Permit Tech/Admin/Front Counter	144.00	\$27.36	\$3,939.84
	Building Permit Services Fixed Fee	12.00	\$5.00	\$60.00
Hourly	Hourly	85.00	\$60.54	\$5,145.90
	Code Enforcement Hourly	85.00	\$60.54	\$5,145.90

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:	\$64,803.34
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Freight:	\$0.00
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Sales Tax:	\$0.00
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Invoice Total:	\$64,803.34
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City of Harper Woods
19617 Harper Avenue
Harper Woods, MI 48225

Building Department Services Invoice
April 1-30, 2025

	<u>Total Collected</u>	<u>Percent</u>	
April 1-30, 2025	\$ 69,572.00	80%	\$ 55,657.60

	<u>Total Hours</u>	<u>Hourly</u>	
Code Enforcement	85.00	60.54	\$5,145.90
Permit Technician	144.00	27.36	\$3,939.84

	<u>Total</u>	<u>Rate</u>	
Existing Permit Inspections	0.00	\$35.00	\$0.00
Administrative Closure of Records	12.00	\$5.00	\$60.00

Total Due To SAFEbuilt: \$64,803.34

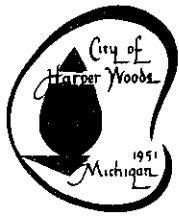
City of Harper Woods
April 2025

Accounts Receivable Report

From: April 1-30, 2025

Date	Receivable	Revenue
4/1/2025		3,495.00
4/2/2025		1,606.00
4/3/2025		500.00
4/7/2025		3,594.00
4/8/2025		4,750.00
4/9/2025		1,681.00
4/10/2025		543.00
4/14/2025		2,220.00
4/15/2025		32,990.00
4/16/2025		2,103.00
4/17/2025		1,647.00
4/21/2025		2,800.00
4/22/2025		1,777.00
4/23/2025		1,462.00
4/24/2025		1,885.00
4/29/2025		5,141.00
4/30/2025		1,378.00
Total		\$ 69,572.00
	Safebuilt Billable Items:	\$ 69,572.00
	Amount Due To Safebuilt:	\$ 55,657.60

69,572.00



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

May 05, 2025

TO: John Syzmanski

FROM: Christine Skerritt, Parks and Recreation Director

RE: Lawn Service Invoice over \$5,000.00

Mr. Syzmanski,

Please submit to council, to pay Nu Appearance Maintenance, Inc. \$6,064.00 for lawn cutting and leaf/litter clean-up

Sincerely,

Christine Skerritt

Parks and Recreation Director.

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
Harper Woods, MI 48225

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

Invoice

Date	Invoice #
4/30/2025	33284
Terms	Due Date
Net 30	5/30/2025

H.W. Parks and Recreation Dept.
Chris Skerritt
20221 Beaconsfield
Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36772	SAK	

Qty	Description	Rate	Amount
2	City Hall & Fire Dept. 4/22, 4/29 Commercial lawn cutting	65.00	130.00
2	Public Library. 4/22, 4/29 Commercial lawn cutting	56.00	112.00
2	Annex's (2) on Old Homestead. 4/22, 4/29 Commercial lawn cutting (\$15.00 each)	30.00	60.00
2	D.P.W. Field. 4/22, 4/29 Commercial lawn cutting	72.00	144.00
2	Pump Stations (3) 4/21, 4/28 Commercial lawn cutting (\$15.00 each)	45.00	90.00
2	Harper/Hollywood Lot 4/21, 4/28 Commercial lawn cutting	15.00	30.00
2	Old Eight Mile Triangle 4/21, 4/28 Commercial lawn cutting	44.00	88.00
3	Johnston Park w/Veterans Memorial 4/18, 4/24, 4/30 Commercial lawn cutting	495.00	1,485.00
1	Cleanup leaves and debris from lawn areas 4/18.	495.00	495.00
2	Salter Park w/front entrance/flagpole area 4/22, 4/29 Commercial lawn cutting	345.00	690.00
2	Danbury Park 4/22, 4/29 Commercial lawn cutting	195.00	390.00
Thank You For Your Business!		Total	\$3,714.00

NU APPEARANCE MAINTENANCE, INC.

19942 Harper Avenue
Harper Woods, MI 48225

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

Invoice

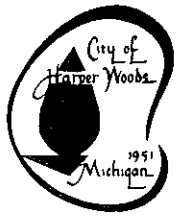
Date	Invoice #
4/30/2025	33285
Terms	Due Date
Net 30	5/30/2025

H.W. Parks and Recreation Dept.
Chris Skerritt
20221 Beaconsfield
Harper Woods, MI 48225

Please detach and enclose this portion with your payment.

P.O. #	Rep	Amt. Enclosed
36772	SAK	

Qty	Description	Rate	Amount
2	Kelly Road Islands (12) 4/22, 4/29 Commercial lawn cutting	305.00	610.00
1	Lots of Trash Pickup 4/22	250.00	250.00
1	Trash Pickup 4/29	75.00	75.00
2	20010 Kelly Road 4/22, 4/29 Commercial lawn cutting	43.50	87.00
2	I-94 Service Drive 4/22, 4/29 Commercial lawn cutting	330.00	660.00
2	Trash Pickup	75.00	150.00
2	Vernier Road Median 4/22, 4/29 Commercial lawn cutting	80.00	160.00
2	19969 Anita 4/21, 4/28 Commercial lawn cutting	32.00	64.00
2	20321 Roscommon 4/21, 4/28 Commercial lawn cutting	32.00	64.00
2	20245 Huntington 4/21, 4/28 Commercial lawn cutting	50.00	100.00
2	Mr. C's Auto Wash Triangle 4/21, 4/28 Commercial lawn cutting	30.00	60.00
2	Canton/Corner 4/21, 4/28 Commercial lawn cutting	35.00	70.00
Thank You For Your Business!		Total	\$2,350.00



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

May 8, 2025

Memorandum to: John Szymanski, Acting City Manager

From: Maria Nawrocki, Acting Finance Director 

Re: Invoice #10448057 – Plante & Moran \$4,900.00
Invoice #10448095 – Plante & Moran \$4,725.00
Invoice #10448106 – Plante & Moran \$3,193.75

The attached invoices that total the amount of \$12,818.75 are for various financial and accounting services related to the City's annual audit of financial statements for the year ended December 31, 2024.

I have reviewed invoices #10448057, 10448095, 10448106 from Plante & Moran and recommend payment.



Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 352-2500

INVOICE

City of Harper Woods
ATTN Finance Dept
19617 Harper Avenue
Harper Woods, MI 48225
United States of America

Date: 04/30/2025
Client No: 15646
Invoice No: 10448057
Page: 1

For Professional Services Rendered

For professional services rendered through April 1, 2025 in connection with the financial and accounting assistance engagement letter dated November 7, 2024.

4,900.00

Work performed includes accounting assistance, audit prep, and client communication.

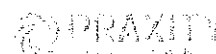
Senior accounting consultant: 28 hours

Balance Due

\$4,900.00 USD

Remittance Information: Please send all remittance information for electronic payments to Accounts.Receivable@plantemoran.com

	ACH: Preferred Payment Method	Wire Transfer:	Check:
Bank	Bank of America	Bank of America	Plante & Moran PLLC
Routing/ABA#	071000039	026009593	16060 Collections Center
Bank Address	100 North Tryon Street Charlotte, NC 28202	222 Broadway New York, NY 10038	Drive Chicago, IL 60693
Account Number	9890996003	9890996003	
Account Name	Plante & Moran, PLLC	Plante & Moran, PLLC	
Client Payment Portal:	https://www.plantemoran.com/client-payment-portal		
Plante Moran, PLLC's Bill.com ID: 0173649476958972			





Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 352-2500

INVOICE

City of Harper Woods
ATTN Finance Dept
19617 Harper Avenue
Harper Woods, MI 48225
United States of America

Date: 04/30/2025
Client No: 15646
Invoice No: 10448095
Page: 1

For Professional Services Rendered

For professional services rendered April 2 through April 8, 2025 in connection with the financial and accounting assistance engagement letter dated November 7, 2024. 4,725.00

Work performed includes accounting assistance, audit prep, and client communication

Senior accounting consultant: 24.5 hours

Partner: 1.25 hours

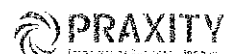
Balance Due \$4,725.00 USD

Remittance Information: Please send all remittance information for electronic payments to Accounts.Receivable@plantemoran.com

ACH: Preferred Payment Method	Wire Transfer:	Check:
Bank	Bank of America	Plante & Moran PLLC
Routing/ABA#	071000039	16060 Collections Center
Bank Address	100 North Tryon Street	Drive
	Charlotte, NC 28202	Chicago, IL 60693
Account Number	9890996003	
Account Name	Plante & Moran, PLLC	

Client Payment Portal: <https://www.plantemoran.com/client-payment-portal>

Plante Moran, PLLC's Bill.com ID: 0173649476958972





Plante & Moran, PLLC
3000 Town Center
Suite 100
Southfield, MI 48075
Tel: +1 (248) 352-2500

INVOICE

City of Harper Woods
ATTN Finance Dept
19617 Harper Avenue
Harper Woods, MI 48225
United States of America

Date: 04/30/2025
Client No: 15646
Invoice No: 10448106
Page: 1

For Professional Services Rendered

For professional services rendered April 9 through April 28, 2025 in connection with the financial and accounting assistance engagement letter dated November 7, 2024. 3,193.75

Work performed includes accounting assistance, audit prep, and client communication.

Senior accounting consultant: 18.25 hours

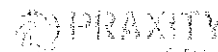
Balance Due \$3,193.75 USD

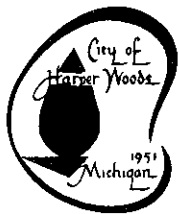
Remittance Information: Please send all remittance information for electronic payments to Accounts.Receivable@plantemoran.com

ACH: Preferred Payment Method	Wire Transfer:	Check:
Bank	Bank of America	Plante & Moran PLLC
Routing/ABA#	071000039	16060 Collections Center
Bank Address	100 North Tryon Street Charlotte, NC 28202	Drive Chicago, IL 60693
Account Number	9890996003	9890996003
Account Name	Plante & Moran, PLLC	Plante & Moran, PLLC

Client Payment Portal: <https://www.plantemoran.com/client-payment-portal>

Plante Moran, PLLC's Bill.com ID: 0173649476958972





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

May 9, 2025

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

From: Maria Nawrocki, Acting Finance Director 

Re: Invoice #614888 – YEO & YEO

The attached invoice in the amount of \$42,000.00 is the first progress billing related to the City's annual audit of financial statements for the year ended December 31, 2024.

I have reviewed invoice #614888 from YEO & YEO and recommend payment.

Client ID: 220276430
Invoice: 614888
Date: 04/30/2025



880 W. Long Lake Road
Troy, MI 48098
248-239-0900

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

For professional services rendered through: April 30, 2025

Progress billing for annual audit ending 12/31/2024.

Invoice Total

\$42,000.00

Please return this portion with payment.

ID: 220276430
City of Harper Woods

Invoice: 614888
Date: 04/30/2025
Invoice Amount Due: \$42,000.00

Amount Enclosed: \$ _____

Invoices due upon receipt. Balances over 30 days are assessed a finance charge of 1.5% per month (18% annually). Credit card payments incur a 3% service charge. ACH & other online payment options available at <https://www.yeoandyeo.com/payment-forms>

Remit mailed payments to: Yeo & Yeo, P.O. Box 3275, Saginaw, MI 48605-3275



MCKENNA

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

May 14, 2025

Invoice No: 24-032 - 13

Project 24-032 Harper Woods Zoning Ordinance

TOTAL CONTRACT AMOUNT \$87,000.

Professional Services from April 1, 2025 to April 30, 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

Task 6 - Public Hearings and Adoption

Contract Amount

Total Fee	2,000.00			
Percent Complete	50.00	Total Earned	1,000.00	
		Previous Fee Billing	400.00	
		Total Fee		\$600.00

Task 8 - Additional Project Funds

Contract Amount

Total Fee	37,000.00			
Percent Complete	75.00	Total Earned	27,750.00	
		Previous Fee Billing	18,500.00	
		Total Fee		\$9,250.00

Invoice Total	<u><u>\$9,850.00</u></u>
---------------	--------------------------

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



MCKENNA

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

May 14, 2025

Invoice No: 95008 - 99

Project 95008 Harper Woods Ongoing Planning and Zoning Services

Professional Services from April 1, 2025 to April 30, 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.

Prepare for and attend April 23, 2025 Planning Commission meeting.

474.07

Total

\$474.07

HOURLY-RATED SERVICES

	Hours	Rate	Amount
Associate Planner			
	.25	68.00	17.00
Adjusted the descriptions for the revised voting precincts ordinance.			
Total			\$17.00
Invoice Total			<u>\$491.07</u>

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

cc: Mr. John Szymnaski



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	Invoice
05/01/2025	6758
Account	
SBS4-20	

Terms	Due Date	PO Number	Reference	
Net 30 days	05/31/2025	36002	Monthly Billing for May	38-6005461
SMS Professional includes – 4 Hours Monthly – Technical assistance (onsite or remote) *Additional hours billed at \$85/hr*				

Managed Services Details	Quantity	Price	Amount
Agreement SMS-E-Managed Services Enterprise			\$340.00
RMM Auto-Created Managed Network Computer	81.00	\$3.25	\$263.25
Anti-virus, Malware Protection, and Reporting	81.00	\$2.25	\$182.25
DNS gateway filtering software (additional web site/browser protection)	81.00	\$2.25	\$182.25
M365 Business Basic	4.00	\$7.00	\$28.00
M365 Business Premium - Email & Desktop Software (70 – HarperWoods / 11- 32aDC)	83.00	\$20.50	\$1,701.50
Microsoft 365 Azure Protection Premium	1.00	\$4.00	\$4.00
Security Awareness Training	61.00	\$4.00	\$244.00
HWoods City Server Backup	1.00	\$275.00	\$275.00
HWoods PD Server backup service	1.00	\$275.00	\$275.00
D32A Court Backup	2.00	\$37.50	\$75.00
Monthly Website Maintenance (New for City) with monthly DNS (\$5)	1.00	\$164.99	\$164.99
Monthly Website Maintenance (New for Court) with monthly DNS (\$7.50)	1.00	\$117.49	\$117.49
City YouTube Channel through Google Workspace	1.00	\$59.99	\$59.99
Fortify Advanced Security Protection	6.00	\$29.99	\$179.94
Adobe Pro Enterprise	7.00	\$22.99	\$160.93
ScreenConnect Annual Subscription (Billed Monthly) - 6 licenses Remote access for (Assessing/John/Micki/Finance Laptop/Court)	6.00	\$15.00	\$90.00
Total Managed Services Details:			\$4,343.59

Make checks payable to Simplified Business Solutions, LLC	Invoice Subtotal:	\$4,343.59
	Sales Tax:	\$0.00
	Invoice Total:	\$4,343.59
	Payments:	\$0.00
	Credits:	\$0.00
	Balance Due:	\$4,343.59



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	Invoice
05/01/2025	6794
Account	
SBS4-20	

Terms	Due Date	PO Number	
Net 30 days	05/31/2025		38-6005461

Services	Work Type	Hours	Rate
Agreement Billable Time: SMS-E-Managed Services Enterprise			
Technician I	Regular	4.00/53.50	0.00/85.00
Total Services:			\$4,887.50

Products & Other Charges	Quantity	Price	Amount
Agreement: SMS-E-Managed Services Enterprise			
UPS - APC 1500 Clear Sign: UPS - APC 1500 Clear Sign	1.00	\$929.49	\$929.49
Speakers - Generic: Speakers - PC - Generic USB (For Ed Tujaka)	1.00	\$36.99	\$36.99
Dell - Premium PC: Dell Optiplex i7 16GB Ram 512 SSD Drive - For CAD System replacement	1.00	\$1,259.98	\$1,259.98
Total Products & Other Charges:			\$2,226.46

Adjustments	Quantity	Amount
Recurring Revenue: SMS-E-Managed Services Enterprise		
Services	(4)	-\$340.00
Total Adjustments:		-\$340.00

Pricing above reflects approximate 20% savings Make checks payable to Simplified Business Solutions, LLC	Invoice Subtotal:	\$6,773.96
	Sales Tax:	\$0.00
	Invoice Total:	\$6,773.96
	Payments:	\$0.00
	Credits:	\$0.00
Balance Due:		\$6,773.96

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 1 - PUBLIC HEARING - SPECIAL ASSESSMENT

EXPLANATION / SUMMARY

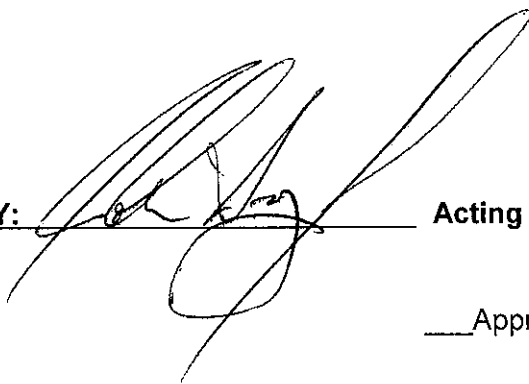
As scheduled, we will hold a public hearing on Monday night to allow property owners an opportunity to review the monetary impact of the 17.5 mill assessment and also to receive additional public comment and input.

For this portion of the agenda, only the standard motions of opening and closing the public hearing will be required.

RECOMMENDED ACTION:

- 1) By MOTION, to open the Public Hearing on the levying of a 17.5 mill assessment to defray the costs to continue the maintenance of police and fire protection.
- 2) By MOTION, to close the Public Hearing.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 2 - ADOPT RESOLUTIONS - SPECIAL ASSESSMENT DISTRICT

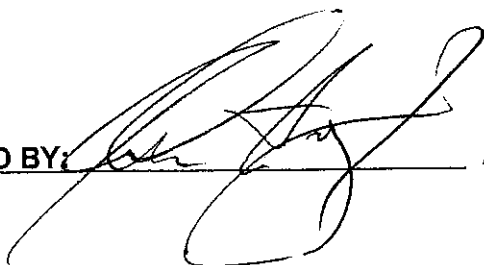
EXPLANATION / SUMMARY

With the public hearing now having been held it is recommended that the attached resolutions be adopted to continue a Special Assessment District in the City of Harper Woods and further, to direct the Assessor to spread the assessment levy on the taxable value of all lands and premises within the municipal boundaries of the City of Harper Woods to defray the costs to continue maintenance and operations of police and fire (8.75 mills for police and 8.75 for fire).

RECOMMENDED ACTION:

By RESOLUTION, to adopt the attached resolutions to continue a Special Assessment District in the City of Harper Woods and further, to direct the City Assessor to spread the assessment levy of 17.5 mills on the taxable value of all lands and premises within the municipal boundaries of the City of Harper Woods to defray the costs to continue maintenance and operations of police and fire (8.75 mills for police and 8.75 for fire).

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

RESOLUTION

To Establish a Special Assessment District to Levy an Assessment to Defray the Costs to Continue Maintenance of Police Protection

Pursuant to Public Act 33 of 1951 (MCLA 41.801 et. seq.), the City of Harper Woods elects to establish a Special Assessment District consisting of all of the lands and premises within the municipal boundaries of the City of Harper Woods

WHEREAS, the City of Harper Woods is a qualified city with a population under 15,500; and

WHEREAS, the City of Harper Woods is authorized to levy and collect a special assessment not to exceed 8.75 mills of taxable value of the area for which police protection is to be furnished; and

WHEREAS, the land owners benefit from the maintenance of police protection and the purchase and maintenance of police equipment and housing; and

WHEREAS, the cost of current operations of police service is \$3,845,851; and

WHEREAS, the cost of police pension obligations is \$790,366 per year.

NOW THEREFORE BE IT RESOLVED, that the City of Harper Woods establishes a special assessment district consisting of all of the lands and premises within the municipal boundaries of the City and levies an assessment of 8.75 mills of the taxable value of the area for which police protection is to be furnished.

RESOLUTION

To Establish a Special Assessment District to Levy an Assessment to Defray the Costs to Continue Maintenance of Fire Protection

Pursuant to Public Act 33 of 1951 (MCLA 41.801 et. seq.), the City of Harper Woods elects to establish a Special Assessment District consisting of all of the lands and premises within the municipal boundaries of the City of Harper Woods

WHEREAS, the City of Harper Woods is a qualified city with a population under 15,500; and

WHEREAS, the City of Harper Woods is authorized to levy and collect a special assessment not to exceed 8.75 mills of taxable value of the area for which fire protection is to be furnished; and

WHEREAS, the land owners benefit from the maintenance of fire protection and the purchase and maintenance of fire equipment and housing; and

WHEREAS, the cost of current operations of fire service is \$790,057; and

WHEREAS, the cost of fire pension obligations is \$790,366 per year.

NOW THEREFORE BE IT RESOLVED, that the City of Harper Woods establishes a special assessment district consisting of all of the lands and premises within the municipal boundaries of the City and levies an assessment of 8.75 mills of the taxable value of the area for which fire protection is to be furnished.

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 3 - CHANGES IN POVERTY GUIDELINES

EXPLANATION / SUMMARY

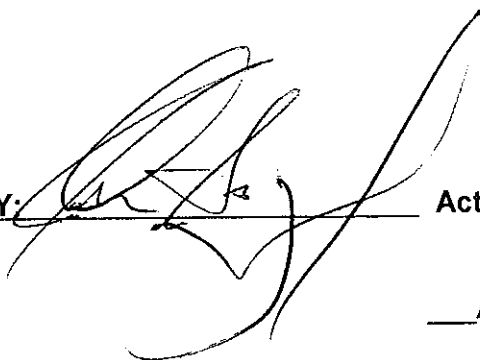
Attached is a memorandum from our City Assessor requesting an update to the Poverty Guidelines in the City following a change made by the State Tax Commission to update the asset guidelines. It is now required to state in the policy that an applicant can have ownership interest in other real estate, however, the value of any additional property owned by the applicant will be included in the asset test. I have attached the updated packet which includes the application, guidelines and instructions for poverty exemptions as submitted by the assessor.

I have reviewed this with her and recommend that this change be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve the updated Poverty Guidelines and Policy for the City of Harper Woods to include the following language: "the value of any additional property owned by the applicant will be included in the asset test."

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote



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
Gerrianne LaPratt

Acting City Manager:
John Szymanski

City Clerk:
Leslie M. Frank

Date: May 15, 2025

To: John Szymanski, Acting City Manager

From: Holly Cozza, Assessor

Re: Update to Poverty Guidelines

In accordance with section 211.7u of the Michigan Compiled Laws, the Poverty Application must include the specific income and asset levels of the claimant for the total household income and assets.

The City of Harper Woods current asset level guidelines, state the applicant shall not have ownership interest in any real estate other than the primary residence being considered for the exemption.

Per the State Tax Commission, it has been determined to change the asset guidelines to state the applicant can have ownership interest in other real estate, however, the value of any additional property owned by the applicant will be included in the asset test.

Therefore, it is being requested to update the City's asset guidelines to read:

The value of any additional property owned by the applicant will be included in the asset test.



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2025 POVERTY APPLICATION

This application is for the 2025 tax year.

- Attached is the 2025 Poverty Application and Guidelines
- Your application will not be considered complete unless all required and supporting documentation is submitted and the application is filled out in its entirety. Incomplete Applications can result in a Denial.

You can submit your application to one of the following Board of Review meetings.

- March Board of Review (deadline to submit March 24, 2025 by 3:00 p.m.)
- July Board of Review (deadline to submit JULY 1, 2025)
- December Board of Review (deadline to submit DEC 1, 2025)

Please submit using one of the following options:

- Submit Directly to City Hall In Person
- Mail to City Hall to the Attention of the Assessor (must be received by deadline, Post Marks not Accepted)
- Drop Box located in the front lobby of City Hall
- Email to: assessing@harperwoods.net

You may request to meet with the Board in person or it may be requested by the Assessor or Board of Review if necessary.

If you have any questions or need assistance, please contact the Assessor on Wednesday during office hours 9:00 a.m. – 5:00 p.m. at 313.343.2527 or email; assessing@harperwoods.net



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City of Harper Woods

2025 Application, Guidelines and Instructions for Poverty

- If granted an exemption, it is for the current year only. If your situation warrants an exemption in years following, a new application must be submitted for review. The Poverty exemption is meant to be a temporary form of assistance. If an applicant qualifies, the Taxable Value will be reduced by 75%.
- Per, MCL 211.7u(3), the application for consideration must be received by the Assessor's Office at least one day prior to the last session of the Board of Review. Board of Review dates are posted annually and may also be found on the City's website: harperwoodscity.org or by calling (313) 343-2500. This application can be made by mail, if received one day prior to the last session of the Board of Review.
- The application must be filled out in its entirety and all requested documentation must be attached. If an area does not apply to the applicant, "N/A" must be used. If the application is not complete or requested documentation is not included, the Board of Review can deny the exemption. All pages of the application must be returned when the application is submitted for review.
- Please provide an explanation for any area you do not have documents, EXCEPT for proof of income.
- Per MCL 211.7u(7), a person who files a claim for Poverty exemption IS NOT prohibited from also appealing the assessment on the property to the Board of Review in the same year.

Required Documentation to be Attached to Poverty Exemption Application Form 5737

- Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence must be included with the application including any property tax credit returns. The tax returns may be from the current or preceding tax year. If any person in the household is not required to file federal or state tax returns, the included affidavit, form 4988, must be completed by each person that does not file taxes.
- The last (2) months of statements for all bank accounts, investments, IRAs, CDs, 401Ks, money market, annuities, etc. The statement submitted must be complete with no missing pages and submitted for all persons residing in the home. Statements should show all transactions throughout the month(s)
- IF YOU DO NOT HAVE A BANK account, please provide a reason and other documentation to show balance of monies you have if on a debit or savings card.

- **Proof of Income/Assets** from the Social Security Administration, Veterans Administration, Medicare, Medicaid, Bridge Card, and any College/University scholarships for all persons residing in the home **MUST PROVIDE PROOF OF INCOME to support what is being reported on the application.**
- The **most recent** mortgage statement of the primary residence under review, including any reverse mortgages.
- If **primary residence** being sought for exemption was purchased within the past two years of this application, homeowner's closing statements may be requested with application.

Common Reasons for Denial of Poverty Exemption Application

Below are common reasons (but not an exhaustive list) of why a claim for Poverty Exemption is denied:

- **Failure to fill out all areas of the application, including "N/A" in areas not applicable to the applicant or signing the application.**
- **Failure to include State and Federal Income taxes or property tax credit returns for current or one preceding year for all persons residing in the home. *Please note that the property tax credit returns should be filed with this application. Property tax credit returns (such as Michigan 1040CR) can still be filed with the State of Michigan even if the applicant does not file income taxes.***
- **Failure to include complete banking/investment account and mortgage statements for all persons residing in the home. All pages must be submitted.**



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John Szymanski

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CITY OF HARPER WOODS GUIDELINES FOR POVERTY EXEMPTION
Published annually with an increase of 15% for (1) member household

<u>Number in Family</u>	<u>Income</u>
1 member	\$17,319
2 members	\$20,440
3 members	\$25,820
4 members	\$31,200
5 members	\$36,580
6 members	\$41,960
7 members	\$47,340
8 members	\$52,720
Each Additional person	\$5,380

FEDERAL INCOME GUIDELINES FOR POVERTY EXEMPTION
This amount published annually by the US Dept. of Health and Human Services

<u>Number in Family</u>	<u>Income</u>
1 member	\$15,060
2 members	\$20,440
3 members	\$25,820
4 members	\$31,200
5 members	\$36,580
6 members	\$41,960
7 members	\$47,340
8 members	\$52,720
Each Additional person	\$5,380

According to the US Census Bureau, "income" includes:

- Money, wages, and salaries before any deductions
- Net receipts from non-farm self-employment. (These are receipts from a person's own business, professional enterprise, or partnership, after deductions for business expenses.)
- Net receipts from farm self-employment. (The same provisions as above for self-employment.)
- Regular payments from social security, railroad retirement, unemployment, worker's compensation, veteran's payments and public assistance.
- Alimony, child support, and military family allotments.
- Private pensions, governmental pensions, and regular insurance or annuity payments.
- College or university scholarships, grants, fellowships, and assistantships.
- Dividends, interest, net rental income, net royalties, periodic receipts from estates or trusts, and net gambling or lottery winnings.



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ASSET LEVEL GUIDELINES FOR POVERTY EXEMPTION

The Asset Level does not include the primary residence for which exemption is being sought. It does include, but is not limited to:

- A second home, additional land not associated with the primary residence, or other buildings other than the primary residence being sought for exemption.
- Vehicles and other recreational vehicles such as motor homes, campers, ATVs, boats, and motorcycles.
- Jewelry, antiques, artwork, equipment, and other personal property of value.
- Bank accounts, stocks, bonds, and investments. This also includes the money received from the sale of stocks, bonds, investments, cars, and houses unless a person is in the specific business of selling such property.
- Withdrawals of bank accounts and borrowed money.
- Gifts, loans, lump-sum inheritances, and one-time insurance payments.
- Food or housing received in lieu of wages and the value of food and fuel produced and consumed on farms.
- Federal non-cash benefits programs such as Medicare, Medicaid, food stamps, and school lunches.
- The total interest income in all accounts (checking, savings, CDs, IRAs, 401Ks, money market, annuities, etc.)
- The value of any additional property owned by the applicant will be included in the asset test

Maximum total allowed liquid assets, specifically amounts in banking/investment accounts may not exceed the amount of projected 2025 taxes PLUS 50% for the entire household. Other assets may not exceed the qualifying amount for poverty exemption. See above for what is considered an asset.

Application for MCL 211.7u Poverty Exemption

This form is issued under the authority of the General Property Tax Act, Public Act 206 of 1893, MCL 211.7u.

MCL 211.7u of the General Property Tax Act, Public Act 206 of 1893, provides a property tax exemption for the principal residence of persons who, by reason of poverty, are unable to contribute toward the public charges. This application is to be used to apply for the exemption and must be filed with the Board of Review where the property is located. This application may be submitted to the city or township the property is located in each year on or after January 1.

To be considered complete, this application must: 1) be completed in its entirety, 2) include information regarding all members residing within the household, and 3) include all required documentation as listed within the application. Please write legibly and attach additional pages as necessary.

PART 1: PERSONAL INFORMATION — Petitioner must list all required personal information.					
Petitioner's Name				Daytime Phone Number	
Age of Petitioner	Marital Status	Age of Spouse	Number of Legal Dependents		
Property Address of Principal Residence		City	State	ZIP Code	
<input type="checkbox"/> Check if applied for Homestead Property Tax Credit		Amount of Homestead Property Tax Credit			
PART 2: REAL ESTATE INFORMATION					
List the real estate information related to your principal residence. Be prepared to provide a deed, land contract or other evidence of ownership of the property at the Board of Review meeting.					
Property Parcel Code Number		Name of Mortgage Company			
Unpaid Balance Owed on Principal Residence	Monthly Payment	Length of Time at this Residence			
Property Description					
PART 3: ADDITIONAL PROPERTY INFORMATION					
List information related to any other property owned by you or any member residing in the household.					
<input type="checkbox"/> Check if you own, or are buying, other property. If checked, complete the information below.				Amount of Income Earned from other Property	
1	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	
2	Property Address	City	State	ZIP Code	
	Name of Owner(s)	Assessed Value	Date of Last Taxes Paid	Amount of Taxes Paid	

Continue on Page 2

PART 4: EMPLOYMENT INFORMATION — List your current employment information.

Name of Employer			
Address of Employer	City	State	ZIP Code
Contact Person	Employer Telephone Number		

PART 5: INCOME SOURCES

List all income sources, including but not limited to: salaries, Social Security, rents, pensions, IRAs (individual retirement accounts), unemployment compensation, disability, government pensions, worker's compensation, dividends, claims and judgments from lawsuits, alimony, child support, friend or family contribution, reverse mortgage, or any other source of income, for all persons residing at the property.

Source of Income	Monthly or Annual Income (indicate which)

PART 6: CHECKING, SAVINGS AND INVESTMENT INFORMATION

List any and all savings owned by all household members, including but not limited to: checking accounts, savings accounts, postal savings, credit union shares, certificates of deposit, cash, stocks, bonds, or similar investments, for all persons residing at the property.

Name of Financial Institution or Investments	Amount on Deposit	Current Interest Rate	Name on Account	Value of Investment

PART 7: LIFE INSURANCE — List all policies held by all household members.

Name of Insured	Amount of Policy	Monthly Payments	Policy Paid in Full	Name of Beneficiary	Relationship to Insured

PART 8: MOTOR VEHICLE INFORMATION

All motor vehicles (including motorcycles, motor homes, camper trailers, etc.) held or owned by any person residing within the household must be listed.

Make	Year	Monthly Payment	Balance Owed

Continue on Page 3

PART 9: HOUSEHOLD OCCUPANTS — List all persons living in the household.

First and Last Name	Age	Relationship to Applicant	Place of Employment	\$ Contribution to Family Income

PART 10: PERSONAL DEBT — List all personal debt for all household members.

Creditor	Purpose of Debt	Date of Debt	Original Balance	Monthly Payment	Balance Owed

PART 11: MONTHLY EXPENSE INFORMATION

The amount of monthly expenses related to the principal residence for each category must be listed. Indicate N/A as necessary.

Heating	Electric	Water	Phone
Cable	Food	Clothing	Health Insurance
Garbage	Daycare	Car Expense (gas, repair, etc.)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	
Other (type and amount)	Other (type and amount)	Other (type and amount)	

Continue and sign on Page 4

NOTICE: Per MCL 211.7u(2)(b), federal and state income tax returns for all persons residing in the principal residence, including any **property tax credit** returns, filed in the immediately preceding year or in the current year must be submitted with this application. Federal and state income tax returns are not required for a person residing in the principal residence if that person **was not required** to file a federal or state income tax return in the tax year in which the exemption under this section is claimed or in the immediately preceding tax year.

PART 11: POLICY AND GUIDELINES ACKNOWLEDGMENT

The governing body of the local assessing unit shall determine and make available to the public the policy and guidelines used for the granting of exemptions under MCL 211.7u. In order to be eligible for the exemption, the applicant must meet the federal poverty guidelines published in the prior calendar year in the Federal Register by the United States Department of Health and Human Services under its authority to revise the poverty line under 42 USC 9902, or alternative guidelines adopted by the governing body of the local assessing unit so long as the alternative guidelines do not provide income eligibility requirements less than the federal guidelines. The policy and guidelines must include, but are not limited to, the specific income and asset levels of the claimant and total household income and assets. The combined assets of all persons must not exceed the limits set forth in the guidelines adopted by the local assessing unit.

☐ The applicant has reviewed the applicable policy and guidelines adopted by the city or township, including the specific income and asset levels of the claimant and total household income and assets.

PART 12: CERTIFICATION

I hereby certify to the best of my knowledge that the information provided in this form is complete, accurate and I am eligible for the exemption from property taxes pursuant to Michigan Compiled Law, Section 211.7u.

Printed Name	Signature	Date

This application shall be filed after January 1, but before the day prior to the last day of the local unit's December Board of Review.

Decision of the March Board of Review may be appealed by petition to the Michigan Tax Tribunal by July 31 of the current year. A July or December Board of Review decision may be appealed to the Michigan Tax Tribunal by petition within 35 days of decision. A copy of the Board of Review decision must be included with the petition.

Michigan Tax Tribunal
PO Box 30232
Lansing MI 48909

Phone: 517-335-9760
E-mail: taxtrib@michigan.gov

Poverty Exemption Affidavit

This form is issued under authority of Public Act 206 of 1893; MCL 211.7u.

INSTRUCTIONS: When completed, this document must accompany a taxpayer's Application for Poverty Exemption filed with the supervisor or the board of review of the local unit where the property is located. MCL 211.7u provides for a whole or partial property tax exemption on the principal residence of an owner of the property by reason of poverty and the inability to contribute toward the public charges. MCL 211.7u(2)(b) requires proof of eligibility for the exemption be provided to the board of review by supplying copies of federal and state income tax returns for all persons residing in the principal residence, including property tax credit returns, or by filing an affidavit for all persons residing in the residence who were not required to file federal or state income tax returns for the current or preceding tax year.

I, _____, swear and affirm by my signature below that I reside in the principal residence that is the subject of this Application for Poverty Exemption and that for the current tax year and the preceding tax year, I was not required to file a federal or state income tax return.

Address of Principal Residence: _____

Signature of Person Making Affidavit

Date

CITY OF HARPER WOODS
Poverty Exemption Worksheet

Applicants Name: _____

Address: _____

Year Applying: 2025

Parcel #: _____

For Office Use Only - Do Not Write Below This Line

- | | | | | |
|--|-----------|----------|----------|--|
| 1. Does the applicant appear as taxpayer of record of property? | Yes _____ | No _____ | NA _____ | |
| 2. If not, has documentation been verified proving ownership? | Yes _____ | No _____ | NA _____ | |
| 3. Are all areas on the application complete with either an answer or "N/A" | Yes _____ | No _____ | NA _____ | |
| 4. Are all pages of the application been submitted? | Yes _____ | No _____ | NA _____ | |
| 5. Does the applicant reside at the property? | Yes _____ | No _____ | NA _____ | |
| 6. IF REQUIRED are copies of the Federal and State Income Tax Returns and Property Tax Credit Form(s) for the current or preceding tax year submitted for the applicant and all persons residing in the household? | Yes _____ | No _____ | NA _____ | |
| 7. If not, is the Affidavit stating the person is not required to file income taxes completed and submitted? | Yes _____ | No _____ | NA _____ | |
| 8. If there is a current mortgage on the property, if requested has the mortgage statement been provided? If not requested, indicate N/A | Yes _____ | No _____ | NA _____ | |
| 9. Are copies of the most recent bank/investment statements been provided by the applicant? | Yes _____ | No _____ | NA _____ | |
| 10. Has proof of income been provided by the applicant | Yes _____ | No _____ | NA _____ | |

- | | | |
|---|--|--|
| a. Taxable Value on the Roll | _____ | Taxable Value |
| b. Number of People in Household | _____ | # In Household |
| c. Total Household Income | _____ | Total Household Income |
| d. Income Guidelines based on the number of people in household | _____ | Income guidelines based on # people |
| e. Total Assets | _____ | na Total Assets (Savings, Invest, etc) |
| f. Does Applicant Meet All Income and Asset Guidelines as Established | YES <input type="checkbox"/> NO <input type="checkbox"/> | |
| g. If approved, taxable value is reduced by 75% | _____ | Revised Taxable Value |

Request for Reduction Approved

YES _____

NO _____

Reason for Denial:

_____ Does Not Qualify Based on Guidelines/Exceeds Income

_____ Application not Complete or Missing Information

_____ Did not Provide Proper Documentation

_____ Other: _____

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 4 - INTRODUCTION AND FIRST READING - DRAFT
ZONING ORDINANCE

EXPLANATION / SUMMARY

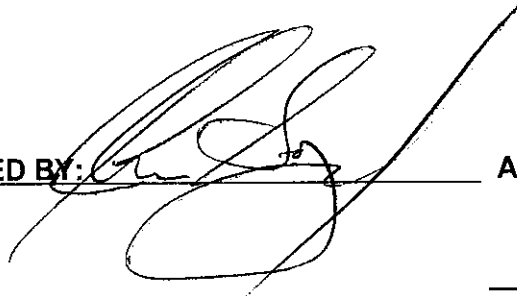
Attached is a memorandum from the City Clerk forwarding the Planning Commission's recommendation that the draft Zoning Ordinance be introduced and placed for first reading. As her memo states, the Planning Commission recently held a public hearing on this matter and consistent with section 10-780 of the current zoning ordinance it is the responsibility of the City Council to adopt the ordinance.

I have reviewed this and it is my recommendation that this ordinance be introduced and placed for first reading.

RECOMMENDED ACTION:

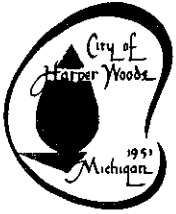
By RESOLUTION, to introduce and place for first reading the City of Harper Woods' draft Zoning Ordinance, which replaces Zoning Ordinance 2013-04, and further, to direct the City Clerk to publish a notice of this in accordance with City Charter requirements.

SUBMITTED BY:



Acting City Manager, John Szymanski

___ Approved ___ Vote



City of Harper Woods
19617 Harper Avenue
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313.343.2500

www.harperwoodscity.org

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Gerianne LaPratt

Acting City Manager:
John Szymanski

City Clerk:
Leslie M. Frank

May 15, 2025

MEMORANDUM TO: John Szymanski, acting City Manager

SUBJECT: Zoning Ordinance Amendment

Please be advised that the Planning Commission considered a request to amend the Zoning Ordinance during a public hearing at their April 23, 2025 meeting. Attached is a copy of this newly revised Zoning Ordinance for your review.

With this action taken, it is now the City Council's responsibility to pursue this further, consistent with section 10-780 of the current zoning ordinance.

I recommend that the Zoning Ordinance be introduced and placed for first reading at the City Council's May 19, 2025 meeting.

If you have any questions on this matter, please let me know.

Leslie M. Frank
City Clerk



Memorandum

TO: City of Harper Woods Planning Commission
FROM: Paul Urbiel, AICP; Mario Ortega, AICP; Noah Bussell
SUBJECT: Harper Woods Zoning Ordinance Update – First Draft
DATE: May 12, 2025

ATTACHMENTS: DRAFT updated Zoning Ordinance Text
DRAFT updated Zoning Map
Annotated Table of Contents with Notes on proposed changes
Permitted Use Comparison Table

Enclosed, you will find the first draft of an updated Harper Woods Zoning Ordinance which is the culmination of months' worth of investigation, analysis, public engagement, and strategic thought.

At your next meeting, we look forward to:

- Presenting this draft and discussing it with you.
- Fielding your questions about proposed changes.
- Requesting that you consider adoption of the updated Ordinance.

Please feel free to contact us with any questions ahead of the meeting at 248.596.0920 or purbiel@mcka.com.

BACKGROUND

Last year, the City of Harper Woods Community and Economic Development Department secured funding assistance from the Michigan State Housing Development Authority (MSHDA) Housing Readiness program and the Michigan Economic Development Corporation (MEDC) to assist with the updating of the City's Zoning Ordinance. McKenna has been working on this update with City stakeholders for the last several months.

- A Steering Committee composed of elected and appointed officials and city administrators met five times over the course of late 2024 to discuss proposed changes and review draft materials.
- We facilitated a public town hall in November to introduce the process.
- We've discussed the draft Zoning Ordinance with Planning Commission over the course of three regularly-scheduled meetings.

PURPOSE OF THE UPDATE

The Zoning Ordinance update was undertaken to achieve the following:

- Implement goals and objectives from the 2023 Master Plan.
- Modernize Ordinance provisions as necessary to comply with current State and Federal case laws and regulations, acknowledge changes in development and land use trends, and improve ease of administration.



- Make the Ordinance more legible and user-friendly.
- Incorporate best planning practices and align the Ordinance with best practices of the MEDC's Redevelopment Ready Communities program and the MSHDA Housing Readiness Initiative.

REVIEW AND NEXT STEPS

We look forward to discussing this draft during your May 19, 2025 regularly scheduled meeting. We welcome questions or comments at any time. Thank you.



Memorandum

TO: City of Harper Woods
FROM: Paul Urbiel, AICP; Mario Ortega, AICP; Noah Bussell
SUBJECT: Zoning Ordinance Update: Annotated Outline and Summary of Changes for City Council Reference and Adoption Consideration
 May 12, 2025

Councilmembers:

The below is a Table of Contents for the draft Zoning Ordinance Update, with a summary of proposed changes identified (where applicable) per section of the Ordinance.

We look forward to discussing these changes with you at your meeting.

ARTICLE 1. PURPOSE, INTENT AND VALIDITY

Section	Proposed Changes / Notes
Section 1.01 Short Title.	Promoted this language from existing ordinance, no changes to Ordinance intent.
Section 1.02 Construction of Language	
Section 1.03 General Authority	
Section 1.04 Conflicting Regulations	
Section 1.05 Scope	

ARTICLE 2. DEFINITIONS

Section	Proposed Changes / Notes
Section 2.01 Terms Defined	<ul style="list-style-type: none"> Consists of an updated glossary of all regulating terms, uses, and jargon utilized in the Ordinance. Improved the definitions of accessory uses, buildings or structures for clarity Added definitions of native plants and invasive species.



ARTICLE 3. DISTRICTS AND USES

Existing Section	Proposed Changes / Notes
Section 3.01 Zoning Districts and Overlays	<ul style="list-style-type: none">• Updated to consolidate low-density residential districts (combining R-1B and R-1C)• Removed C-1, C-2, RS-1• Added Neighborhood Mixed-Use, Corridor Mixed-Use, Regional Commercial• Added intent statements for all Zoning Districts.• Added explanatory graphics for area and bulk requirements•
Section 3.02 Zoning Map	<ul style="list-style-type: none">• See attached map.• Made edits per February PC discussion
Section 3.03 District Boundaries	--
Section 3.04 Zoning of Vacated Areas	--
Section 3.05 Zoning of Street and Alley Rights-of-Way (ROW)	--
Section 3.06 Application	--
Section 3.07 Determination of Land Uses Not Listed	<ul style="list-style-type: none">• Added to make clear the process for when a new use is proposed that is not listed.
Section 3.08 Table of Land Uses by Zoning District	<ul style="list-style-type: none">• Inserted a comprehensive quick reference of permitted and special land uses per zoning district.• Attached ADUs permitted in residential districts (as currently)• Detached ADUs permitted R-3, Special Land Use in R-1 and R-2• Duplexes permitted in R-1, R-2, R-3, MU-1, MU-2• Cottages / cottage courtyard SLU in R-1 and R-2, Permitted in R-3• Triplex, quadplex permitted in R-3, MU-1, MU-2 / SLU in R-1 and R-2• Modernized and updated permitted use list to align terms for care facilities to align with state law• Added description and standards to better regulate Event Halls, Ghost Kitchens, Cigar Lounges, Smoking Lounges and Smoke Shops• Consolidated industrial use descriptions• Added use descriptions for Accessory uses:<ul style="list-style-type: none">○ Electric Vehicle chargers (permitted),○ Murals (permitted in more intense commercial/mixed-use zones)○ Rooftop Solar (permitted)○ Parking lots (permitted)



	<ul style="list-style-type: none">• Per discussion at the February PC meeting, renamed MU-1 and MU-2 to Moderate and Medium Density Mixed Use, respectively.• Per discussion at the February PC, added chicken coops to permitted uses in R-2• Per discussion at the PC meeting, made duplexes and detached ADUs approvable only by special land use in R-1 and R-2
Section 3.09 R-1 Low-Density Residential District	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.10 R-2 Moderate Density Residential	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.11 R-3 Medium-Density Residential	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.11 R-2 Two-Unit and Multiple Unit Residential District. 15	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.12 MU-1 Neighborhood Mixed Use District. 15	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.13 MU-2 Corridor Mixed Use District.	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.14 C-R Regional Commercial District	<ul style="list-style-type: none">• Reformatted district descriptions to include intent statements, references to permitted uses, and graphics explaining area and bulk standards (TYPICAL)• Added graphics and a summary table of area and bulk requirements (TYPICAL AS NECESSARY)
Section 3.15 HB Height Bonus Overlay District	<ul style="list-style-type: none">• ADDED to allow for creative development and additional height in appropriate locations



ARTICLE 4 – GENERAL STANDARDS

Section	Proposed Changes / Notes
Section 4.01 Permitted Area	
Section 4.02 Permitted Height	
Section 4.03 Construction Begun Prior to Adoption	
Section 4.04 Buildings to be Moved	
Section 4.05 Approval of Plats	
Section 4.06 General Lot Development Provisions	
Section 4.07 Lots, Yards and Open Spaces	Consists of general standards that apply to all lots in the city, modernized if necessary. Simplified access management requirements.
Section 4.08 Street Access	
Section 4.09 Moratoria	
Section 4.10 Clear Vision Area	
Section 4.11 Access Management	
Section 4.12 Traffic Impact Studies	
Section 4.13 Fences	
Section 4.14 Manufactured Homes	Added standard requiring manufactured homes to only be in an established manufactured home park.
Section 4.15 Projections into Yards	Added clarifying language allowing roof overhangs and other minor projections to extend into required yards in a limited manner.

ARTICLE 5 – SITE DEVELOPMENT STANDARDS

Section	Proposed Changes / Notes
Section 5.01 Schedule of Dimensional Regulations	<ul style="list-style-type: none">Based on Existing regs, modernized as necessaryAdded requirement for 50% and 50% of the total side yards to be landscaped greenspace.
Section 5.02 Accessory Buildings, Structures and Uses	<ul style="list-style-type: none">Renamed to include "Structures and Uses"No changes to regulations.
Section 5.03 Architectural Standards	<ul style="list-style-type: none">Added permitted materials table, modernized allowable materials palette.Removed overt restrictions on colors.



Section 5.04 Parking	<ul style="list-style-type: none">• Instead, emphasized compatibility in design and Planning Commission discretion when necessary. <p>The parking standards have been modified utilizing comments from the Steering Committee.</p> <ul style="list-style-type: none">• Subsections have been reorganized to have a more defined structure.• The minimum required off-street parking schedule has been modified to reflect the consolidation of uses in the ordinance.• The number of spaces has been updated to more modern standards.• New shared parking standards are proposed.• Regulations regarding residential driveways have been added.• Parking lot design requirements have been reworded, new standards add and they have been collected into one subsection.• ADA parking standards have been reworded and expanded to accurately reflect federal requirements. <p>Standards have also been added to regulate the parking of commercial vehicles and recreation vehicles.</p>
Section 5.05 Landscaping	<p>The landscaping and screening requirements have been updated to incorporate stormwater management through green infrastructure (GI), flexibility through waivers (PILL / GI alternatives) and provide clarity on when landscaping compliance is required.</p> <ul style="list-style-type: none">• Landscaping requirements apply when 1) building SF increases by 25% or greater, 2) total impervious surface increase by 50%, 3) special land use required, 4) alternative review by PC required, such as Nonconforming Class A designation.• Re-occupancy at a minimum requires screening from residential and dumpster enclosure.• Remove berm and instead allow for bioswale greenbelt/screening• Update parking lot landscaping requirements to below grade islands of 150 SF for 20 spaces or more to aide in stormwater management• Landscaping waivers include 1) payment in lieu of to be designated to a fund for tree planting or greenery elsewhere, 2) green infrastructure enhancements with specifics on allowable substitutes to traditional landscaping, such as permeable pavers, green roofs, raised planter beds (planter boxes), or other alternatives presented to PC to allow for modernizations of incorporating greenery and efficiencies.
Section 5.06 Lighting	<p>Lighting does not have a comprehensive regulatory approach. It is necessary to minimize the impact of poor lighting design on adjacent residences while ensuring all uses can function safely and securely at night.</p> <ul style="list-style-type: none">• The first subsection specifies which uses and reviews shall comply with the new standards.• Light levels are regulated by the type of land use area; vehicle, pedestrian and areas adjacent to residences.• The height, type, installation and components of light fixtures are specified.• A general description of how lighting plans shall be designed to minimize glare impact is provided.



	<ul style="list-style-type: none"> • Specific types of lighting, such as searchlights, are listed as prohibited. • Exempt uses and uses which can receive exceptions from the standards, such as a ball field are detailed.
Section 5.07 Signs	<ul style="list-style-type: none"> • As before, refers to sign regulations in Code of Ordinances.

ARTICLE 6 – USE STANDARDS

Section 6.01 Accessory Dwelling Units (ADU)	<ul style="list-style-type: none"> • Added development standards
Section 6.02 Adult-Oriented Uses	<ul style="list-style-type: none"> • Updated development standards to match current zoning districts and for clarity.
Section 6.03 Bed and Breakfast Establishments	<ul style="list-style-type: none"> • Updated development standards for hours of operation based on planning best practices.
Section 6.04 Child Care Facilities	<ul style="list-style-type: none"> • Updated to reflect current state law and licensing regulations.
Section 6.05 Cigar Lounges, Smoking Lounges and Smoke Shops	<ul style="list-style-type: none"> • Added definitions and standards to regulate these uses.
Section 6.06 Convenience Stores	<ul style="list-style-type: none"> • Added standards specific to this use and to account for retail stores that include made-to-order food and combine elements of traditional retail and restaurant uses.
Section 6.07 Drive-Through Facilities	<ul style="list-style-type: none"> • Streamlined and modernized language, added standards for lighting and ingress/egress.
Section 6.08 Event Hall/Banquet Hall	<ul style="list-style-type: none"> • Added definitions and standards to regulate these uses.
Section 6.09 Foster Care Facilities	<ul style="list-style-type: none"> • Updated to reflect current state law and licensing regulations.
Section 6.10 Funeral Homes and Mortuaries	<ul style="list-style-type: none"> • Modernized standards.
Section 6.11 Ghost Kitchens	<ul style="list-style-type: none"> • Added standards to regulate this use.
Section 6.12 Home Occupations	--
Section 6.13 Hospitals	<ul style="list-style-type: none"> • Updated to require Traffic Impact Study for new facilities
Section 6.14 Kennels	<ul style="list-style-type: none"> • Separated from other uses and added standards for setbacks and exercise areas.
Section 6.15 Marijuana Establishments	<ul style="list-style-type: none"> • Streamlined language to remove any lack of clarity between zoning and licensing ordinances. The meaning and intent of the regulations do not change.



		<ul style="list-style-type: none"> Removed reference to "permitted shared facilities" since Harper Woods only licenses Marijuana retailers.
Section 6.16	Motels and Hotels	<ul style="list-style-type: none"> Modernized design standards.
Section 6.17	Multiple-Unit Dwelling Units: General	<ul style="list-style-type: none"> Revised these standards to be applicable to different building styles. Added standards for 'missing middle' housing types to ensure they are compatible with the character of residential areas.
Section 6.18	Multiple-Unit Dwellings: Duplex and Triplex in R-1 Zones	
Section 6.19	Multiple-Unit Dwellings: Townhouses	
Section 6.20	Multiple-Unit Dwellings: Cottage Courts	
Section 6.21	Multiple-Unit Dwellings: Housing for older adults	
Section 6.22	Nursing and Convalescent Care Facilities	<ul style="list-style-type: none"> Minor edits for clarity.
Section 6.23	Open-Air Businesses	<ul style="list-style-type: none"> Minor edits for clarity.
Section 6.24	Places of Worship	<ul style="list-style-type: none"> Edited for clarity and ease of use.
Section 6.25	Planned Unit Developments (PUD)	--
Section 6.26	Self-Storage Facilities	--
Section 6.27	Single-Unit Cluster Housing Option (CHO)	<ul style="list-style-type: none"> Minor edits for clarity.
Section 6.28	Temporary Uses	<ul style="list-style-type: none"> Added standards for Temporary Uses
Section 6.29	Vehicle Fueling Station	<ul style="list-style-type: none"> Separated from automobile service stations for clarity and modernized standards.
Section 6.30	Vehicle Sales	<ul style="list-style-type: none"> Minor edits for clarity
Section 6.31	Vehicle Service Facility, Major	<ul style="list-style-type: none"> Added class of major service facility to distinguish between significant repair with potential associated impacts and minor maintenance and repairs.
Section 6.32	Vehicle Service Facility, Minor	<ul style="list-style-type: none"> Added class of minor service facility to distinguish between significant repair with potential associated impacts and minor maintenance and repairs.
Section 6.33	Vehicle Wash Facility (Car Wash)	<ul style="list-style-type: none"> Added additional regulations to control for potential nuisances and reflect current business practices (manual vs. automatic uses) and planning best practices.



Section 6.34 Clinic/Office	Veterinary	<ul style="list-style-type: none">• Separated this use and added standards.
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ARTICLE 7 – NONCONFORMITIES

Section	Proposed Changes / Notes
Section 7.01: Intent	<ul style="list-style-type: none">• New section and text added
Sec 7.02: General Requirements	<ul style="list-style-type: none">• New text has been added that was missing and is necessary to address issues such as unlawful nonconformities.• Elimination of nonconformities language was kept as is but moved here.
Sec. 7.03: Nonconforming Lots	<ul style="list-style-type: none">• Some existing language was supplemented with new text based on case law.• New sections to address other common nonconforming lot issues such as the combination of nonconforming lots or lots with principal structures on each lot.
Sec. 7.04: Nonconforming Structures	<ul style="list-style-type: none">• Subsections regarding the change of location, damage by fire and request to reconstruct unsafe structures were kept but reworded to more clearly address the alternatives for property owners.• A new subsection is added that allows single family residences to be rebuilt even though they are legally nonconforming.
Sec. 7.05: Nonconforming Uses	<ul style="list-style-type: none">• The existing nonconforming uses, general section is kept but reworded to be more clear.• Existing language in the nonconforming use of land section was kept but reworded to apply to all nonconforming uses. It broadly addresses nonconforming uses land, structures or land in structures in combination rather than just land.• New subsections regarding the discontinuation of a nonconforming use and change of use were lacking so was added.

ARTICLE 8 – ADMINISTRATION AND ENFORCEMENT

Section	Proposed Changes / Notes
Section 8.01: Administration and Permits	<ul style="list-style-type: none">• Modest reorganization, primarily using existing text and revised for clarity (no change in intent.)• Added clarity and definitions of individual and elected/appointed bodies
Section 8.02: Plan Review for Uses and Structures	<ul style="list-style-type: none">• Updated to provide options for a plot plan review, admin site plan review for minor amendments and planning commission site plan review.• New paragraphs added to more clearly organize the review and post approval process.• Added clarity and definitions of individual and elected/appointed bodies.



Section 8.03: Special Land Use	<ul style="list-style-type: none">• Reorganized and edited for clarity.
Section 8.04: Public Hearing	<ul style="list-style-type: none">• New section on public hearings was added to clearly outline the steps required by the ZEA.
Section 8.05: Amendments / Rezoning	--
Section 8.06 Amendments Required to Conform to Court Decree	<ul style="list-style-type: none">• Added for clarity, to reflect best practices, and improve ease of administration
Section 8.07: Criteria for Amendment of the Official Zoning Map	<ul style="list-style-type: none">• Added to provide instruction for map amendments for clarity, to reflect best practices, and improve ease of administration
Section 8.08: Criteria for Amendment of the Official Zoning Text	<ul style="list-style-type: none">• Added to provide instruction for text amendments for clarity, to reflect best practices, and improve ease of administration
Section 8.09: Restrictions on Resubmittal of a Rezoning Request	<ul style="list-style-type: none">• Added for clarity, to reflect best practices, and improve ease of administration
Section 8.10: Conditional Rezoning	<ul style="list-style-type: none">• Added to offer this option pursuant to current state law.
Section 8.11 Zoning Board of Appeals	--



Section 8.12 Performance Guarantees	--
Section 8.13 Enforcement	--
Section 8.14 Interpretation, Purpose and Conflict	--
Section 8.15 Violations and Penalties	--
Section 8.16 Validity	--
Section 8.17 Effective Date	--

PERMITTED USE COMPARISON: CURRENT TO DRAFT PROPOSED ZONING ORDINANCE

5/12/2025

Land Use	CURRENT ORDINANCE		DRAFT PROPOSED			CURRENT ORDINANCE					DRAFT PROPOSED		
	R-1A,B,C	R-2	R-1	R-2	R-3	RO-1	C-1	C-2	RS-1	O-1	MU-1	MU-2	C-R
	One Family Residential	Two-Family Residential	Low-Density Residential	Moderate-Density Residential	Medium-Density Residential	Restricted Office	General Business	Special Business	Regional Shopping	Organizational	Neighborhood Mixed Use	Condo/Mixed Use	Regional Commercial
Residential and Care Facilities													
Adult Foster Care Facilities:													
Family Home	P	P	P	P									
Small Group Home	P	P		SLU	SLU								
Large Group Home	P	P			SLU								
Congregate Care Facility	P	P			SLU								
Child Care Facilities:													
Foster Family Home	P	P	P	P	P								
Foster Family Group Home	P	P	P	P	P								
Family Child Care Home	P	P	P	SLU	SLU								
Group Child Care Home	SLU	SLU	SLU	SLU	SLU					P			
Converted dwellings		P	Removed from draft Ordinance								Removed from draft Ordinance		
Dwelling, Attached Accessory Unit	SLU	SLU	P	P	P							P	
"Accessory apartment" in current Ord.													
Dwelling, Detached Accessory Unit		Not defined.	SLU	SLU	P		Not defined in current Ordinance.					P	
Dwelling, Cottages / Cottage Court		Not defined.	SLU	SLU	P								
Dwelling, One Unit	P	P	SLU	SLU	P								
"Single family residence" in current Ord.													
Dwelling, Two Unit (Duplex)		P	SLU	SLU	P						P	P	
"Two family dwelling" in current Ord.													
Dwelling, Three Unit (Triplex)		Not defined in current Ordinance.	SLU	SLU	P						P	P	
Dwelling, Four Unit (Quadplex)			SLU	SLU	P		Not defined in current Ordinance.				P	P	
Dwelling, Multiple Unit													
"Multiple family dwelling and development" in current Ord.		P			P						P	P	P
High-rise multi-purpose buildings			Removed from draft Ordinance.				SLU				Removed from draft Ordinance.		
Hospice	SLU	P/SLU	SLU	SLU	SLU					P	P	P	
Housing for the elderly		P	Removed from draft Ordinance reIncorporated as standards for multiple unit dwellings								Removed from draft Ordinance. Incorporated as standards for multiple unit dwellings		
Live-Work		Not defined.					Not defined in current Ordinance.				P	P	P
Nursing and Convalescent Care Facilities													
Includes terms like "nursing home," "rest home," "assisted living facility," and "orphanage" in current Ord.		P	SLU	SLU	SLU					P	P	P	
Single-Family Childcare	SLU	SLU	SLU	SLU	SLU								
Commercial Uses													
Adult Day Care Facility	P	P									P		P
Adult-Oriented Uses													
"Sexually-Oriented Businesses" in current Ord.							SLU		SLU				SLU

PERMITTED USE COMPARISON: CURRENT TO DRAFT PROPOSED ZONING ORDINANCE

5/12/2025

Land Use	CURRENT ORDINANCE		DRAFT PROPOSED			CURRENT ORDINANCE					Organizational	DRAFT PROPOSED		
	R-1A,B,C	R-2	R-1	R-2	R-3	RO-1	C-1	C-2	RS-1	O-1		MO-1	MO-2	C-R
	One Family Residential	Two Family Residential	Low Density Residential	Moderate Density Residential	Medium Density Residential	Restricted Office	General Business	Special Business	Regional Shopping			Neighborhood Mixed Use	Corridor Mixed Use	Regional Commercial
Automobile Service Station, Minor <i>*Includes automobile service that is accessory to automobile wash establishments in the current Ord.</i>							P/SLU		SLU					P
Automobile Repair Station, Major	Not defined.						Not defined in current Ordinance.							SLU
Automobile Wash Establishment							P		SLU					SLU
Banks, credit unions, and savings banks without drive thru facilities							P	P	P			P	P	P
Bars and taverns	Not defined.						Not defined in current Ordinance.					P	P	P
Bed and Breakfast Establishment <i>*Bed and Breakfast Inn" in current Ord.</i>	SLU	SLU		SLU	SLU							P	P	
Brewery / Distillery / Tap Room / Tasting Room <i>*Brew Pub" in current Ord.</i>	Defined but not regulated.						Defined but not regulated.					P	P	P
Child Care Center	SLU	SLU								P		P	P	P
Cigar Lounges, Smoking Lounges and Smoke Shops	Not defined.						Not defined in current Ordinance.					SLU	SLU	P
Clubs and Lounges <i>*Cocktail Lounge (Night Club)" in current Ord.</i>	Defined but not regulated.						Defined but not regulated.					SLU	SLU	P
Contractor's Storage Yard	Not defined.						Not defined in current Ordinance.							SLU
Convenience Store	Not defined.						Not defined in current Ordinance.					P	P	P
Drive-Through Facility <i>*Drive-in facilities" in current Ord.</i>									SLU					SLU
Drive-in / Fast Food / Carry-Out Restaurants			Removed from draft Ordinance.									Removed from draft Ordinance.		
Event Hall / Banquet Hall (w/ kitchen)	Not defined.						Not defined in current Ordinance.							SLU
Flea Markets			Removed from draft Ordinance.						SLU			Removed from draft Ordinance.		
Funeral Homes / Mortuaries							P			P		P		P
Furnish, dressmaking, and tailoring establishments			Removed from draft Ordinance. Incorporated into Personal Service Establishments.			P	P	P	P			Removed from draft Ordinance. Incorporated into Personal Service Establishments.		
Ghost Kitchen, Accessory	Not defined in current Ordinance.						Not defined in current Ordinance.					SLU	SLU	P
Ghost Kitchen, Principal														SLU
Health / Fitness Club <i>Included under "Adult Personal Service Establishment" in current Ord., not otherwise defined or regulated.</i>	Not defined in current Ordinance.						Not defined in current Ordinance.					P	P	P
Home Occupation	P	P	P	P	P							P	P	P
Hotels / Motels							SLU		SLU				SLU	SLU
Indoor commercial recreation establishments							P							SLU
Kennel	Defined and regulated, but not explicitly permitted in any districts.						Defined and regulated, but not explicitly permitted in any districts.							SLU
Marijuana Establishments							SLU	SLU				SLU	SLU	
Massage Establishments	Defined but not regulated.						Defined but not regulated.					SLU	SLU	SLU

PERMITTED USE COMPARISON: CURRENT TO DRAFT PROPOSED ZONING ORDINANCE

5/12/2025

Land Use	CURRENT ORDINANCE		DRAFT PROPOSED			CURRENT ORDINANCE					DRAFT PROPOSED		
	R-1A,B,C	R-2	R-1	R-2	R-3	RO-1	C-1	C-2	RS-1	O-1	MU-1	MU-2	C-R
	One Family Residential	Two-Family Residential	Low Density Residential	Moderate Density Residential	Medium Density Residential	Restricted Office	General Business	Special Business	Regional Shopping	Organizational	Neighborhood Mixed Use	Corridor Mixed Use	Regional Commercial
Medical office / clinics						P	P	P	P		P	P	P
Nursery schools, day nurseries, and day care centers			Removed from draft Ordinance. Incorporated into Day Care Centers			P	P	P	P		Removed from draft Ordinance. Incorporated into Day Care Centers		
Offices (business and professional services)						P	P	P	P		P	P	P
Open Air Businesses							SLU						SLU
Personal Service Establishments							P	P			P	P	P
Planned Multiple Projects			Removed from draft Ordinance				SLU				Removed from draft Ordinance		
Photography studio			Removed from draft Ordinance. Incorporated into Studio			P	P	P	P		Removed from draft Ordinance. Incorporated into Studio		
Restaurant							P	P			P	P	P
Retail Store							P	P			P	P	P
Self-Storage Facility with Ground Floor Retail		Not defined in current Ordinance.					Not defined in current Ordinance.				SLU		
Self-Storage Facility, Indoor							Not defined in current Ordinance.				SLU		
Self-Storage Facility, Mini-Warehouse							Not defined in current Ordinance.				SLU		
Stores selling prescription drugs only			Removed from draft Ordinance.			P					Removed from draft Ordinance.		
Studio (Art, Photography, Dance, etc.)							P	P	P		P	P	P
Theaters							P						
Regulated, but not defined, incorporated into "Indoor Entertainment Establishments" in draft Ord.													
Vehicle Fueling Stations		Not defined in current Ordinance.					Not defined in current Ordinance.						SLU
Incorporates the gas pump regulations for Automobile Service Stations from Section 10-258 of the current Ord.							Not defined in current Ordinance.						SLU
Vehicle Sales Establishments							P/SLU		SLU				SLU
*Permitted by right in C-1 if fully enclosed. Outdoor vehicle sales subject to both Open Air Business and Vehicle Sales Establishment standards.													
Veterinarian establishment, including animal clinic and boarding. Includes "Veterinary Clinic or Hospital" and "Kennels" from current Ord.		Defined and regulated, but not explicitly permitted in any districts.				Defined and regulated, but not explicitly permitted in any districts.					P	P	P
Industrial Uses													
Assembly of components for pre-manufactured or pre-fabricated materials		Not defined in current Ordinance.					Not defined in current Ordinance.						P
General fabrication and assembly operations		Not defined.					Not defined in current Ordinance.						SLU
Outdoor Storage		Not defined.					Not defined in current Ordinance.						SLU
Research and Development Establishments							Defined but not regulated.						
Includes "Laboratory" and "Research Establishment/Laboratory" in current Ord.		Defined but not regulated.					Defined but not regulated.				SLU		P

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5/12/2025

Land Use	CURRENT ORDINANCE		DRAFT PROPOSED			CURRENT ORDINANCE					DRAFT PROPOSED		
	R-1A,B,C	R-2	R-1	R-2	R-3	RO-1	C-1	C-2	RS-1	O-1	NU-1	NU-2	C-R
	One Family Residential	Two-Family Residential	Low Density Residential	Moderate Density Residential	Medium Density Residential	Restricted Office	General Business	Special Business	Regional Shopping	Organizational	Neighborhood Mixed Use	Corridor Mixed Use	Regional Commercial
Realt with component of manufacture, compounding processing, packaging, treating and assembling of materials and goods in the production of: Apparel and other finished products made from fabrics, leather, fur, canvas, and similar materials; furniture and fixtures; printing and publishing			Removed from draft Ordinance				P	P	P		Removed from draft Ordinance		
Trade and industrial schools	Not defined.					Not defined in current Ordinance.					SLU		P
Warehousing, storage or transfer buildings, excluding storage of bulk petroleum in above ground tanks <i>Includes building material storage, lumber supply, etc. that is required to be enclosed.</i>							P		SLU				SLU
Wholesale establishments, including automotive parts, drugs, chemical dry goods, apparel, food, farm products, electrical goods, hardware, machinery, equipment, metals, paper products, furnishings, lumber, and building products							P		SLU				P
Public and Quasi-Public Uses													
Cemeteries	SLU	SLU	Removed from draft Ordinance								Removed from draft Ordinance		
Garages, community	Defined and regulated, but not explicitly permitted in any districts.			SLU	SLU	Defined and regulated, but not explicitly permitted in any districts.					P	P	P
Garages, public	Defined and regulated, but not explicitly permitted in any districts.					Defined and regulated, but not explicitly permitted in any districts.					SLU	SLU	SLU
Hospitals		P								P			SLU
Institutional (Schools, Civic Centers) <i>Includes "private clubs" and "lodges" from current Ord.</i>	P	P	Removed from draft Ordinance; incorporated into "Institutional"			P	P	P	P	P	P	P	P
Lodges, Fraternal Organizations, and Veterans' Organizations			Removed from draft Ordinance; incorporated into "Institutional"							P			
Monasteries, Convents, or Residences of Religious Order	P	P	Removed from draft Ordinance; incorporated into "Places of Worship"								Removed from draft Ordinance; incorporated into "Places of Worship"		
Museums					P						P	P	P
Parks, playgrounds and playfields			P	P	P						P	P	P
Places of Worship	P	P			P	P	P	P	P	P	P	P	P
Public and Semi-public Institutional Buildings and Uses			P	P	P	P	P	P	P	P	P	P	P
Public Utility Buildings			P	P	P		P		P	P			P
Wireless Communications Facilities	Defined and regulated, but not explicitly permitted in any districts.					Defined and regulated, but not explicitly permitted in any districts.							SLU
Accessory Uses													
No accessory uses/structures permitted in C-1 / C-2													
Electric Vehicle Chargers	Not defined.		P	P	P	Not defined in current Ordinance.					P	P	P
Garages, private	P		P	P	P						P	P	P

PERMITTED USE COMPARISON: CURRENT TO DRAFT PROPOSED ZONING ORDINANCE

5/12/2025

Land Use	CURRENT ORDINANCE		DRAFT PROPOSED			CURRENT ORDINANCE					DRAFT PROPOSED		
	R-1A,B,C	R-2	R-1	P-2	R-3	RO-1	C-1	C-2	RS-1	O-1	MU-1	MU-2	C/R
	One Family Residential	Two-Family Residential	Low-Density Residential	Moderate-Density Residential	Medium-Density Residential	Restricted Office	General Business	Special Business	Regional Shopping	Organizational	Neighborhood Mixed Use	Community Mixed Use	Regional Commercial
Ground-Mounted Solar	Not defined.		P	P	P		Not defined in current Ordinance.				P	P	P
Parking Lots		P	SLU	SLU	P	P	P	P	P	P	P	P	P
"Off-Street Parking" regulated as a principal use in the current Ord.													
Murals												P	P
Outdoor Dining / Patios	Not defined.						Not defined in current Ordinance.				P	P	P
Rooftop Solar			P	P	P						P	P	P
Swimming Pools	Defined but not regulated.		P	P	P		Defined but not regulated.				P	P	P

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 5 - **PROGRESS PAYMENT NO.1 - PAVEMENT JOINT/CRACK SEALING PROJECT #180-366**

EXPLANATION / SUMMARY

Attached is a letter from our City Engineers transmitting Progress Payment No. 1 on the Pavement Joint/Crack Sealing Project, #180-366.

It is recommended that this payment be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve payment to Michigan Joint Sealing, Inc. in the amount of \$62,430.91 for Progress Payment No. 1 on the Pavement Joint/Crack Sealing Project, #180-366.

SUBMITTED BY:

A large, stylized handwritten signature in black ink, likely belonging to John Szymanski, is written over a horizontal line.

Acting City Manager, John Szymanski

___Approved ___Vote



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

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

May 13, 2025

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

Reference: Pay Estimate 01

2025 Pavement Joint & Crack Sealing Program
City of Harper Woods
AEW Project No. 0180-0366

Dear Mr. Szymanski:

Attached is Pay Estimate 01 for the above-referenced Project. For work completed through May 11, 2025, we recommend issuing payment for the **Net Earnings this Period (see Page 1)** in the amount of **\$62,430.91** to Michigan Joint Sealing, Inc., 28830 West 8 Mile Road, Suite 103, Farmington Hills, Michigan 48336.

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

Sincerely,

DocuSigned by:
Frank D. Varicalli
C4D17CC8031F4D4...

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Heather Toutant, Deputy DPW Director
Leslie Frank, City Clerk
David Bacci, Michigan Joint Sealing, Inc.
Ryan Kern, AEW, Inc.



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/13/2025 8:49 AM

FieldManager 5.3c

Contract: .0180-0366, 2025 Joint and Crack Sealing Program

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
05/11/2025	1	Michelle Ankawi	Semi-Monthly	No		4/24/2025
Prime Contractor Michigan Joint Sealing, Inc.				Managing Office Anderson, Eckstein and Westrick, Inc.		
Comments Current Contract Amount: \$68,414.00 % Completed: 96%						

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
_ Bonds, Insurance and Initial Setup Expense (\$2,900 Max)	1027051	0005	0180-0366	0000	0005	00	000	1.000	\$2,000.00
_ Cleaning and Sealing Existing Joints and Random Cracks	6037001	0010	0180-0366	0000	0010	00	000	89,791.000	\$63,751.61
_ Traffic Maintenance and Control	8127051	0015	0180-0366	0000	0015	00	000	1.000	\$100.00
Total Estimated Item Payment:									\$65,851.61

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
0180-0366, 2025 Joint and Crack Sealing Program	0001	\$65,851.61	\$0.00	\$65,851.61
Voucher Total:				\$65,851.61

Summary

Current Voucher Total:	\$65,851.61	Earnings to date:	\$65,851.61
- Current Retainage:	\$3,420.70	- Retainage to date:	\$3,420.70
- Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
- Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$62,430.91	Net Earnings to date:	\$62,430.91
		- Payments to date:	\$0.00
		Net Earnings this period:	\$62,430.91



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/13/2025 8:49 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:
Frank D. Varicalli

Frank D. Varicalli, AEW, Inc.

05/13/2025

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 1

5/13/2025 8:49 AM

FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

Contract: .0180-0366, 2025 Joint and Crack Sealing Program

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
Bonds, Insurance and Initial Setup Expense (\$2,900 Max)	1027051	0005	0180-0366	0000	1.000	1.000	1.000	1.000	100%	2,000.00000	\$2,000.00
Cleaning and Sealing Existing Joints and Random Cracks	6037001	0010	0180-0366	0000	93,400.000	89,791.000	89,791.000	89,791.000	96%	0.71000	\$63,751.61
Traffic Maintenance and Control	8127051	0015	0180-0366	0000	1.000	1.000	1.000	1.000	100%	100.00000	\$100.00
Percentage of Contract Completed(curr): 96%							Total Amount Paid This Estimate:		\$65,851.61		
(total paid to date / total of all authorized work)							Total Amount Paid To Date:		\$65,851.61		

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 6 - PROGRESS PAYMENT NO. 1 - CONCRETE PAVEMENT
REPAIR PROJECT #180-363

EXPLANATION / SUMMARY

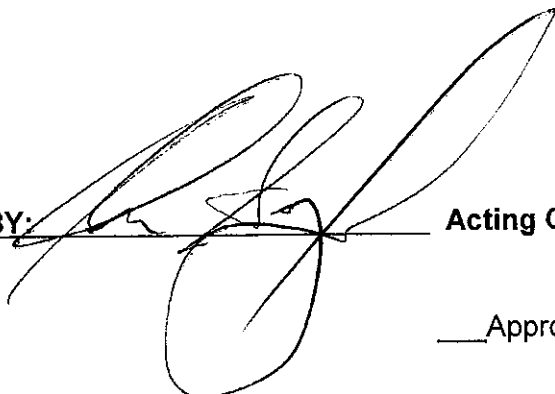
Attached is a letter from our City Engineers transmitting Progress Payment No. 1 on the Concrete Pavement Repair Project, #180-363.

It is recommended that this payment be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve payment to L. Anthony Construction Inc. in the amount of \$115,602.12 for Progress Payment No. 1 on the Concrete Pavement Repair Project, #180-363.

SUBMITTED BY:

A large, stylized handwritten signature in black ink, likely belonging to John Szymanski, is written over a horizontal line.

Acting City Manager, John Szymanski

___Approved ___Vote



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

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

May 13, 2025

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

Reference: Pay Estimate 01

2025 Miscellaneous Concrete Repair Program
City of Harper Woods
AEW Project No. 0180-0363

Dear Mr. Szymanski:

Enclosed please find Construction Pay Estimate No. 1 for the above-referenced project. For work performed through May 11, 2025, we recommend issuing payment for the **Net Earnings this Period (see Page 2)** in the amount of **\$115,602.12** to L. Anthony Construction, 12185 East Ridge Drive, Bruce Township, MI 48065.

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

Sincerely,

DocuSigned by:
Frank D. Varicalli
C4D17CC8031F4D4...

Frank D. Varicalli
Infrastructure Rehab Group Lead

cc: Heather Toutant, Director of Public Works
Leslie Frank, City Clerk
R. Ryan Kern, PE, AEW, Inc.
L Anthony Construction



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/13/2025 8:29 AM

FieldManager 5.3c

Contract: .0180-0363, 2025 Miscellaneous Concrete Pavement Repairs

Estimate No.	Estimate Date	Entered By	Estimate Type	Managing Office
1	5/11/2025	Michelle Ankawi	Semi-Monthly	Anderson, Eckstein and Westrick, Inc.
All Contract Work Completed		Construction Started Date 4/23/2025	Prime Contractor L Anthony Construction 12185 East Ridge Drive Bruce Township MI 48065	
Comments Current Contract Amount: \$326,037.00 % Completed: 39%				

Item Usage Summary

Project: 0180-0363, 2025 Miscellaneous Concrete Pavement Repairs
Category: 0000,

Item Description	Unit	Item Code	Prop. Ln.	Project Line No.	Item Type	Mod. No.	Quantity	Item Price	Dollar Amount
_ Mobilization	LS	1027051	0005	0005	00	000	1.000	20,000.00	\$20,000.00
_ External Structure Wrap, 18 inch	Ea	4027050	0025	0025	00	000	4.000	350.00	\$1,400.00
Dr Structure Cover, Adj, Case 1, Modifie	Ea	4030004	0030	0030	00	000	4.000	200.00	\$800.00
_ Dr Structure Cover, Adj, Add Depth	Ft	4037001	0040	0040	00	000	2.000	200.00	\$400.00
_ Joint, Expansion, Erg, Modified	Ft	6027001	0065	0065	00	000	437.100	12.00	\$5,245.20
Lane Tie, Epoxy Anchored	Ea	6030030	0070	0070	00	000	340.000	5.00	\$1,700.00
Pavt Repr, Nonreinf Conc, 8 inch	Syd	6030044	0075	0075	00	000	1,208.900	65.00	\$78,578.50
_ Full Depth Sawcutting through Existing P avement, Sidewalk, Driveway or Curb	Ft	6037001	0080	0080	00	000	1,099.000	1.50	\$1,648.50
_ Pavt Repr, Rem, Modified	Syd	6037011	0085	0085	00	000	1,208.900	14.00	\$16,924.60
_ Traffic Maintenance and Control	LS	8127051	0115	0115	00	000	0.250	7,000.00	\$1,750.00
Subtotal for Category 0000:									\$128,446.80
Subtotal for Project 0180-0363:									\$128,446.80
Total Estimated Item Payment:									\$128,446.80

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



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/13/2025 8:29 AM

FieldManager 5.3c

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0180-0363, 2025 Miscellaneous Concrete Pavement Repairs	0001	\$128,446.80	\$0.00	\$128,446.80
Voucher Total:				\$128,446.80

Summary

Current Voucher Total:	\$128,446.80	Earnings to date:	\$128,446.80
-Current Retainage:	\$12,844.68	- Retainage to date:	\$12,844.68
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$115,602.12	Net Earnings to date:	\$115,602.12
		- Payments to date:	\$0.00
		Net Earnings this period:	\$115,602.12

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

 Frank D. Varicalli

05/13/2025

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 1

5/13/2025 8:29 AM

FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

Contract: .0180-0363, 2025 Miscellaneous Concrete Pavement Repairs

Project: 0180-0363, 2025 Miscellaneous Concrete Pavement Repairs

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	_ Mobilization	1027051	1.000	LS	1.000	1.000	1.000	100%	20,000.00000	\$20,000.00
0010	_ Sidewalk, Rem	2047010	2,700.000	Sft	0.000	0.000			1.00000	
0015	_ Driveway, Conc, Rem	2047011	180.000	Syd	0.000	0.000			9.00000	
0020	_ Subgrade Undercutting, Type II, Modified	2057021	36.000	Cyd	0.000	0.000			20.00000	
0025	_ External Structure Wrap, 18 inch	4027050	18.000	Ea	4.000	4.000	4.000	22%	350.00000	\$1,400.00
0030	Dr Structure Cover, Adj, Case 1, Modified	4030004	18.000	Ea	4.000	4.000	4.000	22%	200.00000	\$800.00
0035	Dr Structure, Tap, 4 inch	4030304	22.000	Ea	0.000	0.000			20.00000	
0040	_ Dr Structure Cover, Adj, Add Depth	4037001	28.000	Ft	2.000	2.000	2.000	7%	200.00000	\$400.00
0045	_ Dr Structure Cover, Catch Basin	4037050	11.000	Ea	0.000	0.000			375.00000	
0050	_ Dr Structure Cover, Sanitary Manhole	4037050	4.000	Ea	0.000	0.000			375.00000	
0055	Underdrain, Subgrade, 4 inch	4040071	360.000	Ft	0.000	0.000			10.00000	
0060	Joint, Expansion, E2	6020207	216.000	Ft	0.000	0.000			12.00000	
0065	_ Joint, Expansion, Erg, Modified	6027001	216.000	Ft	437.100	437.100	437.100	202%	12.00000	\$5,245.20
0070	Lane Tie, Epoxy Anchored	6030030	2,160.000	Ea	340.000	340.000	340.000	16%	5.00000	\$1,700.00
0075	Pavt Repr, Nonreinf Conc, 8 inch	6030044	2,808.000	Syd	1,208.900	1,208.900	1,208.900	43%	65.00000	\$78,578.50
0080	_ Full Depth Sawcutting through Existing Pavement, Sidewalk, Driveway or Curb	6037001	3,744.000	Ft	1,099.000	1,099.000	1,099.000	29%	1.50000	\$1,648.50
0085	_ Pavt Repr, Rem, Modified	6037011	2,808.000	Syd	1,208.900	1,208.900	1,208.900	43%	14.00000	\$16,924.60
0090	Driveway, Nonreinf Conc, 6 inch	8010005	180.000	Syd	0.000	0.000			44.00000	
0095	Detectable Warning Surface	8030010	36.000	Ft	0.000	0.000			30.00000	
0100	Sidewalk, Conc, 4 inch	8030044	1,980.000	Sft	0.000	0.000			5.00000	
0105	Sidewalk, Conc, 6 inch	8030046	360.000	Sft	0.000	0.000			5.50000	
0110	_ Sidewalk Ramp, Conc, 8 inch	8037010	360.000	Sft	0.000	0.000			6.00000	
0115	_ Traffic Maintenance and Control	8127051	1.000	LS	0.250	0.250	0.250	25%	7,000.00000	\$1,750.00

Contract: .0180-0363

Estimate: 1

Page 1 of 2



Construction Pay Estimate Amount Balance Report

Estimate: 1

5/13/2025 8:29 AM
FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

Project: 0180-0363, 2025 Miscellaneous Concrete Pavement Repairs

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
0120	Surface Restoration (Seeding)	8167011	360.000	Syd		0.000			6.00000	

Subtotal for Category 0000: 128446.80

Subtotal for Project 0180-0363: 128446.80

Percentage of Contract Completed(curr): 39%
(total earned to date / total of all authorized work)

Total Amount Earned This Estimate: \$128,446.80
Total Amount Earned To Date: \$128,446.80

AGENDA EXPLANATION

Approved _____ Vote _____



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

May 8, 2025

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

Reference: Pay Estimate 03

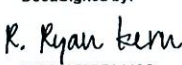
2024 DWSRF Lead Water Service Replacement Program
City of Harper Woods
AEW Project No. 0180-0331

Dear Mr. Szymanski:

Enclosed please find Construction Pay Estimate No. 3 for the above-referenced project. For work performed through May 4, 2025, we recommend issuing payment for the **Net Earnings this Period (see Page 1)** in the amount of **\$75,150.00** 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.

5/8/2025 2:37 PM

FieldManager 5.3c

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

Estimate Date	Estimate No.	Entered By	Estimate Type	Electronic File Created	All Contract Work Completed	Construction Started Date
05/04/2025	3	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: 14%						

Item Usage Summary

Item Description	Item Code	Prop. Line	Project	Category	Project Line No.	Item Type	Mod. No.	Quantity	Dollar Amount
_ Sidewalk, Rem	2047010	0005	0180-0331	0000	0005	00	000	282.000	\$0.00
_ 1 inch, Water Serv, Long, Water Main to Meter	8237050	0045	0180-0331	0000	0045	00	000	8.000	\$57,200.00
_ 1 inch, Water Serv, Short, Water Main to Meter	8237050	0050	0180-0331	0000	0050	00	000	3.000	\$21,000.00
_ 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: \$83,500.00

Time Charges

Site	Site Description	Site Method	Days Charged	Liq. Damages
00	SITE NUMBERS SHOULD BE CODED 00	Completion Date	56	\$0
Total Liquidated Damages:				\$0

Pre-Voucher Summary

Project	Voucher No.	Item Payment	Stockpile Adjustment	Dollar Amount
0180-0331, DWRF Lead Water Service Replacement	0003	\$83,500.00	\$0.00	\$83,500.00
Voucher Total:				\$83,500.00

Summary

Current Voucher Total:	\$83,500.00	Earnings to date:	\$138,250.00
-Current Retainage:	\$8,350.00	- Retainage to date:	\$13,825.00
-Current Liquidated Damages:	\$0.00	- Liquidated Damages to date:	\$0.00
-Current Adjustments:	\$0.00	- Adjustments to date:	\$0.00
Total Estimated Payment:	\$75,150.00	Net Earnings to date:	\$124,425.00
		- Payments to date:	\$49,275.00
		Net Earnings this period:	\$75,150.00

Contract ID: .0180-0331

Estimate: 3

Page 1 of 2



Anderson, Eckstein and Westrick, Inc.

Construction Pay Estimate Report

5/8/2025 2:37 PM

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
48 400 041 111 111 111

R. Ryan Kern, P.E.

05/08/2025

(Date)



Construction Pay Estimate Amount Balance Report

Estimate: 3

5/8/2025 2:37 PM

FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

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	282.000	407.000	407.000	33%	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	8.000	11.000	11.000	18%	7,150.00000	\$78,650.00
_ 1 inch, Water Serv, Short, Water Main to Meter	8237050	0050	0180-0331	0000	61.000	3.000	7.000	7.000	11%	7,000.00000	\$49,000.00
_ 1 inch, Water Serv, Water Main to Curb S top	8237050	0055	0180-0331	0000	3.000	1.000	2.000	2.000	67%	5,300.00000	\$10,600.00

Percentage of Contract Completed(curr): 14%
(total paid to date / total of all authorized work)

Total Amount Paid This Estimate: \$83,650.00
Total Amount Paid To Date: \$138,250.00

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 8 - PROGRESS PAYMENT NO. 3 - CITY HALL GENERATOR
PROJECT NO. 180-291

EXPLANATION / SUMMARY

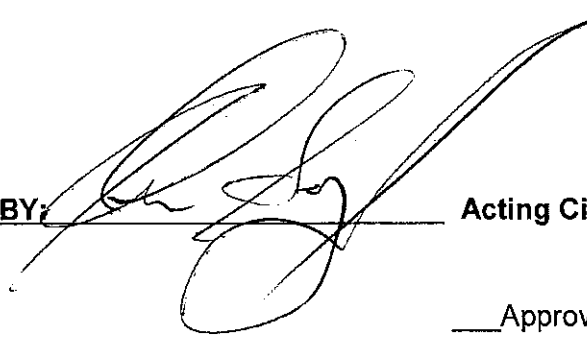
Attached is a letter from our City Engineers transmitting Progress Payment No. 3 on the City Hall Generator Project No. 180-291.

It is recommended that this payment be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve payment to L.J. Rolls Mechanical in the amount of \$13,881.30 for Progress Payment No. 3 on the City Hall Generator Project, #180-291.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

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

May 6, 2025

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

Reference: Pay Estimate 03
City Hall Generator
City of Harper Woods
AEW Project No. 0180-0291

Dear Mr. Szymanski:

Attached is Pay Estimate 03 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 **\$13,881.30** 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

51301 Schoenherr Road, Shelby Township, MI 48315
Engineering Strong Communities



Construction Pay Estimate Report

Anderson, Eckstein and Westrick, Inc.

5/6/2025 5:26 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
05/05/2025	3	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: 70%						

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	8267051	0015	0180-0291	0001	0015	00	000	0.100	\$13,881.30
Total Estimated Item Payment:									\$13,881.30

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	0003	\$13,881.30	\$0.00	\$13,881.30
Voucher Total:				\$13,881.30

Summary

Current Voucher Total:	\$13,881.30	Earnings to date:	\$131,872.35
-Current Retainage:	\$0.00	- 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:	\$13,881.30	Net Earnings to date:	\$122,431.70
		- Payments to date:	\$108,550.40
		Net Earnings this period:	\$13,881.30



Anderson, Eckstein and Westrick, Inc.

Construction Pay Estimate Report

5/6/2025 5:26 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.

Decoded by:
R. Ryan Kern

05/06/2025

R. Ryan Kern, PE AEW, INC.

(Date)



Construction Pay Estimate Amount Balance Report
Estimate: 3

5/6/2025 5:26 AM
FieldManager 5.3c

Anderson, Eckstein and Westrick, Inc.

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	0.100	0.950	0.950	95%	138,813.00000	\$131,872.35
Percentage of Contract Completed(curr): 70%							Total Amount Paid This Estimate: \$13,881.30				
(total paid to date / total of all authorized work)							Total Amount Paid To Date: \$131,872.35				

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 9 - CONTRACT EXTENSION - 2025 STORM SEWER AND CATCH BASIN REPAIR PROGRAM

EXPLANATION / SUMMARY

Attached is correspondence from our City Engineers regarding our Storm Sewer and Catch Basin Repair Program. We have been reviewing an offer from Great Lakes Contracting, who did last year's project, to honor their existing prices for an extension for 2025.

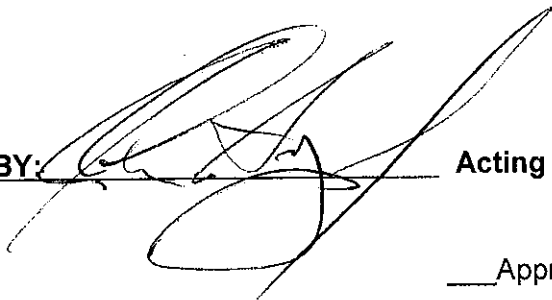
By extending this contract, we save the cost of preparing new bid specifications, advertising and other startup costs. Further, based on other recent bids we do not feel that bidding will result in lower prices. This work is spread throughout the City and contractors usually bid higher because of this 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 \$340,000.00 with Great Lakes Contracting for the 2025 Storm Sewer and Catch Basin Repair Program, #180-362.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote



ANDERSON, ECKSTEIN & WESTRICK, INC.

CIVIL ENGINEERS - SURVEYORS - ARCHITECTS

Shelby Township - Roseville - Livonia

586.726.1234 | www.aewinc.com

May 5, 2025

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

Reference: 2025 Storm Sewer and Catch Basin Repair Program
City of Harper Woods
AEW Project No. 0180-0362

Dear Mr. Szymanski:

We have received a proposal from Great Lakes Contracting (see attached), who is currently under contract for the 2024 Storm Sewer and Catch Basin Repair Program, offering to perform the work for the proposed 2025 program on major streets designated from the SAW Priority List.

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 Great Lakes Contracting, 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 from the storm sewer fund. It is our understanding that the total amount currently proposed is \$340,000.00.

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

[M:\0180\0180-0362\Project Mgmt\Correspondence\Drafts\SzymanskiFDV250501.docx](#)

PROPOSAL

CITY OF HARPER WOODS 2025 STORM SEWER REPAIRS AEW PROJECT NO. 0180-0362

Item No.	Description	Estimated Quantity	Unit	Bid Unit Price	Bid Price
1.	Bonds, Insurance and Initial Set-up Expense	1	LS	\$ 6,100.00	\$ 6,100.00
2.	Mobilization	1	LS	\$ 7,500.00	\$ 7,500.00
3.	Dr. Structure, Rem	25	EA	\$ 675.00	\$ 16,875.00
4.	Sewer, Remove, Less than 24 inch	240	FT	\$ 15.00	\$ 3,600.00
5.	Driveway, Conc, Rem	100	SY	\$ 12.50	\$ 1,250.00
6.	Sidewalk, Rem	40	SY	\$ 13.75	\$ 550.00
7.	Pavt, Rem	410	SY	\$ 13.75	\$ 5,637.50
8.	Sewer, PVC Truss, 06 inch	10	FT	\$ 125.00	\$ 1,250.00
9.	Sewer, PVC Truss, 08 inch	20	FT	\$ 130.00	\$ 2,600.00
10.	Sewer, PVC Truss, 10 inch	90	FT	\$ 135.00	\$ 12,150.00
11.	Sewer, PVC Truss, 12 inch	120	FT	\$ 159.00	\$ 19,080.00
12.	Dr Structure Wrap, 12 inch	20	EA	\$ 450.00	\$ 9,000.00
13.	Dr Structure Wrap, 18 inch	14	EA	\$ 675.00	\$ 9,450.00
14.	Dr Structure, 24 inch dia, with Sump	16	EA	\$ 975.00	\$ 15,600.00
15.	Dr Structure, 36 inch dia, with Sump	9	EA	\$ 1,450.00	\$ 13,050.00
16.	Dr Structure Cover, Adjust, Case 1	14	EA	\$ 200.00	\$ 2,800.00
17.	Dr Structure Cover, Adjust, Case 2	2	EA	\$ 200.00	\$ 400.00
18.	Dr Structure Cover, Adj, Add Depth	50	FT	\$ 150.00	\$ 7,500.00

PROPOSAL

CITY OF HARPER WOODS 2025 STORM SEWER REPAIRS AEW PROJECT NO. 0180-0362

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
19.	Sewer Tap, 10 inch	2	EA	\$ 375.00	\$ 750.00
20.	Sewer Tap, 12 inch	2	EA	\$ 475.00	\$ 950.00
21.	Point Pipes	38	EA	\$ 125.00	\$ 4,750.00
22.	Dr Structure Cover, Catch Basin	10	EA	\$ 675.00	\$ 6,750.00
23.	Dr Structure Cover, Storm Manhole	4	EA	\$ 675.00	\$ 2,700.00
24.	Dr Structure Cover, Sanitary Manhole	1	EA	\$ 750.00	\$ 750.00
25.	Underdrain, Subgrade, 4 inch	370	FT	\$ 10.75	\$ 3,977.50
26.	Joint, Expansion, E2	20	FT	\$ 30.00	\$ 600.00
27.	Joint, Expansion, ERG, Modified	50	FT	\$ 30.00	\$ 1,500.00
28.	Sidewalk, Conc, 4 inch	162	SF	\$ 8.75	\$ 1,417.50
29.	Sidewalk Ramp, Conc, 8 inch	198	SF	\$ 10.75	\$ 2,128.50
30.	Detectable Warning Surface	20	FT	\$ 70.00	\$ 1,400.00
31.	Driveway, Nonreinf Conc, 6 inch	100	SY	\$ 51.85	\$ 5,185.00
32.	Conc Pavt, Nonreinf, 8 inch w/ Integral Curb	280	SY	\$ 66.40	\$ 18,592.00
33.	Conc Pavt, Nonreinf, 9 inch w/ Integral Curb	130	SY	\$ 72.00	\$ 9,360.00
34.	Surface Restoration, Seeding	90	SY	\$ 9.50	\$ 855.00
35.	Traffic Control and Maintenance	1	LS	\$ 20,000.00 \$ 10,000.00	\$ 20,000.00 \$ 10,000.00
PROPOSAL GRAND TOTAL					<u>\$216,058.00</u>

PROPOSAL

CITY OF HARPER WOODS 2025 STORM SEWER REPAIRS AEW PROJECT NO. 0180-0362

<u>Item No.</u>	<u>Description</u>	<u>Estimated Quantity</u>	<u>Unit</u>	<u>Bid Unit Price</u>	<u>Bid Price</u>
<u>Great Lakes Contracting Solutions</u> Bidder/Company		<u>2300 Edinburgh St, Waterford, MI 48328</u> Address			
<u>Philip A. Sakalian</u> Signature		<u>Digitally signed by Philip A. Sakalian</u> Date: 2025.04.22 12:01:14 -04'00'		<u>Telephone</u>	
<u>Printed Name</u>		<u>Email Address</u>			
<u>Sandra F. Mulvihill</u> Attest Signature		<u>Digitally signed by Sandra F. Mulvihill</u> Date: 2025.04.22 12:01:28 -04'00'		<u>Date of Signature</u>	
<u>Attest Printed Name</u>					

*Contractor will be required to submit Bonds and Insurance for this project

CITY OF HARPER WOODS
2025 STORM SEWER REPAIRS
AEW NO. 0180-0362
CATCH BASIN REPLACEMENT WORK SCHEDULE

LOCATION LINE NO.	STRUCTURE NUMBER	PHYSICAL CONC. (in.)	UPPER DRAIN (in.)	STRUCTURE DRAIN (in.)	INVERT DEPTH (ft)	ISO/25TH DEPTH (ft)	REPAIR NEEDED	COMMENTS
1	EH-20-0-15A	9" Conc	20903 Harper (on E. 8 Mile)	24	4.0	No Sump	Install new 2' C.B.	
2	EH-20-0-14B	9" Conc	20979 Harper (on E. 8 Mile)	24	4.1	No Sump	Install new 2' C.B.	
3	GD-5-22-1-014E	9" Conc w/ Cap	20408 Harper N.B. (I-94 Service Drive)	24	3.7	No Sump	Install new 2' C.B.	
4	GD-8-3W	8" Conc	20456 Lennon	36	2.8	2.0	Install new 3' C.B.	
5	GD-3-9-0S	8" Conc	20942 Lochmoor	24	1.7	2.0	Install new 3' C.B.	
6	GD-3-9-0SE	8" Conc	20943 Lochmoor	24	1.4	3.0	Install new 2' C.B.	
7	GD-3-9-1SW	8" Conc	21136 Lochmoor	24	1.7	2.0	Install new 2' C.B.	
8	1556	8" Conc	2126 Lochmoor	24	2.6	1.0	Install new 2' C.B.	
9	1555	8" Conc	2121 Lochmoor	24	2.5	1.0	Install new 2' C.B.	

CITY OF HARPER WOODS
2025 STORM SEWER REPAIRS
AEW NO. 0180-0362
CATCH BASIN REPLACEMENT WORK SCHEDULE

LOCATION No.	STRUCTURE NUMBER	PIPE SIZE (IN)	ADDRESS	STRUCTURE SPAN (FEET)	INVERT ELEVATION	SOIL COVER (FEET)	REPAIR METHOD	COMMENTS
10	GD-5-15-ASW	9" Conc	20711 Harper S.B. (I-94 Service Drive)	48	5.5	2.5	Reconstruct C.B.	
11	GD-5-12-8-1N	8" Conc	20400 Damman	36	4.2	2.0	Reconstruct C.B.	
12	GD-5-12-8-AN	8" Conc	20442 Damman	36	4.6	2.0	Reconstruct C.B.	
13	GD-5-12-7-1N	8" Conc	20608 Damman	36	3.4	1.0	Install new 3' C.B.	
14	GD-5-19W	9" Conc	20714 Harper S.B. (I-94 Service Drive)	36	UNK	UNK	Reconstruct C.B.	
15	GD-5-22SW	9" Conc	19775 Harper S.B. (I-94 Service Drive)	36	UNK	UNK	Reconstruct C.B.	
16	GD-21-7NW	8" Conc	18815 Eastwood	24	4.2	1.0	Install new 2' C.B.	
17	GD-5-23-11W	8" Conc	19646 Eastwood	30	3.4	1.0	Install new 3' C.B.	
18	GD-5-28SW	9" Conc	20706 Harper S.B. (I-94 Service Drive)	36	5.5	2.5	Reconstruct C.B.	

CITY OF HARPER WOODS
2025 STORM SEWER REPAIRS
AEW NO. 0180-0362
CATCH BASIN REPLACEMENT WORK SCHEDULE

LOCATION NO.	STRUCTURE NUMBER	PHYSICAL DESCRIPTION	ADDRESS	STRENGTH (PSI)	INVERT ELEVATION (FEET)	DEPTH (FEET)	REMARKS	COMMENTS
19	GD-5-22-10-4SE	8" Conc	21207 Broadstone on Tyrone	24	3.2	1.0	Install new 3' C.B.	
20	GD-5-22-10-4E	8" Conc	21207 Broadstone on Tyrone	24	2.4	2.0	Install new 2' C.B.	
21	GD-5-22-10-5SE	8" Conc	21206 Broadstone on Tyrone	24	2.6	2.0	Install new 2' C.B.	
22	GD-5-22-10-8SE	8" Conc	21206 Brierstone on Tyrone	36	3.4	1.0	Install new 2' C.B.	
23	GD-5-22-10-11E	8" Conc	21205 Prestwick on Tyrone	24	2.0	1.0	Install new 2' C.B.	
24	GD-5-22-10-12E	8" Conc	21202 Prestwick on Tyrone	36	UNK	UNK	Install new 3' C.B.	
25	GD-5-22-10-12SE	8" Conc	21202 Prestwick on Tyrone	24	2.4	1.0	Reconstruct C.B.	
26	GD-5-22-1-12SE	9" Conc	20955 Bournemouth on Harper N.B. (I-94 Service Drive)	24	5.0	2.0	Reconstruct C.B.	
27	GD-5-22-1-14SE	9" Conc	19230 Harper N.B. (I-94 Service Drive)	24	4.0	2.0	Install new 2' C.B.	

CITY OF HARPER WOODS
2025 STORM SEWER REPAIRS
AEW NO. 0180-0362
CATCH BASIN REPLACEMENT WORK SCHEDULE

Location (Ave & Rd)	Submittal Number	Proposed Location	Proposed Depth (ft)	Proposed Diameter (in)	Proposed Material	Proposed Quantity	Proposed Cost (\$)	Proposed Notes
28	GD-5-22-21-8-SE	8" Conc	8" Conc	24	1.8	2.0	Install new 2' C.B.	
29	GD-5-22-21-8-S	8" Conc	8" Conc	36	UNK	UNK	Install new 3' C.B.	
30	GD-5-22-21-7SW	8" Conc	8" Conc	24	2.0	2.0	Install new 2' C.B.	
31	GD-5-22-21-7S	8" Conc	8" Conc	24	2.3	2.0	Install new 3' C.B.	
32	976	8" Conc	8" Conc	36	3.4	2.0	Install new 3' C.B.	
33	972	8" Conc	8" Conc	36	3.3	1.0	Install new 3' C.B.	

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 10 - CONTRACT MODIFICATION NO. 1 - 2025 SEWER CLEANING AND CCTV INVESTIGATION #180-365

EXPLANATION / SUMMARY

Attached is a contract modification to the Sewer Cleaning and CCTV Investigation project in the amount of \$7,412.50.

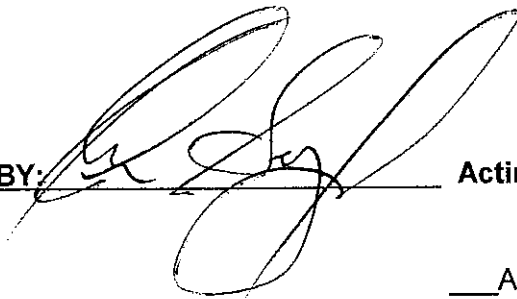
Due to some backup issues with the sanitary sewer system at City Hall, we requested that a full cleaning and CCTV investigation be performed to determine the cause of the backups. It appears that the sanitary sewer system in the City Hall complex has never been cleaned or televised, and it is very much overdue.

I have reviewed this and it is my recommendation that this be approved.

RECOMMENDED ACTION:

By RESOLUTION, approve the Contract Modification No. 1 on the 2025 Sewer Cleaning and CCTV Investigation project, #180-365 in the amount of \$7,412.50.

SUBMITTED BY:



Acting City Manager, John Szymanski

___ Approved ___ Vote



Contract Modification

Anderson, Eckstein and Westrick, Inc.

5/14/2025 5:33 AM

FieldManager 5.3c

Contract: .0180-0365, 2025 Sewer Cleaning and CCTV Investigation

Cont. Mod. Number	Revision Number	Cont. Mod. Date	Electronic File Created	Net Change	Awarded Contract Amount
1		5/14/2025	No	\$7,412.50	\$85,325.00
Route		Managing Office Anderson, Eckstein and Westrick, Inc.		District 07545	Entered By Michelle Ankawi
Contract Location 2025 Sewer Cleaning and CCTV Investigation					

Short Description

Investigation of Storm and Sanitary Sewer at the Harper Woods Municipal Complex.

Description of Changes

The City requested an investigation of the Storm and Sanitary Sewer at the Harper Woods Municipal Complex.

A. Original Contract Amount: \$85,325.00

B. Current Contract Amount (including this revision): \$92,737.50

C. Net Change (B-A): \$7,412.50

D. Net Percent Change (C/A * 100): 8.69%

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
__ Cleaning 06-12 inch Sanitary Sewers	4027001	0065	0065	0180-0365	0001	Extra	400.000	Ft	1.50000	\$600.00
Reason: City Request										
__ Cleaning 06-12 inch Storm Sewers	4027001	0070	0070	0180-0365	0001	Extra	300.000	Ft	2.00000	\$600.00
Reason: City Request										
__ Cleaning 15-21 inch Storms Sewers	4027001	0075	0075	0180-0365	0001	Extra	700.000	Ft	2.00000	\$1,400.00
Reason: City Request										
__ Heavy Cleaning 06-12 inch Sanitary Sewer	4027001	0080	0080	0180-0365	0001	Extra	100.000	Ft	2.50000	\$250.00
Reason: City Request										



Contract Modification

Anderson, Eckstein and Westrick, Inc.

5/14/2025 5:33 AM

FieldManager 5.3c

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg. ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
Heavy Cleaning 06-12 inch Storm Sewers	4027001	0085	0085	0180-0365	0001 Extra	75.000	Ft	2.50000	\$187.50
Reason: City Request									
Heavy Cleaning 15-21 inch Storm Sewers	4027001	0090	0090	0180-0365	0001 Extra	175.000	Ft	3.00000	\$525.00
Reason: City Request									
Extra Heavy Cleaning	8167040	0095	0095	0180-0365	0001 Extra	5.000	Hr	250.00000	\$1,250.00
Reason: City Request									
Final TV Investigation and Log, 06-12 inch Sanitary Sewers	4027001	0100	0100	0180-0365	0001 Extra	400.000	Ft	1.25000	\$500.00
Reason: City Request									
Final TV Investigation and Log, 06-12 inch Storm Sewers	4027001	0105	0105	0180-0365	0001 Extra	300.000	Ft	2.00000	\$600.00
Reason: City Request									
Final TV Investigation and Log, 15-21 inch Storm Sewers	4027001	0110	0110	0180-0365	0001 Extra	700.000	Ft	2.00000	\$1,400.00
Reason: City Request									
Cutting Service Lead Protrusions	4027050	0115	0115	0180-0365	0001 Extra	1.000	Ea	50.00000	\$50.00
Reason: City Request									



Contract Modification

Anderson, Eckstein and Westrick, Inc.

5/14/2025 5:33 AM

FieldManager 5.3c

New Items

Item Description	Item Code	Prop. Line	Proj. Line	Project	Catg.	ItemType	Proposed Quantity	Unit	Unit Price	Dollar Value
Removal of Mineral Deposits	4027050	0120	0120	0180-0365	0001	Extra	5.000	Ea	10.00000	\$50.00

Reason: City Request

Total Dollar Value: \$7,412.50

Project / Category Summary

Project/Catg	Project/Category Description	Federal Number	Project Status	Finance System	Control Section	Dollar Value
0180-0365	2025 Sewer Cleaning and CCTV Investigation		XMPT	STUL		
0001	Municipal Complex					\$7,412.50
Total:						\$7,412.50

Total Net Change Amount: \$7,412.50

Prime Contractor, you are authorized and instructed as the contractor to do the work described herein in accordance with the terms of your contract.

Frank D. Varicalli, AEW, Inc.

 Digitally signed by
 Frank D. Varicalli

05/14/2025

Signature

Date

City of Harper Woods

 Digitally signed by
 Heather Dauter

05/14/2025

Signature

Date

Duke's Root Control, Inc.

 Digitally signed by
 Tyler Lewis

05/14/2025

Signature

Date

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

NEW BUSINESS NO. 11 - RESOLUTION - GUN VIOLENCE AWARENESS

EXPLANATION / SUMMARY

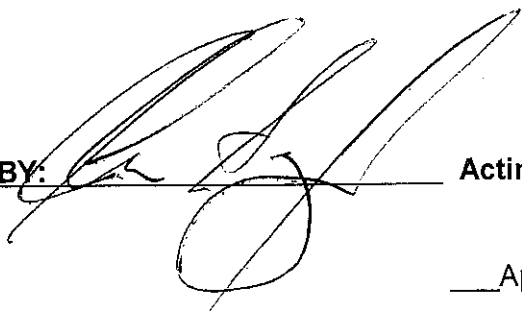
A resolution in support of declaring the first Friday in June to be National Gun Violence Awareness Day is attached for your consideration. June 6, 2025 will be recognized as a day to honor ALL affected by gun violence and to encourage the community to wear orange in support of the resolution. "Wear Orange" Day has been recognized by cities, businesses, sports teams and National Organizations.

It is recommended that this be adopted to show our support.

RECOMMENDED ACTION:

By RESOLUTION, to adopt the Resolution in Support of Declaring the First Friday in June, June 6, 2025 to be National Gun Violence Awareness Day.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

DECLARING THE FIRST FRIDAY IN JUNE TO BE
NATIONAL GUN VIOLENCE AWARENESS DAY

This proclamation declares the first Friday in June to be National Gun Violence Awareness Day in the City of Harper Woods to honor and remember all victims and survivors of gun violence and to declare that we as a country must do more to end this public health crisis.

WHEREAS every day, more than 120 Americans are killed by gun violence and more than 200 are shot and wounded, with an average of more than 17,000 gun homicides every year; and

WHEREAS protecting public safety in the communities they serve is mayors' highest responsibility; and

WHEREAS, support for the Second Amendment rights of law-abiding citizens goes hand-in-hand with keeping guns away from people with dangerous histories; and

WHEREAS mayors and law enforcement officers—in partnership with local violence intervention activists and resources—know their communities best, are the most familiar with local criminal activity and how to address it, and are best positioned to understand how to keep their citizens safe; and

WHEREAS, The community placed orange ribbons around trees and are requesting that June 6th 2025 be recognized as a day to wear orange, a color that symbolizes the value of human life and in tribute to all victims and survivors of gun violence

WHEREAS anyone can join this campaign by pledging to wear orange on June 6th, the first Friday in June in 2025, to help raise awareness about gun violence; and

WHEREAS by wearing orange on June 6, 2025 Americans will raise awareness about gun violence and honor the lives of gun violence victims and survivors; and

WHEREAS we renew our commitment to reduce gun violence and pledge to do all we can, to keep firearms out of the hands of people who should not have access to them, and encourage responsible gun ownership to help keep our families and communities safe.

NOW, THEREFORE BE IT RESOLVED, that Mayor Valerie Kindle of the city of Harper Woods declares the first Friday in June, June 6, 2025, to be National Gun Violence Awareness Day. I encourage all citizens to support their local communities' efforts to prevent the tragic effects of gun violence and to honor and value human lives.

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

OTHER BUSINESS NO. 1 CLOSED SESSION - LITIGATION SETTLEMENT

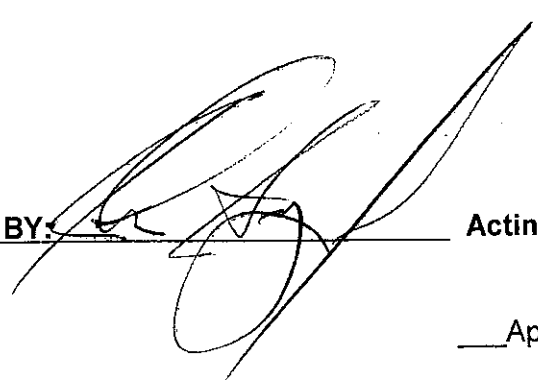
EXPLANATION / SUMMARY

I would request a closed session to discuss a litigation settlement.

RECOMMENDED ACTION:

By MOTION, adjourn to closed session for the purpose of discussing litigation settlement.

SUBMITTED BY:



Acting City Manager, John Szymanski

___Approved ___Vote

CITY OF HARPER WOODS
CITY COUNCIL MEETING OF MAY 19, 2025

AGENDA EXPLANATION

OTHER BUSINESS NO. 2 **CLOSED SESSION - LITIGATION STRATEGY**

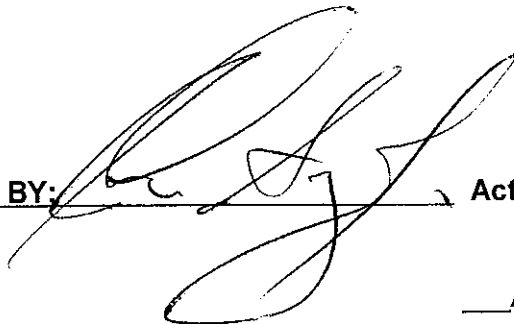
EXPLANATION / SUMMARY

I would request a closed session to discuss litigation strategy.

RECOMMENDED ACTION:

By MOTION, adjourn to closed session for the purpose of discussing litigation strategy.

SUBMITTED BY:

A large, stylized handwritten signature in black ink, likely belonging to John Szymanski, is written over a horizontal line.

Acting City Manager, John Szymanski

___Approved ___Vote